

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**  
**April 13, 2006**  
**Orlando Public Library**  
**101 East Central Boulevard**  
**Orlando, Florida 32801**  
**407.835.READ (7323)**

- 06-049 I. **Call to Order**  
Board Members Present: Sara Brady (3/1); James Tyson (3/0); Matthew Pardy (3/0); Livia Rivera (3/0); Gregory Lee (1/0)
- Library Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Eric Atkinson; Craig Wilkins; Sally Fry; Kathryn Robinson; Tracy Zampaglione; Milinda Neusaenger

President Brady called the meeting to order at 7:00 p.m.

- 06-050 **Oath of Office: Gregory D. Lee**  
Mr. Gregory D. Lee took the oath of office and was sworn in by President Brady. President Brady welcomed Mr. Lee to the Library Board as the newest Trustee.

- 06-051 II. **Public Comment**  
Public comments of items listed on the agenda will occur just prior to the Board's discussion and possible action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.

If a request is made for written comments to be included in the official record of this meeting, it is helpful if the requestor is able to provide the comments in an electronic format. However, this is not required. This is to ensure the completion and accuracy of the official record when posted on the Library's website, [www.ocls.info](http://www.ocls.info) . For more information, contact Milinda Neusaenger at 407.835.7611 or [neusaenger.milinda@ocls.info](mailto:neusaenger.milinda@ocls.info) .

- 06-052 III. **Approval of Minutes:**  
**Library Board of Trustees Meeting ~ March, 9, 2006**  
Trustee Pardy, seconded by Trustee Rivera, moved to approve the minutes for the March 9, 2006 Library Board of Trustees Meeting. Motion carried 4-0.

Vice President Tyson arrived at 7:05 p.m.

- 06-053 **Staff Presentations:**  
06-053.1 **Glimpse Into PLA ~ Kathryn Robinson**  
Kathryn, Robinson, Division Head of Reference and Information, gave a presentation on seminars presented by OCLS Staff at the Public Libraries Association (PLA) Conference held in Boston, Massachusetts. Ms. Robinson provided highlights of the seminars which topics included OLIVE ~ remote reference service; Mobile Reference; and Collection Development – creatively working with vendors to custom

tailor specific services needed. Brief discussion ensued.

06-053.2

**DVD Usage: New & Circulation Policies ~ Lisa Stewart**

South Trail Branch Manager Lisa Stewart, presented a video depicting our customer rush for newly released dvd's that become available every Tuesday. These new dvd's are very popular and customers line up outside every Tuesday before the library opens in anticipation of checking out new dvd's. These dvd's are available for in-person check out, and are not available as reserves or renewals. The "DVD NEW" collection items float and are not returned to a "home location" to be made available for check-out. All of these factors help to keep the dvd's available to the greatest number of customers.

06-054

V. **Financial Statements and Summaries: March 2006**

Comptroller Tessier presented an update on the Branch Expansion Plan. The Plan, calls for five new branch locations over a 10-15 year period. Each proposed branch is sized at 18,000 square feet and the projected cost for land, construction, opening day collection, furniture and equipment is \$10,000,000. Annual operating costs are projected at \$1,532,000.

Financing options include general obligation bonds, certificates of participation, bank loans and millage increases. The attributes of each of these options were briefly addressed. Some type of collaborative financing with Orange County is also a possibility. Under this scenario, the County would issue the debt and be repaid by the Library. A variation on the bank loan option was presented as a possible approach to finance one new branch. Regardless of the financing option, Governing Board approval will be required and the Operating millage will need to be increased to pay for annual operating costs. Discussion ensued regarding the costs of each proposed branch and the possibility of getting free land from developers. The next presentation before the Governing Board is scheduled for May 9, 2006.

06-055

VI. **Statistics and Summaries: March 2006**

Assistant Director Debbie Moss briefly summarized the statistical reports for the month of March 2006.

06-056

VII. **Action Items**

06-057

**Consent Agenda**

Trustee Pardy requested discussion of item 06-058.1.

Vice President Tyson, seconded by Trustee Lee, moved to approve the remaining item on the consent agenda. Motion carried 5-0.

06-058

**After Hours Event at Library Central: Request to Serve Alcoholic Beverages**

The Board approved the serving of alcoholic beverages in accordance with the Board approved policy at an after hours fundraising event scheduled for May 20, 2006 in Library Central.

06-058.1

**Project Budget for the Main Library Second Floor Renovation**

Facilities and Operations Manager John Claytor summarized the renovation project of the second floor at the Main Library. Brief discussion ensued; Trustee Pardy inquired as to the exclusion of the west side of the floor from the project budget. Mr. Claytor explained that the west side will be updated as a separate project. Vice President Tyson, seconded by Trustee Pardy, moved to approve the second floor renovation project budget in the amount of \$1,560,000. Motion carried 5-0.

06-059

VIII. **Discussion and Possible Action Items**

06-060

IX. **Information**

06-061

**Update: Non-Directive Employee Attitude Assessment Work Group ~ Librarians**

Mr. Robert Case, summarized the progress that has been made addressing the concerns of the Librarians' Work Group. The concerns include scheduling and staffing, the programs initiative, and effective communication. Task force groups have been established with managers and librarians working together to address librarian concerns and still provide quality services to the customers. The communications task force will be the next task force to be appointed. Brief discussion ensued.

06-062

**Director's Report**

▶ We are hosting a visit from Commissioner Homer Hartage District 6 at the South Trail Branch the 17<sup>th</sup> of this month. He will read a story to children there, see our innovative services and greet the staff and public. We have invited Mayor Crotty and all the commissioners and hope to hear from all of them.

▶ We have just received word from the Downtown Orlando Partnership that the Library will be receiving a Golden Brick Award for the renovation on the 3<sup>rd</sup> floor!

▶ Good News! The Central Florida Memory Project has won the SOLINET (Southeastern Library Network) Outstanding Library Program Award for Preservation

▶ We had a wonderful Kick-off Reception at Southwest Branch's fundraiser with the Dr. Phillips Rotary Club. A number of donation envelopes were turned in. The architects, Rhodes and Brito did a great rendering of the new children's area with an underwater theme. We appreciate the hard work and dedicated efforts of the Rotary Club's fundraising effort which concludes 5 May.

▶ We are pleased with the article on our classes in the most recent OBJ. We have had a number of calls about the classes since it came out.

▶ We have been informed that one of our Healthy Connections TV shows, the Heart Disease Prevention & Care episode has won a regional award from the American Heart Association.

▶ Plans are coming together for the Library's fundraiser Artists, Authors and Appetizers.

► Web resources have been posted on [www.ocls.info](http://www.ocls.info) for customers with questions and concerns regarding the bird flu. This is also an excellent source of information regarding the bird flu and its impact on all of us, our families, our local community and globally. In the interest of establishing a preparedness plan for the Library, a bird flu task force has been appointed. The task force will be studying the issues and make recommendations that can be implemented in the event a pandemic occurs. Information will be shared as plans develop. Thanks go to Eric Atkinson, Carla Fountain, Craig Goetzke, Debbie Moss, Debbie Tour, and Patsy Williams for being so willing so serve.

► Christie Koontz will be here this coming Monday afternoon representing Florida State University's MLIS program. There are about 10-12 people signed up to see her. She will also take a brief tour of Questline, Olive, Mobile Reference, and Information Systems.

► Congratulations go to Jeff Johnson, one of our employees at the Herndon branch who just got published in the *Orlando Weekly* for a video game column.

06-063

**Public Comment: Non-Agenda Items**

X. **Adjournment**

President Brady adjourned the meeting at 9:10 p.m.

**Next Meeting Dates: May 11, 2006 ~ South Trail Branch Library 4600 South Orange Blossom Trail; Orlando, Florida 32839 --- June 8, 2006 ~ Orlando Public Library; Albertson Room; 101 East Central Boulevard; Orlando, Florida 32801.**

**If any person desires to appeal any decision with respect to any matter considered at a Library Board of Trustees meeting, such person will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based.**

**In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding due to a disability as defined by ADA may arrange for reasonable accommodations by contacting the Director's Office on the fifth floor of the Main Library in person or by phone at 407.835.7611 at least two days prior to the meeting.**