

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
June 8, 2006
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 06-081 I. **Call to Order**
Board Members Present: Sara Brady (5/2); James Tyson (5/0); Matthew Pardy (5/0); Livia Rivera (5/0); Gregory Lee (3/0)

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.
- 06-082 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 . For more information, contact Milinda Neusaenger at 407.835.7611 or neusaenger.milinda@ocls.info .
- 06-083 III. **Approval of Minutes:**
Library Board of Trustees Meeting ~ May 11, 2006
Trustee Pardy, seconded by Trustee Lee, moved to approve the minutes for the May 11, 2006 Board of Trustees Meeting. Motion carried 5-0.
- 06-084 **Staff Presentation: Read Together, Grow Together ~ Bobbie Gonzalez & Lauren Rimes**
Assistant Managers Bobbie Gonzalez and Lauren Rimes discussed the *Read Together, Grow Together* program established at the North Orange and Alafaya Branches funded by an LSTA grant. The literacy book discussion series brought together families for storytime and group discussions. The discussions were lively among the parents (who spoke exclusively in Spanish) and the children (who spoke in English), an interpreter participated as well. All participants enjoyed sharing literature with their children and discussing the books with their family. The program will be presented at the Diversity Fair program at the American Library Association Conference in New Orleans at the end of June 2006.

06-085 V. **Financial Statements and Summaries: May 2006**

06-086 VI. **Statistics and Summaries: May 2006**

06-087 VII. **Action Items**

06-088 **Consent Agenda**

Vice President Tyson, seconded by Trustee Lee, moved to approve the items on the Consent Agenda. Motion carried 5-0.

06-089 **PC Purchase**

The Board authorized the purchase of computer equipment for an amount not to exceed \$120,300.

06-090 **RFID Purchase: Southeast and Southwest Branches**

The Board awarded a contract, not to exceed \$ 357,329, to 3M for the purchase of self check equipment and tags for Southeast and Southwest as well as additional tags to be used throughout the system.

06-091 **Non-Consent Agenda**

06-092 **Preliminary Budget for the Year ending September 30, 2007**

Comptroller Tessier delivered a PowerPoint presentation of the Preliminary Budgets for the fiscal year ending September 30, 2007. Topics addressed included the budget process, explanations for significant changes to the current year's budget, the Branch Expansion Plan, and the impact on the proposed millage rates. Discussion ensued regarding the need to expand branches. The conversion of the Debt millage to Operating together with the increase in property values would allow for the addition of three new libraries over an eight year period. Without the conversion of the Debt millage to Operating, only two new branches could be added during that same time period. The Board indicated its preference for the three branch approach.

Vice President Tyson, seconded by Trustee Lee moved:

1. To approve preliminary FY 2007 Operating, Capital Projects, Sinking, Main Debt Service, and Branch Debt Service Fund budgets. By taking this action, the Library Board is approving the total budget for each fund and not the individual line items in each budget.
2. To recommend to the Library District Governing Board that the expiring Debt millage of .0181 be converted to Operating for a total millage of .4325 in FY 2007

Motion carried 5-0.

06-093 **Reconsideration of Actions Taken at March 2006 Board Meeting**

President Brady stated that there was some concern from the County's Agenda Development Office regarding Trustee Lee's attendance; as well as former Trustee Kohler's voting at the March 9, 2006 meeting. President Brady indicated that the County is of the opinion that Mr. Kohler's votes should be negated. Brief discussion

ensued and no action was taken. President Brady stated the Board would move forward and thanked the County for expressing concern.

06-094 VIII. **Discussion and Possible Action Items**

06-095 IX. **Information**

06-096 **Director's Report**

► We just received word that OCLS is the winner of the Library Administration and Management Association (a division of the American Library Association) 2006 Best of Show competition in the Young Adult Reading Club Materials category.

Over 360+ entries in the 2006 Best of Show competition from across the U.S. and Canada, and the judges were quite impressed with the high caliber of your work.

Awards will be presented at the 2006 LAMA Public Relations Swap and Shop event to be held at the ALA's annual Convention in New Orleans on Sunday, June 25, at 12:30 p.m. at the *Best of Show Awards Ceremonies* held at the annual Swap and Shop program. The Swap & Shop event will run from 11 a.m. to 1:30 p.m.

We will be sending copies of our award-winning materials to share with colleagues at the event. Our entry will also be on display with the Best of Show winners. Last year, the Swap and Shop event was attended by more than 1,000 library professionals who gathered to collect samples of promotional materials and to network with others regarding public relations. Congratulations go to Vera Gubniskaia, Manager of the Children's Department, Ben Garcia, our graphic artist, Danielle King, Kristin Alvarado, Intern Lisa Blue and members of the Teen Voices Advisory Group.

► On Thursday, 2 June, OCLS celebrated health, safety and wellness. One hundred fifty-four employees attended the Fair and took advantage of the opportunity to get blood pressure, BMI and skin cancer checks, and enjoy some healthy food samplings. Employees also received health and safety information from representatives from seventeen community/health organizations here in Central Florida, including United Health Care, Walgreen's, Blood Bank, Red Door Yoga, Orange County Health Dept, Orlando Police department, YMCA, MEDCOM, Sam's Club, Blue Cross Blue Shield (Dental), MedCom, Jefferson-Pilot, Infusions Tea of College Park, Chamberlin's, Orange County Parks & Recreation, Advanced Dermatology, LA Fitness, Planet Smoothie, Valencia CC Student Nurses. Besides the great information, employees received great giveaways, from cool smoothies, low-fat nibbles, pens, openers, coolers, gift coupons and a light key chain with the OCLS Staff Info line number imprinted on it. Forty-two employees won prizes, but no one walked away empty-handed. We are grateful to these community organizations for participating. Many thanks to Yvonne Pierre for coordinating the Fair. Kudos to Debora Gillette, Jane Tracy, Lelia Higgins and Carla who did a terrific job on the room set-up and decorating. Thanks to Christina Adelman, Jim Baker, Carla Fountain, Jeb Harrilal, Tonia Hinkle, Rebecca Houck, Hoy Moy, Pam Sogge, Carolyn Rosenblum, Cheryl Taylor, and Jane Tracy for your time and efforts in greeting, making healthy treats, and accomplishing all the numerous tasks that made the event so wonderful.

► Our first ever system wide meeting of the Technical Computer Support Specialists was convened on Tuesday, 6 June. The purpose of the meeting was two fold: one to recognize their contributions to our success, since they have been responsible for the incredible growth in the number, variety and attendance at our hands on classes. The other purpose was to elicit from them collectively, their ideas to making of program offerings better. We thought that by having them exchange ideas jointly they might come up with some great new ideas that we could incorporate into our program. A number of them received their MSFT certifications in an award ceremony. OCLS is deeply indebted to them for making our hands-on classes such a success.

► Thursday, June 8, we held our quarterly “Get to Know Your Library” orientation for new employees. We take a half day for all new employees to talk with the Admin team ask questions and hear about the Library’s philosophy, get a tour of the Main Library. This has been a good opportunity for new employees to see the bigger picture of the library and how we add value to the community.

► Our first-ever Adult Summer Reading Program, *Summer Survivor Series*, began June 3. The librarians have done a fantastic job securing prize donations and developing programming. They also worked closely with the DAA’s for the ASRP page on the Web site: <http://www.ocls.info/virtual/galleries/summerreading/adult.asp?bhcp=1>.

► The Bestsellers Book Club selections for the next two months are as follows: June – *The Tenth Circle* by Jodi Picoult and July – *1776* by David McCullough

► Tracy Zampaglione and Wendi Bost met with representatives from Lure Design Group as part of efforts for a campaign to create awareness of the Library’s programs and services available to assist businesses and business people.

► The Library met with Ray Larsen and James Tyson of the YMCA on the potential for a joint facility in conjunction with some of our new branches. We had a productive discussion and thought there could be some synergies that could be realized for both organizations with a shared facility.

► The Main Library of the Orange County Library System hosted a blood drive on Tuesday, June 6 from 2:00 - 5:00p.m. Sixteen donors came out to the drive and Florida’s Blood Centers collected fifteen pints of blood...that's 45 lives that can be saved! Our next blood drive will be on August 1st. Thanks to Amy VanSchaik, Carolyn McClendon, Cynthia Aponte, Ivey King, John Henkle, Kathy Mellowe, Lisa Glassford, Megan Moran, Milinda Neusaenger, Nils Thingvall, Pam Bergner, Pam Sogge, Taryn Brown, Tonia Hinkle, Julie Balagia, Gabe Cox.

► At this time the Library is tentatively scheduled for presentation of our budget to the Governing Board on July 19 at 3:45 PM. The Library Board is invited to participate.

06-097

OCLS as an Employer Survey Results

Carla Fountain presented and summarized the results of the *OCLS as an Employer* survey. Vice President Tyson commended the Administration for taking the initiative to survey staff to identify any issues or concerns.

06-098 **Second Floor Renovation Project Summary**

06-099 **Public Comment: Non-Agenda Items**

X. Adjournment

President Brady adjourned the meeting at 8:37 p.m.

Next Meeting Dates: July 13, 2006 Washington Park Branch Library; 5151 Raleigh Street; Suite A; Orlando, Florida 32811 --- August 10, 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.