

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
November 9, 2006
Alafaya Branch Library
12000 East Colonial Drive
Orlando, Florida 32826
407.835.READ (7323)

- 06-179 I. **Call to Order**
Board Members Present: Matthew Pardy (10/0); Sara Brady (10/2); James Tyson (10/2); Livia Rivera (10/0); Gregory Lee (8/0)

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 Pardy called the meeting to order at 7:16 p.m.
- 06-180 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 .
- 06-181 III. **Approval of Minutes: Library Board of Trustees Meeting ~ October 12, 2006**
Vice President Brady, seconded by Trustee Rivera, moved to approve the minutes for the October 12, 2006 Board of Trustees Meeting. Motion carried 4-0.

Trustee Lee arrived at 7:18 p.m.
- 06-182 IV. **Staff Presentation: IMLS / LSTA Grants: Jo Ann Sampson**
- 06-183 V. **Financial Statements and Summaries: October 2006**
Mr. Ray Kirby, of the benefits consulting firm Robinson-Bush, gave a presentation explaining the concept of self-funded health insurance, which the Library will implement in 2007. Brief discussion ensued.
- 06-184 VI. **Statistics and Summaries: October 2006**

06-185 VII. **Action Items**
Trustee Lee, seconded by Vice President Brady, moved to approve the items on the Consent Agenda. Motion carried 5-0.

06-186 **Consent Agenda**

06-187 **FY 2007 Board Meeting Schedule Revision:
Change of Venue ~ January 11, 2007 Board Meeting**
The Board approved the change of venue for the January 2007 Board of Trustees Meeting from the West Oaks Branch to the site of the future Chickasaw Branch.

06-188 **Library Privacy Policy Revision**
The Board approved the revised Library Privacy Policy.

06-189 **Chickasaw Architect Selection**
The Board approved the following three architects to make presentations to the Selection Committee to prepare concept presentations for the Chickasaw Branch Renovation:

- Rhodes & Brito Architects
- KBJ Architects
- Starmer Ranaldi Planning and Architecture

06-190 **RHS Employer Investment Program**
The Board approved the following:

1. The ICMA RC Employer Investment Program, including the integral part trust.
2. Authorized staff to execute whatever documents are necessary to implement the Employer Investment Program and integral part trust.
3. Appointed the Director, Human Resources Manager, and Comptroller as trustees for the new defined contribution pension plan that is being established for new employees hired on or after January 1, 2007.

06-191 VIII. **Discussion and Possible Action Items**

06-192 **Personnel Committee ~ Director's Evaluation**
Trustee Tyson will present Director Hodel's annual evaluation at the December 2006 Board Meeting.

06-193 **Bob Case Report**
Brief discussion ensued regarding the attendance of the Administration at the most recent All Librarian / Management meeting. Director Hodel indicated that the meeting went well and union representative John Henkle agreed. Brief discussion ensued regarding the scheduling and staffing of Librarians in the Branches.

Trustee Lee summarized the meeting he held with Director Hodel and Mr. Henkle on November 8, 2006. He stated that, Director Hodel and Mr. Henkle agreed that the hiring of between five to ten librarians is a range acceptable to all parties and brings everyone closer to center. Trustee Lee also stated that the hiring process will take approximately one year. He also stated that the enhancement and expansion of the

librarians' roles and job descriptions will be a topic at a meeting in the near future and that the Scheduling Task Force will continue to gather data for Main coverage and should be done by January 2007 and have a target number of Main librarians identified by February 2007. Vice President Brady stated she was concerned about the set deadlines and did not want staff feeling any pressure to meet them. She also expressed her concern about any Board involvement in addressing librarian job descriptions as these are directly covered in the terms and conditions of the union contract and she was unsure if legally the Board could be involved in such discussions and revisions. She stated she felt that topics directly related to the contract should be left to the Administration and the Library's labor attorney to discuss so that the integrity of the contract and boundaries are not impaired. Director Hodel offered to ask the Library's labor attorney to contact Board Members. Vice President Brady also suggested that the gaps in the Branches that are currently a concern for the Librarians should be addressed now and that a non-permanent rotation could be established with all Librarians participating. She stated she would like to see this concept move forward and has requested that the Branches in need are identified, a Librarian rotation is created and the plan be brought to the next meeting. Brief discussion ensued.

06-194 IX. **Information**

06-195 **Director's Report**

► The License to Learn library card campaign 2006 is completed. We had the best results since we started this campaign three years ago. We had 64 schools that participated in the contest, or 166 first grade classes. 24 classes have 100% of their children with library cards. Total of 899 children applied for their cards as the result of this campaign.

To put this in prospective, in 2005, 44 schools participated, 86 first grade classes, and we issued 692 new library cards. The number of classes with the 100% was the same – 24.

The first place winner is: Ms. Stacy Baughman's class from Southwood Elementary. That class gets \$50 Publix gift card and a visit by the library storyteller and Squirt.

► Staff Day is tomorrow, 10 November. All the trustees are invited to participate. It is typically a wonderful day with warm smiles and learning opportunities and awards. Loretta Flowers Chief of Library Development at the State Library will be participating. Joe Janes Associate Professor and Associate Dean for Academics at the Information School of the University of Washington will give the keynote address. A frequent speaker in the US and abroad, he was the Founding Director of the Internet Public Library and the co-author of eight books on librarianship, technology, and their relationship, including *Introduction to Reference Work in the Digital Age* and writes the "Internet Librarian" column for *American Libraries* magazine.

► After the second pipe failure on the water main in about a year, we are having all the underground water pipes under the sidewalk on Central Blvd. replaced. The sidewalk west of the main entrance will not be completely blocked. The pipe work will take less than a week. Replacing the bricks may take a little longer. The area under repair will be protected by cones, tape, and barricades. The contractor, ARS, will need to turn off

water service to the library for part of the work, but this will only be at night. ARS will begin removing brick and excavating tomorrow morning.

06-196 **Second Floor Renovation Project Summary**

06-197 **Public Comment: Non-Agenda Items**

Ms. Emy Dol, Orange County Resident and Library Cardholder, spoke regarding parking for customer downtown and additional classes on health and finances.

X. **Adjournment**

President Pardy adjourned the meeting at 9:06 p.m.

Next Meeting Dates: December 14, 2006 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- January 11, 2007 ~ Chickasaw Branch Site; 870 North Chickasaw Road; Orlando, Florida 32825.

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.