

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
July 17, 2008
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 08-100 I. **Call to Order**
Library Board Present: James Tyson (7/1); Sara Brady (7/1); Guy Houk (7/0); Mable Butler (4/0); Ted Maines (1/0)
- Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Renae Bennett; Craig Wilkins; Eric Atkinson; Milinda Neusaenger
- Administration Absent: Wendi Bost; Kathryn Robinson; Tracy Zampaglione
- Vice President Houk called the meeting to order at 7:02 p.m.

08-101 **Oath of Office: Ted Maines**

- 08-102 II. **Public Comment**
Members of the public who wish to address the Board must first fill out and present to the Orange County Library System Board of Trustees, a "Notice of Intent to Speak" form. If an electronic form of comments is submitted, these will be made available to the public as part of the Board Minutes. Public comments of items listed on the agenda will occur just prior to the Board's discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda. Public presentations shall be limited to three (3) minutes. In the event more than ten (10) persons signify their intent to speak, a period not to exceed thirty (30) minutes shall be set aside and divided up equally among those registered to speak. The order of speaking among those persons who have filled out the "Notice of Intent to Speak Form" shall be the order in which the forms were received by the Board's Administrative Assistant. "Notice of Intent to Speak" forms will not be accepted after the meeting has been called to order. Information listed on the "Notice of Intent to Speak" forms will be included in the Board Meeting Minutes and thus become public record. The Board shall have the power to extend periods of public comment to address issues of special concern by a majority vote of those Board Members present.

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.

- 08-103 III. **Approval of Minutes: Library Board of Trustees Meeting ~ June 12, 2008**
Trustee Butler, seconded by Trustee Brady, moved to approve the minutes of the June 12, 2008 Library Board of Trustees Meeting. Motion carried 4-0.

- 08-104 IV. **Staff Presentation: Mystery Shopper Program ~ Kelly Pepo**
President Tyson arrived at 7:15 p.m.

- 08-105 V. **Financial Statements and Summaries: June 2008**

08-106 VI. **Statistics and Summaries: June 2008**08-107 VII. **Action Items**

Joyce Whidden – Executive Director, Adult Literacy League (A.L.L.) and Orange County Resident, spoke regarding the fees for meeting room use and asked that A.L.L. tutors be exempted from the fees.

Sharon Jallad – President, Adult Literacy League Board of Directors and Winter Park City Resident, spoke regarding the fees for meeting room use and asked that A.L.L. tutors be exempted from the fees.

Bill Warren – Former member of Adult Literacy League Board of Directors and Orange County Resident - spoke regarding the fees for meeting room use and asked that A.L.L. tutors be exempted from the fees.

In response to those who spoke, Trustee Brady suggested discussing the charges for the meeting rooms that the Board approved at the March 2008 Board Meeting. She stated that the individuals from the Adult Literacy League (ALL) were correct in stating that fundamentally, libraries do support literacy. She also stated that she would like for there to be some type of dialog regarding their request for exemption of their tutors. Trustee Butler said that individuals who are learning how to read, need the privacy of a room when doing so. President Tyson stated there is the issue of making an exception for one non-profit organization and still maintaining impartiality with the remaining groups using the rooms. Trustee Maines asked how meeting rooms are handled in other Florida library systems such as Broward and Dade counties. Director Hodel stated that most charge for room usage without exemptions. Trustee Maines asked about the number of rooms available and Director Hodel explained that there are several meeting rooms at Main, as well as group study rooms which are free and available on a first come, first served basis. She also stated rooms are available at all of the branches with the exception of Washington Park and Winter Garden. President Tyson asked Ms. Whidden which branches the ALL tutors use, and she stated that all of them are used. Trustee Brady commented that while she understood the issues ALL has with the room charges, libraries throughout Florida are reducing services and hours. This is something that she and her fellow Board Members do not want to see happen at OCLS. She further stated that she still supported charging for the rooms, but that maybe a compromise could be reached with ALL. Vice President Houk stated that possibly the Board could look into making an exception. He further stated that local colleges have rooms available, especially those with a target audience of working adults. Dr. Houk also suggested a collaboration with ALL before October. Trustee Maines suggested that when any remodeling is conducted, there should be consideration made to create a small space for tutoring. Further discussion ensued regarding the meeting room charges. President Tyson stated that a positive step is Dr. Houk's willingness to work with ALL, and an OCLS staff member, in the next few months to come up with a plan before October when the room fees are implemented. He also stated that while the Board supports the room fees, they support working with ALL as well. Trustee Brady reiterated that at this time, the proposed Meeting Room Policy revision can remain as written without changes.

08-108 **Consent Agenda**

Trustee Maines, seconded by Vice President Houk, moved to approve the items on the Consent Agenda. Motion carried 4-1 with Trustee Butler voting no.

- 08-109 **Request to Serve Alcohol at After Hours Event**
The Board approved the serving of alcoholic beverages in accordance with the Board-approved policy at an after hours event on September 19, 2008 at the Orlando Public Library.
- 08-110 **Wireless Infrastructure Upgrade**
The Board authorized the purchase of new wireless access hardware and software at a cost not to exceed \$125,000.
- 08-111 **PC Purchase**
The Board authorized the purchase of PC's to replace the existing out of warranty computers at a cost not to exceed \$250,000.
- 08-112 **Meeting Room Policy Revision**
The Board approved the revised Meeting Room Policy that fully supports the meeting room usage fees approved at the March 2008 Board Meeting.
- 08-113 **FY 2008 Board Meeting Schedule Change:
Venue Change for September 11, 2008 Board Meeting**
The Board amended the FY 2008 Board of Trustees Meeting Schedule in order to change the venue of the September 11, 2008 meeting from the South Trail Branch to the North Orange Branch.
- 08-114 **Non-Consent Agenda**
- 08-115 **Budget for the Fiscal Year Ending September 30, 2009**
Comptroller Tessier gave an overview of the proposed Budget for FY 2009. Trustee Brady, seconded by Vice President Houk, moved:
1. To approve the FY 2009 budgets for the Operating, Capital Projects, Sinking, and Branch Debt Service Funds.
 2. To recommend to the Library Governing Board that the Library District's millage be maintained at .3748 for FY 2009.
- Motion carried 5-0.
- 08-116 III. **Discussion and Possible Action Items**
- 08-117 **Strategic Plan Quarterly Update: 3rd Quarter**
- 08-118 **Director's Goals Update: 3rd Quarter**
- 08-119 **Librarian Initiative Summary**
- 08-120 IX. **Information**
- 08-121 **Director's Report**
The Friends Family Frolic was a great success. Our total attendance was 566! (286 over last year). We had great advertising and the Orlando Sentential named the event "Today's Best Bet" in Saturday's paper. Thanks to the Friends, the Community Relations staff and all the volunteers throughout the system who made the event so successful.

I am happy to announce that OCLS has won a grant from Electronic Arts for \$15,000 for game design software, hardware (an additional 12 MAC's) plus every OCLS location gets RockBand software for Xbox 360 gaming nights at our facilities. At the conclusion of the grant in March 2009, there will be a final event Rock Band Battle of the Bands, which involves equipment that allows playing musical instruments through the games. The winning rock band gets a music video that we will tape of them. We are pleased and excited about the prospect of working again with Electronic Arts. This is the second grant we have gotten from them.

This comes on the heels of the Met Life Grant of \$20,000 we just won. To date this year we have won \$148,110 in grants for the year.

Working with FCC on a 29 July program about the digital conversion of TV's.

Work on our draft new strategic plan is continuing. I anticipate we will have a draft for the Board to view in August.

President Tyson stated that an appropriate location in the library to recognize donors needs to be considered. He also stated that he would like a grant/donor proposal to Disney crafted and that he would be willing to help with doing so.

Trustee Maines said he would love to see increased marketing of library events to residents who live within walking distance to the library and that especially those who live in the nearby condos are of the perfect target market for after hours events.

08-122

Public Comment: Non-Agenda Items

X. Adjournment

President Tyson adjourned the meeting at 8:49 p.m.

Next Meeting Dates: August 14, 2008 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- September 11, 2008 ~ North Orange Branch Library; 1211 East Semoran Boulevard; Apopka, Florida 32703.

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.