

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
August 14, 2008
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 08-123 I. **Call to Order**
Library Board Present: James Tyson (8/1); Guy Houk (8/0); Mable Butler (5/0);
Ted Maines (2/0)

Library Board Absent: Sara Brady (8/2)

Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla
Fountain; Renae Bennett; Eric Atkinson; Craig Wilkins
Wendi Bost; Kathryn Robinson; Tracy Zampaglione;
Milinda Neusaenger

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

- 08-124 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.

- 08-125 III. **Approval of Minutes: Library Board of Trustees Meeting ~
July 17, 2008**
Trustee Maines, seconded by Trustee Butler, moved to approve the minutes for the July 17, 2008 Library Board of Trustees Meeting.
- 08-126 IV. **Staff Presentation: Overdrive ~ Debbie Tour & Nancy Giovanetti**
- 08-127 V. **Financial Statements and Summaries: July 2008**
- 08-128 VI. **Statistics and Summaries: July 2008**
- 08-129 VII. **Action Items**

08-130

Consent Agenda

Trustee Butler, seconded by Vice President Houk, moved to approve the items on the Consent Agenda. Motion carried 4-0.

08-131

Approval of Required Documents for State Aid to Libraries Grant for Fiscal Year ending September 30, 2009

- o **State Aid to Libraries Grant Agreement**
- o **Certification of Credentials - Single Library Administrative Head**

The Board approved the documents as required by the Florida Department of State, Division of Library and Information Services, in order for the Orange County Library System to be eligible for a State Aid to Libraries Grant for the Fiscal Year ending September 30, 2009.

08-132

Library Board of Trustees Meeting Schedule FY 2009

The Board approved the Library Board of Trustees Meeting Schedule for the Fiscal Year ending September 30, 2009.

08-133

Approval of Closure of Library Facilities for Staff Development Day: November 11, 2008

The Board authorized the Administration to close the Library to the public for Library Staff Development Day on November 11, 2008.

08-134

Chickasaw Construction Grant

The Board approved the required documents authorizing the reapplication process for the Public Libraries Construction Grant for the Chickasaw location.

08-135

Non-Consent Agenda

08-136

Strategic Plan

A presentation was given by the following members of the Strategic Planning Team:

- Jorge Aviles** – Strategic Goal One: We will develop OCLS as the gold standard for public libraries.
- Ricardo Viera & Jim Elder** – Strategic Goal Two: We will ensure continuous innovation.
- Tatyana Clark & John Henkle** – Strategic Goal Three: We will maximize the public’s Return on Investment.
- Josh Fox** – Strategic Plan Four: We will develop and optimize communication.
- Rashal McElderry & Sharon Payton** – Strategic Goal Five: We will empower staff to achieve their potential.

President Tyson stated he that he has been associated with the Board for more than five years and has always been proud of OCLS, but has never been prouder than this moment with such an outstanding Strategic Plan proposal as has been presented tonight. He further stated that he is amazed by the dedication of all the library staff.

Vice President Houk, seconded by Trustee Maines, moved to approve the Strategic Plan as presented. Motion carried 4-0.

08-137

III. **Discussion and Possible Action Items**

08-138 IX. **Information**08-139 **Director's Report**

- OverDrive downloadable audiobooks and eBooks will be launched to the public next Wednesday, August 20th. Records will appear in our catalog for the items we purchased which will have a link to the OverDrive website.

Library Central will have a special download station and will be the only place that audiobooks can be downloaded in any of our library locations. eBooks will be available to download and use on library computers. There is a small collection of "Always Available" titles that are unlimited users. MAC compatible titles are coming soon for audiobooks.

- The Library Budget Public Hearings will be held at the County Building on Rosalind Avenue on 8 Sept and 16 Sept at 5:01 p.m. All of the Trustees are invited to attend and participate. The Budget Workshop held in July went very well with many of the Commissioners citing the great services the Library provides.

- Last year OCLS mounted a Learn 2.0 set of exercises for staff to learn new skills that are becoming useful on the web. Many employees participated in Learn 2.0, learning lots and even having some fun with some of the applications. Now the Library is going to mount a second round of web learning, dubbed Learn 2.1 We hope many employees take advantage of the opportunity to learn more web skills.

- A safety and security seminar was presented "live" to staff in June. This presentation, facilitated by Craig Goetzke, Security & Maintenance Manager, and officers from the Orlando Police Department, contains important information to help employees be more aware and safe, both at work and at home. Employees can now access the safety seminar on line. Many thanks to Craig Goetzke and the Orlando Police Department officers for this wonderful presentation.

<http://intranet.ocls.info/safety/safety.asp>

- Tony Roma's has graciously agreed to provide the food for the Seymour Hersh Evening with the Author event on September 19th.

08-140 **Public Comment: Non-Agenda Items**

Robert Evans, Library Cardholder, Orange County Resident & of the Tri County Alliance of Black School Educators – spoke regarding the meeting room charges.

Trustee Butler voiced her opposition to the meeting room charges, which were approved by the Board at the March 13, 2008 meeting. President Tyson stated that while it was a very difficult decision to make, it was made after careful consideration and was not made lightly. He further stated that Library Board members have a fiduciary responsibility to the entire community and that making tough decisions come with that responsibility. He said that the Library Board cannot, from a budgetary standpoint, try to provide everything to everyone.

Vice President Houk reported that he and members of library staff met with representatives of the Adult Literacy League on August 12, 2008 regarding their use of library meeting rooms. He said that it was a productive meeting and that while an exemption to the meeting rooms was not offered, it was agreed that a collaborative partnership proposal will be drafted to address the concerns of both organizations

and to strategize toward a viable solution for both parties. He felt encouraged by this positive and proactive progress. He also stated that the decision to charge for meeting room use was a very difficult decision to make, but one that was needed as the library needs the revenue.

Trustee Butler stated that she was of the opinion that the Board did not have a feeling for what goes on in the community and is concerned with revenue. President Tyson stated that everyone on the Library Board has a tremendous sense of the community, and if it were not the case they would not continue to serve. He reiterated that the Board has a fiduciary responsibility to the entire community, all tax payers and not just to certain groups. He also stated that the Library's continued viability and service to the entire community is important.

Trustee Butler asked Director Hodel if the County Commissioners have contacted her about opposition to the meeting room charges. Director Hodel said that at the Library Budget Workshops held in July with the Library Governing Board, only Commissioner Stewart mentioned that she had heard from some of her constituents and that other Commissioners had not said they heard anything from their constituents regarding the meeting room charges.

X. **Adjournment**

President Tyson adjourned the meeting at 8:00 p.m.

Next Meeting Dates: September 11, 2008 ~ North Orange Branch Library; 1211 East Semoran Boulevard; Apopka, Florida 32703 --- October 9, 2008 ~ Orlando Public Library; 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.