

MEETING MINTUES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
October 9, 2008
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 08-153 I. **Call to Order**
Library Board Present: James Tyson (10/2); Guy Houk (10/0); Sara Brady (10/2); Ted Maines (4/0); Mable Butler (7/1)

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

Administration Absent: Kathryn Robinson

President Tyson called the meeting to order at 7:11 p.m.

- 08-154 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.

- 08-155 III. **Approval of Minutes: Library Board of Trustees Meeting ~ September 11, 2008**
Vice President Houk, seconded by Trustee Brady, moved to approve the minutes for the September 11, 2008 Library Board of Trustees Meeting. Motion carried 5-0.
- 08-156 IV. **Staff Presentation: Summer Reading Program: Heather Pippin**
- 08-157 V. **Financial Statements and Summaries: September 2008 (Preliminary)**
- 08-158 VI. **Statistics and Summaries: September 2008**

08-159 VII. **Action Items**

08-160 **Consent Agenda**

08-161 **Direct Purchase of Chillers and Cooling Towers**

Trustee Butler, seconded by Trustee Maines, moved to approve the purchase of two chillers from Trane and two cooling towers from Baltimore Air; and to authorize Staff to spend up to 10% above the bid amounts to provide a contingency for unforeseen circumstances in the purchase of the equipment. Motion carried 5-0.

08-162 **Non-Consent Agenda**

08-163 **Election of Board Officers and Committee Appointments**

Trustee Brady nominated President Tyson for a second term as President, Vice President Houk seconded the nomination. Motion carried 5-0.

President Tyson nominated Vice President Houk for a second term as Vice President, Trustee Butler seconded the nomination. Motion carried 5-0.

President Tyson made the following Committee appointments:

- Personnel Chair – Sara Brady
- Finance Chair – James Tyson
- Marketing Chair – Ted Maines
- Planning Chair – Guy Houk
- Partnership Chair – Mable Butler

08-163.1 **Ratification of Collective Bargaining Agreement**

Trustee Butler, seconded by Trustee Maines, moved to ratify the Collective Bargaining Agreement between Orange County Library District and the Service Employees International Union, Florida Public Services Union. Motion carried 5-0.

07-164 III. **Discussion and Possible Action Items**

08-165 **Alternative Juvenile Card Option**

At the September 11, 2008 Board Meeting, a resident felt that the material which had been checked out by a teenage juvenile card holder was not appropriate for the age group. Staff were asked to provide some additional information on the issue.

Library Counsel Tom Wilkes addressed the board and reported that access to the library's collection and the content of the collection met all legal requirements established by the State of Florida. Staff from the Collection Development Department, John Henkle, Vanessa Neblett and Debbie Tour provided background on the professional principles that guide the development of library collections, access to those collections, and our local materials management practices. Assistant Director Debbie Moss discussed various options to children's access to library materials. Discussion ensued and the consensus of the Board is that access for all customers is appropriate and no action was taken.

08-166 **Strategic Plan Quarterly Update: Year Six ~ 4th Quarter Update**

08-167 **Director's Goals ~ 4th Quarter Update**

08-168 **Librarian Initiative Summary**

08-169 **Director's Evaluation**

As Chair of the Personnel Committee, Trustee Brady will begin the process of the Director's Annual Evaluation.

08-170 IX. **Information**

08-171 **Director's Report**

•Staff will be enjoying some Halloween fun by wearing a costume or special outfit on Friday, October 31st. All Library Staff are allowed and even encouraged to join in and have a good time. We will be taking photos all of our locations, recording the finery and cleverness of the staff. In the past, we have had some terrific costumes, and I hope this year's will be even better!

•Candy treats will be provided for each of the public service departments to share with customers. The traditional staff pumpkin carving /painting contest will take place. Pumpkins will be distributed to each of the departments and branches in sufficient time to create departmental pumpkins to commemorate this year's harvest. The Friends of the Library Board will choose the winning pumpkin.

•FINRA representative will visit on Tuesday October 14th to meet with Smart Investing Grant Team.

08-172 **FY 2009 Holiday and Closed Day Calendar**

08-173 **Public Comment: Non-Agenda Items**

X. **Adjournment**

President Tyson adjourned the meeting at 8:13 p.m.

Next Meeting Dates: November 13, 2008 ~ Windermere Branch Library; 530 Main Street; Windermere, Florida 34786 --- December 11, 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.