

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
July 8, 2009
Washington Park Branch Library
5151 Raleigh Street; Suite A
Orlando, Florida 32811
407.835.READ (7323)

- 09-091 I. **Call to Order**
Library Board Present: James Tyson (7/1); Ted Maines (7/1); Richard Maladecki (7/1); Guy Houk (7/1)

Library Board Absent: Sara Brady (7/3)

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

President Tyson called the meeting to order at 7:01 p.m.

- 09-092 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 .

- 09-093 III. **Approval of Minutes: Library Board of Trustees Meeting ~ June 11, 2009**
Trustee Maines, seconded by Trustee Maladecki, moved to approve the minutes for the June 11, 2009 Library Board of Trustees Meeting. Motion carried 4-0.

- 09-094 IV. **Staff Presentations:**
➤ **Welcome to Washington Park ~ Patsy Williams & Anthony Bradburn**
➤ **Circulation Station ~ Jim Myers**
➤ **World Refugee Day ~ Kris Woodson**

- 09-095 V. **Financial Statements and Summaries: June 2009**

Comptroller Bob Tessier gave a presentation regarding reserves. Discussion ensued regarding the parameters of a forthcoming draft reserve policy and the need for sufficient reserves. The Board agreed that there needs to be some flexibility in the policy and that staff need to continue pursuing reserve policies from other libraries. President Tyson requested that the library's general counsel be involved with the drafting of the policy. Comptroller Tessier explained that a fine balance needs to be struck between maintaining sufficient reserves while providing resources to the fund annual operating budget.

09-096 VI. **Statistics and Summaries: June 2009**

Assistant Director Debbie Moss stated that there have been extraordinary circulation increases in the month of June. There were nine days in which the system circulation was over 30,000.

09-097 VII. **Action Items**

09-098 **Application for a Public Library Construction Grant for Chickasaw Location**
Trustee Maladecki, seconded by Vice President Houk, moved to approve the reapplication process for the Public Libraries Construction Grant. Motion carried 4-0.

09-099 **Budget for the Fiscal Year Ending September 30, 2010**
Comptroller Tessier gave a presentation regarding the Budget for FY 2010, entitled *Making the Most of Less*. He explained that with the current economic situation, the library is in the position of providing as many services as possible, but with less revenue. Discussion ensued regarding the budget and the various measures proposed in order to reduce expenditures.

Vice President Houk, seconded by Trustee Maladecki, moved:

1. to approve the FY 2010 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 2010.

Motion carried 4-0.

09-100 III. **Discussion and Possible Action Items**

09-101 **Strategic Plan FY 2009: 3rd Quarter Update**
Vice President Houk stated he is pleased to see the progress the Staff has made with the Strategic Plan.

08-102 **Director's Goals FY 2009: 3rd Quarter Update**

08-103 **Librarian's Initiative Summary**

09-104 IX. **Information**

09-105 **Director's Report**
●The Orange County Library System has opened a new exhibit in the Downtown Orlando's new Glimpse Gallery located at the Downtown Orlando Information Center, where the Downtown Arts District will showcase six non-profit organizations. The library's exhibit opened Monday, July 6, and we are the first featured organizations over the course of one year. These non-profits will utilize the 400 square-foot space, providing Orlando-area residents and visitors with information about their business.

The timeline for participating organizations is as follows:

- July/August 2009, Orange County Library System
- September/October 2009, Wells' Built Museum of African American History
- November/December 2009, SAK Comedy Lab
- January/February 2010, Florida Theatrical Association
- March/April 2010, Orlando Ballet
- May/June 2010, Orange County Regional History Center

The Downtown Information Center and Glimpse Gallery will be open Monday through Friday from 9:00 a.m. to 5:00 p.m. The Glimpse Gallery will also host a special reception on the Third Thursday of each month from 6:00 p.m. to 9:00 p.m., participating in the Downtown Arts District's monthly Third Thursday Gallery Hop. The Downtown Arts District hopes to raise awareness about these great cultural amenities.

•OCLS has been invited to join a group of the 20 highest-circulating libraries in the country – *The Library Group*. OCLS is in very elite company and ranks 19th in North America, right up there with Toronto, Los Angeles, L.A. County, Queen's, and Brooklyn. OCLS, along with Las Vegas-Clark County, was invited to join. In the new Public Library Data Service Statistical Report 2009 the two library systems ranked 19th and 20th respectively in total circulation in North America. The combined annual circulation for *The Library Group* is now 365,494,780!

•The winning band from the Teen Battle of the Bands *Before You Exit*, (students from Boone HS, Edgewater HS and Lee MS) got an offer to play at the Hard Rock after being viewed on the live stream of their performance at OCLS.

•The Children's Department outdid themselves this year. The multitude of donations, prizes and incentives for Children's and Teen's programming that was obtained this year was enough for all locations for the Summer Reading Program. It was a group effort and nearly \$210,000 in donations was raised this year. Kudos to Children's!

•The Library would like to experiment with a Red Box DVD vending machine by installing outside of a branch so that customers can rent movies. Brief discussion ensued and the Board consensus was favorable.

09-106

Public Comment: Non-Agenda Items

President Tyson adjourned the meeting at 9:16 p.m.

X. Adjournment

Next Meeting Dates: August 13, 2009 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- September 9, 2009 ~ Eatonville Branch Library 200 East Kennedy Boulevard; Eatonville, Florida 32751.

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.