

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
June 10, 2010
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 10-070 I. **Call to Order**
- Library Board Present: James Tyson (5/0); Sara Brady (5/1); Guy Houk (5/1); Richard Maladecki (5/0)
- Library Board Absent: Ted Maines (5/1)
- Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Wendi Bost; Renae Bennett; Tracy Zampaglione; Milinda Neusaenger
- Administration Absent: Craig Wilkins

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

- 10-071 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.

- 10-072 III. **Approval of Minutes:**
Library Board of Trustees Meeting ~ May 13, 2010
Trustee Brady, seconded by Trustee Houk, moved to approve the minutes for the May 13, 2010 Library Board of Trustees Meeting. Motion carried 4-0.
- 10-073 IV. **Staff Presentations:**
- **IPad Demonstration ~ Tony Orengo**
 - **Where? ... @ OCLS Campaign ~ Danielle King**
 - **Dr. Phillips Rotary Club Garden Patio at Southwest Branch**
- 10-074 V. **Financial Statements and Summaries: May 2010**

10-075 VI. **Statistics and Summaries: May 2010**

10-076 VII. **Action Items**

10-077 **Consent Agenda**

10-078 **Employment Policies: Revised Policy Statements**

Trustee Maladecki, seconded by Trustee Houk, moved to approve the revised Employment Policy Statements. Motion carried 4-0.

10-078.1 **Change of September 2010 Meeting Date**

Trustee Maladecki, seconded by Trustee Houk, moved to approve the date change for the September 2010 Library Board of Trustees Meeting. Motion carried 4-0.

10-079 III. **Discussion and Possible Action Items**

10-080 **FY 2011 Budget Preview**

Comptroller Tessier gave a presentation summarizing the preliminary budget for the fiscal year beginning October 1, 2010. Key points included the following:

- Budget is based on maintaining the millage rate of .3748
- Due to lower property values, tax revenues will be down 13%
- Budget reflects a reduction of almost 11%
- Every attempt has been made to reduce costs but not services
- Although there will be no raises for staff for the second year in a row and admin staff for a third year, no layoffs are planned and furloughs will not be necessary
- A significant portion of the needed savings was obtained through lower staffing levels, which were achieved through normal attrition and a voluntary separation incentive
- Spending on library materials will be reduced by \$500,000
- For a home assessed at \$200,000, the Library's tax would equate to \$56

The normal budget notebook will be included with the July Board packet and the Library Board will be requested to formally approve the FY 2011 budget at the July Board meeting.

Comptroller Tessier identified two services, Interlibrary Loan and Book Bundles, which have been identified as low utilization and high unit cost. Interlibrary Loan will be terminated in the near future. Book Bundles which have already been created will be offered to the public and only a handful of new ones will be created each year going forward.

After giving the Board an update on the South Trail lease situation, Comptroller Tessier opened the discussion on whether to relocate the Herndon Branch to a remodeled Chickasaw facility. The lease for the Herndon location does not expire until October 2013. After briefly addressing the pros and cons, Comptroller Tessier indicated this issue would be brought back to the Library Board for a thorough vetting in three to four months.

President Tyson stated that it is important to publicize the 5:1 return on investment that Orange County residents realize from the ad valorem taxes that they pay to support OCLS.

10-081 IX. **Information**10-082 **Director's Report**

Honorable Orange County Mayor Richard T. Crotty and the Board of County Commissioners declared June 8, 2010 as Orange County Library System Day! OCLS was given this distinctive recognition for being an innovative and valued community institution, for playing a vital role in providing Orange County Residents with the resources they need to live, learn, work and play in the 21st Century, in conjunction with OCLS being named 2010 Florida Library of the Year! We are extremely grateful for this grand honor from Mayor Crotty and the Board of Orange County Commissioners! We received a wonderful proclamation that will be on display at the Main Library and scanned and viewable on Orlando Memory!

On Wednesday June 9, 2010 the new garden area at the Southwest Branch was opened to the public. The Rotary Club of Dr. Philips recently donated funds to renovate the garden area and celebrated by having one of their weekly meetings there with about 70 of their members in attendance. The opening with the official ribbon cutting followed the regular Rotary meeting. There are shaded garden benches and new distinctive planters to provide a restful and relaxing outdoor reading area. Many thanks go to the Rotary Club of Dr. Phillips for sponsoring this wonderful project that will indeed provide enjoyment for the entire community for many years to come!

Trustee Maladecki thanked all of the library staff involved in the festivities and celebration of the new garden area.

10-083 **OCLS as an Employer Survey 2010**10-084 **Public Comment: Non-Agenda Items**X. **Adjournment**

President Tyson adjourned the meeting at 8:16 p.m.

Next Meeting Dates: July 8, 2010 ~ Herndon Branch Library; 4324 East Colonial Drive; Orlando, Florida 32803 --- August 12, 2010 ~ 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.