

**MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
January 19, 2011
Southwest Branch Library
7255 Della Drive
Orlando, Florida 32819
407.835.READ (7323)**

11-001

I. Call to Order

Library Board Present: Richard Maladecki (1/0); Ted Maines (1/0); Sara Brady (1/0); Guy Houk (1/0)

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

President Maladecki called the meeting to order at 7:03 p.m.

11-002

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.

11-003

III. Approval of Minutes: Library Board of Trustees Meeting ~ December 8, 2010

Trustee Houk, seconded by Vice President Maines, moved to approve the minutes for the December 8, 2010 Library Board of Trustees Meeting. Motion carried 3-0.

11-004

Board Recognition of Former Board Trustee James B. Tyson

President Maladecki honored former Board Member James Tyson for his 8 year unflinching dedication to the Board and the Library System. He thanked him for his leadership and calming influence and presented him with a Chairman's plaque and plant arrangement. Mr. Tyson addressed the Board and said that it has been an honor and a privilege to serve OCLS and that Orange County is fortunate to have one of the best libraries in the country. He thanked the staff for all of their hard work during his 8 year term. Trustee Houk and Vice President Maines thanked Mr. Tyson for being such a great leader.

- 11-005 IV. **Staff Presentation:**
 ➤ **Southwest Branch ~ Bethany Stone**
 ➤ **Technology & Education Center (TEC) ~ Ormilla Vengersammy**
 ➤ **Soy Culto Kick Off Event ~ Wendi Bost**

Trustee Brady joined the meeting at 7:13 p.m.

- 11-006 V. **Financial Statements and Summaries:**
 ➤ **Comprehensive Annual Financial Report for FY 2010 (see separate Report)**
 ➤ **Final FY 2010 Financial Statements**
 ➤ **December 2010 Financial Statements**
 ➤ **FY 2010 Investment Reports**

Finance Manager Patricia Quiñones and Comptroller Robert Tessier presented a financial review covering the fiscal year ending September 30, 2010 as well as some of the decisions made in previous years which now are helping us weather the current financial storm.

Topics included:

- Level of reserves
- Improvements to Main Library
- Level of long term debt
- Self funded health insurance coverage
- Defined benefit pension plan
- Future threats

Brief discussion ensued about the appropriate level of reserves.

Comptroller Tessier also let the Board members know that the Report of Independent Auditors on pages 1 & 2 of the Comprehensive Annual Financial Report reflected an unqualified or “clean” opinion and there were no concerns expressed in the Auditors’ Manager Letter on pages 78 & 79.

- 11-007 VI. **Statistics and Summaries: December 2010**

Assistant Director Moss stated that the growth in our digital products is tremendous.

- 11-008 VII. **Action Items**

- 11-009 **Consent Agenda**

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

- 11-010 **Rules of Conduct Revision**

The Board approved the recommended revisions to the Rules of Conduct.

- 11-11 **Unattended Children Policy Revision**

The Board approved the recommended revisions to the Unattended Children Policy.

- 11-012 III. **Discussion and Possible Action Items**

- 11-013 **Director’s Goals: FY 2011 ~ Proposed**

Trustee Houk, seconded by Vice President Maines, moved to approve the Director’s Goals for FY 2011. Motion carried 4-0.

- 11-014 **Strategic Plan FY 2011: 1st Quarter Update**

Trustee Houk briefly summarized the quarterly update meeting he had with the Administration. He also stated that he is pleased with the progress that has been made thus far.

11-015 IX. **Information**

Trustee Brady spoke about the recent *Orlando Sentinel* article which supported the necessity of State Aid to Florida Libraries. She stated there should be a grassroots movement to organize the friends and supporters of OCLS, so that when the time comes these individuals can advocate for OCLS. Trustee Brady said that OCLS needs a collective voice of supporters that will share how important the library is to the community. Director Hodel stated that the Friends of the Library have selected a delegation to go to Tallahassee to advocate for OCLS. Discussion ensued regarding such advocacy and support.

11-016 **Director's Report**

●The Southwest Branch Author Event has been scheduled for Friday, April 15th at 6:30 p.m. The author is David Mielke, author of A Dish Best Served Cold and A Nation Best Served Hot.

●A team from the Jacksonville Public Library will be meeting with OCLS on the 31st of January to discuss the Balanced Scorecard.

●OCLS is proud to join the American Heart Association and concerned companies and organizations across America in the fight against the #1 killer of women - as well as of men. The Library will participate in National Wear Red Day on 25 February to arm ourselves with knowledge about this devastating disease and to raise funds that will help the AHA advance its research and education efforts.

Trustee Brady thanked Mr. Tyson for his hard work and for being such a tremendous leader and advocate for OCLS.

11-017 **Public Comment: Non-Agenda Items**

X. **Adjournment**

President Maladecki adjourned the meeting at 8:21 p.m.

Next Meeting Dates: --- February 10, 2011 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
March 10, 2011 ~ Southeast Branch Library; 5575 S. Semoran Boulevard; Orlando, Florida 32822.

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.