

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
May 12, 2011
Windermere Branch Library
530 Main Street
Windermere, Florida 34786
407.835.READ (7323)

- 11-064 I. **Call to Order**
Library Board Present: Richard Maladecki (5/1); Guy Houk (5/1); Ted Maines (5/1); Sara Brady (5/2)

Library Board Absent: Lucas Boyce (4/1)

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

President Maladecki called the meeting to order at 7:05 p.m.

- 11-065 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.

- 11-066 III. **Approval of Minutes: Library Board of Trustees Meeting ~ April 14, 2011**
Trustee Houk, seconded by Vice President Maines, moved to approve the minutes for the April 14, 2011 Library Board of Trustees Meeting. Motion carried 4-0.

- 11-067 IV. **Staff Presentations:**
Windermere Branch Welcome ~ Leila Higgins

Southwest Branch Author Event with David Meilke
Photos of the 6th Southwest Author Series event held on April 15th were shared and recognition was given to the Dr. Phillips Rotary Club for their generous contribution of \$3,000 to Southwest Branch for facilities enhancement.

- 11-068 V. **Financial Statements and Summaries: April 2011**
- 11-069 VI. **Statistics and Summaries: April 2011**
Assistant Director Moss summarized the usage survey that was sent out to colleague libraries of similar size and the results were varied, but library usage is down in general. The Urban Libraries Council has asked permission to publish the survey on their website to generate conversation in the library community. Brief discussion ensued.
- 11-070 VII. **Action Items**
- 11-071 III. **Discussion and Possible Action Items**
- 11-072 **My Library, My Story Project ~ Craig Wilkins & Christine Lindler**
Christine Lindler shared Elba Bermudez's inspiring Library success story.
- 11-073 **Fourth Floor Future ~ Renae Bennett**
Public Service Administrator Bennett summarized the idea of relocating the reference collections at Main from the fourth floor to other public service floors in order to better utilize staff and resources. She described the problematic areas on the fourth floor which include line of sight and lighting issues. She further commented on the need to use staff more efficiently. Discussion ensued regarding the future use of the fourth floor and possibly partnering with other organizations in the community. The Board came to a consensus and asked the Administration, with the help of Trustee Brady, to explore ideas with community organizations and other options, and to report back to the Board.
- 11-074 **Group Study Rooms ~ Renae Bennett**
Public Service Administrator Bennett summarized the need to better manage the group study rooms and to ensure fair and equitable usage of these rooms. Currently the rooms are available to anyone on a first-come basis without time limits, which allows for the rooms to be monopolized by some for the entire day and therefore not be available to others. 12% of last year's Main Library incident reports occurred in these rooms. She further stated that better management and use of the rooms would be to restrict use to library card holders only, who could reserve the rooms in the same manner as the meeting rooms are now reserved. Brief discussion ensued. The Board agreed with the proposal of group study room reservations limited to cardholders, however they requested that room charges not be implemented and a two hour limit to be included.
- Trustee Houk, seconded by Trustee Brady, moved to approve the Group Study Room changes as presented, but with a two hour limit to be included and no room charge. Motion carried 4-0.
- The Board asked to be updated on the implementation in six months.
- 11-075 IX. **Information**
- 11-076 **Director's Report**
In addition to what was presented in the Board Packet, Director Hodel offered the following:
We have been notified by Disney that we have been awarded a Disney Helping Kids Shine grant. Those selected as grant recipients have demonstrated alignment with

Disney's goal of improving children's lives by focusing on one or more of the following areas: connecting with adults, character development, constructive use of free time and compassion. Their prize patrol will be coming 17 May. At that time we will find out the amount of the award. Congratulations go to Vera Gubnitskaia, Edward Booker, Maritza Alicea, Natalie Houston, Brian Knoll, Cassandra Shivers for pulling all the pieces of the grant application together to make such a winning entry.

11-077

Public Comment: Non-Agenda Items

X. Adjournment

Vice President Maines, seconded by Trustee Houk, moved to adjourn the meeting. Motion carried 4-0. President Maladecki adjourned the meeting at 8:15 p.m.

Next Meeting Dates: --- June 9, 2011 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- July 14, 2011 ~ South Trail Branch Library; 4600 S. Orange Blossom Trail; Orlando, Florida 32839.

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.