

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
October 12, 2011
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 11-146 I. **Call to Order**
Library Board Present: Richard Maladecki (10/2); Ted Maines (10/1); Guy Houk (10/1); Sara Brady (10/3); Lucas Boyce (9/1)
- 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 7:00 p.m.
- 11-147 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.
- 11-148 III. **Approval of Minutes: Library Board of Trustees Meeting ~ September 14, 2011**
Trustee Boyce, seconded by Trustee Houk, moved to approve the minutes for the September 14, 2011 Library Board of Trustees Meeting. Motion carried 5-0.
- 11-149 IV. **Staff Presentation: Fox News Story – Library Budget**
- 11-150 V. **Financial Statements and Summaries: September 2011 (Preliminary)**
Comptroller Tessier gave an overview of the preliminary FY 2011 Budget versus actual comparison. The final report will be given in January after the auditors complete their audit.
- 11-151 VI. **Statistics and Summaries:**
- **September 2011 and Year End FY 2011**
 - **Circulation Year End FY 2011**
 - **Mystery Shopper – Location Reports Year End FY 2011**

11-152 VII. **Action Items**11-153 **Board Meeting Date Change: November 2011**

Trustee Boyce, seconded by Trustee Houk, moved to change the November 2011 Board Meeting date to November 10, 2011. Motion carried 5-0.

11-154 **Election of Board Officers and Committee Appointments**

President: Trustee Houk nominated President Maladecki to a second term as President. Trustee Brady nominated Vice President Maines as President.

President Maladecki, Trustee Houk and Trustee Boyce voted for President Maladecki to serve a second term. Vice President Maines and Trustee Brady voted for Vice President Maines to serve as President. The vote goes to President Maladecki to serve a second term as President.

Vice President: Trustee Brady nominated Vice President Maines to another term as Vice President. Motion carried 5-0.

The following committee chair appointments were established and the vote was unanimous:

Finance Committee: Chair: Richard Maladecki

Marketing Committee: Chair: Lucas Boyce

Partnership Committee: Chair: Richard Maladecki

Personnel Committee: Chair: Ted Maines

Planning Committee: Chair: Dr. Guy Houk

11-155 III. **Discussion and Possible Action Items**11-156 **Library Tales: Craig Wilkins**

Library Tales featured Charles Ezell a local author who expressed appreciation for the library's computer instruction and the role it played in completing his book. Also, the two recently produced commercials promoting the Money Tip\$ programs were shown.

11-157 **Library Future:**

- **Marketing Possibilities**

Trustee Brady, Director Hodel, Assistant Director Moss, Community & Public Relations Manager Tracy Zampaglione and Jackie Kelvington recently met to brainstorm the marketing of OCLS. Brief discussion ensued.

- **Fast Forward**

Public Service Administrator Renae Bennett & Reference Clerk Amanda Cain gave an overview of the Fast Forward Team's progress.

11-158 **Chickasaw Update: Robert Tessier**

There is a party interested in leasing Chickasaw and they are looking for an arrangement whereby the landlord will manage and pay for all operating costs of the building, including utilities and janitorial. The landlord will then pass these costs onto the tenant as additional rent.

11-159 **Director's Evaluation & Personnel Committee Meeting Minutes**

Personnel Committee Chair, Trustee Brady stated that she, Vice President Maines and Friends of the Library Board Member Tom Kohler met as the Personnel Committee on October 5, 2011. Director Hodel and Human Resources Manager Janet Madden were

also in attendance. Trustee Brady summarized the meeting and stated the Committee agreed that Director Hodel excelled in all aspects of her goals and responsibilities. She said that OCLS remains a cutting edge library system in spite of the economic times and she credited Director Hodel for this accomplishment. Trustee Brady added that Director Hodel exceeded requirements on all the dimensions of performance on which she is evaluated and that if resources had been available, her efforts were of such high quality that the Committee would recommend an increase.

Trustee Houk, seconded by Trustee Boyce, moved to accept the minutes for the Personnel Committee Meeting and to extend Director Hodel's contract for another year. Motion carried 5-0.

11-160 **Strategic Plan FY 2011: 4th Quarter Update**

Trustee Houk reported that progress remains on target for the FY 2011 Strategic Plan and the Director's Goals. This is despite the various challenges facing OCLS.

11-161 **Director's Goals FY 2011: 4th Quarter Update**

11-162 IX. **Information**

11-163 **Director's Report**

In addition to what was presented in the Board Packet, Director Hodel offered the following:

The new sign for the Friends' Gift shop will be installed October 18, 2011.

The Director has asked to speak at the Legislative Delegation's hearing on October 24, 2011. The possibility of eliminating independent taxing districts has surfaced in the rumors surrounding the new legislative session.

The OverDrive Bus will be at the Southwest Branch on November 11, 2011, demonstrating the ease of use of downloading e-books.

The *Orlando Sentinel* published an article which mentions the Jeff Ashton program in Library Central on November 21, 2011 at 6:00 p.m.

11-164 **Public Comment: Non-Agenda Items**

Orange County Resident and Library Cardholder, Robert Young spoke regarding the Rules of Conduct and specifically Rule 13 which states individuals must maintain control of their belongings at all times. Mr. Young stated that he is of the opinion that exceptions should be made to this rule.

X. **Adjournment**

Vice President Maines, seconded by Trustee Brady, moved to adjourn the meeting. Motion carried 5-0. President Maladecki adjourned the meeting at 8:31 p.m.

Next Meeting Dates: --- November 10, 2011 ~ Edgewater Branch Library; 5049 Edgewater Drive; Orlando, Florida 32810 --- December 7, 2011 ~ 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.