

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
November 10, 2011
Edgewater Branch Library
5049 Edgewater Drive
Orlando, Florida 32810
407.835.READ (7323)

- 11-165 I. **Call to Order**
Library Board Present: Richard Maladecki (11/2); Guy Houk (11/1); Sara Brady (11/3); Lucas Boyce (10/1)

Library Board Absent: Ted Maines (11/2)

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

Administration Absent: Eric Atkinson

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

- 11-166 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.

- 11-167 III. **Approval of Minutes: Library Board of Trustees Meeting ~ October 12, 2011**
Trustee Brady, seconded by Trustee Boyce, moved to approve the minutes for the October 12, 2011 Library Board of Trustees Meeting. Motion carried 4-0.

- 11-168 IV. **Staff Presentations:**
- **Edgewater Welcome**
 - **License to Learn Contest Drawing**
- The Fall 2011 4th grade License to Learn Library card contest started on September 6, 2011 and ended on October 28, 2011. Library card applications were delivered to over 700 fourth grade classes in 117 Orange County Public Schools. Teachers distributed applications to their students who did not have library cards and then collected them

after parents filled them out. Teachers then sent contest entry forms to the OCLS along with completed library card applications. 54 schools with 122 4th grade classes participated. 21 classes had 100% children who either already had cards or applied for cards during the contest. 617 new applications were submitted.

Every teacher who submitted an application will receive a thank-you gift - library pencils, folders, and sticky notes with OCLS logo as well as some coupons for local businesses that they can give out to kids. Teachers who had classes with 100% participation are entered in the prize drawing. Three winners drawn will receive gift packs donated by Chick-Fil-A. The Board drew the following teachers as winners of the License to Learn Contest:

Robert Bearden - Winegard Elementary
Sarah Klunk - Metrowest Elementary
Stephanie Osmond - Hidden Oaks Elementary

- 11-169 V. **Financial Statements and Summaries: October 2011**
Comptroller Tessier updated the Board on the status of a possible lease of Chickasaw to the Army.
- 11-170 VI. **Statistics and Summaries: October 2011**
- 11-171 VII. **Action Items**
Trustee Houk, seconded by Trustee Boyce, moved to approve the two Action Items on the Agenda. Motion carried 4-0.
- 11-172 **Annual Plan of Service FY 2012 Approval**
The Board approved the proposed Annual Plan of Service for FY 2012.
- 11-173 **Co-Working Room for the Public**
Brief discussion ensued regarding the proposed co-working room for the public, the basic amenities proposed for installation and charging a nominal fee for the rental of the room. The Board approved the use of a study room on the third floor of the Orlando Public Library as a co-working room with a usage fee of \$20 for 4 hours consecutive use and \$40 for 8 hours consecutive use.
- 11-174 III. **Discussion and Possible Action Items**
- 11-175 **Director's Goals FY 2012: Proposed**
The Board tabled the Director's proposed Goals for FY 2012 until the December Meeting.
- 11-176 **Library Tales: Craig Wilkins**
Assistant Department Manager Vanessa Neblett presented a film clip of George Montejo. Mr. Montejo credits the computer instruction he received from the Library for helping him find employment.
- 11-177 **Library Future / Fast Forward: Renae Bennett**
- 11-178 IX. **Information**

11-179

Director’s Report

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

- The Money Tip\$ programs were picked up as news feature on Channel 13. This was set up by Fusion Advertising, a media firm working for Rollins College Crummer School of Business. Professor Susan Bach was interviewed about the Libraries program series that took place the week of October 24th. A total of 118 people attended a Money Tip\$ program with more events scheduled.
- Board President Rich Maladecki was named the on the area’s “Most Influential Businessmen” and the most influential for tourism by the *Orlando Business Journal* in the October 28th – November 3rd issue.
- The Library hosted a special guest on November 7th. This guest from Minnesota was greeted by President Maladecki and was given a tour of our facilities by Director Hodel and Assistant Director Moss.

President Maladecki presented to Comptroller Tessier the Certificate of Achievement for Excellence in Financial Reporting for the OCLS Comprehensive Annual Financial Report for FY 2010. President Maladecki congratulated Comptroller Tessier and the Finance Department on a job well done.

11-180

Public Comment: Non-Agenda Items

X. **Adjournment**

Trustee Boyce, seconded by Trustee Brady, moved to adjourn the meeting. Motion carried 4-0. President Maladecki adjourned the meeting at 7:53 p.m.

Next Meeting Dates: --- December 7, 2011 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- January 12, 2012 ~ Washington Park Branch Library; 5151 Raleigh Street; Suite A; Orlando, Florida 32811.

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.