

**MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
January 10, 2013
Alafaya Branch Library
12000 East Colonial Drive
Orlando, Florida 32826
407.835.READ (7323)**

Library Board Present: Ted Maines (1/0); Guy Houk (1/0); Lucas Boyce (1/0);
Lisa Franchina (1/0); Marucci Guzmán Beard (1/0)

Library Board Absent:

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

13-001 I. **Call to Order**
President Maines called the meeting to order at 7:00 p.m.

13-002 **Oath of Office: Marucci Guzmán Beard**
Ms. Marucci Guzmán Beard was sworn in by President Maines as the newest member of the Library Board of Trustees.

II. **Public Comment Policy**
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.

13-003 III. **Approval of Minutes: Library Board of Trustees Meeting ~ December 13, 2012**
Vice President Houk, seconded by Trustee Franchina, moved to approve the minutes for the Library Board of Trustees Meeting held on December 13, 201. Motion carried 5-0.

13-004 IV. **Staff Presentations:**
➤ **Alafaya Welcome ~ Danielle King**
➤ **E-Rate Process ~ Ricardo Viera**

13-005 V. **Financial Statements and Summaries:**

- **Final FY 2012 Financial Statements**
- **Comprehensive Annual Financial Report (CAFR) for FY 2012**
- **December 2012 Financial Statements**
- **FY 2012 Investment Reports**

- 13-006 VI. **Statistics and Summaries: December 2012**
Discussion ensued regarding an endeavor to increase new card registration.
- 13-007 VII. **Action Items**
- 13-008 **Resolution to Honor Library Board of Trustee Richard J. Maladecki**
Trustee Franchina, seconded by Vice President Houk, moved to recognize and honor Richard J. Maladecki for his dedication and hard work while serving on the Library Board of Trustees from 2009 to 2012. His commitment to the Library Values of Respect, Excellence and Integrity and his steadfast support has enabled the Library to make great strides in being an important and integral part of the community while providing Information, Imagination and Inspiration. Further the Board authorized the expenditure of \$300.00 to establish a Friends of the Library Book Endowment in the name of Trustee, Richard J. Maladecki. Motion carried 5-0.
- 13-009 VIII. **Discussion and Possible Action Items**
- 13-010 **Library's Procurement Process for Contractor Selection: Guy Haggard**
The Library's legal counsel, Guy Haggard of Gray Robinson discussed the various options for contractor selection provided in the Florida Statutes. Discussion ensued.
- 13-011 **Implementation of Affordable Care Act: John Robinson**
The Library's Benefits Consultant John Robinson of Robinson Bush discussed the impact that the Affordable Care Act will have on the library when new regulations are implemented in 2014. He further explained the parameters and possible penalties. Discussion ensued regarding the financial impact of providing health care coverage as mandated.
- 13-012 **Director's Goals FY 2013: 1st Quarter Update: President Maines**
President Maines stated that Director Hodel's goals are very much in line with the Strategic Plan and that she is on point with her goals for the year.
- 13-013 **Strategic Plan FY 2013: 1st Quarter Update: Vice President Houk**
Vice President Houk stated that the great progress continues to be made with the Strategic Plan. He further stated that presentations and publications are very robust. President Maines also stated that Director Hodel and staff are doing excellent job in keeping visible in the media with relevant and timely topics.
- 13-014 IX. **Information**
- 13-016 **Dorothy Lumley Melrose Center for Technology, Innovation & Creativity Update: Debbie Moss**

President Maines wanted to recognize staff for the recent Gabrielle Douglas program. He stated that the program was one of the best experiences he has had while on the Board. He

said that the program was fantastic and that it was great to see so many children and the smiles on their faces. He further said that he was so proud and how well it was handled.

13-016

Director's Report

■Because the health of our employees is one of our biggest priorities, we have extended the deadline to receive a flu shot. If an employee has not yet received one, they may obtain a free flu shot at any Florida Hospital Centra Care location, provided they take along our authorization form and their identification badge.

■Wendi Bost made a presentation to the representatives from the AWE Stations, about 25 people in the room. She talked about libraries in general, our challenges, and how the Early Literacy Stations™ work for us and what we are looking for in the future. She spoke at length about our need to ensure that resources were used by card holders and our need to invest card holders in library resources that tax dollars paid for.

■On Monday, 7 January, a reporter for the *Orlando Sentinel* interviewed Jane Tracy and Tracy Zampaglione regarding Orlando Memory. The article was published in the College Park Forum insert in the *Orlando Sentinel* on January 16.

■The Clowns from the circus were great yesterday! We had a check out promotion at all OCLS facilities and it looks like we ended up giving away 1,353 tickets to Orange County children. Final count was 219; 149 children and 70 adults.

■The Second Saturday program on January 12 officially kicked off Viva Florida, the 500th anniversary of Ponce de León's landing on the east coast of Florida. This is the first of many celebratory activities and presentations that will be offered in our libraries throughout 2013 to commemorate the milestone anniversary. A Ponce de León re-enactor walked around the library in full garb greeting customers and staff, and encouraging them to attend the program.

13-017

Public Comment: Non-Agenda Items

X. Adjournment

Trustee Franchina, seconded by Trustee Boyce, moved to adjourn the meeting. Motion carried 5-0. President Maines adjourned the meeting at 8:53 p.m.

**Next Meeting Dates: --- February 13, 2013 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
March 14, 2013 ~ Southwest Branch Library; 7255 Della Drive; Orlando, Florida 32819.**

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.