

**MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
February 13, 2013
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
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)

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

13-018

I. Call to Order

President Maines called the meeting to order at 7:04 p.m.

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.

13-019

**III. Approval of Minutes: Library Board of Trustees Meeting ~
January 10, 2013**

Trustee Boyce, seconded by Trustee Franchina, moved to approve the minutes for the Library Board of Trustees Meeting held on January 10, 2013. Motion carried 5-0.

13-020

IV. Staff Presentation:

➤ **E-Books vs. Traditional Print Books ~ Kelly Pepo**

13-021

V. Financial Statements and Summaries:

➤ **Presentation Final FY 2012 Financial Statements**

➤ **January 2013 Financial Statements**

13-022

VI. Statistics and Summaries: January 2013

Brief discussion ensued regarding current usage statistics.

13-023 VII. **Action Items**13-024 **Consent Agenda Items:**

Vice President Houk, seconded by Trustee Franchina, moved to approve the items on the Consent Agenda. Motion carried 5-0.

13-025 **Meeting Date Change: September 2013 Library Board of Trustees Meeting**

The Board approved changing the September 2013 Library Board of Trustees Meeting to be held on September 11, 2013.

13-026 **After Hours Event: Request to Serve Alcohol - May 3, 2013**

The Board authorized the serving of alcoholic beverages in accordance with the Board-approved policy at the after-hours event on Friday, May 3, 2013 at the Southwest Branch Library.

13-027 **Non-Consent Agenda Items:**13-028 **Voice-over Internet Protocol (VoIP) Phone System Contract Recommendation**

Ricardo Viera, Computer Operations Manager, gave a brief presentation outlining the recommendation. Trustee Boyce, seconded by Vice President Houk, moved to authorize Library staff to execute contracts with AT&T for Voice over Internet Protocol. Motion carried 5-0.

13-029 **Contractor Selection for the Dorothy Lumley Melrose Center for Technology, Innovation & Creativity**

Steve Powell, Facilities & Operations Manger, gave a brief summary of the selection process. Vice President Houk, seconded by Trustee Guzmán Beard, moved to approve the following:

- The ranking of contractors for the Construction Management at Risk Services for the Dorothy L. Melrose Center for Technology, Innovation and Creativity project as
 1. Skanska USA Building, Inc.
 2. Charles Perry Partners, Inc.
- The authorization of staff to negotiate a contract for Construction Management at Risk Services Negotiated Fee/Guaranteed Maximum Price.

Motion carried 5-0.

13-030 VIII. **Discussion and Possible Action Items**13-031 IX. **Information**13-032 **Health Insurance Follow Up: Craig Wilkins**

Craig Wilkins, Public Service Administrator, provided the Board with a status report on the Affordable Care Act. Brief discussion ensued.

13-033 **Branch Development: Wendi Bost**

Wendi Bost, Public Service Administrator, presented information regarding the Herndon Branch lease which is up for renewal in October 2013. To comply with our lease we need to let the property management company be aware of our intent to renew by April 2013. The lease currently has an automatic renewal for 5 years at 2% base increase per year. An

option is currently available for a 1 year renewal at 2% base increase allowing us to remain more flexible in this economic climate. Discussion ensued regarding the property OCLS owns at Chickasaw, 4.71 miles away, and if long term should we continue to rent while we own this property. It was determined that library staff would bring back the Herndon Branch lease renewal options for action and approval at the March 2013 meeting.

13-034 **Dorothy Lumley Melrose Center for Technology, Innovation & Creativity Update: Ormilla Vengersammy, Ann Collins & Tony Orengo ~ MakerBot 3-D Printer Demonstration**

Ormilla Vengersammy, Technology & Education Center Manager; Ann Collins, Technology, Innovation & Creativity Assistant Manager; and Tony Orengo, Technology Instruction Specialist, demonstrated some of the many items that can be created with the MakerBot 3-D printer. They also demonstrated the Snap Circuit electronic boards. Discussion ensued.

13-035 **Library Tales: Craig Wilkins**

This item was deferred until next month's meeting.

13-036 **Director's Report**

■The Orange County Bookmark Series with the Commissioners and Mayor Jacobs is coming along nicely. We have photo sessions scheduled with Orange County Commissioners Clarke, Thompson, Boyd and Brummer. We are working with the Mayor's office staff and the staff of Commissioners Edwards and Moore Russell to schedule their photo sessions.

■OCLS was featured in a Web Junction webinar on "How Libraries Can Meet the Evolving Needs of Patrons in the Digital Age." Larra Clark, the head of PR from ALA mentioned Right Service as a great example of a community priority project.

■The new Viva Florida 500 banners have been installed on the exterior of Main. In addition, Viva Florida is off to a brisk start! So far, we have hosted 15 programs and a total of nearly 480 people have attended.

Orlando Magic Youth Foundation Grant - \$60,000 awarded to OCLS "Skills Challenge" designed to help young patrons use technology to build skills supporting their academic achievement.

13-037 **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 8:49 p.m.

Next Meeting Dates: --- March 14, 2013 ~ Southwest Branch Library; 7255 Della Drive; Orlando, Florida 32819 --- April 11, 2013 ~ 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.