

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
July 17, 2013
Southeast Branch Library
5575 South Semoran Boulevard
Orlando, Florida 32822
407.835.READ (7323)

Library Board Present: Ted Maines (6/0); Lisa Franchina (6/0); Hernan Tagliani (1/0)

Library Board Absent: Lucas Boyce (6/1); Marucci Guzmán Beard (6/1)

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

13-082 I.

Call to Order

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

13-082.1

Oath of Office: Hernan Tagliani

President Maines presided over the oath of office as taken by Hernan Tagliani, the newest member of the Library Board of Trustees. Trustee Tagliani received a warm welcome and he stated how enthused he is to be a member of the Library Board.

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.

13-083 III.

Approval of Minutes: Library Board of Trustees Meeting ~ June 13, 2013

Vice President Franchina, seconded by Trustee Tagliani, moved to approve the minutes for the June 13, 2013 Library Board of Trustees Meeting. Motion 3-0.

13-084 IV.

Staff Presentations:

- **Southeast Welcome ~ Paolo Melillo; Victor Rodriguez & Michael Raghunath**
- **First Nail Ceremony ~ Mary Anne Hodel**

➤ **Gatorland Program ~ Mary Anne Hodel**

- 13-085 V. **Financial Statements and Summaries: June 2013**
- 13-086 VI. **Statistics and Summaries: June 2013**
Trustee Tagliani suggested that the utilizing a focus group may help to determine the decline in library visits.
- 13-087 VII. **Action Items**
- 13-088 **Approval of the Budget for Fiscal Year Ending September 30, 2014**
Brief discussed ensued regarding the Affordable Care Act and the impact on the budget. Vice President Franchina, seconded by Trustee Tagliani, moved:
- To approve the FY 14 Operating, Capital Projects, and Sinking Fund budgets.
 - To recommend to the Governing Board that the Library District's millage rate be maintained at .3748 for FY 14.
- Motion carried 3-0.
- 13-089 **Computer Purchase: Ricardo Viera**
Brief discussion ensued regarding the type of computers to be purchased. Vice President Franchina, seconded by Trustee Tagliani, moved to authorize staff to purchase 225 computers for \$149,625 from Dell. Motion carried 3-0.
- 13-090 **Public Library Construction Grant - Chickasaw Branch: Craig Wilkins**
Vice President Franchina, seconded by Trustee Tagliani, moved:
- To authorize an application for a Public Library Construction Grant for the Chickasaw Branch.
 - To authorize Mary Anne Hodel, Library Director/CEO to sign the application and provide required certifications.
 - To assure the required match of a dollar for dollar will be available and unencumbered at the time of the grant award.
 - To assure funding is sufficient and will be available in order that the project will result in a completed library building.
 - To assure that upon completion of the project, sufficient funds will be available to operate the facility; and
 - To assure that the building will be used exclusively for the public library purposes for which constructed within 20 years of the completion of the construction project.
- Motion carried 3-0.
- 13-091 VIII. **Discussion and Possible Action Items**
- 13-092 **Strategic Plan FY 2013: 3rd Quarter Update ~ President Maines**
- 13-093 **Director's Goals FY 2013: 3rd Quarter Update ~ President Maines**
- 13-094 **Strategic Direction Update: Wendi Bost**

Public Service Administrator Wendi Bost gave an update of the various ideas and concepts that are being considered to further the progress of the library system.

13-095 IX. **Information**

13-096 **Dorothy Lumley Melrose Center for Technology, Innovation & Creativity Update: Debbie Moss**

Since the First Nail Ceremony, several organizations have contacted the library to express their interest in the Melrose Center.

13-097 **Staff Survey Results ~ FY 2013: Kim Zander-Simoneaux**

Human Resources Manager Kim Zander-Simoneaux, gave a brief summary of the annual Staff Survey and the results. She stated that the overall results were positive with an increase of staff satisfaction over last year's results. She also stated that the questions remain the same from year to year for comparability. She also shared that the top five favorable and bottom five least favorable items were highlighted in the summary.

Discussion ensued regarding the questions and results. Trustee Tagliani suggested that both positive and negative questions should be asked to better determine the perceptions and positions of staff. President Maines requested that a team be assembled in order to address the results of the bottom five least favorable items so that improvements can be made moving forward. Director Hodel shared that she frequently meets with staff members throughout the system in order to solicit ideas for improvement.

13-098 **Director's Report**

•Tuesday, 16 July's event at Washington Park was a tremendous success. There were 247 in attendance including 172 kids, 35 teens and 40 adults. The Magic's mascot "Stuff" cued things up, and then Glen "Big Baby" Davis read two books and talked to the kids. He also shared some giveaways. As a wonderful surprise, Glen presented the branch with a framed jersey to display there. Both Local 6 and Wesh-2 News covered the event.

Thanks to Patsy Williams, Washington Park Branch manager, Josh Lutchmie-Persad for a phenomenal job in hosting and promoting the event, to Charlie Hoeck for keeping the kids entertained while awaiting Glen's arrival and to Lynette Schimpf for tweeting the event live, and to Community Relations staff and Tracy Zampaglione for coordinating the whole event! Terrific team effort!

•Secretary of Health and Human Services Kathleen Sibelius visited Orlando 16 July and met with local stakeholders of the new Affordable Care Act at Orlando City Hall. Director Hodel was among those invited and did meet privately to express how receptive Florida's libraries are to helping citizens sign up for health care. 25 were in attendance.

•One of the Friends of the Library Board Members would like to host an afterhours fundraiser. More details will be provided at next month's meeting.

13-099 **Public Comment: Non-Agenda Items**

X. **Adjournment**

Trustee Franchina, seconded by Trustee Tagliani, moved to adjourn the meeting. Motion carried 3-0.

President Maines adjourned the meeting at 8:06 p.m.

Next Meeting Dates: --- August 8, 2013 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
Wednesday, September 11, 2013; Herndon Branch Library; 4324 East Colonial Drive; Orlando, Florida 32803.

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.