

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
August 13, 2015
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

Library Board Present: Ted Maines (11/2 - City); Lisa Franchina (8/0);
 Marucci Guzmán (8/1); Richard Maladecki (7/2)

Library Board Absent: Hernan Tagliani (11/2 - City)

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

Administration Absent: Debbie Tour

15-110 I. **Call to Order**

President Maines called the meeting to order at 6:00 p.m.

II. **Public Comment Policy & Procedures**

15-111 III. **Approval of Minutes: Library Board of Trustees Meeting ~
 July 9, 2015**

Trustee Maladecki, seconded by Vice President Franchina, moved to approve the minutes for the July 9, 2015 Library Board of Trustees Meeting. Motion carried 4-0.

15-112 IV. **Staff Presentations:**

➤ **DVD Vault ~ Jo Ann Sampson & Pamala Wilson**

➤ **Chickasaw Opening Video**

Trustee Maladecki stated that he is very proud to be a part of the Board and OCLS. He also said it was good to see all of the happy customers at the Chickasaw grand opening. President Maines, Trustee Guzmán concurred and Vice President Franchina stated it was great to have political representation with State Representative Rene Plasencia and Orange County Commissioner Pete Clarke attending the ribbon cutting.

15-113 V. **Financial Statements and Summaries: July 2015**

Comptroller Tessier briefed the Board regarding two tracts of land adjoining the North Orange Branch property. The owner of the parcels died in 1964 and these have not been claimed by anyone. At the advice of the library's attorney, staff plan to move forward to make improvements to the property. This would greatly help with the parking situation at the branch and the problematic septic tank.

Comptroller Tessier also summarized the fourth floor remodeling project and the process of selecting the architect. Orange County Government has a continuing services agreement which allows for contracts with an architect for small projects under two million dollars. OCLS is able to piggyback on this agreement and selected Rhodes & Brito Architects for the fourth floor remodeling project. Their fee is \$102,000 and staff will bring the architectural fee proposal to the Board next month for approval.

15-114 VI. **Statistics and Summaries: July 2015**

Assistant Director Moss briefed the Board regarding the monthly statistics for July.

- 15-115 VII. **Action Items: Consent Agenda**
The FY 2016 Board Meeting Schedule was pulled from the Consent Agenda by the Board. Trustee Guzmán, seconded by Trustee Maladecki, moved to approve the remaining items on the Consent Agenda. Motion carried 4-0.
- 15-116 **Board Meeting Schedule: FY 2016**
Brief discussion ensued regarding the FY 2016 Library Board Meeting Schedule. The date for the October meeting was changed to the 15th from the 8th. Trustee Maladecki, seconded by Trustee Guzmán, moved to approve the amended FY 2016 Library Board Meeting Schedule. Motion carried 4-0.
- 15-117 **State Aid to Libraries Documents: FY 2016**
The Board approved the documents listed below as required by the Florida Department of State, Division of Library and Information Services, in order for the Orange County Library System to be eligible for a State Aid to Libraries Grant for the Fiscal Year ending September 30, 2016:
- (a) State Aid to Libraries Grant Agreement
 - (b) Annual Plan of Service - FY 2016
- 15-118 **Strategic Plan: FY 2016 to FY 2018**
The Board adopted the updated Library Strategic Plan for FY 2016 to FY 2018.
- 15-119 **Action Items: Non-Consent**
- 15-120 **Contractor for Melrose Center Remediation Project: Bob Tessier**
Brief discussion ensued regarding the Melrose Center Remediation Project. Trustee Maladecki, seconded by Vice President Franchina, moved to award a \$156,152 contract to Ruby Builders to perform the Melrose Center Remediation Project and to authorize Director Hodel or her designee to execute the contract with Ruby Builders. Motion carried 4-0.
- 15-120.1 **Network Equipment Purchase and E-Rate: Ricardo Viera**
I.T. Director Ricardo Viera summarized the need to purchase new network equipment. This purchase will hopefully be 80% refunded by the E-Rate plan, but this has not been finalized as of yet. Brief discussion ensued. Vice President Franchina, seconded by Trustee Guzmán, moved to allow library staff to purchase networking equipment and to secure installation services from outside vendor Presidio, in the amount of \$485,141.50 (FY 2015) without the prior guarantee of E-Rate reimbursement to fund this project. Motion carried 4-0.
- 15-121 VIII. **Discussion and Possible Action Items**
- 15-122 **Director's Evaluation & Personnel Committee: Vice President Lisa Franchina**
Vice President Franchina as Chair of the Personnel Committee, is charged with the annual evaluation of Director Hodel. She invited President Maines to be on the Committee and he accepted. Vice President Franchina also invited Crockett Bohannon - President of the Friends of the Library to participate on the Committee. He too accepted.
- 15-123 **Strategic Plan FY 2015: 3rd Quarter Update ~ Trustee Maladecki**
Trustee Maladecki reported to the Board regarding the progress being made with the Strategic Plan. He said that he is very comfortable with the directional path and is very pleased with the progress that is being made by the library staff.

15-124 IX. **Information**15-125 **Staff Survey ~ FY 2015: Kim Simoneaux**

Human Resources Manager Kim Simoneaux, gave a brief summary of the 2015 Staff Survey and the results. She stated that the overall results were positive. She also shared that the top five favorable and bottom five least favorable items were highlighted in the summary.

15-126 **Dorothy Lumley Melrose Center for Technology, Innovation & Creativity Update: Debbie Moss**

Assistant Director Moss informed the Board about an upcoming special 48 hour event, the Indie Galactic Space Jam. The Space Jam is a collaborative game development event that works closely with the Space Industry. The 48-hour Jam is intended to bring together people from various creative and technical fields to develop fun games that generate excitement among the public about space travel & exploration. The organizers hope to put the national spotlight on Central Florida and show off unique combinations of talents.

15-127 **Director's Report**

- Director Hodel recognized and thanked State Representative Rene Plasencia for his support and for being the first sitting Representative to attend a Library Board Meeting.
- OCLS has been awarded a Library Services & Technology Act (LSTA) grant in the amount of \$71,610. The grant is for the project, *E-Government Services to Florida Public Libraries 2015 - Right Service at the Right Time*.
- Adult coloring programs are a new phenomenon for us. There have been some successful adult coloring programs at Alafaya and Southwest - 38 people showed up to color at the Southwest Branch.
- Two people from Mayor Jacob's office, Carol Clark and Graciela Noreiga Jacoby, came to tour the new Chickasaw branch. They both liked the branch and appreciated all we had to offer.
- Save the Date: October 23, 2015 is the date of Booktoberfest 2015.

15-128 **Public Comment: Non-Agenda Items**

Orange County resident and library cardholder, Jonathon Sebastian Blount spoke regarding the Library Board, library management and staff.

X. **Adjournment**

Trustee Maladecki, seconded by Vice President Franchina, moved to adjourn the meeting. Motion carried 4-0. President Maines adjourned the meeting at 7:18 p.m.

Next Meeting Dates: WEDNESDAY September 9, 2015 ~ Chickasaw Branch Library; 870 North Chickasaw Trail; Orlando, Florida 32825 --- October ~ TBD.

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.