

**Orange County Library System  
Board of Trustees Meeting**

**Board Packet for June 2006**



101 East Central Boulevard  
Orlando, Florida 32801-2471  
phone: 407.835.7611  
fax: 407.835.7648  
website: [www.ocls.info](http://www.ocls.info)

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*Mary Anne Hodel,  
Library Director, Chief Executive Officer*

June 2, 2006

To: Sara Brady, President  
James B. Tyson, Vice President  
Matthew Pardy, Trustee  
Livia Rivera, Trustee  
Gregory D. Lee, Trustee

cc: The Honorable Mayor Richard T. Crotty, Chairman of the Library Governing Board,  
Members of the Governing Board, Commissioners Teresa Jacobs, Bob Sindler, Mildred  
Fernandez, Linda Stewart, Bill Segal, Homer Hartage, Orange County; and Deborah  
Girard, City of Orlando.

From: Mary Anne Hodel, Director

Re: Library Board of Trustees Meeting

The next meeting of the Library Board of Trustees will be at 7:00 p.m. Thursday, June 8, 2006, at the **Orlando Public Library; 101 East Central Boulevard ~ Albertson Room; 407.835.7323.**

If any board member has an item to be brought up for discussion, please call Milinda Neusaenger prior to the meeting, 407.835.7611.

cc: Ronald Rogers, Liaison, Membership and Mission Review Board ~ Orange County  
Nancy Jacobson, Liaison, Nominating Board ~ City of Orlando

**AGENDA**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**  
**June 8, 2006**  
**Orlando Public Library**  
**101 East Central Boulevard**  
**Orlando, Florida 32801**  
**407.835.READ (7323)**

- 06-081      I.      **Call to Order**
- 06-082      II.     **Public Comment**  
Public comments of items listed on the agenda will occur just prior to the Board's discussion and possible action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.
- 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](http://www.ocls.info) . For more information, contact Milinda Neusaenger at 407.835.7611 or [neusaenger.milinda@ocls.info](mailto:neusaenger.milinda@ocls.info) .
- 06-083      III.    **Approval of Minutes:**  
**Library Board of Trustees Meeting ~ May 11, 2006**
- 06-084      **Staff Presentation: Read Together, Grow Together ~ Bobbie Gonzalez & Lauren Rimes**
- 06-085      V.      **Financial Statements and Summaries: May 2006**
- 06-086      VI.     **Statistics and Summaries: May 2006**
- 06-087      VII.    **Action Items**
- 06-088      **Consent Agenda**
- 06-089              **PC Purchase**
- 06-090              **RFID Purchase: Southeast and Southwest Branches**
- 06-091      **Non-Consent Agenda**
- 06-092              **Preliminary Budget for the Year ending September 30, 2007**
- 06-093              **Reconsideration of Actions Taken at March 2006 Board Meeting**
- 06-094      VIII.   **Discussion and Possible Action Items**
- 06-095      IX.     **Information**

- 06-096                    **Director's Report**
- 06-097                    **OCLS as an Employer Survey Results**
- 06-098                    **Second Floor Renovation Project Summary**
- 06-099                    **Public Comment: Non-Agenda Items**

**X.     Adjournment**

**Next Meeting Dates: July 13, 2006 Washington Park Branch Library; 5151 Raleigh Street; Suite A; Orlando, Florida 32811  
--- August 10, 2006 ~ Orlando Public Library; Albertson Room; 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.**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Call To Order**

# **Orange County Library System Board of Trustees Meeting Thursday, June 8, 2006**

## **Public Comment**

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**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Approval of Minutes: Library  
Board of Trustees Meeting  
May 11, 2006**

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**  
**May 11, 2006**  
**South Trail Branch Library**  
**4600 South Orange Blossom Trail**  
**Orlando, Florida 32839**  
**407.835.READ (7323)**

- 06-064 I. **Call to Order**  
Board Members Present: James Tyson (4/1); Matthew Pardy (4/0); Livia Rivera (4/0); Gregory Lee (4/0)  
  
Board Member Absent: Sara Brady (4/2)  
  
Library Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Eric Atkinson; Craig Wilkins; Sally Fry; Tracy Zampaglione; Milinda Neusaenger  
  
Vice President Tyson called the meeting to order at 7:00 p.m.
- 06-065 II. **Public Comment**  
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- 06-066 III. **Approval of Minutes:**  
**Library Board of Trustees Meeting ~ April 13, 2006**  
Trustee Lee, seconded by Trustee Pardy, moved to approve the minutes for the April 13, 2006 Board of Trustees Meeting. Motion carried 4-0.
- 06-067 **Staff Presentation: OPAL ~ Jo Ann Sampson & Margaret Reid-Leach**  
Information Systems Assistant Manager Jo Ann Sampson and Reference Central Librarian Margaret Reid-Leach demonstrated using OPAL as an tool for live online programs. Limit of 25 people, but can ask for use of a virtual auditorium capable of supporting 250 people.
- 06-068 V. **Financial Statements and Summaries: April 2006**  
Comptroller Bob Tessier reported that staff gave a presentation to the Governing Board on Tuesday, May 9<sup>th</sup>, relative to the Branch Expansion Plan. The Governing Board unanimously approved converting the debt millage to operating beginning next fiscal year. Final approval for this action will take place at the public hearings in September.



This will allow us to construct and operate one branch in the vicinity of State Road 50 and Chuluota Road. A great deal of effort has gone into the Branch Expansion Plan and the two presentations before the Governing Board. The project was very much a team effort. Special thanks were expressed to all those involved, including Trustee James Tyson, who participated in the first presentation, Mary Anne Hodel, the entire Administrative Team, and Inma Fuentes and Milinda Neusaenger, both of whom spent a lot of time working on the PowerPoint for the second presentation. Appreciation was also expressed to the County staff who greatly assisted the Library in this endeavor.

06-069 VI. **Statistics and Summaries: April 2006**

Assistant Director Debbie Moss briefly summarized the statistical reports for April 2006. She also stated that a new marketing strategy will be implemented in order to target new residents to increase registration.

06-070 VII. **Action Items**

06-071 **Consent Agenda**

Trustee Lee, seconded by Trustee Pardy, moved to approve the items on the consent agenda. Motion carried 4-0.

06-072 **Gift Policy**

The Board approved the updated and revised Gift Policy.

06-073 **EEO Policy**

The Board approved the Equal Employment Opportunity and Harassment Policies.

06-074 VIII. **Discussion and Possible Action Items**

06-075 **Strategic Plan ~ Year Four: Quarterly Update**

Trustee Lee, Chair of the Planning Committee, briefed the Board about the Quarterly Update meeting held with the Administration Team. Trustee Lee summarized progress being made with each of the four goals in the Strategic Plan. Brief discussion ensued. Vice President Tyson also congratulated Staff for the accomplishments made with the Governing Board regarding the Branch Expansion Plan.

06-076 **Director's Goals ~ Quarterly Update**

- Conduct series of briefings for Governing Board to suggest increasing the library millage for Branch Expansion
  - *December 6<sup>th</sup> – First Briefing conducted re: locations and number of proposed Branches.*
  - *May 9<sup>th</sup> Briefing held, and the Governing Board voted unanimously to support our recommendations..*
- Continue to work with the Librarian Work Group to minimize librarian/management differences
  - *Meetings with Librarian Work Group held December 1<sup>st</sup>, January 12<sup>th</sup>, February 28<sup>th</sup>, March 16<sup>th</sup> and April 27<sup>th</sup>.*
- Renovate Second Floor
  - *Construction documents prepared & completed.*

- *Contract with Skanska signed.*
- *Questline and CRC to move to temporary quarters in near future.*
- *Demolition scheduled to begin mid-May.*
- Refurbish South Trail Branch Library
  - *Carpet installed.*
  - *Easy chairs reupholstered.*
  - *Painting completed.*
  - *Furniture delivered.*
  - *New signage for materials featuring Staff on order.*
- Install Express Check Out at one additional branch
  - *Herndon selected. In process of applying RFID tags to collection ~ 67% completed*
  - *Equipment ordered from 3M.*
- Create an additional add-on year for the Strategic Plan
  - *Discussions taken place with Managers.*

06-077 IX. **Information**

06-078 **Director's Report**

▶ The Library's presentation to the Library Governing Board on Tuesday, 9 May 2006 was very well received. The Governing Board voted unanimously to support the Library's converting its debt millage to operating millage for the next budget year which covers 2006-2007. This will result in additional income of approximately 1.2 million dollars, which will be earmarked for a future branch at or around S.R. Highway 50 and Chuluota Road in the easternmost part of Orange County. We continue to search for a suitable parcel of land in that area.

▶ We have received word from the Dr. Phillips Rotary that they have raised over \$12,000 for the renovation efforts at the SW Dr. Phillips Branch. They have also received a matching grant from the Dr. Phillips Foundation up to \$15,000. They feel strongly that they will be able to raise a full \$15,000 match and thus we will likely be matching their combined \$30,000.

▶ This summer, we are hosting our first-ever Adult Summer Reading Program (ASRP). It is themed **Summer Survivor Series: Outread, Outlisten, Check out!** In conjunction with the Children's *Set Sail on a Reading Adventure* and the Teen's *Uncover the Secrets*. It runs from June 3<sup>rd</sup> until July 29<sup>th</sup> and consists of three main components: a contest, programs, and door prizes for program attendees.

▶ North Orange concluded its six week "Read Together, Grow Together" family literacy book discussion series, funded by a grant from the LSTA. 24 families gathered for one last dinner, and storyteller Bill Cordell rendered *Crow Boy* and *You Look Ridiculous, said the Rhinoceros to the Hippopotamus*, translated for the audience by secondary discussion leader Juliana Gongora. Discussion followed among the families on the topic, "You Are Special," a recurring theme in both books. The discussion was lively among the parents (who spoke exclusively in Spanish) and the children (whose commentary was exclusively in English). Grand prizes were awarded after the program, with names drawn from those who had attended for at least 5

sessions, and included a one year family membership to the Orlando Science Center, a game table, and a home computer. Upon leaving, several families expressed how much they had learned about sharing literature with their children and discussing books with their family. IS staff recorded the night's activity. This program is being submitted for inclusion in the Diversity Fair program at the summers American Library Association Conference.

► The Friends of the Library is held their annual Volunteer's Luncheon Saturday May 13<sup>th</sup>, right after their Second Saturday program. A great time was had by all!

07-079

### **Second Floor Renovation Project Summary**

Facilities and Operations Manager John Claytor stated the project is ahead of schedule. Brief discussion ensued.

06-080

### **Public Comment: Non-Agenda Items**

## **X. Adjournment**

Vice President Tyson adjourned the meeting at 7:39 p.m.

**Next Meeting Dates: June 8, 2006 ~ Orlando Public Library; Albertson Room; 101 East Central Boulevard; Orlando, Florida 32801 --- July 13, 2006 Washington Park Branch Library; 5151 Raleigh Street; Suite A; Orlando, Florida 32811.**

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**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Staff Presentation: Read Together,  
Grow Together ~ Bobbie Gonzalez  
& Lauren Rimes**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Financial Statements &  
Summaries: May 2006**

# Orange County Library System

## Financial Statement Highlights

### Eight Months Ended May 31, 2006

#### **Operating Fund Revenue and Expenditure Summaries**

##### *Grants (State & Federal)*

Although we applied for and been awarded several smaller grants, we were not awarded the \$148,000 Institute of Museum and Library Services (IMLS) grant that was specifically included in this year's budget. That is why the actual revenues are so much lower than the amount budgeted. We have reapplied for an IMLS grant for next year.

##### *Defined Benefit Pension Plan*

Included in this year's budget were additional funds to make changes which have been proposed, including decreasing the vesting from 9 years to 4 and adding a 2% cost of living allowance. Since the changes will not happen until next fiscal year we will under spend this account by roughly \$400,000.

##### *Professional Services*

For a variety of reasons, we have incurred higher professional fees than originally projected.

##### *Utilities*

Even though we have not over spent this account through the end of May, we expect to over spend by roughly \$100,000 through the end of the year. Our original budget estimate was too low, plus the increasing fuel charges are the reasons for the projected overage.

#### **GASB # 45 – Other Post Employment Benefits (OPEB)**

The attached article gives a few examples of the impact that the new account standard will have across the County. Our actuary is currently working on the annual projected cost of the Library's OPEB. We hope to have these initial cost projections in about a month.

**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND REVENUE SUMMARY  
Eight Months Ended May 31, 2006**

06-085

	<b>ANNUAL BUDGET</b>	<b>YTD ACTUAL</b>	<b>(8 month=67%)</b>
<b>AD VALOREM TAXES</b>	27,477,433	27,062,928	98.5%
<b>INTERGOVERNMENTAL</b>			
Grants	148,000	20,150	13.6%
State Aid	1,502,000	675,211	45.0%
Law Collection Fees	57,000	56,276	98.7%
	<u>1,707,000</u>	<u>751,637</u>	<u>44.0%</u>
<b>CHARGES FOR SERVICES</b>			
Fee Cards	5,500	4,877	88.7%
PC Pass	42,000	22,048	52.5%
PC Express	0	305	
Classes	1,500	1,815	121.0%
Copy & Vending	185,000	115,388	62.4%
Meeting Room Fee	0	650	
Fax	0	1,668	
Scanner	0	299	
Computer Booklets	0	9	
Reference Charges	0	975	
Tell Me More Program	0	275	
	<u>234,000</u>	<u>148,309</u>	<u>63.4%</u>
<b>FINES</b>			
Fines	1,250,000	973,964	77.9%
Lost Materials	100,000	80,906	80.9%
	<u>1,350,000</u>	<u>1,054,870</u>	<u>78.1%</u>
<b>MISCELLANEOUS</b>			
Interest Earnings	299,567	479,128	159.9%
Rents	7,000	3,961	56.6%
Sales of Fixed Assets	0	1,631	
Contributions - Friends of Library	118,000	67,959	57.6%
Contributions - Fund Raiser	0	2,138	
Contributions - Others	6,000	15,373	256.2%
Miscellaneous	30,500	34,230	112.2%
Disk Sales	2,500	1,722	68.9%
Grants & Awards	0	90,550	
	<u>463,567</u>	<u>696,692</u>	<u>150.3%</u>
<b>TRANSFER FM PROP APPRAISER</b>	25,000	0	0.0%
<b>TRANSFER FM TAX COLLECTOR</b>	235,000	0	0.0%
<b>TOTAL REVENUES</b>	<u><u>31,492,000</u></u>	<u><u>29,714,436</u></u>	<u><u>94.4%</u></u>

**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND EXPENDITURE SUMMARY  
Eight Months Ended May 31, 2006**

06-085

	<b>ANNUAL BUDGET</b>	<b>YTD ACTUAL</b>	<b>(8 month=67%)</b>
<b>SALARIES &amp; BENEFITS</b>			
Salaries	12,867,552	8,071,810	62.7%
Medicare Taxes	186,580	112,643	60.4%
Defined Contribution Pension Plan	965,067	601,359	62.3%
Defined Benefit Pension Plan	1,055,242	400,000	37.9%
Life and Health Insurance	2,213,057	1,175,287	53.1%
Worker's Compensation	128,676	78,974	61.4%
Unemployment Compensation	20,000	4,400	22.0%
Parking & Bus Passes	93,960	70,781	75.3%
	<u>17,530,134</u>	<u>10,515,254</u>	<u>60.0%</u>
<b>OPERATING</b>			
Professional Services	250,000	227,976	91.2%
Other Contractual Services	888,000	460,378	51.8%
Other Contract. Serv.- Janitorial	276,000	172,008	62.3%
Training and Travel	90,000	74,936	83.3%
Telecommunication	315,000	170,297	54.1%
Delivery and Postage	1,270,000	718,535	56.6%
Utilities	784,000	526,128	67.1%
Rentals and Leases	913,000	610,317	66.8%
Insurance	216,000	148,557	68.8%
Repair and Maintenance	850,000	557,848	65.6%
Repair & Maint. - Hardware/Software	356,000	222,034	62.4%
Copying/Printing	231,000	123,627	53.5%
Property Appraiser's Fee	289,000	215,317	74.5%
Tax Collector's Fee	560,000	541,259	96.7%
Supplies	750,000	638,698	85.2%
Supplies-Hardware/Software	267,000	116,417	43.6%
Memberships	15,000	11,648	77.7%
Contingency	300,000	0	0.0%
	<u>8,620,000</u>	<u>5,535,980</u>	<u>64.2%</u>
<b>CAPITAL OUTLAY</b>			
Building and Improvements	1,155,000	239,635	20.7%
Equipment and Furniture	300,000	89,756	29.9%
Hardware/Software	345,000	70,437	20.4%
	<u>1,800,000</u>	<u>399,828</u>	<u>22.2%</u>
<b>LIBRARY MATERIALS</b>			
Materials - Rest. Contributions	12,500	771	6.2%
Materials - Law	36,000	30,829	85.6%
Materials - Other	4,229,500	2,778,520	65.7%
	<u>4,278,000</u>	<u>2,810,120</u>	<u>65.7%</u>
<b>TRANSFERS TO OTHER FUNDS</b>			
Branch Debt Service Fund	702,000	204,729	29.2%
Sinking Fund	150,000	150,000	100.0%
	<u>852,000</u>	<u>354,729</u>	<u>41.6%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>33,080,134</u></b>	<b><u>19,615,911</u></b>	<b><u>59.3%</u></b>



**ORANGE COUNTY LIBRARY DISTRICT  
MAIN DEBT SERVICE FUND  
Eight Months Ended May 31, 2006**

06-085

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(8 month=67%)</u>
<b>REVENUES</b>			
Ad Valorem Taxes	1,200,149	1,183,044	98.6%
Interest	15,851	19,833	125.1%
Transfer From Tax Collector	13,000	0	0.0%
<b>TOTAL REVENUES</b>	<b><u>1,229,000</u></b>	<b><u>1,202,877</u></b>	<b><u>97.9%</u></b>

<b>EXPENDITURES</b>			
Principal	1,200,000	0	0.0%
Interest	54,000	27,000	50.0%
Tax Collector's Fee	26,000	23,661	91.0%
<b>TOTAL EXPENDITURES</b>	<b><u>1,280,000</u></b>	<b><u>50,661</u></b>	<b><u>4.0%</u></b>

**FUTURE DEBT SERVICE PAYMENTS**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
09/01/06	1,200,000	27,000

**ORANGE COUNTY LIBRARY DISTRICT  
BRANCH DEBT SERVICE FUND  
Eight Months Ended May 31, 2006**

06-085

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(8 month=67%)</u>
<b>REVENUES</b>			
Transfer From General Fund	702,000	204,729	29.2%
Interest	10,000	11,213	112.1%
<b>TOTAL REVENUES</b>	<b><u>712,000</u></b>	<b><u>215,942</u></b>	<b><u>30.3%</u></b>
 <b>EXPENDITURES</b>			
<u>2003 NOTE</u>			
Principal	350,513	173,822	49.6%
Interest	58,946	30,907	52.4%
<u>FUTURE BORROWINGS</u>			
Principal	200,000	0	0.0%
Interest	100,000	0	0.0%
<b>TOTAL EXPENDITURES</b>	<b><u>709,459</u></b>	<b><u>204,729</u></b>	<b><u>28.9%</u></b>

**FUTURE DEBT SERVICE PAYMENTS FOR 2003 NOTE**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
08/01/06	176,690	28,039
2007	362,175	47,283
2008	374,226	35,233
2009	386,677	22,781
2010	399,542	9,916
	<b><u>1,699,310</u></b>	<b><u>143,252</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
CAPITAL PROJECTS FUND  
Eight Months Ended May 31, 2006**

06-085

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(8 month=67%)</u>
<b>REVENUES</b>			
Line of Credit Proceeds	2,200,000	0	0.0%
Misc. (Sale of West Orange)	0	350,000	0.0%
<b>TOTAL REVENUES</b>	<b><u>2,200,000</u></b>	<b><u>350,000</u></b>	<b><u>15.9%</u></b>
 <b>EXPENDITURES</b>			
<u>FUTURE BRANCH LOCATION</u>			
Land	2,000,000	0	0.0%
Architect / Engineer	200,000	0	0.0%
<b>TOTAL EXPENDITURES</b>	<b><u>2,200,000</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
SINKING FUND  
Eight Months Ended May 31, 2006**

06-085

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(8 month=67%)</u>
<b>REVENUES</b>			
Transfer From General Fund	150,000	150,000	100.0%
Interest	0	4,659	
<b>TOTAL REVENUES</b>	<b><u>150,000</u></b>	<b><u>154,659</u></b>	<b><u>103.1%</u></b>
 <b>RESERVES</b>			
Reserves-Building and Improvements	75,000	75,000	100.0%
Reserves-Technology	75,000	75,000	100.0%
<b>TOTAL RESERVES</b>	<b><u>150,000</u></b>	<b><u>150,000</u></b>	<b><u>100.0%</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
MONTHLY ROLLOVER  
May, 2006**

06-085

	<b>BALANCE 04/30/06</b>	<b>RECEIPTS</b>	<b>DISBURSE</b>	<b>BALANCE 5/31/06</b>
<b>OPERATING</b>				
Checking	400,229	2,865,051	(2,455,821)	809,459
SBA Investments	10,148,097	40,465	(2,000,000)	8,188,562
CD Investments	8,732,000			8,732,000
	<b>19,280,326</b>	<b>2,905,516</b>	<b>(4,455,821)</b>	<b>17,730,021</b>
<b>MAIN DEBT SERVICE</b>				
AIM Investments	1,182,741	21,541		1,204,282
<b>BRANCH DEBT SERVICE</b>				
CD Investments	416,308	0	0	416,308
<b>CAPITAL PROJECTS</b>				
Checking	0	0	0	0
SBA Investments	306,687	1,223	0	307,910
	<b>306,687</b>	<b>1,223</b>	<b>0</b>	<b>307,910</b>

**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND  
BALANCE SHEET - ASSETS  
May, 2006**

06-085

**ASSETS**

Certificates of Deposit	8,732,000
Cash on Hand	11,755
Equity in Pooled Cash	809,459
Accounts Receivable	21,773
Due From Other Funds	88,381
Due From Other Governments	0
Interest Receivable	172,566
Inventory	186,354
Investments-SBA	8,188,562
Prepays	98,370
Other Assets-Deposits	<u>9,275</u>
<b>TOTAL ASSETS</b>	<b><u><u>18,318,495</u></u></b>

**ORANGE COUNTY LIBRARY DISTRICT**  
**OPERATING FUND**  
**BALANCE SHEET - LIABILITIES & FUND BALANCE**  
**May, 2006**

06-085

**LIABILITIES**

Accounts Payable	103,092
Retainage Payable	185,639
Due to Other Funds	0
Accrued Wages Payable	473,631
Accrued FIT Tax Payable	0
Accrued Med Tax Payable	0
Accrued Sales Tax	10
Due To FOL-Taxable Book Sales	2,248
Due To FOL-Nontaxable Book Sales	34
Due To FOL-Sales Tax	152
United Appeal	205
Bonds	88
Def Comp Employees	0
Health Insurance	11,938
Union Dues	630
Union-Cope	0
Optional Life	0
Flex Spend Med	0
Flex Spend Dep	0
Ben-DCP	0
Miscellaneous	0
Daughters of American Revolution	671
Unclaimed Payroll	1,571
<b>TOTAL LIABILITIES</b>	<b>779,909</b>

**FUND BALANCE**

Reserve for Inventory	186,354	
Reserve for Prepays	135,724	
Reserve for Walker	4,000	
Reserve for Phillips	100,000	
Reserve for Warner	33,712	
Reserve for Gullett	19,805	
Designated Murray	537,268	
Designated for Sondheim	39,941	
Designated for Strategic Plan	4,000,000	
Designated for Encumbrances	216,502	
Unreserved/Undesignated	2,166,755	
Current Year Excess of Revenues Over Expenditures	10,098,525	0.00
<b>TOTAL FUND BALANCE</b>	<b>17,538,586</b>	

**TOTAL LIABILITIES & FUND BALANCE** **18,318,495**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Statistics and Summaries:  
May 2006**



## **STATISTICAL SUMMARY**

### **May 2006 Statistics for June 2006 meeting**

#### **Circulation and Door Count Trends:**

System wide circulation is up 9.32%, or an additional 61,063 items over May 2005. DVDs continue to be very popular.

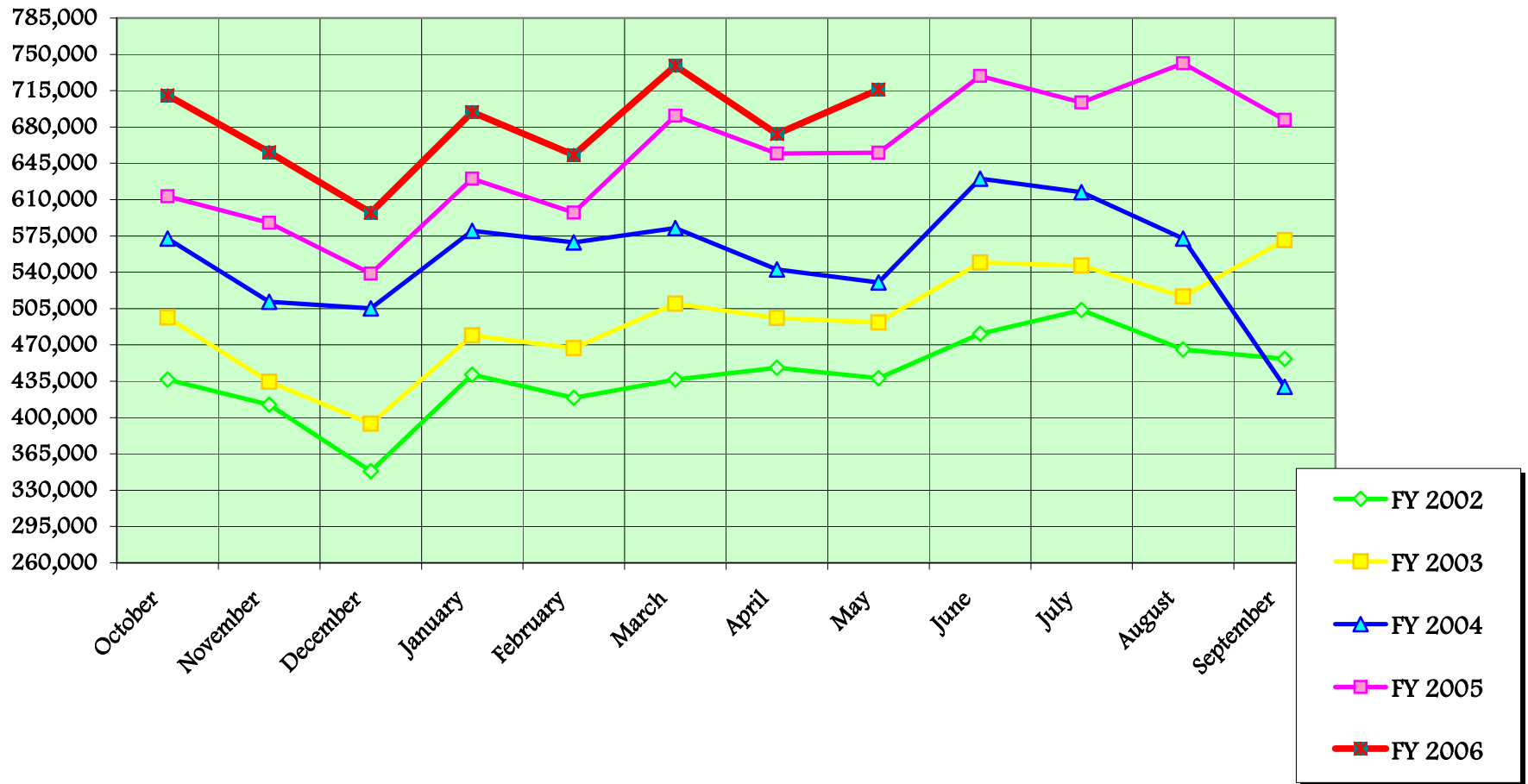
Libraries across the county are attempting to place a dollar value on the services we provide to our constituents. One model is to measure circulation by a representation of what it would have cost for users to purchase the items which they borrowed at no charge from the Library. Using a figure of an average purchase price of \$20 per item and using our May 2006 circulation figure we estimate that it would have cost local residents \$14,323,240.00 to acquire the items which were borrowed from the Library.

After a decrease in April 2006, we did experience a modest increase in door count for the system from May 2005 to May 2006 of 3.41%. Our most significant increase in both circulation and door count is at the Southeast Branch where circulation increased by 43.37% and door count by 46.58%. Many factors can be identified as contributing to the increase. Road construction which made access difficult for many months is no longer a factor, the number of classes in that location has increased from an average of 12 last year to 70 this year. The Ellis language learning program has proven to be very popular with 138 customers now enrolled in the course of study. Branch Manager Keith Graham also points out robust construction of new homes and apartments in the area around Southeast.

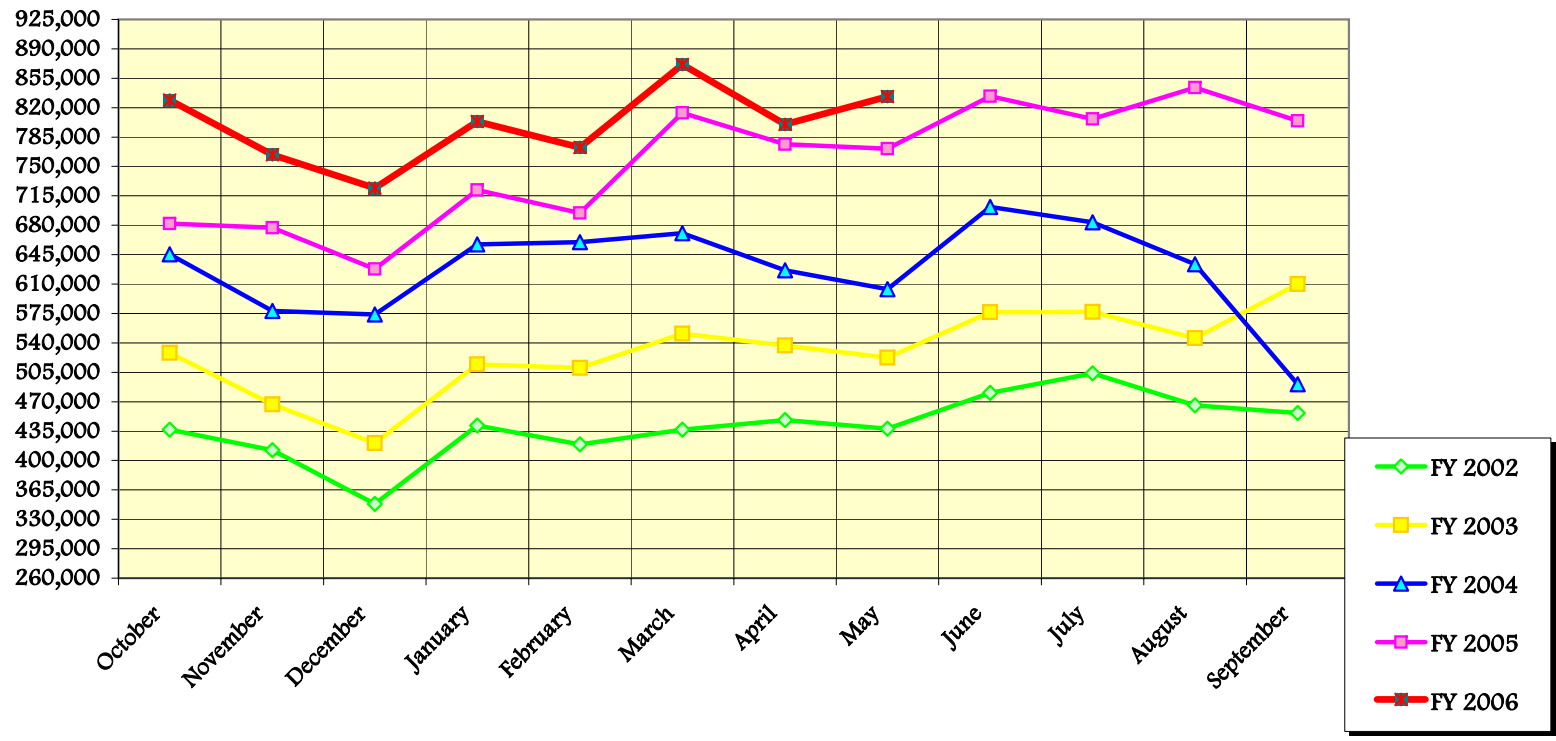
#### **Library Activity**

On June 6, 2006 the Library will host a meeting for all staff in the position of Technology and Customer Support Specialists (TCSS). These 35 staff tech computer classes to the public, develop curriculum and assist the public with the use of our computer network. The TCSS staff are being brought together to recognize achievements in this service area such as the increase in both the number of classes offered and attendance. From the first quarter of 2005 to the first quarter of 2006 computer class attendance increased 44%.

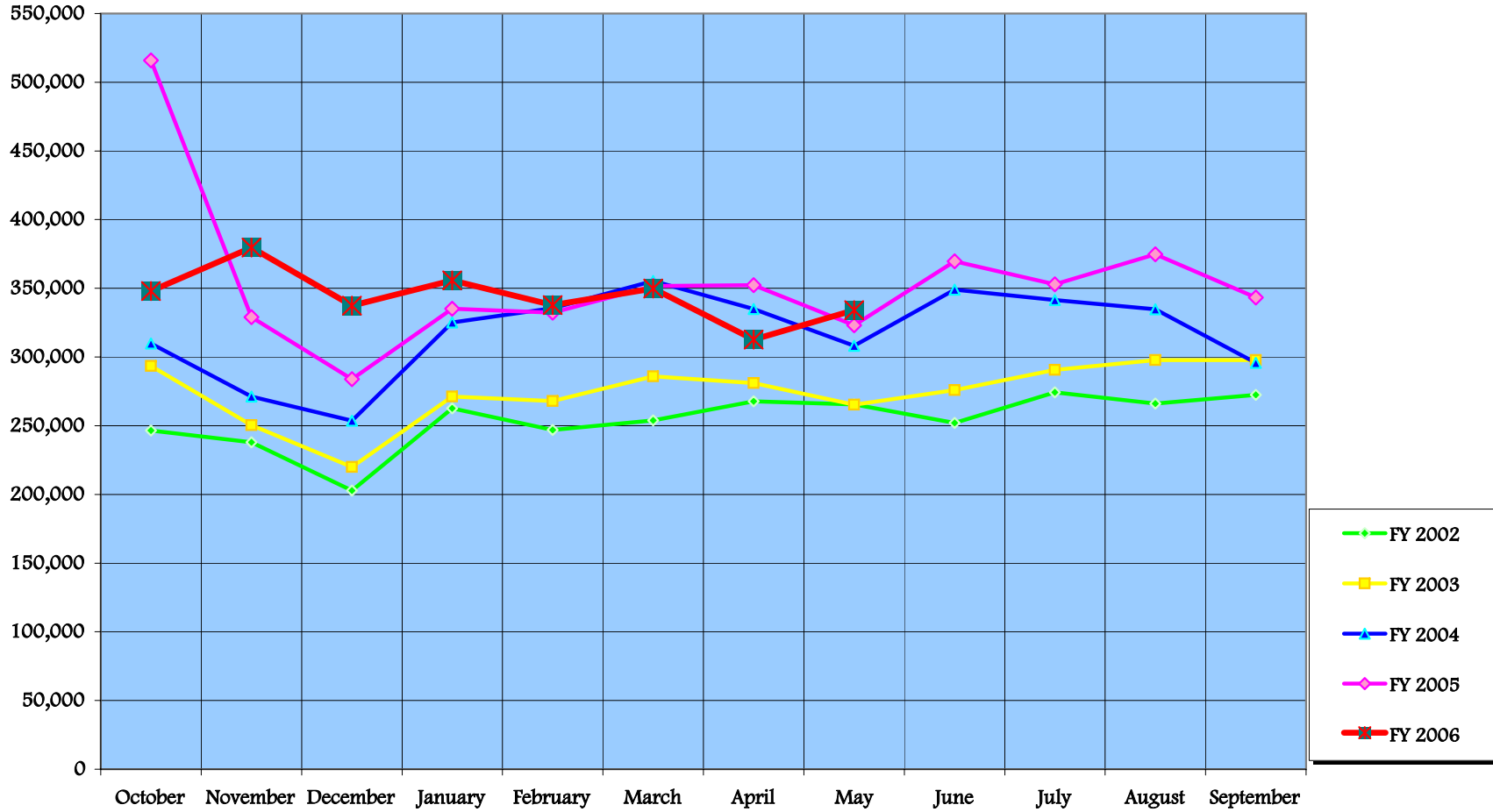
**ORANGE COUNTY LIBRARY SYSTEM  
CIRCULATION**  
Fiscal Year 2002 Through Fiscal Year 2006 TO Date



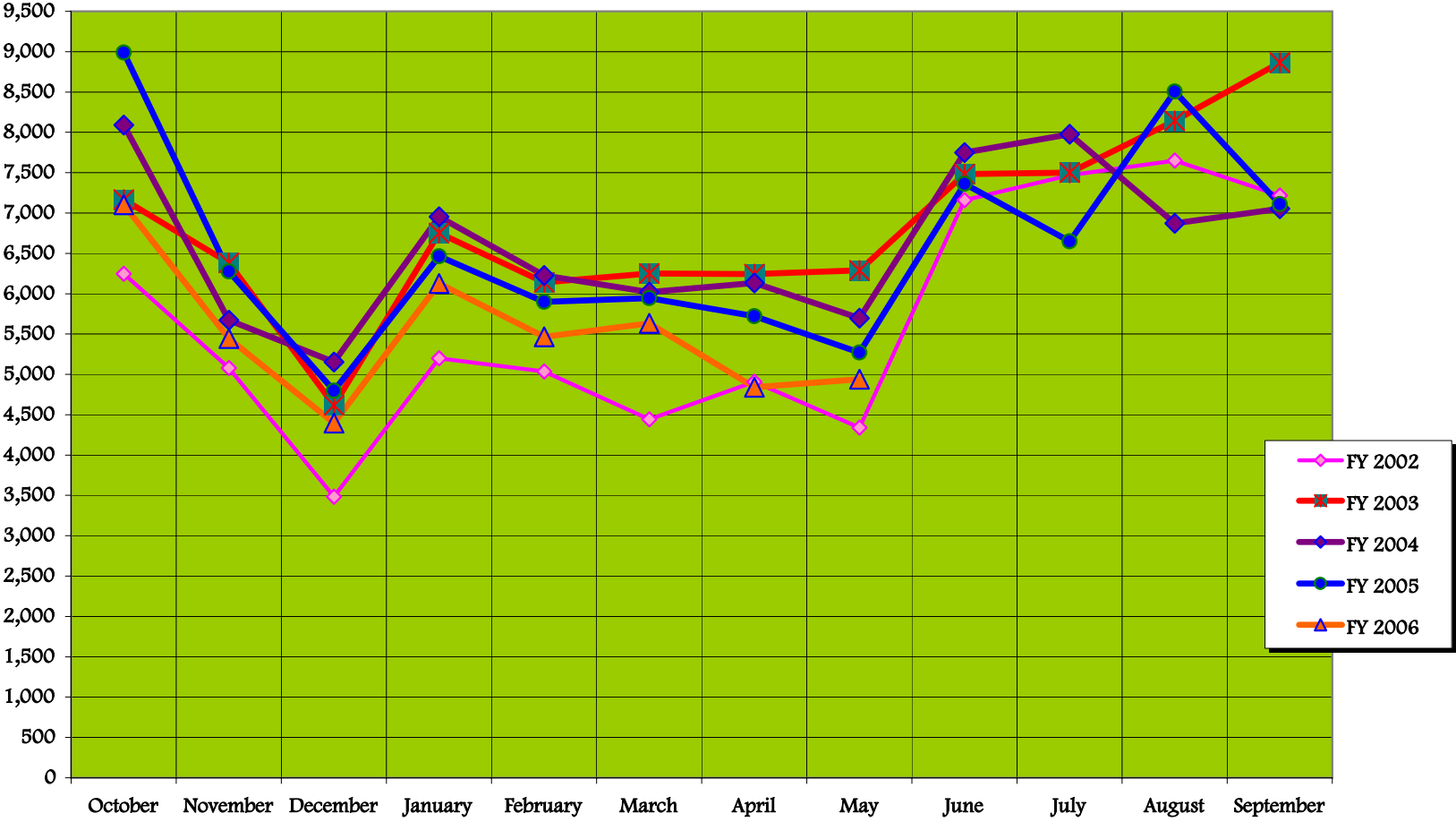
**ORANGE COUNTY LIBRARY SYSTEM  
CIRCULATION WITH ELECTRONIC STATS**  
(Circ Stats - previous month & Electronic Stats - 2 months previous)  
Fiscal Year 2002 Through Fiscal Year 2006 TO Date



Orange County Library System  
Door Counts  
Fiscal Year 2002 through Fiscal Year 2006 To Date



Orange County Library System  
New Patron Registration  
Fiscal Year 2002 through Fiscal Year 2006 To Date



Circulation and Door Count  
October - March

Orange County Library System: Report for FY 2006 YTD & FY 2005

	Oct-05	Oct-04	Nov-05	Nov-04	Dec-05	Dec-04	Jan-06	Jan-05	Feb-06	Feb-05	Mar-06	Mar-05
<b>Circulation</b>												
Main	223,362	193,476	205,261	180,444	186,592	172,909	208,606	185,053	202,495	179,407	229,242	206,377
Branches	433,780	366,219	405,141	356,640	366,457	320,269	431,980	389,616	396,513	371,003	445,868	421,338
MAYL	49,789	52,902	41,659	48,152	40,549	42,305	49,931	52,548	50,267	44,206	59,724	59,822
Talking Books	3,650	528	3,587	2,907	4,007	3,211	3,825	2,942	3,779	2,885	4,271	3,400
<b>Total</b>	<b>710,581</b>	<b>613,125</b>	<b>655,648</b>	<b>588,143</b>	<b>597,605</b>	<b>538,694</b>	<b>694,342</b>	<b>630,159</b>	<b>653,054</b>	<b>597,501</b>	<b>739,105</b>	<b>690,937</b>
<b>Door Count</b>												
Main	55,768	68,996	47,303	52,721	44,632	47,060	50,091	62,089	50,001	58,023	54,986	61,375
Branches	292,293	366,470	296,053	278,637	294,060	236,839	305,733	272,964	268,963	274,354	296,840	290,246
Talking Books	17	13	14	4	10	6	17	4	14	7	18	9
<b>Total</b>	<b>348,061</b>	<b>435,466</b>	<b>343,356</b>	<b>331,358</b>	<b>338,702</b>	<b>283,905</b>	<b>355,824</b>	<b>335,053</b>	<b>318,964</b>	<b>332,377</b>	<b>351,826</b>	<b>351,621</b>

Circulation and Door Count

April - September

Orange County Library System: Report for FY 2006 YTD & FY 2005

	Apr-06	Apr-05	May-06	May-05	% of Change	Jun-06	Jun-05	Jul-06	Jul-05	Aug-06	Aug-05	Sep-06	Sep-05	YTD 2006	YTD 2005
<b>Circulation</b>															
Main	217,059	201,587	218,997	204,294	7.20%		211,295		215,285		219,182		207,422	1,691,614	2,376,731
Branches	402,539	399,791	440,301	399,146	10.31%		460,906		433,969		460,450		424,117	3,322,579	4,803,464
MAYL	50,065	50,238	52,863	48,332	9.37%		53,710		50,541		57,287		51,355	394,847	611,398
Talking Books	3,662	2,930	4,001	3,327	20.26%		3,162		3,837		4,403		3,929	30,782	37,461
<b>Total</b>	<b>673,325</b>	<b>654,546</b>	<b>716,162</b>	<b>655,099</b>	<b>9.32%</b>		<b>729,073</b>		<b>703,632</b>		<b>741,322</b>		<b>686,823</b>	<b>5,439,822</b>	<b>7,829,054</b>
<b>Door Count</b>															
Main	52,259	60,548	48,595	53,029	-8.36%		59,132		58,070		61,156		55,695	403,635	697,894
Branches	260,498	291,853	285,442	269,970	5.73%		310,530		294,817		313,581		287,655	2,299,882	3,487,916
Talking Books	15	4	12	7	71.43%		10		10		8		7	99	80
<b>Total</b>	<b>312,757</b>	<b>352,401</b>	<b>334,037</b>	<b>322,999</b>	<b>3.42%</b>		<b>369,662</b>		<b>352,887</b>		<b>374,737</b>		<b>343,350</b>	<b>2,703,517</b>	<b>4,185,810</b>

Website Report

	Oct-05	Oct-04	Nov-05	Nov-04	Dec-05	Dec-04	Jan-06	Jan-05	Feb-06	Feb-05	Mar-06	Mar-05
<b>Hits to the Website</b>												
Inside	3,510,648		3,465,026		3,090,526		3,628,805		4,051,328		4,325,221	
Outside	2,710,018		2,323,331		1,570,032		2,261,183		2,771,534		3,145,267	
<b>Total</b>	<b>6,220,666</b>	<b>10,603,759</b>	<b>5,788,357</b>	<b>8,440,620</b>	<b>4,660,558</b>	<b>11,531,063</b>	<b>5,889,988</b>	<b>15,352,285</b>	<b>6,822,862</b>	<b>15,816,206</b>	<b>7,470,488</b>	<b>15,023,342</b>
<b>Visits</b>												
Inside	71,594		67,454		66,441		72,152		73,840		79,460	
Outside	144,488		128,652		115,571		145,892		151,408		185,434	
<b>Total</b>	<b>216,082</b>		<b>196,106</b>		<b>182,012</b>		<b>218,044</b>		<b>225,248</b>		<b>264,894</b>	
<b>Unique Visitors</b>												
Inside	943		959		1,603		1,003		1,005		1,062	
Outside	39,180		37,254		34,309		41,898		42,481		44,262	
<b>Total</b>	<b>40,123</b>		<b>38,213</b>		<b>35,912</b>		<b>42,901</b>		<b>43,486</b>		<b>45,324</b>	
<b>Page Views</b>												
Inside	927,149		912,106		717,327		914,262		1,452,487		1,370,508	
Outside	622,173		318,710		366,306		402,549		806,280		963,843	
<b>Total</b>	<b>1,549,322</b>		<b>1,230,816</b>		<b>1,083,633</b>		<b>1,316,811</b>		<b>2,258,767</b>		<b>2,334,351</b>	



Website Report

	Apr-06	Apr-05	May-06	May-05	Jun-06	Jun-05	Jul-06	Jul-05	Aug-06	Aug-05	Sep-06	Sep-05	YTD 2006	YTD 2005
<b>Hits to the Website</b>														
Inside	4,120,375		4,443,306					3,309,887		3,406,272		2,763,607		9,479,766
Outside	3,101,708		3,402,201					2,589,153		3,120,101		2,664,211		8,373,465
<b>Total</b>	<b>7,222,083</b>	<b>14,544,626</b>	<b>7,845,507</b>	<b>14,512,004</b>				<b>5,899,040</b>		<b>6,526,373</b>		<b>5,427,818</b>		<b>141,210,775</b>
<b>Visits</b>														
Inside	76,803		78,328					64,246		78,924		59,230	513,920	274,552
Outside	179,908		188,209					132,821		146,379		118,883	1,093,670	543,975
<b>Total</b>	<b>256,711</b>		<b>266,537</b>					<b>197,067</b>		<b>225,303</b>		<b>178,113</b>	<b>1,607,590</b>	<b>818,527</b>
<b>Unique Visitors</b>														
Inside	1,033		988					865		924		871	8,596	2,660
Outside	44,284		46,489					34,199		41,216		34,211	330,157	109,626
<b>Total</b>	<b>45,317</b>		<b>47,477</b>					<b>35,064</b>		<b>42,140</b>		<b>35,082</b>	<b>338,753</b>	<b>112,286</b>
<b>Page Views</b>														
Inside	1,200,997		1,168,557					639,531		696,532		755,731	8,663,393	2,091,794
Outside	900,138		909,923					707,694		739,477		902,985	5,289,922	2,350,156
<b>Total</b>	<b>2,101,135</b>		<b>2,078,480</b>					<b>1,347,225</b>		<b>1,436,009</b>		<b>1,658,716</b>	<b>13,953,315</b>	<b>4,441,950</b>

## Library Activities October - March

Orange County Library System: Report for FY 2006 YTD & FY 2005

	Oct-05	Oct-04	Nov-05	Nov-04	Dec-05	Dec-04	Jan-06	Jan-05	Feb-06	Feb-05	Mar-06	Mar-05
<b>Program Attendance Total</b>	14096	13,258	14,719	10,838	8,077	7,987	10,313	9,680	14,017	12,456	15,567	11,942
<b>Total # of Programs</b>	420	405	405	350	383	365	357	342	431	419	440	458
<b>Community Events Attendance Total</b>	1760	1,704	2,060	1,792	506	0	493	277	986	472	1,466	353
<b>Total # of Community Events</b>	27	18	22	25	8	0	6	7	9	14	14	4
<b>Events Line</b>	12	-	16	49	5	16	4	30	9	33	13	23
<b>StoryLine</b>	141	345	150	332	92	285	99	279	109	210	194	252
<b>Class Attendance Total</b>	1331	1,162	900	1,049	1,090	652	1268	1041	1,691	1,243	1644	1215
<b>Total # of Classes</b>	479	262	396	229	486	190	513	232	535	281	612	310
<b>QuestLine</b>	17,532	15,480	16,296	13,728	14,321	11,873	18,150	14,530	16,583	14,240	18,245	16,040
<b>P.C. Sessions</b>	62,244	61,841	59,609	57,898	57,206	55,421	62,245	62,062	58,945	60,939	68,610	66,879
<b>Number of Active Cards in the System</b>	358,336	301,108	365,466	300,679	371,147	299,476	378,417	301,975	384,601	300,538	391,066	300,756
<b>New Customer Registrations</b>	7,104	8,989	5,445	6,277	4,397	4,798	6,126	6,462	5,466	5,898	5,634	5,944
<b>Total Registered Borrowers</b>	825,839	767,093	831,207	774,114	834,813	778,890	840,468	785,166	845,734	787,143	851,379	795,661

**Library Activities  
April - September**

Orange County Library System: Report for FY 2006 YTD & FY 2005

	Apr-06	Apr-05	May-06	May-05	% of Change	Jun-06	Jun-05	Jul-06	Jul-05	Aug-06	Aug-05	Sep-06	Sep-05	YTD 2006	YTD 2005
<b>Program Attendance Total</b>	13,738	12,397	12,866	13,709	-6.15%		17,541		15,644		10,532		12,460	103,393	148,444
<b>Total # of Programs</b>	395	417	397	435	-8.74%		496		497		398		426	3,228	5,008
<b>Community Events Attendance Total</b>	2,800	3,211	3,175	1,111	185.78%		911		2,140		2,912		5,677	13,246	20,560
<b>Total # of Community Events</b>	20	17	22	10	120.00%		4		12		23		43	128	177
<b>Events Line</b>	10	20	7	10	-30.00%		17				17		18		
<b>StoryLine**</b>	132	231	116	177	-34.46%		295				161		107	1,033	2,674
<b>Class Attendance</b>	1,714	1,088	1,639	1,032	58.82%		1,835		1,237		1,361		1,189	11,277	14,104
<b>Total # of Classes</b>	606	300	697	322	116.46%		396		350		405		398	4,324	3,675
<b>QuestLine</b>	16,968	15,797	17,160	15,661	9.57%		18,202		16,923		19,009		16,545	135,255	188,028
<b>P.C. Sessions*</b>	63,040	63,801	66,261	60,898	8.81%		63,127		62,563		71,777		62,731	498,160	749,937
<b>Number of Active Cards in the System</b>	396,385	302,083	402,051	309,804	29.78%		319,719		328,747		339,984		349,269		
<b>New Customer Registrations</b>	4,842	5,720	4,940	5,270	-6.26%		7,363		6,647		8,505		7,110		78,983
<b>Total Registered Borrowers</b>	855,829	801,148	859,997	806,113	6.68%		797,312		810,172		802,202		819,769		

\*\*\*As of July 2005 - Decrease due to format change on website.

[www.ocls.info](http://www.ocls.info)

Orange County Library System: Report for FY 2006 YTD & FY 2005  
October ~ March

	Oct-05	Oct-04	Nov-05	Nov-04	Dec-05	Dec-04	Jan-06	Jan-05	Feb-06	Feb-05	Mar-06	Mar-05
Online Catalog Searches	544,532	521,255	470,938	477,761	360,185	382,173	487,735	540,385	444,506	561,044	514,197	580,861
Online Renewals	113,507	73,115	106,202	89,428	98,035	86,114	103,153	84,577	103,675	84,884	118,682	98,498
Electronic Reference Questions	137	250	124	202	92	155	152	198	119	167	138	222
Live Chat Questions	52	79	33	85	22	58	22	53	32	68	37	89
Total Online Reference Questions	189	329	157	287	114	213	174	251	151	235	175	311
Online Requests	49,854	47,087	43,046	44,087	35,531	38,464	52,277	51,113	45,441	45,738	50,924	50,663
Online Suggestions	176	62	203	105	84	89	120	56	88	86	88	104

Orange County Library System: Report for FY 2006 YTD & FY 2005

April ~ September

	Apr-06	Apr-05	May-06	May-05	% of Change	Jun-06	Jun-05	Jul-06	Jul-05	Aug-06	Aug-05	Sep-06	Sep-05	YTD 2006	D 20
Online Catalog Searches	468,781	591,395	481,271	552,508	-12.89%		588,634		562,331		749,206		500,632	3,772,145	#
Online Renewals	112,941	95,989	116,296	100,356	15.88%		100,356		102,351		106,361		102,603	872,491	#
Online Reference Questions	121	172	105	163	-35.58%		178		67		120		25	988	#
Live Chat Questions	43	72	32	58	-44.83%		45		17		30		34	273	#
Total Online Reference Questions	164	244	137	221	-38.01%		223		84		150		59	1,261	#
Online Requests	49,726	48,774	56,889	50,203	13.32%		52,956		52,366		54,738		48,920	383,688	#
Online Suggestions	64	198	68	148	-54.05%		152		148		199		171	891	#

# Orange County Library System

## Circulation Statistics

May 1, 2006 - May 31, 2006

Location	Days Open	Circulation Total	% of Total	Year Ago	Gain - Loss	% Gain - Loss	Total Visits	Visits Year Ago	Gain - Loss	% Gain - Loss
Main	29	218,997	31%	204,294	14,703	7.20%	48,595	53,029	(4,434)	-8.36%
MAYL	21	52,863	7%	48,332	4,531	9.37%	50,568	46,279	4,289	9.27%
Talking Books	29	4,001	1%	3,327	674	20.26%	12	7	5	71.43%
West Oaks	29	38,895	5%	42,563	(3,668)	-8.62%	19,657	20,977	(1,320)	-6.29%
Herndon	26	44,156	6%	39,800	4,356	10.94%	24,009	22,061	1,948	8.83%
Alafaya	29	58,256	8%	55,305	2,951	5.34%	31,186	28,925	2,261	7.82%
Southeast	26	41,355	6%	28,845	12,510	43.37%	32,879	22,431	10,448	46.58%
Hiawassee	26	22,509	3%	23,227	(718)	-3.09%	20,260	23,891	(3,631)	-15.20%
Southwest	26	42,841	6%	35,199	7,642	21.71%	23,762	21,245	2,517	11.85%
Edgewater	26	27,556	4%	28,745	(1,189)	-4.14%	19,214	23,088	(3,874)	-16.78%
North Orange	29	41,059	6%	39,816	1,243	3.12%	29,721	25,395	4,326	17.03%
South Creek	29	48,580	7%	47,234	1,346	2.85%	28,902	28,037	865	3.09%
South Trail	26	23,668	3%	19,020	4,648	24.44%	19,958	21,589	(1,631)	-7.55%
Winter Garden	26	26,064	4%	15,995	10,069	62.95%	11,652	10,146	1,506	14.84%
Windermere	26	14,032	2%	11,974	2,058	17.19%	9,122	7,151	1,971	27.56%
Washington Park	26	10,129	1%	10,369	(240)	-2.31%	11,178	10,992	186	1.69%
Eatonville	26	1,201	0%	1,054	147	13.95%	3,942	4,042	(100)	-2.47%
<b>Total</b>	<b>455</b>	<b>716,162</b>	<b>100%</b>	<b>655,099</b>	<b>61,063</b>	<b>9.32%</b>	<b>334,037</b>	<b>322,999</b>	<b>11,038</b>	<b>3.42%</b>

\*MAYL Visits ~ Customer Transactions

**NUMBER OF SEARCHES  
APRIL 2006**

FISCAL YEAR 2005	OCT 2005	NOV	DEC	JAN 2006	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	YTD
Ancestry Library Edition	486	462	210	196	204	232	204						1,994
Associations Unlimited	832	882	391	598	743	323	280						4,049
Auto Repair Reference Center	229	224	229	219	160	302	263						1,626
Biography & Genealogy Master Index	881	819	440	549	771	395	325						4,180
Biography Resource Center	6,611	5,459	2,871	4,391	6,049	3,632	3,259						32,272
Business & Company Resource Center	1,876	2,010	2,636	1,687	1,472	2,168	1,030						12,879
Business Index ASAP	182	106	50	17	42	49	73						519
Classical.com	32	67	28	22	19	20	28						216
Computer Database	23	587	429	260	193	511	301						2,304
Consulta	237	53	53	20	35	112	139						649
Countrywatch	842	1,285	747	1,144	1,376	572	895						6,861
DearReader.com Online Book Club (formerly Chapter-A-Day)	48,360	49,860	51,100	51,900	52,600	52,720	52,940						359,480
Dun & Bradstreet International Business Locator	50	48	36	51	69	55	54						363
Expanded Academic ASAP	238	1,551	1,241	996	2,864	2,368	1,810						11,068
Ferguson's Career Guidance Center	511	595	358	348	377	161	207						2,557
First Search	5,250	4,703	2,761	3,664	3,949	2,566	1,988						24,881
Gale Virtual Reference Library e-books (FEL)	232	750	641	107	213	351	141						2,435
General Business File ASAP	305	559	255	395	187	286	220						2,207
General Reference Center Gold	1,317	6,100	5,334	5,833	8,449	6,674	6,201						39,908
Health & Wellness Resource Center and Alternative Health Module	2,374	2,097	1,439	1,698	1,678	1,518	792						11,596
Health Reference Center Academic	189	900	800	1,081	3,247	2,195	1,216						9,628
HeritageQuest Online	8,298	8,310	6,081	6,149	5,595	7,277	5,468						47,178
Info Trac OneFile	859	7,877	6,246	6,365	7,753	8,563	6,388						44,051
Informe	99	12	8	259	4	7	6						395
Junior Edition - K12	223	454	516	359	92	193	49						1,886
Kid's Edition - K12	288	100	181	239	229	270	115						1,422
Learnatest	477	357	298	419	462	389	339						2,741
Lit Finder (formerly Essay/ Poem/ Storyfinder)	2,347	1,040	599	890	1,048	492	502						6,918
Literature Resource Center	4,509	5,784	2,495	4,559	4,549	3,061	4,027						28,984
Live Homework Help	315	261	160	403	355	239	238						1,971
Mergent Online	456	459	225	275	263	127	103						1,908
Morningstar	65	2,083	97	191	111	369	123						3,039
NetLibrary eBooks	188	109	90	183	181	192	160						1,103
NetLibrary eBooks - Shared Collection	689	280	332	348	308	325	404						2,686
NetLibrary Downloadable Audiobooks	468	403	454	536	630	676	679						3,846
Novelist	849	443	317	346	733	666	663						4,017
Opposing Viewpoints Resource Center	3,881	4,276	2,002	2,189	2,631	1,866	2,334						19,179
p4A Antiques Reference	533	491	276	349	396	262	179						2,486
Powermediaplus Streaming Videos	255	150	57	19	214	114	196						1,005
Professional Collection	158	612	2,353	1,508	1,791	1,179	646						8,247
ProQuest Newspapers	2,825	2,554	2,460	2,354	2,077	2,182	1,480						15,932
Reference USA	3,611	3,240	1,733	2,761	2,738	3,198	2,156						19,437
Rosetta Stone	785	923	755	1,780	1,086	1,660	1,621						8,610
Science Online	96	77	67	152	87	418	803						1,700
SIRS Knowledge Source	2,266	2,071	1,216	1,742	1,633	1,103	519						10,550
Smithsonian Global Sound	1	7	8	50	10	5	11						92
Standard Deviants Video (formerly known as Cerebellum Online Videos)	63	69	56	56	60	198	43						545
Standard & Poors NetAdvantage	104	197	74	509	78	51	74						1,087
Student Edition - K12	219	646	232	419	384	363	208						2,471
Tumblebooks	* Not avail	334	283	173	368	333	180						1,671
Weiss Ratings	1,021	2,659	6,722	8,020	10,490	13,117	14,326						56,355
What Do I Read Next?	740	687	368	588	489	202	278						3,352
Worldbook Online	641	606	529	260	472	419	410						3,337
<b>TOTAL NUMBER OF SEARCHES</b>	<b>108,386</b>	<b>126,688</b>	<b>109,339</b>	<b>119,626</b>	<b>132,014</b>	<b>126,726</b>	<b>117,094</b>						<b>839,873</b>

Please note: \*Tumblebooks -- book view statistics stopped recording on Sept. 15; no data available for entire month of October.

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Action Items**



**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Consent Agenda**

06-089      **PC Purchase**

06-90      **RFID Purchase: Southeast and Southwest  
Branches**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**PC Purchase**

## **COMPUTER PURCHASE RECOMMENDATION**

### **I. ISSUE STATEMENT**

In pursuit of Goal 2: Provide a Range of Services that are Responsive to a Changing Community, Objective 2: Expand Use of Relevant Technology of the Strategic Plan, the Library would purchase additional computer hardware to replace outdated equipment and also provide additional computers in the Children's department and Questline.

### **II. EXECUTIVE SUMMARY**

The Library purchases computers each year to upgrade and expand its network. There are 111 computers in our existing network that are over 4 years old and still run Windows NT. This represents 12% of our current network. Windows NT is no longer supported by Microsoft and the latest versions of Shockwave, Flash, and Acrobat will not support Windows NT.

The existing hardware has the following specifications: 733MHz processor, 20 GB Hard Drive, 64 to 128MB of RAM, no CD-RW. Upgrading this hardware to run Windows XP or the forthcoming Windows Vista would be expensive, staff intensive, and still provide a substandard performance.

In addition to these replacements, the Library plans on reconfiguring the public computers in the Children's department at main, increasing the number of InfoSpot stations in the Branches, and increasing the number of staff Questline stations once the second floor construction is complete. An InfoSpot computer offers customers a combination of the library catalog and the best information sites for the most frequently requested topics. Staff also use it to introduce new card holders to the Library's online services.

The Library would like to purchase 150 Compaq computers meeting or exceeding the following hardware specifications: 3 GHz or faster processor, 80 GB Hard Drive, 256MB of RAM, Internal Floppy Drive, and CD-RW. In addition the Library would purchase 10 15" LCD Monitors for Children's and 17 17" LCD Monitors for Questline. These computers would be allocated as follows: 111 as replacements for existing PC's, 14 additional InfoSpot PC's in branches, 10 additional Children's PC's at main, 4 additional staff PC's in Questline, and 11 computers to be used as ready spares.

At the end of this upgrade, all Windows NT computers would be retired from service and disposed of via a computer disposal service.

**III. OPTIONS**

The following options are offered for consideration.

**Option 1.** Purchase and install equipment as described below.

*Advantages*

- 1. Library patrons and staff would benefit from faster, more modern computers.
- 2. Newer computers would be more reliable and under warranty helping to control service costs.

*Disadvantages*

- 1. Money would be spent this fiscal year.

**Option 2.** Do not purchase these computers until next fiscal year.

*Advantages*

- 1. No cost this fiscal year.

*Disadvantages*

- 1. Higher repair costs as older hardware breaks.
- 2. Newer applications would not run.

**IV. RECOMMENDATION**

Staff recommends board approval of option 1 which includes the following costs.

Personal Computers (150)	\$115,000.00
15" LCD Monitors (10)	\$1,800
17" LCD monitors (17)	\$3,500
<hr/>	
Total project costs	<u>\$120,300.00</u>

There is \$150,000 in this year's budget to Upgrade and Maintain our computer network. We have spent \$75,000 so far this fiscal year to upgrade public computers, but this was through an unanticipated grant from the Bill and Melinda Gates Foundation, so although we will appear to "overspend" on this line item, it is only because we received \$75,000 in unanticipated grant revenue for computer replacement.

**BOARD OF TRUSTEES OF  
ORANGE COUNTY LIBRARY SYSTEM  
RESOLUTION 06-089**

**RESOLUTION TO APPROVE THE PURCHASE OF COMPUTER EQUIPMENT.**

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, Orange County Florida, held in the City of Orlando, on the 8<sup>th</sup> day of June 2006 at 7:00 pm, prevailing Eastern time.

PRESENT:

ABSENT:

The Board Resolves:

1. Authorize the purchase of computer equipment for an amount not to exceed \$120,300.
2. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED:**

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**Secretary**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**RFID Purchase:  
Southeast & Southwest Branches**

## **PURCHASE OF 3M SELF CHECK EQUIPMENT AND TAGS**

**Addresses Strategic Plan Goal 1:** Increase Customer Satisfaction & Provide Greater Ease of Access to Services

### **I. Issue Statement**

The Library would like to expand RFID self check technology to two additional library locations. Next year's Preliminary Budget includes \$200,000 for the purchase of self check equipment and \$96,000 for RFID tags for the collections of both branches. The budget also includes \$77,000 for the purchase of approximately 160,000 RFID tags for items to be added to all branches which have self check systems.

### **II. Executive Summary and Background**

The Library has successfully implemented self check in six locations (South Creek, Alafaya, North Orange and Winter Garden, West Oaks and Herndon). The Preliminary FY 2007 budget includes funds to purchase RFID equipment and tags for both the Southwest and Southeast Branches as well as additional tags for items that will be added to all self check branches throughout the coming year.

If this purchase is approved, eight of the fifteen locations would have the self check systems. In addition to being very popular, self check enhances customer service due to its ease of use, the increased privacy it offers customers and the gain in staff efficiency at these busy locations. High customer acceptance is demonstrated by the nearly 90% of all transactions being done at the self check stations.

3M has submitted a proposal in the amount of \$357,329 for the purchase of self check equipment and tags for Southeast and Southwest Branches as well as additional tags for items which are added to the collection at all the branches which have self check systems.

### **III. OPTIONS**

The library has identified two options.

OPTION 1. Don't award a contract to 3M for the purchase of self check equipment and tags for Southeast and Southwest as well as additional tags to be used throughout the system.

Advantage: Other projects could be identified on which to spend these dollars

Disadvantage: Library delays implementing RFID technology thereby losing staff efficiencies.

OPTION 2. Award a contract not to exceed \$ 357,329 to 3M for the purchase of self check equipment and tags for Southeast and Southwest as well as additional tags to be used throughout the system.

Advantage: Library continues to gain efficiencies in staff time and enhances customer service at busy library sites.

Disadvantage: Funds will not be available for other projects.

#### **IV. Recommendation**

The Staff recommends the Library Board approve Option 2 to award a contract not to exceed \$ to 3M for the purchase of self check equipment and tags for Southeast and Southwest as well as additional tags to be used throughout the system.



**BOARD OF TRUSTEES OF  
ORANGE COUNTY LIBRARY SYSTEM  
RESOLUTION 06-090**

**RESOLUTION TO APPROVE THE PURCHASE OF 3M SELF CHECK  
EQUIPMENT AND TAGS.**

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, Orange County Florida, held in the city of Orlando, on the 8<sup>th</sup> day of June 2006 at 7:00 PM, prevailing Time.

**PRESENT:**

**ABSENT:**

The Board resolves:

1. to award a contract not to exceed \$ 357,329 to 3M for the purchase of self check equipment and tags for Southeast and Southwest as well as additional tags to be used throughout the system
2. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED:**

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**Secretary**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Non-Consent Agenda**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Preliminary Budget for the Year  
Ending September 30, 2007**

Fiscal Year

2007

ORANGE COUNTY LIBRARY SYSTEM

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Orange County, Florida



# Preliminary Budgets

# Operating Fund Budget Revenues

REVENUES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
<b>AD VALOREM TAXES</b>	<b>27,477,433</b>	<b>7,639,894</b>	27.8%	<b>35,117,327</b>
<b>INTERGOVERNMENTAL</b>				
Grants	148,000	159,000		307,000
State Aid	1,502,000	(152,000)		1,350,000
Law Collection Fees	57,000	(57,000)		-
	<b>1,707,000</b>	<b>(50,000)</b>	-2.9%	<b>1,657,000</b>
<b>CHARGES FOR SERVICES</b>				
Fee Cards	5,500	1,500		7,000
PC Pass	42,000	(9,000)		33,000
Classes	1,500	500		2,000
Copy and Vending	185,000	(5,000)		180,000
	<b>234,000</b>	<b>(12,000)</b>	-5.1%	<b>222,000</b>
<b>FINES</b>				
Fines	1,250,000	150,000		1,400,000
Lost Materials	100,000	20,000		120,000
	<b>1,350,000</b>	<b>170,000</b>	12.6%	<b>1,520,000</b>
<b>MISCELLANEOUS</b>				
Interest Earnings	299,567	200,433		500,000
Rents	7,000	-		7,000
Disk Sales	2,500	-		2,500
Contributions-FOL	118,000	-		118,000
Contributions others	6,000	4,000		10,000
Miscellaneous	30,500	9,500		40,000
	<b>463,567</b>	<b>213,933</b>	46.1%	<b>677,500</b>
<b>TRANSFERS FM PROP APPRAISER</b>	25,000	10,000	40.0%	35,000
<b>TRANSFERS FM TAX COLLECTOR</b>	235,000	25,000	10.6%	260,000
<b>RESERVES</b>	1,588,134	(242,259)	-15.3%	1,345,875
<b>TOTAL REVENUES</b>	<b>33,080,134</b>	<b>7,754,568</b>	<b>23.4%</b>	<b>40,834,702</b>

EXPENDITURES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
<b>SALARIES &amp; BENEFITS</b>				
Salaries	12,867,552	816,060		13,683,612
Medicare Taxes	186,580	11,832		198,412
Defined Contribution Pension Plan	965,067	61,204		1,026,271
Defined Benefit Pension Plan	1,055,242	54,288		1,109,530
Life and Health Insurance (Employees)	1,969,367	23,637		1,993,004
Life and Health Insurance (GASB#45-OPEB)	243,690	1,756,310		2,000,000
Worker's Compensation	128,676	(5,523)		123,153
Unemployment Compensation	20,000	0		20,000
Parking and Bus Passes	93,960	38,760		132,720
	<b>17,530,134</b>	<b>2,756,568</b>	15.7%	<b>20,286,702</b>
<b>OPERATING</b>				
Professional Services	250,000	75,000		325,000
Other Contractual Services	888,000	119,000		1,007,000
Other Contract. Serv.- Janitorial	276,000	12,000		288,000
Training and Travel	90,000	35,000		125,000
Telecommunication	315,000	(27,000)		288,000
Delivery and Postage	1,270,000	13,000		1,283,000
Utilities	784,000	216,000		1,000,000
Rentals and Leases	913,000	55,000		968,000
Insurance	216,000	112,000		328,000
Repairs and Maintenance	850,000	100,000		950,000
Repairs and Maint.-Hardware/Software	356,000	29,000		385,000
Copying/Printing	231,000	61,000		292,000
Property Appraiser's Fee	289,000	11,000		300,000
Tax Collector's Fee	560,000	145,000		705,000
Supplies	750,000	150,000		900,000
Supplies-Hardware/Software	267,000	104,000		371,000
Memberships	15,000	5,000		20,000
Contingency	300,000	25,000		325,000
	<b>8,620,000</b>	<b>1,240,000</b>	14.4%	<b>9,860,000</b>
<b>CAPITAL OUTLAY</b>				
Building and Improvements	1,155,000	(715,000)		440,000
Equipment and Furniture	300,000	150,000		450,000
Hardware/Software	345,000	6,000		351,000
	<b>1,800,000</b>	<b>(559,000)</b>	-31.1%	<b>1,241,000</b>
<b>LIBRARY MATERIALS</b>				
Materials - Rest. Contributions	12,500	17,500		30,000
Materials - Law	36,000	(36,000)		-
Materials - Other	4,229,500	210,500		4,440,000
	<b>4,278,000</b>	<b>192,000</b>	4.5%	<b>4,470,000</b>
<b>TRANSFERS TO OTHER FUNDS</b>				
Branch Debt Service Fund	702,000	0		702,000
Sinking Fund	150,000	25,000		175,000
Capital Projects Fund	0	4,100,000		4,100,000
	<b>852,000</b>	<b>4,125,000</b>	484.2%	<b>4,977,000</b>
<b>TOTAL EXPENDITURES</b>	<b>33,080,134</b>	<b>7,754,568</b>	23.4%	<b>40,834,702</b>

# Capital Projects Fund

REVENUES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
Transfer from General Fund	-	4,100,000		4,100,000
Line of Credit Proceeds	2,200,000	(2,200,000)		-
<b>TOTAL REVENUES</b>	<b>2,200,000</b>	<b>1,900,000</b>	86.4%	<b>4,100,000</b>

EXPENDITURES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
<b>CHULUOTA &amp; 50 BRANCH</b>				
Land	2,000,000	(150,000)		1,850,000
Architect / Engineer	200,000	200,000		400,000
	<b>2,200,000</b>	<b>50,000</b>	2.3%	<b>2,250,000</b>
<b>CHICKASAW &amp; 50 BRANCH</b>				
Land	-	1,850,000		1,850,000
<b>TOTAL EXPENDITURES</b>	<b>2,200,000</b>	<b>1,900,000</b>	86.4%	<b>4,100,000</b>

# Sinking Fund

REVENUES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
Transfer From General Fund	150,000	25,000		175,000
<b>TOTAL REVENUES</b>	<b>150,000</b>	<b>25,000</b>	16.7%	<b>175,000</b>
<b>EXPENDITURES</b>	<b>FY 2006 BUDGET</b>	<b>INCREASE (DECREASE)</b>	<b>% CHANGE</b>	<b>FY 2007 BUDGET</b>
Reserves - Building and Improvements	75,000	12,500		87,500
Reserves - Technology	75,000	12,500		87,500
<b>TOTAL EXPENDITURES</b>	<b>150,000</b>	<b>25,000</b>	16.7%	<b>175,000</b>



# Main Debt Service Fund

REVENUES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
Ad Valorem Taxes	1,200,149	(1,200,149)		-
Interest	15,851	(14,851)		1,000
Transfer From Tax Collector	13,000	(13,000)		-
Reserves	51,000	23,000		74,000
<b>TOTAL REVENUES</b>	<b>1,280,000</b>	<b>(1,205,000)</b>	<b>-94.1%</b>	<b>75,000</b>

EXPENDITURES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
Principal	1,200,000	(1,200,000)		-
Interest	54,000	(54,000)		-
Tax Collector's Fee	26,000	(26,000)		-
Transfer to Branch Debt Service Fund	-	75,000		75,000
<b>TOTAL EXPENDITURES</b>	<b>1,280,000</b>	<b>(1,205,000)</b>	<b>-94.1%</b>	<b>75,000</b>

# Branch Debt Service Fund

REVENUES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
Transfer From General Fund	702,000	-		702,000
Transfer From Main Debt Service Fund	-	75,000		75,000
Interest	10,000	10,000		20,000
<b>TOTAL REVENUES</b>	<b>712,000</b>	<b>85,000</b>	11.9%	<b>797,000</b>

EXPENDITURES	FY 2006 BUDGET	INCREASE (DECREASE)	% CHANGE	FY 2007 BUDGET
<u>2003 NOTE</u>				
Principal	350,513	11,663		362,176
Interest	58,946	(11,663)		47,283
<u>FUTURE BORROWINGS</u>				
Principal	200,000	0		200,000
Interest	100,000	0		100,000
<u>RESERVES</u>	2,541	85,000		87,541
<b>TOTAL EXPENDITURES</b>	<b>712,000</b>	<b>85,000</b>	11.9%	<b>797,000</b>

## FUTURE DEBT SERVICE PAYMENTS FOR 2003 NOTE

PAYMENT DATE	PRINCIPAL	INTEREST
2007	362,176	47,283
2008	374,226	35,233
2009	386,677	22,781
2010	399,542	9,916
	<u>1,522,621</u>	<u>115,213</u>

BOARD OF TRUSTEES OF  
ORANGE COUNTY LIBRARY SYSTEM  
RESOLUTION 06-092

RESOLUTION TO APPROVE PRELIMINARY BUDGETS FOR THE FISCAL YEAR  
ENDING SEPTEMBER 30, 2007

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, Orange County Florida, held in the city of Orlando on the 8<sup>th</sup> day of June, 2006, at 7:00 pm, prevailing Eastern Time.

PRESENT:

ABSENT:

The Board Resolves to:

- 1. Approve preliminary FY 2007 Operating, Capital Projects, Sinking, Main Debt Service, and Branch Debt Service Fund budgets. By taking this action, the Library Board is approving the total budget for each fund and not the individual line items in each budget.
- 2. Recommend to the Library District Governing Board that the expiring Debt millage of .0181 be converted to Operating for a total Operating millage of .4325 in FY 2007
- 3. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED:**

\_\_\_\_\_  
Secretary

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Reconsideration of Actions Taken  
at March 2006 Board Meeting**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Discussion and Possible  
Action Items**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Information**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**Director's Report**

## Director's Report June 2006

► Orange County Library for won the 2006 Urban Libraries Council/Highsmith Award of Excellence for its Teen Library Corps.(TLC) program! The award got a nice write-up in the May 22 issue of *Library Hotline* that describes the TLC program and the difference it's made in teen participation in library programs.

► Debbie Tour and Nils Thingvall attended the Innovative User's Group meeting in Denver and accepted an award from our automation system vendor. The Library won second place in the Public Service category of the Be Innovative Awards for "What have your 856 fields and Material Types Done For You Lately?" which described the various user-focused ways we have modified our catalog to promote popular materials, library programs, and events.

► On May 11<sup>th</sup>, 2006, the Southeast Library welcomed Orange County Commissioner Mildred Fernandez for a visit. She toured the branch, met the staff, and learned about the branches successes with the community. She learned about ELLIS and experienced it firsthand. The commissioner also met some of our patrons currently using ELLIS and they shared with her how much they appreciate the library and the Southeast staff. The commissioner then enjoyed refreshments with some of the staff and representatives from The Hispanic Business Initiative and Latino Leadership. From this meeting, Jackie Atoy, one of Southeast's TCSS's, was invited to speak on two radio programs regarding ELLIS and the library. From that, she has been invited to appear on an upcoming television program to promote OCLS and ELLIS. Our language lab will also be part of an upcoming Orlando Sentinel report by Victor Ramos.

► Books and Beyond is the largest ever newsletter to date -- 24 pages. The summer issues have been expanded to include inserts about the Library's Summer Reading Programs.

► The fund raising effort for improvements at the Southwest Branch is still going strong. They are at \$14,000 and are still trickling in.

► Recently, one of our patrons had his bike stolen from the bike rack at the Main Library. With the help of our cameras, we were able to give a description of the suspect to Lt. Driscoll of the Orlando Police Department (OPD). Within minutes the downtown O.P.D. bike officers caught the suspect about 4-5 blocks away from the Library. The victim, who was still in the Library, was told what happened and decided to press charges. The thief was caught with the bike, and a pair of bolt cutters in his backpack. He was trespassed for three years from the Library.

► *Orlando Sentinel* featured an article that mentioned our English classes at Southeast & South Trail. It also mentions that the Latino Leadership has a waiting list of about 200 people for their summer class, which can only accommodate 90. We will be contacting them to ask them to offer our classes to those folks on the waiting list. The reporter went to the branch, talked with people and took photos. He even tried ELLIS himself!

<http://www.orlandosentinel.com/orl-english3006may30,0,910249.story>



► We are starting to use the OPAL room for live public events. Publicity for public programs using our OPAL virtual room has already begun with online book discussions and training for new cardholders scheduled in June. Look at our FAQ page <http://www.ocls.info/loe> for more information about the programs being offered.

Training classes were held to help staff be familiar with OPAL and live online events. Many thanks to JoAnn Sampson for all her efforts on this project.

► Bookmarks for publicizing the public training event *Virtual OCLS for New Cardholders* are on their way to Main Circulation and all of the branches. These bookmarks are to be included in registration packets to invite patrons with new library cards to participate in online training. Staff is encouraged to distribute these invitations to other patrons as well. The training is scheduled to be held on the 2<sup>nd</sup> Wednesday of every month at 7:00 pm. It will cover MyOCLS, basic library catalog search, requesting materials for home delivery, and registering for a class or program.

► We have transitioned to the new Internet Connection and Cisco Firewall at the end of May. There are still a couple of issues we are working through implementing the Virtual Private Network (VPN) feature of the new Firewall, but this has enabled us to pull some utilization statistics. Our old connection was 6 Mbps and our new connection is 40Mbps. Many thanks to Eric Atkinson and Earl Hoffman, who continue to monitor changes in utilization.

► OCLS will be participating in *Welcome Wagon* to generate new library card registrations. We are designing a special OCLS postcard for this purpose.

► The May Book Sale was a success –up \$500 from last May’s sale.

► *Artists, Authors and Appetizers* on 20 May was a lovely event with about 100 people in attendance. The after hours event received top billing Sunday when an item about it ran on the front of the local section above the fold. They used a color image of one of the art pieces. Special *Authors, Artists and Authors Thank You Cards* were created and sent to program participants as well as members of the media who helped promote the event through editorial mentions.

► There is to be an upcoming *Orlando Sentinel* feature story on the increasing popularity of Manga. The Library’s Manga collection will be mentioned. Special thanks to Wendi Bost and Tracy Zampaglione for their efforts.

► The Library was featured in a story on safety issues in the library by FOX-35 News. The story aired Wednesday evening May 17<sup>th</sup>. The Library System’s efforts in making safety a priority have been posted on the OCLS Web site in the “OCLS in the News” section.

► OCLS has joined OVAL – the *Orlando Visual Arts League* – and we are hoping to forge some new partnerships for cultural programming as well as potential artists to exhibit here. We will also be looking to them to help promote events for us.

- ▶ The Bestsellers Book Club selections for the next two months are as follows: June – *The Tenth Circle* by Jodi Picoult and July – *1776* by David McCullough
- ▶ The Library is participating in the planning meetings for the Central Florida Reads community reading initiative. We had recommended the book, *Built to Win: Inside Stories and Leadership Strategies from Baseball's Winningest GM*, by local author and former *Orlando Sentinel* sports columnist Larry Guest as the highlighted author for this year. The Committee has some additional suggestions for consideration and will make a final choice in June.
- ▶ The Annual Friends Meeting/Volunteer Luncheon was a great success. Sixty volunteers attended; there was live entertainment, a door prize and a special presentation to longtime volunteer Ray Frenier who is retiring this summer.
- ▶ Over 50 people attended the 21 May *Arts After-Hours* program at the Library. Entertainment was provided by the Library's very own Emily Wallace.
- ▶ The Library hosted the Orange County Employee Academy in May at the Main Library today a presentation and a tour. More than 30 employees from various Orange County offices participated in the event.
- ▶ Hispanic Business & Consumer Expo was a success! Over 1,000 participants visited the Library's booths and 101 of them registered for Library cards! Tremendous thanks to Sara Brown for coordinating this effort.
- ▶ BBQ for You at North Orange had 28 attendees.
- ▶ The "Summer Gardening with Tom MacCubbin" program at South Creek had 27 attendees.
- ▶ Most of the numbers are in for National Music Week showing a very successful week with more than 600 attendees at the Orange County Library System locations.
- ▶ South Creek presented a Cinco de Mayo program, attracting 54 patrons. As an end-of-year treat, Endeavor School brought the entire kindergarten and first grade classes to the branch for story time, tours, and a picnic. Over 200 children enjoyed their visit with the branch. For National Music week, 45 people enjoyed the Central Florida Accordion Club's music. Summer Gardening with Tom McCubbin brought 45 patrons into the branch. South Creek hosted its first artists' exhibition on May 25. The event attracted over 75 people who enjoyed live music, refreshments, and conversations with 10 local artists.
- ▶ West Oaks had a number of well attended programs during the month of May. The National Music Week program featured Music Together with John Sarta. There was also a health care program Long Term Care: An experience of a life time. Paws to Read was well attended. The Cinco de Mayo program has 60 attendees. During National Eat Dessert Week, Cookies & More provided cookies for 76 patrons.

► On May 11<sup>th</sup>, 2006, the Southeast Library welcomed Orange County Commissioner Mildred Fernandez for a visit. She toured the branch, met the staff, and learned about the branches successes with the community. She learned about ELLIS and experienced it firsthand. The commissioner also met some of our patrons currently using ELLIS and they shared with her how much they appreciate the library and the Southeast staff. The commissioner then enjoyed refreshments with some of the staff and representatives from The Hispanic Business Initiative and Latino Leadership. From this meeting, Jackie Atoy, one of Southeast's T.C.S.S.'s, was invited to speak on two radio programs regarding ELLIS and the library. From that, she has been invited to appear on an upcoming television program to promote OCLS and ELLIS. Our language lab will also be part of an upcoming Orlando Sentinel report by Victor Ramos.

► Library also had a presence at the "Day of Giving" event on Saturday, May 20 at the Maxie Community Center in Winter Garden.

► The Library participated in the Orlando Downtown Art & Living Expo -- Downtown Orlando Partnership on Saturday, May 20 and Sunday, May 21.

**The Library will be participating in the following Community events:**

- OCLS will participate in the upcoming Central Florida Community Information Fair.
- The Library will have a tent and table at the 4<sup>th</sup> Annual Make 'm Smile Event on Saturday, June 3, 8 a.m. 1 p.m. at Lake Eola. This is an event where the Central Florida community joins together to celebrate the lives of kids with special needs. The honorary co-chairs of Make's Smile are Orange County Mayor Richard Crotty and Pam Crotty and Orlando Mayor Buddy Dyer and Karen Dyer. Squirt will make a special guest appearance between 10 and 11a.m.
- OCLS has been invited to participate in the 4<sup>th</sup> Annual "Orange County National Family Week" which will be October 28 -November 4, 2006. We have committed to hosting our 2<sup>nd</sup> Annual Fantastic Family Fair on Friday, November 3, 2006. We are planning events in branch locations during the week of togetherness.
- OCLS is participating in the Orlando Neighborhood Improvement Corporation Health & Community Resource Fair on Wednesday, June 7 from 10 a.m. to 2 p.m.

**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**OCLS as an Employer  
Survey Results**

## OCLS as an EMPLOYER Survey

Since 2002, OCLS has conducted the “OCLS as an Employer” survey annually. We view the survey as one way to gauge employee satisfaction and our effectiveness as an organization.

### Administration of the Survey

The survey is administered electronically. A link to the survey is posted on the staff intranet (the *Orange Peel*) and employees are provided with “key codes” that enable them to take the survey and post their responses anonymously. Taking the survey is voluntary. In announcing the annual survey, however, we stress to employees that their input is extraordinarily important to our continued success as a team of 400 + people who share the common goal of being the best we can be. Employees can complete the survey on work time.

### About the Survey

Survey questions focus on six major areas of an employee’s work life:

- My Supervisor
- Leadership
- Work Team
- Opportunity
- Job Quality
- Overall Satisfaction

Employees respond to statements that focus on each of these areas and are asked to rate their level of agreement using the following scale:

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

To gain a deeper understanding of survey responses, the survey asks employees to identify themselves by work group and work status:

### Work Group

- Librarian
- Manager
- Other (i.e., all others, not in management and not librarians)

### Work Status

- Part Time
- Full time

This year we added an additional “mini survey” that asked questions specifically related to the employee’s work location offering an additional component to explore employee satisfaction with a more distinct perspective.

## Survey Results

We are pleased to report that 86% of our 405 employees took the time to take the survey, a slight increase from last year's participation. Response rates between 60-65% are considered average for employee surveys according to professional literature.

### Work Groups

#### **Librarian (28 of 29 in work group responded)**

The results of the 2005 OCLS as an Employer Survey revealed a strong level of dissatisfaction within this work group. Since that time we have worked to improve relationships and build on a spirit of teamwork to achieve common goals. Beginning with the Non-Directive Employee Attitude Assessment and continuing with monthly meetings open to all librarians, topics were identified by this work group as areas that they would like to address. Librarians further ranked topics by importance and subsequently task forces, comprised of management and librarians, were established to study the topics, work through issues and make recommendations for revision and improvement of processes.

A review of the 2006 results from this work group reveals the start of some positive effects of the efforts made over the past year. In each of six categories surveyed, the percent of positive (Strongly Agree/Agree) responses increased over the 2005 survey. For example, in the category "My Supervisor," there were 10 statements to which employees responded and an increase in positive ratings occurred in nine of those 10 statements in the librarian work group. In "Leadership," an increase in positive ratings occurred in six of eight statements (75%); in "OCLS as an Employer Overall," the increase in positive ratings occurred in four of five statements or in 80% of the statements. The increases in some cases are minimal (one or two percent) and in other cases of a more significant amount (10 to 23 percent). The lowest amount of increased positive results in this work group occurred in the statements regarding "Work Team." It should be noted, however, that this category had fairly high ratings in 2005 and therefore the opinions regarding this issue may not be viewed as in need of as much improvement as some of the other categories.

Although these are encouraging results, it must be noted that there continues to be a significant difference between the general level of job satisfaction among librarians, as a group, when compared with the level of job satisfaction indicated by the survey for the other work groups. For example, only 39% of this work group indicated that they strongly agree/agree that the leadership in the organization acts the way they expect others to act; 46% of the librarians indicated that they strongly agree/agree that the leadership demonstrates that employees are

important to the success of OCLS; and 40% responded that they strongly agree/agree that there are sufficient opportunities for advancement at OCLS. Most definitely, we see there is still much work to be done to establish an improved working relationship with the librarians but are encouraged by even the smallest improvements. We believe our work over the past several months has resulted in a forward direction. The critical path toward improvement has begun and our challenge is to work with the librarians to maintain the momentum and continue building on our initial successes.

**Manager (45 of 54 in work group responded)**

Survey responses reveal a management work group that is satisfied and challenged. Most statements received strongly agree/agree ratings in the 90 to 100% range, many increasing on already strong positive ratings from 2005. One statement (“I feel a sense of ownership and investment in what happens at OCLS”) revealed a decrease in the positive rating from 96% to 81%. Though the result is still an overall positive one, we are concerned about the change from last year to this year and will be exploring this area as an opportunity for improvement.

**Other (291 of 324 in work group responded)**

This group is comprised of any employee not included in either of the other two work groups. Though this group responded with high percentages in the strongly agree/agree ratings last year, this year there were increased positive ratings in each category surveyed. Employees in this work group indicated they are interested in more advancement and promotional opportunities and we will be reviewing ideas aimed at enhancing those opportunities.

**Work Status**

**Full Time/Part Time (Full Time: 171 of 269 responded; Part Time: 120 of 131 responded)**

This year’s survey was the first time we asked employees in the “Other” work group to identify themselves as either full time or part time. These responses reveal, in general, that employees in both of these work status groups responded with a similar percentage of high positive ratings. Statements to which there were rating differences of more than 10% include more full timers than part timers strongly agree/agree that OCLS provides an appropriate benefits package and more part timers than full timers strongly agree/agree that promotions go to the most qualified people at OCLS. We are pleased to be able to obtain the results of these categories of employment status and will consider this year as the baseline year of results.

## Overall

Overall, we have much for which to be encouraged. By most every measure, our employees agree that OCLS is a great employer. Do we have challenges and opportunities? Absolutely! We have much to accomplish as an organization. Our employees are the key to the realization of our system wide objectives. In the coming year, we challenge ourselves to reach out to our employees, to encourage their initiative and creativity, and together continue to develop a dynamic work team.



**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**OCLS as an Employer  
Survey Results ~  
Librarian Responses**

## OCLS as an Employer Survey Results ~ Librarian Responses

<b>My Supervisor</b>	<b>2005</b>	<b>2006</b>
<b>Gives me flexibility to handle personal or family needs within the limits of OCLS policy.</b>		
Strongly Agree/Agree	77%	96%
Neutral	13%	4%
Strongly Disagree/Disagree	3%	0%
<b>Treats me fairly and with respect.</b>		
Strongly Agree/Agree	74%	82%
Neutral	23%	18%
Strongly Disagree/Disagree	3%	0%
<b>Listens to my ideas and suggestions.</b>		
Strongly Agree/Agree	80%	78%
Neutral	20%	21%
Strongly Disagree/Disagree	0%	0%
<b>Is responsive and accessible to my needs and concerns.</b>		
Strongly Agree/Agree	67%	89%
Neutral	30%	11%
Strongly Disagree/Disagree	3%	0%
<b>Gives me opportunities to grow and develop in my job.</b>		
Strongly Agree/Agree	67%	82%
Neutral	30%	18%
Strongly Disagree/Disagree	3%	0%
<b>Recognizes me for my contributions.</b>		
Strongly Agree/Agree	70%	82%
Neutral	23%	14%
Strongly Disagree/Disagree	7%	4%
<b>Gives me candid and helpful performance feed back.</b>		
Strongly Agree/Agree	70%	71%
Neutral	17%	29%
Strongly Disagree/Disagree	13%	0%
<b>Allows me to Strongly Disagree/Disagree with him/her without fear of reprisal.</b>		
Strongly Agree/Agree	47%	54%
Neutral	13%	36%
Strongly Disagree/Disagree	40%	11%
<b>Gives me clear expectations regarding my work and performance.</b>		
Strongly Agree/Agree	74%	86%
Neutral	20%	14%
Strongly Disagree/Disagree	7%	0%
<b>Demonstrates and encourages OCLS values.</b>		
Strongly Agree/Agree	63%	86%
Neutral	20%	7%
Strongly Disagree/Disagree	17%	7%
<b>I treat my supervisor fairly and with respect.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%

## OCLS as an Employer Survey Results ~ Librarian Responses

Leadership	2005	2006
<b>The leaders in this organization encourage everyone to contribute all they can in their jobs.</b>		
Strongly Agree/Agree	63%	61%
Neutral	13%	18%
Strongly Disagree/Disagree	23%	21%
<b>They hold people accountable for their behavior.</b>		
Strongly Agree/Agree	66%	68%
Neutral	17%	25%
Strongly Disagree/Disagree	17%	7%
<b>They act the way they expect others to act.</b>		
Strongly Agree/Agree	34%	39%
Neutral	13%	21%
Strongly Disagree/Disagree	54%	39%
<b>They communicate a vision for OCLS.</b>		
Strongly Agree/Agree	57%	58%
Neutral	23%	11%
Strongly Disagree/Disagree	20%	33%
<b>They encourage ideas and participation.</b>		
Strongly Agree/Agree	44%	54%
Neutral	20%	21%
Strongly Disagree/Disagree	36%	25%
<b>They are committed to attracting and recruiting talented people, regardless of race, color, religious creed, pregnancy, gender, sexual orientation, national origin, ancestry, marital status, veteran status, age, or physical or mental disability.</b>		
Strongly Agree/Agree	54%	54%
Neutral	13%	39%
Strongly Disagree/Disagree	34%	8%
<b>They demonstrate that employees are important to the success of OCLS.</b>		
Strongly Agree/Agree	34%	46%
Neutral	27%	25%
Strongly Disagree/Disagree	40%	28%
<b>They demonstrate and encourage OCLS values.</b>		
Strongly Agree/Agree	44%	50%
Neutral	20%	25%
Strongly Disagree/Disagree	37%	25%

## OCLS as an Employer Survey Results ~ Librarian Responses

<b>Job Quality</b>	<b>2005</b>	<b>2006</b>
<b>My job is challenging.</b>		
Strongly Agree/Agree	80%	90%
Neutral	20%	0%
Strongly Disagree/Disagree	0%	11%
<b>My job provides opportunities for learning.</b>		
Strongly Agree/Agree	80%	93%
Neutral	20%	7%
Strongly Disagree/Disagree	0%	0%
<b>The work I do makes a difference.</b>		
Strongly Agree/Agree	80%	82%
Neutral	20%	18%
Strongly Disagree/Disagree	0%	0%
<b>The work I do contributes to the success of the Library.</b>		
Strongly Agree/Agree	90%	89%
Neutral	7%	11%
Strongly Disagree/Disagree	3%	0%
<b>My job utilizes my talents and skills.</b>		
Strongly Agree/Agree	70%	78%
Neutral	13%	7%
Strongly Disagree/Disagree	16%	14%
<b>I receive appropriate rewards and compensation for my contributions.</b>		
Strongly Agree/Agree	33%	43%
Neutral	33%	25%
Strongly Disagree/Disagree	34%	32%
<b>OCLS provides an appropriate benefits package.</b>		
Strongly Agree/Agree	67%	82%
Neutral	20%	11%
Strongly Disagree/Disagree	13%	7%
<b>I believe my workload is reasonable.</b>		
Strongly Agree/Agree	54%	61%
Neutral	20%	25%
Strongly Disagree/Disagree	27%	14%

## OCLS as an Employer Survey Results ~ Librarian Responses

<b>Opportunity</b>	<b>2005</b>	<b>2006</b>
<b>The efforts I make to improve my knowledge and skills help me achieve my career goals.</b>		
Agree	70%	68%
Neutral	23%	25%
Strongly Disagree/Disagree	6%	7%
<b>I get the training I need to do my job.</b>		
Strongly Agree/Agree	60%	61%
Neutral	27%	29%
Strongly Disagree/Disagree	14%	11%
<b>My race, gender or other diversity factors are not an impediment to achieving my career goals at OCLS.</b>		
Strongly Agree/Agree	73%	72%
Neutral	17%	25%
Strongly Disagree/Disagree	10%	4%
<b>There are sufficient opportunities for advancement at OCLS.</b>		
Strongly Agree/Agree	30%	40%
Neutral	13%	11%
Strongly Disagree/Disagree	56%	50%
<b>By and large, promotions go to the most qualified people at OCLS.</b>		
Strongly Agree/Agree	27%	32%
Neutral	23%	25%
Strongly Disagree/Disagree	50%	43%
<b>I have access to other job opportunities at OCLS.</b>		
Strongly Agree/Agree	37%	43%
Neutral	30%	25%
Strongly Disagree/Disagree	33%	33%
<b>I am encouraged to demonstrate initiative and creativity in my work.</b>		
Strongly Agree/Agree	67%	71%
Neutral	10%	21%
Strongly Disagree/Disagree	23%	7%

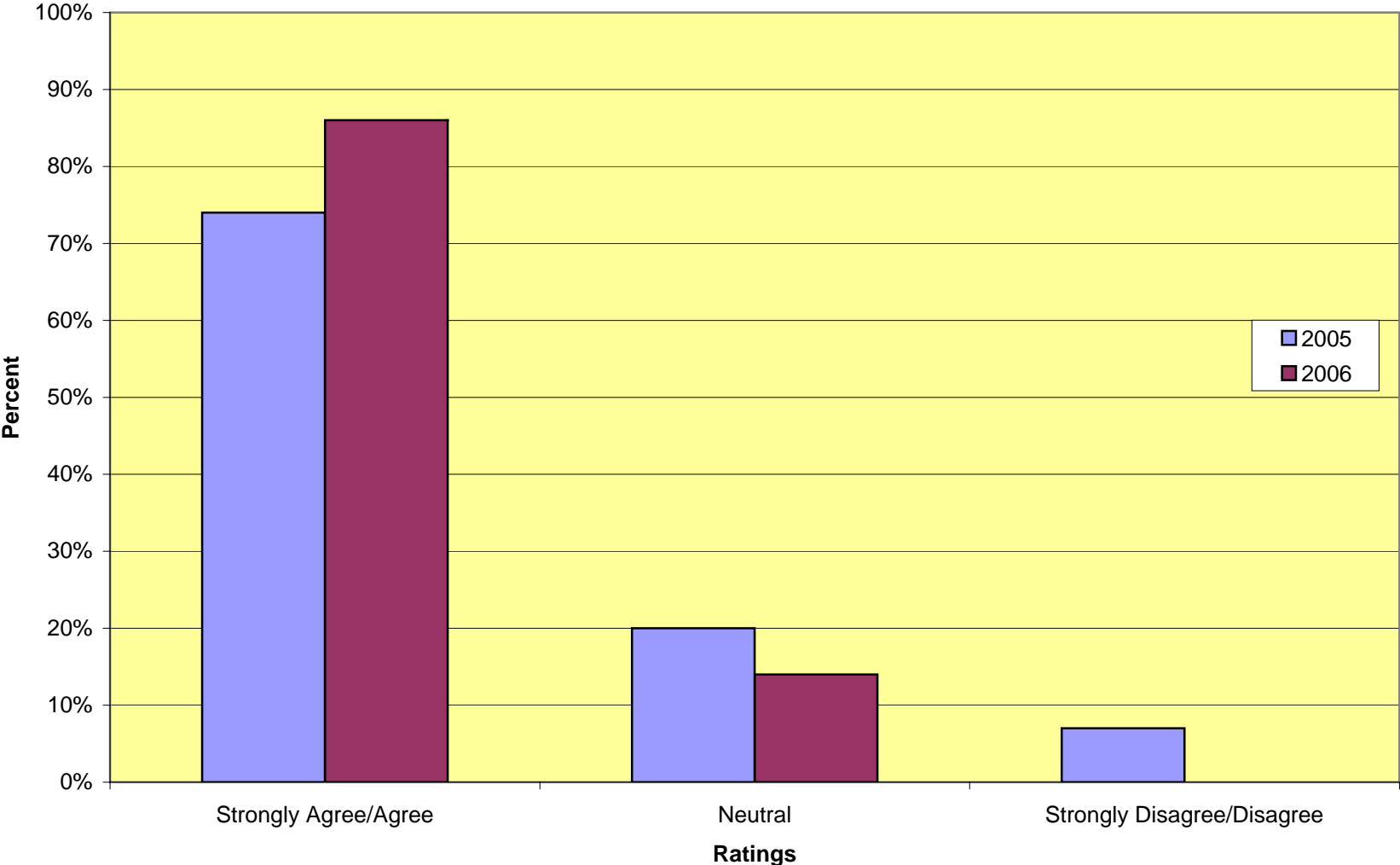
## OCLS as an Employer Survey Results ~ Librarian Responses

<b>Work Team</b>	<b>2005</b>	<b>2006</b>
<b>I am comfortable offering ideas and suggestions in my department.</b>		
Strongly Agree/Agree	67%	90%
Neutral	27%	11%
Strongly Disagree/Disagree	7%	0%
<b>My department has an environment that welcomes new people.</b>		
Strongly Agree/Agree	90%	86%
Neutral	10%	14%
Strongly Disagree/Disagree	0%	0%
<b>People in my department value and respect each other for their diversity.</b>		
Strongly Agree/Agree	90%	85%
Neutral	10%	14%
Strongly Disagree/Disagree	0%	0%
<b>My department works well as a team.</b>		
Strongly Agree/Agree	86%	86%
Neutral	7%	14%
Strongly Disagree/Disagree	7%	0%
<b>Differences among people in the department are addressed and resolved constructively.</b>		
Strongly Agree/Agree	83%	78%
Neutral	17%	14%
Strongly Disagree/Disagree	0%	7%
<b>We operate in an open and honest way</b>		
Strongly Agree/Agree	70%	78%
Neutral	17%	14%
Strongly Disagree/Disagree	14%	7%
<b>I understand how my work contributes to my department's objectives.</b>		
Strongly Agree/Agree	80%	89%
Neutral	10%	11%
Strongly Disagree/Disagree	10%	0%
<b>I understand my department's role and value to OCLS overall.</b>		
Strongly Agree/Agree	90%	92%
Neutral	3%	7%
Strongly Disagree/Disagree	7%	0%
<b>We are open to new ideas about how we can improve the way we work.</b>		
Strongly Agree/Agree	73%	75%
Neutral	17%	14%
Strongly Disagree/Disagree	10%	7%

## OCLS as an Employer Survey Results ~ Librarian Responses

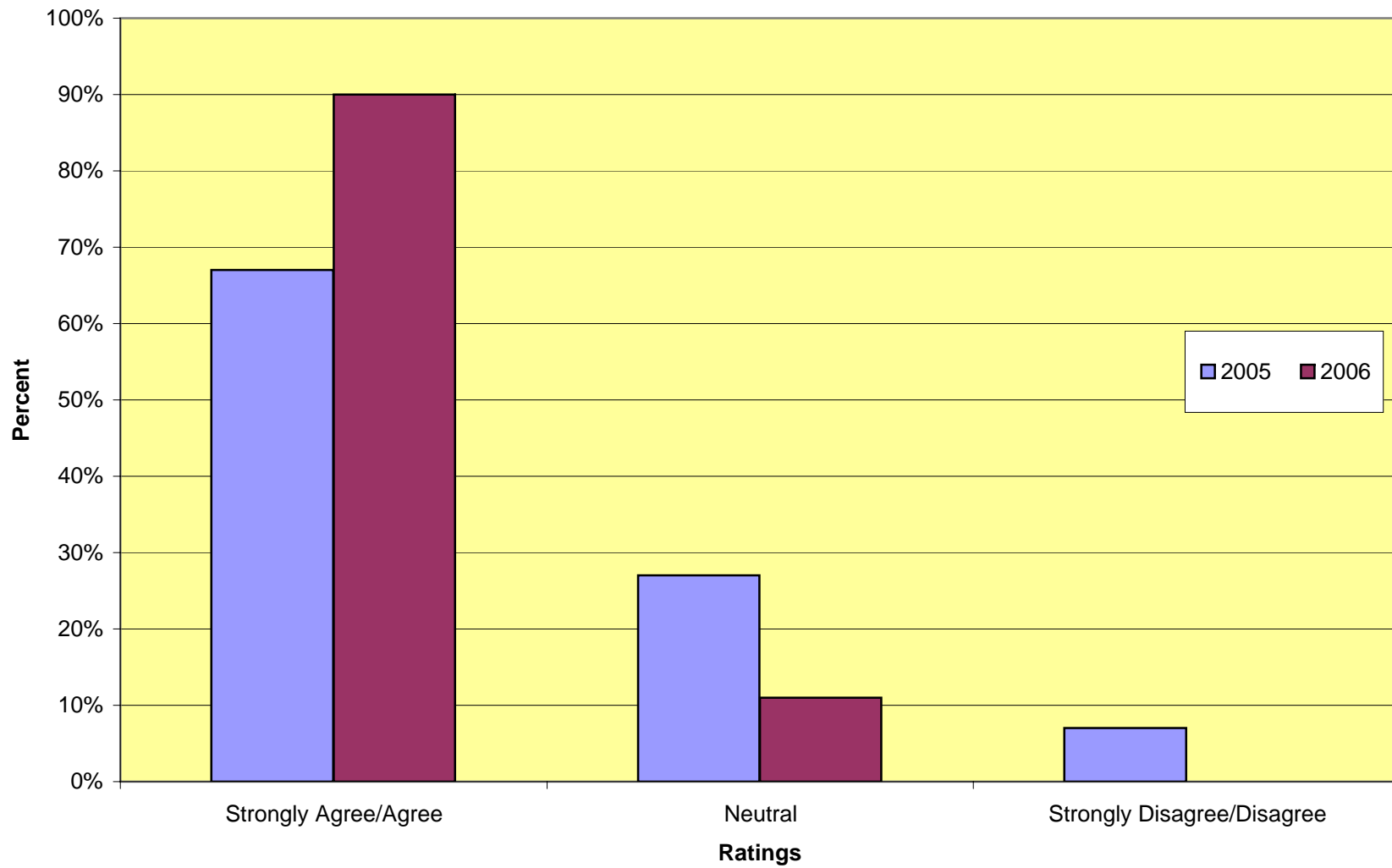
<b>OCLS as an Employer Overall</b>	<b>2005</b>	<b>2006</b>
<b>OCLS is a great place to work.</b>		
Strongly Agree/Agree	50%	50%
Neutral	23%	29%
Strongly Disagree/Disagree	27%	22%
<b>I am proud to work for OCLS.</b>		
Strongly Agree/Agree	63%	68%
Neutral	23%	25%
Strongly Disagree/Disagree	13%	8%
<b>I feel a sense of ownership and investment in what happens at OCLS.</b>		
Strongly Agree/Agree	50%	54%
Neutral	23%	21%
Strongly Disagree/Disagree	26%	25%
<b>I can have a work/life balance that meets my needs and can still be successful at OCLS.</b>		
Strongly Agree/Agree	57%	64%
Neutral	23%	32%
Strongly Disagree/Disagree	20%	4%
<b>I would recommend working here to other talented friends.</b>		
Strongly Agree/Agree	43%	46%
Neutral	17%	18%
Strongly Disagree/Disagree	40%	36%

**Work Group: Librarian**  
**My Supervisor Gives Me Clear Expectations Regarding My Work and Performance**





**Work Group: Librarian**  
**I am Comfortable Offering Ideas and Suggestions in My Department**



**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**OCLS as an Employer  
Survey Results ~  
Manager Responses**

## OCLS as an Employer Survey Results ~ Manager Responses

<b>My Supervisor</b>	<b>2005</b>	<b>2006</b>
<b>Gives me flexibility to handle personal or family needs within the limits of OCLS policy.</b>		
Strongly Agree/Agree	98%	98%
Neutral	2%	0%
Strongly Disagree/Disagree	0%	2%
<b>Treats me fairly and with respect.</b>		
Strongly Agree/Agree	91%	93%
Neutral	7%	4%
Strongly Disagree/Disagree	2%	2%
<b>Listens to my ideas and suggestions.</b>		
Strongly Agree/Agree	98%	89%
Neutral	2%	9%
Strongly Disagree/Disagree	0%	2%
<b>Is responsive and accessible to my needs and concerns.</b>		
Strongly Agree/Agree	96%	91%
Neutral	2%	7%
Strongly Disagree/Disagree	2%	2%
<b>Gives me opportunities to grow and develop in my job.</b>		
Strongly Agree/Agree	95%	100%
Neutral	4%	0%
Strongly Disagree/Disagree	0%	0%
<b>Recognizes me for my contributions.</b>		
Strongly Agree/Agree	89%	89%
Neutral	7%	9%
Strongly Disagree/Disagree	4%	2%
<b>Gives me candid and helpful performance feed back.</b>		
Strongly Agree/Agree	91%	89%
Neutral	7%	9%
Strongly Disagree/Disagree	2%	0%
<b>Allows me to Strongly Disagree/Disagree with him/her without fear of reprisal.</b>		
Strongly Agree/Agree	78%	87%
Neutral	9%	7%
Strongly Disagree/Disagree	13%	6%
<b>Gives me clear expectations regarding my work and performance.</b>		
Strongly Agree/Agree	91%	91%
Neutral	7%	7%
Strongly Disagree/Disagree	2%	2%
<b>Demonstrates and encourages OCLS values.</b>		
Strongly Agree/Agree	89%	94%
Neutral	7%	4%
Strongly Disagree/Disagree	4%	2%
<b>I treat my supervisor fairly and with respect.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%

## OCLS as an Employer Survey Results ~ Manager Responses

Leadership	2006	2006
<b>The leaders in this organization encourage everyone to contribute all they can in their jobs.</b>		
Strongly Agree/Agree	96%	100%
Neutral	4%	0%
Strongly Disagree/Disagree	0%	0%
<b>They hold people accountable for their behavior.</b>		
Strongly Agree/Agree	84%	100%
Neutral	9%	0%
Strongly Disagree/Disagree	7%	0%
<b>They act the way they expect others to act.</b>		
Strongly Agree/Agree	80%	87%
Neutral	9%	9%
Strongly Disagree/Disagree	11%	2%
<b>They communicate a vision for OCLS.</b>		
Strongly Agree/Agree	95%	96%
Neutral	4%	2%
Strongly Disagree/Disagree	0%	2%
<b>They encourage ideas and participation.</b>		
Strongly Agree/Agree	91%	94%
Neutral	7%	4%
Strongly Disagree/Disagree	2%	2%
<b>They are committed to attracting and recruiting talented people, regardless of race, color, religious creed, pregnancy, gender, sexual orientation, national origin, ancestry, marital status, veteran status, age, or physical or mental disability.</b>		
Strongly Agree/Agree	98%	95%
Neutral	2%	2%
Strongly Disagree/Disagree	0%	0%
<b>They demonstrate that employees are important to the success of OCLS.</b>		
Strongly Agree/Agree	93%	98%
Neutral	7%	2%
Strongly Disagree/Disagree	0%	0%
<b>They demonstrate and encourage OCLS values.</b>		
Strongly Agree/Agree	92%	95%
Neutral	7%	0%
Strongly Disagree/Disagree	2%	4%

## OCLS as an Employer Survey Results ~ Manager Responses

<b>Job Quality</b>	<b>2005</b>	<b>2006</b>
<b>My job is challenging.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%
<b>My job provides opportunities for learning.</b>		
Strongly Agree/Agree	100%	98%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	2%
<b>The work I do makes a difference.</b>		
Strongly Agree/Agree	98%	100%
Neutral	2%	0%
Strongly Disagree/Disagree	0%	0%
<b>The work I do contributes to the success of the Library.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%
<b>My job utilizes my talents and skills.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%
<b>I receive appropriate rewards and compensation for my contributions.</b>		
Strongly Agree/Agree	89%	91%
Neutral	9%	7%
Strongly Disagree/Disagree	2%	2%
<b>OCLS provides an appropriate benefits package.</b>		
Strongly Agree/Agree	91%	95%
Neutral	9%	1%
Strongly Disagree/Disagree	0%	1%
<b>I believe my workload is reasonable.</b>		
Strongly Agree/Agree	66%	73%
Neutral	18%	7%
Strongly Disagree/Disagree	16%	2%

## OCLS as an Employer Survey Results ~ Manager Responses

Opportunity	2005	2006
<b>The efforts I make to improve my knowledge and skills help me achieve my career goals.</b>		
Agree	100%	96%
Neutral	0%	2%
Strongly Disagree/Disagree	0%	2%
<b>I get the training I need to do my job.</b>		
Strongly Agree/Agree	96%	93%
Neutral	2%	2%
Strongly Disagree/Disagree	2%	4%
<b>My race, gender or other diversity factors are not an impediment to achieving my career goals at OCLS.</b>		
Strongly Agree/Agree	96%	97%
Neutral	2%	0%
Strongly Disagree/Disagree	2%	2%
<b>There are sufficient opportunities for advancement at OCLS.</b>		
Strongly Agree/Agree	75%	80%
Neutral	20%	11%
Strongly Disagree/Disagree	4%	4%
<b>By and large, promotions go to the most qualified people at OCLS.</b>		
Strongly Agree/Agree	87%	91%
Neutral	11%	7%
Strongly Disagree/Disagree	2%	2%
<b>I have access to other job opportunities at OCLS.</b>		
Strongly Agree/Agree	74%	80%
Neutral	24%	13%
Strongly Disagree/Disagree	2%	7%
<b>I am encouraged to demonstrate initiative and creativity in my work.</b>		
Strongly Agree/Agree	95%	96%
Neutral	4%	4%
Strongly Disagree/Disagree	0%	0%

## OCLS as an Employer Survey Results ~ Manager Responses

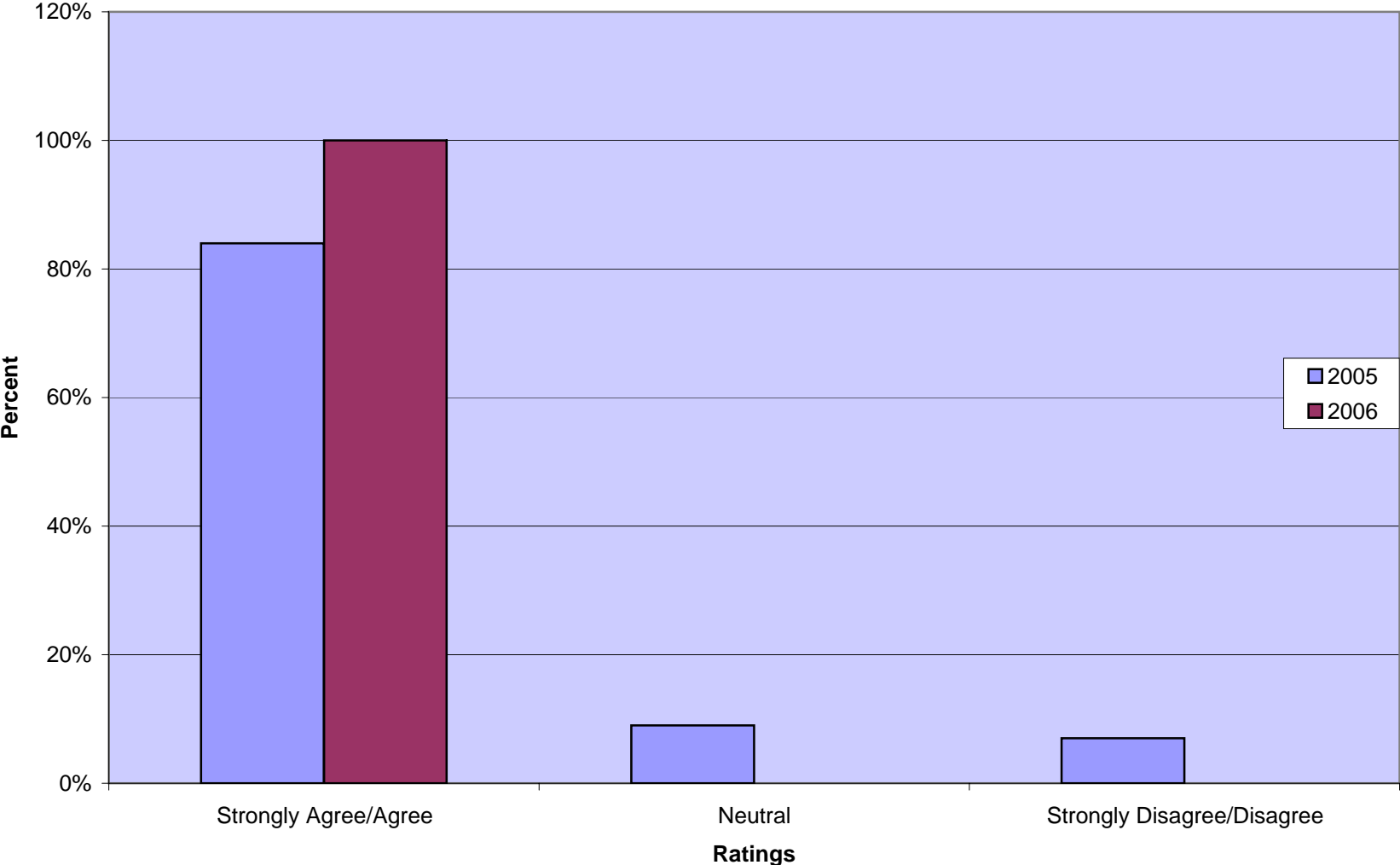
<b>Work Team</b>	<b>2005</b>	<b>2006</b>
<b>I am comfortable offering ideas and suggestions in my department.</b>		
Strongly Agree/Agree	96%	95%
Neutral	4%	1%
Strongly Disagree/Disagree	0%	1%
<b>My department has an environment that welcomes new people.</b>		
Strongly Agree/Agree	97%	95%
Neutral	2%	1%
Strongly Disagree/Disagree	0%	1%
<b>People in my department value and respect each other for their diversity.</b>		
Strongly Agree/Agree	95%	98%
Neutral	4%	2%
Strongly Disagree/Disagree	0%	0%
<b>My department works well as a team.</b>		
Strongly Agree/Agree	98%	100%
Neutral	2%	0%
Strongly Disagree/Disagree	0%	0%
<b>Differences among people in the department are addressed and resolved constructively.</b>		
Strongly Agree/Agree	98%	94%
Neutral	2%	2%
Strongly Disagree/Disagree	0%	1%
<b>We operate in an open and honest way</b>		
Strongly Agree/Agree	94%	91%
Neutral	4%	7%
Strongly Disagree/Disagree	2%	2%
<b>I understand how my work contributes to my department's objectives.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%
<b>I understand my department's role and value to OCLS overall.</b>		
Strongly Agree/Agree	100%	100%
Neutral	0%	0%
Strongly Disagree/Disagree	0%	0%
<b>We are open to new ideas about how we can improve the way we work.</b>		
Strongly Agree/Agree	97%	98%
Neutral	2%	0%
Strongly Disagree/Disagree	0%	2%

## OCLS as an Employer Survey Results ~ Manager Responses

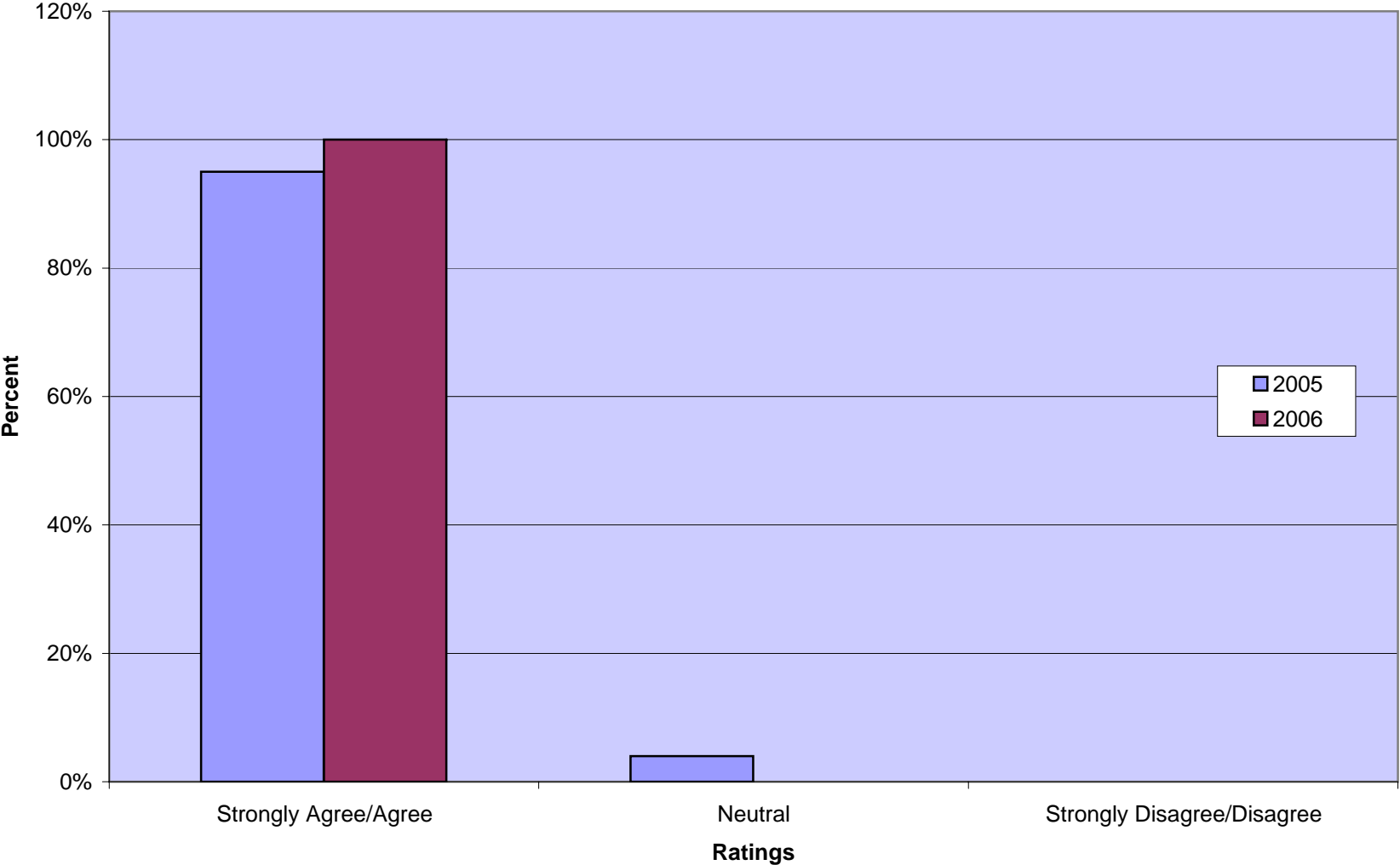
<b>OCLS as an Employer Overall</b>	<b>2005</b>	<b>2006</b>
<b>OCLS is a great place to work.</b>		
Strongly Agree/Agree	96%	98%
Neutral	2%	2%
Strongly Disagree/Disagree	2%	0%
<b>I am proud to work for OCLS.</b>		
Strongly Agree/Agree	100%	98%
Neutral	0%	2%
Strongly Disagree/Disagree	0%	0%
<b>I feel a sense of ownership and investment in what happens at OCLS.</b>		
Strongly Agree/Agree	96%	81%
Neutral	4%	7%
Strongly Disagree/Disagree	0%	2%
<b>I can have a work/life balance that meets my needs and can still be successful at OCLS.</b>		
Strongly Agree/Agree	66%	64%
Neutral	24%	27%
Strongly Disagree/Disagree	9%	9%
<b>I would recommend working here to other talented friends.</b>		
Strongly Agree/Agree	91%	93%
Neutral	4%	4%
Strongly Disagree/Disagree	4%	2%



**Work Group: Manager**  
**Leadership - They Hold People Accountable for Their Behavior**



**Work Group: Manager**  
**My Supervisor Gives Me Opportunities to Grow and Develop in My Job**



**Orange County Library System  
Board of Trustees Meeting  
Thursday, June 8, 2006**

**OCLS as an Employer  
Survey Results ~  
Other Staff Responses**

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>My Supervisor</b>	<b>2006 Full Time</b>	<b>2006 Part Time</b>
<b>Gives me flexibility to handle personal or family needs within the limits of OCLS policy.</b>		
Strongly Agree/Agree	91%	88%
Neutral	7%	9%
Strongly Disagree/Disagree	2%	3%
<b>Treats me fairly and with respect.</b>		
Strongly Agree/Agree	87%	95%
Neutral	10%	3%
Strongly Disagree/Disagree	3%	2%
<b>Listens to my ideas and suggestions.</b>		
Strongly Agree/Agree	84%	83%
Neutral	13%	14%
Strongly Disagree/Disagree	3%	3%
<b>Is responsive and accessible to my needs and concerns.</b>		
Strongly Agree/Agree	84%	88%
Neutral	13%	10%
Strongly Disagree/Disagree	3%	2%
<b>Gives me opportunities to grow and develop in my job.</b>		
Strongly Agree/Agree	75%	76%
Neutral	19%	18%
Strongly Disagree/Disagree	6%	6%
<b>Recognizes me for my contributions.</b>		
Strongly Agree/Agree	77%	78%
Neutral	18%	17%
Strongly Disagree/Disagree	5%	5%
<b>Gives me candid and helpful performance feed back.</b>		
Strongly Agree/Agree	77%	87%
Neutral	19%	12%
Strongly Disagree/Disagree	4%	1%
<b>Allows me to Strongly Disagree/Disagree with him/her without fear of reprisal.</b>		
Strongly Agree/Agree	68%	70%
Neutral	22%	20%
Strongly Disagree/Disagree	10%	10%
<b>Gives me clear expectations regarding my work and performance.</b>		
Strongly Agree/Agree	81%	86%
Neutral	12%	12%
Strongly Disagree/Disagree	7%	2%
<b>Demonstrates and encourages OCLS values.</b>		
Strongly Agree/Agree	83%	90%
Neutral	13%	6%
Strongly Disagree/Disagree	4%	4%
<b>I treat my supervisor fairly and with respect.</b>		
Strongly Agree/Agree	99%	100%
Neutral	1%	
Strongly Disagree/Disagree	0%	

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

Leadership	2006 Full Time	2006 Part Time
<b>The leaders in this organization encourage everyone to contribute all they can in their jobs.</b>		
Strongly Agree/Agree	73%	83%
Neutral	22%	12%
Strongly Disagree/Disagree	5%	5%
<b>They hold people accountable for their behavior.</b>		
Strongly Agree/Agree	70%	78%
Neutral	23%	17%
Strongly Disagree/Disagree	7%	5%
<b>They act the way they expect others to act.</b>		
Strongly Agree/Agree	63%	75%
Neutral	22%	19%
Strongly Disagree/Disagree	15%	6%
<b>They communicate a vision for OCLS.</b>		
Strongly Agree/Agree	75%	84%
Neutral	19%	13%
Strongly Disagree/Disagree	6%	3%
<b>They encourage ideas and participation.</b>		
Strongly Agree/Agree	78%	87%
Neutral	15%	9%
Strongly Disagree/Disagree	7%	4%
<b>They are committed to attracting and recruiting talented people, regardless of race, color, religious creed, pregnancy, gender, sexual orientation, national origin, ancestry, marital status, veteran status, age, or physical or mental disability.</b>		
Strongly Agree/Agree	73%	84%
Neutral	20%	12%
Strongly Disagree/Disagree	7%	4%
<b>They demonstrate that employees are important to the success of OCLS.</b>		
Strongly Agree/Agree	72%	84%
Neutral	19%	11%
Strongly Disagree/Disagree	9%	5%
<b>They demonstrate and encourage OCLS values.</b>		
Strongly Agree/Agree	74%	87%
Neutral	19%	12%
Strongly Disagree/Disagree	7%	1%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>Job Quality</b>	<b>2006 Full Time</b>	<b>2006 Part Time</b>
<b>My job is challenging.</b>		
Strongly Agree/Agree	76%	73%
Neutral	18%	14%
Strongly Disagree/Disagree	6%	13%
<b>My job provides opportunities for learning.</b>		
Strongly Agree/Agree	83%	89%
Neutral	13%	8%
Strongly Disagree/Disagree	4%	3%
<b>The work I do makes a difference.</b>		
Strongly Agree/Agree	94%	93%
Neutral	5%	6%
Strongly Disagree/Disagree	1%	1%
<b>The work I do contributes to the success of the Library.</b>		
Strongly Agree/Agree	95%	98%
Neutral	4%	2%
Strongly Disagree/Disagree	1%	0%
<b>My job utilizes my talents and skills.</b>		
Strongly Agree/Agree	75%	73%
Neutral	18%	18%
Strongly Disagree/Disagree	7%	9%
<b>I receive appropriate rewards and compensation for my contributions.</b>		
Strongly Agree/Agree	53%	65%
Neutral	33%	21%
Strongly Disagree/Disagree	14%	14%
<b>OCLS provides an appropriate benefits package.</b>		
Strongly Agree/Agree	92%	53%
Neutral	7%	32%
Strongly Disagree/Disagree	1%	15%
<b>I believe my workload is reasonable.</b>		
Strongly Agree/Agree	73%	81%
Neutral	14%	13%
Strongly Disagree/Disagree	13%	6%

**OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses**

<b>Opportunity</b>	<b>2006 Full Time</b>	<b>2006 Part Time</b>
<b>The efforts I make to improve my knowledge and skills help me achieve my career goals.</b>		
Strongly Agree/Agree	77%	83%
Neutral	19%	14%
Strongly Disagree/Disagree	4%	3%
<b>I get the training I need to do my job.</b>		
Strongly Agree/Agree	80%	82%
Neutral	16%	12%
Strongly Disagree/Disagree	4%	6%
<b>My race, gender or other diversity factors are not an impediment to achieving my career goals at OCLS.</b>		
Strongly Agree/Agree	82%	89%
Neutral	14%	9%
Strongly Disagree/Disagree	4%	2%
<b>There are sufficient opportunities for advancement at OCLS.</b>		
Strongly Agree/Agree	49%	68%
Neutral	27%	18%
Strongly Disagree/Disagree	24%	14%
<b>By and large, promotions go to the most qualified people at OCLS.</b>		
Strongly Agree/Agree	42%	58%
Neutral	38%	25%
Strongly Disagree/Disagree	20%	17%
<b>I have access to other job opportunities at OCLS.</b>		
Strongly Agree/Agree	67%	74%
Neutral	21%	18%
Strongly Disagree/Disagree	12%	8%
<b>I am encouraged to demonstrate initiative and creativity in my work.</b>		
Strongly Agree/Agree	81%	82%
Neutral	15%	14%
Strongly Disagree/Disagree	4%	4%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>Work Team</b>	<b>2006 Full Time</b>	<b>2006 Part Time</b>
<b>I am comfortable offering ideas and suggestions in my department.</b>		
Strongly Agree/Agree	84%	82%
Neutral	11%	15%
Strongly Disagree/Disagree	5%	3%
<b>My department has an environment that welcomes new people.</b>		
Strongly Agree/Agree	87%	90%
Neutral	11%	8%
Strongly Disagree/Disagree	2%	2%
<b>People in my department value and respect each other for their diversity.</b>		
Strongly Agree/Agree	78%	85%
Neutral	16%	12%
Strongly Disagree/Disagree	6%	3%
<b>My department works well as a team.</b>		
Strongly Agree/Agree	78%	81%
Neutral	15%	14%
Strongly Disagree/Disagree	7%	5%
<b>Differences among people in the department are addressed and resolved constructively.</b>		
Strongly Agree/Agree	65%	71%
Neutral	25%	20%
Strongly Disagree/Disagree	10%	9%
<b>We operate in an open and honest way</b>		
Strongly Agree/Agree	76%	80%
Neutral	19%	12%
Strongly Disagree/Disagree	5%	8%
<b>I understand how my work contributes to my department's objectives.</b>		
Strongly Agree/Agree	94%	95%
Neutral	4%	3%
Strongly Disagree/Disagree	2%	2%
<b>I understand my department's role and value to OCLS overall.</b>		
Strongly Agree/Agree	95%	96%
Neutral	5%	3%
Strongly Disagree/Disagree	0%	1%
<b>We are open to new ideas about how we can improve the way we work.</b>		
Strongly Agree/Agree	84%	85%
Neutral	13%	11%
Strongly Disagree/Disagree	3%	4%



## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>OCLS as an Employer Overall</b>	<b>2006 Full Time</b>	<b>2006 Part Time</b>
<b>OCLS is a great place to work.</b>		
Strongly Agree/Agree	80%	90%
Neutral	18%	8%
Strongly Disagree/Disagree	2%	2%
<b>I am proud to work for OCLS.</b>		
Strongly Agree/Agree	85%	90%
Neutral	13%	7%
Strongly Disagree/Disagree	2%	3%
<b>I feel a sense of ownership and investment in what happens at OCLS.</b>		
Strongly Agree/Agree	66%	79%
Neutral	25%	17%
Strongly Disagree/Disagree	9%	4%
<b>I can have a work/life balance that meets my needs and can still be successful at OCLS.</b>		
Strongly Agree/Agree	73%	89%
Neutral	22%	9%
Strongly Disagree/Disagree	5%	2%
<b>I would recommend working here to other talented friends.</b>		
Strongly Agree/Agree	73%	88%
Neutral	20%	10%
Strongly Disagree/Disagree	7%	2%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>My Supervisor</b>	<b>Total 2005 Part Time &amp; Full Time</b>	<b>Total 2006 Part Time &amp; Full Time</b>
<b>Gives me flexibility to handle personal or family needs within the limits of OCLS policy.</b>		
Strongly Agree/Agree	91%	90%
Neutral	7%	8%
Strongly Disagree/Disagree	2%	2%
<b>Treats me fairly and with respect.</b>		
Strongly Agree/Agree	86%	90%
Neutral	9%	8%
Strongly Disagree/Disagree	5%	2%
<b>Listens to my ideas and suggestions.</b>		
Strongly Agree/Agree	84%	84%
Neutral	12%	13%
Strongly Disagree/Disagree	4%	3%
<b>Is responsive and accessible to my needs and concerns.</b>		
Strongly Agree/Agree	76%	86%
Neutral	17%	12%
Strongly Disagree/Disagree	7%	3%
<b>Gives me opportunities to grow and develop in my job.</b>		
Strongly Agree/Agree	76%	76%
Neutral	18%	18%
Strongly Disagree/Disagree	6%	6%
<b>Recognizes me for my contributions.</b>		
Strongly Agree/Agree	75%	77%
Neutral	18%	17%
Strongly Disagree/Disagree	7%	5%
<b>Gives me candid and helpful performance feed back.</b>		
Strongly Agree/Agree	77%	81%
Neutral	17%	16%
Strongly Disagree/Disagree	6%	3%
<b>Allows me to Strongly Disagree/Disagree with him/her without fear of reprisal.</b>		
Strongly Agree/Agree	68%	69%
Neutral	19%	21%
Strongly Disagree/Disagree	13%	10%
<b>Gives me clear expectations regarding my work and performance.</b>		
Strongly Agree/Agree	80%	83%
Neutral	12%	12%
Strongly Disagree/Disagree	8%	5%
<b>Demonstrates and encourages OCLS values.</b>		
Strongly Agree/Agree	80%	86%
Neutral	14%	10%
Strongly Disagree/Disagree	6%	4%
<b>I treat my supervisor fairly and with respect.</b>		
Strongly Agree/Agree	98%	99%
Neutral	2%	1%
Strongly Disagree/Disagree	0%	0%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>Leadership</b>	<b>Total 2005 Part Time &amp; Full Time</b>	<b>Total 2006 Part Time &amp; Full Time</b>
<b>The leaders in this organization encourage everyone to contribute all they can in their jobs.</b>		
Strongly Agree/Agree	76%	77%
Neutral	16%	18%
Strongly Disagree/Disagree	8%	5%
<b>They hold people accountable for their behavior.</b>		
Strongly Agree/Agree	71%	74%
Neutral	18%	20%
Strongly Disagree/Disagree	11%	6%
<b>They act the way they expect others to act.</b>		
Strongly Agree/Agree	64%	68%
Neutral	22%	21%
Strongly Disagree/Disagree	14%	12%
<b>They communicate a vision for OCLS.</b>		
Strongly Agree/Agree	79%	79%
Neutral	15%	16%
Strongly Disagree/Disagree	6%	5%
<b>They encourage ideas and participation.</b>		
Strongly Agree/Agree	79%	81%
Neutral	14%	13%
Strongly Disagree/Disagree	7%	6%
<b>They are committed to attracting and recruiting talented people, regardless of race, color, religious creed, pregnancy, gender, sexual orientation, national origin, ancestry, marital status, veteran status, age, or physical or mental disability.</b>		
Strongly Agree/Agree	77%	78%
Neutral	14%	16%
Strongly Disagree/Disagree	9%	6%
<b>They demonstrate that employees are important to the success of OCLS.</b>		
Strongly Agree/Agree	73%	77%
Neutral	16%	16%
Strongly Disagree/Disagree	11%	7%
<b>They demonstrate and encourage OCLS values.</b>		
Strongly Agree/Agree	78%	79%
Neutral	14%	16%
Strongly Disagree/Disagree	8%	5%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>Job Quality</b>	<b>Total 2005 Part Time &amp; Full Time</b>	<b>Total 2006 Part Time &amp; Full Time</b>
<b>My job is challenging.</b>		
Strongly Agree/Agree	67%	75%
Neutral	23%	16%
Strongly Disagree/Disagree	10%	9%
<b>My job provides opportunities for learning.</b>		
Strongly Agree/Agree	80%	86%
Neutral	14%	11%
Strongly Disagree/Disagree	6%	3%
<b>The work I do makes a difference.</b>		
Strongly Agree/Agree	92%	93%
Neutral	8%	6%
Strongly Disagree/Disagree	0%	1%
<b>The work I do contributes to the success of the Library.</b>		
Strongly Agree/Agree	93%	96%
Neutral	7%	3%
Strongly Disagree/Disagree	0%	1%
<b>My job utilizes my talents and skills.</b>		
Strongly Agree/Agree	74%	75%
Neutral	19%	18%
Strongly Disagree/Disagree	7%	8%
<b>I receive appropriate rewards and compensation for my contributions.</b>		
Strongly Agree/Agree	57%	58%
Neutral	27%	28%
Strongly Disagree/Disagree	16%	14%
<b>OCLS provides an appropriate benefits package.</b>		
Strongly Agree/Agree	69%	76%
Neutral	20%	18%
Strongly Disagree/Disagree	11%	7%
<b>I believe my workload is reasonable.</b>		
Strongly Agree/Agree	67%	76%
Neutral	18%	14%
Strongly Disagree/Disagree	15%	10%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

Opportunity	Total 2005 Part Time & Full Time	Total 2006 Part Time & Full Time
<b>The efforts I make to improve my knowledge and skills help me achieve my career goals.</b>		
Strongly Agree/Agree	82%	79%
Neutral	14%	16%
Strongly Disagree/Disagree	4%	4%
<b>I get the training I need to do my job.</b>		
Strongly Agree/Agree	77%	81%
Neutral	14%	14%
Strongly Disagree/Disagree	9%	5%
<b>My race, gender or other diversity factors are not an impediment to achieving my career goals at OCLS.</b>		
Strongly Agree/Agree	84%	85%
Neutral	14%	12%
Strongly Disagree/Disagree	2%	3%
<b>There are sufficient opportunities for advancement at OCLS.</b>		
Strongly Agree/Agree	53%	56%
Neutral	26%	23%
Strongly Disagree/Disagree	21%	20%
<b>By and large, promotions go to the most qualified people at OCLS.</b>		
Strongly Agree/Agree	53%	49%
Neutral	26%	32%
Strongly Disagree/Disagree	21%	19%
<b>I have access to other job opportunities at OCLS.</b>		
Strongly Agree/Agree	49%	70%
Neutral	32%	20%
Strongly Disagree/Disagree	19%	10%
<b>I am encouraged to demonstrate initiative and creativity in my work.</b>		
Strongly Agree/Agree	64%	81%
Neutral	25%	14%
Strongly Disagree/Disagree	11%	4%

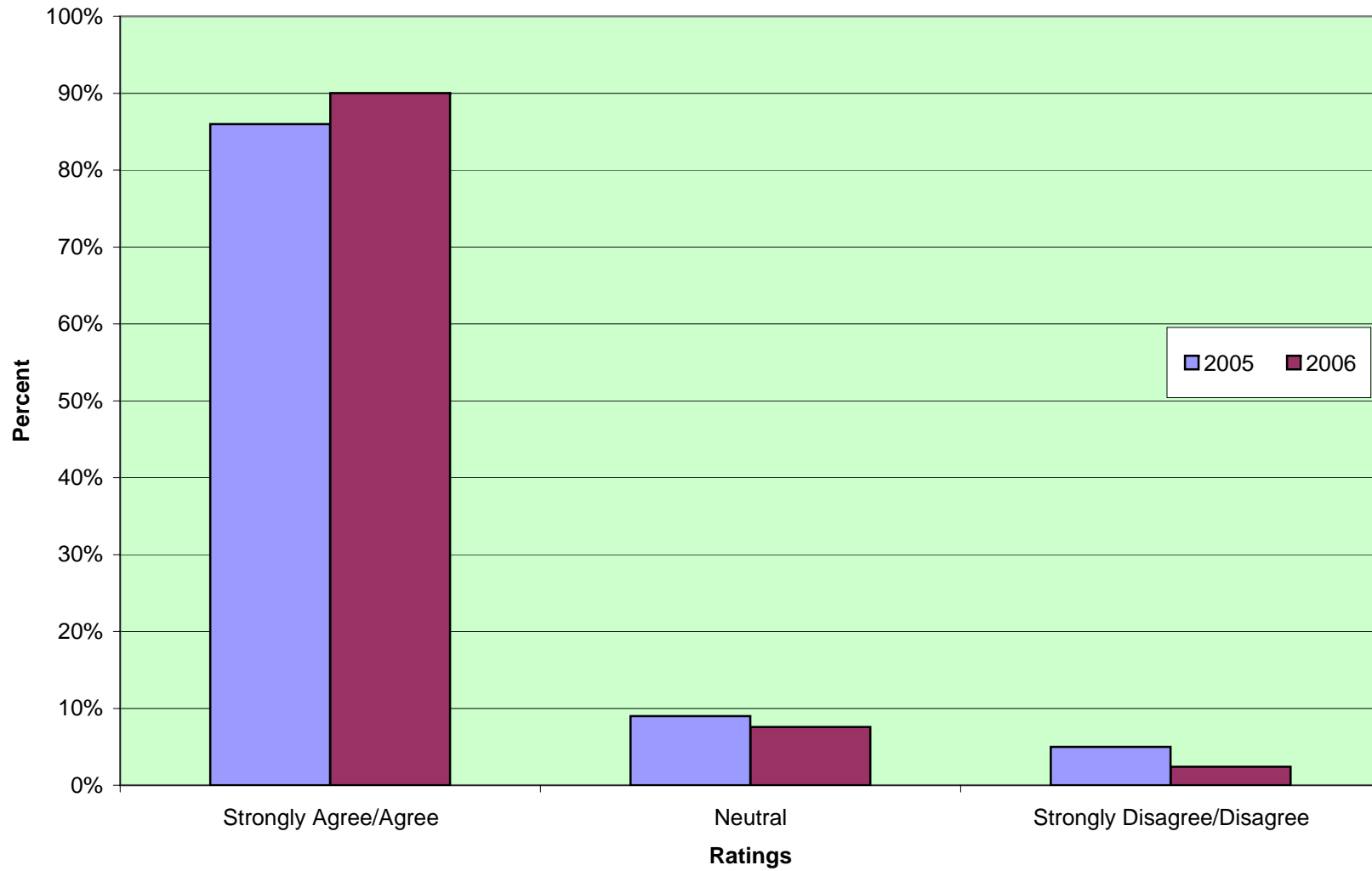
## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

<b>Work Team</b>	<b>Total 2005 Part Time &amp; Full Time</b>	<b>Total 2006 Part Time &amp; Full Time</b>
<b>I am comfortable offering ideas and suggestions in my department.</b>		
Strongly Agree/Agree	81%	83%
Neutral	13%	13%
Strongly Disagree/Disagree	6%	4%
<b>My department has an environment that welcomes new people.</b>		
Strongly Agree/Agree	89%	89%
Neutral	10%	10%
Strongly Disagree/Disagree	1%	2%
<b>People in my department value and respect each other for their diversity.</b>		
Strongly Agree/Agree	81%	81%
Neutral	13%	14%
Strongly Disagree/Disagree	6%	5%
<b>My department works well as a team.</b>		
Strongly Agree/Agree	79%	79%
Neutral	12%	15%
Strongly Disagree/Disagree	9%	6%
<b>Differences among people in the department are addressed and resolved constructively.</b>		
Strongly Agree/Agree	63%	67%
Neutral	25%	23%
Strongly Disagree/Disagree	12%	10%
<b>We operate in an open and honest way</b>		
Strongly Agree/Agree	73%	77%
Neutral	16%	16%
Strongly Disagree/Disagree	11%	6%
<b>I understand how my work contributes to my department's objectives.</b>		
Strongly Agree/Agree	94%	94%
Neutral	5%	4%
Strongly Disagree/Disagree	1%	2%
<b>I understand my department's role and value to OCLS overall.</b>		
Strongly Agree/Agree	95%	96%
Neutral	5%	4%
Strongly Disagree/Disagree	0%	0%
<b>We are open to new ideas about how we can improve the way we work.</b>		
Strongly Agree/Agree	85%	85%
Neutral	11%	12%
Strongly Disagree/Disagree	4%	3%

## OCLS as an Employer Survey Results ~ Other Full and Part Time Staff Responses

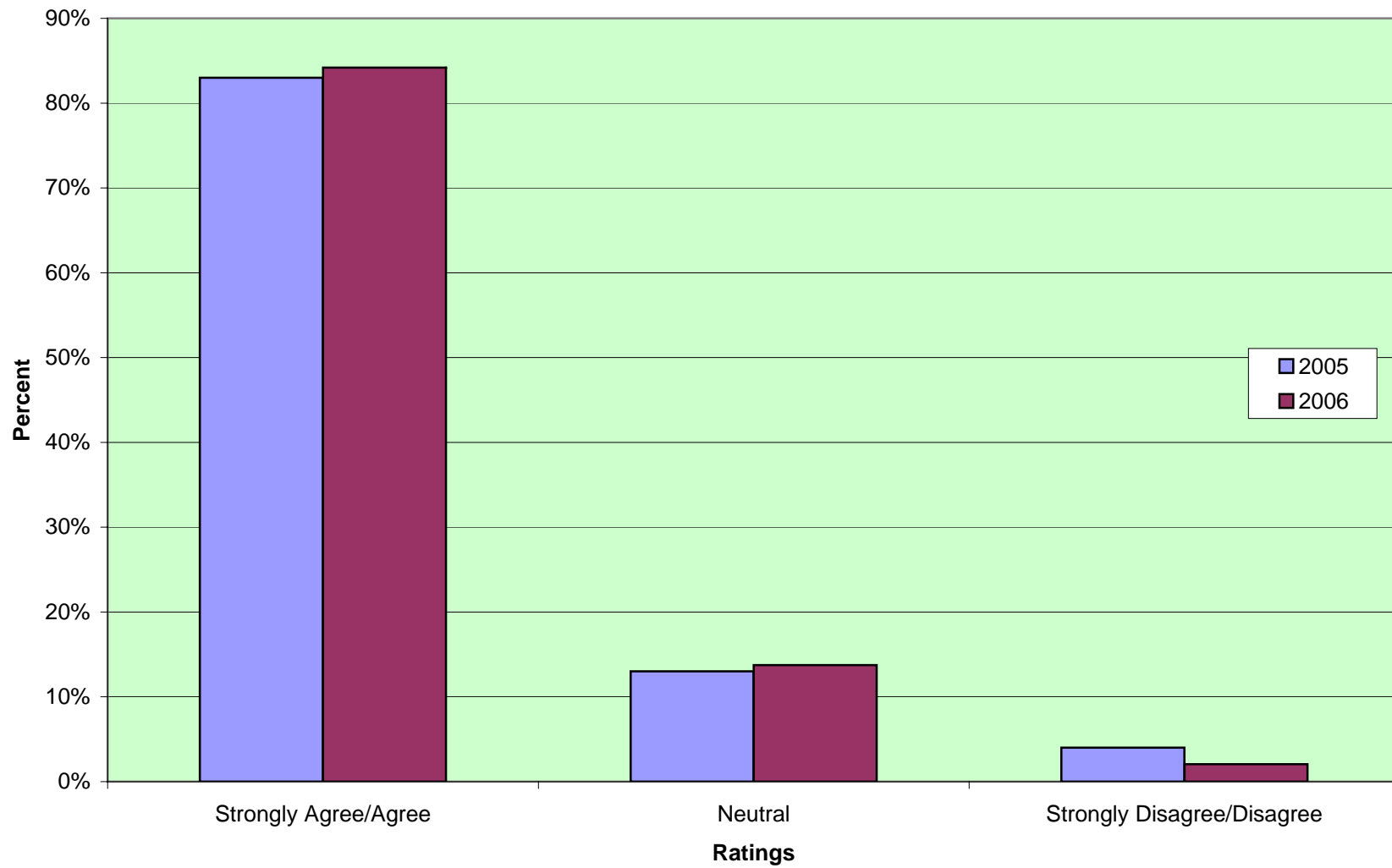
OCLS as an Employer Overall	Total 2005 Part Time & Full Time	Total 2006 Part Time & Full Time
<b>OCLS is a great place to work.</b>		
Strongly Agree/Agree	83%	84%
Neutral	13%	14%
Strongly Disagree/Disagree	4%	2%
<b>I am proud to work for OCLS.</b>		
Strongly Agree/Agree	85%	87%
Neutral	12%	11%
Strongly Disagree/Disagree	3%	2%
<b>I feel a sense of ownership and investment in what happens</b>		
Strongly Agree/Agree	67%	71%
Neutral	23%	22%
Strongly Disagree/Disagree	10%	7%
<b>I can have a work/life balance that meets my needs and can still be successful at OCLS.</b>		
Strongly Agree/Agree	81%	80%
Neutral	17%	17%
Strongly Disagree/Disagree	2%	3%
<b>I would recommend working here to other talented friends.</b>		
Strongly Agree/Agree	80%	79%
Neutral	12%	16%
Strongly Disagree/Disagree	8%	5%

**Work Group: Other**  
**My Supervisor Treats Me Fairly and With Respect**





**Work Group: Other**  
**OCLS is a Great Place to Work**



**Orange County Library System  
Board of Trustees Meeting  
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**OCLS as an Employer  
Survey Results ~  
Main Work Location Responses**

## OCLS as an Employer Survey Results ~ Main Work Locations

<b>Overall, conditions have improved in the last 12 months.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	27%	35%	26%	10%	2%
Circulation	13%	40%	37%	3%	7%
Collectin Development / ILL	0%	0%	43%	43%	14%
Community Relations	55%	18%	18%	9%	0%
Computer Resource Center	31%	38%	23%	8%	0%
Custodial Maintenance	31%	23%	31%	15%	0%
Facilities & Operations	33%	50%	17%	0%	0%
Fianance	50%	50%	0%	0%	0%
Information Systems	33%	42%	25%	0%	0%
Special Services / Delivery	18%	65%	17%	0%	0%
Technical Services	56%	38%	6%	0%	0%
Children's / Club Central	13%	25%	62%	0%	0%
Library Central	0%	63%	25%	0%	12%
Questline	16%	8%	46%	15%	15%
Reference / Mobile	20%	20%	30%	20%	10%

<b>Overall, the supervision I receive provides a positive motivating influence.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	39%	38%	16%	6%	1%
Circulation	43%	30%	20%	7%	0%
Collectin Development / ILL	29%	14%	57%	0%	0%
Community Relations	55%	45%	0%	0%	0%
Computer Resource Center	54%	23%	23%	0%	0%
Custodial Maintenance	31%	23%	23%	23%	0%
Facilities & Operations	67%	17%	0%	16%	0%
Fianance	75%	25%	0%	0%	0%
Information Systems	33%	42%	25%	0%	0%
Special Services / Delivery	47%	47%	8%	0%	0%
Technical Services	31%	56%	13%	0%	0%
Children's / Club Central	25%	63%	0%	0%	12%
Library Central	25%	50%	0%	13%	12%
Questline	23%	31%	15%	23%	8%
Reference / Mobile	40%	20%	40%	0%	0%

<b>The kind of work that I do is very satisfying</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	34%	46%	14%	6%	0%
Circulation	30%	40%	13%	17%	0%
Collectin Development / ILL	0%	43%	28%	29%	0%
Community Relations	55%	36%	9%	0%	0%
Computer Resource Center	46%	39%	15%	0%	0%
Custodial Maintenance	15%	54%	23%	8%	0%
Facilities & Operations	50%	17%	33%	0%	0%
Fianance	50%	50%	0%	0%	0%
Information Systems	33%	42%	25%	0%	0%
Special Services / Delivery	41%	59%	0%	0%	0%
Technical Services	50%	44%	6%	0%	0%
Children's / Club Central	63%	25%	12%	0%	0%
Library Central	13%	75%	0%	12%	0%
Questline	8%	38%	31%	15%	8%
Reference / Mobile	20%	50%	30%	0%	0%

## OCLS as an Employer Survey Results ~ Main Work Locations

<b>Overall, the work environment provides we with a positive motivating work environment.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	35%	38%	20%	6%	1%
Circulation	33%	33%	27%	7%	0%
Collectin Development / ILL	0%	14%	72%	14%	0%
Community Relations	64%	36%	0%	0%	0%
Computer Resource Center	54%	38%	8%	0%	0%
Custodial Maintenance	8%	38%	38%	8%	8%
Facilities & Operations	67%	17%	0%	16%	0%
Fianance	50%	50%	0%	0%	0%
Information Systems	33%	50%	17%	0%	0%
Special Services / Delivery	53%	35%	12%	0%	0%
Technical Services	50%	31%	19%	0%	0%
Children's / Club Central	63%	13%	12%	12%	0%
Library Central	13%	50%	13%	12%	12%
Questline	31%	23%	23%	15%	8%
Reference / Mobile	0%	60%	20%	20%	0%

<b>Working at OCLS is a very satisfying experience.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	42%	38%	16%	3%	1%
Circulation	40%	33%	23%	4%	0%
Collectin Development / ILL	14%	29%	29%	28%	0%
Community Relations	46%	45%	9%	0%	0%
Computer Resource Center	54%	38%	8%	0%	0%
Custodial Maintenance	31%	46%	23%	0%	0%
Facilities & Operations	50%	33%	17%	0%	0%
Fianance	75%	25%	0%	0%	0%
Information Systems	33%	42%	25%	0%	0%
Special Services / Delivery	59%	35%	6%	0%	0%
Technical Services	44%	44%	12%	0%	0%
Children's / Club Central	25%	63%	12%	0%	0%
Library Central	13%	75%	12%	0%	0%
Questline	15%	47%	15%	15%	8%
Reference / Mobile	20%	20%	40%	20%	0%

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**OCLS as an Employer  
Survey Results ~  
Branches Work Location Responses**

## OCLS as an Employer Survey Results ~ Branch Work Locations

Overall, conditions have improved in the last 12 months.	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
All	27%	35%	26%	10%	2%
Alafaya	10%	25%	45%	20%	0%
Edgewater	17%	33%	50%	0%	0%
Herndon	35%	41%	24%	0%	0%
Hiawassee	20%	30%	10%	40%	0%
North Orange	0%	29%	14%	50%	7%
South Creek	9%	36%	36%	18%	0%
South Trail	58%	25%	8%	8%	0%
Southeast	47%	47%	0%	7%	0%
Southwest	33%	53%	7%	7%	0%
Washington Park	25%	75%	0%	0%	0%
West Oaks	50%	11%	33%	0%	1%
Winter Garden	33%	41%	25%	0%	0%
Windermere	25%	50%	25%	0%	0%

Overall, the supervision I receive provides a positive motivating influence.	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
All	39%	38%	16%	6%	1%
Alafaya	35%	35%	25%	5%	0%
Edgewater	42%	17%	42%	0%	0%
Herndon	47%	35%	18%	0%	0%
Hiawassee	40%	20%	10%	30%	0%
North Orange	7%	64%	14%	14%	0%
South Creek	36%	36%	18%	9%	0%
South Trail	58%	33%	8%	0%	0%
Southeast	46%	40%	13%	0%	0%
Southwest	33%	67%	0%	0%	0%
Washington Park	25%	63%	13%	0%	0%
West Oaks	50%	28%	17%	0%	6%
Winter Garden	33%	50%	8%	8%	0%
Windermere	50%	25%	25%	0%	0%

The kind of work that I do is very satisfying	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
All	34%	46%	14%	6%	0%
Alafaya	35%	40%	20%	5%	0%
Edgewater	25%	58%	17%	0%	0%
Herndon	47%	47%	12%	0%	0%
Hiawassee	30%	60%	0%	10%	0%
North Orange	14%	64%	14%	7%	0%
South Creek	32%	50%	18%	0%	0%
South Trail	50%	33%	8%	8%	0%
Southeast	33%	47%	13%	7%	0%
Southwest	20%	67%	13%	0%	0%
Washington Park	38%	50%	0%	13%	0%
West Oaks	44%	44%	6%	6%	0%
Winter Garden	33%	33%	17%	17%	0%
Windermere	50%	25%	25%	0%	0%

## OCLS as an Employer Survey Results ~ Branch Work Locations

<b>Overall, the work environment provides we with a positive motivating work environment.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	35%	38%	21%	6%	1%
Alafaya	35%	35%	25%	5%	0%
Edgewater	25%	33%	33%	8%	0%
Herndon	47%	41%	12%	0%	0%
Hiawassee	20%	40%	40%	0%	0%
North Orange	14%	36%	43%	7%	0%
South Creek	36%	36%	18%	9%	0%
South Trail	42%	42%	8%	8%	0%
Southeast	13%	33%	33%	20%	0%
Southwest	33%	60%	7%	0%	0%
Washington Park	13%	63%	25%	0%	0%
West Oaks	50%	33%	11%	0%	5%
Winter Garden	33%	58%	8%	0%	0%
Windermere	50%	25%	25%	0%	0%

<b>Working at OCLS is a very satisfying experience.</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
All	42%	38%	16%	3%	1%
Alafaya	45%	45%	10%	0%	0%
Edgewater	42%	50%	8%	0%	0%
Herndon	59%	29%	6%	6%	0%
Hiawassee	40%	50%	10%	0%	0%
North Orange	29%	36%	36%	0%	0%
South Creek	41%	32%	18%	9%	0%
South Trail	75%	8%	17%	0%	0%
Southeast	27%	40%	33%	0%	0%
Southwest	33%	53%	13%	0%	0%
Washington Park	38%	50%	13%	0%	0%
West Oaks	61%	22%	11%	0%	6%
Winter Garden	50%	25%	8%	17%	0%
Windermere	50%	25%	25%	0%	0%

**Orange County Library System  
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**Second Floor Renovation  
Project Summary**



# Main Library 2nd Floor Renovation Project Summary

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## May 31, 2006

<u>CATEGORY</u>	<u>BUDGET APPROVED 04/13/06</u>	<u>Revised Budget</u>	<u>EXPENDED TO DATE</u>
<b>Architect/Engineer</b>	69,000	69,000	47,632
<b>East End Construction</b>			
Contractor	1,170,000	1,170,000	
Floor covering	60,000	57,177	
Testing	7,500	7,500	
Permits	10,130	10,130	9,217
	<u>1,247,630</u>	<u>1,244,807</u>	<u>9,217</u>
<b>West End</b>			
Floor Covering	91,796	91,796	
Lighting	35,000	36,328	36,328
Paint & Wall Covering	15,000	15,000	
	<u>141,796</u>	<u>143,124</u>	<u>36,328</u>
Project Total	1,458,426	1,456,931	
<b>Contingency</b>	101,574	103,069	
<b>TOTAL PROJECT</b>	<u><u>1,560,000</u></u>	<u><u>1,560,000</u></u>	<u><u>93,177</u></u>

Note: The demolition phase of this project is well underway. The subcontractors have begun laying out the new walls and plumbing. Substantial Completion remains on track for September 14th.

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**Public Comment:  
Non-Agenda Items**