

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

**Board Packet for September 2007**



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*

September 7, 2007

To: Matthew Pardy, President  
Sara Brady, Vice President  
James B. Tyson, 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, Fred Brummer,  
Mildred Fernandez, Linda Stewart, Bill Segal, Tiffany Moore, 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, September 13, 2007 at the **Southwest Branch Library; 7225 Della Drive; Orlando, Florida 32819;** 407.835.READ (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**  
**September 13, 2007**  
**Southwest Branch Library**  
**7255 Della Drive**  
**Orlando, Florida 32819**  
**407.835.READ (7323)**

07-132 I. **Call to Order**

07-133 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) .

07-134 III. **Approval of Minutes: Library Board of Trustees Meeting ~ August 9, 2007**

07-135 IV. **Staff Presentation: Summer 2007 Recap ~ Summer Reading Program and Camp Savvy ~ Vera Gubnitskaia, Clara Magee & Valerie Dawson**

07-136 V. **Financial Statements and Summaries: August 2007**

07-137 VI. **Statistics and Summaries: August 2007**

07-138 VII. **Action Items**

07-139 **Consent Agenda**

07-140 **Approval of Required Documents for State Aid to Libraries Grant for Fiscal Year ending September 30, 2008**

- State Aid to Libraries Grant Agreement
- Certification of Credentials - Single Library Administrative Head

07-141 **Approval of Closure of Library Facilities for Staff Development Day: November 12, 2007**

07-142 III. **Discussion and Possible Action Items**

07-143 **Librarian Initiative Summary**

07-144 IX. **Information**

07-145 **Director's Report**

07-146 **Public Comment: Non-Agenda Items**

X. **Adjournment**

**Next Meeting Date: October 11, 2007 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801---  
November 8, 2007 ~ Herndon Library; 4324 E. Colonial Drive; Orlando, Florida 32803.**

**If any person desires to appeal any decision with respect to any matter considered at a Library Board of Trustees meeting, such person will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based.**

**In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding due to a disability as defined by ADA may arrange for reasonable accommodations by contacting the Director's Office on the fifth floor of the Main Library in person or by phone at 407.835.7611 at least two days prior to the meeting.**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Call to Order**

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**Public Comment**

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**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Approval of Minutes: Library  
Board of Trustees Meeting ~  
August 9, 2007**

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**  
**August 9, 2007**  
**Orlando Public Library**  
**101 East Central Boulevard**  
**Orlando, Florida 32801**  
**407.835.READ (7323)**

- 07-115 I. **Call to Order**  
Library Board Present: Matthew Pardy (8/0); Sara Brady; (8/1); James Tyson (8/2); Livia Rivera (8/0)  
  
Library Board Absent: Greg Lee (8/2)  
  
Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Eric Atkinson; Sally Fry; Wendi Bost; Kathryn Robinson; Tracy Zampaglione; Milinda Neusaenger  
  
Administration Absent: Craig Wilkins  
  
President Pardy called the meeting to order at 7:04 p.m.
- 07-116 II. **Public Comment**  
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- 07-117 III. **Approval of Minutes: Library Board of Trustees Meeting ~ July 12, 2007**  
Vice President Brady, seconded by Trustee Rivera, moved to approve the minutes for the July 12, 2007 Board of Trustees Meeting. Motion carried 3-0.
- 07-118 IV. **Staff Presentation: Learning 2.0 Recap ~ Tom Simpson**  
  
Trustee Tyson arrived at 7:11 p.m.
- 07-119 V. **Financial Statements and Summaries: July 2007**
- 07-120 VI. **Statistics and Summaries: July 2007**
- 07-121 VII. **Action Items**



- 07-122                   **Consent Agenda**  
Vice President Brady, seconded by Trustee Tyson moved to approve the items on the Consent Agenda. Motion carried 4-0.
- 07-123                   **Library Board of Trustees Meeting Schedule FY 2008**  
The Board approved the Library Board of Trustees Meeting Schedule for the fiscal year ending September 30, 2008.
- 07-124                   **After-Hours Event: Request to Serve Alcoholic Beverages**  
The Board authorized the serving of alcoholic beverages in accordance with the Board-approved policy at the after-hours event on Friday, September 21, 2007 at the Orlando Public Library.
- 07-125                   **Non-Consent Agenda**
- 07-126                   **Strategic Plan Add-on Year 9: FY 2011**  
Director Hodel gave a brief overview of the Strategic Plan for FY 2011. Trustee Tyson, seconded by Vice President Brady, moved to approve the Strategic Plan for FY 2011. Motion carried 4-0.
- 07-127           III.   **Discussion and Possible Action Items**
- 07-128                   **Librarian Initiative Summary**
- 07-129           IX.   **Information**
- 07-130                   **Director's Report**  
The Super Slamming Bash for the Summer Reading Program took place Saturday, 8/4 from 3 – 5p.m. Total attendance for the afternoon was 321 children, teens and adults. Some of the prizes that were awarded to children who had completed and returned their reading calendars included Disney Park Hopper passes, Tickets to Universal, and a Papa John's pizza party for 15 and many other smaller prizes. Squirt, Hello Kitty, The Red Defender, Spiderman and Wonder Woman costumed characters greeted children, posed for photos and talked about the importance of reading with children. There were interactive stories, a kryptonite cave, face painting, super hero cape making, a memory game, smash the villain, super bubble pop video game, superhero training activities. Staff from the branches and the main library helped to facilitate this afternoon of fun and rewards.
- Tom Simpson is headlining a ULC audio conference with Helene Blowers, the maven of Learning 2.0. His focus will be on the benefits and effectiveness of E-Learning. These audio presentations are offered to Urban Libraries Council members for a fee.
- One of our newest employees, Michael Acevedo has mounted a program involving building models of bridges at the Hiawassee branch, aimed at getting young students interested in engineering. They already have 17 kids signed up and the program is scheduled for 21 August. Each of the participants will receive a "Junior Engineer" Certificate. Their bridges will be on display at the branch after the program.

Self check out went live today at Southeast Branch. While it was not without a few hiccoughs, in the end the bugs were worked out and it is operating well now.

07-131

**Public Comment: Non-Agenda Items**

X. **Adjournment**

President Pardy adjourned the meeting at 7:31 p.m.

**Next Meeting Date: September 13, 2007 ~ Southwest Branch Library; 7255 Della Drive; Orlando, Florida 32819.**

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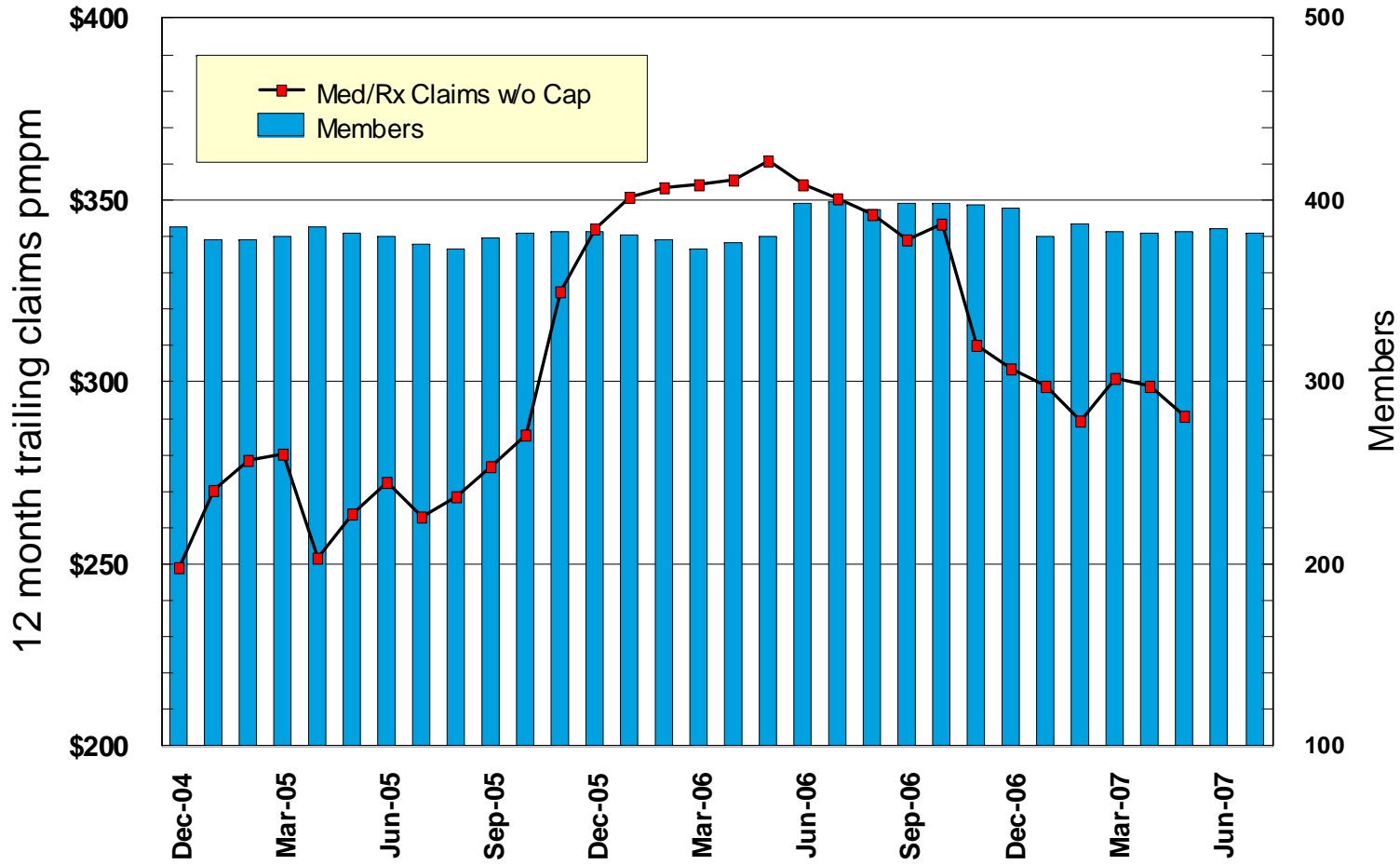
**Orange County Library System  
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**Staff Presentation: Summer 2007  
Recap ~ Summer Reading Program  
and Camp Savvy ~ Vera  
Gubnitskaia, Clara Magee &  
Valerie Dawson**

**Orange County Library System  
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Thursday, September 13, 2007**

**Financial Statements and  
Summaries: August 2007**

# Orange County Library



*Does not include capitation of approximately (\$12 ppm CY05, \$14 ppm CY06)*



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

08/24/2007

NEWS RELEASE

For Information contact:  
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Orange County Library District** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

**Finance Department, Orange County Library System**

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 16,000 government finance professionals with offices in Chicago, IL, and Washington, D.C.



**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND REVENUE SUMMARY  
Eleven Months Ended August 31, 2007**

	<b>ANNUAL BUDGET</b>	<b>YTD ACTUAL</b>	<b>(11 month=92%)</b>
<b>AD VALOREM TAXES</b>	35,374,813	35,752,415	101.1%
<b>INTERGOVERNMENTAL</b>			
Grants	292,000	213,490	73.1%
State Aid	1,300,000	1,252,782	96.4%
	<u>1,592,000</u>	<u>1,466,272</u>	<u>92.1%</u>
<b>CHARGES FOR SERVICES</b>			
Fee Cards	7,000	9,281	132.6%
PC Pass	33,000	25,550	77.4%
PC Express	0	585	
Classes	2,000	1,910	95.5%
Copy & Vending, Value Card	170,000	160,444	94.4%
Special Charges	0	2,890	
Fax	0	2,291	
Scanner	0	281	
Computer Booklets	0	58	
Reference Charges	0	1,042	
Tell Me More Program	0	750	
Webinars	0	1,050	
Online Book Sale	0	194	
Disk Sales	2,500	2,339	93.6%
	<u>214,500</u>	<u>208,665</u>	<u>97.3%</u>
<b>FINES</b>			
Fines	1,400,000	1,416,112	101.2%
Lost Materials	120,000	94,037	78.4%
	<u>1,520,000</u>	<u>1,510,149</u>	<u>99.4%</u>
<b>MISCELLANEOUS</b>			
Interest Earnings	625,000	915,648	146.5%
Rents	7,000	8,013	114.5%
Sales of Fixed Assets	0	1,743	
Contributions - Friends of Library	122,000	65,993	54.1%
Contributions - Fund Raiser	0	2,085	
Contributions - Others	10,000	224,275	2242.8%
Miscellaneous	40,000	69,649	174.1%
Grants & Awards	0	45,450	
	<u>804,000</u>	<u>1,332,856</u>	<u>165.8%</u>
<b>TRANSFER FM PROP APPRAISER</b>	35,000	0	0.0%
<b>TRANSFER FM TAX COLLECTOR</b>	260,000	0	0.0%
<b>TOTAL REVENUES</b>	<u><u>39,800,313</u></u>	<u><u>40,270,357</u></u>	<u><u>101.2%</u></u>



**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND EXPENDITURE SUMMARY  
Eleven Months Ended August 31, 2007**

	<b>ANNUAL BUDGET</b>	<b>YTD ACTUAL</b>	<b>(11 month=92%)</b>	
<b>SALARIES &amp; BENEFITS</b>				
Salaries	13,683,612	12,406,697	90.7%	
Medicare Taxes	198,412	173,589	87.5%	
Defined Contribution Pension Plan	1,026,271	929,292	90.6%	
Defined Benefit Pension Plan	1,109,530	966,441	87.1%	
Money Purchase Pension Plan	0	168,433		*
Life and Health Insurance (Employees)	1,993,004	1,664,674	83.5%	
Retiree Health Care (OPEB)	2,000,000	1,489,053	74.5%	
Worker's Compensation	123,153	103,338	83.9%	
Unemployment Compensation	20,000	408	2.0%	
Parking & Bus Passes	132,720	109,891	82.8%	
	<u>20,286,702</u>	<u>18,011,816</u>	<u>88.8%</u>	
<b>OPERATING</b>				
Professional Services	325,000	310,109	95.4%	*
Other Contractual Services	1,007,000	802,064	79.6%	
Other Contract. Serv.- Janitorial	288,000	234,493	81.4%	
Training and Travel	125,000	100,498	80.4%	
Telecommunication	288,000	268,819	93.3%	*
Delivery and Postage	1,283,000	1,186,896	92.5%	
Utilities	1,000,000	835,966	83.6%	
Rentals and Leases	968,000	873,476	90.2%	
Insurance	328,000	270,798	82.6%	
Repair and Maintenance	950,000	1,098,893	115.7%	*
Repair & Maint. - Hardware/Software	385,000	390,816	101.5%	*
Copying/Printing	292,000	237,780	81.4%	
Property Appraiser's Fee	300,000	294,623	98.2%	
Tax Collector's Fee	712,000	690,115	96.9%	
Supplies	924,000	894,604	96.8%	*
Supplies-Hardware/Software	371,000	275,462	74.2%	
Memberships	20,000	14,887	74.4%	
Contingency	325,000	0	0.0%	
	<u>9,891,000</u>	<u>8,780,299</u>	<u>88.8%</u>	
<b>CAPITAL OUTLAY</b>				
Building and Improvements	600,000	690,716	115.1%	*
Equipment and Furniture	450,000	602,522	133.9%	*
Hardware/Software	351,000	286,946	81.8%	*
	<u>1,401,000</u>	<u>1,580,184</u>	<u>112.8%</u>	
<b>LIBRARY MATERIALS</b>				
Materials - Rest. Contributions	30,000	26,404	88.0%	
Materials - Chickasaw ODC	500,000	0	0.0%	
Materials - Other	4,440,000	4,130,271	93.0%	*
	<u>4,970,000</u>	<u>4,156,675</u>	<u>83.6%</u>	
<b>TRANSFERS TO OTHER FUNDS</b>				
Branch Debt Service Fund	702,000	409,458	58.3%	
Sinking Fund	175,000	175,000	100.0%	
Capital Projects Fund	4,100,000	3,734,596	91.1%	
	<u>4,977,000</u>	<u>4,319,054</u>	<u>86.8%</u>	
<b>TOTAL EXPENDITURES</b>	<b><u>41,525,702</u></b>	<b><u>36,848,028</u></b>	<b><u>88.7%</u></b>	

**ORANGE COUNTY LIBRARY DISTRICT  
MAIN DEBT SERVICE FUND  
Eleven Months Ended August 31, 2007**

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(11 month=92%)</u>
<b>REVENUES</b>			
Interest	<u>1,000</u>	<u>599</u>	<u>59.9%</u>
<b>TOTAL REVENUES</b>	<b><u>1,000</u></b>	<b><u>599</u></b>	<b><u>59.9%</u></b>
 <b>EXPENDITURES</b>			
Transfer to Branch Debt Service Fund	<u>75,000</u>	<u>53,434</u>	<u>71.2%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>75,000</u></b>	<b><u>53,434</u></b>	<b><u>71.2%</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
BRANCH DEBT SERVICE FUND  
Eleven Months Ended August 31, 2007**

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(11 month=92%)</u>
<b>REVENUES</b>			
Transfer From General Fund	702,000	409,458	58.3%
Transfer From Main Debt Service Fund	75,000	53,434	71.2%
Interest	20,000	21,703	108.5%
<b>TOTAL REVENUES</b>	<b><u>797,000</u></b>	<b><u>484,595</u></b>	<b><u>60.8%</u></b>
<b>EXPENDITURES</b>			
<u>2003 NOTE</u>			
Principal	362,176	362,175	100.0%
Interest	47,283	47,283	100.0%
	<u>409,459</u>	<u>409,458</u>	<u>100.0%</u>
<u>FUTURE BORROWINGS</u>			
Principal	200,000	0	0.0%
Interest	100,000	0	0.0%
	<u>300,000</u>	<u>0</u>	<u>0.0%</u>
RESERVES	87,541	75,137	85.8%
<b>TOTAL EXPENDITURES</b>	<b><u>797,000</u></b>	<b><u>484,595</u></b>	<b><u>60.8%</u></b>

**FUTURE DEBT SERVICE PAYMENTS FOR 2003 NOTE**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2008	374,226	35,233
2009	386,677	22,781
2010	399,542	9,916
	<b><u>1,160,445</u></b>	<b><u>67,930</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
CAPITAL PROJECTS FUND  
Eleven Months Ended August 31, 2007**

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(11 month=92%)</u>
<b>REVENUES</b>			
Transfer From General Fund	4,100,000	3,734,596	91.1%
Line of Credit Proceeds	1,900,000	0	0.0%
Winter Garden Settlement		25,000	
Interest		6,276	
	<hr/>	<hr/>	
<b>TOTAL REVENUES</b>	<b><u>6,000,000</u></b>	<b><u>3,765,872</u></b>	<b><u>62.8%</u></b>
<b>EXPENDITURES</b>			
<u>CHULUOTA &amp; 50 BRANCH</u>			
Land	1,500,000	0	0.0%
Architect/Engineer	0	0	
	<hr/>	<hr/>	<hr/>
	1,500,000	0	0.0%
<u>CHICKASAW BRANCH</u>			
Land & Building	2,550,000	2,550,000	100.0%
Architect / Engineer	175,000	49,150	28.1%
Improvements	1,775,000	0	0.0%
	<hr/>	<hr/>	<hr/>
	4,500,000	2,599,150	57.8%
<u>WINTER GARDEN</u>			
Building	0	4,248	
<b>TOTAL EXPENDITURES</b>	<b><u>6,000,000</u></b>	<b><u>2,603,398</u></b>	<b><u>43.4%</u></b>

**ORANGE COUNTY LIBRARY DISTRICT  
SINKING FUND  
Eleven Months Ended August 31, 2007**

	<u>ANNUAL BUDGET</u>	<u>YTD ACTUAL</u>	<u>(11 month=92%)</u>
<b>REVENUES</b>			
Transfer From General Fund	175,000	175,000	100.0%
Interest	0	22,789	
<b>TOTAL REVENUES</b>	<b><u>175,000</u></b>	<b><u>197,789</u></b>	<b><u>113.0%</u></b>
<b>RESERVES</b>			
Reserves-Building and Improvements	87,500	87,500	100.0%
Reserves-Technology	87,500	87,500	100.0%
<b>TOTAL RESERVES</b>	<b><u>175,000</u></b>	<b><u>175,000</u></b>	<b><u>100.0%</u></b>

**ORANGE COUNTY LIBRARY DISTRICT**  
**MONTHLY ROLLOVER**  
**August 31, 2007**

	<u>BALANCE</u> <u>7-31-07</u>	<u>RECEIPTS</u>	<u>DISBURSE</u>	<u>BALANCE</u> <u>8-31-07</u>
<b>OPERATING</b>				
Checking	201,661	2,818,869	(2,844,419)	176,111
SBA Investments	5,025,623	15,662	(2,739,106)	2,302,179
CD Investments	9,893,516	42,335	0	9,935,851
	<b>15,120,800</b>	<b>2,876,866</b>	<b>(5,583,525)</b>	<b>12,414,141</b>
 <b>BRANCH DEBT SERVICE</b>				
CD Investments	498,185	2,074	0	500,259
 <b>SINKING</b>				
SBA Investments	507,880	4,677	0	512,557
 <b>CAPITAL PROJECTS</b>				
SBA Investments	741,667	420,984	0	1,162,651

**ORANGE COUNTY LIBRARY DISTRICT  
OPERATING FUND  
BALANCE SHEET - ASSETS  
August 31, 2007**

**ASSETS**

Certificates of Deposit	9,935,851
Cash on Hand	8,345
Equity in Pooled Cash	176,111
Accounts Receivable	10,164
Inventory	224,512
Investments-SBA	2,302,179
Prepays	103,462
Other Assets-Deposits	<u>9,275</u>
<b>TOTAL ASSETS</b>	<b><u><u>12,769,899</u></u></b>

**ORANGE COUNTY LIBRARY DISTRICT**  
**OPERATING FUND**  
**BALANCE SHEET - LIABILITIES & FUND BALANCE**  
**August 31, 2007**

**LIABILITIES**

Unclaimed Disbursements	1,073
Retainage Payable	14,436
Accrued Wages Payable	496,197
Accrued FIT Tax Payable	0
Accrued Med Tax Payable	0
Accrued Sales Tax	9
Due To FOL-Taxable Book Sales	3,740
Due To FOL-Nontaxable Book Sales	118
Due To FOL-Sales Tax	246
United Appeal	321
Bonds	133
Child Support	0
Def Comp Employees	0
Dental Insurance	0
Health Insurance	0
Union Dues	561
Optional Life	0
Flex Spend Med	0
Flex Spend Dep	0
Miscellaneous	0
Daughters of American Revolution	1,434
<b>TOTAL LIABILITIES</b>	<b>518,268</b>

**FUND BALANCE**

Reserve for Walker	4,000
Reserve for Phillips	100,000
Reserve for Warner	33,712
Reserve for Gullett	19,805
Designated for Murray	724,689
Designated for Sondheim	39,941
Designated for Strategic Plan	4,000,000
Designated for Encumbrances	197,437
Unreserved/Undesignated	3,709,718
Current Year Excess of Revenues Over Expenditures	3,422,329
<b>TOTAL FUND BALANCE</b>	<b>12,251,631</b>

**TOTAL LIABILITIES & FUND BALANCE**

**12,769,899**



**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Statistics and Summaries:  
August 2007**

## STATISTICAL SUMMARY

### August 2007 Statistics for September 2007 meeting

#### **Circulation and Door count Trends**

We certainly had a nice summer and August is no exception. Overall door count increased system wide 13.66% from 367,315 to 417,486. No doubt our great program attendance helped boost those numbers. Program attendance increased 25.55 % over last year from 11,661 to 14,640. One standout program, “The Summer of Potter Love” was held in Library Central where two Harry Potter themed bands entertained 270 attendees.

#### **Library Activity**

This past month, we reached yet another all time high in our PC Session signups. In August 07, there were 84,569 signups up 18.73% from 71,228 in August '06.

Locations with particularly high increases were Washington Park, Hiawassee, South Trail, Southwest, Edgewater, North Orange and the Computer Resource Center. Of these, Hiawassee, South Trail, Southwest, and Edgewater all received additional computers this summer.

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

Digital products for statistical purposes indicates locally created content offered on the web. The digital products figure shows a dramatic increase from 13,630 last August to 43,079 views for August 2007. Over the last 12 months, more content has been added to our site which accounts for much of the increase however we do have some stand out products. The tutorials are enjoying a 168% increase this month – from 280 views last month to 750 this month. One popular virtual destination is our new tutorial on borrowing music from the Library, the Timmy Thingvall video. Timmy is a new character created by web designer James Elder. We hope that Timmy will guide users through many future lessons in using the Library.

The Virtual Classes are also enjoying a 64% increase this month – from 296 to 485 views. That’s a great number spread across only 12 different online classes. A list of those classes is attached.

### Resume Writing

Learn how to use built-in templates in Microsoft Word to create professional resumes.

### Access Level I

Learn the basic features to create a simple database using Tables, Forms, Queries and Reports.

### E-mail (Yahoo!)

Learn how to register for a new email account, create new email messages and send attachments using Yahoo Email.

### Excel Level 1

Explore and navigate the Excel environment and learn how to create a simple spreadsheet with basics formulas.

### Excel Level 1 en Español

Explore y navegue el ambiente de Excel y aprenda como crear una hoja de cálculo simple con fórmulas básicas.

### Computer Basics Level I

Explore the computer desktop and learn how to navigate within the windows environment.

### PowerPoint Level 1

Explore and navigate the PowerPoint environment and learn how to create a basic presentation.

### PowerPoint Level 1 en Español

Explore y navegue el ambiente de PowerPoint y aprenda a crear presentaciones básicas.

### Publisher Level 1

Explore and navigate the Publisher environment and learn how to create a basic publication.

### Word Level 1

Explore and navigate the Word environment and learn how to create, save, close and print a basic document.

### Word Level 1 en Español

Explore y navegue el ambiente de Word y aprenda

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### Word Level 1

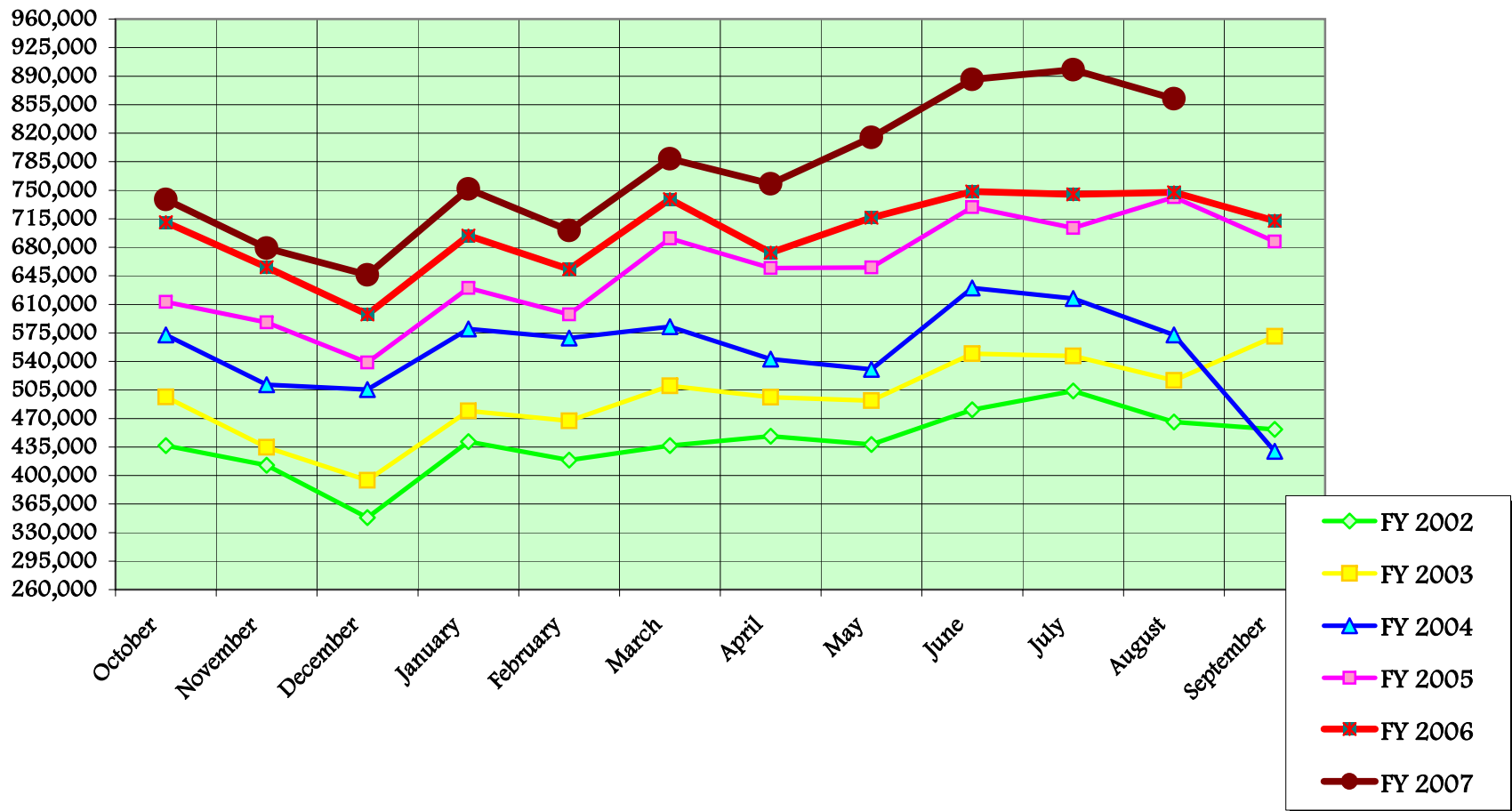
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### Word Level 1 en Español

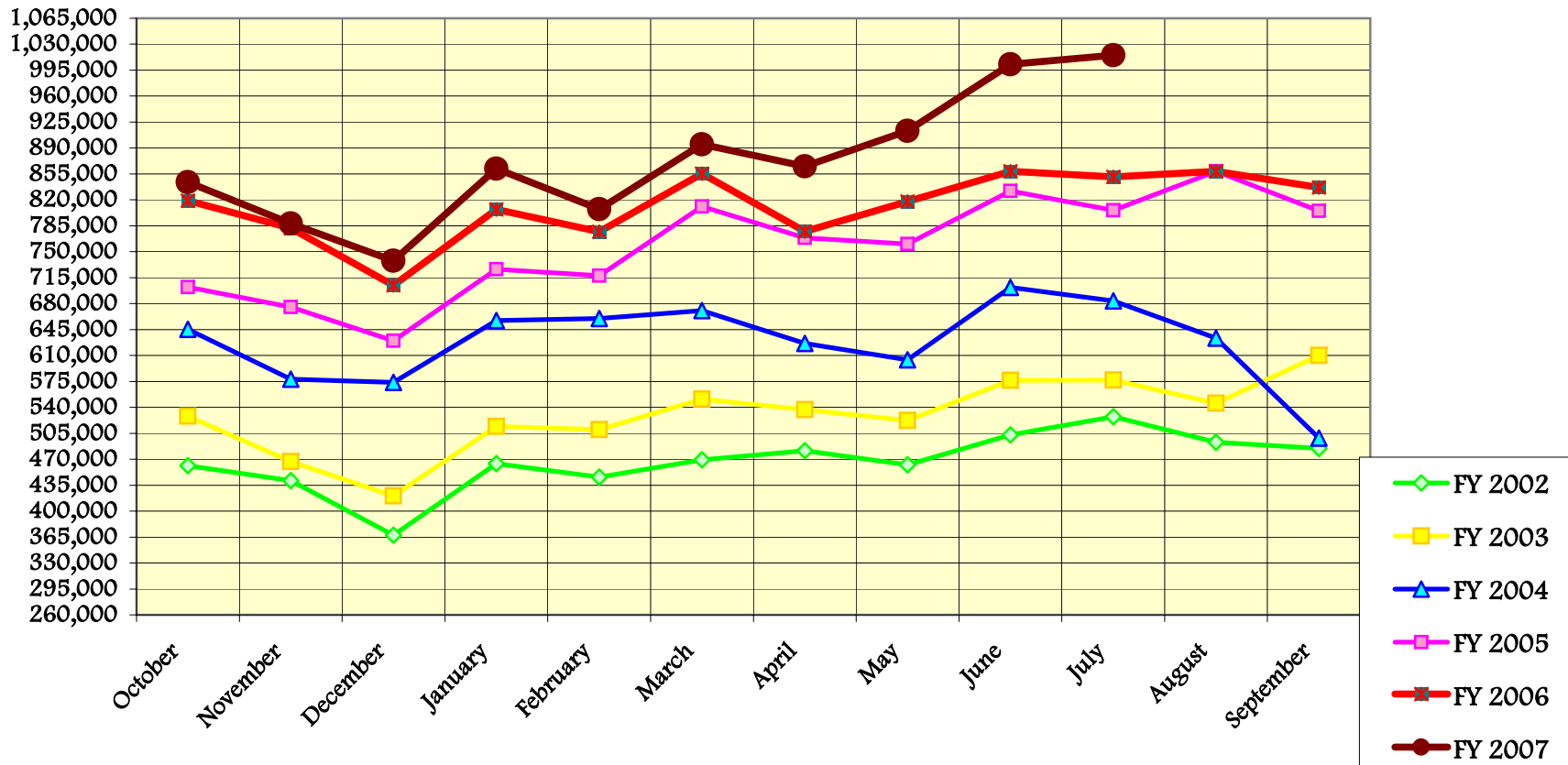
Explore y navegue el ambiente de Word y aprenda

Orange County Library System  
Statistical Reports  
August 2007

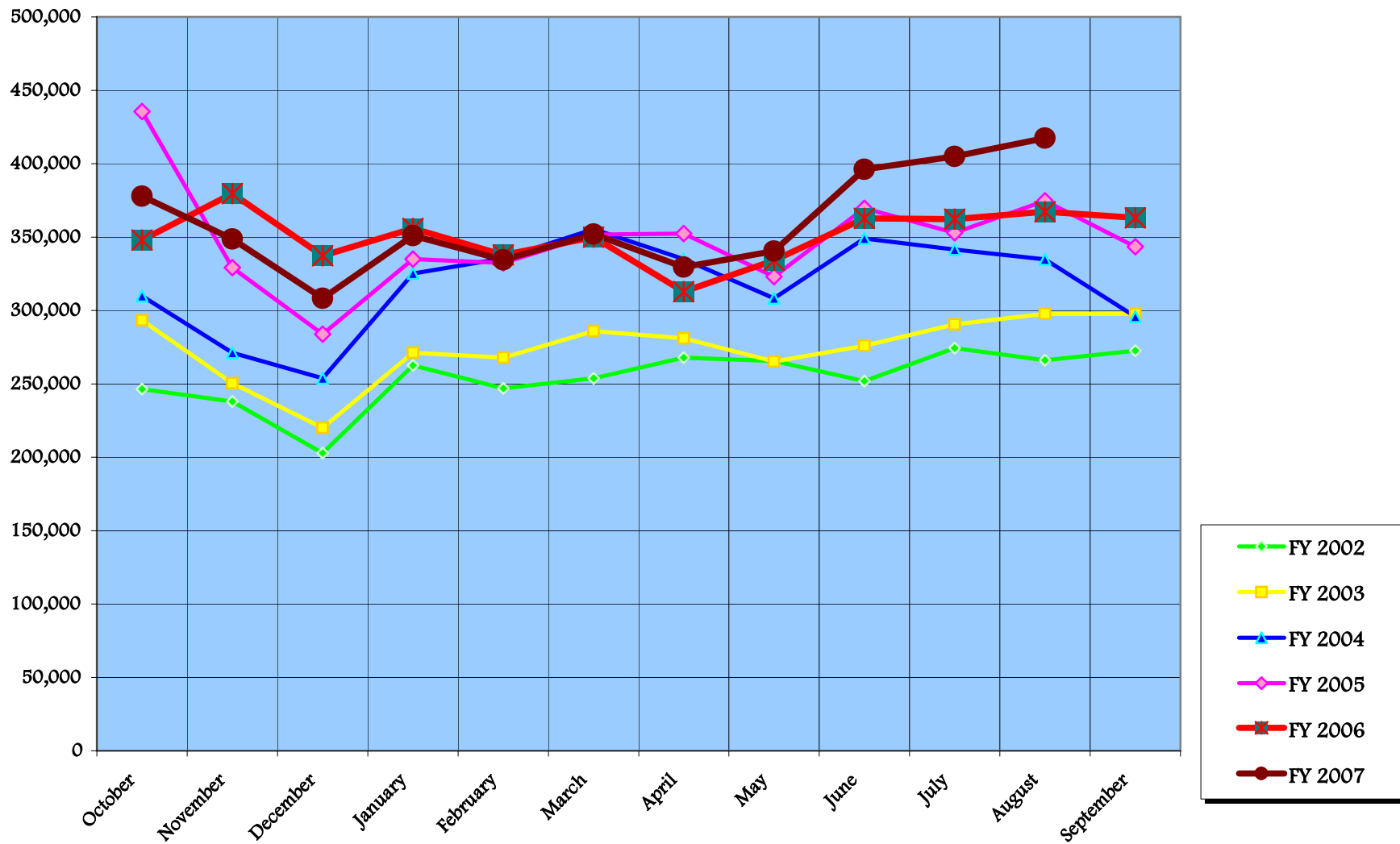
**ORANGE COUNTY LIBRARY SYSTEM  
CIRCULATION**  
Fiscal Year 2002 Through Fiscal Year 2007 TO Date



**ORANGE COUNTY LIBRARY SYSTEM  
CIRCULATION WITH ELECTRONIC STATS**  
(Circ Stats & Electronic Database Stats ~ 2 months previous)  
Fiscal Year 2002 Through Fiscal Year 2007 TO Date



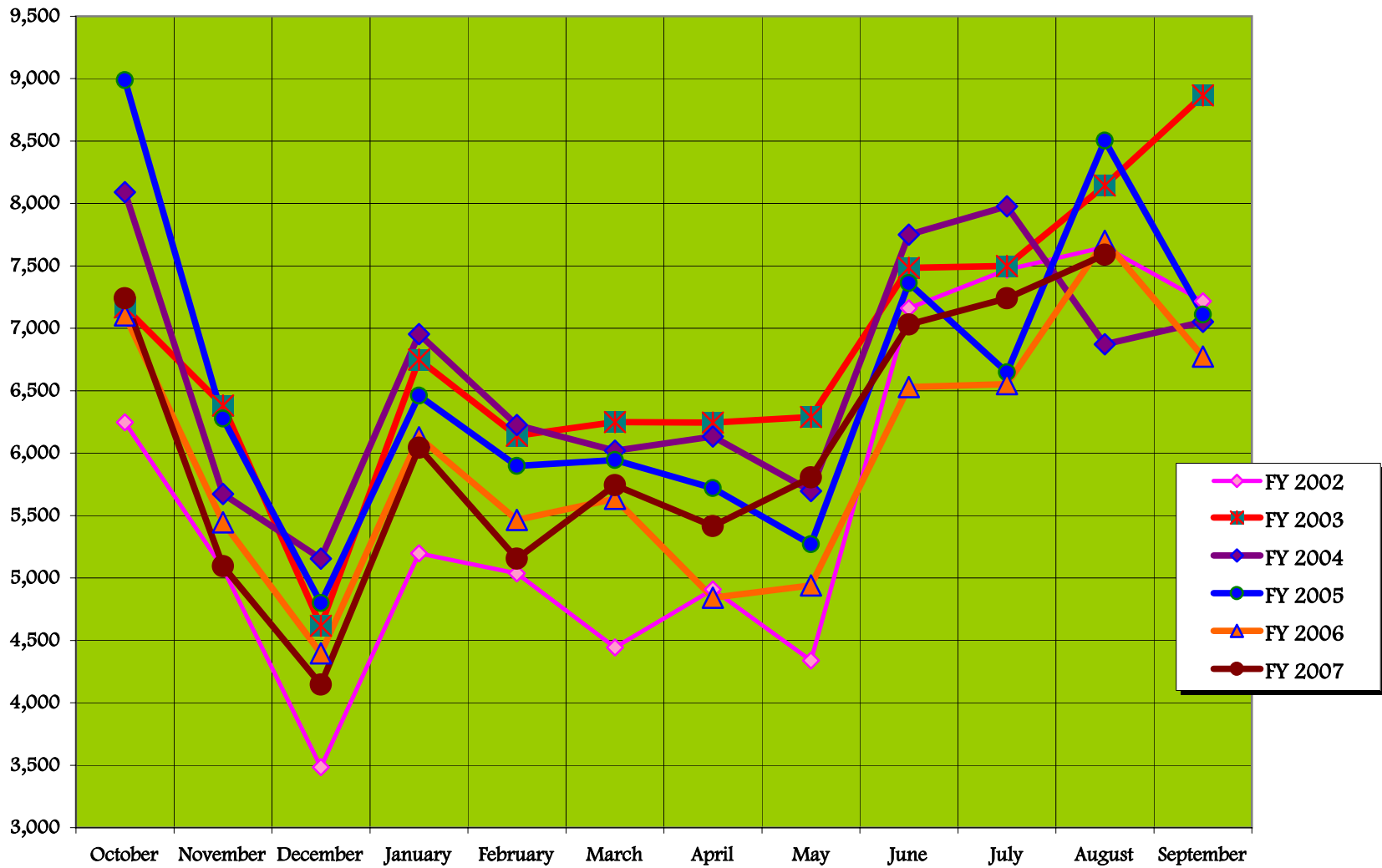
Orange County Library System  
 Door Counts  
 Fiscal Year 2002 through Fiscal Year 2007 To Date



Beginning June 2007 Includes Drive Up Window Totals



Orange County Library System  
 New Customer Registration  
 Fiscal Year 2002 through Fiscal Year 2007 To Date



Circulation and Door Count  
October - March

Orange County Library System: Report for FY 2007 YTD & FY 2006

	Oct-06	Oct-05	Nov-06	Nov-05	Dec-06	Dec-05	Jan-07	Jan-06	Feb-07	Feb-06	Mar-07	Mar-06
<b>Circulation</b>												
Main	234,277	223,362	211,081	205,261	193,356	186,592	217,389	208,606	210,048	202,495	239,381	229,242
Branches	421,603	433,780	393,085	405,141	375,753	366,457	441,904	431,980	406,935	396,513	458,048	445,868
MAYL	54,998	49,789	49,729	41,659	45,918	40,549	61,668	49,931	52,988	50,267	60,392	59,724
Digital Products	23,968	-	21,525	-	27,330	-	30,471	-	38,276	-	36,482	-
Talking Books	3,916	3,650	3,508	3,587	3,642	4,007	3,903	3,825	3,573	3,779	4,093	4,271
<b>Total</b>	<b>738,762</b>	<b>710,581</b>	<b>678,928</b>	<b>655,648</b>	<b>645,999</b>	<b>597,605</b>	<b>755,335</b>	<b>694,342</b>	<b>711,820</b>	<b>653,054</b>	<b>798,396</b>	<b>739,105</b>
<b>Door Count</b>												
Main	57,887	55,768	50,362	47,303	48,123	44,632	54,861	50,091	52,197	50,001	57,450	54,986
Branches	382,554	292,293	298,364	296,053	260,088	292,663	296,157	305,733	282,301	268,963	294,846	294,931
Talking Books	12	17	10	14	7	10	15	17	17	14	14	18
Drive Up Windows												
<b>Total</b>	<b>440,441</b>	<b>348,061</b>	<b>348,726</b>	<b>343,356</b>	<b>308,211</b>	<b>337,295</b>	<b>351,018</b>	<b>355,824</b>	<b>334,498</b>	<b>318,964</b>	<b>352,296</b>	<b>349,917</b>

Circulation and Door Count  
April - September

Orange County Library System: Report for FY 2007 YTD & FY 2006

	Apr-07	Apr-06	May-07	May-06	Jun-07	Jun-06	Jul-07	Jul-06	Aug-07	Aug-06	% of Change	Sep-07	Sep-06	FY 2007 YTD	FY 2006
<b>Circulation</b>															
Main	227,199	217,059	232,486	218,997	247,215	220,906	258,685	227,773	248,371	227,896	8.98%		223,132	2,519,488	2,591,321
Branches	431,592	402,539	474,099	440,301	525,106	471,490	531,303	457,825	502,923	454,820	10.58%		431,707	4,962,351	5,138,421
MAYL	55,854	50,065	59,172	52,863	61,690	51,971	62,631	55,502	63,543	60,653	4.76%		53,940	628,583	616,913
Digital Products*	39,339		44,921	12,706	47,990	12,322	41,190	11,515	43,079	13,630	216.06%		17,309	394,571	67,482
Talking Books	3,931	3,662	4,225	4,001	3,972	4,158	3,928	3,677	4,228	4,065	4.01%		3,674	42,919	46,356
<b>Total</b>	<b>757,915</b>	<b>673,325</b>	<b>814,903</b>	<b>728,868</b>	<b>885,973</b>	<b>760,847</b>	<b>897,737</b>	<b>756,292</b>	<b>862,144</b>	<b>761,064</b>	<b>13.28%</b>		<b>729,762</b>	<b>8,547,912</b>	<b>8,460,493</b>
<b>Door Count</b>															
Main	55,349	52,259	55,653	48,595	60,946	53,910	66,572	56,485	67,694	56,153	20.55%		55,268	627,094	625,451
Branches	274,094	260,498	284,798	285,442	314,873	308,787	316,015	305,700	327,130	311,162	5.13%		307,818	3,331,220	3,530,043
Talking Books	11	15	8	12	12	15	14	20	16	25	-36.00%		20	136	197
Drive Up Windows					20,277	N/A	22,376	N/A	22,662						
<b>Total</b>	<b>329,443</b>	<b>312,757</b>	<b>340,451</b>	<b>334,037</b>	<b>396,096</b>	<b>362,697</b>	<b>404,963</b>	<b>362,185</b>	<b>417,486</b>	<b>367,315</b>	<b>13.66%</b>		<b>363,086</b>	<b>3,958,314</b>	<b>4,155,494</b>

	Oct-06	Oct-05	Nov-06	Nov-05	Dec-06	Dec-05	Jan-07	Jan-06	Feb-07	Feb-06	Mar-07	Mar-06
Hits to the Website												
Inside	4,773,449	3,510,648	4,562,952	3,465,026	4,523,894	3,090,526	5,123,216	3,628,805	5,162,308	4,051,328	5,329,565	4,325,221
Outside	4,177,185	2,710,018	4,089,059	2,323,331	3,931,882	1,570,032	4,701,691	2,261,183	4,270,514	2,771,534	4,637,463	3,145,267
Total	8,950,634	6,220,666	8,652,011	5,788,357	8,455,776	4,660,558	9,824,907	5,889,988	9,432,822	6,822,862	9,967,028	7,470,488
Visits												
Inside	88,297	71,594	76,559	67,454	75,103	66,441	80,741	72,152	79,993	73,840	89,675	79,460
Outside	216,146	144,488	207,221	128,652	235,165	115,571	240,477	145,892	230,351	151,408	272,129	185,434
Total	304,443	216,082	283,780	196,106	310,268	182,012	321,218	218,044	310,344	225,248	361,804	264,894
Unique Visitors												
Inside	1,049	943	1,074	959	1,049	1,603	1,152	1,003	1,128	1,005	1,150	1,062
Outside	62,360	39,180	60,691	37,254	70,574	34,309	73,597	41,898	72,562	42,481	77,096	44,262
Total	63,409	40,123	61,765	38,213	71,623	35,912	74,749	42,901	73,690	43,486	78,246	45,324
Page Views												
Inside	1,301,906	927,149	1,187,174	912,106	1,177,277	717,327	1,402,342	914,262	1,594,702	1,452,487	1,467,667	1,370,508
Outside	1,063,999	622,173	943,229	318,710	904,271	366,306	1,132,779	402,549	1,028,603	806,280	1,153,659	963,843
Total	2,365,905	1,549,322	2,130,403	1,230,816	2,081,548	1,083,633	2,535,121	1,316,811	2,623,305	2,258,767	2,621,326	2,334,351

	Apr-07	Apr-06	May-07	May-06	Jun-07	Jun-06	Jul-07	Jul-06	Aug-07	Aug-06	% of Change	Sep-07	Sep-06	FY 2007 YTD	FY 2006
<b>Hits to the Website</b>															
Inside	4,770,520	4,120,375	4,890,475	4,443,306	5,369,189	4,167,081	5,117,648	4,539,985	5,369,189	4,681,001	14.70%		4,153,525	54,992,405	48,176,827
Outside	4,408,148	3,101,708	4,512,473	3,402,201	4,639,531	3,656,191	4,685,234	3,880,829	4,638,405	4,125,356	12.44%		4,017,539	48,691,585	36,965,189
Total	9,178,668	7,222,083	9,402,948	7,845,507	10,008,720	7,823,272	9,802,882	8,420,814	10,007,594	8,806,357	13.64%		8,171,064	103,683,990	85,142,016
<b>Visits</b>															
Inside	85,837	76,803	89,037	78,328	99,906	83,869	103,750	83,973	99,906	85,040	17.48%		79,764	968,804	918,718
Outside	249,796	179,908	263,169	188,209	310,455	206,150	331,431	207,837	310,225	198,319	56.43%		201,255	2,866,565	2,053,123
Total	335,633	256,711	352,206	266,537	410,361	290,019	435,181	291,810	410,131	283,359	44.74%		281,019	3,835,369	2,971,841
<b>Unique</b>															
Inside	1,161	1,033	1,245	988	1,335	1,010	1,378	1,026	1,335	1,049	27.26%		1,053	13,056	12,734
Outside	69,539	44,284	71,543	46,489	69,374	55,680	67,523	56,351	69,189	61,297	12.88%		61,583	764,048	565,068
Total	70,700	45,317	72,788	47,477	70,709	56,690	68,901	57,377	70,524	62,346	13.12%		62,636	777,104	577,802
<b>Page Views</b>															
Inside	1,273,702	1,200,997	1,300,761	1,168,557	1,395,787	1,198,600	1,432,922	1,225,447	1,395,787	1,312,417	6.35%		1,160,716	14,930,027	13,560,573
Outside	1,134,327	900,138	1,157,842	909,923	1,224,765	985,245	1,364,984	1,025,020	1,223,639	1,059,551	15.49%		1,184,283	12,332,097	9,544,021
Total	2,408,029	2,101,135	2,458,603	2,078,480	2,620,552	2,183,845	2,797,906	2,250,467	2,619,426	2,371,968	10.43%		2,344,999	27,262,124	23,104,594

Library Activities  
October - March

Orange County Library System: Report for FY 2007 YTD & FY 2006

	Oct-06	Oct-05	Nov-06	Nov-05	Dec-06	Dec-05	Jan-07	Jan-06	Feb-07	Feb-06	Mar-07	Mar-06
Program Attendance Total	13,466	14,096	9,174	14,719	8,399	8,077	11,419	10,313	12,314	14,017	13,515	15,567
Total # of Programs	468	420	421	405	440	383	440	357	521	431	532	440
Community Events Attendance Total	1,459	1,760	826	2,060	778	506	5,421	493	1,877	986	1,081	1,466
Total # of Community Events	23	27	25	22	6	8	19	6	12	9	5	14
Events Line	3	12	2	16	5	5	18	4	27	9	9	13
StoryLine	62	141	96	150	86	92	121	99	162	109	111	194
Class Attendance Total	2,142	1,331	1,907	900	1,110	1,090	1,732	1,268	1,938	1,691	2,422	1,644
Total # of Classes	947	479	816	396	730	486	792	513	847	535	1,003	612
QuestLine	17,658	17,532	15,442	16,296	13,156	14,321	15,792	18,150	14,394	16,583	14,661	18,245
P.C. Sessions	73,975	62,244	64,072	59,609	62,767	57,206	68,485	62,245	65,848	58,945	73,671	68,696
Number of Active Cards in the System	441,638	358,336	447,566	365,466	452,460	371,147	459,020	378,417	464,505	384,601	470,636	391,066
Customer Registrations Total	7,241	7,104	5,095	5,445	4,145	4,397	6,043	6,126	5,155	5,466	5,743	5,634
Registered Borrowers	893,132	825,839	898,011	831,207	902,007	834,813	907,033	840,468	911,919	845,734	917,446	851,379

Library Activities  
April - September

Orange County Library System: Report for FY 2007 YTD & FY 2006

	Apr-07	Apr-06	May-07	May-06	Jun-07	Jun-06	Jul-07	Jul-06	Aug-07	Aug-06	% of Change	Sep-07	Sep-06	YTD FY 2007	FY 2006
Program Attendance Total	14,222	13,738	13,223	12,866	18,409	16,632	19,597	14,751	14,640	11,661	25.55%		14,014	148,378	160,451
Total # of Programs	476	395	516	397	551	478	558	453	488	440	10.91%		447	5,411	5,046
Community Events Attendance Total	3,917	2,800	266	3,175	407	1,932	2,371	7,644	3,554	1,071	231.84%		1,111	21,957	25,004
Total # of Community Events	20	20	1	22	4	12	11	11	22	14	57.14%		22	148	187
Events Line	8	10	13	7	10	9	8	11	7	10	-30.00%		6	110	112
StoryLine	112	132	121	116	224	122	252	139	215	318	-32.39%		110	1,562	1,722
Attendance Total	2,152	1,714	2,450	1,639	3,171	1,989	3,093	2,280	3,095	2,351	31.65%		1,789	25,212	19,686
Total # of Classes	983	606	1,026	697	1,011	676	983	659	1,058	988	7.09%		863	10,196	7,510
QuestLine	14,130	16,968	14,136	17,160	14,575	18,952	15,441	18,429	16,018	18,716	-14.42%		17,124	165,403	208,476
P.C. Sessions	70,325	63,040	72,464	66,261	76,536	69,685	81,996	68,387	84,569	71,228	18.73%		67,102	794,708	774,648
Number of Active Cards in the System	474,337	396,385	471,143	402,051	470,400	409,821	467,287	417,073	437,042	425,631	2.68%		433,295		
New Customer Registrations	5,416	4,842	5,806	4,940	7,030	6,530	7,241	6,554	7,590	7,702	-1.45%		6,774	66,505	71,514
Total Registered Borrowers	922,540	855,829	927,632	859,997	934,032	866,565	940,597	872,213	947,820	880,029	7.70%		886,201		

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

Orange County Library System: Report for FY 2007 YTD & FY 2006  
October ~ March

	Oct-06	Oct-05	Nov-06	Nov-05	Dec-06	Dec-05	Jan-07	Jan-06	Feb-07	Feb-06	Mar-07	Mar-06
Online Catalog Searches	641,874	544,532	554,957	470,938	481,726	360,185	641,908	487,735	588,197	444,506	561,152	514,197
Online Renewals	126,197	113,507	116,022	106,202	110,932	98,035	115,544	103,153	113,861	103,675	130,036	118,682
Electronic Reference Questions	226	137	208	124	186	92	283	152	242	117	246	138
Live Chat Questions	279	52	206	33	160	22	248	22	301	32	313	37
Total Online Reference Questions	505	189	414	157	346	114	531	174	543	149	559	175
Online Requests	52,785	49,854	46,223	43,046	42,537	35,531	59,824	52,277	53,385	45,441	56,996	50,924
Online Suggestions	139	176	86	203	70	84	100	120	101	88	83	88



Orange County Library System: Report for FY 2007 YTD & FY 2006

April ~ September

	Apr-07	Apr-06	May-07	May-06	Jun-07	Jun-06	Jul-07	Jul-06	Aug-07	Aug-06	% of Change	Sep-07	Sep-06	FY 2007 YTD	FY 2006
Online Catalog Searches	560,947	468,781	555,291	481,271	687,525	548,960	680,464	615,487	700,734	695,022	0.82%		634,209	6,654,775	6,265,823
Online Renewals	124,080	112,941	125,333	116,296	126,794	109,244	135,874	114,494	130,799	116,450	12.32%		116,353	1,355,472	1,329,032
Online Reference Questions	288	121	273	105	243	87	279	120	297	118	151.69%		91	2,771	1,402
Live Chat Questions	296	43	262	32	198	17	263	66	263	74	255.41%		74	2,789	504
Total Online Reference Questions	584	164	535	137	441	104	542	186	560	192	191.67%		165	5,560	1,906
Online Requests	56,038	49,726	63,429	56,889	67,528	58,081	65,392	56,237	66,402	59,266	12.04%		51,322	630,539	608,594
Online Suggestions	95	64	108	68	100	103	100	86	101	118	-14.41%		102	1,083	1,300

# Orange County Library System Circulation Statistics

## Orange County Library System Circulation Statistics August 1, 2007 - August 31, 2007

Location	Days Open	Circulation Total	% of Total	Year Ago	Gain (Loss)	% Gain - Loss	Drive Up Window Visits*	Walk In Visits	Total Visits**	Year Ago	Gain Loss	%Gain (Loss)
Main	31	248,371	28.81%	227,896	20,475	8.98%	3,782	67,694	71,476	56,153	15,323	27.29%
MAYL**	23	63,543	7.37%	60,653	2,890	4.76%		61,675	61,675	57,989	3,686	6.36%
Digital Products		43,079	5.00%	13,630	29,449	216.06%					0	
Talking Books	31	4,228	0.49%	4,065	163	4.01%		16	16	25	(9)	-36.00%
West Oaks	31	44,392	5.15%	41,239	3,153	7.65%	3,039	22,706	25,745	20,294	5,451	26.86%
Herndon	26	51,468	5.97%	47,271	4,197	8.88%		28,529	28,529	26,654	1,875	7.03%
Alafaya	31	69,698	8.08%	59,903	9,795	16.35%	6,945	36,269	43,214	35,225	7,989	22.68%
Southeast	27	43,219	5.01%	38,163	5,056	13.25%	4,230	28,302	32,532	37,143	(4,611)	-12.41%
Hiwassee	27	24,325	2.82%	24,688	(363)	-1.47%		24,079	24,079	21,128	2,951	13.97%
Southwest	27	46,932	5.44%	42,258	4,674	11.06%		25,613	25,613	26,845	(1,232)	-4.59%
Edgewater	27	32,406	3.76%	28,756	3,650	12.69%		22,836	22,836	17,872	4,964	27.78%
North Orange	31	46,480	5.39%	42,389	4,091	9.65%		26,505	26,505	24,882	1,623	6.52%
South Creek	31	57,777	6.70%	53,751	4,026	7.49%	3,764	31,724	35,488	29,001	6,487	22.37%
South Trail	27	26,919	3.12%	23,175	3,744	16.16%		32,147	32,147	26,450	5,697	21.54%
Winter Garden	27	29,070	3.37%	27,676	1,394	5.04%	902	16,930	17,832	17,525	307	1.75%
Windermere	27	14,727	1.71%	15,645	(918)	-5.87%		10,482	10,482	11,077	(595)	-5.37%
Washington Park	27	13,392	1.55%	8,615	4,777	55.45%		14,084	14,084	12,566	1,518	12.08%
Eatonville	27	2,118	0.25%	1,291	827	64.06%		6,924	6,924	4,500	2,424	53.87%
<b>Total</b>	<b>478</b>	<b>862,144</b>	<b>100.00%</b>	<b>761,064</b>	<b>101,080</b>	<b>13.28%</b>	<b>22,662</b>	<b>394,824</b>	<b>417,486</b>	<b>367,315</b>	<b>50,171</b>	<b>13.66%</b>

\*Beginning June 2007 Drive Up Window Totals included.

\*\*MAYL Visits ~ Customer Transactions

Online Database Usage Statistics  
NUMBER OF SEARCHES  
JULY 2007

FISCAL YEAR 2006	OCT 2006	NOV	DEC	JAN 2007	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	YTD 2007	YTD 2006
African-American Song Index		24	9	21	14	9	4	3	6	0			90	N/A
Ancestry Library Edition	225	200	186	192	166	140	148	115	91	152			1,615	2,520
Associations Unlimited	518	380	213	260	196	249	114	165	208	180			2,483	5,286
Auto Repair Reference Center	281	232	339	383	323	406	334	275	323	290			3,186	2,692
Biography & Genealogy Master Index	467	448	226	309	184	181	211	142	112	233			2,513	5,306
Biography Resource Center	3,359	2,926	1,948	5,263	4,994	3,102	2,812	1,579	1,570	1,254			28,807	38,238
Books In Print.com										46			46	N/A
Business & Company Resource Center	1,042	1,342	945	1,189	1,503	1,214	2,035	1,598	440	925			12,233	17,157
Business Index ASAP	58	75	78	60	68	62	65	82	96	96			740	748
Classical.com	181	157	178	109	56	148	226	118	76	93			1,342	347
Computer Database	420	463	174	248	158	306	413	350	184	124			2,840	4,478
Consulta	64	101	67	53	24	29	1	23	17	3			382	954
Countrywatch	1,247	3,649	520	2,825	2,459	2,244	1,462	441	1,846	910			17,603	8,189
DearReader.com Online Book Club (formerly Chapter-A-Day)	57,380	57,620	58,200	58,720	59,060	60,320	61,460	62,360	63,060	64,280			602,460	522,460
Dun & Bradstreet International Business Locator	49	53	47	43	45	57	47	43	62	55			501	506
Expanded Academic ASAP	842	919	379	657	358	815	405	326	395	497			5,593	17,116
Ferguson's Career Guidance Center	135	145	116	358	516	189	212	182	279	174			2,306	2,977
First Search	1,288	1,199	1,123	1,481	1,487	1,505	2,091	1,268	2,289	1,945			15,676	31,193
Gale Virtual Reference Library e-books (FEL)	112	250	195	188	137	159	66	100	123	219			1,549	3,324
General Business File ASAP	328	509	152	227	166	185	169	132	117	213			2,198	3,111
General Reference Center Gold	1,373	1,709	674	1,099	1,026	913	674	268	424	592			8,752	53,214
Health & Wellness Resource Center and Alternative Health Module	1,444	1,366	580	728	642	1,003	750	696	760	774			8,743	14,795
Health Reference Center Academic	650	736	229	311	223	323	222	123	131	286			3,234	14,986
HeritageQuest Online	6,047	4,969	5,342	7,266	8,892	6,789	8,217	6,418	6,287	7,895			68,122	70,994
Info Trac OneFile	2,369	2,767	1,570	1,976	1,756	1,900	1,242	974	1,674	1,935			18,163	63,327
Informe	41	78	23	26	36	31	27	13	39	21			335	442
Junior Edition - K12	474	498	238	343	157	182	260	131	133	141			2,557	2,600
Kid's Edition - K12	325	387	134	381	490	113	137	74	20	81			2,142	2,092
Learnatest	448	515	363	704	628	487	356	442	398	453			4,794	3,857
Lit Finder (formerly Essay/ Poem/ Storyfinder)	777	423	274	307	223	190	789	195	107	181			3,466	7,981
Literature Resource Center	3,804	5,372	1,449	2,974	2,216	3,256	6,730	1,419	887	1,378			29,485	34,428
Live Homework Help	196	241	145	318	298	211	256	256	130	101			2,152	2,172
Mergent Online	170	164	79	111	86	98	86	59	59	85			997	2,161
Morningstar	203	94	337	124	155	144	136	157	99	221			1,670	3,308
NetLibrary eBooks	84	142	64	121	87	99	76	56	87	91			907	1,586
NetLibrary eBooks - Shared Collection	427	626	474	538	639	544	691	382	430	334			5,085	3,631
NetLibrary Downloadable Audiobooks	727	770	705	993	806	805	878	1,057	975				8,442	5,873
Novelist	809	914	484	912	756	932	623	698	687	577			7,392	5,670
Opposing Viewpoints Resource Center	3,274	2,891	1,126	1,168	1,200	1,909	2,311	1,085	1,110	1,069			17,143	22,014
p4A Antiques Reference	191	191	130	407	139	298	221	205	140	209			2,131	3,176
Personal and Business Forms	53	144	109	144	180	116	111	86	85	68			1,096	N/A
Powermediaplus Streaming Videos	202	147	90	224	226	164	187	112	125	111			1,588	1,464
Professional Collection	100	198	133	204	134	118	290	277	77	121			1,652	11,402
ProQuest Newspapers	2,301	2,374	1,975	2,287	1,870	2,095	1,782	2,017	1,557	2,208			20,466	21,578
Read the Books					8,183	8,183	8,183	8,233	8,190	9,882			50,854	N/A
Reference USA	3,283	3,982	3,716	4,467	4,247	3,856	3,768	6,121	12,809	6,990			53,239	27,726
Rosetta Stone	3,070	2,823	3,652	4,591	4,470	4,763	4,292	5,064	5,535	6,669			44,929	17,219
Science Online	647	209	415	2,447	1,161	787	324	233	196	242			6,661	2,836
SIRS Knowledge Source	1,277	1,169	612	802	555	734	872	279	337	365			7,002	12,471
Small Business Resource Center								200	226	69			495	N/A
Smithsonian Global Sound	20	17	37	46	17	17	3	8	1	18			184	128
Standard Deviants Video (formerly known as Cerebellum Online Videos)	82	44	49	73	98	36	27	77	193	141			820	654
Standard & Poors NetAdvantage	337	395	201	269	220	307	316	140	484	319			2,988	1,501
Student Edition - K12	345	380	183	254	206	261	172	137	83	127			2,148	3,465
The Street.com Ratings (formerly known as Weiss Ratings)	76	46	48	24	95	300	119	44	332	212			1,296	20,118
Tumblebooks	561	660	498	721	412	737	292	345	235	367			4,828	3,039
What Do I Read Next?	295	339	155	128	126	145	108	151	219	135			1,801	4,119
Worldbook Online	859	753	429	815	479	671	738	328	221	206			5,499	3,718
<b>TOTAL NUMBER OF SEARCHES</b>	<b>105,337</b>	<b>109,225</b>	<b>91,817</b>	<b>110,889</b>	<b>115,048</b>	<b>114,837</b>	<b>118,389</b>	<b>107,683</b>	<b>116,858</b>	<b>117,338</b>			<b>1,107,421</b>	<b>1,116,347</b>

Notes: Personal & Business Forms' subscription started 9/06. Read the Books went live on Feb. 22, 2007. Classical.com and Smithsonian Global Sound -- Jan. and Feb. stats revised.  
African-American Song database added to April 2007 Report. Small Business Resource Center became publicly accessible on May 7, 2007. Books In Print.com added to Report July 2007.



**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Action Items**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Consent Agenda**

- 07-140 **Approval of Required Documents for State Aid to Libraries Grant for Fiscal Year ending September 30, 2008**
- **State Aid to Libraries Grant Agreement**
  - **Certification of Credentials - Single Library Administrative Head**
- 07-141 **Approval of Closure of Library Facilities for Staff Development Day: November 12, 2007**

# **Requirements for State Aid to Libraries Grant**

## **Overview**

In order to apply for and meet eligibility requirements for a Fiscal Year 2008 State Aid to Libraries Grant, the following documents need approval from the Board of Trustees and are due for submission to the Florida Department of State, Division of Library and Information Services by October 1, 2007:

- State Aid to Libraries Grant Agreement
- Certification of Credentials – Single Library Administrative Head

The State Aid grant monies received for Fiscal Year 2007 totaled \$1,252,782 and were allocated to the purchase of books, AV materials, lease of CD's and online databases.

## **Recommendation**

The Library Administration recommends, to the Board of Trustees, approval of the documents as required by the Florida Department of State, Division of Library and Information Services, in order for the Orange County Library System to be eligible for a State Aid to Libraries Grant during the Fiscal Year ending September 30, 2008.

**Florida Department of State, Division of Library and Information Services**  
**STATE AID TO LIBRARIES GRANT AGREEMENT**

The Applicant (Grantee) Orange County Library System Board of Trustees

Governing body for Orange County Library District

hereby makes application and certifies eligibility for receipt of grants authorized under Chapter 257, *Florida Statutes* and guidelines for the State Aid to Libraries Grant Program.

I. The Grantee agrees to:

- a. Expend all grant funds awarded and perform all acts in connection with this agreement in full compliance with the terms and conditions of Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program. Funds will not be used for lobbying the legislature, the judicial branch, or any state agency.
- b. Provide the Division of Library and Information Services (DIVISION) with statistical, narrative, financial, and other reports as requested.
- c. Not discriminate against any employee employed in the performance of this agreement, or against any applicant for employment because of race, color, religion, gender, national origin, age, handicap, or marital status. The Grantee shall insert a similar provision in all subcontracts for services by this agreement.
- d. Retain all records for a period of 5 years from the date of submission of the final project report. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the 5 year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular 5 year period, whichever is later.
- e. In the event that the Grantee expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such grantee, the Grantee must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, *Florida Statutes*; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the state financial assistance expended in its fiscal year, the Grantee shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

In connection with the audit requirements addressed in part e., paragraph 1, the Grantee shall ensure that the audit complies with the requirements of Section 215.97(8), *Florida Statutes*. This includes submission of a financial reporting package as defined by Section 215.97(2), *Florida Statutes*, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

If the Grantee expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, is not required. In the event that the grantee expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, the cost of the audit must be paid from the



nonstate entity's resources (i.e., the cost of such an audit must be paid from the grantee's resources obtained from other than State entities).

Information related to the requirements of Section 215.97, Florida Statutes, (the Florida Single Audit Act) and related documents may be found at [www.fsaa.state.fl.us](http://www.fsaa.state.fl.us).

Copies of financial reporting packages required by this agreement shall be submitted by or on behalf of the Grantee directly to each of the following:

A. The Department of State at the following addresses:

Department of State  
Grants Office  
Division of Library and Information Services  
R. A. Gray Building, 2nd Floor  
500 South Bronough Street  
Tallahassee, FL 32399-0250

B. The Auditor General's Office at the following address:

Auditor General's Office  
Room 401, Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

- f. Identify an individual or position with the authority to make minor modifications to the application, if necessary, prior to execution of the agreement.

II. The DIVISION agrees to:

- a. Provide a grant in accordance with the terms of this agreement in consideration of the Grantee's performance hereinunder, and contingent upon an annual appropriation by the Legislature. In the event that the state funds on which this agreement is dependent are withdrawn, this agreement is terminated and the DIVISION has no further liability to the Grantee beyond that already incurred by the termination date. In the event of a state revenue shortfall, Operating Grants shall be reduced in accordance with Section 257.195, Florida Statutes.
- b. Notify the grantee of the grant award after review and approval of required documents. The grant amount shall be calculated in accordance with Chapter 257, Florida Statutes and guidelines for the State Aid to Libraries Grant Program.
- c. Distribute grant funds in two payments. The first payment will be requested by the DIVISION from the Comptroller upon execution of the agreement. The remaining payment will be made by June 30.

III. The Grantee and the DIVISION mutually agree that:

- a. This instrument embodies the whole agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained herein; and this agreement

shall supersede all previous communications, representation, or agreements either verbal or written, between the parties. No amendment shall be effective unless reduced in writing and signed by the parties.

- b. The agreement is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws and rules of the State of Florida. Each party shall perform its obligations hereunder in accordance with the terms and conditions of this agreement.
- c. If any term or provision of the agreement is found to be illegal and unenforceable, the remainder of the agreement shall remain in full force and effect and such term or provision shall be deemed stricken.
- d. No delay or omission to exercise any right, power, or remedy accruing to either party upon breach or default by either party under this Agreement shall impair any such right, power, or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default, or any similar breach or default.
- e. The DIVISION shall unilaterally cancel this agreement if the Grantee refuses to allow public access to all documents or other materials subject to the provisions of Chapter 119, *Florida Statutes*.
- f. Unless authorized by law and agreed to in writing by the DIVISION, the DIVISION shall not be liable to pay attorney fees, interest, or cost of collection.
- g. The DIVISION shall not assume any liability for the acts, omissions to act or negligence of the Grantee, its agents, servants or employees; nor shall the Grantee exclude liability for its own acts, omissions to act or negligence to the DIVISION. In addition, the Grantee hereby agrees to be responsible for any injury or property damage resulting from any activities conducted by the Grantee.
- h. The Grantee, other than a Grantee which is the State or agency or subdivision of the State, agrees to indemnify and hold the DIVISION harmless from and against any and all claims or demands for damages of any nature, including but not limited to personal injury, death, or damage to property, arising out of any activities performed under this agreement and shall investigate all claims at its own expense.
- i. Neither the State nor any agency or subdivision of the State waives any defense of sovereign immunity, or increases the limits of its liability, upon entering into a contractual relationship.
- j. The Grantee, its officers, agents, and employees, in performance of this agreement, shall act in the capacity of an independent contractor and not as an officer, employee or agent of the DIVISION. Under this agreement, Grantee is not entitled to accrue any benefits of state employment, including retirement benefits and any other rights or privileges connected with employment in the State Career Service. Grantee agrees to take such steps as may be necessary to ensure that each subcontractor of the Grantee will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of the DIVISION.
- k. The Grantee shall not assign, sublicense, nor otherwise transfer its rights, duties, or obligations under this agreement without the prior written consent of the DIVISION, whose consent shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the program. If the DIVISION approves a transfer of the Grantee's obligations, the Grantee remains responsible for all work performed and all expenses incurred in connection with the Agreement. In the event the Legislature transfers the rights, duties, or obligations of the Department to another governmental entity pursuant

to section 20.60, Florida Statutes, or otherwise, the rights, duties, and obligations under this agreement shall also be transferred to the successor government entity as if it were an original party to the agreement.

- i. This agreement shall bind the successors, assigns and legal representatives of the Grantee and of any legal entity that succeeds to the obligation of the DIVISION.
- m. This agreement shall be terminated by the DIVISION because of failure of the Grantee to fulfill its obligations under the agreement in a timely and satisfactory manner unless the Grantee demonstrates good cause as to why it cannot fulfill its obligations. Satisfaction of obligations by Grantee shall be determined by the DIVISION, based on the terms and conditions imposed on the Grantee in paragraphs I and III of this agreement and guidelines for the State Aid to Libraries Grant Program. The DIVISION shall provide Grantee a written notice of default letter. Grantee shall have 15 calendar days to cure the default. If the default is not cured by Grantee within the stated period, the DIVISION shall terminate this agreement, unless the Grantee demonstrates good cause as to why it cannot cure the default within the prescribed time period. For purposes of this agreement, "good cause" is defined as circumstances beyond the Grantee's control. Notice shall be sufficient if it is delivered to the party personally or mailed to its specified address. In the event of termination of this agreement, the Grantee will be compensated for any work satisfactorily completed prior to notification of termination.
- n. Unless there is a change of address, any notice required by this agreement shall be delivered to the Division of Library and Information Services, 500 South Bronough Street, Tallahassee, Florida 32399-0250, for the State and, for the Grantee, to its single library administrative unit. In the event of a change of address, it is the obligation of the moving party to notify the other party in writing of the change of address.

IV. The term of this agreement will commence on the date of execution of the grant agreement.

**THE APPLICANT/GRANTEE**

**THE DIVISION**

\_\_\_\_\_  
Chair of Governing Body or  
Chief Executive Officer

\_\_\_\_\_  
Florida Department of State  
Division of Library and Information Services

Matthew D. Pardy

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Witness

Robert Tessier  
Comptroller, Orange County Library District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**FLORIDA DEPARTMENT OF STATE  
DIVISION OF LIBRARY AND INFORMATION SERVICES**

**2007-2008 STATE AID TO LIBRARIES GRANT APPLICATION**

**Certification of Credentials - Single Library Administrative Head**

***File by October 1, 2007***

The Orange County Library Board of Trustees

governing body for the Orange County Library District

hereby certifies that the incumbent single library administrative head,

Mary Anne Hodel

- Has completed a library education program accredited by the American Library Association; and
- Has at least two years full-time paid professional experience, after completing the library education program, in a public library that is open to the public for a minimum of 40 hours per week.

**Signature**

\_\_\_\_\_  
Chair, Library Governing Body

\_\_\_\_\_  
Date

Matthew D. Pardy

BOARD OF TRUSTEES OF  
ORANGE COUNTY LIBRARY SYSTEM  
RESOLUTION 07-140

**RESOLUTION TO APPROVE THE DOCUMENTS REQUIRED FOR STATE AID TO LIBRARIES GRANT.**

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 13<sup>th</sup> day of September, 2007, at 7:00 pm, prevailing Eastern time.

PRESENT:

ABSENT:

The following was offered by

The Board Resolves:

1. To approve the documents listed below as required by the Florida Department of State, Division of Library and Information Services, in order for the Orange County Library System to be eligible for a State Aid to Libraries Grant for the Fiscal Year ending September 30, 2008:
  - (a) State Aid to Libraries Grant Agreement
  - (b) Certification of Credentials – Single Library Administrative Head
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, September 13, 2007**

**Approval of Closure of Library Facilities for Staff  
Development Day: November 12, 2007**

## **Closure of Library for Staff Development Day**

*In support of Library Goal 4: Invigorate Employee Satisfaction and Invest in Quality of Staff;  
Objective 1: Hold system wide training at least once a year on relevant topics.*

### **I. ISSUE STATEMENT**

The Orange County Library System would like to provide a system wide training opportunity. The Library has held a system-wide event since 2002 with very positive results and favorable reviews from the staff. Management would like to do this again on November 12, 2007.

### **II. EXECUTIVE SUMMARY**

Because of our extensive hours open to the public, there is limited opportunity to get all staff together to hear the same message. Management would like to devote one day to staff wide training so all staff can come together, hear a uniform message and have opportunities to for professional and personal enrichment. There are limited funds budgeted already for this purpose.

### **III. BACKGROUND**

The Management of the Library is committed to providing ongoing training for the entire library work force. As a result, management presents the following options for the Board's consideration:

### **IV. OPTIONS**

The Library has identified four options with respect to Staff Development Day:

**Option 1:** Close all facilities of the Library on November 12, 2007 for the purpose of holding a system wide staff training day focused on providing all staff with training that will enhance their job performance.

#### **Advantages:**

All staff could participate. Trainers and speakers could reach the maximum number of staff. All staff be able to participate in sessions designed to develop their knowledge and skills in a supportive setting. This would continue the tradition of all staff meeting together on one day.

#### **Disadvantages:**

Library would be closed to public. Since Nov 12<sup>th</sup> is an observed federal holiday, however, there is a lower public expectation that the library would be open.

**Option 2:** Hold staff training sessions while library facilities are open.

**Advantages**

Public still has access to all facilities on November 12, 2007. Emphasizes the importance of and demonstrates the library's commitment to ongoing continuous learning for staff.

**Disadvantages:**

A series of events and training sessions would cost more and not reach all staff due to scheduling difficulties. Quality of speakers would probably not be as high due to multiple presentations forcing higher unit costs.

**Option 3:**

Not hold a staff day.

**Advantages:**

Saves the cost of the event as well as save the time spent planning for it.

**Disadvantages:**

Misses an opportunity to get all staff together in one venue and spend time talking about important organizational issues. Staff have expressed they enjoyed getting together and interacting with other employees across the system.

**V. Recommendation**

It is management's recommendation that the Board adopt Option 1. It provides the widest potential for providing system wide training at the most reasonable cost.



**BOARD OF TRUSTEES OF  
ORANGE COUNTY LIBRARY SYSTEM  
RESOLUTION 07-141**

**RESOLUTION TO AUTHORIZE ADMINISTRATION TO CLOSE THE LIBRARY TO THE PUBLIC FOR LIBRARY STAFF DEVELOPMENT DAY.**

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 13<sup>th</sup> day of September, 2007 at 7:00 PM, prevailing Eastern time.

PRESENT:

ABSENT:

The Board Resolves:

1. To authorize the Administration to close the Library to the public for Library Staff Development Day on November 12, 2007. The date for the closing will be scheduled so as to have minimum impact on the public's use of library facilities.
2. 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, September 13, 2007**

**Discussion and Possible Action Items**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Librarian's Initiative Summary**

## **RB CASE**

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### **CONSULTING**

*R.B. Case, President*

P.O. Box 720129, Orlando, Florida 32872~0129

*phone(407)382.5826 ~ fax(407)382.5064*

[RRBCASE@aol.com](mailto:RRBCASE@aol.com)

### **Orange County Library System**

#### **Librarian Initiative Summary**

*Prepared for the Board of Trustees*

September 7, 2007

The previous report date for the Librarian Initiative was August 3, 2007. There has been one *All Librarians Meeting* since the previous report. This session, held on August 28, was by far our most positive and productive meeting to date. The meeting was well attended and most participants contributed to the discussion. Topics of note are summarized below:

**Mobile Gamma...**Small group meetings have been held throughout the work group. Input from these sessions have contributed to the development of a number of enhancements, including scheduling of a Children's Resource person during all hours of operation, Teen Workshops to provide more training in how to assist these customer's unique needs, the formulation of a scheduling committee whose work has resulted in more desirable two hour mobile shifts and increased blocking of necessary project time, and upgrades to the Vocera system.

**Job Swap...**Some branch Librarians have expressed an interest in learning Mobile Gamma by experiencing it first hand at the main library. A Librarian at the main branch volunteered to exchange positions for a day with a branch Librarian to facilitate the "swap," and to gain more first hand experience of life in the branches.

**Children's Initiative...**A number of positive recommendations were made regarding enhancements to the delivery of this service.

**Librarians as Learning Leaders...**A lengthy and productive discussion of the topic occurred. Many Librarians expressed enthusiasm about championing a specific venue designed to enhance the role of Librarians as learning leaders by providing new and expanded services that meet the changing needs of today's patrons. Further work was done to define this concept. Mary Anne and Debbie helped clarify that this is both a new "build it from the grass roots up" approach, and an invitation for Librarians to expand their horizons. Librarians have been encouraged to think out of the box, and offer up practical applications they wish to commit to personally. The response was highly positive.

Work on these and other topics will continue at the next *All Librarians Meeting*, which is scheduled for October 2, 2007.

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Information**

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Director's Report**

## Director's Report September 2007

- OCLS has been named a finalist in the nonprofit category of the 2007 Beacon Awards which recognize organizations and individuals for celebrating the diversity of Greater Orlando by promoting inclusion. We will be included in a video featuring the finalists that will be shown at the awards ceremonies on Tuesday, September 18 at Walt Disney World's Contemporary Resort.
- The five Little Tyke IBM computers designed for small children have just been received. This grant is a result of the relationship we have developed with IBM working with the Traducela Ahora grant program. The five PC's have a value of \$10,000. They are scheduled to be placed at Main Children's Department, Eatonville, South Trail, Southeast and Hiawasse.
- We have just learned that our *Books & Beyond* newsletter won the "Best of Category" award in the four-color newsletter category in the 20<sup>th</sup> Annual Florida Print Awards. Congratulations to Ben Garcia, our graphic artist and the staff of Community Relations, who consistently do such a terrific job putting *Books and Beyond* together each month.
- The Library has been working towards achieving greater alignment within the organization. To this end there have been numerous discussions about the need for Library's mission statement, rather than continued use of the tag line: "***Information, Imagination and Inspiration***". While we will continue to use the tag line, a new mission statement would help us define clearly who we are, who we serve, what we do and what we can accomplish.
- During the week of August 12th, *West Oaks* staff participated in Meet the Teacher events at Ocoee Middle School and Citrus Elementary as well as the 1st Annual Community Safety Spectacular at the West Oaks Mall. In 12 hours, a total of **50 library card registrations were processed utilizing the laptop with remote registration capabilities** and staff also assigned PINS and offered card status information to many customers.
- The Library applauds Lake Como Elementary School whose exterior sign all summer said "Exercise This Summer, Dive Into Reading, Run to the Library!"
- Be sure to check out the Back To School Virtual Gallery on our website. It's filled with resources and tips to help parents get their kids ready for a successful school year. Many thanks to Division of Reference and Information and Community Relations for all their wonderful work.  
<http://www.ocls.info/Virtual/Galleries/Topical/school.asp>
- The Library again will be holding its award winning Ready, Set, Go! Program for staff. This four month program is a wonderful opportunity for staff to learn more about reference interviewing, to hone customer service skills and to expand knowledge of our services and resources.
- Annually, Orange County Library System employees contribute money to the Orange County Heart of Florida United Way Campaign. Since 1999, OCLS staff have contributed over \$15,000 to Central Floridians in need. The first of many events planned to raise funds for this effort was the

Main Library Breakfast of Champions on Thursday September 6. Staff paid to have morning coffee, juice and bagel delivered by the manager or member of the Administrative Team.

- OCLS has numerous activities on tap for Hispanic Heritage Month which runs from September 15 through October 15. These include a Hispanic ESOL Resource Fair, several family fiesta events and “Fiesta at the Library” as well as Olé at North Orange and Olé at Edgewater. Library Central is the venue for the Hispanic Film Festival Preview with the preview showing of *Dream Havana*. The *Art After Hours* on Friday, September 14 kicks off the month with a festive opening of an exhibit featuring the work of six local Hispanic artists. The evening will include refreshments and Salsa dancing demonstrations. For more information on the library system’s many events to celebrate Hispanic Heritage Month, please visit the special virtual gallery we’ve created to highlight upcoming events at:

[http://www.ocls.info/Virtual/Galleries/History/hispanic\\_heritage\\_month.asp?bhcp=1](http://www.ocls.info/Virtual/Galleries/History/hispanic_heritage_month.asp?bhcp=1)

- As a part of its ongoing commitment to make the library experience productive and efficient, the Orange County Library System installed self check-out at its Southwest Branch in the Dr. Phillips area. The Southwest Library is the seventh branch location to be equipped with a self check-out. Four self check-out stations went live at Southwest on August 22. The self check-out machine has a large monitor that easily and quickly takes them through the check-out process. All that’s needed is a library card and a pin number. After scanning the library card and materials being checked out, a receipt prints for the customer’s records. Self check-out is also offered at Alafaya, Herndon, Southeast South Creek, West Oaks and Winter Garden. No further self check out functions are being planned for other locations, due to property tax reform

- To serve all customers with an abundant and changing supply of books available in large print formats, OCLS implemented a process to allow Large Print to float for all locations except Eatonville. This procedure will allow for a fresher assortment of available titles at all locations, with no increase in funding.

- Nominations are underway for the *2007 Employee of the Year*. This is the opportunity for employees to honor a member of their peers who best represents and personifies OCLS values. These include being customer focused, a team player and an employee who demonstrates pride in working for OCLS. The winner will be announced on Staff Day. We hope members of the Board of Trustees will accept this invitation to join in the fun of Staff Day and attend all or part of the day on Monday, November 12.

- WESH-TV held an online contest for a number of “Best in Orlando” categories, including the best coffee shop in the Orlando area. Z-Coffee, based in the Orlando Public Library, came out on top with the most votes for serving up the city’s best java.

- The library system’s latest online tutorial called “Hip Library, Hip Music,” takes a slightly different approach with a Flash tutorial in order to reach the teen crowd. It invites visitors to “*Have fun with fellow teen Timmy*” in his quest for music.



- In response to a previous article critical of the Library's Gaming nights, the Orlando Weekly printed the following comment:

*"All right, I usually like Happytown™, but the attack on the Orange County library's gaming program was just childish. Their advertisement, 'Come play our Xbox 360,' might sound silly to some of us (especially those who already have one), [but] there have got to be plenty of kids out there that love the whole idea. It's not like you check out books from the library you already own, right? "*

*"Can you think of very many other libraries providing gaming to kids like this? The guys from Happytown™ may not be playing Dance Dance Revolution at the library anytime soon, but I bet the kids that do are going to have a good time."*

*Mike, via the Internet*

- OCLS made a clean sweep of this month's issue of *Florida Libraries!*

Three of the five articles selected for the Fall Florida Libraries issue were written by OCLS staff. The following staff have had their articles accepted: Thomas Simpson on Learning 2.0 , Paolo Melillo on Learning English as a Second Language at OCLS with Ellis, Rosetta Stone and Tell Me More and Jamie Conklin and Nicole Cavallaro on Mobile Gamma.

- Two OCLS managers, Jamie Conklin and Donna Bachowski, have been invited to give a presentation called "Take a Walk: Mobile Reference Services" at the annual Public Library Association National Conference 25-29 March 2008 in Minneapolis. They were selected for this honor based on a competitive call for presentations.

- Donna Bachowski has also been accepted for the next Florida State Sunshine Leadership Program, a state wide honor given to a select group of future library leaders.

- Angela Jacobe from Division of Reference and Information and Kris Domke from Circulation will represent the Library at the Adult Literacy League's Great, Grown-Up Spelling Bee, which will be held on Thursday, September 27 at 6pm. The first ever Library Spelling Bee had staff compete for top honors in order to represent OCLS at the Regional competition. The Library is exceedingly proud of our terrific spellers on the staff. Thank you to the following staff members for participating: Lisa Applegate – Questline; Kris Domke – Circulation; Peggy Gunnell - West Oaks; Kelly Head – Circulation; Angela Jacobe - Division of Reference and Information; Mary Moyers - Technical Services; Carolyn Rosenblum - North Orange; Pam Sogge - Division of Reference and Information; Cassie Shivers - Information Systems 53 people attended this fun event and the virtual performance is available for viewing on our website. <http://www.ocls.info/Virtual/Videos/Music/spellingbee.asp>

- Glenda Houck *Winter Garden Branch Manager* gave a library presentation to the local Kiwanis Club on August 29th. There were 12 in attendance - a small but appreciative audience.

- Kim Peters was mentioned in the Acknowledgments in the book “Orlando Then and Now.” as being particularly helpful to the author. We are delighted that she has been so recognized for her assistance and dedication to her customers.

- An op-ed column by Library Director Mary Anne Hodel was published in the *Orlando Sentinel* on Friday, August 24. The column focused on the rich array of resources available at the library to students, parents and teachers for back-to-school as they embark on another academic year.

## **Programs**

- The Wizard Rock Concert at Main with the Remus Lupins and the Whomping Willows was a huge success. Total attendance was 270, 160 teens, 40 children and 70 adults. The bands were really great and the library really rocked. The teens, especially the girls were thrilled with the band members and the Harry Potter tunes. Afterwards, as the library was closing, the band went out on the front sidewalk and signed autographs and posed for photos.

- The Kerouac discussion *Modern Lover with Liza Monroy* at Herndon on Wednesday, August 15 was attended by 10 people.

- Music in the Library* on Friday, August 17 was a “Folk Sampler with Barry Brogan.” It was attended by 32 people.

- The August 24 *Stroller Fit* program in Library Central had 12 participants.

- The *Music in the Library* with the Library System’s very own Chris Zabriskie on Friday, August 24 was attended by 38 people.

- The *Child Proofing Basics* program at South Creek on August 25 was attended by 23 patrons – nine adults and 14 children.

- The South Creek Branch staff did a terrific job hosting the opening of the Verizon Wireless Clothesline Project, a traveling exhibit that draws attention to the enormity of domestic violence. The opening of the exhibit was September 4 and included remarks from representatives of Harbor House, the Sheriff’s Office and an activist who is a domestic violence survivor. Channel 2, Channel 6 and the *Orlando Sentinel* covered the event. The cutline for the photo that accompanied the *Orlando Sentinel* article mentioned South Creek. The exhibit will be traveling throughout the state to draw attention to the enormity of domestic violence. The exhibit will be at South Creek through September 27, 2007

- South Creek Branch* has eight Little Mozarts in training. We are into the fifth week (of ten weeks) of our Little Mozart program, designed to introduce children to music. Our youngest participant is 4- years old.

- On August 5th, *South Creek Branch* held an “I Love Lucy” Birthday party to celebrate Lucille Ball’s Birthday. Memorabilia and library holdings were on display for the month leading up to the

event which included a Sunday afternoon matinee of black-and-white episodes complete with popcorn. (27 attendees).

- This month's Office Week at Main ran from Monday, August 20<sup>th</sup> through Friday, August 24<sup>th</sup>. Registration remained high with an attendance of 152 and 14 on waiting lists. In between classes, Josh Fox demonstrated online databases in the morning and various CRC staff demonstrated language learning and downloadable audiobooks in the afternoon. During Monday afternoon's demo, two customers registered for Tell Me More on the spot!

- Eatonville Neighborhood Center for Families and Eatonville Branch Library will be giving away Back-2-School backpacks with school supplies in the month of August and September to the first 25 new library card applicants. Those participating need to fulfill certain requirements, including the check out of two items from the Eatonville Branch Library. Eatonville Neighborhood Centers for Families is made up of non-profit organizations such as government agencies, churches and civic groups providing quality services and programs to Orange County families.

- At the *Hiawassee Branch* on August 21, we had eight teens attend our very first teen engineering program. The program was called "Creative Engineering for Teens" and included a demo of Science On-Line as well as a bridge building contest. The event was conducted by Hiawassee Circulation Clerk Michael Acevedo who is currently enrolled as an engineering student at UCF. The attendees expressed an interest in similar events in the future and some have returned with friends or family members to show them their bridges that we have on display in the branch.

- *West Oaks Branch* continued its partnership with the Prevent Blindness Florida Organization and hosted a Children's Eye Health and Safety Fair on August 11<sup>th</sup>.

- The *West Oaks* Children's Area is now proudly displaying two mobiles which were graciously designed and donated by Doug Rhodehamel.

- The *Winter Garden Branch* ELLIS participation has increased from 26 enrolled in March to 115 at the end of August. That's an increase of 342% - and new students continue to come!

ELLIS continues to be a popular service, in August, there were 119 new registrations, 25 at Southeast and 35 at South Creek. This month we also reached 1,000 registered users. Spanish speakers continue to make up the largest group with 863 users and Haitian Creole speakers now stand at 59.

Registered Users as of 31 August 07:

<b>Branch</b>	<b>New Registered Users</b>	<b>Total Users</b>
<b>Hiawassee</b>	19	50
<b>North Orange</b>	15	77
<b>South Creek</b>	35	200

<b>South Trail</b>	6	139
<b>Southeast</b>	25	419
<b>Winter Garden</b>	19	115
<b>Total Users</b>	<b>119</b>	<b>1000</b>

<b>ELLIS Users Native Language</b>	<b># of Users</b>
Arabic	3
Bulgarian	2
Cantonese	1
Chinese	6
English	23
Farsi	3
French	16
Haitian-Creole	59
Indonesian	1
Japanese	2
Korean	2
Malayalam	2
Portuguese	4
Russian	1
Spanish	863
Turkish	1
Urdu	1
Vietnamese	10

● *Alafaya Branch* continued to host a successful Bedtime Stories program. This month the theme was “Dinosaurs” with 44 children and their parents in attendance. The next theme is... Bugs!

● *Alafaya* has been interested in making contact and conducting outreaches to the high schools in our area. *Alafaya* began this month by participating in an outreach at Timber Creek High School called “The Pack is Back” welcoming all 9th, 10th and 11th grade students to the new school area. Many kids had library cards but we also connected with those who didn’t. We plan to revisit TCHS as well as set something up with University High School and take along the portable laptop to do onsite library card registration.

● *Eatonville Branch* had a wonderful summer with Camp Savvy – kids attending our classes were taught such programs as Window’s Media Player but also the various Office Programs. Our attendance at the classes for Kids 6-12 was 295 and the Teen classes had a total of 143. In fact, Eatonville had the largest attendance system wide.

●August 7th the *Eatonville Branch* hosted a Back 2 School and *Wii* Party for Camp Savvy participants. The sixty kids that attended the program not only played our WII interactive games but a few developed a short movie. Refreshments were served and the kids left with goody bags.

●Eatonville Neighborhood Center for Families and *Eatonville Branch* will be giving away Back-2-School Backpacks with school supplies in the month of August and September to the first 25 new Library card applicants. Those participating need to fulfill the following requirements:

- Students enrolled in Middle School or High School & an Eatonville resident
- Present last year's report card as proof of grade level...
- First-time card applicants
- Check out 2 items from the Eatonville Branch Library

Participants will obtain a voucher once the requirements are met and redeem the voucher at Eatonville Neighborhood Center for Families –now located at Hungerford Preparatory Campus.

●*Edgewater Branch* hosted its Grand Slam Celebration on August 25th to wrap up the Mystery Item Contest. There were 92 winners who were eligible for the grand prize. We had peanuts and popcorn along with 21 patrons to watch our featured baseball movie --a homerun for sure!

●*Edgewater Branch* had 115 patrons attend computer classes in August!

●During the month of August, Teen Gaming Night continued to have a strong turnout at the *Hiwassee Branch*. On Monday, August 13, we had nineteen people gaming, dancing, and eating the night away.

●*North Orange Branch* experienced an exciting month of community outreaches at Chick-fil-a, The Women's Health Fair, Durrance Elementary and Ivey Lane Elementary Schools. These outreaches resulted in approximately 76 new library card sign ups. Carolyn Rosenblum also visited the Orlando Science Center on Sunday, August 26th and had the opportunity to use the new wireless broadband laptop signing up 7 new library card users on the spot.

●Children's programming increased by 21.89% at *North Orange Branch* over this same time last year

## **Upcoming Programs**

In celebration of *National Pizza Month* in October, the West Oaks Branch will host a Community Pizza Party. Community Relations has secured a donation from Papa John's and they are donating enough pizza for 100 people. They are also sending their mascot "Slice" and West Oaks is doing a book display to help promote the event.

*Creating Memories* – If the photos from your summer vacation are still sitting in a box or envelope, join us for the *Creating Memories* program at the West Oaks branch on Saturday, October 6 at 11:30 a.m. Learn simple tips for creating a beautiful scrapbook in this fun and entertaining program.

*Going Green* – With all eyes on the environment, there’s never been a better time to become eco-friendly. Learn about “green homes” from Alex Kane of Heritage Green LLC and discover how to make your home more environmentally friendly and energy efficient. This program will be offered at the Herndon Branch on Tuesday, October 16 and at the Edgewater Branch on Monday, October 22. Both programs are at 7 p.m.

The 50<sup>th</sup> anniversary celebration of Jack Kerouac’s famous novel *The Dharma Bums* continues with book discussions at Edgewater on October 2 and October 9 at 7 p.m., and at Alafaya on October 30 at 7 p.m. The celebration culminates with a special performance honoring beat icon Ken Nordine. Don’t miss *Beat the Move with Voci Dance* for a modern performance of the *Colors* album. It’s happening Saturday, October 20 at 2 p.m. at the Orlando Public Library.

### **Upcoming Community Outreach**

- September 21 Orange County Employee Wellness Fair
- September 22 Perfecting Praise Ministries Health & Wellness Fair
- September 27 Central Florida Business Growth Expo
- October 13-14 Pioneer Days Family Festival
- October 17 Senior Health Fair
- Feb. 23-24, 08 Downtown Orlando Art & Living Expo

### **Upcoming Tours and Study Visits**

- September 18 The Christ School
- September 22 Genealogy Club of Osceola County

<http://oclstest.blogspot.com/2007/08/mission-statement-rough-draft.html>

**Wednesday, August 15, 2007**

## **Mission Statement Rough Draft**

Please take a moment and share your ideas and suggestions for our mission statement

What is a Mission Statement? A realistic but far sighted determination of who the organization is, who it serves, what it does and what it can accomplish.

### **OCLS Mission Statement – Rough Draft**

The OCLS, a public enterprise, brings value to the residents of the district through collections, staff, services and facilities.

We connect our changing community to the evolving world of ideas and information.

Through continuous innovation OCLS makes Orange County a well informed, well connected, place to learn, live, work, and play.

Posted by OCLS Learn 2.0 at [10:06 AM](#) \_

## 16 comments:

J said...

What was the reasoning behind the use of the word *enterprise* as the first defining word of the organization?

August 16, 2007 2:22 PM

OCLS Learn 2.0 said...

The word and use of "enterprise" actually came right from Webster's dictionary. There was a discussion as to what the word meant, so the definition was researched and the specific definition of "a systematic or purposful activity" seemed to fit well. If you look it up, you will see that other definitions of the word could fit as well.

August 17, 2007 9:20 AM

Paolo's Bla-Bla-Blog said...

Hi,

I wonder if most people in the community automatically see the word enterprise and think of a "business venture"?

In the first sentence we mention that we bring value through collections, services and facilities - don't most people associate a library with those? Do we need to state the obvious?

I really like the latter two lines as they describe how we want our community to see us. Awesome!!

I always liked the idea of a public library responding to community needs . . .

What about something like? (just a thought):

"The OCLS, a public institution, brings value to the residents of the district by



responding to lifelong learning and entertainment needs through services and facilities.

We connect our changing community to the evolving world . . ."

August 17, 2007 10:59 AM

Danny, Iggy, and Molly said...

Here is another idea for a variation:

OCLS brings value to the community through its staff, services, collections and facilities. Connecting residents to the world of ideas, information and innovations, creates a community that is a well informed and well connected place to live, learn, work and play.

August 17, 2007 2:04 PM

Rushfan2112 said...

I like it but I think you should include the word technology in there somewhere. (Maybe)

Matt

Circualtion

August 17, 2007 2:48 PM

PaperClipPrincess said...

That is way long. What is our mission statement now?

August 19, 2007 10:39 AM

OCLS Learn 2.0 said...

PaperPrinces,

The current statement is: Information, Imagination, Inspiration.

The purpose of a mission statement is to provide a focus for both internal staff and external customers. The mission statement identifies who we are, what we do and where we are going as an organization. The challenge with "Information, Imagination, Inspiration" is that it doesn't provide that needed focus. It is more of a logo, like Nike's "Just Do It". Your point is valid in that a

mission statement should be concise, but it also has to provide enough information to be useful.

August 20, 2007 6:12 AM

Hull.Margaret said...

Maybe it should include the word Imagination somewhere.

Pennypooch

August 23, 2007 2:01 PM

Unforgettable JM said...

*This post has been removed by the author.*

August 23, 2007 2:09 PM

Unforgettable JM said...

Good afternoon fellows, take at this:

<http://www.answers.com/enterprise?cat=biz-fin>

August 23, 2007 2:10 PM

Glenda said...

How about something like "virtual resources" in there with collections, staff, services, and facilities ?

August 23, 2007 6:56 PM

Booker said...

The OCLS brings value to its residents by emphasizing diversity in its materials, its staff, its services and its physical locations.

We connect our changing community to the world of ideas and information.

Through innovation, OCLS brings people together physically and virtually, for the sole purpose of exceeding the patrons' expectations.

In the first paragraph, I dropped the phrase public enterprise because it seemed to interrupt the flow of what seems a very important concept, our mission statement. "Of the district" is understood by OCLS being in the first part of the sentence. I chose to add diversity because that is a key

component of the mission, something for everyone (and equally important, not everything is for everyone). Collections and facilities seemed too library speak and even materials borders on that, but I liked that word better than "products".

In the second paragraph, I dropped evolving because it, too, seemed repetitious since we already had changing community in the first part.

In the third paragraph, I'm still not real happy with my wording either as I think I know what we're going for in play, learn, etc, but it seems like ultimately we connect people with the physical (a staff member to help find a book, resolve an issue, research genealogy, attend a program) but also virtually (virtual databases, classes, WWW).

Just some ideas...

August 23, 2007 9:49 PM

Peggy said...

I always think of a strong library system as improving the quality of life in a community...so, instead of "brings value..." could we say "OCLS improves the quality of life for residents in our community by..."

August 24, 2007 5:53 AM

ryterchik said...

My suggested text:

The Orange County Library System brings value to its customers through virtual and physical collections, staff, services, and facilities.

We connect our growing community to the ever-evolving world of ideas and information.

Through continuous imagination and innovation, OCLS makes Orange County a well informed, well connected place to learn, live, work, and play.

Details about the changes made (per stanza):

1. I think "OCLS" should be written out in the first mention to avoid confusion (plus, "the OCLS" just sounds a little odd to me). "Public enterprise" seems extraneous. I added "virtual and physical" to collections to be more specific.

2. Our community grows a lot more quickly than other areas, and I think it should be noted. Also, it seems that the ways we exchange ideas and info evolve more often than the community itself. Maybe "the community's changing needs" would be more appropriate, in this case.

3. Added "imagination." Also, changed comma placement to help the flow. (I tried to find a place to put "inspire" or "inspiration" to no avail.)

August 26, 2007 2:44 PM

Sunny said...

I kinda combined some and added to others- see what you think? It just needs to say we are a new and improved Library! Come See!

The OCLS brings value to its residents by emphasizing quality in its materials, its staff, its services and its locations.

We connect our community to the ever-changing world of ideas and information. Through innovation, OCLS brings people together physically and virtually, for the sole purpose of exceeding all collective and individual expectations.

OCLS will continue to serve the residents of Orange County by responding with advanced knowledge and resources while answering the need for lifelong learning and entertainment. Together we are achieving GREAT things!

August 27, 2007 10:56 AM

rose in bloom said...

"enterprise" and "institution" both sound too stuffy. What about "tax funded entity" or "public entity?" Also, the word "live" should precede learn, work, and play, in the last sentence.

August 28, 2007 5:56 PM

A= Who We Are  
B= Who We Serve

C= What We Do  
D= What We Can Accomplish

## Mission Statement Candidates

1. The Orange County Library System, a public enterprise, brings value to the residents of the district through collections, staff, services and facilities. We connect our changing community to the evolving world of ideas and information. Through continuous innovation OCLS makes Orange County a well informed, well connected, place to learn, live, work, and play.

2. OCLS brings value to the community through its staff, services, collections and facilities. Connecting residents to the world of ideas, information and innovations, creates a community that is a well informed and well connected place to live, learn, work and play.

3. The OCLS brings value to its residents by emphasizing diversity in its materials, its staff, its services and its physical locations. We connect our changing community to the world of ideas and information. Through innovation, OCLS brings people together physically and virtually, for the sole purpose of exceeding the patrons' expectations.

4. The Orange County Library System brings value to its customers through virtual and physical collections, staff, services, and facilities. We connect our growing community to the ever-evolving world of ideas and information. Through continuous imagination and innovation, OCLS makes Orange County a well informed, well connected place to learn, live, work, and play.

A= Who We Are  
B= Who We Serve

C= What We Do  
D= What We Can Accomplish

5. The OCLS brings value to its residents by emphasizing quality in its materials, its staff, its services and its locations. We connect our community to the ever-changing world of ideas and information. Through innovation, OCLS brings people together physically and virtually, for the sole purpose of exceeding all collective and individual expectations. OCLS will continue to serve the residents of Orange County by responding with advanced knowledge and resources while answering the need for lifelong learning and entertainment. Together we are achieving GREAT things!

### Suggestions:

- include the word technology
- include the word Imagination somewhere
- something like "virtual resources" in there with collections, staff, services, and facilities?
- What about "tax funded entity" or "public entity?" Also, the word "live" should precede learn, work, and play, in the last sentence.
- include the words innovative services
- can a County be well informed or connected or should the reference be to residents of the District?
- The Orange County Library System, a public enterprise, brings value to the residents of the District by connecting our changing community to the evolving world of technology, ideas, and information.

## **DRAFT: OCLS Mission Statement**

The Orange County Library System, a public enterprise, brings value to the residents of the district through collections, staff, services and facilities. The Library connects our changing community to the evolving world of ideas, information and technology. Through continuous innovation, the Orange County Library System will create a well informed, well connected community, making Orange County a great place to learn, work, live and play.

**Orange County Library System  
Board of Trustees Meeting  
Thursday, September 13, 2007**

**Public Comment:  
Non-Agenda Items**