

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

Board Packet for November 2008



101 East Central Boulevard
Orlando, Florida 32801-2471
phone: 407.835.7611
fax: 407.835.7648
website: www.ocls.info

Mary Anne Hodel,
Library Director, Chief Executive Officer

November 7, 2008

To: James B. Tyson, President
Guy Houk, Vice President
Sara Brady, Trustee
Mable Butler, Trustee
Ted Maines, Trustee

cc: The Library Governing Board:
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-Russell, 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, November 13, 2008 at the **Windermere Branch Library; 530 Main Street; Windermere, Florida 34786** 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
November 13, 2008
Windermere Branch Library
530 Main Street
Windermere, Florida 34786
407.835.READ (7323)

08-174 I. **Call to Order**

08-175 II. **Public Comment**

Members of the public who wish to address the Board must first fill out and present to the Orange County Library System Board of Trustees, a “Notice of Intent to Speak” form. If an electronic form of comments is submitted, these will be made available to the public as part of the Board Minutes. Public comments of items listed on the agenda will occur just prior to the Board’s discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda. Public presentations shall be limited to three (3) minutes. In the event more than ten (10) persons signify their intent to speak, a period not to exceed thirty (30) minutes shall be set aside and divided up equally among those registered to speak. The order of speaking among those persons who have filled out the “Notice of Intent to Speak Form” shall be the order in which the forms were received by the Board’s Administrative Assistant. “Notice of Intent to Speak” forms will not be accepted after the meeting has been called to order. Information listed on the “Notice of Intent to Speak” forms will be included in the Board Meeting Minutes and thus become public record. The Board shall have the power to extend periods of public comment to address issues of special concern by a majority vote of those Board Members present.

If a request is made for written comments to be included in the official record of this meeting, it is helpful if the requestor is able to provide the comments in an electronic format. However, this is not required. This is to ensure the completion and accuracy of the official record when posted on the Library’s website, www.ocls.info. For more information, contact Milinda Neusaenger at 407.835.7611 or neusaenger.milinda@ocls.info.

08-176 III. **Approval of Minutes: Library Board of Trustees Meeting ~ October 9, 2008**

08-177 IV. **Staff Presentations:**

- **Windermere Welcome**
- **Bibliotube**

08-178 V. **Financial Statements and Summaries: October 2008**

08-179 **Review of Defined Benefit Pension Plan Investments: Grant Kalson**

08-180 VI. **Statistics and Summaries: October 2008**

08-181 VII. **Action Items**

07-182 III. **Discussion and Possible Action Items**

08-183 IX. **Information**

08-184 **Director’s Report**

08-185 **Compensation Plan: FY 2009**

08-186

Customer Interaction Statistics: FY 2008

08-187

Public Comment: Non-Agenda Items

X. Adjournment

**Next Meeting Dates: December 11, 2008 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
January 8, 2009 ~ South Trail Branch Library; 4600 South Orange Blossom Trail; Orlando, Florida 32839.**

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, November 13, 2008**

Call to Order

Orange County Library System Board of Trustees Meeting Thursday, November 13, 2008

Public Comment

Members of the public who wish to address the Board must first fill out and present to the Orange County Library System Board of Trustees, a “Notice of Intent to Speak” form. If an electronic form of comments is submitted, these will be made available to the public as part of the Board Minutes. Public comments of items listed on the agenda will occur just prior to the Board’s discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda. Public presentations shall be limited to three (3) minutes. In the event more than ten (10) persons signify their intent to speak, a period not to exceed thirty (30) minutes shall be set aside and divided up equally among those registered to speak. The order of speaking among those persons who have filled out the “Notice of Intent to Speak Form” shall be the order in which the forms were received by the Board’s Administrative Assistant. “Notice of Intent to Speak” forms will not be accepted after the meeting has been called to order. Information listed on the “Notice of Intent to Speak” forms will be included in the Board Meeting Minutes and thus become public record.

The Board shall have the power to extend periods of public comment to address issues of special concern by a majority vote of those Board Members present.

If a request is made for written comments to be included in the official record of this meeting, it is helpful if the requestor is able to provide the comments in an electronic format. However, this is not required. This is to ensure the completion and accuracy of the official record when posted on the Library’s website, www.ocls.info . For more information, contact Milinda Neusaenger at 407.835.7611 or neusaenger.milinda@ocls.info .

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

**Approval of Minutes: Library Board of
Trustees Meeting ~ October 9, 2008**

MEETING MINTUES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
October 9, 2008
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

- 08-153 I. **Call to Order**
 Library Board Present: James Tyson (10/2); Guy Houk (10/0); Sara Brady (10/2); Ted Maines (4/0); Mable Butler (7/1)
 Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Renae Bennett; Eric Atkinson; Craig Wilkins
 Wendi Bost; Tracy Zampaglione; Milinda Neusaenger
 Administration Absent: Kathryn Robinson
 President Tyson called the meeting to order at 7:11 p.m.
- 08-154 II. **Public Comment**
 Members of the public who wish to address the Board must first fill out and present to the Orange County Library System Board of Trustees, a "Notice of Intent to Speak" form. If an electronic form of comments is submitted, these will be made available to the public as part of the Board Minutes. Public comments of items listed on the agenda will occur just prior to the Board's discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda. Public presentations shall be limited to three (3) minutes. In the event more than ten (10) persons signify their intent to speak, a period not to exceed thirty (30) minutes shall be set aside and divided up equally among those registered to speak. The order of speaking among those persons who have filled out the "Notice of Intent to Speak Form" shall be the order in which the forms were received by the Board's Administrative Assistant. "Notice of Intent to Speak" forms will not be accepted after the meeting has been called to order. Information listed on the "Notice of Intent to Speak" forms will be included in the Board Meeting Minutes and thus become public record. The Board shall have the power to extend periods of public comment to address issues of special concern by a majority vote of those Board Members present.
 If a request is made for written comments to be included in the official record of this meeting, it is helpful if the requestor is able to provide the comments in an electronic format. However, this is not required. This is to ensure the completion and accuracy of the official record when posted on the Library's website, www.ocls.info. For more information, contact Milinda Neusaenger at 407.835.7611 or neusaenger.milinda@ocls.info.
- 08-155 III. **Approval of Minutes: Library Board of Trustees Meeting ~ September 11, 2008**
 Vice President Houk, seconded by Trustee Brady, moved to approve the minutes for the September 11, 2008 Library Board of Trustees Meeting. Motion carried 5-0.
- 08-156 IV. **Staff Presentation: Summer Reading Program: Heather Pippin**
- 08-157 V. **Financial Statements and Summaries: September 2008 (Preliminary)**
- 08-158 VI. **Statistics and Summaries: September 2008**

08-159 VII. **Action Items**

08-160 **Consent Agenda**

08-161 **Direct Purchase of Chillers and Cooling Towers**

Trustee Butler, seconded by Trustee Maines, moved to approve the purchase of two chillers from Trane and two cooling towers from Baltimore Air; and to authorize Staff to spend up to 10% above the bid amounts to provide a contingency for unforeseen circumstances in the purchase of the equipment. Motion carried 5-0.

08-162 **Non-Consent Agenda**

08-163 **Election of Board Officers and Committee Appointments**

Trustee Brady nominated President Tyson for a second term as President, Vice President Houk seconded the nomination. Motion carried 5-0.

President Tyson nominated Vice President Houk for a second term as Vice President, Trustee Butler seconded the nomination. Motion carried 5-0.

President Tyson made the following Committee appointments:

- Personnel Chair – Sara Brady
- Finance Chair – James Tyson
- Marketing Chair – Ted Maines
- Planning Chair – Guy Houk
- Partnership Chair – Mable Butler

08-163.1 **Ratification of Collective Bargaining Agreement**

Trustee Butler, seconded by Trustee Maines, moved to ratify the Collective Bargaining Agreement between Orange County Library District and the Service Employees International Union, Florida Public Services Union. Motion carried 5-0.

07-164 III. **Discussion and Possible Action Items**

08-165 **Alternative Juvenile Card Option**

At the September 11, 2008 Board Meeting, a resident felt that the material which had been checked out by a teenage juvenile card holder was not appropriate for the age group. Staff were asked to provide some additional information on the issue.

Library Counsel Tom Wilkes addressed the board and reported that access to the library's collection and the content of the collection met all legal requirements established by the State of Florida. Staff from the Collection Development Department, John Henkle, Vanessa Neblett and Debbie Tour provided background on the professional principles that guide the development of library collections, access to those collections, and our local materials management practices. Assistant Director Debbie Moss discussed various options to children's access to library materials. Discussion ensued and the consensus of the Board is that access for all customers is appropriate and no action was taken.

08-166 **Strategic Plan Quarterly Update: Year Six ~ 4th Quarter Update**

08-167 **Director's Goals ~ 4th Quarter Update**

08-168 **Librarian Initiative Summary**

08-169 **Director's Evaluation**

As Chair of the Personnel Committee, Trustee Brady will begin the process of the Director's Annual Evaluation.

08-170 IX. **Information**

08-171 **Director's Report**

•Staff will be enjoying some Halloween fun by wearing a costume or special outfit on Friday, October 31st. All Library Staff are allowed and even encouraged to join in and have a good time. We will be taking photos all of our locations, recording the finery and cleverness of the staff. In the past, we have had some terrific costumes, and I hope this year's will be even better!

•Candy treats will be provided for each of the public service departments to share with customers. The traditional staff pumpkin carving /painting contest will take place. Pumpkins will be distributed to each of the departments and branches in sufficient time to create departmental pumpkins to commemorate this year's harvest. The Friends of the Library Board will choose the winning pumpkin.

•FINRA representative will visit on Tuesday October 14th to meet with Smart Investing Grant Team.

08-172 **FY 2009 Holiday and Closed Day Calendar**

08-173 **Public Comment: Non-Agenda Items**

X. **Adjournment**

President Tyson adjourned the meeting at 8:13 p.m.

Next Meeting Dates: November 13, 2008 ~ Windermere Branch Library; 530 Main Street; Windermere, Florida 34786 --- December 11, 2008 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

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

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

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

Staff Presentations:

- **Windermere Welcome**
- **Bibliotube**

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

**Financial Statements
and Summaries: October 2008**

Orange County Library System

Financial Statement Highlights

One Month Ended October 31, 2008

Operating Fund Revenue and Expenditure Summaries

Fees & Fines

Effective the beginning of the current fiscal year, several changes were implemented which impact our fees and fine revenues including the following:

- Increased daily fine rate from .20 to .25
- Implemented account settlement threshold (requires the patron to pay the account balance in full once it reaches \$10)
- Created PC Express (\$5 for one hour computer session) for non District residents who want to utilize our public computers

Although we only have one month's of activity and it is way too early to draw any conclusions, the results thus far are interesting. Fine revenues are up 19% (\$115,000 versus \$96,000) as compared to the same period a year ago. While we have offered the PC Pass (\$10 for seven days) to our non District residents for several years, the PC Express is brand new. Combined, the revenues for the PC Pass and PC Express cards, \$1,900, exceed the PC Pass revenue, \$1,300, from a year ago. Lastly, Meeting Room revenue for the month of October reflects \$9,200, which includes some revenue for rooms booked for November and December.

Premium Increase for 2009 Health and Dental Coverage

In 2007, based on a recommendation from our benefit consultant, Robinson Bush, the Library converted to a self funding concept for health insurance coverage for our full time employees. Rather than buying traditional insurance, self funding involves paying premiums to an internal Library fund and contracting with United Healthcare to process claims and purchase "Stop Loss" coverage, which protects the Library from catastrophic claims. In essence, we have become an insurance carrier for most claims.

A review of the Library's recent claims experience, which largely determines the size of premium increase for the subsequent year, was very favorable. This experience coupled with reserves, which have accumulated in our self insurance fund, have placed us in an advantageous position and we are pleased to announce that the 2009 premiums will be kept at the 2008 rates. Yes, that's right – **no increases for 2009**. Given that medical inflation is running around 12%, no increase in the Library's premiums is remarkable. The rate hold will especially be welcome by those employees who elect dependent coverage and must pay the entire cost of this coverage. The Library will continue to pay the entire cost for employee single health and dental coverage, an annual amount of nearly \$7,700.

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND REVENUE SUMMARY
One Month Ended October 31, 2008**

| | ANNUAL BUDGET | YTD ACTUAL | (1 month=8%) |
|------------------------------------|--------------------------|-----------------------|---------------------|
| AD VALOREM TAXES | 36,007,392 | 0 | 0.0% |
| INTERGOVERNMENTAL | | | |
| Grants | 100,000 | 26,926 | 26.9% |
| State Aid | 1,145,000 | 0 | 0.0% |
| | <u>1,245,000</u> | <u>26,926</u> | <u>2.2%</u> |
| CHARGES FOR SERVICES | | | |
| Fee Cards | 13,000 | 1,250 | 9.6% |
| Premium Cards | 2,000 | 0 | 0.0% |
| PC Pass (\$10 for 7 days) | 25,000 | 822 | 3.3% |
| PC Express (\$5 for 1 hour) | 5,000 | 1,055 | 21.1% |
| Additional PC Sessions | 0 | 5 | |
| Classes | 3,000 | 130 | 4.3% |
| Copy & Vending, Value Card | 175,000 | 11,488 | 6.6% |
| Meeting Rooms | 30,000 | 9,245 | 30.8% |
| Fax | 12,000 | 847 | 7.1% |
| Scanner | 0 | 10 | |
| Computer Booklets | 0 | 23 | |
| Ear Buds and Jump Drives | 0 | 724 | |
| Disk Sales | 1,500 | 244 | 16.3% |
| Orange Bag Sales | 7,500 | 724 | 9.7% |
| ILL Charges | 0 | 49 | |
| | <u>274,000</u> | <u>26,615</u> | <u>9.7%</u> |
| FINES | | | |
| Fines | 1,985,000 | 115,061 | 5.8% |
| Lost Materials | 115,000 | 6,731 | 5.9% |
| | <u>2,100,000</u> | <u>121,792</u> | <u>5.8%</u> |
| MISCELLANEOUS | | | |
| Investment Earnings | 450,000 | 11,926 | 2.7% |
| Rent | 9,000 | 0 | 0.0% |
| Contributions - Friends of Library | 107,000 | 0 | 0.0% |
| Contributions - Others | 25,000 | 1,575 | 6.3% |
| Miscellaneous | 50,000 | 3,443 | 6.9% |
| | <u>641,000</u> | <u>16,944</u> | <u>2.6%</u> |
| TRANSFER FM PROP APPRAISER | 36,000 | 0 | 0.0% |
| TRANSFER FM TAX COLLECTOR | 300,000 | 0 | 0.0% |
| TOTAL REVENUES | <u><u>40,603,392</u></u> | <u><u>192,277</u></u> | <u><u>0.5%</u></u> |

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND EXPENDITURE SUMMARY
One Month Ended October 31, 2008**

| | ANNUAL BUDGET | YTD ACTUAL | (1 month=8%) |
|---------------------------------------|--------------------------|-------------------------|---------------------|
| SALARIES & BENEFITS | | | |
| Salaries | 15,083,747 | 1,252,777 | 8.3% |
| Medicare Taxes | 218,714 | 23,410 | 10.7% |
| Defined Contribution Pension Plan | 1,131,281 | 125,141 | 11.1% |
| Defined Benefit Pension Plan | 950,193 | 155,216 | 16.3% |
| Money Purchase Pension Plan | 378,448 | 40,365 | 10.7% |
| Life and Health Insurance (Employees) | 2,575,455 | 187,270 | 7.3% |
| Retiree Health Care (OPEB) | 1,316,492 | 135,658 | 10.3% |
| Worker's Compensation | 122,972 | 24,629 | 20.0% |
| Unemployment Compensation | 12,000 | 0 | 0.0% |
| Parking & Bus Passes | 214,722 | 17,232 | 8.0% |
| | <u>22,004,024</u> | <u>1,961,698</u> | <u>8.9%</u> |
| OPERATING | | | |
| Professional Services | 330,000 | 17,602 | 5.3% |
| Other Contractual Services | 931,000 | 31,955 | 3.4% |
| Other Contract. Serv.- Janitorial | 331,000 | 20,402 | 6.2% |
| Training and Travel | 100,000 | 4,790 | 4.8% |
| Telecommunication | 325,000 | 15,845 | 4.9% |
| Delivery and Postage | 1,513,000 | 127,554 | 8.4% |
| Utilities | 1,182,000 | 12,050 | 1.0% |
| Rentals and Leases | 1,018,000 | 82,093 | 8.1% |
| Insurance | 300,000 | 48,689 | 16.2% |
| Repair and Maintenance | 1,200,000 | 44,459 | 3.7% |
| Repair & Maint. - Hardware/Software | 407,000 | 159,645 | 39.2% |
| Copying/Printing | 317,000 | 14,133 | 4.5% |
| Property Appraiser's Fee | 300,000 | 73,608 | 24.5% |
| Tax Collector's Fee | 725,000 | 0 | 0.0% |
| Supplies | 950,000 | 15,601 | 1.6% |
| Supplies-Hardware/Software | 500,000 | 683 | 0.1% |
| Memberships | 25,000 | 1,725 | 6.9% |
| Contingency | 325,000 | 0 | 0.0% |
| | <u>10,779,000</u> | <u>670,835</u> | <u>6.2%</u> |
| CAPITAL OUTLAY | | | |
| Building and Improvements | 1,450,000 | 15,326 | 1.1% |
| Equipment and Furniture | 300,000 | 1,075 | 0.4% |
| Hardware/Software | 300,000 | 22,500 | 7.5% |
| | <u>2,050,000</u> | <u>38,901</u> | <u>1.9%</u> |
| LIBRARY MATERIALS | | | |
| Materials - Rest. Contributions | 22,000 | 517 | 2.4% |
| Materials - Other | 5,000,000 | 567,347 | 11.3% |
| | <u>5,022,000</u> | <u>567,864</u> | <u>11.3%</u> |
| TRANSFERS TO OTHER FUNDS | | | |
| Branch Debt Service Fund | 293,000 | 0 | 0.0% |
| Capital Projects Fund | 1,377,000 | 114,750 | 8.3% |
| | <u>1,670,000</u> | <u>114,750</u> | <u>6.9%</u> |
| TOTAL EXPENDITURES | <u>41,525,024</u> | <u>3,354,048</u> | <u>8.1%</u> |

**ORANGE COUNTY LIBRARY DISTRICT
BRANCH DEBT SERVICE FUND
One Month Ended October 31, 2008**

| | ANNUAL BUDGET | YTD ACTUAL | (1 month=8%) |
|----------------------------|--------------------------|-----------------------|---------------------|
| REVENUES | | | |
| Transfer From General Fund | 293,000 | 0 | 0.0% |
| Investment Earnings | 10,000 | 780 | 7.8% |
| TOTAL REVENUES | 303,000 | 780 | 0.3% |
| EXPENDITURES | | | |
| <u>2003 NOTE</u> | | | |
| Principal | 386,677 | 0 | 0.0% |
| Interest | 23,323 | 0 | 0.0% |
| | 410,000 | 0 | 0.0% |
| TOTAL EXPENDITURES | 410,000 | 0 | 0.0% |

FUTURE DEBT SERVICE PAYMENTS FOR 2003 NOTE

| DATE | PRINCIPAL | INTEREST |
|------------------|------------------|-----------------|
| February 1, 2009 | 191,756 | 12,973 |
| August 1, 2009 | 194,920 | 9,809 |
| 2010 | 399,542 | 9,916 |
| | 786,219 | 32,697 |

**ORANGE COUNTY LIBRARY DISTRICT
CAPITAL PROJECTS FUND
One Month Ended October 31, 2008**

| | <u>ANNUAL BUDGET</u> | <u>YTD ACTUAL</u> | <u>(1 month=8%)</u> |
|----------------------------|--------------------------|-----------------------|---------------------|
| REVENUES | | | |
| Transfer From General Fund | 1,377,000 | 114,750 | 8.3% |
| Investment Earnings | 100,000 | 8,526 | 8.5% |
| TOTAL REVENUES | <u><u>1,477,000</u></u> | <u><u>123,276</u></u> | <u><u>8.3%</u></u> |
| EXPENDITURES | | | |
| Land (Future Branches) | 5,000,000 | 0 | 0.0% |
| TOTAL EXPENDITURES | <u><u>5,000,000</u></u> | <u><u>0</u></u> | <u><u>0.0%</u></u> |

**ORANGE COUNTY LIBRARY DISTRICT
SINKING FUND
One Month Ended October 31, 2008**

| | <u>ANNUAL BUDGET</u> | <u>YTD ACTUAL</u> | <u>(1 month=8%)</u> |
|------------------------------------|--------------------------|-----------------------|---------------------|
| REVENUES | | | |
| Investment Earnings | <u>9,000</u> | <u>722</u> | <u>8.0%</u> |
| TOTAL REVENUES | <u>9,000</u> | <u>722</u> | <u>8.0%</u> |
| EXPENDITURES | | | |
| Reserves-Building and Improvements | 5,000 | 0 | 0.0% |
| Reserves - Technology | <u>4,000</u> | <u>0</u> | <u>0.0%</u> |
| TOTAL EXPENDITURES | <u>9,000</u> | <u>0</u> | <u>0.0%</u> |

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - ASSETS
October 31, 2008**

ASSETS

| | |
|------------------------------|--------------------------------|
| Cash on Hand | 7,345 |
| Equity in Pooled Cash | 546,804 |
| Equity in Pooled Investments | 6,460,088 |
| Accounts Receivable | 112,626 |
| Due from Other Governments | 41,333 |
| Inventory | 236,482 |
| Prepays | 97,738 |
| Other Assets-Deposits | <u>9,275</u> |
| TOTAL ASSETS | <u><u>7,511,691</u></u> |

ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - LIABILITIES & FUND BALANCE
October 31, 2008

LIABILITIES

| | |
|----------------------------------|----------------|
| Accounts Payable | 55,795 |
| Unclaimed Disbursements | 1,207 |
| Accrued Wages Payable | 238,787 |
| Accrued Sales Tax | 119 |
| Due To Friends of the Library | 3,116 |
| United Appeal | 197 |
| Employee Payroll Deductions | |
| Savings Bonds | 38 |
| Union Dues | 657 |
| Daughters of American Revolution | 1,434 |
| Staff Association | 2,011 |
| TOTAL LIABILITIES | 303,360 |

FUND BALANCE

| | |
|---|------------------|
| Reserved for Walker | 4,000 |
| Reserved for Phillips | 100,000 |
| Reserved for Warner | 33,712 |
| Reserved for Gullett | 19,805 |
| Designated for Murray | 724,689 |
| Designated for Sondheim | 39,941 |
| Designated for Strategic Plan | 4,000,000 |
| Unreserved/Undesignated | 5,447,955 |
| Current Year Excess of Revenues Over Expenditures | (3,161,772) |
| TOTAL FUND BALANCE | 7,208,332 |

TOTAL LIABILITIES & FUND BALANCE **7,511,691**

ORANGE COUNTY LIBRARY DISTRICT
MONTHLY ROLLOVER
October 31, 2008

| | <u>BALANCE</u> <u>09/30/08</u> | <u>RECEIPTS</u> | <u>DISBURSE</u> | <u>BALANCE</u> <u>10/31/08</u> |
|---------------------------------|-----------------------------------|------------------|--------------------|-----------------------------------|
| OPERATING | | | | |
| Equity in Pooled Cash | 461,649 | 3,693,226 | (3,608,072) | 546,803 |
| Equity in Pooled Investments | <u>9,493,772</u> | <u>11,926</u> | <u>(3,045,611)</u> | <u>6,460,088</u> |
| | 9,955,421 | 3,705,153 | (6,653,683) | 7,006,891 |
| BRANCH DEBT SERVICE | | | | |
| Equity in Pooled Investments | <u>521,320</u> | <u>780</u> | <u>0</u> | <u>522,100</u> |
| SINKING | | | | |
| Equity in Pooled Investments | <u>483,783</u> | <u>722</u> | <u>(3,125)</u> | <u>481,379</u> |
| CAPITAL PROJECTS | | | | |
| Equity in Pooled Investments | 5,640,744 | 123,276 | 0 | 5,764,020 |
| SELF FUNDED HEALTH | | | | |
| Equity in Pooled Cash | 15,599 | 208,853 | (243,191) | (18,739) |
| Claims Payment Checking Account | 35,000 | 76,496 | (76,496) | 35,000 |
| Equity in Pooled Investments | <u>1,348,756</u> | <u>102,093</u> | <u>0</u> | <u>1,450,848</u> |
| | 1,399,354 | 387,442 | (319,687) | 1,467,110 |

ORANGE COUNTY LIBRARY DISTRICT
GENERAL POOLED INVESTMENTS
October 31, 2008

| <u>INVESTMENT TYPE</u> | <u>DOLLARS</u> | <u>% PORTFOLIO</u> |
|--------------------------------------|--------------------------|--------------------|
| CERTIFICATES OF DEPOSIT | 11,173,209 | 76% |
| MONEY MARKET FUNDS | | |
| Federated Treasury Obligation Fund | 2,081,884 | 14% |
| Federated Government Obligation Fund | 280,885 | 2% |
| AIM Fund | 1,122,767 | 8% |
| STATE BOARD OF ADMINISTRATION | | |
| Local Government Surplus Trust Fund | <u>19,690</u> | <u>0.1%</u> |
| TOTAL | <u><u>14,678,435</u></u> | <u><u>100%</u></u> |

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

**Statistics and Summaries:
October 2008**

STATISTICAL SUMMARY

October 2008 Statistics for November 2008

Circulation and Door Count

Early Voting had a significant impact on door count on the positive side but kept circulation flat for October. Difficulty with adequate parking at West Oaks and Alafaya in particular kept their circulation down in spite of extraordinary numbers of visitors.

Southeast seems to be the exception when it comes to seeing circulation benefit from the additional activity associated with early voting. They had a 13.67% increase in circulation, the highest percentage increase for any location. Southeast had ample parking to serve both regular patrons and early voters.

Kudos to all the staff who worked through the challenges of early voting!

Digital products have hovered around 41,000 for the last two months. For October 2008, use of these resources jumped to 49,538, our second highest monthly total after June 2008.

Library Activities

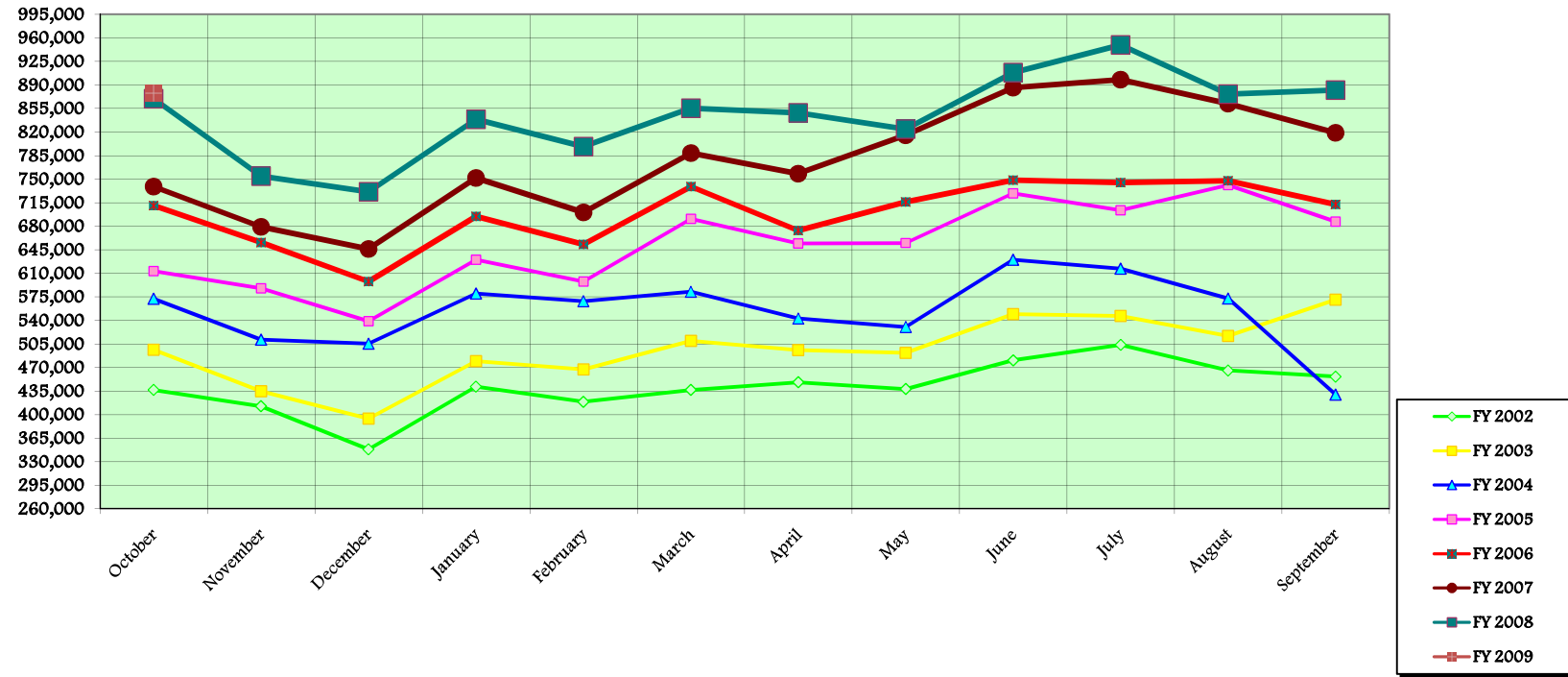
For the month of October 2008, PC Sessions were 83,150 which is a 3.37% decrease from 86,050 in October 2007. This decrease is likely related to a mix of building access problems related to early voting and the zero-balance requirement for computer use.

New library card registration was up 17.57% over last year. We registered 8,304 residents for cards, an increase of 1,300 cards over last year. We have not registered over 8,000 new card holders in a month since August 2005.

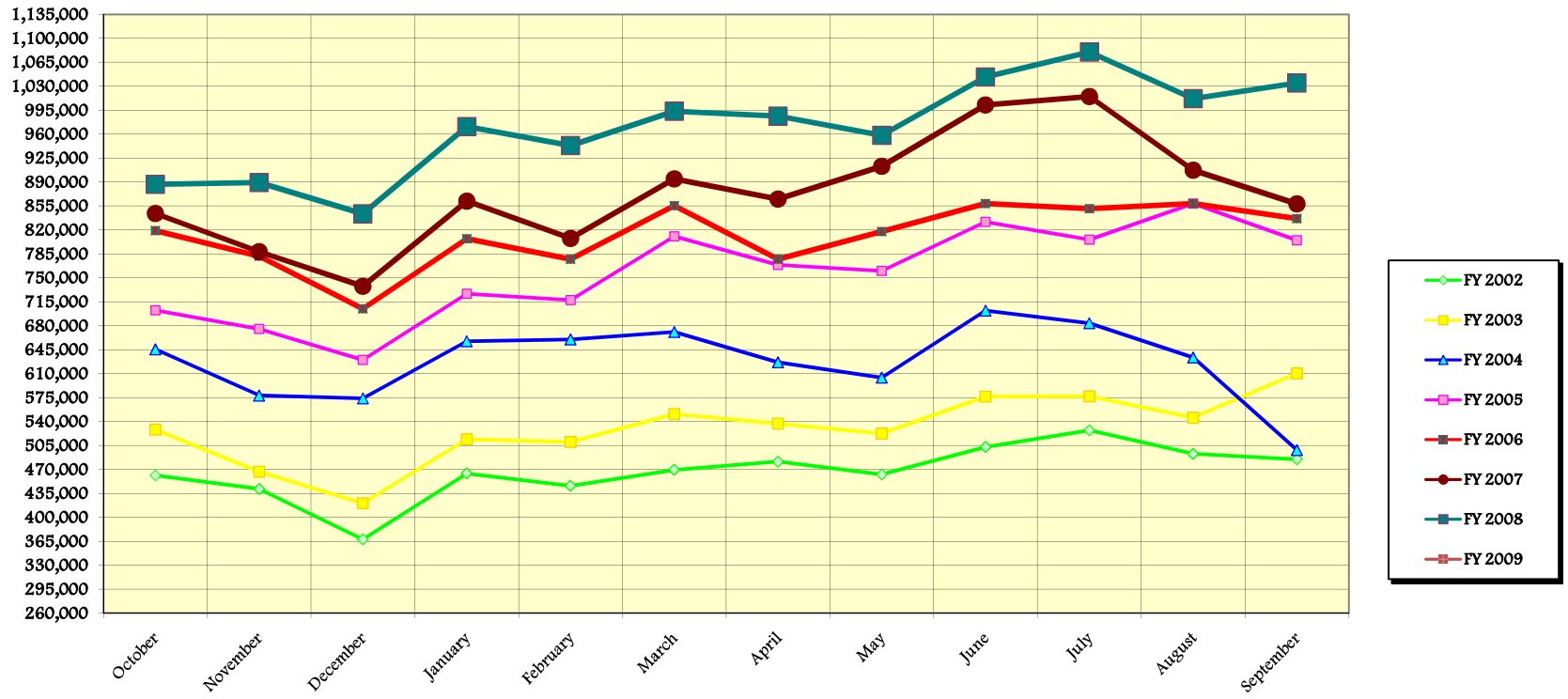
www.ocls.info

Our new downloadable book service, OverDrive continues to be popular. Though the library was open, many businesses were closed on Columbus Day, October 13. We had 61 books downloaded that day. The average number of downloads on a weekend day is 40.

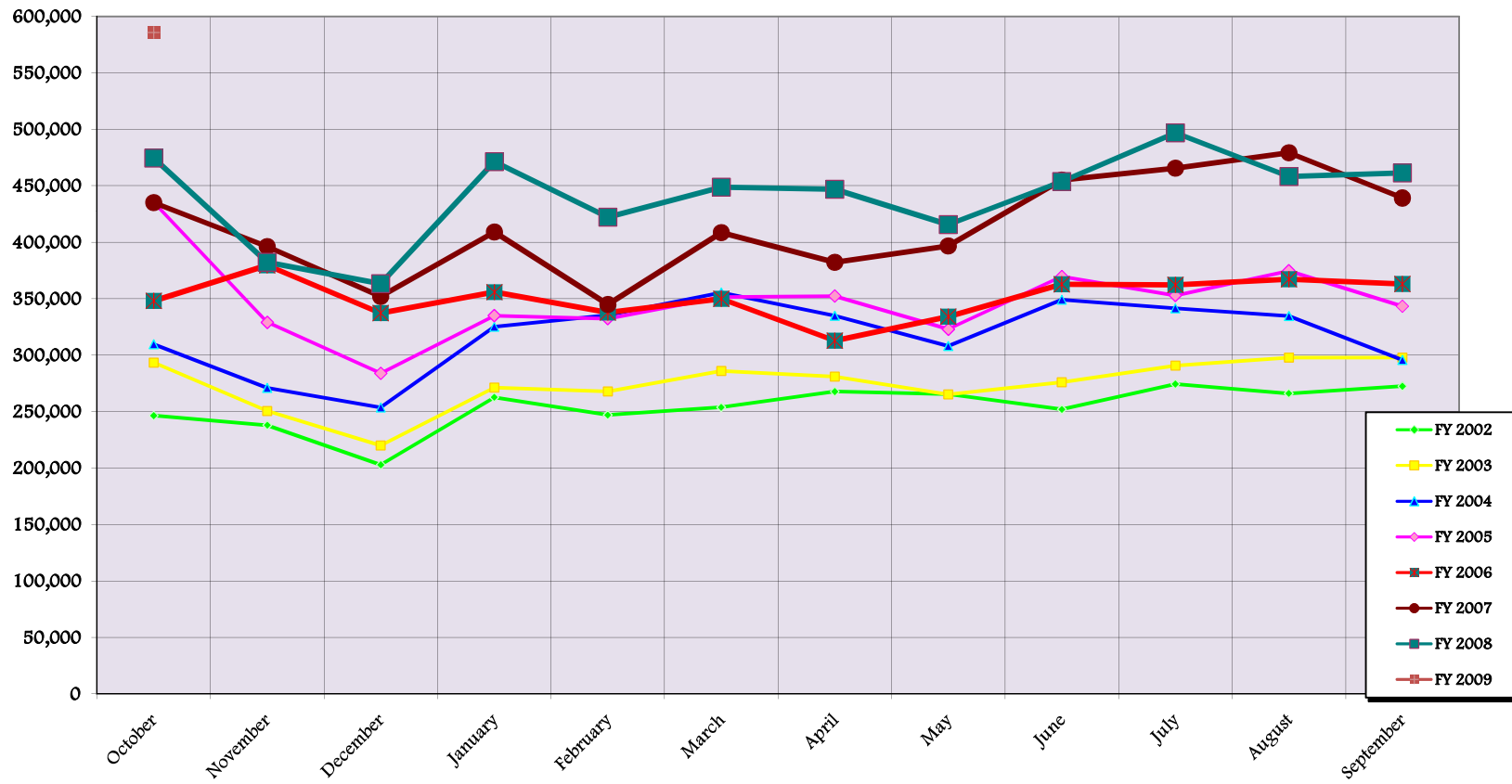
**ORANGE COUNTY LIBRARY SYSTEM
CIRCULATION
Fiscal Year 2002 Through Fiscal Year 2009 To Date**



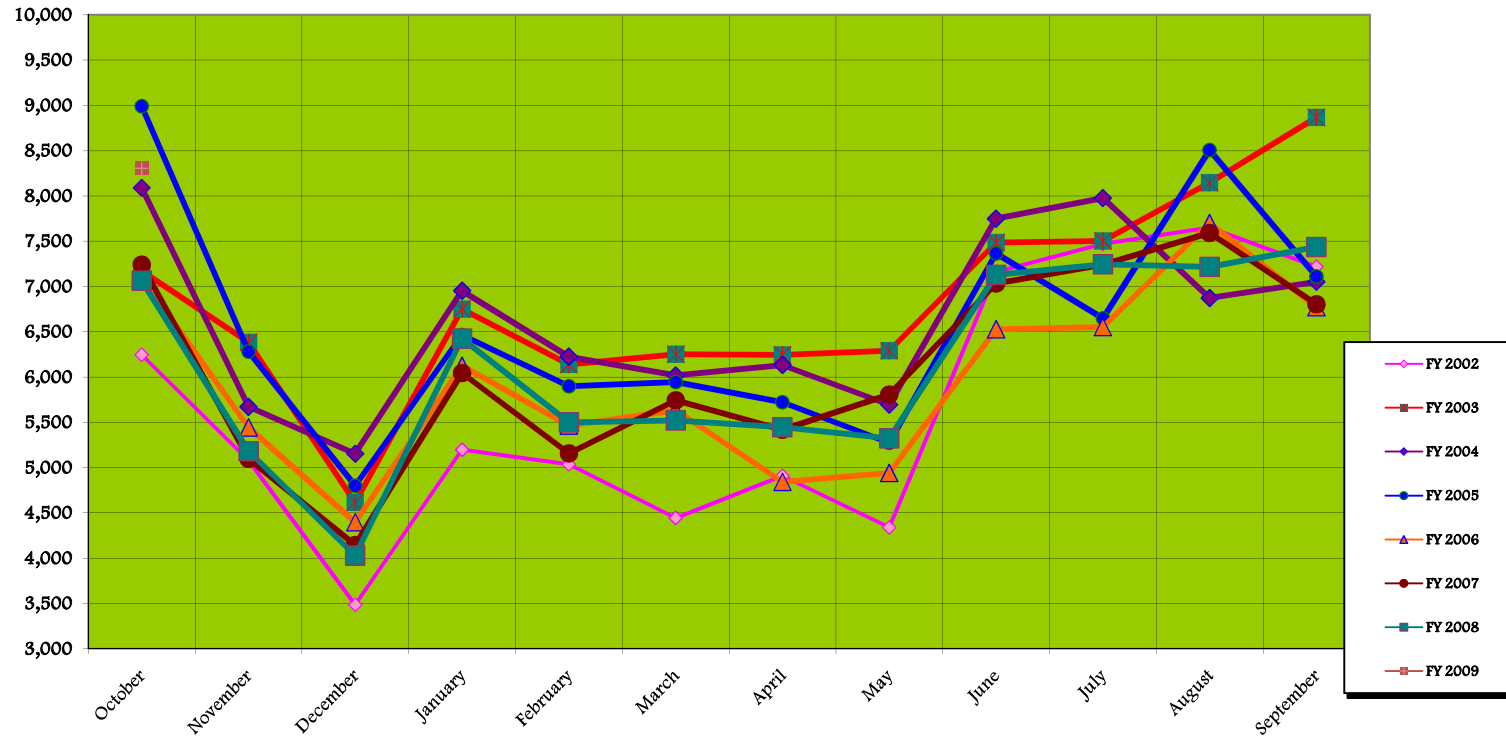
**ORANGE COUNTY LIBRARY SYSTEM
CIRCULATION WITH ELECTRONIC STATS**
(Circ Stats & Electronic Database Stats ~ 2 months previous)
Fiscal Year 2002 Through Fiscal Year 2009 To Date



Orange County Library System
 Door Counts
 Fiscal Year 2002 through Fiscal Year 2009 To Date



Orange County Library System
 New Customer Registration
 Fiscal Year 2002 through Fiscal Year 2009 To Date



Circulation & Door Count

October through March

| | Oct '08 | Oct '07 | % of Change | Nov '08 | Nov '07 | Dec '08 | Dec '07 | Jan '09 | Jan '08 | Feb '09 | Feb '08 | Mar '09 | Mar '08 |
|--------------------|----------------|----------------|---------------|---------|----------------|---------|----------------|---------|----------------|---------|----------------|---------|----------------|
| Circulation | | | | | | | | | | | | | |
| Main | 264,369 | 263,951 | 0.16% | | 237,835 | | 236,330 | | 248,259 | | 240,178 | | 263,015 |
| Branches | 490,764 | 493,444 | -0.54% | | 426,268 | | 397,334 | | 491,342 | | 445,479 | | 482,409 |
| MAYL | 66,641 | 66,695 | -0.08% | | 53,234 | | 61,091 | | 60,961 | | 66,792 | | 70,822 |
| Digital Products | 49,538 | 41,163 | 20.35% | | 53,363 | | 32,765 | | 33,989 | | 41,548 | | 35,335 |
| Digital Downloads | 2,308 | 1,746 | 32.19% | | 1,516 | | 1,485 | | 1,571 | | 1,421 | | 1,679 |
| Talking Books | 4,129 | 4,372 | -5.56% | | 3,011 | | 3,450 | | 4,055 | | 3,956 | | 3,880 |
| Total | 877,749 | 871,371 | 0.73% | | 775,227 | | 732,455 | | 840,177 | | 799,374 | | 857,140 |
| Door Count | | | | | | | | | | | | | |
| Main | 74,877 | 63,693 | 17.56% | | 57,654 | | 53,501 | | 64,803 | | 58,844 | | 61,636 |
| Branches | 424,494 | 323,951 | 31.04% | | 256,200 | | 234,895 | | 331,321 | | 280,825 | | 298,064 |
| MAYL Packages | 63,354 | 64,511 | -1.79% | | 51,270 | | 58,409 | | 58,203 | | 64,351 | | 67,926 |
| Talking Books | 17 | 16 | 6.25% | | 8 | | 8 | | 11 | | 21 | | 12 |
| Drive Up Windows | 23,061 | 22,427 | 2.83% | | 17,239 | | 16,491 | | 17,162 | | 18,297 | | 21,213 |
| Total | 585,786 | 474,582 | 23.43% | | 382,363 | | 363,296 | | 471,489 | | 422,317 | | 448,839 |

Circulation & Door Count

April through September

| | <i>Apr '09</i> | <i>Apr '08</i> | <i>May '09</i> | <i>May '08</i> | <i>Jun '09</i> | <i>Jun '08</i> | <i>Jul '09</i> | <i>Jul '08</i> | <i>Aug '09</i> | <i>Aug '08</i> | <i>Sep '09</i> | <i>Sep '08</i> | FY 2009 YTD | FY 2008 |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------------|
| Circulation | | | | | | | | | | | | | | |
| Main | | 256,941 | | 249,297 | | 256,647 | | 263,516 | | 261,391 | | 259,199 | 264,369 | 3,036,559 |
| Branches | | 472,723 | | 453,752 | | 523,453 | | 565,805 | | 498,441 | | 505,576 | 490,764 | 5,756,026 |
| MAYL | | 72,046 | | 67,743 | | 69,359 | | 76,087 | | 69,141 | | 69,772 | 66,641 | 803,743 |
| Digital Products | | 42,620 | | 49,486 | | 55,012 | | 38,242 | | 41,659 | | 41,584 | 49,538 | 506,766 |
| Digital Downloads | | 1,454 | | 1,463 | | 1,441 | | 1,608 | | 1,945 | | 2,454 | 2,308 | 19,783 |
| Talking Books | | 4,152 | | 4,024 | | 3,948 | | 4,104 | | 3,892 | | 3,802 | 4,129 | 46,646 |
| Total | | 849,936 | | 825,765 | | 909,860 | | 949,362 | | 876,469 | | 882,387 | 877,749 | 10,169,523 |
| Door Count | | | | | | | | | | | | | | |
| Main | | 60,997 | | 55,530 | | 65,815 | | 68,788 | | 59,965 | | 62,992 | 74,877 | 734,218 |
| Branches | | 297,458 | | 277,463 | | 302,110 | | 334,139 | | 311,800 | | 312,029 | 424,494 | 3,560,255 |
| MAYL Packages | | 68,977 | | 64,416 | | 66,200 | | 73,167 | | 66,029 | | 66,479 | 63,354 | 769,938 |
| Talking Books | | 16 | | 16 | | 24 | | 13 | | 19 | | 20 | 17 | 184 |
| Drive Up Windows | | 19,590 | | 18,314 | | 19,677 | | 20,839 | | 20,352 | | 20,015 | 23,061 | 231,616 |
| Total | | 447,022 | | 415,723 | | 453,802 | | 496,933 | | 458,146 | | 461,515 | 585,786 | 5,296,027 |

Web Site Traffic

April through September

| | Oct '08 | Oct '07 | % of Change | Nov '08 | Nov '07 | Dec '08 | Dec '07 | Jan '09 | Jan '08 | Feb '09 | Feb '08 | Mar '09 | Mar '08 |
|----------------------------|-------------------|-------------------|----------------|---------|------------------|---------|------------------|---------|-------------------|---------|-------------------|---------|-------------------|
| Hits to the Website | | | | | | | | | | | | | |
| Inside | 8,356,815 | 5,664,814 | 47.52% | | 4,446,440 | | 4,459,588 | | 5,271,546 | | 5,209,567 | | 5,678,465 |
| Outside | 6,937,280 | 5,139,056 | 34.99% | | 4,576,053 | | 4,430,452 | | 5,606,337 | | 5,215,845 | | 5,658,619 |
| Total | 15,294,095 | 10,803,870 | 41.56% | | 9,022,493 | | 8,890,040 | | 10,877,883 | | 10,425,412 | | 11,337,084 |
| Visits | | | | | | | | | | | | | |
| Inside | 109,660 | 111,148 | -1.34% | | 88,627 | | 86,330 | | 99,575 | | 96,577 | | 99,450 |
| Outside | 237,939 | 255,253 | -6.78% | | 226,436 | | 216,804 | | 249,995 | | 223,939 | | 253,654 |
| Total | 347,599 | 366,401 | -5.13% | | 315,063 | | 303,134 | | 349,570 | | 320,516 | | 353,104 |
| Unique Visitors | | | | | | | | | | | | | |
| Inside | 1,293 | 1,492 | -13.34% | | 1,353 | | 1,332 | | 1,385 | | 1,345 | | 1,416 |
| Outside | 74,404 | 77,285 | -3.73% | | 67,133 | | 65,541 | | 73,385 | | 68,921 | | 66,362 |
| Total | 75,697 | 78,777 | -3.91% | | 68,486 | | 66,873 | | 74,770 | | 70,266 | | 67,778 |
| Page Views | | | | | | | | | | | | | |
| Inside | 1,128,610 | 1,471,571 | -23.31% | | 1,141,034 | | 1,089,580 | | 1,292,162 | | 1,261,531 | | 1,262,023 |
| Outside | 1,237,858 | 1,231,557 | 0.51% | | 1,088,394 | | 1,079,609 | | 1,328,426 | | 1,206,848 | | 1,224,639 |
| Total | 2,366,468 | 2,703,128 | -12.45% | | 2,229,428 | | 2,169,189 | | 2,620,588 | | 2,468,379 | | 2,486,662 |

Web Site Traffic

April through September

| | Apr '09 | Apr '08 | May '09 | May '08 | Jun '09 | Jun '08 | Jul '09 | Jul '08 | Aug '09 | Aug '08 | Sep '09 | Sep '08 | FY 2009 YTD | FY 2008 |
|----------------------------|---------|-------------------|---------|-------------------|---------|-------------------|---------|-------------------|---------|-------------------|---------|-------------------|-------------------|--------------------|
| Hits to the Website | | | | | | | | | | | | | | |
| Inside | | 6,184,777 | | 5,428,401 | | 6,069,938 | | 5,934,514 | | 5,848,128 | | 7,767,281 | 8,356,815 | 67,963,459 |
| Outside | | 5,681,414 | | 5,251,553 | | 5,868,512 | | 5,806,271 | | 5,657,932 | | 6,736,810 | 6,937,280 | 65,628,854 |
| Total | | 11,866,191 | | 10,679,954 | | 11,938,450 | | 11,740,785 | | 11,506,060 | | 14,504,091 | 15,294,095 | 133,592,313 |
| Visits | | | | | | | | | | | | | | |
| Inside | | 101,937 | | 101,535 | | 102,267 | | 105,764 | | 100,989 | | 104,379 | 109,660 | 1,198,578 |
| Outside | | 261,534 | | 256,912 | | 227,353 | | 230,419 | | 217,184 | | 230,154 | 237,939 | 2,849,637 |
| Total | | 363,471 | | 358,447 | | 329,620 | | 336,183 | | 318,173 | | 334,533 | 347,599 | 4,048,215 |
| Unique Visitors | | | | | | | | | | | | | | |
| Inside | | 1,410 | | 1,425 | | 1,432 | | 1,456 | | 1,479 | | 1,404 | 1,293 | 16,929 |
| Outside | | 63,785 | | 66,924 | | 73,624 | | 72,124 | | 70,957 | | 73,210 | 74,404 | 839,251 |
| Total | | 65,195 | | 68,349 | | 75,056 | | 73,580 | | 72,436 | | 74,614 | 75,697 | 856,180 |
| Page Views | | | | | | | | | | | | | | |
| Inside | | 1,341,549 | | 1,315,120 | | 1,536,410 | | 1,433,254 | | 1,393,040 | | 1,050,998 | 1,128,610 | 15,588,272 |
| Outside | | 1,205,566 | | 1,214,091 | | 1,351,074 | | 1,358,050 | | 1,303,452 | | 1,280,790 | 1,237,858 | 14,872,496 |
| Total | | 2,547,115 | | 2,529,211 | | 2,887,484 | | 2,791,304 | | 2,696,492 | | 2,331,788 | 2,366,468 | 30,460,768 |

Circulation and Orange County Library System: Report for FY 2009 YTD & FY 2008

Library Activities

April through September

| | Oct '08 | Oct '07 | % of Change | Nov '08 | Nov '07 | Dec '08 | Dec '07 | Jan '09 | Jan '08 | Feb '09 | Feb '08 | Mar '09 | Mar '08 |
|---|---------|---------|-------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Program Attendance Total | 14,432 | 14,869 | -2.94% | | 10,144 | | 7,412 | | 11,461 | | 13,778 | | 13,177 |
| Total # of Programs | 503 | 531 | -5.27% | | 473 | | 420 | | 490 | | 537 | | 529 |
| Community Events Attendance Total | 2,301 | 856 | 168.81% | | 428 | | 241 | | 1,717 | | 2,625 | | 202 |
| Total # of Community Events | 19 | 11 | 72.73% | | 11 | | 5 | | 8 | | 9 | | 2 |
| Events Line | 51 | 9 | 466.67% | | 8 | | 9 | | 15 | | 4 | | 6 |
| StoryLine | 101 | 144 | -29.86% | | 106 | | 146 | | 157 | | 95 | | 111 |
| Class Attendance Total | 4,012 | 3,414 | 17.52% | | 2,587 | | 2,304 | | 3,374 | | 3,461 | | 3,447 |
| Total # of Classes | 1,167 | 1,156 | 0.95% | | 996 | | 972 | | 1,086 | | 1,063 | | 1,082 |
| QuestLine | 18,374 | 15,804 | 16.26% | | 12,994 | | 11,382 | | 14,906 | | 14,210 | | 14,197 |
| P.C. Sessions | 83,150 | 86,050 | -3.37% | | 68,834 | | 67,163 | | 76,603 | | 73,039 | | 75,265 |
| Number of Active Cards in the System | 437,425 | 458,669 | -4.63% | | 453,825 | | 449,896 | | 446,265 | | 444,431 | | 439,188 |
| New Customer Registrations | 8,304 | 7,063 | 17.57% | | 5,181 | | 4,028 | | 6,425 | | 5,498 | | 5,520 |
| Total Registered Borrowers | 822,774 | 960,280 | -14.32% | | 965,112 | | 968,490 | | 974,578 | | 979,561 | | 984,132 |
| Customers Transacting | 64,460 | N/A | N/A | | | | | | | | | | |

Circulation and Orange County Library System: Report for FY 2009 YTD & FY 2008

Library Activities

April through September

| | Apr '09 | Apr '08 | May '09 | May '08 | Jun '09 | Jun '08 | Jul '09 | Jul '08 | Aug '09 | Aug '08 | Sep '09 | Sep '08 | FY 2009 YTD | FY 2008 YTD |
|---|---------|---------|---------|---------|---------|-----------|---------|---------|---------|---------|---------|---------|----------------|----------------|
| Program Attendance Total | | 17,952 | | 14,039 | | 18,635 | | 20,177 | | 15,059 | | 12,930 | 14,432 | 169,633 |
| Total # of Programs | | 568 | | 538 | | 558 | | 592 | | 515 | | 501 | 503 | 6,252 |
| | | | | | | | | | | | | | 0 | |
| Community Events Attendance Total | | 4,246 | | 921 | | 802 | | 1,407 | | 3,613 | | 3,161 | 2,301 | 20,219 |
| Total # of Community Events | | 26 | | 8 | | 8 | | 6 | | 14 | | 22 | 19 | 130 |
| | | | | | | | | | | | | | | |
| Events Line | | 27 | | 15 | | 9 | | 9 | | 3 | | 7 | 51 | 121 |
| StoryLine | | 181 | | 135 | | 130 | | 122 | | 123 | | 119 | 101 | 1,569 |
| | | | | | | | | | | | | | | |
| Class Attendance Total | | 3,470 | | 3,505 | | 3,680 | | 3,918 | | 3,315 | | 3,544 | 4,012 | 40,019 |
| Total # of Classes | | 1,082 | | 1,063 | | 1,088 | | 1,157 | | 1,093 | | 1,033 | 1,167 | 12,871 |
| | | | | | | | | | | | | | | |
| QuestLine | | 13,928 | | 13,021 | | 14,225 | | 15,661 | | 15,624 | | 14,437 | 18,374 | 170,389 |
| | | | | | | | | | | | | | | |
| P.C. Sessions | | 78,836 | | 78,283 | | 78,874 | | 86,331 | | 80,552 | | 82,312 | 83,150 | 932,142 |
| | | | | | | | | | | | | | | |
| Number of Active Cards in the System | | 437,356 | | 435,909 | | 437,941 | | 437,355 | | 436,635 | | 355,581 | 437,425 | |
| New Customer Registrations | | 5,444 | | 5,322 | | 7,126 | | 7,242 | | 7,216 | | 7,434 | 8,304 | 73,499 |
| Total Registered Borrowers* | | 989,144 | | 993,824 | | 1,000,401 | | 801,720 | | 807,868 | | 814,883 | 822,774 | |
| Customers Transacting | | | | | | | | | | 72,432 | | 76,921 | 0 | |

*In July 2008, Removed 205,799 records for accounts which had been expired since March 2004 and had no outstanding activity.

| | Oct~08 | Oct~07 | % of Change | Nov~08 | Nov~07 | Dec~08 | Dec~07 | Jan~09 | Jan~08 | Feb~09 | Feb~08 | Mar~09 | Mar~08 |
|-------------------------|---------|---------|-------------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|
| Online Catalog Searches | 839,559 | 718,606 | 16.83% | | 609,751 | | 531,351 | | 690,468 | | 639,000 | | 692,763 |
| Online Renewals | 157,539 | 148,473 | 6.11% | | 135,516 | | 136,377 | | 132,819 | | 134,407 | | 153,497 |
| Online Questions | 641 | 601 | 6.66% | | 489 | | 429 | | 481 | | 478 | | 481 |
| Online Requests | 72,482 | 72,832 | -0.48% | | 53,927 | | 49,152 | | 66,488 | | 62,197 | | 63,616 |
| Online Suggestions | 155 | 107 | 44.86% | | 98 | | 77 | | 104 | | 76 | | 112 |

| | Apr~09 | Apr~08 | May~09 | May~08 | Jun~09 | Jun~08 | Jul~09 | Jul~08 | Aug~09 | Aug~08 | Sep~09 | Sep~08 | FY 2009 YTD | FY 2008 |
|-------------------------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|----------------|-----------|
| Online Catalog Searches | | 688,093 | | 644,641 | | 789,090 | | 835,487 | | 775,812 | | 792,854 | 839,559 | 8,407,916 |
| Online Renewals | | 150,227 | | 148,613 | | 145,679 | | 157,849 | | 153,563 | | 153,426 | 157,539 | 1,750,446 |
| Online Questions | | 503 | | 455 | | 507 | | 483 | | 392 | | 294 | 641 | 5,593 |
| Online Requests | | 68,214 | | 69,478 | | 78,638 | | 79,723 | | 71,711 | | 69,391 | 72,482 | 805,367 |
| Online Suggestions | | 125 | | 77 | | 115 | | 106 | | 113 | | 121 | 155 | 1,231 |

Circulation and Orange County Library System: Report for FY 2009 YTD & FY 2008

Circulation Statistics
October 1, 2008 - October 31, 2008

| Location | Days Open | Circulation Total | % of Total | Previous Year | Gain/Loss | %Gain Loss | Drive Up Window Visits | Walk In Visits | Total Visits | Drive Up Window Visits Previous Year | Walk In Visits Previous Year | Total Visits Previous Year | Gain / Loss | % Gain / Loss |
|-------------------|------------|-------------------|----------------|----------------|--------------|--------------|------------------------|----------------|----------------|--------------------------------------|------------------------------|----------------------------|----------------|---------------|
| Main | 31 | 264,369 | 30.12% | 263,951 | 418 | 0.16% | 3,224 | 74,877 | 78,101 | 3,596 | 63,693 | 67,289 | 10,812 | 16.07% |
| MAYL* | 23 | 66,641 | 7.59% | 66,695 | -54 | -0.08% | | 63,354 | 63,354 | | 64,511 | 64,511 | (1,157) | -1.79% |
| Digital Products | | 49,538 | 5.64% | 41,163 | 8,375 | 20.35% | | | | | | | | |
| Digital Downloads | | 2,308 | 0.26% | 1,746 | 562 | 32.19% | | | | | | | | |
| Talking Books | 31 | 4,129 | 0.47% | 4,372 | -243 | -5.56% | | 17 | 17 | | 16 | 16 | 1 | 6.25% |
| West Oaks | 31 | 38,907 | 4.43% | 43,982 | -5,075 | -11.54% | 2,987 | 41,447 | 44,434 | 4,659 | 24,525 | 29,184 | 15,250 | 52.25% |
| Herndon | 27 | 50,068 | 5.70% | 48,923 | 1,145 | 2.34% | | 26,760 | 26,760 | | 28,140 | 28,140 | (1,380) | -4.90% |
| Alafaya | 31 | 63,223 | 7.20% | 66,538 | -3,315 | -4.98% | 7,422 | 48,550 | 55,972 | 5,783 | 33,588 | 39,371 | 16,601 | 42.17% |
| Southeast | 27 | 46,831 | 5.34% | 41,198 | 5,633 | 13.67% | 2,753 | 46,172 | 48,925 | 3,157 | 26,943 | 30,100 | 18,825 | 62.54% |
| Hiwassee | 27 | 24,893 | 2.84% | 26,618 | -1,725 | -6.48% | | 26,674 | 26,674 | | 26,987 | 26,987 | (313) | -1.16% |
| Southwest | 27 | 45,821 | 5.22% | 44,520 | 1,301 | 2.92% | | 40,814 | 40,814 | | 23,918 | 23,918 | 16,896 | 70.64% |
| Edgewater | 27 | 32,840 | 3.74% | 32,248 | 592 | 1.84% | | 25,494 | 25,494 | | 21,853 | 21,853 | 3,641 | 16.66% |
| North Orange | 31 | 40,751 | 4.64% | 45,473 | -4,722 | -10.38% | | 36,167 | 36,167 | | 27,282 | 27,282 | 8,885 | 32.57% |
| South Creek | 31 | 58,504 | 6.67% | 56,573 | 1,931 | 3.41% | 5,191 | 47,144 | 52,335 | 4,317 | 32,499 | 36,816 | 15,519 | 42.15% |
| South Trail | 27 | 26,649 | 3.04% | 26,308 | 341 | 1.30% | | 31,094 | 31,094 | | 30,237 | 30,237 | 857 | 2.83% |
| Winter Garden | 27 | 32,398 | 3.69% | 31,388 | 1,010 | 3.22% | 1,484 | 18,069 | 19,553 | 915 | 17,208 | 18,123 | 1,430 | 7.89% |
| Windermere | 27 | 15,556 | 1.77% | 13,915 | 1,641 | 11.79% | | 11,349 | 11,349 | | 10,504 | 10,504 | 845 | 8.04% |
| Washington Park | 27 | 12,691 | 1.45% | 13,606 | -915 | -6.72% | | 19,995 | 19,995 | | 13,769 | 13,769 | 6,226 | 45.22% |
| Eatonville | 27 | 1,632 | 0.19% | 2,154 | -522 | -24.23% | | 4,765 | 4,765 | | 6,498 | 6,498 | (1,733) | -26.67% |
| Total | 448 | 877,749 | 100.00% | 871,371 | 6,378 | 0.73% | 23,061 | 562,725 | 585,786 | 22,427 | 452,155 | 474,582 | 111,204 | 23.43% |

*MAYL Visits ~ Customer Transactions

October 20-25 & 27-31, 2008: Early Voting took place at Main, West Oaks, Alafaya, Southeast, Southwest, North Orange, South Creek & Washington Park.

Online Resources Usage Statistics
NUMBER OF SEARCHES
September 2008 and Year-End FY 2007- 08 (rev. 11/03/08)

| FISCAL YEAR 2007 - 2008 | OCT 2007 | | | | | | | | | | | | | FINAL FY 07 | | FINAL |
|--|----------|-------|-------|----------|-------|-------|-------|-------|-------|-------|-------|-------|------------|-------------|------------|-------|
| | OCT 2007 | NOV | DEC | JAN 2008 | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | YTD 07- 08 | - 08 | FY 06 - 07 | |
| African-American Song Index | 39 | 5 | 3 | 3 | 13 | 18 | 3 | 8 | 0 | 0 | 8 | 0 | 100 | 100 | 105 | |
| Ancestry Library Edition | 79 | 130 | 130 | 130 | 9229 | 11699 | 14221 | 12635 | 13148 | 12103 | 10578 | 14192 | 98274 | 98274 | 1969 | |
| Associations Unlimited | 316 | 720 | 169 | 246 | 419 | 266 | 396 | 313 | 230 | 331 | 269 | 400 | 4075 | 4075 | 2959 | |
| Auto Repair Reference Center | 249 | 258 | 266 | 356 | 266 | 319 | 283 | 410 | 413 | 330 | 268 | 303 | 3721 | 3721 | 3893 | |
| Biography & Genealogy Master Index | 355 | 336 | 247 | 296 | 355 | | | | | | | | 1589 | 1589 | 3047 | |
| Biography Resource Center | 3346 | 3397 | 2294 | 3074 | 3156 | 2055 | 2049 | 1977 | 1277 | 1023 | 1033 | 1889 | 26570 | 26570 | 34513 | |
| Books In Print.com | 92 | 50 | 34 | 92 | 45 | 74 | 41 | 30 | | | | | 458 | 458 | 341 | |
| Business & Company Resource Center | 2421 | 942 | 939 | 1659 | 1372 | 1113 | 1119 | 839 | 6752 | 1607 | 2148 | 1794 | 22705 | 22705 | 14969 | |
| Business Index ASAP | 14 | 56 | 17 | 31 | 134 | 47 | 142 | 95 | 27 | 32 | 38 | 21 | 654 | 654 | 893 | |
| Classical.com | 151 | 315 | 123 | 95 | 261 | 94 | 243 | 153 | 132 | 112 | 60 | 10 | 1749 | 1749 | 1594 | |
| Computer Database | 81 | 116 | 86 | 53 | 45 | 75 | 155 | 68 | 41 | 47 | 109 | 75 | 951 | 951 | 3028 | |
| Consulta | 15 | 53 | 10 | 38 | 12 | 18 | 10 | 17 | 4 | 6 | 37 | 59 | 279 | 279 | 420 | |
| Countrywatch | 806 | 1169 | 545 | 844 | 1394 | 811 | 550 | 678 | 1955 | 1393 | 1568 | 942 | 12655 | 12655 | 18565 | |
| Countrywatch -- Youth ed. | | 359 | 132 | 343 | 220 | 262 | 93 | 259 | 214 | 220 | 657 | 282 | 3041 | 3041 | N/A | |
| DearReader.com Online Book Club (formerly Chapter-A-Day) (cumulative total of people registered) | 67640 | 68820 | 69560 | 69580 | 69720 | 70040 | 70580 | 70700 | 70900 | 71180 | 69940 | 70020 | 838680 | 838680 | 735400 | |
| Dun & Bradstreet International Business Locator | 74 | 62 | 60 | 59 | 64 | 72 | 31 | | | | | | 422 | 422 | 645 | |
| Expanded Academic ASAP | 405 | 353 | 108 | 97 | 287 | 134 | 597 | 281 | 118 | 172 | 83 | 166 | 2801 | 2801 | 6339 | |
| Ferguson's Career Guidance Center | 272 | 291 | 129 | 196 | 219 | 202 | 206 | 157 | 136 | 274 | 167 | 362 | 2611 | 2611 | 2603 | |
| First Search | 1639 | 1453 | 1146 | 1561 | 1626 | 1872 | 2339 | 1952 | 1968 | 1910 | 1795 | 1833 | 21094 | 21094 | 20920 | |
| Gale Virtual Reference Library e-books (FEL) | 157 | 219 | 93 | 23 | 13 | 29 | 142 | 38 | 37 | 37 | 45 | 3 | 836 | 836 | 1854 | |
| General Business File ASAP | 237 | 290 | 139 | 46 | 47 | 67 | 247 | 115 | 44 | 61 | 61 | 78 | 1432 | 1432 | 2554 | |
| General One File (formerly InfoTrac One File) | 982 | 828 | 504 | 679 | 592 | 482 | 761 | 654 | 537 | 668 | 604 | 689 | 7980 | 7980 | 20705 | |
| General Reference Center Gold | 310 | 452 | 282 | 281 | 436 | 536 | 391 | 248 | 195 | 242 | 252 | 637 | 4262 | 4262 | 9499 | |
| Health & Wellness Resource Center and Alternative Health Module | 1124 | 1093 | 823 | 1589 | 867 | 798 | 1161 | 946 | 559 | 690 | 680 | 936 | 11266 | 11266 | 10910 | |
| Health Reference Center Academic | 96 | 108 | 40 | 82 | 54 | 84 | 255 | 143 | 74 | 56 | 90 | 134 | 1216 | 1216 | 3450 | |
| HeritageQuest Online | 6748 | 5759 | 2910 | 7516 | 6073 | 7064 | 4558 | 5441 | 5903 | 7713 | 7379 | 5424 | 72488 | 72488 | 82002 | |
| Informe | 21 | 51 | 22 | 13 | 3 | 8 | 108 | 14 | 9 | 3 | 33 | 4 | 289 | 289 | 413 | |
| Junior Edition - K12 | 323 | 395 | 178 | 106 | 98 | 119 | 195 | 65 | 17 | 30 | 80 | 135 | 1741 | 1741 | 3128 | |
| Kid's Edition - K12 | 172 | 215 | 137 | 61 | 24 | 131 | 23 | 16 | 19 | 56 | 89 | 90 | 1033 | 1033 | 2439 | |
| Learnatest | 585 | 400 | 290 | 589 | 604 | 605 | 566 | 513 | 472 | 648 | 623 | 676 | 6571 | 6571 | 5737 | |
| LitFinder (formerly Essay/ Poem/ Storyfinder) | 317 | 391 | 169 | 386 | 444 | 346 | 354 | 490 | 231 | 268 | 273 | 43 | 3712 | 3712 | 3984 | |
| Literature Resource Center | 2472 | 3181 | 1477 | 1994 | 3487 | 2591 | 3170 | 2892 | 1605 | 2220 | 108 | 192 | 25389 | 25389 | 32630 | |

| FISCAL YEAR 2007 - 2008 | OCT 2007 | | | | | | | | | | | | | FINAL FY 07 | | FINAL |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|----------------|-------|
| | OCT 2007 | NOV | DEC | JAN 2008 | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | YTD 07- 08 | - 08 | FY 06 - 07 | |
| Live Homework Help | 316 | 270 | 234 | 312 | 396 | 304 | 377 | 323 | 124 | 71 | 234 | 558 | 3519 | 3519 | 2598 | |
| Mango Languages | | | | | | | | 270 | 575 | 536 | 490 | 444 | 2315 | 2315 | N/A | |
| Mergent Online | 130 | 626 | 96 | 120 | 121 | 122 | 133 | 144 | 93 | 161 | 127 | 272 | 2145 | 2145 | 1155 | |
| Morningstar | 178 | 306 | 155 | 107 | 197 | 200 | 173 | 239 | 158 | 206 | 315 | 198 | 2432 | 2432 | 2026 | |
| MyLibraryDV | 256 | 245 | 208 | 172 | 174 | 244 | 227 | 157 | 258 | | | | 1941 | 1941 | N/A | |
| NetLibrary eBooks | 132 | 90 | 67 | 65 | 73 | 79 | 87 | 71 | 113 | | | | 777 | 777 | 1071 | |
| NetLibrary eBooks - Shared Collection | 564 | 503 | 537 | 418 | 480 | 523 | 352 | 400 | 304 | | | | 4081 | 4081 | 6067 | |
| NetLibrary Downloadable Audiobooks | 794 | 678 | 673 | 852 | 694 | 833 | 788 | 841 | 766 | | | | 6919 | 6919 | 10069 | |
| Novelist | 866 | 1141 | 470 | 948 | 1083 | 522 | 345 | 377 | 371 | 443 | 495 | 527 | 7588 | 7588 | 8757 | |
| Opposing Viewpoints Resource Center | 636 | 848 | 439 | 429 | 858 | 615 | 801 | 546 | 354 | 411 | 588 | 520 | 7045 | 7045 | 18123 | |
| p4A Antiques Reference | 267 | 228 | 119 | 186 | 184 | 145 | 285 | 256 | 144 | 237 | 174 | 366 | 2591 | 2591 | 2510 | |
| Personal and Business Forms | 124 | 80 | 129 | 128 | 90 | 109 | 106 | 121 | 104 | 93 | 67 | 85 | 1236 | 1236 | 1350 | |
| Pop Culture Universe | | | | | | | | | | | 1125 | 173 | 1298 | 1298 | N/A | |
| Powermediaplus Streaming Videos | 495 | 222 | 147 | 340 | 428 | 247 | 534 | 311 | 195 | 72 | 233 | 144 | 3368 | 3368 | 2030 | |
| Professional Collection | 50 | 90 | 25 | 54 | 36 | 47 | 139 | 41 | 15 | 21 | 37 | 63 | 618 | 618 | 1799 | |
| ProQuest Newspapers | 2073 | 2093 | 1332 | 1679 | 1772 | 1865 | 1681 | 1765 | 1573 | 2065 | 2394 | 1854 | 22146 | 22146 | 24010 | |
| Read the Books | 32855 | 21372 | 14005 | 22200 | 21241 | 19767 | 17959 | 15107 | 14865 | 14761 | 21425 | 38024 | 253581 | 253581 | 100924 | |
| Reference USA | 5868 | 3515 | 3736 | 3344 | 4506 | 6457 | 4538 | 7339 | 2930 | 4236 | 4664 | 2585 | 53718 | 53718 | 61082 | |
| Rosetta Stone | 7339 | 6464 | 5162 | 7950 | 7750 | | | | | | | | 34665 | 34665 | 58034 | |
| Science Online | 631 | 720 | 262 | 501 | 359 | 350 | 440 | 322 | 689 | 284 | 424 | 620 | 5602 | 5602 | 7624 | |
| SimplyMap | 899 | 483 | 797 | 432 | 387 | 263 | 336 | 195 | 254 | 309 | 217 | 173 | 4745 | 4745 | N/A | |
| SIRS Knowledge Source | 768 | 903 | 342 | 577 | 616 | 861 | 566 | 483 | 400 | 520 | 496 | 890 | 7422 | 7422 | 8269 | |
| Small Business Resource Center | 217 | 296 | 234 | 43 | 372 | 92 | 111 | 53 | 88 | 54 | 99 | 48 | 1707 | 1707 | 706 | |
| Smithsonian Global Sound | 11 | 28 | 21 | 8 | 16 | 24 | 7 | 19 | 33 | 2 | 6 | 0 | 175 | 175 | 205 | |
| Standard Deviants Video (formerly known as Cerebellum Online Videos) | 29 | 4 | Not avail. | 196 | 114 | 71 | 43 | 42 | 22 | 69 | 51 | 25 | 666 | 666 | 1017 | |
| Standard & Poors NetAdvantage | 297 | 366 | 214 | 173 | 315 | 388 | 264 | 226 | 177 | 331 | 300 | 321 | 3372 | 3372 | 3682 | |
| Student Edition - K12 | 106 | 96 | 49 | 63 | 148 | 90 | 206 | 108 | 69 | 11 | 63 | 69 | 1078 | 1078 | 2510 | |
| The Street.com Ratings (formerly known as Weiss Ratings) | 204 | Not avail. | Not avail. | Not avail | Not avail. | Not avail | Not avail. | Not avail | Not avail. | Not avail | Not avail | Not avail. | 204 | 204 | 1636 | |
| Tumblebooks | 232 | 321 | 276 | 448 | 408 | 646 | 528 | 400 | 436 | 430 | 625 | 380 | 5130 | 5130 | 5634 | |
| TumbleReadables | | 62 | 26 | 37 | 7 | 85 | 153 | 120 | 138 | 92 | 116 | 33 | 869 | 869 | N/A | |
| Typing Master (cumulative total of people registered) | 254 | 307 | 363 | 415 | 468 | 516 | 558 | 589 | 639 | 688 | 750 | 804 | 6351 | 6351 | N/A | |
| Value Line | | | | | | 32 | 87 | 278 | 327 | 457 | 405 | 598 | 2184 | 2184 | N/A | |
| What Do I Read Next? | 242 | 322 | 141 | 199 | 276 | 198 | 240 | 190 | 240 | 223 | 212 | 342 | 2825 | 2825 | 2086 | |
| Worldbook Online | 651 | 821 | 429 | 624 | 634 | 792 | 982 | 575 | 246 | 439 | 488 | 795 | 7476 | 7476 | 6612 | |
| TOTAL NUMBER OF SEARCHES | 149022 | 135767 | 113750 | 135138 | 145782 | 138518 | 138035 | 134055 | 133717 | 130654 | 135695 | 152300 | 1642433 | 1642433 | 1373094 | |

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

Action Items:

None

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

**Discussion and Possible
Action Items**

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

Information

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

Director's Report

Director's Report November 2008

- The Library has received another Target grant for Alphabet Bites for \$5,000.
 - OCLS is the proud recipient of a new series of *PrimeTime Grants!* *PrimeTime* is a six-week program of reading, discussion and storytelling held in public libraries. The program features award-winning children's books to stimulate discussion about humanities themes and problems encountered in everyday life. Our applications for Edgewater Branch Library, Orlando Public Library and West Oaks Branch library have been accepted by the Florida Humanities Council and we will be gearing up this spring for this great Family Literacy Program at Edgewater. We will then follow up with programs at Main and West Oaks.
 - Orange County Public Library System received a Workforce Central Florida Award of Excellence at the State of the Workforce Summit on October 22
 - The Orange County Library System has been honored as a *Start! Fit-Friendly Company!* by the American Heart Association. Thanks to its participation in health screenings, America on the Move Health challenge, charity walks, and events sponsored by the Health, Safety & Wellness Committee, OCLS has earned this designation.
 - Jo Ann Sampson, manager of the Special Services Department has been invited to participate in the Rethinking Resource Sharing (RRS) Initiative. The RRS, an ad hoc group formed in 2005, advocates rethinking how libraries conduct resource sharing. They have five committees: policies, interoperability, marketing, delivery, and user needs. <http://www.rethinkingresourcesharing.org> She is now a member of the delivery committee, consisting of representatives from:
Private consulting firms: 2
State libraries: 2 (Massachusetts & Rhode Island)
Consortia: 3 (South West Online Network, CO, Tampa Bay Library Consortia)
Public libraries: 2 (Greenville, SC and OCLS)
Academic libraries: 4 (Simmons, Boston MA; Univ. of Minnesota; Northwestern; and the Danish School of Education, Denmark
- The group is working on creating an international brand name for home delivery such as YourLibrary@Home, LibraryDirect or Lib2Home. They are also creating a clearinghouse of information about libraries doing home delivery. The third project is looking at how libraries are delivering information to users and what delivery methods we need to consider in the future – including digitization and media streaming. It is a real honor for Jo Ann to be included and we congratulate her on her appointment.
- Susan Sarver, the Associate Director of the Investor Education Foundation of FINRA came to Orlando to hear about our progress on the FINRA grant we were awarded. She visited Southeast Branch, and was amazed at the traffic and activity at the branch. Later she met with the MBA Students and two other Rollins Professors who will be presenting the programs at our Southeast and South Creek branches. Ms Sarver was very excited about the program we created and spoke about highlighting our process to a best practice type program run by FINRA. Many thanks to Paolo Melillo and Craig Wilkins for all their efforts.
 - A total of 145,276 people early voted and 111,877 or 77% voted at our locations. The highest turnout was at the Supervisor of Elections office: 25,892 or 18% of the early voters there. They were open on Sundays as well. 5% voted at the Winter Park Public Library.
 - During early voting, staff at many of our locations dealt with a variety of issues, from citizens fainting in line, to protests from would be solicitors who wanted to give out campaign literature, extra cleaning of restrooms due to the crowds waiting in line and smoothing out early voting difficulties unrelated to the library. Employees at our Early Voting sites (Southeast Branch, Southwest Branch, South Creek Branch, West Oaks Branch, Alafaya

Branch, Washington Park Branch, North Orange Branch and Main) provided excellent customer service and maintained their professionalism, despite trying circumstances. Staff at all of our locations were very proactive about telling our visitors about our services and offering library signup cards. Aidy Silva-Ortiz and Shasta Quinn actually brought materials to patrons here at Main. Aidy loaded a cart with leased fiction. She brought the cart to the third floor and half of the items were taken by voters. Shasta then re-loaded the cart with additional materials such as African-American authors and New Non-fiction and approximately 75% of the items on the cart were picked up. This also gave voters an opportunity to voice needs to Shasta about items that they were looking for. Patrons requested items such as Junie B. Jones books and books on various subjects. Shasta got these items for patrons who seemed pleased by our service. Many thanks to Aidy and Shasta!

- On October 1st we implemented the new fine and fee changes. The rollout went smoothly. Customer acceptance was high due in large part to the advance publicity efforts of all staff.
- The Library System assembled a beautiful *Thanksgiving Virtual Gallery* on its Web site. The gallery, easily accessed from the home page, brings together topics of food, family, and history through programs, materials, databases, and Web sites. For some added fun, it features a “Dress-A-Turkey” construct where visitors can get imaginative and decorate a virtual turkey. The gallery also has a section for children filled with resources for learning about Thanksgiving through stories, crafts and games.
- OCLS was represented at a meeting of the Downtown Orlando Property Managers on Thursday, October 23. The Library System was promoted there as a resource to the downtown community.
- Everyone did a wonderful job with this year's pumpkin-carving/decorating contest! The Friends of the Library Board members were impressed with all of the entries. The votes are in and the winner is . . . NORTH ORANGE with their "NO Voter Parking” pumpkin! Honorable mention goes to EDGEWATER's “Squirt” pumpkin. Both locations will receive Pizza Parties for staff courtesy of the Friends of the Library.
- The Friends of the Library Branch Membership Drive netted \$765 worth of new and renewed FOL members. Congratulations to the Southwest Branch – the top producer. Staff there will be receiving a pizza party courtesy of the Friends for their efforts.
- The Staff Association raised \$766 for the Russell Home of Orlando through their *Jeans Day* on October 22. This is a record amount and OCLS is applauded for its generosity.
- OCLS held a Red Cross Blood Drive in October to help meet the community’s need for blood.
- Gerard Tetel and Dawn Tripp attended the “Mmmmmovement” Event at Tinker Field behind the Citrus Bowl on Saturday October 18th. This community wide event provided health screenings, HIV/AIDS testing, job readiness/placement, social services and educational resources. An incredible number of 486 people visited the Library table and 31 people signed up for library cards. We were able to share with them the free computer classes, the Monster Bash program, books by mail program and all of the items available for check out. A good percentage of the attendees were homeless.
- The Library has streamlined on the new Wireless Log On procedure and no longer need to get the customer's 'mac address'. Customers now can log on with their Library Card Number and PIN. As long as the account is in good standing and with a zero balance owed, the customer can easily log onto the Internet. Over 517 customers have logged on 758 times using the new procedures.
- Staff worked at the 6th Annual Family Fun Day at Jay Blanchard Park on 1 November, sponsored by Orange County Mayor Rich Crotty. There were a total of 336 visitors to the Library’s booth hearing about our services and giving staff positive comments. It was part of the Week of the Family line-up of events.

Library Programs

The *Monster Mash Bash* Halloween Celebration on Friday, October 31 at the downtown location was enjoyed by 223 children and adults. It was a festive evening featuring kids in costume, treats, games, music and more!

The October 31 *Piano Concert* in Library Central was enjoyed by 29 people.

The October 31 *Orange County Homeowners Workshop* at the Main Library was attended by 73 people. The Friday, October 17 Orange County Property Appraiser's Workshop was attended by 88 people.

The *Ain't No Mountain High Enough* program on Monday, October 13 at Main was attended by 48 people.

The October 24 *Music in the Library* featuring *Old Guys on the Porch* was enjoyed by 64 people.

OCLS hosted its first *Author and the City* program (featuring Mark McEwen) and it was enjoyed by 20 customers.

An Audition Workshop, the second program of our Orlando Opera partnership, was presented on October 20 at the Main Library and was attended by 91 people.

Jazz Concert at Main on Saturday, October 18 was attended by 50 people.

The Orange County Library System gave *Speakers Bureau Presentations* to Olympia High School on November 6 and 7, and to the YMCA on November 12.

OCLS hosted a tour of the Orlando Public Library for Pine Castle Christian Academy on October 31.

Alafaya

On Friday, October 3 Tracy Covey & Lisa Stewart hosted Welcome to OCLS for an English Class from UCF in the Alafaya computer lab. About 14 students from different parts of the world and their ESL teacher came to find out about the various databases available to help them practice English using Mango Languages, Tell Me More, Tumble Readables and Reading & Writing Improvement Skills. They also registered for cards and learned about other OCLS services.

On Saturday, October 11 Wendy Nowell hosted her annual Bushes of Apple Fun program. 43 people attended this program and made caramel apples, apple print crafts and enjoyed apple sweet stories!

On Monday, October 13, the Florida Blood Center's Big Red Bus came to Alafaya to invite patrons to donate blood. 18 people registered to donate blood. Some people had to be deferred but they were able to collect 16 units.

On Saturday, October 18 Alafaya had a very successful "Women's Self Defense" program! 14 adults attended this program and learned about prevention and what to do if you are attacked.

On Saturday, October 25 Alafaya had 20 attendees participate in the monthly Paws to Read program.

This month Alafaya had several Cub Scout groups come to the library so that they could earn badges. The staff had a blast with them and they in turn appreciated all of the wonderful services we offered!

On Monday, October 13, a Cub Scout Group of 5th graders came to Alafaya for a tour and talk about the library. Danielle King talked to them about getting a library card, what the library card has to offer and gave them a tour of the facility. The kids were very excited about the video games, home delivery and free Dew Tickets they received!

On October 14, Margie Van Buren conducted a tour and talk about life in the "olden days" for a Cub Scout troop. She showed them books and databases. 14 people attended this group tour.

On Tuesday, October 27 Lisa Stewart gave another Cub Scout group a talk and tour of the library. She spoke with 17 people, 10 scouts and 7 parents.

On Halloween, the Alafaya library was filled with costumed staff and kids for storytime! During storytime the kids had a chance to win a Halloween t-shirt donated by a local t-shirt business. 30 t-shirts were donated, so five were given away at each story program! After storytime, the kids could create their very own trick or treat bag and then "trick or treat" at the front desk for yummy candy!

Eatonville

Free blood pressure checks were held Oct 2 and 30th averaging 11 patrons visiting the nurses' station from 12:30 - 2:30.

The Heart of Apopka 6 week seminar on "How to Live with Chronic Diseases" ended on Monday, October 13th, averaging a weekly attendance of 10 participants.

On Monday October 6th, head starters visited It's A Clue program. The group of 18 listened to Blue's Clues stories, danced, and made crafts.

Scary Stories on Oct 30th, entertained 14 with stories that made the little ones scream and laugh. A family of four traveled all the way from the east side of Orlando to spend their first Halloween at Eatonville. The family had a fabulous time, taking lots of pictures and all the participants in attendance ended the night with making spiders, ghosts and goody bags were given to all children.

Edgewater

On October 22nd, Cory Cleek from the Edgewater Branch was invited by a teacher/Edgewater patron to demonstrate Photoshop and market library computer classes to an art class of 20 students at Bishop Moore High School. It was a great opportunity to talk up our computer classes, YA events and the Edgewater Writing Club!

Edgewater computer classes *tripled* from October 2007 from 51 to 153!

Librarian Ruth Wiley attended Lake Weston Elementary's Book Fair on October 28th. She spoke to than 50 attendees!

Herndon

A monthly "Paws to Read" program has begun at Herndon, pairing young reluctant readers with specially trained, non-judgmental dogs who 'listen' to them read. The program is coordinated by Be An Angel Therapy Dog group and draws 8-12 participants each month.

A library tour has held for 25 students from Baldwin Oaks Montessori School on October 15th. The students were shown how to use the online catalog and then find the items they sought on our shelves.

National Chemistry Day was celebrated at Herndon on October 22nd, with the first in a series of programs directed toward homes chooled students and their families. The hands-on chemistry projects were supplemented with a demonstration of the Science Online and Learn-A-Test online databases. There were 18 attendees.

Hiawassee

The monthly Teen Gaming Night continues to be successful. On Monday, 10/6, there were 21 young adults gaming and having fun.

A series of health related programs under the umbrella title of "Healthy Hiawassee" was held with good turnouts for two of the series. On Wednesday, 10/15, there were 20 people in attendance at our "Dental Hygiene" program, and on Saturday, 10/18, there were 35 people in our program entitled "Back Basics". The attendance was probably aided by the fact that the folks from Kirkman Chiropractic were giving chair massages as part of the back program!

Hiawassee started offering "Smarty Pants" in lieu of our traditional storytimes on Friday mornings. This has proven to be a very wise move. In a normal month of the traditional storytimes, there was usually a grand total attendance of 30 for all storytimes combined in a given month. In October, the total attendance at all "Smarty Pants" programs combined was 145.

North Orange

On Oct 20 staff gave a tour to Tiger Scouts from Den 211, and on Oct 21 Tiger Scouts and Webelos from Pack 357 also came for a tour; a total of 34 scouts and parents attended these two visits.

October 24 featured "Halloween Howlers," which Kristine Geoffroy coordinated at 2:30 and again at 3:30. 28 people in all attended, for spooky stories and trick-or-treating around the branch.

Kris conducted a "Hawaii Hula Halloween" for older children and teens on October 25, where 22 attendees listened to Hawaiian music, ate pineapple, decorated flowered cups with paper umbrellas and candy, and got their faces painted.

On October 26, Kris held her second "Teen Book Worms" book club session, continuing discussion of books from Stephenie Meyer's Twilight series. Four teens and two adults attended.

South Creek

On Monday, October 6th, Roxanne McCormac shared tips on how to prevent Breast Cancer. A total of 12 patrons joined as we celebrated National Breast Cancer Awareness month.

On Saturday, October 11th, The branch traveled back in time, to celebrate the 80's. We played board games, answered trivia questions and made a craft with a total of 8 attendees.

On Saturday, October 18th South Creek celebrated its 6th Anniversary, ABC's of a healthy life presented by Wanda Bonet. Prestige Academy of Dance School performed for a total of 138 attendees.

On Saturday, October 25th, 65 attendees joins us for Spooky Stories and crafts.

South Trail

Smarty Pants, the new themed all age inclusive story time kicked off in October at South Trail with much success. Attendance averaged over 45 per week. Smarty Pants is offered on Fridays at 10:15. On October 3rd 52 people attended the program. 65 people attended on October 10. October 17 had a crowd of 27 folks and on Halloween 37 enjoyed Smarty Pants.

Teen gaming night attracted 15 teens. Teens enjoyed playing the Wii and DDR.

South Trail continued its partnership with Take Care Health Systems by offering Immunization Information on October 21. Over 25 people spoke with the nurse practitioner from Take Care about immunizations.

On October 29, 25 people learned how to lower their energy costs by speaking with Subash Murray with Energy Conservation Systems

Southeast

Southeast's monthly movie day was held Saturday, October 4, 2008. 36 people were in attendance. 36 were present to view the movie "Ironman".

The Library Treasure Hunt for tweens and teens was so popular last month, another Hunt was held on Saturday, October 4, 2008, 42 in attendance..

Southeast's Halloween Spooktacular Crafts program was held on Saturday, October 11, 2008. 31 attended.

Two Southeast staff members conducted an outreach at Odyssey Middle School on Tuesday, October 14, 2008. 11 students applied for Library cards as a result of the outreach.

Southeast game night was held on Tuesday, October 28, 2008. 41 participants rocked out as branch staff facilitated the "Guitar Hero" Wii game.

During early voting, 13,098 people visited the Southeast branch to cast their ballots from October 20 to October 31, 2008.

Southwest

The Southwest Library hosted an Autumn Origami Class for all ages on October 25th. The class was taught by Alexander Kitade, Doctor of Oriental Medicine and Hitomi Kitade of the Kitade Wellness Center in Orlando. Eighteen patrons participated in creating autumn-themed origami creations.

The Southwest Book Club met on October 28 to discuss the book, The Geography of Bliss by Eric Weiner. The book, a mixture of travel, psychology, science and humor made for a lively discussion by the 11 book club attendees. Book club participants gave this book an excellent rating!

West Oaks

The manager facilitated a library information booth at the City of Ocoee Founders Day Celebration on October 18th.

The Assistant Manager participated in judging the Teacher Grant applications awarded by the Foundation for Orange County Public Schools on October 8th. \$205,000 was awarded to over 320 classroom teachers in 88 schools for 239 projects.

The West Oaks librarian, Brian Calhoun was selected to participate in the Super Starz grant.

West Oaks hosted the Blood Mobile in October. Fourteen programs such as Duck Tape-O-Rama, the Central Florida Zoo Where are the Bears? and Think Pink for adult, teens and children were offered during October in addition to the Preschool programming.

Windermere

Wacky Wednesday Arts & Crafts program was held on Wednesday, October 8. Those in attendance celebrated National Apple Jack month by creating necklaces out of Apple Jack cereal. This was a fun event and total attendance was 15, 10 children and 5 adults.

Third Thursday Pajama Jamboree was held on Thursday October 16. 12 attended the program. The children participated in a craft activity and listened to staff read "Tiger Can't Sleep" by S. J. Fore. Afterwards, everyone enjoyed chocolate chip cookies, milk and juice.

The Bailey School Kids monster party was held on Saturday, October 25. 14 attended the program! They played "Monster Musical Chairs" and "Pass the Hot Pumpkin." The crafts included decorating Halloween bags and drawing and coloring Jack-O-Lanterns in a pumpkin patch. The children had fun and received lots of treats to fill their goody bags.

Winter Garden

On Oct. 2nd, 12 folks to munched popcorn and watch the movie "Camp Rock." Good attendance.

Author program "Becoming a Writer by Mistake" had attendance of 17 on October 25th with romance writer Terry Odell sharing how to create memorable characters, and discussing narrative, dialogue and point of view - and more.

The branch is giving Pretzel coupon/bookmarks to kids who check out 5 books; and has added a fall contest by having children who check out 3 books color a pumpkin drawing to compete for best entry. The winner will receive a gift bag of various goodies.

Upcoming Programs

Secrets to Love, Happiness and Success

Saturday, December 13, 11:30 a.m.

Local author Daya Devi-Doolin will share details from her book, *The Only Way Out Is In* and discuss how to uncover the keys to love, happiness and success. Discover the power behind your thoughts and how they pave the way for your future success and failures.

Author and the City Beautiful

Macedonia Passage: Dangerous Cargo

Orlando Public Library, Albertson Room

Saturday, December 20, 11:30 a.m.

Set sail for *Macedonia Passage*, author Wright Gres' adventurous tale of the high seas set amid the political confusion of eastern Europe in the 1980s. Hear stories of the author's personal journey on the Mediterranean and find out how that trip helped spawn this exciting new novel. Gres is a long-time advertising professional and sailing enthusiast.

Breakfast with the Characters

Orlando Public Library, Library Central

Sunday, December 21, 10 a.m.

Admission: Children: \$5, Adults: \$10

Order Tickets: www.ocls.info or 407.835.7481

Rise and shine for a wild time! Monkey around with your favorite lovable literary characters including: Curious George, Winnie the Pooh, Clifford the Big Red Dog, Miss Spider, Froggy, the Wild Thing and many more! Enjoy a live show with music, dancing, games and a whole lot of fun. Breakfast provided by Apple Spice Junction.

The *2009 Institute for Travel Writing & Photography* will be hosted at the Orlando Public Library as an after-hours program on Friday, January 9, 2009. It will feature Ted Simon, legendary 77-year-old motorcycling writer.

Community Outreach

OCLS is scheduled to participate in the following upcoming community events:

- 11/15 Central Florida Association for Family Child Care Event
- 11/15 Read Around the Park
- 11/17 Hilton 2008 Health & Benefits Fair
- 2/21-22 Orlando Downtown Art & Living Expo

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

Compensation Plan: FY 2009



101 East Central Boulevard
 Orlando, Florida 32801-2471
 phone: 407.835.7611
 fax: 407.835.7648
 website: www.ocls.info

Mary Anne Hodel,
 Library Director, Chief Executive Officer

Date: October 16, 2008
To: All Support and Management Staff
From: Mary Anne Hodel
Subject: FY 2008/2009 Compensation Plan

Attached are the Salary Ranges for the fiscal year 10/1/08 to 9/30/09. Each year increases in the cost of labor are considered when determining adjustments to our salary ranges. Based upon labor market data salary ranges for this fiscal year have been adjusted by 3%.

I am very proud the Library continues to maintain a strong merit compensation plan that rewards and encourages high levels of performance. Below is the merit increase grid that will be used to determine increases for those employees in the fully functional and high proficiency zones.

| | Fully Functional Zone | High Proficiency Zone |
|-----------------------------------|-----------------------|--|
| Far Exceeds Requirements | 5.5% | 5.5% - balance above maximum to be paid out in lump sum |
| Exceeds Requirements | 4.75% | 4.75% - balance above maximum to be paid out in lump sum |
| Meets Requirements | 3.75% | 3.75% - balance above maximum to be paid out in lump sum |
| Needs Improvement | -0- | -0- |
| Does Not Meet Requirements | -0- | -0- |

To recap the "Zone" system used to administer the Library's compensation plan, please see the summary below:

(1) Learning Zone – new employees are hired at the beginning of the salary range in the Learning Zone. This is the period of time when employees are learning how to do their jobs and adapting to their work environment. Employees are in the Learning Zone for 12 months. Employees currently in the Learning Zone will receive a 3% range adjustment effective 10/1/08 to keep pace with the range adjustment factor.

(2) Fully Functional Zone – after 12 months, employees are expected to have learned the essential elements of their jobs and are considered to be fully functional. Employees are in the Fully Functional Zone during the majority of their careers. Employees in the Fully Functional Zone are eligible for merit increases based upon the table above.

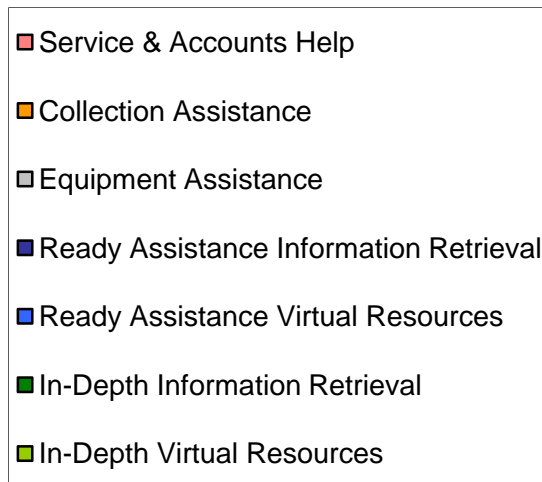
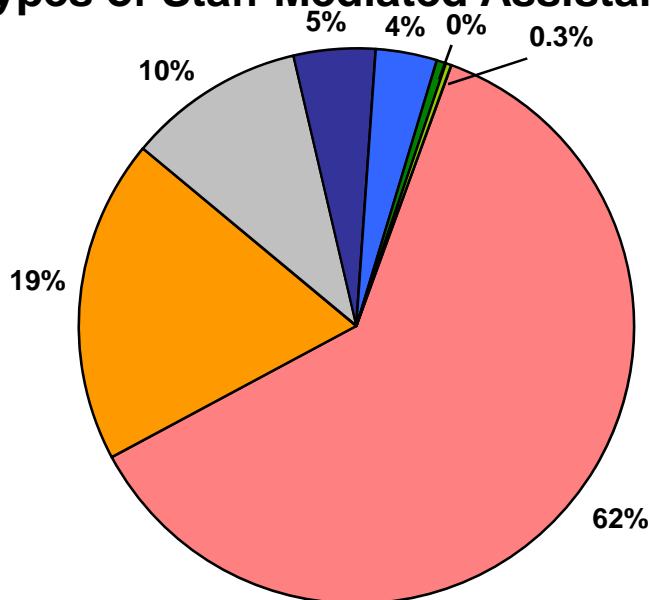
(3) High Proficiency Zone – employees in the High Proficiency Zone are those with longer service with the Library and higher levels of performance. Employees at this level have a mastery over the essential functions of their jobs and make contributions at a high level. Employees in the High Proficiency Zone are eligible for merit increases based upon the table above.

**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

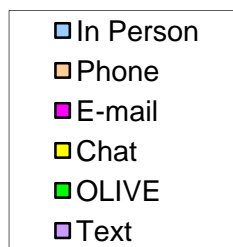
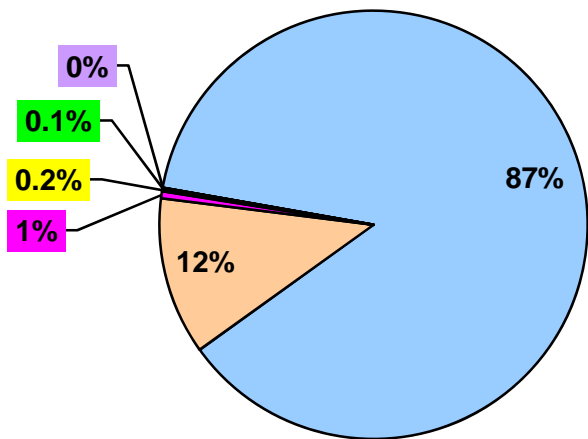
**Customer Interaction
Statistics: FY 2008**

**Orange County Library System
Customer Interaction Statistics / Staff Mediated
FY 2007 / 2008**

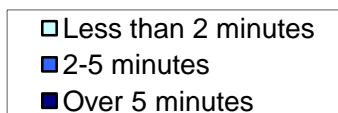
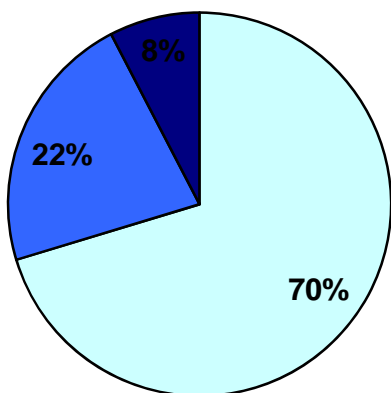
Types of Staff Mediated Assistance



Methods of Contact for Staff Mediated Assistance



Duration of Staff Mediated Assistance



**Orange County Library System
Board of Trustees Meeting
Thursday, November 13, 2008**

**Public Comment:
Non-Agenda Items**