

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

April 8, 2021 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

And

Join Zoom Meeting

<https://zoom.us/j/94736804296?pwd=SHg0anl0TVJHZ0xZcEpn29OVXhMdz09>

Meeting ID: 947 3680 4296

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Meeting ID: 947 3680 4296

Find your local number: <https://zoom.us/u/adGRxqi2pU>

Library Board Present: Crockett Bohannon (4/0); Nicole Benjamin (7/0 – City);
Danielle Levien (7/0 - City); Richard Maladecki (4/0);
Lizannette Tam (4/0)

Administration Present: Mary Anne Hodel; Steve Powell; Kris Shoemaker; Ricardo Viera;
Bethany Stone; Danielle King; Lynette Schimpf;
Milinda Neusaenger

- 21-040 I. **Call to Order**
President Bohannon called the meeting to order at 6:00 p.m.
- 21-041 II. **Public Comment Policy & Procedures**
- 21-042 III. **Approval of Minutes: Library Board of Trustees Meeting
March 11, 2021**
Vice President Benjamin, seconded by Trustee Tam, moved to approve the minutes for the
March 11, 2021 Library Board of Trustees Meeting. Motion carried 5-0.
- 21-043 IV. **Staff Presentations:**
- **Virtual Field Trips – Noraliz Orengo & Laura Morton**
 - **Catholic Charities Haitian Creole Video**
 - **South Trail Library Site Gets COVID Vaccinations into Vulnerable
Community - Video**

- 21-044 V. **Financial Statements and Summaries: March 2021**
CFO Shoemaker briefed the Board that State Aid has been awarded but the \$574,264 amount was less than the budgeted \$630,000. He also reported that pick up service by PEP to the new Lake Nona drop box will be an additional \$12,000 expense per year.
- 21-045 VI. **Dashboard: March 2021**
COO Powell shared the new keychain library card with the Board. He also reported that the online language learning platform Lynda.com last year was used 460,000 times and that a couple of weeks ago it was purchased by LinkedIn Learning and offers 16,000 courses in seven different languages. He informed the Board that in March, 793 items were returned to the Lake Nona drop box and over 600 items have been returned so far in April.
- 21-046 VII. **Action Item:**
- 21-047 **Library Board of Trustees Meetings During the COVID-19 Pandemic**
Vice President Benjamin, seconded by Trustee Maladecki, moved to declare “extraordinary circumstances due to the Covid-19 pandemic” and provide for up to two (2) Orange County Library District Board of Trustee members to participate and vote by electronic means for the May 2021, June 2021 and July 2021 slated Board of Trustees Meetings, if there is an in-person quorum for each of the noted meetings. Motion carried 5-0.
- 21-048 VIII. **Discussion and Possible Action Items**
- 21-049 **Financing Opportunities for Branch Development & Construction**
Roberson Mejia – Orange County Resident – spoke in favor of a Lake Nona Library at the City of Orlando’s planned Lake Nona city center.

Ricardo Williams – Orange County Resident – spoke about a library in the Lake Nona area.

CFO Shoemaker reviewed the various financing opportunities: pay as you go; increase millage; general obligation bonds; bank loan and certificate of participation. He explained that options two and three are non-starters and the most secure option is pay as you go. The certificate of participation (COP) option is the most complicated as OCLS would “lease” assets to investors and receive a lump sum check, with the understanding that investors would “lease” the facilities back to OCLS for monthly payments until the loan is paid. Board discussion ensued regarding the various options.

President Bohannon read the minutes of the January 2021 agenda item which states the action taken by the Board regarding the preferred Horizon West parcel. The Board voted: to authorize staff to do all things necessary to negotiate for the purchase of the selected parcel and to bring the negotiated document(s) back to the Board for approval at a future board meeting. The Board discussed the commitment to purchase the available property in Horizon West as well as the need of a library location in the Lake Nona area. The discussion included that the Library is not choosing one community over another and that the property in Horizon West is available, while one has not been identified in the Lake Nona area. It is cost prohibitive to simultaneously pursue a library in both areas. Director Hodel stated that once this commitment to purchase is made, then an updated appraisal will be conducted and a contract will be brought to the Board for approval in the future. Motion carried 5-0.

President Bohannon further emphasized the Board’s commitment, and how it is cost prohibitive to simultaneously pursue a library in both areas. CFO Shoemaker explained that OCLS typically goes the pay as you go route, but a loan was taken out in 2003 for branch development and the loan was paid off in 2010. This loan was base on fees and fines as collateral, which currently are not enough to use as in the past. Jennifer Taylor, Bond Attorney with Gray-Robinson, offered additional information to the Board regarding the various options. The discussion continued and questions were answered by CFO Shoemaker and Ms.

Taylor. Trustee Tam asked Director Hodel, if the loan was a discussion of two properties, being Horizon West and the City of Orlando proposal for Lake Nona. Director Hodel said a proposal has not yet been received from the City. CFO Shoemaker stated there is money to build one branch, but not two at once.

21-050 **Director's Goals FY 2021: 2nd Quarter Update ~ Danielle Levien**

Trustee Levien previously met via Zoom with Director Hodel regarding her goals. She reported to the Board that Director Hodel is on target with her goals and that there are many projects that are in the works, such as: staff are engaging in more training while working from home; four branches have been renovated; virtual classes will continue; over 13,000 craft kits have been distributed for virtual events; and partnering with WKMG to highlight library resources in news segments.

21-051 **Strategic Plan FY 2021: 2nd Quarter Update**

Director Hodel reported that work on the Strategic Plan is on target. She also reported that the Marketing and Public Relations Department staff are working on marketing to millennials, new residents and the Hispanic community.

21-052 IX. **Information**

21-053 **Director's Report**

Assistant Branch Manager Sarah Qronfleh and Genealogy Specialist Allison Ryall, were awarded the RUSA Award for Excellence in Reference and Adult Library Service. This was awarded for service to the community with creative and imaginative genealogy services including a full time Genealogy Specialist; for offering numerous genealogy events to the community; for providing one on one service to genealogy patrons through phone calls, emails and an online Book-A-Pro; for creating and maintaining a genealogy LibGuide and weekly newsletter: and adapting these services during the Coronavirus pandemic. Sarah is the soon to be Manager of West Branch Genealogy Center and Allison Ryall is the Genealogy Specialist for OCLS and an instructor in Boston University's Genealogical Research Program.

The library has been nominated for a 2020 Rondo Hatton Classic Horror Award for the Events Department event in October - [Birth of the American Horror Film](#) with Gary D. Rhodes. It has been nominated in the #20 category – Best Virtual Event of the Year. This is a really fun award for various horror themed movies, shows and things throughout the year. It is named after cult 1930's and 1940's horror actor Rondo Hatton.

<https://rondoaward.com/rondoaward.com/blog/>

21-054 **Public Comment: Non-Agenda Items**

District One Orlando City Commissioner Jim Gray - and Orange County resident – spoke about the possibility of a co-located library in the forthcoming city center in the Lake Nona area on property the City has procured on Dowden Road. He stated he and the City need 30 to 60 days longer to offer a proposal to the Board.

District Four Orange County Commissioner Maribel Gomez Cordero – and Orange County resident – spoke about the need of a library in Lake Nona.

Ashley Mejia – Orange County resident – spoke in favor of a Lake Nona library at the City of Orlando's planned Lake Nona city center.

Patricia Mendez – no answer

Christine Kirby – Orange County resident - spoke about the need of a library in the Horizon West area.

Debra Booth – no answer

Phelycia Marsh – Orange County resident - spoke about the need of a library in the Lake Nona area.

Javier Mackey – Orange County resident - spoke about the need of a library in the Lake Nona area.

David Grimm – Orange County resident – spoke about the need of a library in the Lake Nona area.

Marta Northcutt – Orange County Resident – spoke in favor of a Lake Nona Library at the City of Orlando’s planned Lake Nona city center.

Melinda McCants – no answer

Michelle Patrick – Orange County resident – spoke about the need of a library in the Horizon West area and advocated for a drop box in that area.

Amanda Gayhart – no answer

Mibsan Mathew – Orange County resident – spoke about the need of a library in the Lake Nona area.

Cynthia Dailey – Orange County resident – spoke about the need of a library in the Horizon West area.

Sean B Sookdeo – Orange County resident – spoke about the need of a library in the Lake Nona area.

Johanna Lopez – Orange County resident – spoke about the need of a library in the Lake Nona area.

X. **Adjournment**

Trustee Maladecki, seconded by Trustee Tam, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 8:06 p.m.

Next Meeting Dates: May, 13, 2021 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801
--- June 10, 2021 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

Florida Statutes section 286.0105: 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.