

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

Wednesday - December 8, 2021 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (12/2); Nicole Benjamin (3/1 – City);
Richard Maladecki (12/2); Lizannette Tam (12/0)

Library Board Absent: Danielle Levien (3/2 - City)

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

21-163 I. **Call to Order**

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

21-164 II. **Public Comment Policy & Procedures**

21-165 III. **Approval of Minutes: Library Board of Trustees Meeting
November 11, 2021**

Trustee Benjamin, seconded by Trustee Tam, moved to approve the minutes for the November 11, 2021 Library Board of Trustee Meeting. Motion carried 4-0.

21-166 IV. **Staff Presentation: Virtual Staff Week – Colleen Hooks**

21-167 V. **Financial Statements and Summaries: November 2021**

CFO Shoemaker briefed the Board regarding the FY 2021 and the November 2021 budget reports. He also reported that the construction management at risk RFQ for Horizon West has been reissued and that the appraisal of the property is due soon. He further reported that the City of Orlando and GOAA have signed the land lease for the City Center in Lake Nona. He stated that the architect RFQ has not yet been issued by the City.

21-168 VI. **Dashboard: November 2021**

COO Powell briefed the Board regarding the statistics and said that staff are looking forward to offering in-person events in January and it is anticipated that this will help increase the door count. He also reported that the NPS was 93 last month, well above the 75 benchmark. He told the Board that the Mystery Shopper report is very good with 12 locations receiving a 100% score.

21-169 VII. **Action Items:**

21-170 **Director Search - Search Firm & Interim Director: President Crockett Bohannon**

President Bohannon stated he had a very thorough and long discussion with Director Hodel and that his choice for the Interim Director is COO Steve Powell. This position would last no longer than 24 months. President Bohannon stated that COO Powell has been with OCLS since 2007 and he has held different positions, such as Service Manager, the Head of Facilities & Operations and has been the COO since 2018. President Bohannon, seconded by Trustee Tam, moved to appoint COO Powell as Interim Director for no more than 24 months. Motion carried 4-0. COO Powell thanked the Board for the opportunity.

HR Director Hartley gave the Board an overview of some of the library director search firms. The one who stood out is June Garcia, who has the most experience and is the most reasonably priced. Director Hodel stated that she is a very solid recruiter. Brief discussion ensued. President Bohannon, seconded by Trustee Maladecki, moved to retain June Garcia

as the library director search firm and that the search will last for no more than 24 months.
Motion carried 4-0.

- 21-171 **Horizon West Architect Selection: Kris Shoemaker**
Trustee Tam, seconded by Trustee Maladecki, moved to approve the following ranking of firms for the Horizon West Branch Library AE Services, and to authorize staff to negotiate a contract for AE services with the approved firms in order of rank. Motion carried 4-0.
1. Borrelli & Partners (BORRELLI)
 2. Song & Associates (SONG)
 3. Rhodes & Brito (RHODES)
- 21-172 **Rules of Conduct Revision: Sarah Qronfleh & Angellee Sumrall-Lewis**
Trustee Maladecki, seconded by Vice President Benjamin, moved to approve the revised Rules of Conduct. Motion carried 4-0.
- 21-173 VIII. **Discussion and Possible Action Items**
- 21-174 IX. **Information**
- 21-175 **Staff Survey 2021: Yvonne Hartley**
- 21-176 **Director's Report**
The Finance Department has again distinguished itself with an Excellence in Financial Reporting Achievement Award given by the Government Finance Officers Association. This has been awarded to OCLS since 2004. Congratulations are in order for the entire Finance Team!
- The City of Orlando and GOAA have finalized an agreement on the lease for Orlando's Southeast Government Center in the Lake Nona area. We have received a draft lease for our portion of the development. We and our attorneys will be marking the draft up before it can be finalized and brought to the board for approval in the future.
- The Library has started to consider plans to celebrate the Library's 100th anniversary in April 2023. There have been ideas submitted by the managers and all the departments asked for their input on appropriate ways to mark this great milestone. The Friends of the Library are also getting revved up, planning activities that they can sponsor for the centennial year of this library.
- 21-177 **Public Comment: Non-Agenda Items**
- X. **Adjournment**
Vice President Benjamin, seconded by Trustee Tam, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 6:59 p.m.

Next Meeting Dates:

February 10, 2022 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- March 10, 2022 ~ 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.