

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

February 10, 2022 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (2/0); Nicole Benjamin (5/2 – City);
Richard Maladecki (2/0); Lizannette Tam (2/0)

Library Board Absent: Danielle Levien (5/3 - City)

Administration Present: Steve Powell; Kris Shoemaker; Ricardo Viera; Danielle King;
Bethany Stone Lynette Schimpf; Yvonne Hartley; Erin Sullivan;
Milinda Neusaenger

- 22-014 I. **Call to Order**
President Bohannon called the meeting to order at 6:00 p.m.
- 22-015 II. **Public Comment Policy & Procedures**
Vice President Benjamin arrived at 6:04 p.m.
- 22-016 III. **Approval of Minutes: Library Board of Trustees Meeting
January 13, 2022**
Trustee Tam, seconded by Trustee Maladecki, moved to approve the minutes for the January 13, 2022 Library Board of Trustees Meeting. Motion carried 4-0.
- 22-017 IV. **Staff Presentation: Prime Time ~ Genevieve Traas**
Branch Manager Traas gave the Board an overview of the Prime Time program, which is a six-week reading and discussion program for families with young children. The program is supported by the Florida Humanities Council and is held at OCLS libraries virtually and now, back to in-person. The program demonstrates how literature can enrich one's life, models strategies for continued family bonding through award-winning children's books, and provides families with critical information on library resources.
- President Bohannon recognized Interim Director Powell and congratulated him for taking on the role and for also remaining the C.O.O., his original position.
- 22-018 V. **Financial Statements and Summaries: January 2022**
CFO Shoemaker reviewed the January financial reports for the Board. He also stated that the FY 2021 audit has been completed and will be published soon. He also reported that architects Borelli have submitted their proposal for Horizon West and it is in the process of being reviewed. There were five construction management at risk (CMAR) proposals submitted and three have been selected for oral presentations. He also told the Board that staff continue to meet every two weeks with the County's and City's real estate personnel. He reported that the lease for the Lake Nona location is being reviewed by attorneys at Gray Robinson. The Board wanted to make sure that progress continues with the Horizon West location, while still working with the City regarding the Lake Nona location. Details of information regarding the Lake Nona lease will be forthcoming once the attorneys have reviewed it.
- 22-019 VI. **Dashboard: January 2022**
CBO Stone briefed the Board regarding the January 2022 statistics.

22-020 VII. **Action Items:**22-021 **Melrose Stage Project / Gomez Construction: Kris Shoemaker**

Trustee Maladecki, seconded by Trustee Tam, moved to approve the project budget of \$630,000, to approve waiving of the Payment and Performance Bonds (as allowed in F.S. 255.05), and to authorize the Interim Director/CEO to execute the Notice to Proceed with Gomez Construction Company for the project. Motion carried 4-0.

22-022 VIII. **Discussion and Possible Action Items**22-023 IX. **Information**22-024 **Director Search Update: Yvonne Hartley**

HR Director Hartley reported to the Board that she and Gray Robinson attorneys have met with June Garcia, the director search consultant, regarding the Sunshine Laws.

22-025 **Director's Report**

Marketing & Public Relations Administrator Erin Sullivan introduced the customer stories as requested at last month's meeting. MPR has received over 200 outstanding customer service stories from library users and hope to use these stories to promote the services OCLS provides.

We're now in our second month of welcoming people back to our locations for in-person programs, and despite cold weather and the ongoing pandemic, we have seen some promising signs that people are ready to come back to the library in person.

Eatonville Branch hosted a very successful series January 27-29 called *Zora Neale Hurston: The Storyteller and Her Town*. The series, which was originally scheduled to coincide with the Zora! Festival, featured presentations by Zora Neale Hurston scholar Rae Chesney. The series was funded in part through a Florida Humanities Community Project grant, and over the course of three days, 264 people attended one of four events. On Saturday, January 29, Chesney led a walking tour of historic Eatonville that attracted 107 participants, despite the fact that the temperature was only 46 degrees. We were very happy with the turnout, especially since the Zora! Festival was postponed until June.

Melrose staff greeted many visitors during January, with 401 people taking the Melrose Center Self-Guided tour. Melrose also welcomed 132 new Members during January via the new On Demand Melrose Center General Orientation. This is the highest monthly total since introducing it in June 2021.

On January 21, 22, and 23 the Friends of the Library hosted their Annual Winter Book Sale. It was the first full-fledged book sale they have hosted since the pandemic began. Hundreds of customers enjoyed exceptionally low prices on a variety of items, such as gently used books, A/V items, and assorted collectibles. The sale raised over \$2,100 for the Friends, making it the most successful sale in two years.

The first episode of Season 3 *Melrose in the Mix* aired on January 20 on WUCF-TV and featured the Universal Funk Orchestra. New episodes are scheduled to air on the third Thursday of each month through June. After that, the season will go into reruns for the remainder of the year.

The Fairview Shores Branch formed an ongoing partnership with the Rosemont Neighborhood Center to host classes and events for a group of seniors. Fairview Shores staff visit the center on Wednesdays to present "Crafting with Seniors: Paper, Paint, and Wood Crafts," during which participants create a variety of crafts they can take home. The seniors visit the branch every first and third Friday of the month and are engaged in a series

of presentations on health topics, fiber arts, technology skills and timely issues affecting seniors. This month, 43 seniors participated.

Custodial & Security Manager Craig Goetzke worked with the Florida Municipal Insurance Trust to achieve the Certificate of Safety Recognition for the library. To assist municipalities in keeping their communities safe, the Florida Municipal Insurance Trust offers the Florida Municipal Safety Excellence Initiative to its members. The goal is to provide participating organizations with the knowledge and tools needed to easily develop and implement an effective safety management system, which can help to reduce losses, injuries and illnesses.

We are partnering with Orange County Animal Services to offer bite prevention and responsible pet ownership programs at various locations in 2022. Youth Services will schedule these events for the system. In return, library locations will display pet adoption material for Animal Services. In mid-January, Animal Services staff dropped off cardboard cutout adoption displays and shared a message about our new partnership on their Facebook page. We hope this will lead to more partnership opportunities with Animal Services in the future.

And lastly, we mentioned at last month's meeting that Window World had committed \$50,000 again this year to support Summer Reading, well they followed through on their commitment and we received their check earlier this week. This marks the Window World's second year of providing unprecedented support for the library's Summer Reading program.

The Board would like to consider a naming opportunity to recognize Mary Anne Hodel for her contributions to OCLS. This will be on a future agenda.

Trustee Maladecki stated that the Board should recognize Orange County Public School Superintendent Barbara Jenkins as she has announced her retirement. OCPS and OCLS have a great partnership and work well together.

22-026

Public Comment: Non-Agenda Items

Phelycia Marsh – spoke about a library in the Lake Nona area and thanked the Board for the Story Walk program recently held in the Lake Nona area.

X. Adjournment

Trustee Tam, seconded by Trustee Maladecki, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 6:52 p.m.

Next Meeting Dates:

March 10, 2022 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- April 14, 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.