

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

July 14, 2022 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (7/0); Nicole Benjamin (10/2 – City);
Richard Maladecki (7/1); Danielle Levien (10/3 - City);
Lizannette Tam (7/0)

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

- 22-091 I. **Call to Order**
President Bohannon called the meeting to order at 6:01 p.m.
- 22-092 II. **Public Comment Policy & Procedures**
- 22-093 III. **Approval of Minutes: Library Board of Trustees Meeting – June 9, 2022**
Vice President Benjamin, seconded by Trustee Tam, moved to approve the minutes of the June 9, 2022 Library Board of Trustee meeting. Motion carried 5-0.
- 22-094 IV. **Staff Presentation: Marketing Video – Erin Sullivan**
- 22-095 **Interim Director’s Goals FY 2022 – 3rd Quarter Update: Danielle Levien**
Trustee Levien briefed the Board regarding Interim Director Powell’s progress with his goals. She stated there are several initiatives to help improve the customer’s experience - such as: improving the hiring process with the newly formed Diversity, Equity and Inclusion (DEI) committee and communicating this to the community; the celebration of heritage months; the leases for the Horizon West and Lake Nona facilities are moving along; the Melrose media wall is to be updated and replaced. She further reported that a Bilingual Service committee has been formed and that the Social Workers are very popular, with about 1,110 customers using the service this quarter. She also reported that \$32,000 in total grants were received this quarter.
- 22-096 V. **Financial Statements and Summaries: June 2022**
CFO Shoemaker reported that the budget is on target for the month of June. He also stated that Window World of Orlando donated \$50,000 to the Summer Reading Program and \$213,000 was received from the estate of Carol Ann Coble and that money is earmarked for the MAYL service as directed by the estate.
- 22-097 VI. **Dashboard: June 2022: Lynette Schimpf**
CLLL Schimpf briefed the Board about the June statistics and stated that customers are coming back into the library and using services in-person, the Summer Reading Program events and classes are up in attendance. She reported that an Instagram post had 287,000 views and was showcased on the Instagram Explorer’s page. Another online post, the Pulse Remembrance video created by North Orange staff, had over 36,000 views. Ms. Schimpf, as chair of the Trespass Appeal committee, announced that appeals will now be accepted by email or an online form, not just by mail.
- 22-098 VII. **Action Item:**
- 22-099 **Main Library Roofing Architect Contract – Kris Shoemaker**
Trustee Maladecki, seconded by Trustee Levien, moved to approve the Main Library Roof

project budget of \$325,000 and to authorize staff to execute the Design Contract and Notice to Proceed with KMF Architects. Motion carried 5-0.

22-100 VIII. **Discussion and Possible Action Items**

22-101 **Director Search Update: Yvonne Hartley**

HR Director Hartley reported that the search committee met and reviewed the applications. Hiring consultant, June Garcia will invite the four chosen candidates to interview with the committee.

22-102 **Annual Staff Survey Results: Yvonne Hartley**

HR Director Hartley shared the results of the Staff Survey and that OCLS has received the *Orlando Sentinel Top Workplace* award four years in a row. The survey results indicate that the majority of staff have a positive outlook regarding employment at OCLS. The Board expressed concern that the Librarian work group's responses and satisfaction have declined from last year and they asked for additional information.

22-103 IX. **Information**

22-104 **Strategic Plan FY 2022 – 3rd Quarter Update: Steve Powell**

Interim Director Powell reported that the Strategic Plan is on target and on schedule. He stated that the Horizon West and Lake Nona library leases are scheduled to be approved by Orange County and the City of Orlando, respectively. He further stated that the OCLC Wise project is on hold as the product is not yet ready to be released.

22-105 **Interim Director's Report**

Interim Director Powell thanked Kris Shoemaker, Bethany Stone, and Danielle King for their work with the Horizon West and Lake Nona leases and gave an additional thank you and job well done for the lease presentations last month.

22-106 **Public Comment: Non-Agenda Items**

X. **Adjournment**

Trustee Levien, seconded by Trustee Tam, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 6:41 p.m.

Next Meeting Dates:

August 11, 2022 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- September 8, 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.