

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

June 10, 2021 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Join the Zoom Meeting:
<https://zoom.us/j/96714797564>

Library Board Present: Crockett Bohannon (6/0); Nicole Benjamin (9/0 – City);
 Danielle Levien (9/0 - City); Richard Maladecki (6/0);
 Lizannette Tam (6/0)

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

- 21-068 I. **Call to Order**
 President Bohannon called the meeting to order at 6:01 p.m.
- 21-069 II. **Public Comment Policy & Procedures**
- 21-070 III. **Approval of Minutes: Library Board of Trustees Meeting
 May 13, 2021**
 Trustee Maladecki, seconded by Trustee Levien, moved to approve the minutes for the May 13, 2021 Library Board of Trustees Meeting. Motion carried 5-0.
- 21-071 IV. **Action Items:**
- 21-072 **Pre-Covid Board Meetings**
 Christopher Hertel – spoke against the discontinuation of Zoom at meetings
 Phelycia Marsh – spoke against the discontinuation of Zoom at meetings
 Cynthia Dailey – spoke against the discontinuation of Zoom at meetings
- Brief discussion ensued regarding the return to in-person, pre-covid meetings. Trustee Maladecki, seconded by Trustee Levien, moved to return to pre-covid Board Meetings and to meet in-person only. Motion carried 5-0.
- 21-073 **Director Search: Yvonne Hartley**
 Human Resources Director Hartley addressed the Board and stated that their approval is needed for the Director’s Job Description, Budget, Timeline & Process Structure. She reviewed the budget line items and the timeline from advertising to the final hiring of a new Director. Discussion ensued regarding the timeline and the Board involvement in the final interviewing process. Ms. Hartley informed that Board that after consulting with the Library’s counsel, all documents are considered public records. This includes names, résumés, applications, notes and such. Discussion continued about interview dates and the Board Members each agreed to send a list of candidate questions to Ms. Hartley by July 1st. Trustee Maladecki, seconded by Trustee Levien, moved to approve Staff to start the search for a new Chief Executive Officer by approving the Job Description, Budget, Timeline, and the Process Structure. Motion carried 5-0.
- 21-074 V. **Presentation: Joe Goldstein – Friends of the Library**
 Friends of the Library Board Member Joe Goldstein gave the Board an overview of the history of the Friends of the Library, as well as explained how the Group raises money to support OCLS. Some of the many projects the Friends have sponsored are

as follows: they have funded scholarships for Staff; purchased sewing machines – two for each location; purchased early learning computers for all library locations at a cost of about \$5,000 each; paid to print the *Books & Beyond* monthly magazine at about \$30,000 a year and funded Staff events, just to name a few. He said the Friends give OCLS about \$100,000 each year. He stated that the Friends also have an annual appreciation lunch for all of the Friends Volunteers and that last year they could not because of the pandemic. He said since they did not have a luncheon last year, the Friends gave all of the Volunteers gift cards. The Board profusely thanked Mr. Goldstein and the Friends for all that they do for OCLS.

21-075 VI. **Financial Statements and Summaries:**

- **May 2021**

- **Preliminary Draft Budget FY 2021 – 2022**

CFO Shoemaker gave the Board an overview of the May 2021 reports and stated that additional State Aid funds have been received and now the amount is about \$24,000 above budget. He also gave the Board a briefing about the Preliminary FY 2021 – 2022 Budget. Brief discussion ensued.

21-076 VII. **Dashboard: May 2021**

COO Powell reported to the Board about the opening of the Melrose Center. He stated that the editing bays and stations are open and are being used, the self-guided tours are now open and that the simulators will open in August. He also stated that the Wise project continues to move ahead.

21-077 VIII. **Discussion and Possible Action Items**

21-078 IX. **Information**

21-079 **Director's Report**

- The Library has recently had a very productive conversation with the Real Estate Departments of the City of Orlando and the Orange County Real Estate Department. Both entities are focused on assisting us in our goal of providing two new branch facilities at Lake Nona and Horizon West. We anticipate that they will be making a presentation to the Board at the July Board Meeting.
- OCLS has partnered with Women in the Arts for the annual Community School of Arts camp. The virtual CSA Camp invites students in pre-k through 12th grade to a virtual summer art experience with curated art projects. The program starts June 26 and goes through July 31st. More information regarding the CSA Art Camp can be found here: <https://www.womeninthearts.org/csa-at-the-library-pk-12-2>. A free Art Kit with supplies is provided to the parent or designated adult of the registered student. Students have pre-registered for this event and each art kit is labeled with the student's name and barcoded. A library card in good standing required. Library cards will be verified at pick-up time and checked out to the parent/guardian of each student. Pick up for the art kits will be held from Saturday, June 12th through Friday, June 25th at two locations: the Eatonville Branch and the Hiawassee Branch.
- Our budget presentation will be held at the Orange County Administration Building on 15 July at 11:00 a.m. You are invited to attend.
- OCLS has entered into an agreement with Hamlin Retail Partners, LLC (known as Boyd Development) to place a drop box free of charge on their property in Horizon West. The drop box will be located in Hamlin Town Center on Shoreside Way. Having a drop box in Horizon West will give residents of the community a more convenient way to return library materials that they borrow from other locations or have delivered by our Books by MAYL service. The goal is to have the drop box in place by the end of summer/beginning of fall.

21-080

Public Comment: Non-Agenda Items

Ashley Cisneros Mejia - spoke in favor of a library in the Lake Nona area

Vera Lucia de Alves – No Answer

Andressa Araujo – No Answer

Luciane Leal – No Answer

Alan Murillo – No Answer

Anzir Moopen – spoke in favor of a library in the Lake Nona area

Renee Palma – spoke in favor of a library in the Lake Nona area

Michelle Patrick – No Answer

X. Adjournment

Trustee Maladecki, seconded by Trustee Levien, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 7:35 p.m.

**Next Meeting Dates: July 8, 2021 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
August 12, 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.