

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

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

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (3/0); Nicole Benjamin (6/2 – City);
Richard Maladecki (3/0); Danielle Levien (6/3 - City);
Lizannette Tam (3/0)

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

- 22-027 I. **Call to Order**
President Bohannon called the meeting to order at 6:00 p.m.
- 22-028 II. **Public Comment Policy & Procedures**
- 22-029 III. **Approval of Minutes: Library Board of Trustees Meeting
February 10, 2022**
Vice President Benjamin, seconded by Trustee Maladecki, moved to approve the minutes for the February 10, 2022. Motion carried 5-0.
- 22-030 IV. **Staff Presentation: Florida Humanities Council Community Project
Grant - Zora Neale Hurston: The Storyteller and Her Town ~
Sara Brown**
- 22-031 V. **Financial Statements and Summaries: February 2022**
CFO Shoemaker briefed the Board regarding the Annual Comprehensive Financial Report and stated that the auditors, Cherry Bekaert, gave the FY 2021 budget reports a clean bill of health. He also reported on investments, the Defined Benefit Plan, and that revenues will increase with the reopening of the meeting rooms and the return of passport services. He further stated that good news was received regarding State Aid to Libraries, the amount OCLS will receive has increased.
- 22-032 VI. **Dashboard: February 2022**
CBO King reported that since offering in-person events, there has been increases in door count and class attendance. Brief discussion ensued.
- 22-033 VII. **Action Items:**
- 22-034 **Digital Product Firm for OCLS.INFO Rebuild & Migration Project: Cassie Shivers**
IT Design & Development Manager Shivers gave the Board an overview of the plan to rebuild and migrate the OCLS website from Drupal to Wordpress with the digital product firm Camber Creative. Camber was previously hired to assist with the website while on the Drupal platform, as a Drupal specialist has not been found to fill the vacant position. Ms. Shivers explained that in the last ten months, Camber has exceeded the library's expectations regarding communication, quality of work, and budget consciousness. Trustee Maladecki, seconded by Trustee Tam motioned to move forward with hiring Camber. Trustee Levien asked if other companies had been considered or if an RFP had been submitted. Ms. Shivers stated that an RFP had not been submitted and that the choice to hire Camber was based on the positive experience the library has had with them thus far. Trustee Levien felt that since the Board is being asked to approve the \$225,000 project, she

requested more information regarding the scope of work and an outline of the budget. Ms. Shivers will forward the information to the Board. Discussion ensued and Trustee Maladecki withdrew his motion so that the agenda item can be tabled for a month while additional information will be provided to the Board.

22-035

Selection of CMAR for Horizon West Branch: Kris Shoemaker

Trustee Tam, seconded by Vice President Benjamin, moved to approve the following ranking of firms for the Horizon West Branch Library CMAR Services, and to authorize Staff to negotiate a contract for CMAR services with the approved firms in order of rank. Motion carried 5-0.

1. H.J. High Construction (HIGH)
2. Ajax Building Company (AJAX)
3. Gilbane Building Company (GILBANE)

22-035.1

Request to Serve Alcohol at a Southwest Branch Event: Bethany Stone

Trustee Maladecki, seconded by Trustee Levien, moved to authorize the serving of alcoholic beverages in accordance with the Board-approved policy at an event on April 8, 2022, at the Southwest Branch Library. Motion carried 5-0

22-036 VIII.

Discussion and Possible Action Items

22-037 IX.

Information

22-038

Director Search Update: Yvonne Hartley

Human Resources Director Hartley updated the Board regarding the Director search. She stated that staff sessions have been scheduled for staff to meet virtually with search consultant June Garcia so that they can speak with her and understand the search. She will also meet with the Board at the April Board Meeting. The Search Committee will also meet with Ms. Garcia on April 19. President Bohannon stated that he had a conversation with Ms. Garcia and said he was impressed by her. He further stated that she informed him that currently there are six other library systems searching for a Director. The Board discussed how to differentiate OCLS from the other libraries that are searching as well. Ms. Hartley indicated that she is working with the Marketing & Public Relations Department (MPR), to create a brochure as to why OCLS and Orlando would be a positive place to work and Ms. Garcia will forward it to potential candidates. Brief discussion ensued.

22-039

Interim Director's Report

The Horizon West Branch continues to move forward. In addition to the construction manager at risk ranking, the negotiations for the architect and engineering services contract with Borelli + Associates are underway. The first-round review between OCLS and Borelli was completed on March 4th. As a result of that meeting, Borelli is going to visit the Chickasaw branch tomorrow and then the Southwest branch on Friday, March 18th with the Chief Branch Officers to inform some of the building design.

With regards to the Lake Nona branch, I hate to sound like a broken record, but there has been little new development. The City supplied us with their lease responses on March 1st which are in review with us and GrayRobinson. I will have a clear lease picture for you next month.

I have asked some of the Admin team to bear with me while I re-open decisions the library made since mid-2019 with regards to a location in Lake Nona. I want to ensure we make the most informed decision possible for where a library might be located in the Lake Nona area.

At the end of 2021, OCLS was the recipient of a \$50,000 matching grant from IMLS to support the Local Wanderer program, which allows people to check out tickets to various local cultural organizations for free using a library card. The funds were earmarked to purchase tickets to new venues that have not participated in Local Wanderer in the past, and to purchase additional tickets from key partners that have proven to be popular with our audience. On March 1, new partners added to the program thanks to the grant included Orlando Science Center and Audubon Center for Birds of Prey. We plan to add additional partners in the coming months to further enhance the Local Wanderer program.

On Saturday, February 12 the West Oaks Branch & Genealogy Center hosted its annual Family History Fair, attended by 121 people. Attendees were able to learn about some of the many resources available to aid in their family history research and connect with local organizations and societies. Participating groups included the Central Florida Genealogical Society, the Daughters of the American Revolution Florida Chapters, the Afro-American Historical & Genealogical Society, and the Jewish Genealogical Society of Greater Orlando.

South Creek staff member Laura Lizardi was recognized by the Foundation for OCPS as being an “Outstanding Partners in Education for Sally Ride Elementary” for her work as an OCLS school liaison.

During the month of February, OCLS Social Workers aided over 160 customers at six locations on topics such as unemployment, housing assistance, and mental health assistance.

As traffic has begun to pick up at all locations, one area that’s beginning to benefit is the bookstore on the third floor. In February 2022, the bookstore reported \$6,350 in sales – the highest February sales total we have seen in the past five years. Usually, the bookstore brings in between \$4,000 and \$5,000 in February. Likewise, the gift shop saw \$695 in sales in February, the best February it has had since 2020. The bookstore and gift shop are both operated by Friends of the Orange County Library System volunteers, who are an extremely dedicated group that sorts donations, prices books, and staffs the retail registers. Funds raised in the bookstore and gift shop support the Friends, which in turn supports various OCLS programs and initiatives, such as Prime Time Family Reading, sewing programs at branches, and scholarships for OCLS staff.

On April 8, the Southwest Branch hosts the 15th annual Southwest Author series, which we present in partnership with the Rotary Club of Dr. Phillips. This year we welcome *New York Times* bestselling author James Grippando, who will talk about his work and sign copies of his books. The event is free, and light refreshments will be served.

On April 30, the Orlando Book Festival returns to Orlando Public Library. The event, a daylong celebration of books and reading, was last held in 2019. This year’s festival will feature a keynote presentation from popular Florida author Tim Dorsey, whose *New York Times* bestselling books focus on the crime-fighting capers of Serge Storms, a fictional vigilante antihero who lives in the Sunshine State. Local independent bookstore Writer’s Block will partner with us to sell books at the event.

22-040

Public Comment: Non-Agenda Items

Lucy Redzeposki spoke on behalf of the Lake Nona Library Committee and told the Board if there is anything the Committee can do to help move the lease along, please reach out to them. President Bohannon asked if the Committee had discussed where they felt the

perfect location was for a branch in Lake Nona. Ms. Redzeposki responded that near the Walmart would be ideal, but that Dowden Road is better than no library. She emphasized that the Committee wants to avoid any delays. When asked again if there was anything the Board needed the Committee to do, Trustee Maladecki suggested it might be advantageous to contact Orlando City Commissioner Jim Gray. Ms. Redzeposki stated that the Committee will continue pursuing a library branch in Lake Nona.

X. **Adjournment**

Trustee Maladecki, seconded by Vice President Benjamin, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 7:03 p.m.

Next Meeting Dates:

April 14, 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.