

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

November 11, 2021 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (11/2); Nicole Benjamin (2/1 – City);
 Danielle Levien (2/1 - City); Lizannette Tam (11/0)

Library Board Absent: Richard Maladecki (11/2)

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

- 21-146 I. **Call to Order**
 President Bohannon called the meeting to order at 6:01 p.m.
- 21-147 II. **Public Comment Policy & Procedures**
- 21-148 III. **Approval of Minutes:**
- **Library Board of Trustees Meeting – October 14, 2021**
 - **Director Search Committee Meeting – October 28, 2021**
- Trustee Tam, seconded by Trustee Benjamin, moved to approve the minutes for the October 14, 2021 Library Board of Trustees meeting and the minutes for the October 28, 2021 Director Search Committee Meeting. Motion carried 5-0.
- 21-149 IV. **Staff Presentation: Melrose Film Festival – Steve Powell**
- 21-150 V. **Financial Statements and Summaries: October 2021**
 CFO Shoemaker gave an overview of the October 2021 financials and reports. He further reported that the oral presentations for Horizon West project architect have been completed and the Procurement Committee has rated them. The results and recommendation will be presented at the December 2021 Board meeting. He also reported that the request for qualifications for the construction manager at risk were posted and only one response was received. The request was reconfigured and reposted. The County is still working on the lease contract for the Horizon West parcel. The City is still working on the design package for the Lake Nona parcel and it hasn't been released yet.
- 21-151 VI. **Dashboard: October 2021**
 COO Powell reported that the annual statistics for FY 2021 are all over the place when compared with one and five years ago. Also, the pandemic has positively affected some numbers and negatively impacted others. Although the door count is down, it is anticipated that when in-person events return there will be an increase in visitors. The MAYL packages and digital downloads are up in usage. He indicated that once the pandemic settles down, there will be a better picture of how the Library is performing. He stated that there may need to be a paradigm shift from measuring figures to more of an outcome-driven measurement. He referenced a Facebook post by a Melrose customer who stated that the Center has all the equipment they need and that the Center will change their life. Brief discussion ensued.
- 21-152 VII. **Action Items:**

21-153

Election of Board Officers and Committee Appointments

Vice President Benjamin nominated President Bohannon as President, Trustee Levien seconded the nomination. Motion carried 4-0.

Trustee Levien nominated Vice President Benjamin as Vice President, Trustee Tam seconded the nomination. Motion carried 4-0.

Trustee Levien will again chair the Personnel Committee.

21-154

Director's Evaluation & Personnel Committee Meeting: Evaluation and Minutes Approval: Danielle Levien

Trustee Levien reported that when evaluating Director Hodel this year, she focused on her entire career as a whole and that she rated her as “far exceeds” in every category. She stated that Director Hodel has always been focused on fiduciary responsibility. She further stated that OCLS has entered many successful community partnerships, engaged in target marketing to promote OCLS, consistently addressed union grievances and OCLS is now union free, and the events offered have expanded from 7 in a month in 2001 to over 200 a month currently. All of this was achieved under the stewardship of Director Hodel. Vice President Benjamin, seconded by Trustee Tam, moved to approve Director Hodel’s evaluation and to approve the minutes of the Personnel Committee Meeting. Motion carried 4-0.

21-155

457: Kris Shoemaker

Trustee Levien, seconded by Trustee Tam, moved to approve the resolution allowing for the Supplemental Retirement Benefit Arrangement payment to Director Hodel be made between February 1, 2022 and January 31, 2023. Motion carried 4-0.

21-156 VIII.

Discussion and Possible Action Items

21-157

Director’s Goals FY 2021 ~ 4th Quarter Update: Danielle Levien

Trustee Levien stated Director Hodel has gone above and beyond the goals set for this year, as stated above.

21-158

Director’s Goals FY 2022 ~ Draft

Trustee Tam, seconded by Trustee Levien, moved to approve the Director Goals for FY 2022. Motion carried 4-0.

21-159

Director Search Committee Meeting

The Director Search Committee determined that the applicants for the position do not have enough experience as a director with fiscal and construction expertise. After discussion, the Committee did not put forward anyone for the Board to interview. Instead, they recommended to choose an Interim Director and, in the meantime, hire a search firm to identify qualified candidates and to do so for no longer than 24 months. Discussion ensued and it was decided that a recommendation of someone from management will be given to the Board to install as the Interim Director. The cost of hiring a search firm was also discussed. The Board asked for the recommendation of an Interim Director and the search firm recommendation to be presented at the December Meeting. Trustee Levien, seconded by President Bohannon, moved to accept the recommendation of the Director Search Committee, to install an Interim Director for no more than 24 months and hire a firm to search for candidates within the 24 months. Motion carried 4-0.

21-160 IX.

Information

21-161

Director’s Report

The Library has been selected to receive 20 scholarships as part of the state wide release for Career Online High School Scholarship program funded by the Florida Legislature. OCLS has already awarded its first scholarship.

Next week, the Library will provide free flu shots to all staff who want them. The shots are available at Hiawassee, Southeast, Chickasaw and Main locations.

This week the Library celebrates Staff Development Week. This week of multiple virtual events is in lieu of Staff Day. Numerous contests between locations are held including the Health and Wellness Award and the Best Bulletin board and the Best Display. It is a real challenge to pick the winners among so many creative entries.

OCLS treasures innovation and being the first. So last evening, the Ivanhoe Brewing Company released its Captain Albertson Beer at its headquarters on Alden Street. The beer was named after the Library's initial donor, Captain Albertson in honor of the 100th anniversary of his gift to the city of Orlando in 1921. At the release ceremony, Mayor Dyer and Commissioner Robert Stuart toasted the library and the beer's release. On hand to certify the quality of the first release were numerous library supporters, Friends of the Library and staff. It was a very different kind of program! Some photos of the night's affair are on the screen. A total of 48 4 packs, 32 singles and 35 pints were sold last evening! Kelly Williams designed the label and hats off to the Marketing and Public Relations staff for the event. The Library likes being the first in trying new firsts. Now, OCLS is the first library with its signature beer.

21-162

Public Comment: Non-Agenda Items

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

X. **Adjournment**

Trustee Levien, seconded by Vice President Benjamin, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 7:15 p.m.

Next Meeting Dates:

WEDNESDAY ~ December 8, 2021 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---
January 13, 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.