

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**

September 14, 2023 ~ 6:00 p.m.

**Orlando Public Library**  
**101 East Central Boulevard**  
**Orlando, Florida 32801**

Library Board Present: Crockett Bohannon (9/0); Nicole Benjamin (12/0 – City); Sharon Smoley (9/2); Ashley Cisneros Mejia (2/0 – City)

Library Board Absent: Lizannette Tam (9/2)

Administration Present: Steve Powell; Bethany Stone; Kris Shoemaker; Yvonne Hartley; Danielle King; Erin Sullivan; Lynette Schimpf; Sara Gonzalez; Leasha Tavernier; Erica Grant; Milinda Neusaenger

- 23-120 I. **Call to Order**  
 President Bohannon called the meeting to order at 6:03 p.m.
- 23-121 II. **Public Comment Policy & Procedures**
- 23-122 III. **Approval of Minutes: Library Board of Trustees Meeting – August 17, 2023**  
 Trustee Smoley, seconded by Trustee Cisneros Mejia, moved to approve the minutes for the August 17, 2023 Library Board of Trustees Meeting. Motion carried 4-0.
- 23-123 IV. **Staff Presentation: Summer at Your Library ~ Caitlin Hill and Rebecca Baichan**
- 23-124 V. **Financial Statements and Summaries: August 2023 Reports**  
 CFO Shoemaker briefed the Board about the August financial reports and stated that the use of meeting rooms is becoming popular again and the processing of passports has increased as well.
- 23-125 VI. **Dashboard – August 2023: Sara Gonzalez, Chief of Lifelong Learning**  
 CLL Gonzalez reviewed the August statistics for the Board. In August, there was a 20% decrease in door count, a 1% decrease in physical items checked out, and a 15% increase in digital checkouts, which is an average of 8,952 items per day.
- Events are up 9.6%, and attendance is down 29.2% compared to last year. Out of those attendance numbers, staff offered 1,153 events with an attendance of 32,899 in-person and 11,703 offsite. Last year, the Library offered 1,052 events with an attendance of 46,467. In 2022, voting accounted for 143 events with an attendance of 25,568. If voting is removed, events are up 26.84%, and attendance is up 52.42% compared to last year. Last year, without voting, the Library offered 909 events with an attendance of 20,899.
- In addition, technology class attendance went up 27%. Out of those attendance numbers, over 25,000 were for in-person events and over 4,000 were events hosted offsite.
- She shared two stories this month that highlight some innovative partnerships that staff fostered: Throughout the year, the Events & Programs Department has collaborated with Orlando Health and Safe Kids Orange County, which is led by Children’s Safety Village of Central Florida, to facilitate workshops and resources concentrated on promoting child safety and preventing injuries for parents and caregivers. A significant part of this effort is the "Car Seat Safety Series." This initiative enlists certified experts who volunteer to examine and properly install car seats at zero cost to participants. Given that nearly 75% of

car seats are improperly installed or utilized, these events hold a direct and positive impact on the safety of families residing in Orange County. OCLS hosted several sessions at both the Alafaya and Winter Garden branches. Since this initiative began in January, over 100 car seats have been inspected. One noteworthy instance occurred during the August event held at the Winter Garden Branch. The technicians and members of the Winter Garden Fire Department played a crucial role by inspecting 16 car seats during the event and providing a replacement car seat to a family in attendance whose car seat was broken.

The second story is a little bit different. Melrose Customer Service Lead Andi Cates invited local podcaster Nick D'Alessandro from the "Wait Five Minutes" podcast to visit the Orlando Public Library and take a look at how OCLS has grown over the last 100 years. Andi partnered with Community Outreach Coordinator Nathaly Ruiz to tour Nick through our past and present, speaking on history, services, and - most importantly- community. The episode entitled "A Day at the Library" dropped on August 14th and here are a couple of excerpts: When wrapping up his tour Nick asked Nathaly how they hoped the perception of libraries is changing, adapting and impacting our communities. Nick loved all that is offered in the Melrose Center and asked Andi what it was like to work in such a unique Library space. The episode of the podcast can be found on Apple Podcasts or Google Podcasts, along with 230 additional episodes about the curious stories and cultural changes sweeping through the Sunshine State.

23-126 VII. **Action Items: None**

23-127 VIII. **Discussion and Possible Action Items**

23-128 IX. **Information**

23-129 **Human Resources Dashboard: Yvonne Hartley**

H.R. Director Hartley reported that at the beginning of the year there was a struggle to fill positions however, as of May, there has been an increase in staff and the total is now at 425. She also reported that there was a record number of new hires in June and July. Staff have updated the job postings and process to make it easier for applicants to apply.

23-130 **Director's Report**

Director Powell reported that in August, OCLS attended the annual Florida Kids and Family Expo. This two-day event held each year at the Orange County Convention Center brings families living in the Central Florida area together with a host of vendors and fun activities. This year, staff connected with over 2,300 visitors to the library's booth. They promoted library services, the Melrose Center, and the option to purchase a fee card for visitors not living in the service area. This event also marked the first official outing of the new book bike. Visitors to the booth had the chance to see the book bike on display and learn how it will be used to share library services in the future. The bike also attended the Lake Eola Farmer's Market on Sunday, September 10.

During the month of August, in honor of the *Barbie* movie, Southeast staff created a giant "Barbi" box photo op, where customers could pose for a photo and pretend to be on the red carpet. A Southeast clerk shared this story regarding the display: "*One of our patrons (in her 60s) came in and asked if I could take a photo of her inside our Barbi box – she was very excited, and as she was leaving, she got all choked up, telling me that her mother (who had recently passed) got her, her first Barbie doll when she was a little girl.*" Southeast is happy to bring smiles to the faces of customers with unique interactive displays that highlight current events and trends.

OCLS launched the Zora Neale Hurston Across Time LibGuide in preparation for the ZORA! Fest 2024. The virtual resource, a collaboration between the Eatonville Branch and the Association to Preserve the Eatonville Community, is intended for youth in grades K-

12 and their caregivers to introduce works that chronicle Hurston's life and her contributions to literature, anthropology, and popular culture.

On August 17, South Trail began its fifth session of Prime Time Family Reading. Community member Cathy Morrell has attended all five of South Trail's Prime Time sessions. She attended the first four with her granddaughter, who is now a freshman at Valencia. Now Cathy is bringing her sister's granddaughters to Prime Time, and she reports that after the first week of the program, the children were eager to read the books they had been given instead of playing on their iPads. The entire family enjoys the discussions Prime Time fosters. Prime Time Family Reading was created by the nonprofit Louisiana Endowment for the Humanities to offer programs that support and engage children and families. The program uses children's books as a starting point for discussion about important ideas about family, life, and community. The Friends of the Orange County Library System supports our Prime Time programs by providing funding that allows us to offer a family meal during each program.

The Winter Garden Outreach Specialist was at a Back to School Bash on August 5 at Zander's Park. During the event, a woman approached to let him know how much she loved the library. She told him that she had taken the library's computer classes and used the skills from the classes to get a remote job with CVS.

On August 24, Youth Services and the library's Digital Marketing Specialist presented the event Cuisine Corner Junior: Crafting Turkey Pinwheels on both TikTok and Instagram Live, garnering a combined view count of 455. During this session, families were able to acquire the know-how to craft an enjoyable and delicious school lunch.

Lastly, we had the first Library District Final Budget Public Hearing on Monday, September 11<sup>th</sup>. The Mayor and all six Commissioners unanimously approved the budget. Although, City Appointee City Clerk Stephanie Herdocia, was unable to attend due to the City's budget process, she will be at the second and final hearing on Tuesday, September 26<sup>th</sup>.

Director Powell reported that the *Neil Gaiman in Conversation with Art Spiegelman* event on November 6<sup>th</sup> has sold out.

23-131

### **Public Comment: Non-Agenda Items**

#### **X. Adjournment**

Trustee Smoley, seconded by Vice President Benjamin, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 6:51 p.m.

#### **Next Meeting Dates:**

**October 12, 2023 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- November 9, 2023 ~ 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.**