

**Orange County Library System
Board of Trustees Meeting**

Board Packet for March 2023



STEVEN POWELL Library Director/Chief Executive Officer

March 3, 2023

To: Crockett Bohannon, President
Nicole Benjamin, Vice President
Danielle Levien, Trustee
Lizannette Tam, Trustee
Sharon Smoley, Trustee

cc: The Library Governing Board:
The Honorable Mayor Jerry Demings, Chairman of the Library Governing Board,
Members of the Governing Board, Commissioners Nicole Wilson, Christine Moore,
Mayra Uribe, Maribel Gomez Cordero, Emily Bonilla, Michael Scott, Orange County;
and Ana Palenzuela, City of Orlando.

From: Steve Powell, Library Director / C.E.O.

Re: Library Board of Trustees Meeting

The next meeting of the Library Board of Trustees will be at 6:00 p.m. on March 9, 2023 at the Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

If any board member has an item to be brought up for discussion, please call Milinda Neusaenger prior to the meeting, 407.835.7611.

cc: Ashley Figueroa - Liaison, Nominating Board ~ City of Orlando

AGENDA
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

March 9, 2023 ~ 6:00 p.m.

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

- 23-028 I. **Call to Order**
- 23-029 II. **Public Comment Policy & Procedures**
- 23-030 III. **Approval of Minutes: Library Board of Trustees Meeting – February 9, 2023**
- 23-031 IV. **Staff Presentation: Removing Barriers: An Executive Edge Update**
- 23-032 V. **Financial Statements and Summaries: February 2023**
 ➤ **Annual Investment Reports FY 2022**
 ➤ **Annual Comprehensive Financial Reports FY 2022**
- 23-033 VI. **Dashboard February 2023: Danielle King**
- 23-034 VII. **Action Item:**
- 23-035 **Request to Serve Alcohol at a Southwest Event: Bethany Stone**
- 23-036 VIII. **Discussion and Possible Action Items**
- 23-037 IX. **Information**
- 23-038 **Director’s Report**
- 23-039 **Public Comment: Non-Agenda Items**
- X. **Adjournment**

Next Meeting Dates:

March 9, 2023 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- April 13, 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.

Orange County Library System Board of Trustees Meeting March 9, 2022

Public Comment Policy

ORANGE COUNTY LIBRARY SYSTEM Public Comment and Conduct of Meetings Policy and Procedures

Effective Date: October 1, 2013 (Approved by the Board of Trustees on September 11, 2013)

Objective: The objective of this policy is to establish standard procedures to ensure an opportunity for broad public participation in decision-making.

Policy Statement: It is the intent of this policy that the deliberations and actions of the Board of Trustees of the Orange County Library System (“OCLS”) be conducted and taken openly in order that the public and relevant stakeholders may be fully informed and intelligently advised as to the conduct of public business by the Board of Trustees.

Definitions: For the purpose of this policy, the following definitions shall prevail:

1. A “meeting” is a gathering of a quorum of the membership of the Board of Trustees, or any board or commission of OCLS for the purpose of receiving information relating to public business, or for discussion of public business, or for official action upon a proposition related to public business.
2. A “regular meeting” is a meeting held pursuant to a schedule of such meetings as approved by a board or commission to conduct public business or otherwise discuss or act upon matters of public interest.
3. A “special meeting” is any meeting other than a regular meeting held by a board or commission. A “special meeting” is held for the purpose of addressing matters requiring the immediate attention of a board or commission or for the purpose of addressing matters which the board or commission has determined are best addressed at a special meeting. When a special meeting is called, the presiding officer of the board or commission shall specifically state the purpose of the meeting and the board or commission shall address only those matters for which the meeting was called.
4. A “board or commission” shall refer to the Board of Trustees of OCLS and any other board or commission now existing or created in the future by the Board of Trustees or OCLS.
5. The “presiding officer” shall mean, in the case of the Board of the Directors the chair and in all other cases shall be the chair of a particular OCLS board or commission.
6. “Board of Trustees” shall refer to the Board of Trustees of OCLS.

Meetings:

1. **Location.** All meetings of the Board of Trustees and any other board or commission shall be held in a suitable location and shall be open to the public as required by law. The only exception to the requirement that meetings be open to the public shall be an executive session scheduled for those purposes expressly recognized by law.
2. **Regular Meetings.** The Board of Trustees and the other boards and commissions shall hold regular monthly meetings as designated by the Board of Trustees or the other boards and commissions.

Public Notice. OCLS shall give public notice of the schedule of meetings and shall state the dates, times and places for such meetings. Public notice of any special meeting or of any reconvened meeting shall be given before such meeting. Public notice shall be given by posting the date and time of the meetings on the OCLS website, the public bulletin boards at all OCLS locations and the Orange County Administration Building. Notice will also be published in the Orlando Sentinel as required by Section 189.417 of the Florida Statutes.

Conduct of Meetings:

1. The presiding officer shall preserve order and decorum at all meetings.
2. When considering matters upon which the board or commission will take action the presiding officer shall receive comments from the public.
3. During any board or commission meeting, board and commission members shall maintain order and decorum.
4. OCLS staff and citizens must be recognized by the presiding officer before speaking or asking questions. The purpose of this requirement is so that there is order and so that the recording equipment will properly record all comments made by individuals wishing to comment on a specific subject.
5. All comments must be made from the podium which is located in the OCLS meeting room or by other reasonable accommodations in any other location in which a board or commission meeting is held, and shall address the subject of the agenda item. Individuals that appear before any board or commission are required to state their legal name and their actual address for the public record. The purpose of this requirement is so that they are properly reflected in any board or commission minutes and are available for future reference.
6. As a board or commission considers consent agenda items, emergency items, items involving official acts that involve no more than a ministerial act, approval of minutes, ceremonial proclamations and other similar items, the presiding officer may, at his discretion, or at the direction of a majority of the board or commission, accept comments from those in attendance.

Public Participation and Comment: In order to comply with Section 286.0114 of the Florida Statutes, OCLS hereby establishes a Public Comment Policy applicable to all boards and commissions to allow members of the public an opportunity to address boards and commissions. In addition to public hearings, a special time is hereby set aside at all board and commission meetings for the purpose of receiving comments and suggestions from members of the public. All comments made during any Public Comment period shall be subject to the following procedures:

1. OCLS allocates up to 30 minutes at the end of each board or commission meeting for citizens who wish to appear before that board or commission to make a request of that board or commission, voice a complaint or concern, express an opinion, or for some other type of recognition. The presiding officer will divide the time equally between all who have signed up to speak; but in no case may a citizen speak longer than three minutes. A Public Comment period not to exceed 30 minutes will be held during any board or commission meeting. The presiding officer may permit additional time to a given speaker on a case-by-case basis.
2. Public comments of items listed on the agenda will occur just prior to the Board's discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.
3. When a board or commission considers matters during a public meeting upon which it will take action, no action shall be taken until the presiding officer requests and receives comments from the public.
4. Persons who wish to make a statement during the Public Comment period will register on a Notice of Intent to Speak Form which will be available 30 minutes before the start of the meeting. Information included on the Notice of Intent to Speak forms will be included in the Board Meeting Minutes and thus become public record. No one will be allowed to have his or her name placed on the list by telephone request to OCLS staff.
5. Each person who signed up to speak will have up to three minutes to make his or her statement. Speakers will be acknowledged by the presiding officer in the order which the Notice of Intent to Speak Form was received by the Board of Trustee's administrative assistant. Speakers shall address that board or commission from the podium, and

not approach that board or commission or OCLS staff. Speakers will begin their statement by first stating their legal name and actual address.

6. Statements are to be directed to the board or commission as a whole, and not to individuals. Public comment is not intended to require a board or commission to provide an answer to the speaker. Discussions between speakers and members of the audience will not be allowed.
7. Speakers will be courteous in their language and presentation.
8. Only one speaker will be acknowledged at a time. In the event a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group's concerns. Likewise, in the event the number of persons wishing to attend the hearing exceeds the capacity of the meeting place, one or more delegates shall be selected to speak on behalf of each group. If the time period expires before all persons who have signed up get to speak, those names will be carried over to the next Public Comment period, or if the presiding officer consents, these comments can be heard at that meeting.
9. Any action on items brought up during the Public Comment period will be at the discretion of that board or commission. No board or commission will take any action on subject matter for which it has not had the opportunity to fully investigate and gather complete information.
10. These same rules shall apply to all boards and commissions.

Decorum: The presiding officer shall preserve strict order and decorum at all meetings.

1. In conducting business, boards and commissions are committed to the principles of civility, honor, and dignity. Individuals appearing before boards and commission are requested to observe the same principles when making comments on items and issues presented to a given board or commission for its consideration.
2. Staff members and citizens are required to use proper language when addressing a board or commission or the audience. Staff members and citizens shall not use profanity or cursing, aggressive or threatening behavior when addressing the board or commission or other participants. All comments are directed to the presiding officer and not to individual members of the board or commission or to the audience. No personal verbal attacks toward any individual will be allowed during the conduct of a board or commission meeting. The presiding officer may have individual(s) removed from the podium and/or meeting chambers if such conduct persists after a warning has been issued.
3. All members of a board or commission shall accord the utmost courtesy to each other, staff, and the public members appearing before the board or commission and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities. During board or commission meetings, cell phones are to be turned off or silenced. Use of cell phones by board or commission members and staff for talking, texting, emailing or otherwise will not be allowed during meetings while at the dais, except for emergency communications, research, or during breaks.

Waiver of Rules: The board or commission may, at any time, waive all or a portion of these rules of procedure during the course of a meeting. Provided however, that any such waiver shall only be done upon a motion and majority approval of the waiver by members of the board or commission present and voting. Such waivers shall only be granted to insure the protection of the right of members of the public to be given a reasonable opportunity to be heard before a board or commission takes official action on a proposition.

Training: Periodic training for Sunshine Law requirements will be scheduled by OCLS for board and commission members.

Penalties: Any action taken at a meeting not open to the public, whether intentional or unintentional, is void. The law provides penalties for not complying with the Sunshine Law including criminal penalties, removal from the board position, fines up to \$500, and an award of reasonable attorney's fees against the board found to have violated the Sunshine Law.

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

**Approval of Minutes: Library
Board of Trustees Meeting
February 9, 2023**

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

February 9, 2023 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (2/0); Nicole Benjamin (5/0 – City);
Danielle Levien (5/1 - City); Lizannette Tam (2/0);

Library Board Absent Sharon Smoley (2-1)

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

Administration Absent: Yvonne Hartley

23-016 I. **Call to Order**

President Bohannon called the meeting to order at 6:05 p.m.

23-017 II. **Public Comment Policy & Procedures**

23-018 III. **Approval of Minutes: Library Board of Trustees Meeting – January 12, 2023**

Trustee Tam, seconded by Trustee Levien, moved to approve the minutes for the January 12, 2023 Library Board of Trustees Meeting. Motion carried 4-0.

23-019 IV. **Staff Presentation: Melrose in the Mix ~ Jim Myers**

23-020 V. **Financial Statements and Summaries: January 2023**

CFO Shoemaker reviewed the January 2023 financial reports for the Board. He reported that the Windermere Expansion project is underway. He also reported to the Board that OUC has announced that the rates for power and water are going to increase significantly, from 2.2 cents to 7 cents per kilowatt hour.

23-021 VI. **Dashboard January 2023: Bethany Stone**

COO Stone stated that customers started off 2023 at the library, with a 41 % increase in door count. This isn't surprising as OCLS continues to transition back to normal and statistics are rising. There was also a 32 % increase in physical items used – over 330,000 items were checked out from a library location or delivered by books by mail (which delivered 10% more packages over last year). In addition, there was another record-high digital checkout month with a 10% gain from last year and over 246,000 items checked out digitally – which is an average of 7,960 items per day.

Attendance at library events was also up 54% over last year for a total of 31,336 attendees – this was helped by the 100 Year Anniversary Kick-off on January 7th which was attended by 332 customers. In addition, library staff attended 49 community events reaching just under 4,000 people.

Last month the Board asked about the attendance at one of our locations compared to attendance at a program presented at an offsite location. So, staff wanted to share that number with the Board. At a library location – over 25,000 people attended one of 982 programs. In January, staff presented 107 offsite events to 5,779 people. This does not count community events – which are events staff attend to represent the library (hand out fliers and such) but aren't presenting actual library programs. Basically, the event would

be happening whether the library was there or not. The Board also asked to see a comparison of current numbers versus 2019 pre-covid numbers. Event attendance is up over 2019 by 11% - which equals little over 3,600 people. Which is great news! Classes haven't quite caught back up yet and attendance is about 30% lower than in 2019. However, staff are continuing to see attendance growth in classes each month. So, staff will continue monitoring that as we move forward. Ms. Stone mentioned that as we move forward, staff are beginning a project to refine the dashboard and how statistics are shared. The focus will be on highlighting the collaborative efforts with systemwide statistics.

On Saturday January 28th, the Southwest Branch hosted a ribbon-cutting ceremony with past board member Rich Maladecki and Friends of the Library board member Susie Findell, to celebrate the grand opening of the OCLS's first permanent StoryWalk. The library partnered with the Orange County Parks and Recreation Department to install 20 displays along a paved trail at Shadow Bay Park in Dr. Phillips. Families will be able to enjoy the benefits of reading and the outdoors at the same time as they stroll along the path, reading the story and participating in fun activities along the way. This month's book was *Singing in the Rain* based on the song from 1929. The book will change each month and be themed to a different decade to coincide with the library's 100 Year Celebration.

The Board inquired about the Horizon West community meeting and CBO King stated that the meeting had been rescheduled for March 27th and will be held at the Waterleigh Community Center. The architects and builders will be there and will give a little preview of what the branch might look like.

23-022 VII. **Action Items: None**

23-023 VIII. **Discussion and Possible Action Items**

23-024 IX. **Information**

23-025 **Director's Goals FY 2023 – 1st Quarter Update: Danielle Levien**

Trustee Levien summarized Director Powell's advancement with his goals. She praised him for the progress that has been made including: securing the \$100,000 grant for a book mobile and bikes from the Sorosis Women's Club of Orlando; the formation of a committee to develop a Library of Things; the completion of the Melrose stage project; and staff training and professional development to strengthen the talent pipeline, just to name a few. She reported to the Board that Director Powell is on target to meet or exceed his goals.

23-026 **Director's Report**

Director Powell informed the Board that there is a community service agency handing out garbage bags to individuals in need of something in which to carry their belongings. When these customers visit the Library, they are told by staff that they cannot bring the bags into the building as it is against rule #6 of the Rules of Conduct. He said that customers are allowed to carry various bags, including multiple grocery bags, but not garbage bags. The rule creates a conflicting issue. He stated that by removing the garbage bag restriction from the rules, it would alleviate the need for staff to confront customers carrying them, while allowing other customers to carry a variety of other bags. He asked the Board if staff can, as an operational change, remove the garbage bag restriction verbiage from the Rules of Conduct. He also said that the entire Rules of Conduct will be brought to the Board in 8 or 10 months for an update. Brief discussion ensued with the Board agreeing to have the garbage bag restriction removed from the Rules of Conduct.

Director Powell reported that in January, the Wi-Fi hotspot checkout program was launched and the response so far has been extremely positive. When it was announced in a social media video that OCLS would begin lending hotspots to cardholders, there were 190

shares, 13,000 views and multiple comments from customers praising the initiative. Staff are also hearing stories about how something simple like being able to borrow a Wi-Fi hotspot can make an impact on people's lives. One customer shared that she was going through financial hardship due to her spouse's illness. She lost her job because she needed to stay home to care for him, and she could no longer afford the internet at home. She said that this program will make it possible for her children to do their homework at home. She was very grateful the library offered this service.

On 7 January, 332 people attended the Library's 100 Year Celebration kickoff at Orlando Public Library, which included handcrafted nonalcoholic craft cocktails from Bandbox and music from the roaring 20s performed by the Z Street Speakeasy Band. There were other events held throughout the day, including an Albertson Public Library-themed escape room in the Melrose Center. Melrose also hosted a special edition of their monthly Improv show that day, featuring improv actors from the Orlando Improv Community. That showcase had 117 attendees. Also, some branches also held 100 Year Celebration events, including the North Orange Branch, which hosted an event that allowed 99 participants to create birthday cards and engage in other self-directed activities. Throughout 2023, we will continue to hold 100 Year Celebration events at all locations.

Director Powell also shared a letter that the Windermere Branch received from a customer who participated in one of the Citizenship Inspired classes. It is a great example of just how much of an impact OCLS have on people's lives, and he thought the Board would appreciate it. It reads, "Yesterday, I passed the Citizenship test: I am a US Citizen... I'm so happy. I want to let you know that the classes, worksheets and all the additional material that I received from all of you for the Citizenship test truly helped me, and I wouldn't have been as prepared as I was without it and your help. Again, thanks to all and to the OCLS team for being so kind and helpful. By the way, one of the questions from the reading portion of the test was one we practiced together. I'm very thankful again for all your help and assistance."

Director Powell reported that February is Black History Month, and that every year one of the signature events to mark the occasion is the African American Read-In, which features local figures performing and reading works created by African American authors, poets and musicians. This year, the event was held on Sunday, February 5, and some of the featured speakers included Orange County Mayor Jerry Demings, who appeared on screen for a pre-recorded reading played to the audience, City of Orlando Commissioner Bakari Burns, XL 106.7 FM's Johnny Magic and Congressman Maxwell Frost.

23-027

Public Comment: Non-Agenda Items

X. Adjournment

Trustee Levien, seconded by Trustee Tam, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 6:44 p.m.

Next Meeting Dates:

March 9, 2023 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- April 13, 2023 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---

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**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

**Staff Presentation:
Removing Barriers
An Executive Edge Update**

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Financials: February 2023

- **Annual Comprehensive Financial Reports FY 2022**
- **Annual Investment Reports FY 2022**

Orange County Library System
FY 2022-23 Financial Statement Highlights
Five Months Ended February 28, 2023

Investment Performance – Defined Benefit Pension Plan

One of the responsibilities of the Plan Administrators, currently Steve Powell, Bethany Stone, Kristopher Shoemaker and Lovevia Williams, is to monitor and evaluate the performance of the investment managers. We do this with the assistance of our investment consultant Dahab Associates, attached are pages copied from Dahab's December 31, 2022 Performance Review and shows the performance of each manager compared to an appropriate index, the overall performance of the portfolio compared to a calculated benchmark, and under the market value of each investment. Also attached is a narrative of the changes and our current investment allocation. The calendar year 2022 was not a great year for the Library's portfolio as all performance indicators underperformed compared to 2021 performance. For the most part, the portfolio held its own against benchmarks and the ones we did not were only minimally different. As of December 31, 2022, the Defined Benefit Plan had \$50.04 million in assets vs \$46.62 million in liabilities which means the plan was funded 1.0734 times (or 107.34% funded), which is beneficial in these uncertain investment times. Per the National Conference on Public Employee Retirement Systems (NCPERS), nationwide, state and local governments funded their pension at an average of 0.778 times (or 77.8% funded) for 2022.

Project Summaries:

Melrose Theatrical Lighting: This project started September 6th and was substantially completed by the end of November 2022. The project is complete, waiting on final inspection from the City's Building Department.

North Orange Roof: This project began August 25th and was substantially completed at the end of October 2022. Vendor waiting on materials to finish the few remaining punch list items.

Windermere Branch Expansion: The design and permitting portion of the project is complete. The construction portion began January 4, 2023, and is scheduled to be completed by June 1, 2023.

Operating Fund Revenue & Expenditure Summaries:

Revenues:

Ad Valorem Taxes:

The Library budgeted \$60,850,000 for Ad Valorem Taxes in FY 2022-23 based on property tax values, a millage rate of 0.3748, and a 5% statutory deduction. So far this year, we have received \$47,109,421 or 77.4% of the budget, which is on target year-to-date.

State Aid/ State and Federal Grants:

The Library budgeted \$150,000 for State Aid Revenues and \$635,000 from State and Federal Grants in FY 2022-23, based on anticipated funding from the various agencies. We have received \$60,946 which is 7.8% of the combined budget.

Fee Cards:

The Library budgeted \$20,000 for Fee Card revenues for FY 2022-23. Through February, we received \$55,350 or 276.8% of budgeted revenues. The increase is due to a change in reporting as some of the revenue was previously recorded in the FEES portion of Fines, Fees & Lost Material accounting line. Thus, understating Fee Card Revenue and overstating Fines, Fees & Lost Material Revenues in the past, we have corrected the recording beginning in FY 2022-23.

Meeting Rooms:

The Library budgeted \$30,000 for meeting room revenues for FY 2022-23. Through February, we received \$15,934 or 53.1% of budgeted revenues.

Faxes and Scans:

Revenues from Faxes and Scans are \$9,893 and \$6,166, respectively. These revenues are lower than the 5-year average dollar-wise and are on target for what we anticipated to receive so far this fiscal year.

Copy and Prints:

The Library budgeted \$150,000 for these services in FY 2022-23. We received \$66,371 or 44.2% of budget thru February which is what we anticipated so far this year.

Passport Facility & Photo Fees:

The Library budgeted \$12,000 for passport facility and photo revenues for FY 2022-23. Through February, we received \$9,635 or 80.3% of budgeted revenues.

Fines, Fees and Lost Materials:

Revenues from Fines, Fees and Lost Materials thru February are \$26,481 or 8.3% of budget. The actual revenue is less than we expected so far this year. Note, the Board approved the waiving of late fees during the October 2022 Board Meeting, thus we will receive less than our budgeted amount for FY 2022-23.

Additionally, we have re-classified some of the revenue to Fee Cards as noted above.

Investment Earnings:

The Library takes a conservative approach when budgeting for Interest Revenues as the investment markets can be, and have been, quite volatile. Our Pooled Investments are tied to the FED's Fund Rate, which has increased significantly since we established the FY2022-23 budget in the Spring of 2022. As of the time of these reports, we have not received our February interest-earning statements. We will continue to monitor the investment markets with our investment advisors to ensure the principal of our funds are safe and secure.

Investment Fair Value:

This line is an adjustment to reflect the fair market value adjustments of the Treasury investments.

Contributions-Other:

Through February we have received \$157,399 or 1,124.3% of the budget. The Sorosis Woman's Club of Orlando donated \$100,000 to re-establish the Library's mobile services (aka the Book Mobile) and we received a \$50,000 donation from Window World to support the 2023 Summer At Your Library Program.

Internet Rebate:

Through February we have received \$-0- or 0.0% of the budget. This revenue is normally received in the last quarter of the fiscal year.

Transfer From Property Appraiser:

This account is used to record the return of the prior year excess fees from the Property Appraiser's Office. The revenue varies from year to year, so the Library typically budgets conservatively for this account. Revenues are normally received in the 1st quarter of the fiscal year. In FY 2022-23 we have received \$73,918 or 295.7% of the budget.

Transfer From Tax Collector:

This account is used to record our revenue share from the Tax Collector's Office. The Library typically receives this funding in the last quarter of the fiscal year. So far in FY 2022-23 we have received \$-0- or 0.00% of the budget.

Expenses:

Defined Benefit Pension Plan:

The Defined Benefit Pension Plan Expenditures are at \$320,000 or 18.3% of budget. The revised estimate based on the actuarial report indicates we will spend approximately \$1.4 million for the account in FY 2022-23.

Worker's Compensation:

The Worker's Compensation Expenditures are at \$52,627 or 52.6% of budget as these payments are paid quarterly in advance.

Unemployment Compensation:

The Unemployment Compensation Expenditures are at \$-0- or 0.0% of budget.

Delivery & Postage:

The Delivery and Postage Expenditures are at 39.4% of the budget, which is in line with the FY allocation.

Insurance:

The Insurance Expenditures are at 47.9% of budget, as a majority of the insurance policies renew in October and have to be pre-paid.

Property Appraiser Fees:

The expenditures in this category are at 87.3% of budget. These fees are paid quarterly in advance. The \$547,000 budget was based on FY 2021-22 estimate and the actuals vary year by year. Note, the Property Appraiser has informed us that the cost will be approximately \$640,000.

Supplies Hardware Software:

The expenditures in this category are at 3.6% of budget. This account is for any electronic-related purchase with a unit cost of less than \$1,000.

Supplies – Programming:

The expenditures in this category are at \$77,874. This account is for any supplies used for programming, mainly Summer At Your Library Program. This account is a sub-set of the Supplies Account. Combined expenditures are \$295,476 or 32.8% of the budget.

Building Improvements Expense:

The Library budgeted \$2,350,000 for various building improvements projects such as the North Orange Roof Replacement, Windermere Expansion and Melrose Stage as well as other major maintenance items such as HVAC replacement/repairs. The \$362,126 expended so far is primarily related to the North Orange Roof and Melrose Stage projects. (Note: The Windermere Expansion Project expenditures for FY 2022-23 have been reclassified to Leasehold Improvements in February 2023, and thus no longer recorded in this category.)

OCLS Melrose Center Stage & Theatrical Lighting Project Budget

Expenditures As of 2-28-2023

| | <u>Original Budget</u> | <u>Change Order</u> | <u>Revised Budget</u> | <u>FY 21 Actual</u> | <u>FY 22 Actual</u> | <u>FY 23 Actual</u> | <u>Variance</u> |
|-------------------------------|----------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|-------------------|
| <u>Project Code 21-007</u> | | | | | | | |
| Gomez Construction | \$418,693 | \$0 | \$418,693 | \$0 | \$246,982 | \$228,078 | \$56,367 |
| Owner Provided Materials | 116,307 | 0 | 116,307 | 0 | 60,938 | 1,629 | (\$53,740) |
| Other (Design, Permits, Etc.) | 30,000 | 0 | 30,000 | 17,391 | 2,762 | 307 | (\$9,540) |
| Contingency | 65,000 | 0 | 65,000 | 0 | 0 | 0 | (65,000) |
| Project Costs | \$630,000 | \$0 | \$630,000 | \$17,391 | \$310,682 | \$230,014 | (\$71,913) |

OCLS North Orange Roof Replacement Project Budget

Expenditures As of 2-28-2023

| | <u>Original Budget</u> | <u>Change Order</u> | <u>Revised Budget</u> | <u>FY 21 Actual</u> | <u>FY 22 Actual</u> | <u>FY 23 Actual</u> | <u>Variance</u> |
|-------------------------------|----------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|-------------------|
| <u>Project Code 21-008</u> | | | | | | | |
| Sutter Roofing | \$253,224 | \$0 | \$253,224 | \$0 | \$189,474 | \$21,053 | (\$42,697) |
| Owner Provided Materials | 21,776 | 0 | 21,776 | 0 | 0 | 0 | (\$21,776) |
| Other (Design, Permits, Etc.) | 25,000 | 0 | 25,000 | 16,263 | 5,078 | 0 | (\$3,659) |
| Contingency | 25,000 | 0 | 25,000 | 0 | 0 | 0 | (25,000) |
| Project Costs | \$325,000 | \$0 | \$325,000 | \$16,263 | \$194,552 | \$21,053 | (\$93,132) |

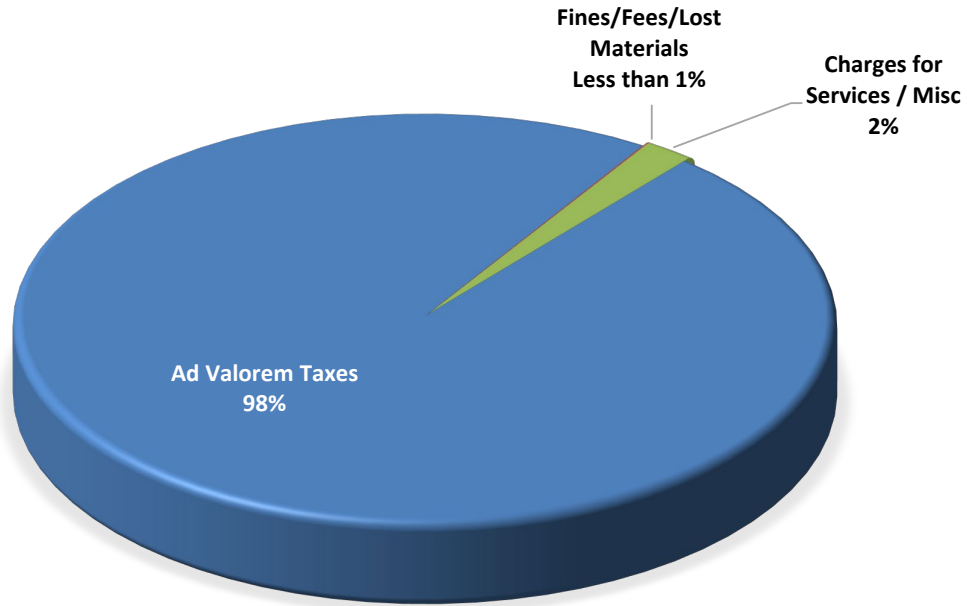
OCLS Windermere Branch Addition Project Budget

Expenditures As of 2-28-2023

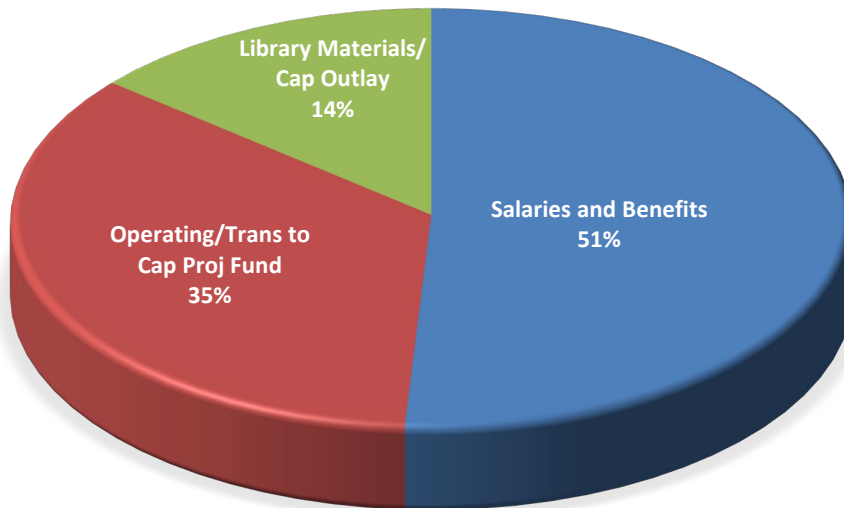
| | <u>Original Budget</u> | <u>Change Order</u> | <u>Revised Budget</u> | <u>FY 23 Actual</u> | <u>Variance</u> |
|-----------------------------|----------------------------|-------------------------|---------------------------|-------------------------|--------------------|
| <u>Project Code 22-001</u> | | | | | |
| Gomez Construction | \$753,547 | \$0 | \$753,547 | \$193,867 | (\$559,680) |
| Ruby Builders | 44,606 | 0 | 44,606 | 0 | (44,606) |
| Architectural Fees | 110,000 | 0 | 110,000 | 8,915 | (101,085) |
| Engineering/Surveying Costs | 25,000 | 0 | 25,000 | 827 | (24,173) |
| Owner Provided Materials | 65,000 | 0 | 65,000 | 14,452 | (50,548) |
| Contingency | 101,847 | 0 | 101,847 | 0 | (101,847) |
| Project Costs | \$1,100,000 | \$0 | \$1,100,000 | \$218,061 | (\$881,939) |

ORANGE COUNTY LIBRARY DISTRICT
Operating Fund
Five Months Ended February 28, 2023

REVENUES



EXPENDITURES



**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND REVENUE SUMMARY
Five Months Ended February 28, 2023**

| | ANNUAL BUDGET | YTD ACTUAL | (5 months= 41.7%) |
|-----------------------------------------|--------------------------|--------------------------|------------------------------|
| AD VALOREM TAXES | 60,850,000 | 47,109,421 | 77.4% |
| INTERGOVERNMENTAL | | | |
| State & Federal Grant | 635,000 | 60,946 | 9.6% |
| State Aid | 150,000 | - | 0.0% |
| CHARGES FOR SERVICES | | | |
| Fee Cards | 20,000 | 55,350 | 276.8% |
| PC Pass (\$10 for 7 days) | 1,500 | 816 | 54.4% |
| PC Express (\$5 for 1 hour) | 2,000 | 290 | 14.5% |
| Classes | 3,000 | 420 | 14.0% |
| Meeting Rooms | 30,000 | 15,934 | 53.1% |
| Faxes | 35,000 | 9,893 | 28.3% |
| Scans | 11,400 | 6,166 | 54.1% |
| Ear Buds, Jump Drives, Masks | 1,600 | 1,178 | 73.7% |
| Bag Sales | 1,500 | 1,579 | 105.3% |
| Library Card Replacement | 7,000 | 1,741 | 24.9% |
| Copy & Prints | 150,000 | 66,371 | 44.2% |
| Passport Facility & Photo Fees | 12,000 | 9,635 | 80.3% |
| Other | 500 | 200 | 40.0% |
| | <u>275,500</u> | <u>169,573</u> | <u>61.6%</u> |
| FINES, FEES & LOST MATERIALS | 320,000 | 26,481 | 8.3% |
| MISCELLANEOUS | | | |
| Investment Earnings | 125,000 | 356,300 | 285.0% |
| Investment Fair Value | - | 5,070 | - |
| Sales of Surplus Property | 5,000 | 2,540 | 50.8% |
| Contributions - Friends of Library | 35,000 | 42,987 | 122.8% |
| Contributions - Others | 14,000 | 157,399 | 1124.3% |
| Internet Rebate | 75,000 | - | 0.0% |
| Grants & Awards | 25,000 | 12,362 | 49.4% |
| Miscellaneous | 50,000 | 77,698 | 155.4% |
| | <u>329,000</u> | <u>654,356</u> | <u>198.9%</u> |
| TRANSFER FR PROP APPRAISER | 25,000 | 73,918 | 295.7% |
| TRANSFER FR TAX COLLECTOR | 470,000 | - | 0.0% |
| TOTAL REVENUES | <u>63,054,500</u> | <u>48,094,695</u> | <u>76.3%</u> |

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND EXPENDITURE SUMMARY
Five Months Ended February 28, 2023**

| | ANNUAL BUDGET | YTD ACTUAL | (5 months= 41.7%) |
|------------------------------------------------|--------------------------|-----------------------|------------------------------|
| SALARIES & BENEFITS | | | |
| Salaries | 21,866,000 | 8,098,002 | 37.0% |
| Medicare Taxes | 310,000 | 115,665 | 37.3% |
| Defined Contribution Pension Plan | 1,600,000 | 607,373 | 38.0% |
| Defined Benefit Pension Plan | 1,750,000 | 320,000 | 18.3% |
| Money Purchase Pension Plan | 1,250,000 | 432,019 | 34.6% |
| Life and Health Insurance (Employees) | 3,775,000 | 1,252,067 | 33.2% |
| Retiree Health Care (OPEB) | 500,000 | 113,655 | 22.7% |
| Worker's Compensation | 100,000 | 52,627 | 52.6% |
| Unemployment Compensation | 40,000 | 0 | 0.0% |
| Parking & Bus Passes | 225,000 | 94,140 | 41.8% |
| | 31,416,000 | 11,085,548 | 35.3% |
| OPERATING | | | |
| Professional Services | 280,000 | 127,006 | 45.4% |
| Other Contractual Services | 2,005,000 | 538,410 | 26.9% |
| Other Contract. Serv.- Janitorial | 400,500 | 168,404 | 42.0% |
| Training and Travel | 90,000 | 19,165 | 21.3% |
| Telecommunication | 255,000 | 77,768 | 30.5% |
| Delivery and Postage | 1,347,000 | 530,765 | 39.4% |
| Utilities | 960,000 | 302,767 | 31.5% |
| Rentals and Leases | 1,295,000 | 597,071 | 46.1% |
| Insurance | 600,000 | 287,341 | 47.9% |
| Repairs and Maintenance/Leasehold Improvements | 1,587,000 | 627,085 | 39.5% |
| IT Subscriptions/Maintenance Contracts | 1,522,000 | 549,300 | 36.1% |
| Copying/Printing | 341,000 | 88,853 | 26.1% |
| Promotional Activities | 425,000 | 147,027 | 34.6% |
| Property Appraiser's Fee | 547,000 | 477,616 | 87.3% |
| Tax Collector's Fee | 1,215,000 | 942,235 | 77.6% |
| Supplies | 900,000 | 217,602 | 24.2% |
| Supplies-Hardware/Software | 600,000 | 21,788 | 3.6% |
| Supplies-Programming | - | 77,874 | - |
| Memberships | 15,000 | 8,285 | 55.2% |
| | 14,384,500 | 5,806,362 | 40.4% |
| CAPITAL OUTLAY | | | |
| Building and Improvements | 2,350,000 | 362,126 | 15.4% |
| Equipment and Furniture | 350,000 | 52,520 | 15.0% |
| Hardware/Software | 1,225,000 | 113,369 | 9.3% |
| | 3,925,000 | 528,015 | 13.5% |
| LIBRARY MATERIALS | | | |
| Materials - Restricted Contributions | 14,000 | 0 | 0.0% |
| Materials - Other | 4,600,000 | 2,430,799 | 52.8% |
| | 4,614,000 | 2,430,799 | 52.7% |
| TRANSFER TO CAPITAL PROJECTS FUND | 4,000,000 | 1,666,667 | 41.7% |
| TRANSFER TO SINKING/EARR FUND | 500,000 | 208,333 | 41.7% |
| TOTAL EXPENDITURES | 58,839,500 | 21,725,724 | 36.9% |

**ORANGE COUNTY LIBRARY DISTRICT
CAPITAL PROJECTS FUND
Five Months Ended February 28, 2023**

| | ANNUAL BUDGET | YTD ACTUAL | (5 months= 41.7%) |
|------------------------------|--------------------------|-------------------------|------------------------------|
| REVENUES | | | |
| Investment Earnings | 58,000 | 386,153 | 665.8% |
| Investment Fair Value | - | 6,010 | - |
| Transfer from Operating Fund | 4,000,000 | 1,666,667 | 41.7% |
| Reserves | 27,170,000 | - | 0.0% |
| TOTAL REVENUES | <u>31,228,000</u> | <u>2,058,830</u> | <u>6.6%</u> |
| EXPENDITURES | | | |
| New Branch | 6,145,000 | 14,975 | 0.2% |
| Reserves | 25,083,000 | 2,043,855 | 8.1% |
| TOTAL EXPENDITURES | <u>31,228,000</u> | <u>2,058,830</u> | <u>6.6%</u> |

**ORANGE COUNTY LIBRARY DISTRICT
SINKING FUND
Five Months Ended February 28, 2023**

| | ANNUAL BUDGET | YTD ACTUAL | (5 months= 41.7%) |
|------------------------------------|--------------------------|-----------------------|------------------------------|
| REVENUES | | | |
| Investment Earnings | 10,000 | 51,883 | 518.8% |
| Investment Fair Value | - | 807 | - |
| Transfer from Operating Fund | 500,000 | 208,333 | 41.7% |
| Reserves | 3,520,000 | - | 0.0% |
| TOTAL REVENUES | 4,030,000 | 261,023 | 6.5% |
| EXPENDITURES | | | |
| Reserves-Building and Improvements | 2,530,000 | 163,868 | 6.5% |
| Reserves - Horizon West Contract | 1,000,000 | 64,770 | 6.5% |
| Reserves - Technology | 500,000 | 32,385 | 6.5% |
| TOTAL EXPENDITURES | 4,030,000 | 261,023 | 6.5% |

**ORANGE COUNTY LIBRARY DISTRICT
PERMANENT FUND
Five Months Ended February 28, 2023**

| | ANNUAL BUDGET | YTD ACTUAL | (5 months= 41.7%) |
|---------------------------|--------------------------|-----------------------|------------------------------|
| REVENUES | | | |
| Investment Earnings | 20,000 | 11,850 | 59.2% |
| Investment Fair Value | - | 140,464 | - |
| Reserves | 1,448,000 | - | 0.0% |
| TOTAL REVENUES | 1,468,000 | 152,314 | 10.4% |
| EXPENDITURES | | | |
| Equipment | 125,000 | 2,030 | 1.6% |
| Reserves | 1,343,000 | 150,284 | 11.2% |
| TOTAL EXPENDITURES | 1,468,000 | 152,314 | 10.4% |

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - ASSETS
February 28, 2023**

ASSETS

| | |
|------------------------------|---------------------------------|
| Cash on Hand | 20,188 |
| Equity in Pooled Cash | 3,698,153 |
| Equity in Pooled Investments | 53,557,891 |
| Accounts Receivable | 1,271 |
| Inventory | 132,454 |
| Prepays | 192,750 |
| Other Assets - Deposits | <u>8,440</u> |
| TOTAL ASSETS | <u><u>57,611,147</u></u> |

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - LIABILITIES & FUND BALANCE
February 28, 2023**

LIABILITIES

| | |
|-------------------------------|-------------------------|
| Accounts Payable | 325,806 |
| Retainage Payable | 40,656 |
| Accrued Wages Payable | 957,376 |
| Accrued Sales Tax | 701 |
| Accrued Fax Tax | 74 |
| Due To Friends of the Library | 2,522 |
| Employee Payroll Deductions: | |
| Dental Insurance | 3,226 |
| Vision Plan | (1,003) |
| Weight Watchers | 516 |
| Staff Association | 14,127 |
| TOTAL LIABILITIES | <u>1,344,001</u> |

FUND BALANCE

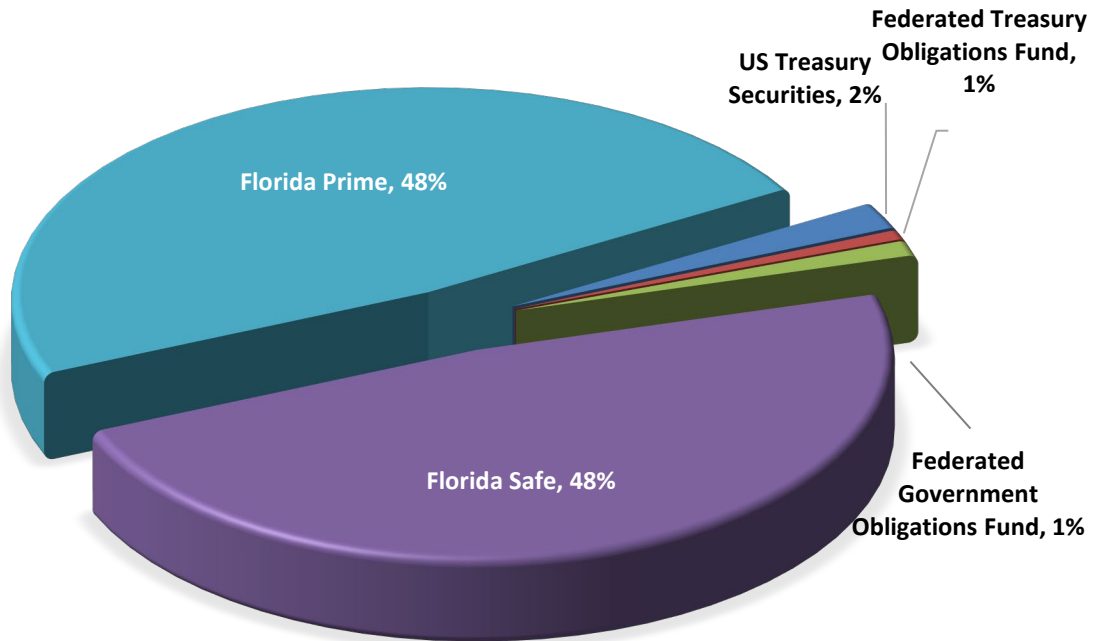
| | |
|---------------------------------------------|---------------------------------|
| Nonspendable: | |
| Inventory | 132,454 |
| Prepaid Items and Deposits | 201,190 |
| Annetta O'B Walker Trust Fund | 4,000 |
| A.P. Phillips Memorial Fund | 100,000 |
| Willis H. Warner Memorial Fund | 33,712 |
| Perce C. and Mary M. Gullett Memorial Fund | 19,805 |
| Committed: | |
| Vivian Esch Estate Fund | 44,198 |
| Edmund L. Murray Estate Fund | 724,689 |
| Arthur Sondheim Estate Fund | 39,941 |
| Strategic Plan | 4,000,000 |
| Unassigned | 24,598,186 |
| Current Year Expenditures over Revenue | 26,368,971 |
| TOTAL FUND BALANCE | <u>56,267,146</u> |
| TOTAL LIABILITIES & FUND BALANCE | <u><u>57,611,147</u></u> |

**ORANGE COUNTY LIBRARY DISTRICT
MONTHLY ROLLOVER
Feburary 28, 2023**

| | BALANCE 01/31/23 | RECEIPTS | DISBURSE | BALANCE 02/28/23 |
|---------------------------------|-----------------------------|-------------------|-------------------|-----------------------------|
| OPERATING | | | | |
| Equity in Pooled Cash | 5,801,746 | 19,859,913 | 21,941,342 | 3,720,317 |
| Equity in Pooled Investments | 35,817,580 | 18,115,311 | 375,000 | 53,557,891 |
| | 41,619,326 | 37,975,224 | 22,316,342 | 57,278,208 |
| CAPITAL PROJECTS | | | | |
| Equity in Pooled Investments | 31,502,152 | 449,874 | - | 31,952,026 |
| SINKING | | | | |
| Equity in Pooled Investments | 4,226,795 | 57,309 | - | 4,284,104 |
| SELF FUNDED HEALTH | | | | |
| Equity in Pooled Cash | 2,157,651 | 251,934 | 180,223 | 2,229,362 |
| Claims Payment Checking Account | 73,000 | 127,470 | 127,470 | 73,000 |
| Equity in Pooled Investments | 4,375,690 | 16,273 | - | 4,391,963 |
| | 6,606,341 | 395,677 | 307,693 | 6,694,325 |

ORANGE COUNTY LIBRARY DISTRICT
GENERAL POOLED INVESTMENTS
February 28, 2023

| <u>INVESTMENT TYPE</u> | <u>DOLLARS</u> |
|------------------------------------------|----------------|
| US TREASURY SECURITIES | 1,956,094 |
| MONEY MARKET FUNDS | |
| Federated Treasury Obligations Fund | 692,842 |
| Federated Government Obligations Fund | 1,113,763 |
| LOCAL GOVERNMENT INVESTMENT POOLS | |
| Florida Safe | 45,149,873 |
| Florida Prime (SBA) | 45,273,412 |
| TOTAL | 94,185,984 |





Orange County Library System

Performance Review
December 2022



DAHAB ASSOCIATES

INVESTMENT RETURN

On December 31st, 2022, the Orange County Library System was valued at \$50,044,197, representing an increase of \$2,863,540 from the September quarter's ending value of \$47,180,657. Last quarter, the Fund posted withdrawals totaling \$469,991, which partially offset the portfolio's net investment return of \$3,333,531. Income receipts totaling \$299,304 plus net realized and unrealized capital gains of \$3,034,227 combined to produce the portfolio's net investment return.

RELATIVE PERFORMANCE

Total Fund

For the fourth quarter, the Composite portfolio returned 7.1%, which was 0.1% below the OCLS Blended Index's return of 7.2% and ranked in the 15th percentile of the Public Fund universe. Over the trailing year, the portfolio returned -17.9%, which was 1.3% below the benchmark's -16.6% return, ranking in the 99th percentile. Since December 2012, the portfolio returned 6.5% annualized and ranked in the 75th percentile. The OCLS Blended Index returned an annualized 6.1% over the same period.

Domestic Equity

The domestic equity portion of the portfolio returned 7.7% last quarter; that return was 0.5% better than the Russell 3000 Index's return of 7.2% and ranked in the 61st percentile of the Domestic Equity universe. Over the trailing twelve-month period, this component returned -18.2%, 1.0% above the benchmark's -19.2% performance, ranking in the 58th percentile. Since December 2012, this component returned 10.9% on an annualized basis and ranked in the 67th percentile. The Russell 3000 returned an annualized 12.1% during the same period.

International Equity

During the fourth quarter, the international equity component returned 13.5%, which was 0.9% below the MSCI All Country World Ex US Index's return of 14.4% and ranked in the 75th percentile of the International Equity universe. Over the trailing year, the international equity portfolio returned -25.3%, which was 9.7% below the benchmark's -15.6% return, and ranked in the 84th percentile. Since December 2012, this component returned 3.0% per annum and ranked in the 98th percentile. The MSCI All Country World ex US returned an annualized 4.3% over the same time frame.

Emerging Markets Equity

For the fourth quarter, the emerging markets equity segment returned 8.2%, which was equal to the Blended Emerging Markets Index's return of 8.2% and ranked in the 78th percentile of the Emerging Markets universe. Over the trailing twelve-month period, this segment's return was -17.7%, which was 0.1% below the benchmark's -17.6% return, ranking in the 42nd percentile.

REITs

The REIT component returned 4.3% in the fourth quarter; that return was 0.9% below the MSCI US REIT Index's return of 5.2% and ranked in the 46th percentile of the REIT universe. Over the trailing twelve months, the REIT portfolio returned -26.1%; that return was 1.6% below the benchmark's -24.5% return, ranking in the 72nd percentile. Since December 2012, this component returned 6.5% annualized and ranked in the 83rd percentile. For comparison, the MSCI US REIT Index returned an annualized 6.2% over the same time frame.

Fixed Income

During the fourth quarter, the fixed income segment returned 3.4%, which was 1.5% better than the Bloomberg Aggregate Index's return of 1.9% and ranked in the 1st percentile of the Core Fixed Income universe. Over the trailing twelve months, the fixed income portfolio returned -11.5%, which was 1.5% better than the benchmark's -13.0% return, and ranked in the 10th percentile. Since December 2012, this component returned 2.2% annualized and ranked in the 5th percentile. The Bloomberg Aggregate Index returned an annualized 1.1% over the same period.

ASSET ALLOCATION

On December 31st, 2022, domestic equities comprised 49.4% of the total portfolio (\$24.7 million), while international equities totaled 13.8% (\$6.9 million). The account's emerging markets equity segment was valued at \$2.6 million, representing 5.3% of the portfolio, while the REIT component's \$2.8 million totaled 5.5%. The portfolio's fixed income represented 24.6% and the remaining 1.4% was comprised of cash & equivalents (\$719,272).

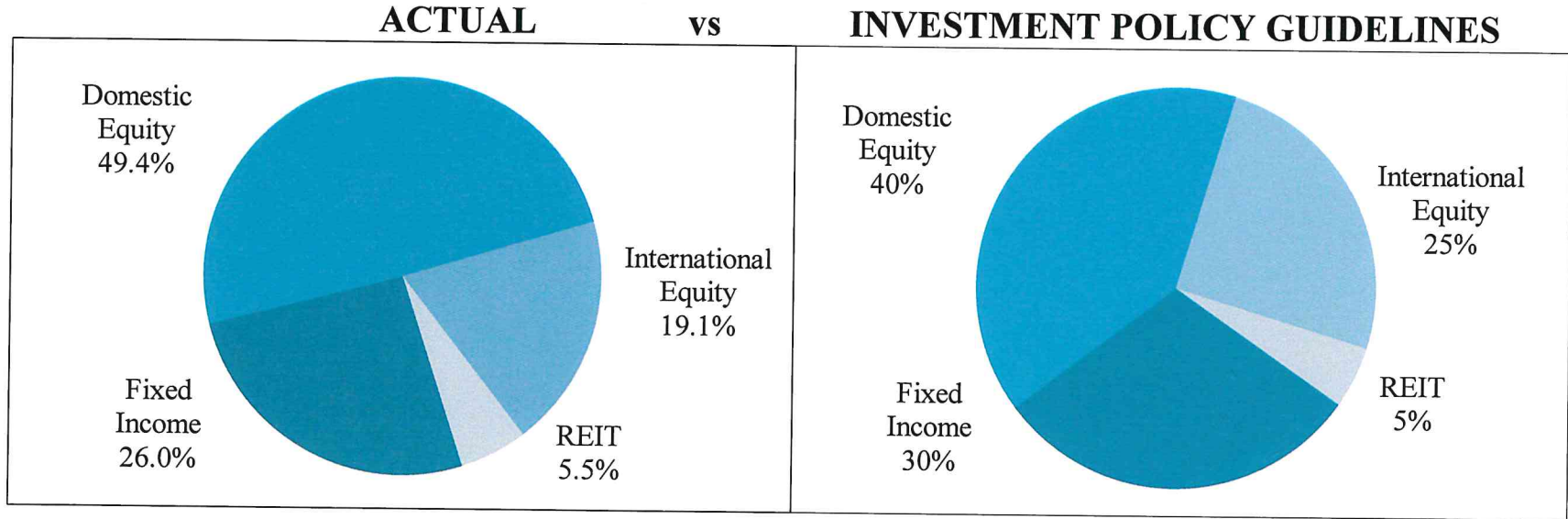
PORTFOLIO ANALYSIS

The portfolio's underperformance was mainly due to International Equity and the Vanguard REIT portfolio's performance, which was below their respective indices. A Bright spot can be seen in the Reams Columbus Core Bond, just not enough to overcome the deficit.

MANAGER PERFORMANCE SUMMARY

| Portfolio | (Universe) | QTR | 1 Year | 3 Year | 5 Years | 10 Years | Market Value | % |
|-------------------------------|----------------|-----------------|------------------|-----------------|-----------------|-----------------|--------------|------------|
| Composite | (Public Fund) | 7.1 (15) | -17.9 (99) | 2.5 (83) | 3.9 (87) | 6.5 (75) | \$50,044,197 | 100.0 |
| <i>Blended Index</i> | | <i>7.2 ---</i> | <i>-16.6 ---</i> | <i>1.8 ---</i> | <i>3.5 ---</i> | <i>6.1 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard R3000 | (Domestic Eq) | 7.2 (68) | -19.2 (63) | 7.1 (50) | 8.8 (39) | --- | \$13,882,247 | 27.7 |
| <i>Russell 3000</i> | | <i>7.2 ---</i> | <i>-19.2 ---</i> | <i>7.1 ---</i> | <i>8.8 ---</i> | <i>12.1 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard Small Cap Index | (SC Core) | 8.0 (59) | -17.6 (58) | 5.0 (78) | 6.0 (68) | --- | \$9,958,663 | 19.9 |
| <i>CRSP US SC</i> | | <i>8.0 ---</i> | <i>-17.6 ---</i> | <i>4.9 ---</i> | <i>5.9 ---</i> | <i>10.1 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard Small Cap Value | (SC Value) | 11.6 (43) | -9.2 (40) | --- | --- | --- | \$890,153 | 1.8 |
| <i>CRSP US SCV</i> | | <i>11.6 ---</i> | <i>-9.3 ---</i> | <i>7.1 ---</i> | <i>5.8 ---</i> | <i>10.4 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard International Index | (Intl Eq) | 14.7 (63) | -15.9 (46) | 0.6 (63) | 1.2 (66) | --- | \$2,793,146 | 5.6 |
| <i>Global ex US</i> | | <i>14.2 ---</i> | <i>-15.8 ---</i> | <i>0.8 ---</i> | <i>1.4 ---</i> | <i>4.5 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard International Growth | (Intl Eq) | 12.7 (81) | -30.6 (93) | 3.4 (19) | --- | --- | \$4,107,417 | 8.2 |
| <i>ACWI ex US Growth</i> | | <i>12.9 ---</i> | <i>-22.8 ---</i> | <i>-0.1 ---</i> | <i>1.8 ---</i> | <i>5.0 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard Emerging Markets | (Emerging Mkt) | 8.2 (78) | -17.7 (42) | -1.4 (57) | -0.2 (55) | --- | \$2,643,235 | 5.3 |
| <i>Emg Mkts Index</i> | | <i>8.2 ---</i> | <i>-17.6 ---</i> | <i>-1.1 ---</i> | <i>-0.2 ---</i> | <i>1.8 ---</i> | <i>---</i> | <i>---</i> |
| Vanguard REIT | (REIT) | 4.3 (46) | -26.1 (72) | -0.3 (77) | 3.8 (84) | 6.5 (83) | \$2,760,708 | 5.5 |
| <i>Blended RE</i> | | <i>4.3 ---</i> | <i>-26.1 ---</i> | <i>-0.3 ---</i> | <i>3.8 ---</i> | <i>6.5 ---</i> | <i>---</i> | <i>---</i> |
| Reams Columbus | (Core Fixed) | 3.4 (1) | -11.4 (10) | 0.8 (1) | 2.4 (1) | 2.2 (5) | \$12,289,356 | 24.6 |
| <i>Aggregate Index</i> | | <i>1.9 ---</i> | <i>-13.0 ---</i> | <i>-2.7 ---</i> | <i>0.0 ---</i> | <i>1.1 ---</i> | <i>---</i> | <i>---</i> |
| Cash | | --- | --- | --- | --- | --- | \$719,272 | 1.4 |
| <i>90 Day Tbills</i> | | <i>0.4 ---</i> | <i>0.3 ---</i> | <i>0.2 ---</i> | <i>0.9 ---</i> | <i>0.6 ---</i> | <i>---</i> | <i>---</i> |

**ORANGE COUNTY LIBRARY SYSTEM
ASSET ALLOCATION
December 31st, 2022**



TOTAL ASSETS \$50. MILLION

Note: In addition to the guidelines shown above, the Investment Policy Statement provides flexibility through the following ranges:

- Domestic Equity: 25% - 55%**
- International Equity: 15% - 30%**
- Fixed Income (and Cash): 20% - 50%**

ORANGE COUNTY LIBRARY SYSTEM GENERAL POOLED INVESTMENT REPORT Fiscal Year Ended September 30, 2022

In accordance with the Investment Policy (Policy) approved by the Library Board of Trustees in April 2008, this report is required to be submitted annually to the Library Board. The Policy covers the investment of surplus funds other than pension, deferred compensation, other post employment benefit plans, and special funds.

Type of Investments Held

The following summarizes the investments held as of September 30, 2022:

U.S. Treasuries – The rates for the fiscal year ranged from 1.375% to 2.45%.

Florida Prime – Florida Prime, which is administered by the State Board of Administration, is an investment pool for local governments. Per the Florida Prime website, there are approximately \$17.43 billion dollars in assets in this fund and it serves 745 local governments across the state. The rate for the fiscal year ranged from .09% to 2.61%.

Florida Safe – Florida Safe is an investment pool for local governments. The pool invests in U.S. government obligations, agencies, commercial paper, and other high quality short term investments. The rates for the fiscal year ranged from .06% to 2.37%.

Federated Government Obligations Money Market Fund – The fund invests primarily in a portfolio of short-term U.S. Treasury and government agency securities, including repurchase agreements that are backed by U.S. Treasury and government agency securities. The rates for the fiscal year ranged from .03% to 2.81%.

Federated Treasury Obligations Money Market Fund – The fund invests primarily in a portfolio of U.S. Treasury securities and repurchase agreements that are backed by U.S. Treasury securities. The rate for the fiscal year ranged from .01% to 2.84%.

As of September 30, 2022, the balance in these investments totaled \$67,349,832. The overall investment yield for the fiscal year was approximately .09%.

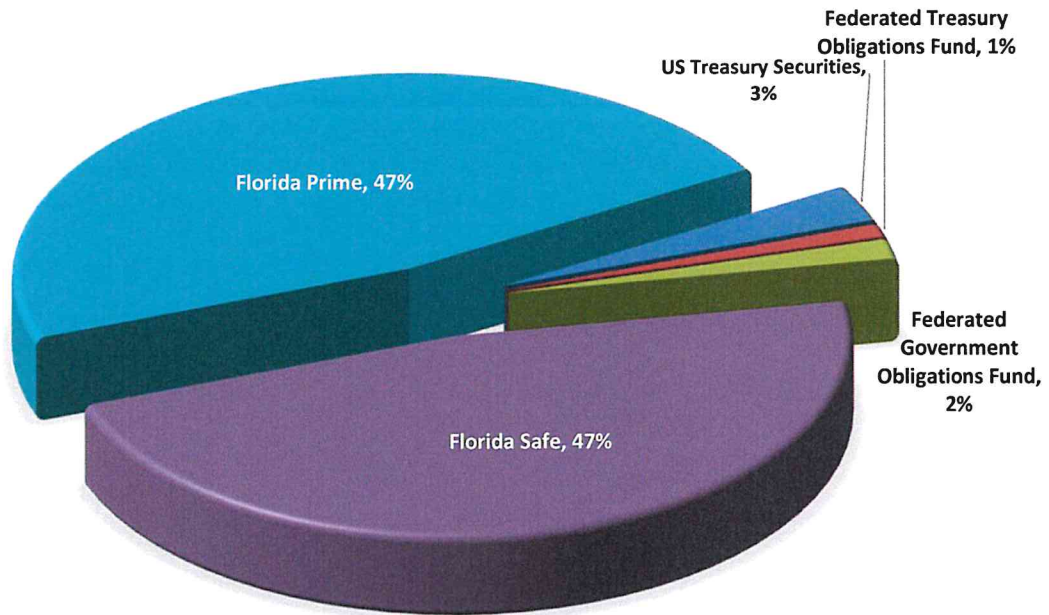
The attached spreadsheet shows investment totals by month for the fiscal year ended September 30, 2022.

**ORANGE COUNTY LIBRARY SYSTEM
INVESTMENT REPORT
FISCAL YEAR ENDED SEPTEMBER 30, 2022**

| | FEDERATED TREASURY OBLIGATIONS MONEY MARKET FUND | FEDERATED GOVERNMENT OBLIGATIONS MONEY MARKET FUND | FLORIDA SAFE | FLORIDA PRIME (SBA) | TOTAL INVESTMENTS | | | | | |
|-----------|--------------------------------------------------------------|----------------------------------------------------------------|-----------------|------------------------|----------------------|------------|-----|------------|-----|------------|
| OCTOBER | 3,025,314 | 679,927 | 2% | 1,093,139 | 2% | 21,919,097 | 45% | 21,970,803 | 45% | 48,688,280 |
| NOVEMBER | 3,020,157 | 679,930 | 1% | 1,093,162 | 2% | 21,920,256 | 45% | 21,972,621 | 45% | 48,686,126 |
| DECEMBER | 3,016,590 | 679,933 | 1% | 1,093,185 | 2% | 24,921,337 | 46% | 24,974,473 | 46% | 54,685,518 |
| JANUARY | 3,011,889 | 679,938 | 1% | 1,093,208 | 2% | 28,422,503 | 46% | 28,476,941 | 46% | 61,684,479 |
| FEBRUARY | 3,007,605 | 679,941 | 1% | 1,093,231 | 2% | 30,424,215 | 46% | 30,480,073 | 46% | 65,685,065 |
| MARCH | 1,983,554 | 679,944 | 1% | 1,093,252 | 1% | 36,426,241 | 47% | 36,483,561 | 48% | 76,666,552 |
| APRIL | 1,978,828 | 679,979 | 1% | 1,093,319 | 1% | 36,430,881 | 47% | 36,492,114 | 48% | 76,675,121 |
| MAY | 1,969,922 | 680,085 | 1% | 1,093,484 | 1% | 36,441,691 | 48% | 36,505,696 | 48% | 76,690,878 |
| JUNE | 1,976,562 | 680,416 | 1% | 1,094,027 | 1% | 36,463,152 | 48% | 36,531,961 | 48% | 76,746,118 |
| JULY | 1,962,266 | 680,988 | 1% | 1,094,942 | 1% | 34,995,375 | 47% | 35,069,475 | 48% | 73,803,046 |
| AUGUST | 1,963,594 | 681,862 | 1% | 1,096,318 | 2% | 33,040,846 | 47% | 33,123,936 | 47% | 69,906,556 |
| SEPTEMBER | 1,943,360 | 711,193 | 1% | 1,073,585 | 2% | 31,763,099 | 47% | 31,858,595 | 47% | 67,349,832 |

ORANGE COUNTY LIBRARY SYSTEM
GENERAL POOLED INVESTMENTS
Fiscal Year Ended September 30,2022

| <u>INVESTMENT TYPE</u> | <u>DOLLARS</u> |
|------------------------------------------|--------------------------|
| US TREASURY SECURITIES | 1,943,360 |
| MONEY MARKET FUNDS | |
| Federated Treasury Obligations Fund | 711,193 |
| Federated Government Obligations Fund | 1,073,585 |
| LOCAL GOVERNMENT INVESTMENT POOLS | |
| Florida Safe | 31,763,099 |
| Florida Prime (SBA) | <u>31,858,595</u> |
| TOTAL | <u><u>67,349,832</u></u> |



ORANGE COUNTY LIBRARY SYSTEM
OTHER POST EMPLOYMENT BENEFIT INVESTMENT REPORT
Fiscal Year Ended September 30, 2022

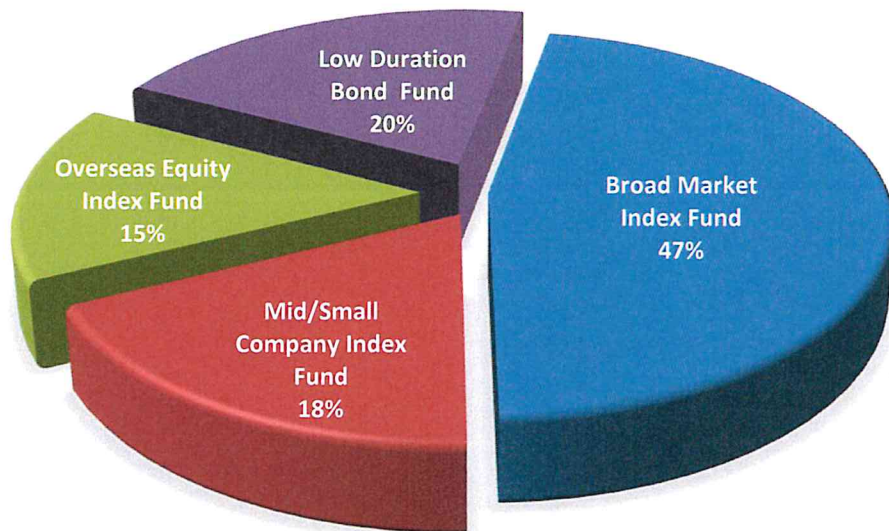
In accordance with the Investment Policy Statement (Statement) approved by the Library Board of Trustees in September 2010, this report is required to be submitted annually to the Library Board. The Statement refers to the investment of funds in a trust established for Other Post Employment Benefits (OPEB), the most significant of which is retiree health care. The Library adopted a trust agreement prepared by ICMA Retirement Corporation (as of 2021 they are known as MissionSquare Retirement), which is a national firm that only serves public sector employees and employers, and also utilizes mutual funds offered by MissionSquare Retirement as the investments in the trust.

The general guidelines in the Statement are 30% of the investments in fixed income and cash and 70% in domestic and foreign equity securities. As of September 30, 2022, the actual allocations were 20% in fixed income and 80% in equities.

As of September 30, 2022 the balance in these investments totaled \$17,234,388. The overall investment yield for the fiscal year was -17.68%.

ORANGE COUNTY LIBRARY SYSTEM
OPEB INVESTMENTS
Fiscal Year Ended September 30, 2022

| <u>INVESTMENT TYPE</u> | <u>DOLLARS</u> |
|----------------------------------|----------------|
| DOMESTIC EQUITIES | |
| MSQ Broad Market Index Fund | 8,070,724 |
| MSQ Mid/Small Company Index Fund | 3,108,739 |
| INTERNATIONAL EQUITIES | |
| MSQ Overseas Equity Index Fund | 2,581,606 |
| FIXED INCOME | |
| MSQ Low Duration Bond Fund | 3,473,319 |
| TOTAL | 17,234,388 |



ORANGE COUNTY LIBRARY SYSTEM
SPECIAL FUNDS INVESTMENT REPORT
Fiscal Year Ended September 30, 2022

In accordance with the Special Funds Investment Policy Statement (Statement) approved by the Library Board of Trustees in February 2016, this report is required to be submitted annually to the Library Board. The Statement refers to the investment of "Special Funds" such as cash gifts, charitable contributions, donor designated gifts, and other such monies received outside the scope of the funds received by the Library District in its regular course of operations.

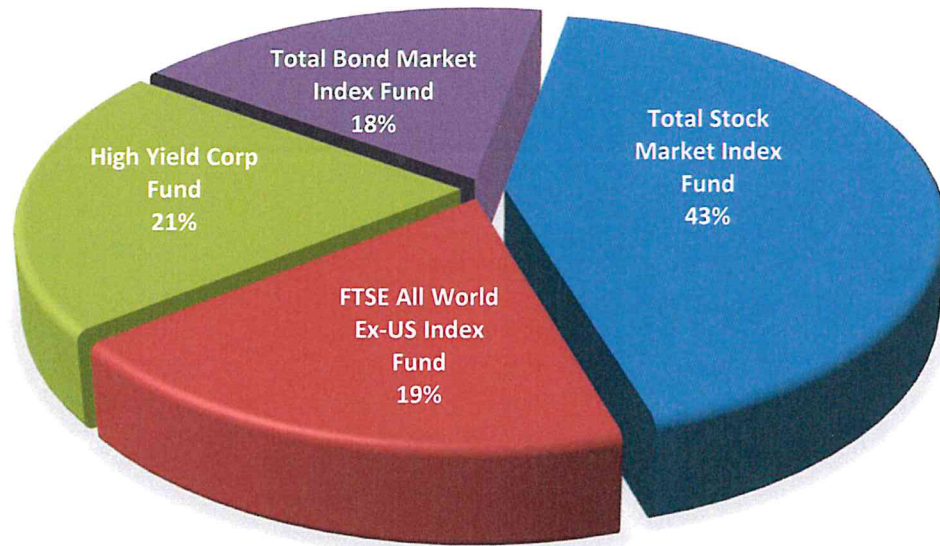
Thus far, "Special Funds" consist of the \$500,000 donation received from Mr. Kendrick Melrose in October 2015 and a second donation of \$500,000 in November 2018 for a total donation of \$1,000,000. Per the donation agreement, Mr. Melrose stipulated that the principal remain intact and the earnings from the corpus are designated for upgrades to the Melrose Center.

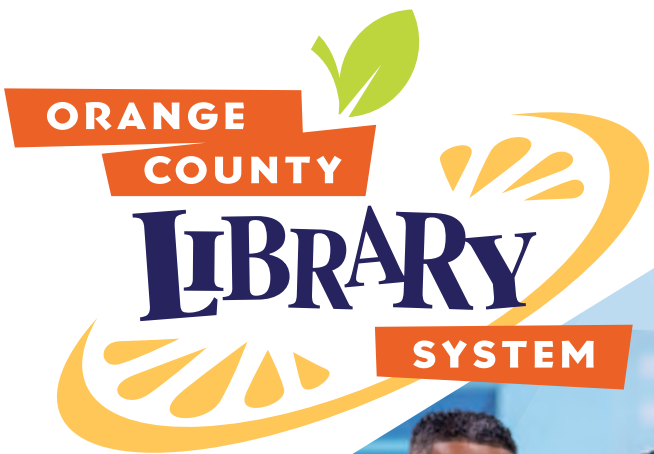
The general guidelines in the Statement are 40% of the investments in fixed income and cash and 60% in domestic and foreign equity securities. As of September 30, 2022, the actual investments, which consist of four Vanguard mutual funds, were 38% in fixed income and 62% in equities.

As of September 30, 2022, the balance in these investments total \$1,127,335. The overall investment yield for the fiscal year was -17.94%.

ORANGE COUNTY LIBRARY SYSTEM
SPECIAL FUNDS INVESTMENTS
Fiscal Year Ended September 30, 2022

| <u>INVESTMENT TYPE</u> | <u>DOLLARS</u> |
|------------------------------------------|----------------|
| DOMESTIC EQUITIES | |
| Vanguard Total Stock Market Index Fund | 485,280 |
| INTERNATIONAL EQUITIES | |
| Vanguard FTSE All World Ex-US Index Fund | 213,655 |
| FIXED INCOME | |
| Vanguard High Yield Corporate Fund | 236,200 |
| Vanguard Total Bond Market Index Fund | 192,200 |
| TOTAL | 1,127,335 |





ANNUAL COMPREHENSIVE
FINANCIAL
REPORT

ORANGE COUNTY LIBRARY DISTRICT
(A Component Unit of Orange County, Florida)



YEAR ENDED SEPTEMBER 30
2022



ORANGE COUNTY LIBRARY DISTRICT
(A Component Unit of Orange County, Florida)
ANNUAL COMPREHENSIVE FINANCIAL REPORT
Year Ended September 30, 2022
Prepared By: Finance Department

**ORANGE COUNTY LIBRARY DISTRICT
 COMPREHENSIVE ANNUAL FINANCIAL REPORT
 YEAR ENDED SEPTEMBER 30, 2022**

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INTRODUCTORY SECTION



STEVEN POWELL Library Director/Chief Executive Officer

February 28, 2023

To the Library Board of Trustees and Residents of the Orange County Library District:

The Annual Comprehensive Financial Report (ACFR) of the Orange County Library District (District) for the fiscal year ended September 30, 2022, is hereby submitted.

Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the management of the District. To the best of our knowledge and belief, the information presented herein is accurate in all material aspects and is reported in a manner designed to present fairly the financial position and results of operations of the District. All disclosures necessary to enable the reader to gain an understanding of the District's financial activities have been included.

The ACFR is presented in four sections:

- **Introductory** – Includes this transmittal letter, the District's organizational chart, a list of principal officials, and the prior year's Certificate of Achievement for Excellence in Financial Reporting.
- **Financial** – Includes the report of the independent auditor, management's discussion and analysis, the basic financial statements, required supplementary information, and other supplementary information.
- **Statistical** – Contains selected financial and demographic information, generally presented on a multi-year basis.
- **Compliance** – Contains schedules and reports required by state and federal regulations.

State statute, augmented by the Rules of the Florida Auditor General, requires that the District's financial statements be published within one year of fiscal year-end, presented in conformance with generally accepted accounting principles (GAAP) as applicable to governmental entities, and audited in accordance with generally accepted auditing standards by licensed independent certified public accountants. This report serves to fulfill these requirements.

Management of the District is responsible for establishing and maintaining an internal control framework that is designed to protect the District's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the District's financial statements in conformity with GAAP. As a recipient of federal and state financial assistance, the District is also responsible for establishing adequate internal controls to ensure compliance with applicable laws and regulations related to those programs. The District's internal control system is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the

cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management. We believe the District's internal controls adequately safeguard assets, provide reasonable assurance of properly recorded financial transactions, and provide reasonable assurance that applicable laws and regulations relating to federal and state financial assistance are being followed.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District's MD&A can be found immediately following the report of the independent auditor.

District Profile

The District was established by a special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980, as an independent special taxing district, to provide library services for Orange County, Florida (exclusive of the Cities of Winter Park and Maitland). The original act, as amended, was recodified into Chapter 99-486, Laws of Florida.

The District's Governing Board is comprised of the Board of County Commissioners of Orange County, Florida, and one member appointed by the City Council of the City of Orlando, Florida. The powers of the Governing Board are primarily limited to levying taxes, issuing long-term debt, appointing members of the Board of Trustees, and exercising powers of eminent domain. The five-member Library Board of Trustees is responsible for managing, administering, and operating all library facilities and services of the District. Library services are provided to approximately 1,427,000 residents through a 290,000-square-foot Main Library building and 14 branch facilities, which range in size from 5,600 to 15,700 square feet.

The District adopts annual budgets for all governmental funds on a modified accrual basis. Budgetary control (i.e., the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level. Budget-to-actual comparisons are provided in this report for each governmental fund.

Economic Condition

Information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the District operates.

Local economy. The local economy is primarily driven by the tourism and travel industry. Major employers include Walt Disney World Resort, Universal Orlando Resort, Orange County Public Schools, Orlando Health, AdventHealth System, Publix Supermarkets, University of Central Florida, Seminole County Public Schools, Lockheed Martin, and The School District of Osceola County. The two largest property taxpayers of the District are the Walt Disney Company and Universal City Development.

Long-term financial planning. Orange County is a high-growth area and as more residents move into the boundaries of the Library's District, there are increasing needs for additional branch libraries. Management of the District is accumulating financial resources to acquire appropriate sites and construct new branch facilities. Each year, funds are transferred from the District's General Fund to the Capital Projects Fund specifically for future branch development. During the fiscal year ended September 30, 2022, \$7,500,004 was transferred for this purpose and the subsequent year's budget allocated \$4,000,000 for this purpose. As of September 30, 2022, the District had accumulated \$30,056,237 in the Capital Projects Fund for future branch development.

Relevant financial policies. It is common to read news stories about State and local governments having underfunded defined benefit pensions and other post-employment benefits (OPEB) plans. Through conservative investment assumptions (6.75% for pension and 6.5% for OPEB) and annually contributing the contribution required by actuaries, the District has appropriately funded plans. Each of the two plans has funded ratios in excess of 100%. Funding these plans appropriately also saves the taxpayers money as the earnings on the investments reduces the contributions that the District must make.

Major initiatives. During the fiscal year ended September 30, 2022, the District completed the refresh of the South Creek and the Eatonville branches. The land leases for the Horizon West branch and the Lake Nona branch were finalized. The District started the design of the Horizon West branch. The District started the North Orange Roof Replacement and the Melrose Theatrical Lighting projects, which are scheduled to be completed in FY 2022-23. New projects for FY 2022-2023, include remodeling the Washington Park branch as well as expanding the Windermere branch, and beginning the design of the Lake Nona branch.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Orange County Library District for its comprehensive annual financial report for the fiscal year ended September 30, 2021. This was the nineteenth consecutive year that the District received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the efficient and dedicated services of the District's Finance Department staff. We would also like to extend our appreciation to the Library Board of Trustees for their considerable contributions and support. Finally, we would like to thank the accounting firm of Cherry Bekaert LLP for helping to bring this report together.

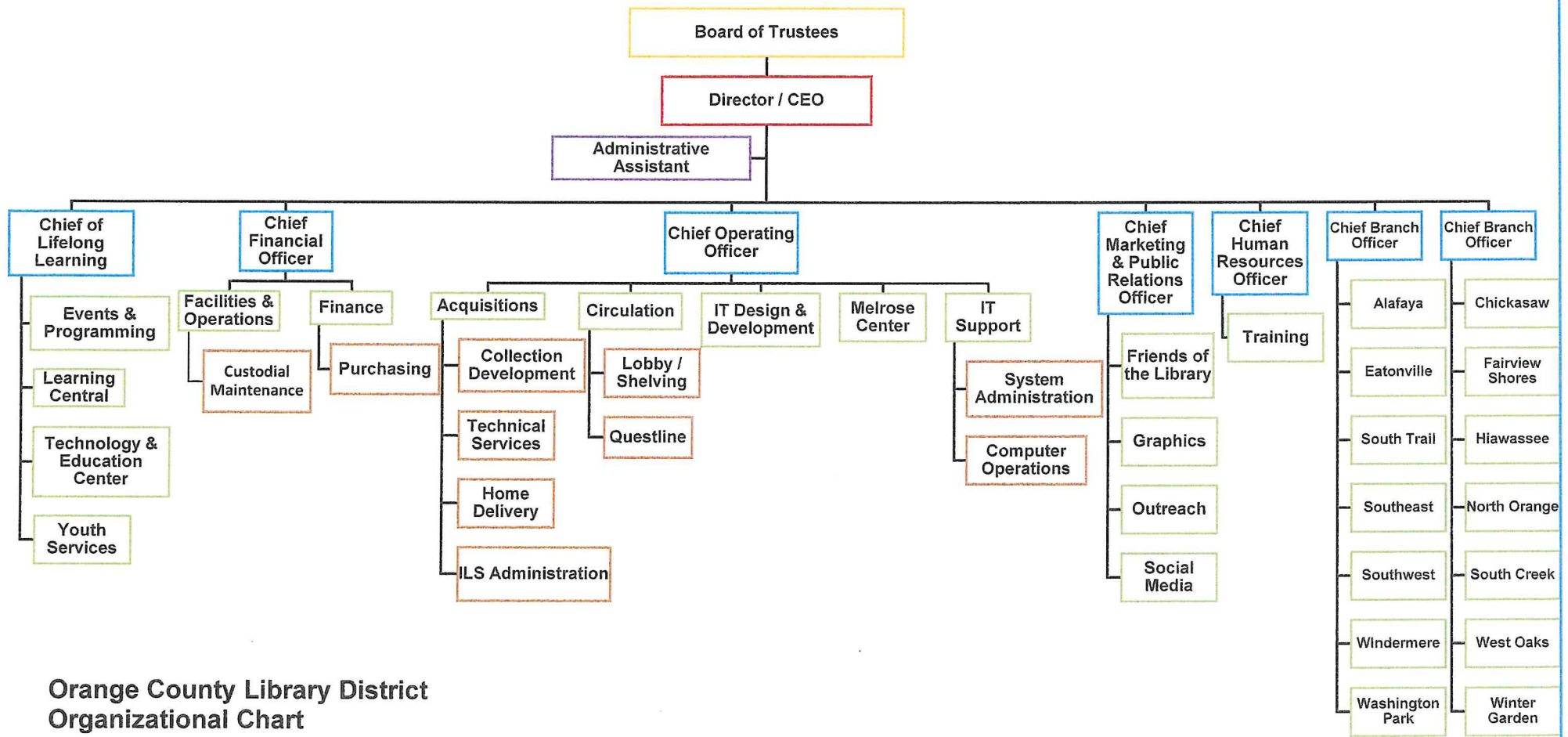
Sincerely,



Kristopher S, Shoemaker, CMA, CGFO
Chief Financial Officer



Lovevia Williams, CPA
Finance Manager



**Orange County Library District
Organizational Chart**

September 2022

ORANGE COUNTY LIBRARY DISTRICT
List of Principal Officials
FY 2021-2022

Library Board of Trustees

| | |
|-------------------|----------------|
| Crockett Bohannon | President |
| Nicole Benjamin | Vice President |
| Richard Maladecki | Trustee |
| Danielle Levian | Trustee |
| Lizannette Tam | Trustee |

Director/Chief Executive Officer

Steven Powell

Chief Financial Officer

Kristopher Shoemaker, CMA, CGFO

Finance Manager

Lovevia Williams, CPA



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Orange County Library District
Florida**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2021

Christopher P. Morill

Executive Director/CEO

FINANCIAL SECTION

Report of Independent Auditor

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Orange County Library District (the "District"), a component unit of Orange County, Florida, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. We also have audited the financial statements of the internal service fund, presented in the District's basic financial statements, and each of the fiduciary funds of the District, presented as other supplementary information in the accompanying combining financial statements, as of and for the year ended September 30, 2022, and the related notes to the financial statements.

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, the financial statements referred to above present fairly in all material respects, the respective financial position of the internal service fund and each fiduciary fund of the District as of September 30, 2022 and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Change in Accounting Principle

As discussed in Note 1 to the financial statements, in 2022 the District adopted the new accounting guidance of Governmental Accounting Standards Board Statement No. 87, *Leases*. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance, but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The other supplementary information, as listed in the table of contents, and the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us and other auditors. In our opinion, based on our audit, the other supplementary information and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 28, 2023, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Cherry Bekaert LLP

Orlando, Florida
February 28, 2023

Management's Discussion and Analysis

The following discussion and analysis of the Orange County Library District's (the "District") financial statements provides an overview of the District's financial activities for the fiscal year ended September 30, 2022. This analysis is designed to assist the reader of the financial statements in focusing on the significant financial issues and activities and to identify any significant changes in financial position. The information presented here should be considered in conjunction with the financial statements taken as a whole.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements, which are comprised of the following three components.

- ❑ Government-wide financial statements
- ❑ Fund financial statements
- ❑ Notes to the financial statements

Government-wide financial statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances taken as a whole, in a manner similar to a business.

The *statement of governmental net position* presents information on all of the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. Assets, deferred outflows of resources, liabilities, and deferred inflows of resources are reported in this statement based on the accrual method of accounting, which is used by most businesses.

The *statement of governmental activities* presents information showing how the District's net position changed during the year. This statement includes all of the District's revenues and expenses, regardless of when the cash is received or paid.

The government-wide financial statements are located on pages 15-16 of this report.

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Like other local governments, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the District's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for the same library activities reported in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows in and out of the individual funds and the balances left at year-end that are available for spending. These funds are reported based on the modified accrual method of accounting, which measures cash and all other financial assets that can readily be converted to cash. Governmental fund statements provide a short-term view of the District's financial operations.

Because the focus of governmental funds is narrower than that of government-wide financial statements, it may be useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. Both the governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison.

The District's governmental funds consist of the General Fund, Capital Projects Fund, Capital Projects Sinking Fund, and Permanent Fund, all of which are reported as major funds. Information is presented separately in the governmental balance sheet and statement of revenues, expenditures, and changes in fund balances for each of these funds. The governmental fund financial statements can be found on pages 17 - 19 of this report.

The District adopted an annual budget for each of its governmental funds. Budgetary comparison schedules are located on page 53 for the General Fund and on pages 64 - 66 for the other funds.

Proprietary funds. The District maintains one type of proprietary fund. An *internal service fund* is an accounting device used to accumulate and allocate costs internally among the District's various functions. The District uses its Internal Service Fund to account for its self-insured health coverage provided to employees and retirees. Because these services benefit governmental functions, they have been included within governmental activities in the government-wide financial statements. The basic Internal Service Fund financial statements can be found on pages 20 - 22.

Fiduciary funds. *Fiduciary funds* are used to account for resources held for the benefit of parties outside the District. The District is the fiduciary for the Defined Benefit, Defined Contribution, and Money Purchase Pension Plans as well as the Other Post employment Benefit Plan. The combined activities for these plans are reported in the Statement of Fiduciary Net Position – Pension and Other Post employment Benefit Trust Funds, and Statement of Changes in Fiduciary Net Position – Pension and Other Post employment Benefit Trust Funds on pages 23 - 24 of this report. Combining financial statements for the plans can be found on pages 62 - 63. The financial activities for these plans are excluded from the District's government-wide financial statements because the District cannot use the assets to finance its operations.

Notes to the financial statements

The *notes to the financial statements* provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 25 - 52 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, which can be found on pages 53 - 61 of this report.

Government-wide Financial Analysis

The following summarizes the District's net position at September 30, 2022 and 2021.

| | 2022 | 2021 |
|------------------------------------------------------------|----------------------|---------------------|
| Current and other assets | \$80,532,741 | \$83,439,665 |
| Capital assets | 39,674,820 | 32,478,947 |
| Total assets | 120,207,561 | 115,918,612 |
| Deferred outflows of resources | 10,578,706 | 164,857 |
| Total assets and deferred outflows of resources | 130,786,267 | 116,083,469 |
| Current liabilities | 4,879,770 | 3,063,307 |
| Long term liabilities | 8,086,801 | 1,457,892 |
| Total liabilities | 12,966,571 | 4,521,199 |
| Deferred inflows of resources | 4,492,354 | 14,198,772 |
| Total liabilities and deferred inflows of resources | 17,458,925 | 18,719,971 |
| Net position: | | |
| Net investment in capital assets | 31,141,958 | 32,478,947 |
| Restricted | 9,058,887 | 26,058,685 |
| Unrestricted | 73,126,497 | 38,825,866 |
| Total net position | \$113,327,342 | \$97,363,498 |

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. During the year ended September 30, 2022, the District increased its net position through operating results by \$15,963,844 and assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$113,327,342 as of the end of the fiscal year.

The largest portion of the District's net position is its net investment in capital assets (land, buildings, improvements, infrastructure, furniture and equipment, library books, intangible assets and construction in progress). The District uses capital assets to provide library services. Consequently, these assets are not available for future spending. The District does not have any general obligation debt associated with its capital assets. However, as a result of the implementation of Governmental Accounting Standards Board ("GASB") Statement No. 87, *Leases*, the District does have long-term liabilities associated with right-to-use capital assets.

A second category of net position is referred to as restricted since the resources are related to net OPEB and/or net pension assets or are otherwise subject to external restrictions on how they can be used. This category includes funds donated to the District, which can only be used for specified purposes.

The last category, unrestricted, may be used to meet the District's ongoing obligations to citizens and creditors.

The following summarizes the District's governmental activities for the years ended September 30, 2022 and 2021.

| | 2022 | 2021 |
|---------------------------------------|----------------------|---------------------|
| Program Revenues | | |
| Charges for services | \$742,364 | \$746,202 |
| Operating grants and contributions | 1,525,277 | 1,302,423 |
| General Revenues | | |
| Property taxes | 54,514,376 | 52,539,629 |
| Investment income | 238,541 | 327,460 |
| Miscellaneous | 161,940 | 242,626 |
| Total revenues | 57,182,498 | 55,158,340 |
| General Expenses | | |
| Interest Expense | 229,691 | - |
| Program Expenses | | |
| Salaries and benefits | 22,389,115 | 17,503,948 |
| Operating | 10,809,715 | 8,240,745 |
| Depreciation | 4,380,685 | 3,674,840 |
| Materials | 3,409,448 | 3,476,077 |
| Total expenses | 41,218,654 | 32,895,610 |
| Changes in net position | 15,963,844 | 22,262,730 |
| Net position-beginning of year | 97,363,498 | 75,100,768 |
| Net position - end of year | \$113,327,342 | \$97,363,498 |

- There were no significant changes in charges for services revenue amounts from fiscal year 2021 to fiscal year 2022.

- Operating grants and contributions increased by \$222,854 mainly due to various grants and contributions including a contribution for the summer reading program and a large estate contribution for the home delivery program.
- While the tax rate did not change, property taxes increased \$1,974,747 due to higher property values and new construction.
- Investment income was down \$88,919 due to low interest rates and the market environment.
- Interest expense increased by \$229,691 as a result of the implementation of GASB Statement No. 87.
- Salaries and benefits increased by \$4,885,167 due to filling vacant positions, an adjustment to the pay ranges to meet the \$15 an hour minimum wage and several large payouts for retiring employees.
- The \$2,568,970 increase in operating expenditures is due mainly to increased utility and insurance costs. Purchases of supplies and computer equipment increased costs as well due to general inflationary factors.

Fund Financial Analysis

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The District's governmental funds provide information on near-term inflows, outflows, and balances of spendable resources. Unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is used to account for all revenues and expenditures applicable to the general operations of the District, which are not required to be accounted for in another fund. Unassigned fund balance increased by \$6,484,678. This is mainly due to FY 2021-22 revenues exceeding expenditures and being placed in unrestricted reserves. There was an increase in property taxes, offset with increases in salaries and benefits and other operating expenditures. All these variances are explained in the government-wide discussion above. The net result is a positive increase to the General Fund's fund balance.

The \$7,625,295 increase in the Capital Projects Fund was due to a \$7,500,004 transfer from the General Fund for future branch development and \$125,291 of investment earnings. The fund balance of \$30,746,237 includes 1) \$30,056,237, which is reserved for capital projects focused on future branch development, specifically the Horizon West and Lake Nona branches; 2) \$440,000 advance rent payment for the Lake Nona branch per the Lake Nona Land Lease; and 3) \$250,000 escrow payment to create a demolition fund for the Horizon West branch per the Horizon West Land Lease Agreement.

The Capital Projects Sinking Fund was established to accumulate resources for future building improvements such as capital maintenance and major technology purchases. Fund balance increased by \$1,024,866 during the year due to a \$1,000,000 transfer from the General Fund and \$24,866 of investment earnings. The fund balance of \$4,038,732 includes 1) \$3,038,732, which is reserved for capital maintenance projects, such as roofs and emergency repairs while waiting for insurance proceeds; and 2) \$1,000,000 reserve for emergency repairs specifically for the Horizon West branch per the Horizon West Land Lease Agreement.

Fund balance in the Permanent Fund decreased by \$412,161 resulting from funds being used to modify the Melrose Center and loss on investment earnings for a Fund balance of \$1,160,526. Of the ending fund balance, \$1,000,000 is non-spendable and the remaining \$160,526 is restricted for upgrades to the Melrose Center.

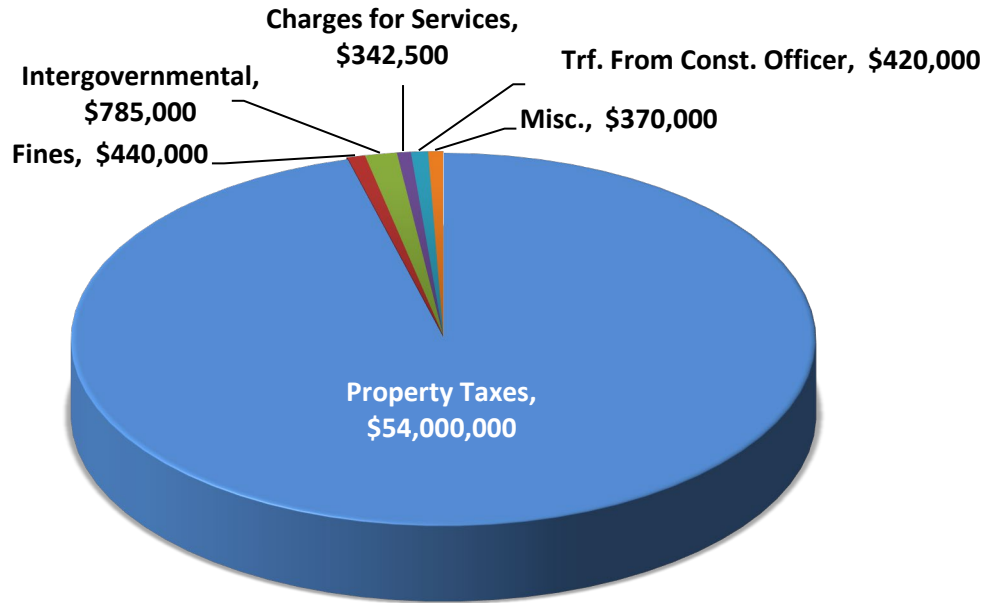
General Fund Budgetary Highlights

The District adopted a budget for its General Fund (see page 53) prior to the start of its fiscal year and did not amend it. Accordingly, the original and final budgets are the same. The General Fund budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except for the following related to leases subject to GASB Statement No. 87, which are not budgeted: \$8,724,659 of capital outlay expenditures, \$8,724,659 of other financing sources-lease liabilities issued and \$997,471 of debt service principal and interest expenditures.

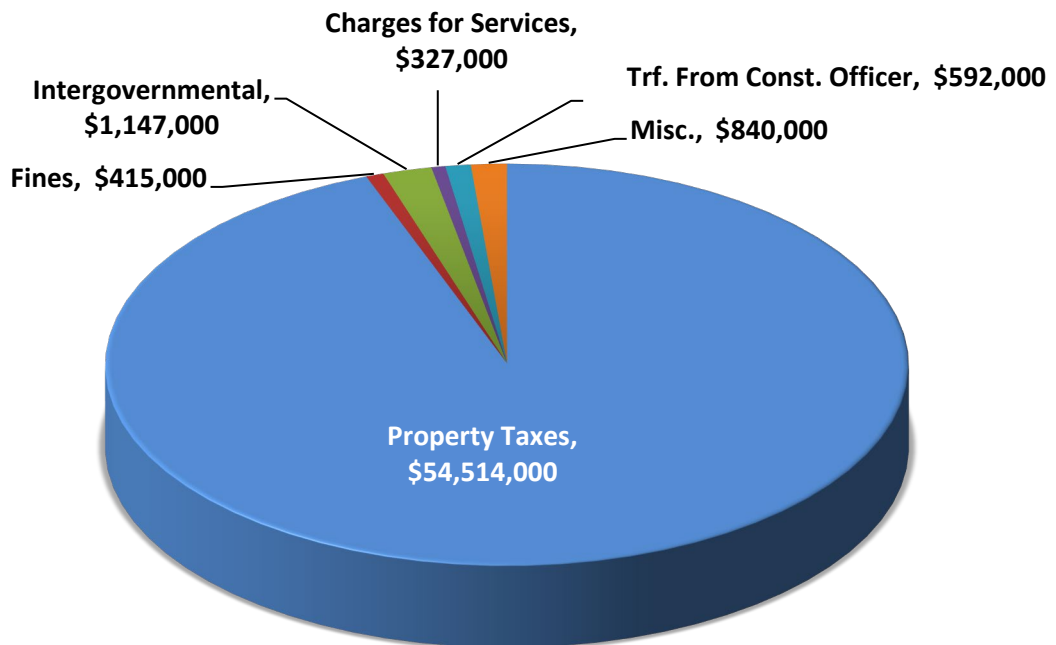
The following charts show the budget versus actual for revenues and expenditures.

GENERAL FUND

Budgeted Revenues and Transfers - \$56,357,500

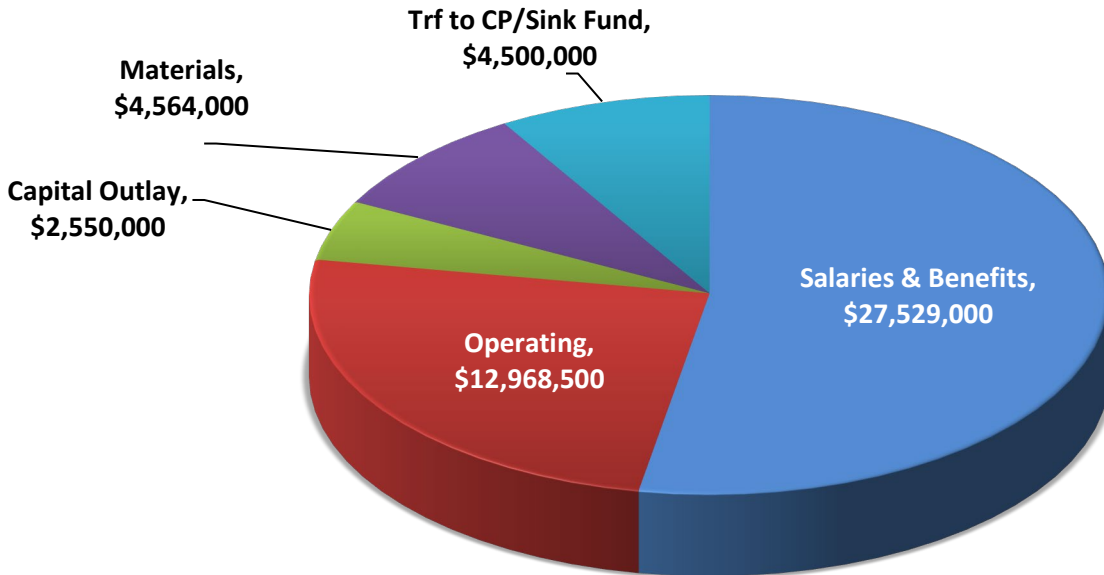


Actual Revenues and Transfers - \$57,835,000

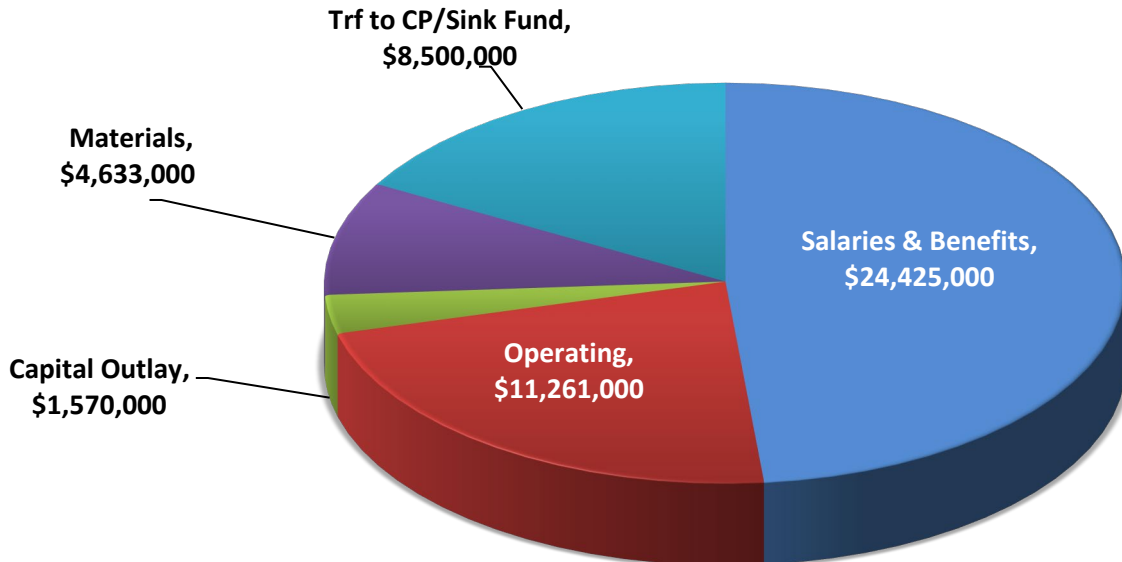


GENERAL FUND

Budgeted Expenditures and Transfers - \$52,111,500



Actual Expenditures and Transfers - \$50,389,000



The following summarizes significant variations between the amounts budgeted and the actual amounts for the General Fund.

Property Taxes – The District budgets 95% of the taxes levied to be in compliance with State requirements. However, the District traditionally receives more property taxes than budgeted.

Intergovernmental Revenues – Actual county, state and federal grant revenues received during the year were \$361,695 more than budgeted due to increased funding from federal and state grants during the fiscal year.

Fines – Fine revenues came in lower than budget by \$24,560 because of increased use of online material versus physical material. The reduction in Fines has been a growing trend as online materials do not incur late fees.

Investment Income - Investment income revenue was higher than budgeted by \$168,330 due to the District's conservative budgeting approach for investments combined with stronger than anticipated market conditions.

Miscellaneous - Included in miscellaneous revenues, the District recognized \$29,096 from the Supervisor of Elections for using our facilities for polling locations, and \$34,830 from Truist for the Commercial Card program rebate. These amounts came in higher than what was budgeted.

Salaries and Benefits –The salaries and benefits were under budget by \$3,104,156 mainly due to having an average of 50 budgeted positions vacant throughout the fiscal year.

Operating – The District expended \$11,260,936 of the \$12,968,500 operating budget. Other contractual services were underspent by \$369,235 and supplies were underspent by \$270,595 due to design services expenditures were capitalized and we did not replace as many computers as we anticipated. The repairs and maintenance-hardware and software account were underspent by \$492,767 due to the Wise project budgeted for \$350,000 was put on hold and several maintenance contracts came in lower than expected.

Capital Outlay – Of the total \$7,114,000 budget, this category was underspent by \$910,697, primarily due to two major capital improvement projects, North Orange Roof and Melrose Theatrical Lighting, rolling into fiscal year 2023.

Capital Assets

The District's capital assets, net of accumulated depreciation/amortization, consist of the following at September 30, 2022 and 2021.

| | <u>2022</u> | <u>2021</u> |
|--------------------------------------------------|----------------------------|----------------------------|
| Land | \$3,349,802 | \$3,349,802 |
| Buildings and building improvements | 22,690,894 | 23,420,096 |
| Right-to-use leased buildings | 7,226,731 | - |
| Infrastructure | 771,876 | 764,795 |
| Furniture and equipment | 1,892,681 | 1,891,583 |
| Right-to-use leased equipment | 572,718 | - |
| Library books and audiovisual materials | 2,303,261 | 2,239,903 |
| Intangible assets-software & website development | 14,456 | 29,612 |
| Construction in progress | <u>852,401</u> | <u>783,156</u> |
| Total Capital Assets | <u>\$39,674,820</u> | <u>\$32,478,947</u> |

Significant capital asset purchases included the following:

- The South Creek Restrooms were renovated at a total cost of \$262,410.
- The Main Library's Basement bathrooms were renovated at a total cost of \$232,418.
- The South Creek branch was refreshed totaling \$129,651.

As a result of implementing GASB Statement No. 87, the District added the Right-to-use leased building and equipment categories, which contributed \$7,799,449 to the increase in capital assets.

Several capital assets categories were changed or reclassified to conform with the State of Florida's Uniform Accounting System Chart of Accounts.

Additional information on the District's capital assets can be found on page 37 of this report.

Long Term Liabilities

The District's long-term liabilities consist of the following at September 30, 2022 and 2021.

| | <u>2022</u> | <u>2021</u> |
|------------------------------|--------------------|--------------------|
| Accrued compensated absences | \$2,865,530 | \$3,058,629 |
| Lease liabilities | 7,956,879 | - |

Leased liabilities in the amount of \$7,956,879 were included to comply with the GASB Statement No. 87 requirements.

Additional information on the District's long term liabilities can be found on page 38 - 39 of this report.

Financial outlook

Based on the current housing market values leveling off and not decreasing and the number of housing permits and commercial permits being applied for, the District should see a steady 1% to 3% growth in property taxes per year for the next several years. Operationally, the District has removed late fees and other barriers to service charges which will reduce operating revenues by \$300,000 in FY 2022-23.

Requests for Financial Information

This report is designed to provide a general overview of the District's finances and to show accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be directed to:

Lovevia Williams, CPA, Finance Manager
Orange County Library District
101 East Central Blvd.
Orlando, Florida 32801

BASIC FINANCIAL STATEMENTS

ORANGE COUNTY LIBRARY DISTRICT

Statement of Governmental Net Position

September 30, 2022

Assets and Deferred Outflows of Resources

| | |
|---------------------------------------------------------------------------------------|--------------------|
| Cash and cash equivalents | \$ 6,118,279 |
| Investments | 66,692,389 |
| Due from other governmental agencies | 569,307 |
| Due from OPEB Trust Fund | 100,524 |
| Other receivables | 18,519 |
| Inventory | 132,454 |
| Prepaid items | 850,425 |
| Net pension asset | 543,489 |
| Net OPEB asset | 5,507,355 |
| Nondepreciable capital assets | 4,202,203 |
| Depreciable/amortizable capital assets (net of accumulated depreciation/amortization) | <u>35,472,617</u> |
| Total assets | 120,207,561 |
| Deferred outflows of resources related to pension and OPEB | <u>10,578,706</u> |
| Total assets and deferred outflows of resources | <u>130,786,267</u> |

Liabilities and Deferred Inflows of Resources

| | |
|-----------------------------------------------------------------|-------------------|
| Accrued salaries payable | 347,330 |
| Other accrued liabilities | 65,768 |
| Accounts payable | 1,463,205 |
| Claims payable | 248,628 |
| Retainage payable | 19,231 |
| Long-term liabilities: | |
| Due within one year: Compensated absences and lease liabilities | 2,735,608 |
| Due beyond one year: Compensated absences and lease liabilities | <u>8,086,801</u> |
| Total liabilities | 12,966,571 |
| Deferred inflows of resources related to pension and OPEB | <u>4,492,354</u> |
| Total liabilities and deferred inflows of resources | <u>17,458,925</u> |

Net Position

| | |
|-----------------------------------------------------------------|-----------------------|
| Net investment in capital assets | 31,141,958 |
| Restricted for: | |
| Net pension and OPEB asset | 6,050,844 |
| Nonexpendable endowments | 1,157,517 |
| Melrose Center and Horizon West and Lake Nona Branch agreements | 1,850,526 |
| Unrestricted | <u>73,126,497</u> |
| Total net position | <u>\$ 113,327,342</u> |

ORANGE COUNTY LIBRARY DISTRICT

Statement of Governmental Activities

Year Ended September 30, 2022

| | |
|----------------------------------------|-----------------------|
| Program expenses: | |
| Salaries and benefits | \$ 22,389,115 |
| Operating | 10,809,715 |
| Depreciation/amortization | 4,380,685 |
| Electronic materials | 3,409,448 |
| | <hr/> |
| Total program expenses | 40,988,963 |
| | <hr/> |
| Program revenues: | |
| Charges for services | 742,364 |
| Operating grants and contributions | 1,525,277 |
| | <hr/> |
| Total program revenues | 2,267,641 |
| | <hr/> |
| Net program revenues (expenses) | (38,721,322) |
| | <hr/> |
| General expenses: | |
| Interest expense | 229,691 |
| | <hr/> |
| General revenues: | |
| Property taxes | 54,514,376 |
| Investment income | 238,541 |
| Miscellaneous | 161,940 |
| | <hr/> |
| Total general revenues | 54,914,857 |
| | <hr/> |
| Net general revenues | 54,685,166 |
| | <hr/> |
| Change in net position | 15,963,844 |
| | <hr/> |
| Net position - beginning | 97,363,498 |
| | <hr/> |
| Net position - ending | \$ 113,327,342 |
| | <hr/> <hr/> |

ORANGE COUNTY LIBRARY DISTRICT

Balance Sheet

Governmental Funds

September 30, 2022

| | <u>General</u> | <u>Capital Projects</u> | <u>Capital Projects Sinking</u> | <u>Permanent</u> | <u>Total Governmental Funds</u> |
|--------------------------------------------|----------------------|-----------------------------|-----------------------------------------|---------------------|-----------------------------------------|
| Assets | | | | | |
| Cash and cash equivalents | \$ 2,529,059 | \$ 1,011,501 | \$ 122,263 | \$ 36,688 | \$ 3,699,511 |
| Investments | 28,326,064 | 29,101,023 | 3,916,469 | 1,127,335 | 62,470,891 |
| Due from other governmental agencies | 569,307 | - | - | - | 569,307 |
| Other receivables | 6,807 | - | - | - | 6,807 |
| Inventory | 132,454 | - | - | - | 132,454 |
| Prepaid items | 160,425 | 690,000 | - | - | 850,425 |
| Total assets | <u>\$ 31,724,116</u> | <u>\$ 30,802,524</u> | <u>\$ 4,038,732</u> | <u>\$ 1,164,023</u> | <u>\$ 67,729,395</u> |
| Liabilities and Fund Balances | | | | | |
| Liabilities: | | | | | |
| Accrued salaries payable | \$ 347,330 | \$ - | \$ - | \$ - | \$ 347,330 |
| Other accrued liabilities | 55,958 | - | - | - | 55,958 |
| Accounts payable | 1,403,421 | 56,287 | - | 3,497 | 1,463,205 |
| Retainage payable | 19,231 | - | - | - | 19,231 |
| Total liabilities | <u>1,825,940</u> | <u>56,287</u> | <u>-</u> | <u>3,497</u> | <u>1,885,724</u> |
| Fund Balances: | | | | | |
| Nonspendable: | | | | | |
| Inventory | 132,454 | - | - | - | 132,454 |
| Prepaid items | 160,425 | - | - | - | 160,425 |
| Annetta O'B Walker Trust Fund | 4,000 | - | - | - | 4,000 |
| A.P. Phillips Jr. Memorial Fund | 100,000 | - | - | - | 100,000 |
| Perce C. and Mary M. Gullet Memorial Fund | 19,805 | - | - | - | 19,805 |
| Willis H. Warner Memorial Fund | 33,712 | - | - | - | 33,712 |
| Kendrick B. Melrose Donation | - | - | - | 1,000,000 | 1,000,000 |
| Restricted For: | | | | | |
| Melrose Center | - | - | - | 160,526 | 160,526 |
| Horizon West - Demolition Fund | - | 250,000 | - | - | 250,000 |
| Lake Nona - Advance Rent Payment | - | 440,000 | - | - | 440,000 |
| Horizon West - Emergency Repair Fund | - | - | 1,000,000 | - | 1,000,000 |
| Committed To: | | | | | |
| Strategic Plan | 4,000,000 | - | - | - | 4,000,000 |
| Edmund L. Murray Estate Fund | 724,689 | - | - | - | 724,689 |
| Arthur Sondheim Estate Fund | 39,941 | - | - | - | 39,941 |
| Vivian Esch Estate Fund | 44,198 | - | - | - | 44,198 |
| Assigned To: | | | | | |
| Capital Projects | - | 30,056,237 | 3,038,732 | - | 33,094,969 |
| Unassigned: | 24,638,952 | - | - | - | 24,638,952 |
| Total fund balances | <u>29,898,176</u> | <u>30,746,237</u> | <u>4,038,732</u> | <u>1,160,526</u> | <u>65,843,671</u> |
| Total liabilities and fund balances | <u>\$ 31,724,116</u> | <u>\$ 30,802,524</u> | <u>\$ 4,038,732</u> | <u>\$ 1,164,023</u> | <u>\$ 67,729,395</u> |

| | |
|--------------------------------------------------------------------------------------------------------------|-----------------------|
| Total fund balances | \$ 65,843,671 |
| Capital assets reported in government-wide financial statements | 39,674,820 |
| Net pension asset reported in the government-wide financial statements | 543,489 |
| Net OPEB asset reported in the government-wide financial statements | 5,507,355 |
| Long-term liabilities reported in government-wide financial statements | (10,822,409) |
| Assets and liabilities of internal service fund included in government-wide financial statements | 6,494,064 |
| Deferred outflows of resources related to pensions and OPEB reported in government-wide financial statements | 10,578,706 |
| Deferred inflows of resources related to pensions and OPEB reported in government-wide financial statements | <u>(4,492,354)</u> |
| Net position of governmental activities | <u>\$ 113,327,342</u> |

ORANGE COUNTY LIBRARY DISTRICT
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended September 30, 2022

| | <u>General</u> | <u>Capital Projects</u> | <u>Capital Projects Sinking</u> | <u>Permanent</u> | <u>Total Governmental Funds</u> |
|---------------------------------------------|----------------------|-----------------------------|-----------------------------------------|---------------------|-----------------------------------------|
| Revenues: | | | | | |
| Taxes: | | | | | |
| Property | \$ 54,514,376 | \$ - | \$ - | \$ - | \$ 54,514,376 |
| Intergovernmental revenues: | | | | | |
| State aid to libraries | 159,708 | - | - | - | 159,708 |
| Federal grants | 771,011 | - | - | - | 771,011 |
| Other state grants | 173,246 | - | - | - | 173,246 |
| County grants | 34,730 | - | - | - | 34,730 |
| Municipal grants | 8,000 | - | - | - | 8,000 |
| Charges for services: | | | | | |
| Fines | 415,440 | - | - | - | 415,440 |
| Copiers and printers | 167,323 | - | - | - | 167,323 |
| Other fees | 159,601 | - | - | - | 159,601 |
| Miscellaneous revenue: | | | | | |
| Investment income (loss) | 293,330 | 190,584 | 24,866 | (270,239) | 238,541 |
| Contributions | 333,617 | - | - | - | 333,617 |
| Other | 212,486 | - | - | - | 212,486 |
| Total revenues | <u>57,242,868</u> | <u>190,584</u> | <u>24,866</u> | <u>(270,239)</u> | <u>57,188,079</u> |
| Expenditures: | | | | | |
| Current: | | | | | |
| Salaries and benefits | 24,424,844 | - | - | - | 24,424,844 |
| Operating | 10,669,047 | - | - | 567 | 10,669,614 |
| Capital Outlay: | | | | | |
| Owned | 6,203,303 | 65,293 | - | 141,355 | 6,409,951 |
| Right-to-use assets | 8,724,659 | - | - | - | 8,724,659 |
| Debt service: | | | | | |
| Principal | 767,780 | - | - | - | 767,780 |
| Interest | 229,691 | - | - | - | 229,691 |
| Total expenditures | <u>51,019,324</u> | <u>65,293</u> | <u>-</u> | <u>141,922</u> | <u>51,226,539</u> |
| Revenues over (under) expenditures | 6,223,544 | 125,291 | 24,866 | (412,161) | 5,961,540 |
| Other financing sources (uses): | | | | | |
| Lease liabilities issued | 8,724,659 | - | - | - | 8,724,659 |
| Transfers in (out) | (8,500,004) | 7,500,004 | 1,000,000 | - | - |
| Total other financing sources (uses) | <u>224,655</u> | <u>7,500,004</u> | <u>1,000,000</u> | <u>-</u> | <u>8,724,659</u> |
| Net change in fund balances | 6,448,199 | 7,625,295 | 1,024,866 | (412,161) | 14,686,199 |
| Fund balances at beginning of year | <u>23,449,977</u> | <u>23,120,942</u> | <u>3,013,866</u> | <u>1,572,687</u> | <u>51,157,472</u> |
| Fund balances at end of year | <u>\$ 29,898,176</u> | <u>\$ 30,746,237</u> | <u>\$ 4,038,732</u> | <u>\$ 1,160,526</u> | <u>\$ 65,843,671</u> |

ORANGE COUNTY LIBRARY DISTRICT
Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of Governmental Funds to the
Statement of Governmental Activities
Year Ended September 30, 2022

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds \$ 14,686,199

Governmental funds report all capital outlays as expenditures. However, in the statement of governmental activities the cost of capital outlay, other than electronic library books and other materials, is allocated over estimated useful lives and reported as depreciation expense. This is the amount of capital outlay not reported as electronic materials expense on the statement of governmental activities. 11,725,162

In the statement of activities, a gain or loss on the disposition of capital assets is reported, whereas in the governmental funds, the proceeds received from disposition of capital assets increases financial resources. Thus, the change in net position differs from the change in fund balance by the net book value of capital assets disposed of. (148,604)

Depreciation/amortization of capital assets, not reported in governmental funds. (4,380,685)

Some items affecting expenses reported in the statement of governmental activities do not require the use of current financial resources and, therefore, are not reported in governmental funds, as follows:

| | |
|------------------------------------------|--------------|
| Decrease in net pension asset | (14,838,145) |
| Decrease in accrued compensated absences | 193,099 |
| Increase in lease liabilities | (7,956,879) |
| Decrease in net OPEB asset | (3,439,492) |

Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.

| | |
|--------------------------------------------|------------|
| Increase in deferred outflows of resources | 10,413,849 |
| Decrease in deferred inflows of resources | 9,706,418 |

Internal service funds are used by management to charge the costs of certain activities, such as insurance, to individual funds. The change in net position of internal service funds is reported with governmental activities. 2,922

Change in net position of governmental activities \$ 15,963,844

ORANGE COUNTY LIBRARY DISTRICT
Statement of Net Position-
Internal Service Fund
September 30, 2022

Assets

Current Assets:

| | |
|---------------------------|---------------|
| Cash and cash equivalents | \$ 2,418,768 |
| Investments | 4,221,498 |
| Due from OPEB Trust Fund | 100,524 |
| Accounts receivable | <u>11,712</u> |

Total current assets 6,752,502

Liabilities

Current Liabilities:

| | |
|------------------|--------------|
| Claims payable | 248,628 |
| Accrued expenses | <u>9,810</u> |

Total current liabilities 258,438

Unrestricted net position \$ 6,494,064

ORANGE COUNTY LIBRARY DISTRICT
Statement of Revenues, Expenses, and Changes in Net Position-
Internal Service Fund
Year Ended September 30, 2022

| | |
|-----------------------------------------|----------------------------|
| Operating Revenues | |
| Charges for services | \$ 2,901,364 |
| | <u>2,901,364</u> |
| Operating Expenses | |
| Claims expenses | 2,663,587 |
| Stop loss insurance | 201,435 |
| Contractual services | 64,252 |
| | <u>2,929,274</u> |
| Operating loss | (27,910) |
| Nonoperating Revenues | |
| Investment earnings | 30,832 |
| | <u>30,832</u> |
| Change in net position | 2,922 |
| Net position - beginning of year | <u>6,491,142</u> |
| Net position - end of year | <u><u>\$ 6,494,064</u></u> |

ORANGE COUNTY LIBRARY DISTRICT
Statement of Cash Flows-
Internal Service Fund
Year Ended September 30, 2022

| | |
|-----------------------------------------------------------------------------------------|----------------------------|
| Cash flows from operating activities | |
| Receipts from charges for services | \$ 2,876,235 |
| Cash payments for claims and expenses | <u>(2,466,769)</u> |
| Net cash provided by operating activities | <u>409,466</u> |
| Cash flows from investing activities | |
| Purchase of investments | (150,692) |
| Sale of investments | 114,915 |
| Income from investments | <u>2,392</u> |
| Net cash used by investing activities | <u>(33,385)</u> |
| Net increase in cash and cash equivalents | 376,081 |
| Cash and cash equivalents, October 1, 2021 | <u>2,042,687</u> |
| Cash and cash equivalents, September 30, 2022 | <u><u>\$ 2,418,768</u></u> |
| Reconciliation of operating income to cash flows from operating activities | |
| Operating loss | \$ (27,910) |
| Adjustments to reconcile operating income to net cash provided by operating activities: | |
| Decrease in accounts receivable | 2,519 |
| Decrease in due from OPEB Trust Fund | 462,239 |
| Decrease in claims payable and accrued expenses | <u>(27,382)</u> |
| Net cash provided by operating activities | <u><u>\$ 409,466</u></u> |

ORANGE COUNTY LIBRARY DISTRICT
Statement of Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
September 30, 2022

Assets

| | |
|-----------------------------------------|---------------------------|
| Cash and cash equivalents | \$ 561,839 |
| Notes receivable from plan participants | 97,818 |
| Investments: | |
| Commingled account: | |
| Fixed income | 12,366,157 |
| Mutual funds: | |
| Domestic equities | 53,281,979 |
| International equities | 17,350,138 |
| Stable value | 4,060,515 |
| Fixed income | 9,868,584 |
| Real estate | <u>3,376,952</u> |
| Total investments | <u>100,304,325</u> |
| Total assets | <u><u>100,963,982</u></u> |

Liabilities

| | |
|------------------------------|-----------------------|
| Accounts payable | 22,817 |
| Due to Internal Service Fund | <u>100,524</u> |
| Total liabilities | <u><u>123,341</u></u> |

Net Position

| | |
|-------------------------------|------------------------------|
| Restricted for: | |
| Pensions | 83,678,854 |
| Other postemployment benefits | <u>17,161,787</u> |
| Total net position | <u><u>\$ 100,840,641</u></u> |

ORANGE COUNTY LIBRARY DISTRICT
Statement of Changes in Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
Year Ended September 30, 2022

Additions:

| | | |
|-------------------------|--|---------------------|
| Employer contributions: | | |
| General Fund | | \$ 3,488,408 |
| Employee contributions: | | |
| Loan Interest | | 3,385 |
| Investment loss | | (23,403,506) |
| Investment expenses | | (71,411) |
| Miscellaneous revenue | | 16 |
| | | 16 |
| Total additions | | (19,983,108) |

Deductions:

| | | |
|-------------------------------|--|------------------|
| Benefits paid to participants | | 4,991,470 |
| Administrative expenses | | 62,764 |
| | | 62,764 |
| Total deductions | | 5,054,234 |

| | | |
|-----------------------------------------|--|-----------------------|
| Decrease in net position | | (25,037,342) |
| Net position - beginning of year | | 125,877,983 |
| Net position - end of year | | \$ 100,840,641 |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies

Reporting entity

The Orange County Library District (the "District") was established by a special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980 as an independent special taxing district, to provide library services for Orange County, Florida (exclusive of the Cities of Winter Park and Maitland). The original act, as amended, was recodified into Chapter 99-486, Laws of Florida.

The District's Governing Board is comprised of the Board of County Commissioners of Orange County, Florida (the "County") and one member appointed by the City Council of the City of Orlando, Florida. A five member Board of Trustees (the "Board") is appointed by the Governing Board to manage, administer and operate all library facilities and services of the District. The District is a component unit of the County because the District's Governing Board is substantially the same as that of the County and the District is fiscally dependent on the County for issuance of bonded debt.

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of governmental net position and the statement of governmental activities) report information on all of the nonfiduciary activities of the District. With the exception of interfund services provided and used, the effect of interfund activity has been removed from these statements.

The statement of governmental activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers who purchase, use, or directly benefit from goods or services provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and pension and other postemployment benefit trust funds, even though the trust funds are excluded from the government-wide financial statements. All of the District's individual governmental funds are reported as major and are presented as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting under governmental accounting standards, as are the internal service and pension and other postemployment benefit trust fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies (continued)

For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

Property taxes and investment earnings associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The Internal Service Fund distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from claims activities, whereas non-operating items consist of investing activities.

Governmental Funds - The District reports the following governmental funds, all of which are major funds:

General Fund is used to account for all revenues and expenditures applicable to the general operations of the District, except those required to be accounted for in another fund. It also includes the debt service expenditures associated with the financing of the long-term lease liabilities.

Capital Projects Fund is used to account for resources designated to construct or acquire capital assets and major improvements.

Capital Projects Sinking Fund is used to accumulate resources for the future construction or acquisition of capital assets and major improvements.

Permanent Fund is used to account for resources that are legally restricted to the extent that only earnings, and not principal, are used for purposes that support the District's programs.

Proprietary Funds - The District reports the Internal Service Fund to account for health self insurance activities.

Fiduciary Funds - The District reports pension and other postemployment benefit trust funds to account for the activities of the Defined Benefit, Defined Contribution, and Money Purchase Pension Plans and the Other Postemployment Benefit Plan.

Budgetary requirements

Expenditures are controlled by appropriations in accordance with budgetary requirements set forth in the Florida Statutes. The budgeted revenues and expenditures in the accompanying financial statements reflect any amendments approved by the Board of Trustees.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies (continued)

Budgets for the governmental fund types were adopted on a basis consistent with generally accepted accounting principles (GAAP), except for General Fund capital outlay expenditures, other financing sources-lease liabilities issued and debt service principal and interest expenditures subject to Governmental Accounting Standards Board ("GASB") Statement No. 87, *Leases*, which are not budgeted.

Budgets are not adopted for the internal service, pension, and other postemployment benefit trust funds. Expenditures cannot exceed appropriations by fund level. Appropriations lapse at the close of the fiscal year to the extent that they have not been expended.

Cash and cash equivalents

Cash and cash equivalents include cash on hand, demand deposits, and money market accounts. Investments in external pools, including Florida Prime and Florida Safe, are considered investments.

Investments

Investments are stated at fair value, net asset value (NAV) or amortized cost, which approximate fair value. Investment income includes all realized and unrealized gains and losses. Interest and dividend income is recognized on the accrual basis.

Inventory and prepaid items

Inventory is stated at cost on the basis of the "first-in", "first-out" method of accounting. The effect of this method is to flow costs through operations in the order in which the items were purchased. Inventory and prepaid costs are recorded as expenditure at the time individual items are consumed (consumption method).

Capital assets

Capital assets consist of facilities and equipment used in the District's operations and are recorded as expenditures in the General Fund, Capital Projects Fund, Capital Projects Sinking Fund, or Permanent Fund at the time goods are received or a lease has commenced, and a liability is incurred. Capital assets are defined by the District as assets with an initial, individual cost of at least \$1,000 and an estimated useful life in excess of two years or more. They are capitalized as assets in the government-wide financial statements. Except library books and right-to-use assets, these assets are capitalized at historical cost. Right-to-use assets are assets for leased facilities and equipment. They are capitalized at an amount equal to the initial measurement of the lease liability, adjusted for any lease payments made prior to the lease term, plus certain initial direct costs. Right-to-use assets are subsequently amortized over the life of the related lease.

The District capitalizes library books and similar audiovisual materials using a composite method. Annually, purchased additions are capitalized at cost. Fully depreciated materials are reported as deletions from capital assets in the year after they become fully depreciated.

Land and construction in progress are not depreciated. All other capital assets are depreciated or amortized using the straight-line method over the following estimated useful lives:

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies (continued)

| Assets | Years |
|---------------------------------------|--------------|
| Buildings | 40 |
| Building improvements | 15 |
| Right-to-use leased buildings | 5 - 18 |
| Infrastructure | 15 |
| Furniture and equipment | 4 - 10 |
| Library books & audiovisual materials | 4 |
| Right-to-use leased equipment | 6 |
| Intangible assets | 4 |

Accumulated depreciation and amortization are recorded from the date each asset was placed in service. The District's sole function is to provide library service. As a result, depreciation and amortization expense on capital assets is deemed to be a direct expense and is not subject to allocation. Donated assets are recorded as capital assets at acquisition value upon the date of donation.

Compensated absences

It is the policy of the District to permit employees to accumulate earned but unused leave benefits, a limited amount of which will be paid to employees upon separation from service. Unpaid compensated absences are recorded as a liability when the benefits are earned in the government-wide financial statements. The General Fund liquidates accrued compensated absences.

For governmental funds, there is no legal requirement to accumulate expendable available financial resources to liquidate the obligation; thus expenditures are recognized in the governmental funds when payments are made to employees.

Lease liabilities

As a lessee, the District recognizes lease liabilities with an initial, individual value of \$1,000 or more in the government-wide financial statements. At the commencement of a lease, the District initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The recognition and treatment of the corresponding right-to-use assets are discussed in the 'Capital assets' subsection of Note 1. The District uses its estimated incremental borrowing rate as the discount rate for leases. The lease terms include the noncancellable periods of the leases, and the lease payments included in the measurement of the lease liability are composed of fixed payments.

The District monitors changes in circumstances that would require a remeasurement of its leases and will remeasure the lease assets and liabilities if certain changes occur that are expected to significantly affect the amount of the lease liabilities.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies (continued)

Deferred outflows and inflows of resources

For purposes of measuring changes in the net pension and net other postemployment benefit (OPEB) liabilities (assets) for the District's Defined Benefit Pension Plan and Other Postemployment Benefit Plan, differences between expected and actual experience that are not charged to expense in the current period are recorded as deferred outflows and inflows of resources in the Statement of Governmental Net Position.

Net Position

Net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources. Investment in capital assets consists of capital assets, net of accumulated depreciation and associated liabilities. Net position is reported as restricted when a net pension or net OPEB asset is reported or when there are otherwise limitations imposed on their use either through external restrictions imposed by creditors or grantors. The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Fund Balance Reporting

Fund balance for the District is reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts of the fund can be spent.

There are two major types of fund balances, which are spendable and nonspendable. Nonspendable fund balances cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal of an endowment or trust funds.

Spendable fund balances are expended based on a hierarchy of spending constraints, as follows:

- **Restricted** – Fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed** – Fund balances that contain self-imposed constraints of the government from its highest level of decision-making authority. Committed fund balances are reported pursuant to resolutions approved by the District's Board of Trustees and can only be modified or rescinded through resolutions approved by the District's Board of Trustees.
- **Assigned** – Fund balances that contain self-imposed constraints of the government to be used for a particular purpose. Assignments may be made by the District's Board of Trustees, the Executive Director, or the Chief Financial Officer. No formal policy exists for assigning fund balances.
- **Unassigned** – Fund balance of the general fund that is not constrained for any particular purpose. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 1 - Summary of significant accounting policies (continued)

However, in governmental funds other than the general fund, if the expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

For purposes of the Statement of Governmental Net Position, nonspendable endowments are presented as restricted. The District does not have a formal policy related to the order of spending, but when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the District's Board of Trustees has provided otherwise in its commitment or assigned actions.

Tax status

The District was granted 501(c) (3) status by the Internal Revenue Service and is not subject to Federal Income Taxes.

Use of estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the financial statement date and the reported amounts of revenues and expenses or expenditures during the reporting period. Actual results could differ from those estimates.

Change in accounting principle

The District implemented GASB Statement No. 87 in fiscal year 2022. Under this standard, the District was required to recognize a right of use capital asset and a lease liability equal to the present value of lease payment obligations effective October 1, 2021, other than for leases classified as short-term. Lease additions are presented as capital outlay expenditures and other financing sources, and lease payments are presented as debt service expenditures at the fund level.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments

At September 30, 2022, the District had the following deposits and investments:

| | Fair Value |
|--------------------------------------------------------------------------|-------------------|
| General Governmental Deposits, Cash Equivalents and Investments: | |
| Deposits (demand accounts) | \$ 1,992,961 |
| Internal Pooled Cash Equivalents (money market accounts) | 1,669,862 |
| | 3,662,823 |
| Internal Pooled Investments (US Treasuries, FL Prime and FL Safe) | 61,343,556 |
| | 65,006,379 |
| Permanent Fund Deposits and Investments: | |
| Deposits (demand accounts) | 36,688 |
| Mutual Funds - Equity Securities | 698,935 |
| Mutual Funds - Fixed Income | 428,400 |
| | 1,164,023 |
| Internal Service Fund Deposits, Cash Equivalents and Investments: | |
| Deposits (demand account) | 2,303,852 |
| Internal Pooled Cash Equivalents (money market accounts) | 114,916 |
| | 2,418,768 |
| Internal Pooled Investments (US Treasuries, FL Prime and FL Safe) | 4,221,498 |
| | 6,640,266 |
| Defined Contribution Pension Plan Investments: | |
| Mutual Funds - Equity Securities | 17,843,907 |
| Mutual Funds - Fixed Income | 5,185,029 |
| Mutual Funds - Stable Value | 3,114,466 |
| Mutual Funds - Real Estate | 698,340 |
| | 26,841,742 |
| Money Purchase Pension Plan Investments: | |
| Mutual Funds - Equity Securities | 7,388,061 |
| Mutual Funds - Fixed Income | 1,210,236 |
| Mutual Funds - Stable Value | 946,049 |
| Mutual Funds - Real Estate | 32,072 |
| | 9,576,418 |
| Defined Benefit Pension Plan Deposits, Cash Equivalents and Investments: | |
| Deposits (demand account) | 4,035 |
| Cash Equivalents (money market accounts) | 528,881 |
| Commingled Account - Fixed Income | 12,366,157 |
| Mutual Funds - Equity Securities | 31,639,080 |
| Mutual Funds - Real Estate | 2,646,540 |
| | 47,184,693 |
| OPEB Retirement Health Benefit Plan Deposits and Investments: | |
| Deposits (demand account) | 28,923 |
| Mutual Funds - Equity Securities | 13,761,069 |
| Mutual Funds - Fixed Income | 3,473,319 |
| | 17,263,311 |
| Total Deposits, Cash Equivalents and Investments | \$ 173,676,832 |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments (continued)

Fair Value Measurement of Investments

The District categorizes its fair value measurements using level 1, quoted prices in active markets for identical assets, or level 2, a model that incorporates observable data of quoted market prices for similar assets.

At September 30, 2022, the District's fair value categorizations of investment fair value measurements were as follows:

| | Fair Value 9/30/2022 | Quoted Prices in Active Markets for Identical Assets (Level 1) | Significant Other Observable Inputs (Level 2) |
|------------------------------------------------------------|-------------------------|----------------------------------------------------------------------------|--------------------------------------------------------|
| Individual securities: | | | |
| US Treasuries | \$ 1,943,360 | \$ - | \$ 1,943,360 |
| Mutual funds: | | | |
| Domestic equities | 53,767,259 | 53,767,259 | - |
| International equities | 17,563,793 | 17,563,793 | - |
| Stable value | 4,060,515 | 4,060,515 | - |
| Fixed income | 10,296,984 | 10,296,984 | - |
| Real estate | 3,376,952 | 3,376,952 | - |
| | 91,008,863 | \$ 89,065,503 | \$ 1,943,360 |
| Investments reported at amortized cost: | | | |
| Florida Prime | 31,858,596 | | |
| Florida Safe | 31,763,098 | | |
| | 63,621,694 | | |
| Investments measured at net asset value: | | | |
| Reams Columbus Core Plus Bond Fund (commingled account) | 12,366,157 | | |
| Total investments | \$ 166,996,714 | | |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments (continued)

The District's investment in Florida PRIME, an external investment pool, is measured at amortized cost. Florida PRIME is a qualifying investment pool, essentially operating as a money market fund. There are currently no limitations as to the frequency of redemptions; however, Florida PRIME has the ability to impose restrictions on withdrawals should a material event occur.

The District also uses Florida SAFE, an external investment pool, which is available to local governments, to invest general governmental revenues. Florida Safe's general investment strategy includes safety of capital, liquidity of funds, transparency and investment income, in that order. This investment is redeemable upon notice. The investment in Florida SAFE is measured at amortized cost.

District investments measured at net asset value are as follows:

Reams Columbus Core Plus Bond Fund, LLC – The District's Defined Benefit Pension Plan uses this commingled fund to invest in fixed income securities. The fund is valued on the last business day of each month. This investment is redeemable of the first business day of each month, requiring three business days' notice.

Investment Policies and Risks

General Governmental and Internal Service Fund Investments

The District pools its general governmental and Internal Service Fund surplus funds for investment purposes and these investments are managed in accordance with an Investment Policy Statement (Statement). The Statement authorizes investments in Florida intergovernmental investment pools, such as Florida PRIME and Florida SAFE, Securities and Exchange Commission registered money market funds, interest bearing time deposits, and direct obligations of the U.S. Treasury. Although the District's Statement does not address credit and interest rate risk, the limited nature of the authorized investments effectively minimizes any exposure. The District's pooled general governmental and Internal Service Fund cash equivalents and investments include the following at September 30, 2022:

| Fund/Investment | Type | Credit Quality | Weighted Average Maturity (years) | General/ Cap Projs/Cap Sink Funds | Internal Service Fund |
|---------------------------------------|--------------|----------------|-----------------------------------|-----------------------------------|-----------------------|
| Federated Government Obligations Fund | Money Market | AAAm | 15 days | \$ 1,029,518 | \$ 44,067 |
| Federated Treasury Obligations Fund | Money Market | AAAm | 6 days | 640,344 | 70,849 |
| Florida Safe | | AAAm | 29 days | 29,717,986 | 2,045,112 |
| Florida PRIME | | AAAm | 21 days | 29,807,336 | 2,051,260 |
| US Treasuries | | N/A | 12 months | 1,818,234 | 125,126 |
| Total Pooled Investments | | | | 63,013,418 | 4,336,414 |
| Bank Deposits | | | | 1,992,961 | 2,303,852 |
| Total Bank Deposits and Investments | | | | <u>\$ 65,006,379</u> | <u>\$ 6,640,266</u> |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments (continued)

Permanent Fund Investments

Investments in the Permanent Fund are managed in accordance with a Special Funds Investment Policy Statement (Statement). The Statement sets the following asset allocation guidelines: 60% for domestic and foreign equity securities and 40% for fixed income and cash securities. The Statement authorizes investments in domestic and foreign equities, mutual funds, stable value accounts, corporate bonds, real estate investments trusts, exchange traded funds, commingled funds, and cash equivalents. The Permanent Fund investments, other than equity security mutual funds, were as follows at September 30, 2022:

| Fund/Investment | Type | Credit Quality | Weighted Average Maturity (years) | Fair Value |
|---------------------------------------|--------------|----------------|-----------------------------------|-------------------|
| Vanguard High Yield Corporate Fund | Fixed Income | BB | 5.70 | \$ 236,200 |
| Vanguard Total Bond Market Index Fund | Fixed Income | AAA | 8.90 | 192,200 |
| | | | | <u>\$ 428,400</u> |

Defined Contribution Pension Plan Investments

Participants in this Plan, including all District employees, self-direct investments from a variety of mutual funds offered through the MissionSquare Retirement. Accordingly, the District has not adopted an investment policy for this Plan. Defined Contribution Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2022:

| Fund/Investment | Type | Credit Quality | Weighted Average Maturity (years) | Fair Value |
|-----------------------------------------|--------------|----------------|-----------------------------------|---------------------|
| Fidelity US Bond Index Fund | Fixed Income | AA | 2.99 | \$ 196,717 |
| Western Asset Core Plus Bond Fund | Fixed Income | BBB | 15.24 | 168,252 |
| Inflation Focused | Fixed Income | AAA | 7.10 | 170,086 |
| Various - Multi-Allocation Mutual Funds | Fixed Income | N/A | N/A | 4,649,974 |
| Total Fixed | | | | <u>\$ 5,185,029</u> |
| Plus Fund | Stable Value | Aa3 | 5.15 | \$ 1,429,562 |
| Various - Multi-allocation Mutual Funds | Stable Value | N/A | N/A | 1,684,904 |
| Total Stable Value | | | | <u>\$ 3,114,466</u> |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments (continued)

Money Purchase Pension Plan Investments

Participants in this Plan self-direct investments from a variety of mutual funds offered through the MissionSquare Retirement. Accordingly, the District has not adopted an investment policy for this Plan. Money Purchase Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2022:

| | | | | |
|-----------------------------------------|--------------|-----|-------|---------------------|
| Fidelity US Bond Index Fund | Fixed Income | AA | 2.99 | \$ 107,718 |
| Western Asset Core Plus Bond Fund | Fixed Income | BBB | 15.24 | 75,337 |
| Inflation Focused | Fixed Income | AAA | 7.10 | 54,693 |
| Various - Multi-Allocation Mutual Funds | Fixed Income | N/A | N/A | 972,488 |
| Total Fixed | | | | <u>\$ 1,210,236</u> |
| Plus Fund | Stable Value | Aa3 | 5.15 | \$ 312,850 |
| Various - Multi-Allocation Mutual Funds | Stable Value | N/A | N/A | 633,199 |
| | | | | <u>\$ 946,049</u> |

Defined Benefit Pension Plan Investments

Investments in the Plan are managed in accordance with an Investment Policy Statement (Statement). This Statement sets the following guidelines: 40% for domestic equity securities, 25% for foreign equity securities and 35% for fixed income and cash securities. The Statement authorizes investments in domestic equities, mutual funds, stable value accounts, money market funds, corporate bonds, real estate investment trusts, exchange traded funds, commingled funds, and cash equivalent accounts.

The Statement states that the average credit quality of the fixed income portfolio shall be AA- or higher and the average rating of the mortgage portion of the portfolio must hold a credit rating of at least AA. As a means of limiting its exposure to interest rate risk, the Statement states that the average duration of the fixed income portfolio shall be less than 150% of the duration of the Barclays Capital aggregate Bond Index. Defined Benefit Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2022:

| <u>Fund/Investment</u> | <u>Type</u> | <u>Average Credit Quality</u> | <u>Weighted Average Maturity (years)</u> | <u>Fair Value</u> |
|---------------------------------------------|--------------|---------------------------------------|------------------------------------------------------|----------------------|
| Fidelity Institutional Government Portfolio | Money Market | AAA | 0.02 | <u>\$ 528,881</u> |
| Reams Columbus Core Plus Bond Fund | Fixed Income | AAA-AA | 7.33 | <u>\$ 12,366,157</u> |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 2 - Deposits and investments (continued)

OPEB Retirement Health Benefit Plan Investments

Investments in the Plan are managed in accordance with an Investment Policy Statement ("Statement"). The Statement sets the following guidelines: 70% for domestic and foreign equity securities and 30% for fixed income and cash securities. The Statement authorizes investments in domestic and foreign equities, mutual funds, stable value accounts, corporate bonds, real estate investments trusts, exchange traded funds, comingled funds, and cash equivalents. The Plan is completely funded by the District. The OPEB Retirement Health Benefit Plan investment, other than equity security mutual funds, was as follows at September 30, 2022:

| Fund/Investment | Type | Credit Quality | Weighted Average Maturity (years) | Fair Value |
|------------------------|--------------|----------------|-----------------------------------|---------------------|
| Low Duration Bond Fund | Fixed Income | A | 2.99 | <u>\$ 3,473,319</u> |

Due to the nature of the District's investments, there is no exposure to custodial credit risk, concentration of credit risk or foreign currency risk.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 3 - Capital assets

Capital asset activity for the year ended September 30, 2022, was as follows:

| | <u>Balances</u> | | | <u>Balances</u> |
|-------------------------------------------------------|----------------------|---------------------|-----------------------|-----------------------|
| | <u>Oct. 1, 2021</u> | <u>Increases</u> | <u>Decreases</u> | <u>Sept. 30, 2022</u> |
| Governmental activities: | | | | |
| <i>Capital assets not being depreciated:</i> | | | | |
| Land | \$ 3,349,802 | \$ - | \$ - | \$ 3,349,802 |
| Construction in progress | 783,156 | 1,218,465 | (1,149,220) | 852,401 |
| Total capital assets not being depreciated | <u>4,132,958</u> | <u>1,218,465</u> | <u>(1,149,220)</u> | <u>4,202,203</u> |
| <i>Capital assets being depreciated/amortized:</i> | | | | |
| Buildings and building improvements | \$ 55,563,580 | 865,674 | (5,988) | \$ 56,423,266 |
| Right-to-use leased buildings | - | 8,037,398 | - | 8,037,398 |
| Infrastructure | 883,981 | 65,680 | - | 949,661 |
| Furniture and equipment | 6,580,143 | 767,832 | (1,004,148) | 6,343,827 |
| Right-to-use leased equipment | - | 687,261 | - | 687,261 |
| Library books and audiovisual materials | 6,424,560 | 1,232,072 | (1,707,313) | 5,949,319 |
| Intangible assets - software & website development | 527,574 | - | - | 527,574 |
| Total capital assets being depreciated/amortized | <u>69,979,838</u> | <u>11,655,917</u> | <u>(2,717,449)</u> | <u>78,918,306</u> |
| Less accumulated depreciation/amortization for: | | | | |
| Buildings and building improvements | \$ 32,143,484 | 1,594,311 | (5,423) | \$ 33,732,372 |
| Right-to-use leased buildings | - | 810,667 | - | 810,667 |
| Infrastructure | 119,186 | 58,599 | - | 177,785 |
| Furniture and equipment | 4,688,560 | 618,695 | (856,109) | 4,451,146 |
| Right-to-use leased equipment | - | 114,543 | - | 114,543 |
| Library books and audiovisual materials | 4,184,657 | 1,168,714 | (1,707,313) | 3,646,058 |
| Intangible assets - software & website development | 497,962 | 15,156 | - | 513,118 |
| Total accumulated depreciation/amortization | <u>41,633,849</u> | <u>4,380,685</u> | <u>(2,568,845)</u> | <u>43,445,689</u> |
| Total capital assets being depreciated/amortized, net | <u>28,345,989</u> | <u>7,275,232</u> | <u>(148,604)</u> | <u>35,472,617</u> |
| Governmental activities capital assets, net | <u>\$ 32,478,947</u> | <u>\$ 8,493,697</u> | <u>\$ (1,297,824)</u> | <u>\$ 39,674,820</u> |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 4 - Long-term liabilities

A summary of changes in long-term liabilities is as follows:

| | <u>Balance October 1, 2021</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance September 30, 2022</u> | <u>Due Within One Year</u> |
|---------------------------------|----------------------------------------|----------------------|---------------------|-------------------------------------------|------------------------------------|
| Accrued compensated absences | \$ 3,058,629 | \$ 2,465,600 | \$ 2,658,699 | \$ 2,865,530 | \$ 1,966,556 |
| Lease liabilities | - | 8,724,659 | 767,780 | 7,956,879 | 769,052 |
| | <u>\$ 3,058,629</u> | <u>\$ 11,190,259</u> | <u>\$ 3,426,479</u> | <u>\$ 10,822,409</u> | <u>\$ 2,735,608</u> |

The General Fund liquidates accrued compensated absences and lease liabilities.

On October 1, 2021, the District entered into a 62-month lease as a lessee for the South Trail Branch location. An initial lease liability was recorded in the amount of \$547,328. As of September 30, 2022, the value of the lease liability is \$454,020. The District is required to make monthly principal and interest payments of \$8,798 to \$10,199 through November 2026. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$441,394, net of accumulated amortization of \$105,934.

On October 1, 2021, the District entered into a 212-month lease as a lessee for the Fairview Shores Branch location. An initial lease liability was recorded in the amount of \$2,241,007. As of September 30, 2022, the value of the lease liability is \$2,163,754. The District is required to make monthly principal and interest payments of \$11,820 to \$16,552 through May 2039. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$2,114,158, net of accumulated amortization of \$126,849.

On October 1, 2021, the District entered into a 99-month lease as a lessee for the Hiawassee Branch location. An initial lease liability was recorded in the amount of \$1,265,553. As of September 30, 2022, the value of the lease liability is \$1,138,356. The District is required to make monthly principal and interest payments of \$13,388 to \$15,675 through December 2029. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$1,112,152, net of accumulated amortization of \$153,401.

On October 1, 2021, the District entered into a 161-month lease as a lessee for the Southeast Branch location. An initial lease liability was recorded in the amount of \$1,822,262. As of September 30, 2022, the value of the lease liability is \$1,726,013. The District is required to make monthly principal and interest payments of \$12,278 to \$15,873 through February 2035. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$1,686,441, net of accumulated amortization of \$135,821.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 4 - Long-term liabilities (continued)

On October 1, 2021, the District entered into an 88-month lease as a lessee for the Dr. Phillips Branch location. An initial lease liability was recorded in the amount of \$1,726,177. As of September 30, 2022, the value of the lease liability is \$1,524,632. The District is required to make monthly principal and interest payments of \$19,831 to \$23,018 through January 2029. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$1,490,789, net of accumulated amortization of \$235,388.

On October 1, 2021, the District entered into a 98-month lease as a lessee for the Eatonville Branch location. An initial lease liability was recorded in the amount of \$435,071. As of September 30, 2022, the value of the lease liability is \$386,736. The District is required to make monthly fixed principal and interest payments of \$5,047 through November 2029. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$381,797, net of accumulated amortization of \$53,274.

On October 1, 2021, the District entered into a 72-month lease as a lessee for the Bibliotecha RFID workstations and self-check out equipment. An initial lease liability was recorded in the amount of \$687,261. As of September 30, 2022, the value of the lease liability is \$563,368. The District is required to make annual fixed principal and interest payments of \$123,893 through October 2026. The lease has an interest rate of 3.25%. The value of the right-to-use asset as of September 30, 2022 is \$572,718, net of accumulated amortization of \$114,543.

The future principal and interest lease payments as of September 30, 2022, were as follows:

| Year Ending September 30, | Principal | Interest |
|---------------------------|---------------------|---------------------|
| 2023 | \$ 769,052 | \$ 248,824 |
| 2024 | 810,596 | 223,268 |
| 2025 | 853,773 | 196,337 |
| 2026 | 898,713 | 167,979 |
| 2027 | 839,102 | 139,426 |
| 2028-2032 | 2,228,206 | 397,648 |
| 2033-2037 | 1,238,201 | 139,251 |
| 2038-2039 | 319,236 | 9,198 |
| TOTAL | <u>\$ 7,956,879</u> | <u>\$ 1,521,931</u> |

The District has not issued debt in the last ten years and wasn't authorized to issue long-term debt (i.e., bonds) in FY 21-22.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 5 - Interfund Balances and Transfers

The composition of interfund balances as of September 30, 2022 is as follows:

| Due From: | Due To Internal Service Fund |
|------------------|---------------------------------------------|
| OPEB Trust Fund | \$100,524 |

The \$100,524 balance represents the health insurance claims activities of retirees ages 55-64.

The table below details interfund transfers during the year ended September 30, 2022.

| Transfers Out | Transfer In Capital Projects Fund | Transfer In Capital Projects Sinking Fund |
|----------------------|--------------------------------------------------|----------------------------------------------------------|
| General Fund | \$7,500,004 | \$1,000,000 |

\$7,500,000 was transferred from the General Fund to the Capital Projects Fund to fund future branch expansion projects. \$1,000,000 was transferred from the General Fund to the Capital Projects Sinking Fund to fund future facilities repairs/replacements.

Note 6 - Pension plans

Defined Benefit Pension Plan

Plan description - The District administers a single employer, defined benefit pension plan (Defined Benefit Pension Plan for Employees of the Orange County Library District) (the Plan) covering full-time employees hired on or prior to December 31, 2006. Eligibility for vesting begins on date of hire, whereas benefit accrual begins after one year of service. Plan provisions and contribution requirements are established and outlined in the Plan document, which may be amended by the District's Board of Trustees. The Board of Trustees appoints three employees to administer the Plan in accordance with the Plan document. Separate, stand-alone financial statements for the Plan are not prepared.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 6 - Pension plans (continued)

At January 1, 2022, the date of the latest actuarial valuation, Plan participation consisted of:

| | |
|----------------------------------------------------------------------|-----|
| Retirees and beneficiaries receiving benefits | 142 |
| Terminated employees entitled to benefits but not yet receiving them | 59 |
| Active employees | 68 |
| Total Plan Participants | 269 |

Benefits - The Plan provides retirement benefits calculated as 2% of the member's final 5 year average salary out of the last ten years of employment times the member's years of service. Members with 10 years of service are eligible to retire at age 55 with a reduced benefit (5% reduction for each year earlier than age 65). Benefit terms provide for a 2% annual cost of living adjustment subsequent to the member's retirement date.

Contributions - The District is obligated by the Plan document to make periodic contributions, which are recognized in the period that they are due and the employer has made a final commitment to provide the contributions. The required contributions are actuarially determined and include normal costs. Employer contribution rates are determined using the entry age normal cost method.

The actuarial determined contribution under the entry age normal method is calculated as \$354,746. However, the District contributed \$900,000 which was determined by management for the year ended September 30, 2022. Employees do not make contributions to the plan. The Schedule of Employer Contributions, presented as required supplementary information following the notes to the financial statements, presents multi-year information about the contributions made by the District for the last ten years.

Actuarial assumptions - The total pension liability was determined using the following actuarial assumptions which were also used in the most recent actuarial report prepared as of January 1, 2022:

| | |
|----------------------------|--------------------------------------------------------------------------------------------------------------------|
| Investment rate of return | 6.75% |
| Projected salary increases | 4.5% |
| Inflation rate | 2.0% |
| Cost of living adjustments | 2.0% per annum |
| Mortality table | PubG-2010, Below-Median, Amounts-Weighted Mortality Tables (by gender), with generational improvement scale MP2018 |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 6 - Pension plans (continued)

Investments - Plan investments are managed in accordance with an Investment Policy Statement ("Statement"), which was approved and can be amended by the District's Board of Trustees. The Statement, which authorizes investments in domestic and international equities, fixed income securities, and real estate investment trusts, provides the following allocation guidelines. The long term expected real rate of return, provided on an arithmetic basis, is also indicated for each investment allocation outlined in the Statement as follows:

| | Allocation Guideline | Long Term Expected Rate of Return |
|--------------------------------|-------------------------|-----------------------------------------|
| Domestic equities | 40% | 8% |
| International equities | 25% | 6% |
| Fixed income | 35% | 1% |
| Real estate investments trusts | N/A | 8% |

Specific investments exceeding 5% of the Plan's net position consisted of the following; Reams Columbus Core Plus Bond Fund, Vanguard Russell 3000 Index Mutual Fund, Vanguard Small Cap Index Mutual Fund, Vanguard Total International Stock Index Mutual Fund, Vanguard International Growth Mutual Fund, Vanguard Emerging Markets Stock Index Mutual Fund and Vanguard Real Estate Index Mutual Fund.

For the fiscal year ended September 30, 2022, the annual money-weighted rate of return on Plan investments was -20.58%. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Discount rate - The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine this discount rate assumed that the District would continue to fund the actuarially determined contribution. Based on this assumption and the investment long term expected rate of return for each asset class, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments. Therefore, the long term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine total pension liability.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 6 - Pension plans (continued)

Changes in net pension asset - The net pension asset at September 30, 2022 is based on a January 1, 2022 actuarial valuation rolled forward using actuarial methods to the September 30, 2022 measurement date. The components of changes during fiscal 2022 are as follows:

Changes in Net Pension Asset

| | Total Pension Liability (a) | Plan Fiduciary Net Position (b) | Net Pension Asset (a) - (b) |
|----------------------------------------------------------------|--------------------------------------------|------------------------------------------------|--------------------------------------------|
| Balances at 10/1/2021 | \$45,920,596 | \$61,302,230 | (\$15,381,634) |
| Changes for the year: | | | |
| Service Cost | 395,546 | - | 395,546 |
| Interest | 3,038,449 | - | 3,038,449 |
| Differences between expected and actual experience | (87,805) | - | (87,805) |
| Contributions - employer | - | 900,000 | (900,000) |
| Net investment income (loss) | - | (12,372,666) | 12,372,666 |
| Benefits payments, including refunds of employee contributions | (2,647,399) | (2,647,399) | - |
| Administrative expense | - | (19,289) | 19,289 |
| Net changes | <u>698,791</u> | <u>(14,139,354)</u> | <u>14,838,145</u> |
| Balances at 9/30/2022 | <u>\$46,619,387</u> | <u>\$47,162,876</u> | <u>(\$543,489)</u> |

The plan fiduciary net position as a percentage of the total pension liability is 101.17%.

The following presents the net pension asset, using the discount rate of 6.75%, as well as what it would be if it were calculated using a discount rate that is 1% lower (5.75%) and 1% higher (7.75%) than the current rate:

| | 1% Decrease - 5.75% | Current Rate- 6.75% | 1% Increase- 7.75% |
|-------------------------------|--------------------------------|--------------------------------|-------------------------------|
| Net pension liability (asset) | <u>\$5,058,697</u> | <u>(\$543,489)</u> | <u>(\$5,277,281)</u> |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 6 - Pension plans (continued)

Pension benefit and deferred outflows and deferred inflows of resources related pensions - For the year ended September 30, 2022, the District recognized pension benefit of \$52,401. At September 30, 2022, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--------------------------------------------------------------------------------|-----------------------------------------------|----------------------------------------------|
| Difference between expected and actual experience | \$ - | \$ 145,100 |
| Net difference between projected & actual earnings on pension plan investments | 8,323,350 | - |
| | \$ 8,323,350 | \$ 145,100 |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30:

| | |
|------|--------------|
| 2023 | \$ 1,767,570 |
| 2024 | 1,449,171 |
| 2025 | 1,671,127 |
| 2026 | 3,290,382 |

Defined Contribution Pension Plan

Plan description - The District administers a single employer, defined contribution pension plan (Defined Contribution Plan and Trust for Employees of Orange County Library District (as amended and restated effective January 1, 2002 with subsequent amendments thereto)) (the Defined Contribution Plan) in lieu of participation in Social Security. Plan provisions and contribution requirements are established and outlined in the Defined Contribution Plan document, which may be amended by the District's Board of Trustees. Separate, stand-alone financial statements for the Defined Contribution Plan are not prepared.

All employees are eligible to participate in the Defined Contribution Plan from date of hire. At September 30, 2022, there were 691 participants and the fair value of the Defined Contribution Plan investments was \$26,841,742.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 6 - Pension plans (continued)

Contributions - The District is obligated by the Defined Contribution Plan document to make contributions equal to seven and one-half percent (7.5%) of the Annual Compensation of each member. For the year ended September 30, 2021, the District contributed \$1,312,927 to the Defined Contribution Plan. Such contributions from the District are recognized as revenue by the Defined Contribution Plan when due and the employer has made a final commitment to provide the contributions. The amounts credited to the accounts of employees shall be 100% vested at all times.

Payment of benefits – Benefits paid to participants are recorded when due and payable in accordance with the terms of the Defined Contribution Plan document.

Administrative costs – Administrative costs are paid through the participant plan accounts.

Money Purchase Pension Plan

Plan description – The District administers a single employer defined contribution plan (Money Purchase Plan and Trust for Employees of the Orange County Library District) (the Money Purchase Plan) for full time employees hired on or after January 1, 2007. In addition to new hires, existing participants in the District's Defined Benefit Pension Plan were given a one time opportunity to freeze their benefits in that plan and begin participating in the Money Purchase Plan. Sixty-six participants in the Defined Benefit Pension Plan made this election in May 2007.

Plan provisions and contribution requirements are established and outlined in the Money Purchase Plan document, which may be amended by the District's Board of Trustees. Separate, stand-alone financial statements for the Money Purchase Plan are not prepared.

Employees are eligible to participate in the Money Purchase Plan from date of hire. At September 30, 2022, there were 305 participants and the fair value of the Money Purchase Plan investments was \$9,576,418.

Contributions – The District is obligated by the Money Purchase Plan document to make contributions equal to nine percent (9%) of Annual Compensation of each member. For the year ended September 30, 2022, the District contributed \$976,356 to the Money Purchase Plan. Such contributions from the District are recognized as revenue by the Money Purchase Plan when due and when the employer has made a final commitment to provide contributions. Participants become fully vested in the District's contributions after one year from date of hire.

Payment of benefits- Benefits paid to participants are recorded when due and payable in accordance with the terms of the Money Purchase Plan document.

Administrative costs- Administrative costs are financed through the participant plan accounts.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan

Plan Description – The District administers a single-employer defined benefit other postemployment benefit plan (OPEB Plan) and can amend the benefit provisions. In accordance with its Employee Handbook and Collective Bargaining Agreements (CBA) previously in effect, the District provides health care insurance coverage and a limited life insurance benefit to those employees who retire under the terms of the District’s Defined Benefit Pension Plan on or after attaining age 55 with at least 10 years of service.

In accordance with State Law, all retiring employees must be provided access to the District’s group health insurance coverage. For non CBA retirees hired prior to January 1, 2007, the District pays the entire cost of this coverage. Non CBA retirees hired after this date, who have attained age 60 and 15 years of full-time service, will receive a monthly benefit based on their years of full-time service. The funds will be deposited annually into a Health Reimbursement Account for each eligible retiree. For CBA retirees hired prior to December 9, 2004 and retired prior to October 9, 2008, the District pays a fixed reimbursement with the balance of the cost of the District’s group coverage being paid by the retiree. CBA retirees who retired on or after October 9, 2008 but before decertification of the Collective Bargaining Unit in 2015, receive a service-based dollar discount towards premiums paid for coverage. Spouses/Dependents of retirees may be covered at the retirees’ option, but retirees are responsible for the full cost of the coverage.

Retirees are eligible to participate in the District’s dental plan. The premiums of non CBA retirees, under the age of 65 and who have their medical coverage, are paid in full by the District. All other retirees are required to pay the entire stated premium. All retirees are responsible for the cost of spousal/dependent coverage.

\$1,000 of life insurance is provided to all retirees.

In March 2007, the District established a qualifying trust and began funding its OPEB Plan obligation. Separate stand-alone financial statements for the trust are not prepared.

As of January 1, 2022, the date of the latest actuarial valuation, plan participation consisted of:

| | |
|----------------------------------------------------------------------|-------------------|
| Retirees and beneficiaries receiving benefits | 115 |
| Terminated employees entitled to benefits but not yet receiving them | - |
| Active employees | <u>245</u> |
| Total Plan Participants | <u><u>360</u></u> |

Funding Policy - The District has the authority to establish and amend the funding policy for its OPEB Plan. For the year ended September 30, 2022, the District contributed \$299,125, which was based on the actuarially determined amount per the January 1, 2021 OPEB Actuarial Report. It is the District’s intent to base future contributions on the actuarially determined amounts in subsequent annual actuarial reports.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan (continued)

Contributions - Employer contributions to the OPEB Plan are recognized as revenue when due and the employer has made a final commitment to provide the contributions. The required contributions are actuarially determined and include normal costs. Employer contribution rates are determined using the Entry Age Normal Cost Method.

Employees do not make contributions to the plan. The Schedule of Contributions, presented as required supplementary information following the notes to the financial statements, presents multi-year information about the contributions made by the District for the last six years.

If CBA retirees elect to participate in the District's group health insurance coverage, they are responsible for paying the difference between the cost of this coverage and the fixed reimbursement, which varies depending on the retirement date. All retirees are responsible for contributing the entire cost of any spouse/dependent coverage.

Payment of Benefits and Refunds - Benefits and refunds paid to participants are recorded when due and payable in accordance with terms of the OPEB Plan.

Actuarial methods and assumptions - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

| | |
|-------------------------------------|-------------------------------------------|
| Valuation Date | January 1, 2022 |
| Actuarial cost method | Entry Age Normal Cost Method |
| Amortization method | Level dollar |
| Amortization period | Closed 5 year period |
| Asset valuation method | Market Value |
| Actuarial assumptions: | |
| Investment rate of return | 6.5% Compounded annually |
| Inflation rate | 2.25% general price inflation annual rate |
| Projected annual salaries increases | 4.5%, including inflation |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan (continued)

Mortality tables Pub-2010 Headcount Weighted General Below Median Employee Tables for active members and the Pub-2010 Headcount Weighted General Below Median Healthy Retiree Tables for non-disabled inactive members, with mortality improvement projected to all future years from the year 2010 using the MP-2018 Mortality Improvement Projection Scale. Rates have been adjusted to be set back one year for males.

Healthcare cost trend rate Monthly medical and prescription benefits are assumed to increase each year according to the rates in the following table:

Annual Increase Rates

| Year | Medical/Rx | Gross Premium Contribution |
|------------|---------------|----------------------------|
| 2023 | 5.75% | 5.75% |
| 2024 | 5.60% | 5.60% |
| 2025 | 5.42% | 5.42% |
| 2026 | 5.24% | 5.24% |
| 2027 | 5.07% | 5.07% |
| 2028 | 4.89% | 4.89% |
| 2029 | 4.71% | 4.71% |
| 2030 | 4.53% | 4.53% |
| Thereafter | 4.14% - 3.75% | 4.14% - 3.75% |

Investments - Plan investments are managed in accordance with an Investment Policy Statement (Statement), which was approved and can be amended by the District's Board of Trustees. The Statement, which authorizes investments in domestic and international equities, fixed income securities, and real estate investment trusts, provides the following allocation guidelines. The long-term expected real rate of return, provided on an arithmetic basis, is also indicated for each investment allocation outlined in the Statement as follows:

| | Allocation Guideline | Long Term Expected Rate of Return |
|-------------------------------------|----------------------|-----------------------------------|
| Domestic and International equities | 70% | Domestic 8%, International 6% |
| Fixed income | 30% | 1% |
| Real estate investments trusts | N/A | 8% |

Specific investments exceeding 5% of the Plan's net position consist of the following: MissionSquare Low Duration Bond Fund, MissionSquare Broad Market Index Fund, MissionSquare Mid/Small Cap Index Fund, and MissionSquare Overseas Equity Index Fund.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan (continued)

For fiscal year ended September 30, 2022, the annual money-weighted rate of return on the Plan investments, net of investment expenses, was -17.68%. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Discount Rate - The discount rate used to measure the total OPEB asset was 6.5%. The projection of cash flows used to determine this discount rate assumed that the District would continue to fund the actuarially determined contribution. Based on this assumption and investment long-term expected rate of return for each asset class, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine total OPEB liability.

Changes in Net OPEB Asset - The Net OPEB Asset at September 30, 2022 is based on a January 1, 2022 actuarial valuation rolled forward using actuarial methods to the September 30, 2022 measurement date. The components of changes during fiscal 2022 are as follows:

Changes in Net OPEB Asset

| | Total OPEB Liability (a) | Plan Fiduciary Net Position (b) | Net OPEB Asset (a) - (b) |
|----------------------------------------------------|-----------------------------------------|------------------------------------------------|-----------------------------------------|
| Balances at 10/1/2021 | \$12,022,120 | \$20,968,967 | (\$8,946,847) |
| Changes for the year: | | | |
| Service Cost | 274,764 | - | 274,764 |
| Interest on the Total OPEB Liability | 786,238 | - | 786,238 |
| Differences between expected and actual experience | (310,125) | - | (310,125) |
| Changes in assumptions | (716,746) | - | (716,746) |
| Contributions - employer | - | 299,125 | (299,125) |
| Net investment income (loss) | - | (3,704,486) | 3,704,486 |
| Benefits payments | (401,819) | (401,819) | - |
| Net changes | (367,688) | (3,807,180) | 3,439,492 |
| Balances at 9/30/2022 | \$11,654,432 | \$17,161,787 | (\$5,507,355) |

The plan fiduciary net position as a percentage of the total OPEB liability is 147.26%.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan (continued)

The following presents the Net OPEB Asset, using the discount rate of 6.5%, as well as what it would be if it were calculated using a discount rate that is 1% lower (5.5%) and 1% higher (7.5%) than the current rate:

| | 1% Decrease - 5.5% | Current Rate - 6.5% | 1% Increase - 7.5% |
|----------------|---------------------------|----------------------------|---------------------------|
| Net OPEB Asset | (\$4,103,120) | (\$5,507,355) | (\$6,692,681) |

The following presents the Net OPEB Asset using the same health care trend rates used in the most recent actuarial valuation, as well as what the Net OPEB Asset would be if it were calculated using a sequence of health care trend rates that are 1% lower and 1% higher.

| | 1% Trend Decrease | Trend Rate Assumption | 1% Trend Increase |
|----------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | 4.75% decreasing to 2.75% | 5.75% decreasing to 3.75% | 6.75% decreasing to 4.75% |
| Net OPEB Asset | (\$6,781,464) | (\$5,507,355) | (\$3,958,766) |

OPEB benefit and deferred outflows and deferred inflows of resources related pensions - For the year ended September 30, 2022, the District recognized OPEB benefit of \$591,104. At September 30, 2022, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Net Deferred Outflows of Resources | Net Deferred Inflows of Resources |
|-----------------------------------------------------------------------------|---------------------------------------------------|--------------------------------------------------|
| Difference between expected and actual experience | \$ 93,786 | \$ 977,433 |
| Changes in assumptions | 31,819 | 3,369,821 |
| Net difference between projected & actual earnings on OPEB plan investments | 2,129,751 | - |
| | \$ 2,255,356 | \$ 4,347,254 |

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 7 - Other Postemployment Benefit Plan (continued)

Amounts reported as deferred outflows of resources (deferred inflows of resources) related to OPEB will be recognized in OPEB expense as follows:

Year ended September 30:

| | | |
|------------|----|-----------|
| 2023 | \$ | (174,221) |
| 2024 | | (339,204) |
| 2025 | | (299,672) |
| 2026 | | 338,085 |
| 2027 | | (668,561) |
| Thereafter | | (948,325) |

Updated procedures were applied to the Plan's January 1, 2022 actuarial valuation to roll forward the total OPEB asset to September 30, 2022.

Note 8 - Risk Management

The District became self-insured for employee health insurance, effective January 1, 2007. The District accounts for its self-insured assets, liabilities, net position and activities in an internal service fund.

The District's health internal service fund covers claims up to \$220,000 per individual. The District purchased stop loss coverage insurance that has an individual deductible of \$220,000.

The \$248,628 claims liability includes \$150,633 of actuarially determined claims incurred but not reported, with the remaining amount representing actual claims that have been submitted and shared service fee invoices. Changes to the claims liability since the year ended September 30, 2020 are as follows:

| <u>Fiscal Year Ended</u> | <u>Balance October 1</u> | <u>Additions</u> | <u>Claim Payments</u> | <u>Balance September 30</u> |
|------------------------------|------------------------------|------------------|-----------------------|---------------------------------|
| 9/30/2021 | \$ 423,843 | \$ 1,774,126 | \$ (1,913,624) | \$ 284,345 |
| 9/30/2022 | \$ 284,345 | \$ 2,663,587 | \$ (2,699,304) | \$ 248,628 |

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; injuries to employees; and natural disasters. In fiscal year 2022, the District contracted with various companies for insurance coverage. The companies provided coverage for workers compensation, property, liability, flood, public officials, fiduciary (pension), employment practices, and cyber liability. Settlements have not exceeded insurance coverage for each of the past three years.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2022

Note 9 - Property Taxes

Under Florida law, the assessment of all properties and the collections of all property taxes are provided by Orange County's Property Appraiser and Tax Collector, who are elected officials. Ad valorem property taxes levied in September 2022 are for the purpose of financing the budget of the 2023 fiscal year. Property tax revenues recognized for the 2022 fiscal year were levied in September 2021.

The State legislative act, which established the District, permits the District to levy taxes up to 1 mill of assessed valuation for operating. The District's Governing Board establishes the tax levy for the District, which included a Millage rate levied of .3748 mills for operating for the fiscal year ended September 30, 2022.

Key dates in the property tax cycle for revenues recognized in fiscal year 2022 include the following:

| | |
|-----------------------------------------------------------|--------------------|
| Assessment and valuation date | January 1, 2021 |
| Property taxes levied | September 28, 2021 |
| Beginning of fiscal year for which taxes have been levied | October 1, 2021 |
| Tax bills rendered | November 1, 2021 |
| Property taxes payable: | |
| Maximum discount (latest date) | November 30, 2021 |
| Delinquent | April 1, 2022 |
| Tax certificates sold on unpaid taxes | June 1, 2022 |

Note 10 – Commitments

As of September 30, 2022 the Orange County Library District had committed approximately \$1.675 million for design, engineering and pre-construction services for the Horizon West Branch, of which approximately \$1.5 million was not incurred.

REQUIRED SUPPLEMENTARY INFORMATION

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual - General Fund (Budgetary Basis)
Year Ended September 30, 2022

| | Original and Final Budgeted Amounts | Budgetary Basis Actual Amounts | Variance with Final Budget- Positive (Negative) |
|---------------------------------------------------|-------------------------------------------|-----------------------------------------|----------------------------------------------------------|
| Revenues: | | | |
| Taxes: | | | |
| Property | \$ 54,000,000 | \$ 54,514,376 | \$ 514,376 |
| Intergovernmental revenues: | | | |
| State aid to libraries | 600,000 | 159,708 | (440,292) |
| Federal grants | 60,000 | 771,011 | 711,011 |
| Other state grants | 25,000 | 173,246 | 148,246 |
| County grants | 100,000 | 34,730 | (65,270) |
| Municipal grants | - | 8,000 | 8,000 |
| Charges for services: | | | |
| Fines and Lost Materials | 440,000 | 415,440 | (24,560) |
| Copies and Prints | 170,000 | 167,323 | (2,677) |
| Other fees | 172,500 | 159,601 | (12,899) |
| Miscellaneous revenue: | | | |
| Investment income | 125,000 | 293,330 | 168,330 |
| Contributions | 60,000 | 333,617 | 273,617 |
| Other | 185,000 | 212,486 | 27,486 |
| Total revenues | <u>55,937,500</u> | <u>57,242,868</u> | <u>1,305,368</u> |
| Expenditures: | | | |
| Current: | | | |
| Salaries and benefits | 27,529,000 | 24,424,844 | 3,104,156 |
| Operating | 12,968,500 | 11,260,936 | 1,707,564 |
| Capital outlay | 7,114,000 | 6,203,303 | 910,697 |
| Total expenditures | <u>47,611,500</u> | <u>41,889,083</u> | <u>5,722,417</u> |
| Revenues over expenditures | <u>8,326,000</u> | <u>15,353,785</u> | <u>7,027,785</u> |
| Other financing sources (uses): | | | |
| Transfers out | (4,500,000) | (8,500,004) | (4,000,004) |
| Transfers from constitutional officers | 420,000 | 591,889 | 171,889 |
| Total other financing sources (uses) | <u>(4,080,000)</u> | <u>(7,908,115)</u> | <u>(3,828,115)</u> |
| Net change in fund balance budgetary basis | <u>\$ 4,246,000</u> | 7,445,670 | <u>\$ 3,199,670</u> |
| Adjustments (Note 2) | | (997,471) | |
| Fund balance at beginning of year | | <u>23,449,977</u> | |
| Fund balance at end of year | | <u>\$ 29,898,176</u> | |

Note 1: The above schedule presentation differs from the governmental fund financial statements in that the above transfers from constitutional officers are netted against operating expenditures in the governmental fund financial statements.

Note 2: The General Fund budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except for the following subject to GASB Statement No. 87, which are not budgeted: \$8,724,659 of capital outlay expenditures, \$8,724,659 of other financing sources-lease liabilities issued and \$997,471 of debt service principal and interest expenditures.

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Employer Contributions

| Year Ended September 30, | Actuarially Determined Contribution | Actual Contribution | Contribution Excess (Deficiency) | Covered Payroll | Actual Contribution as a % of Covered Payroll |
|-------------------------------------|----------------------------------------------------|--------------------------------|-------------------------------------------------|----------------------------|------------------------------------------------------------------|
| 2013 | \$ 880,688 | \$ 945,971 | \$ 65,283 | \$ 5,401,961 | 17.5% |
| 2014 | \$ 627,395 | \$ 690,719 | \$ 63,324 | \$ 5,226,257 | 13.2% |
| 2015 | \$ 614,847 | \$ 614,847 | \$ - | \$ 5,169,894 | 11.9% |
| 2016 | \$ 806,723 | \$ 806,723 | \$ - | \$ 4,807,950 | 16.8% |
| 2017 | \$ 809,614 | \$ 809,614 | \$ - | \$ 4,775,367 | 17.0% |
| 2018 | \$ 570,718 | \$ 570,718 | \$ - | \$ 4,314,180 | 13.2% |
| 2019 | \$ 970,762 | \$ 970,762 | \$ - | \$ 4,134,169 | 23.5% |
| 2020 | \$ 624,944 | \$ 850,002 | \$ 225,058 | \$ 3,880,611 | 21.9% |
| 2021 | \$ 435,097 | \$ 629,000 | \$ 193,903 | \$ 4,125,334 | 15.2% |
| 2022 | \$ 354,746 | \$ 900,000 | \$ 545,254 | \$ 3,498,061 | 25.7% |

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Changes in Net Pension Liability (Asset)

| | <u>2022</u> | <u>2021</u> | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|---------------------------------------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Total pension liability | | | | | |
| Service cost | \$ 395,546 | \$ 424,009 | \$ 459,840 | \$ 482,196 | \$ 539,196 |
| Interest | 3,038,449 | 2,999,934 | 3,277,367 | 3,124,416 | 3,095,052 |
| Differences between expected and actual experience | (87,805) | (269,474) | (605,583) | 923,811 | (1,056,864) |
| Changes in assumptions | - | - | (4,827,703) | - | - |
| Benefit payments, including refunds of employee contributions | (2,647,399) | (2,466,398) | (2,292,852) | (2,193,025) | (1,981,145) |
| Net change in total pension liability | 698,791 | 688,071 | (3,988,931) | 2,337,398 | 596,239 |
| Total pension liability - beginning | 45,920,596 | 45,232,525 | 49,221,456 | 46,884,058 | 46,287,819 |
| Total pension liability - ending (A) | <u>\$ 46,619,387</u> | <u>\$ 45,920,596</u> | <u>\$ 45,232,525</u> | <u>\$ 49,221,456</u> | <u>\$ 46,884,058</u> |
| Plan fiduciary net position | | | | | |
| Employer contributions | \$ 900,000 | \$ 629,000 | \$ 850,002 | \$ 970,762 | \$ 570,718 |
| Net investment income (loss) | (12,372,666) | 11,520,251 | 4,239,562 | 1,182,684 | 3,160,375 |
| Benefit payments, including refunds of employee contributions | (2,647,399) | (2,466,398) | (2,292,852) | (2,193,025) | (1,981,145) |
| Administrative expense | (19,289) | (19,208) | (17,503) | (17,449) | (17,574) |
| Net change in plan fiduciary net position | (14,139,354) | 9,663,645 | 2,779,209 | (57,028) | 1,732,374 |
| Plan fiduciary net position - beginning | 61,302,230 | 51,638,585 | 48,859,376 | 48,916,404 | 47,184,030 |
| Plan fiduciary net position - ending (B) | <u>\$ 47,162,876</u> | <u>\$ 61,302,230</u> | <u>\$ 51,638,585</u> | <u>\$ 48,859,376</u> | <u>\$ 48,916,404</u> |
| Plan net pension liability (asset) - ending (A-B) | \$ (543,489) | \$ (15,381,634) | \$ (6,406,060) | \$ 362,080 | \$ (2,032,346) |
| Plan fiduciary net position as a percentage of total pension liability (asset) | 101.2% | 133.5% | 114.2% | 99.3% | 104.3% |
| Covered payroll | \$ 3,498,061 | \$ 4,125,334 | \$ 3,880,611 | \$ 4,134,169 | \$ 4,314,180 |
| Net pension liability (asset) as a percentage of covered payroll | (15.54%) | (372.9%) | (165.1%) | 8.8% | (47.1%) |

Note: Information is not available for years preceding fiscal 2014.

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Changes in Net Pension Liability (Asset) - Continued

| | <u>2017</u> | <u>2016</u> | <u>2015</u> | <u>2014</u> |
|---------------------------------------------------------------------------------------|----------------------|----------------------|----------------------|---------------------|
| Total pension liability | | | | |
| Service cost | \$ 547,066 | \$ 584,935 | \$ 608,203 | \$ 643,083 |
| Interest | 3,002,367 | 2,848,788 | 2,749,937 | 2,674,586 |
| Differences between expected and actual experience | (271,908) | (481,840) | (239,752) | (619,604) |
| Changes in assumptions | - | 2,648,331 | - | - |
| Benefit payments, including refunds of employee contributions | (1,814,685) | (1,745,038) | (1,622,931) | (1,551,781) |
| Net change in total pension liability | 1,462,840 | 3,855,176 | 1,495,457 | 1,146,284 |
| Total pension liability - beginning | 44,824,979 | 40,969,803 | 39,474,346 | 38,328,062 |
| Total pension liability - ending (A) | <u>\$ 46,287,819</u> | <u>\$ 44,824,979</u> | <u>\$ 40,969,803</u> | <u>\$39,474,346</u> |
| Plan fiduciary net position | | | | |
| Employer contributions | \$ 809,614 | \$ 806,723 | \$ 614,847 | \$ 690,719 |
| Net investment income | 4,965,286 | 3,772,044 | (720,586) | 3,381,106 |
| Benefit payments, including refunds of employee contributions | (1,814,685) | (1,745,038) | (1,622,931) | (1,551,781) |
| Administrative expense | (16,718) | (16,045) | (15,918) | (15,511) |
| Net change in plan fiduciary net position | 3,943,497 | 2,817,684 | (1,744,588) | 2,504,533 |
| Plan fiduciary net position - beginning | 43,240,533 | 40,422,849 | 42,167,437 | 39,662,904 |
| Plan fiduciary net position - ending (B) | <u>\$ 47,184,030</u> | <u>\$ 43,240,533</u> | <u>\$ 40,422,849</u> | <u>\$42,167,437</u> |
| Plan net pension liability (asset) - ending (A-B) | \$ (896,211) | \$ 1,584,446 | \$ 546,954 | \$ (2,693,091) |
| Plan fiduciary net position as a percentage of total pension liability (asset) | 101.9% | 96.5% | 98.7% | 106.8% |
| Covered payroll | \$ 4,775,367 | \$ 4,807,950 | \$ 5,169,894 | \$ 5,226,257 |
| Net pension liability (asset) as a percentage of covered payroll | (18.8%) | 33.0% | 10.6% | (51.5%) |

**ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan**

**Actuarial Methods and Assumptions
Last fiscal year**

| | |
|----------------------------|---------------------------------------------------------------------------------------------------------------------|
| Valuation date | January 1, 2022 |
| Actuarial cost method | Entry age normal cost method |
| Amortization method | Level percentage of payroll, closed period |
| Amortization period | 10 years |
| Asset valuation method | Market value |
| Actuarial assumptions: | |
| Investment rate of return | 6.75% |
| Projected salary increases | 4.5% |
| Inflation rate | 2.0% |
| Cost of living adjustments | 2.0% per annum |
| Mortality table | PubG-2010, Below-Median, Amounts-Weighted Mortality Tables, (by gender), with generational improvement scale MP2018 |

**Schedule of Investment Returns
Last nine fiscal years**

Annual money-weighted rate of return, net of investment expenses

| | |
|------|--------|
| 2014 | 8.7% |
| 2015 | -1.6% |
| 2016 | 9.5% |
| 2017 | 11.7% |
| 2018 | 6.9% |
| 2019 | 2.5% |
| 2020 | 8.8% |
| 2021 | 22.8% |
| 2022 | -20.6% |

Note: Information is not available for years preceding fiscal 2014.

**ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Employer Contributions**

| Year Ended September 30, | Actuarially Determined Contribution | Actual Contribution | Covered Employee Payroll | Actual Contribution as a % of Covered Employee Payroll |
|-------------------------------------|----------------------------------------------------|--------------------------------|-----------------------------------------|---------------------------------------------------------------------------|
| 2017 | \$ 690,843 | \$ 690,843 | \$ 11,939,326 | 5.8% |
| 2018 | \$ 539,459 | \$ 539,459 | \$ 11,789,254 | 4.6% |
| 2019 | \$ 373,448 | \$ 700,000 | \$ 12,866,962 | 5.4% |
| 2020 | \$ 723,271 | \$ 723,271 | \$ 13,352,808 | 5.4% |
| 2021 | \$ 342,403 | \$ 342,403 | \$ 12,879,530 | 2.7% |
| 2022 | \$ 299,125 | \$ 299,125 | \$ 13,007,411 | 2.3% |

Note: Information is not available for years preceding fiscal 2017.

ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Changes in Net OPEB Asset

| | <u>2022</u> | <u>2021</u> | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|----------------------------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Total OPEB liability | | | | | |
| Service cost | \$ 274,764 | \$ 311,672 | \$ 416,326 | \$ 352,302 | \$ 351,322 |
| Interest on the total OPEB liability | 786,238 | 870,097 | 1,026,949 | 961,109 | 907,225 |
| Changes in benefit terms | - | - | - | 642,850 | - |
| Difference between expected and actual experience | (310,125) | (433,918) | (519,356) | (48,127) | 240,326 |
| Changes in assumptions | (716,746) | (1,358,311) | (2,369,485) | (253,545) | 81,538 |
| Benefit payments | (401,819) | (883,721) | (842,046) | (569,322) | (935,514) |
| Net change in total OPEB liability | <u>(367,688)</u> | <u>(1,494,181)</u> | <u>(2,287,612)</u> | <u>1,085,267</u> | <u>644,897</u> |
| Total OPEB liability - beginning | <u>12,022,120</u> | <u>13,516,301</u> | <u>15,803,913</u> | <u>14,718,646</u> | <u>14,073,749</u> |
| Total OPEB liability - ending (A) | <u>\$ 11,654,432</u> | <u>\$ 12,022,120</u> | <u>\$ 13,516,301</u> | <u>\$ 15,803,913</u> | <u>\$ 14,718,646</u> |
| Plan Fiduciary net position | | | | | |
| Employer contributions | \$ 299,125 | \$ 342,403 | \$ 723,271 | \$ 700,000 | \$ 539,459 |
| Net investment income (loss) | (3,704,486) | 4,437,898 | 1,231,205 | 195,514 | 1,521,630 |
| Benefit payments | (401,819) | (883,721) | (842,046) | (569,322) | (935,514) |
| Administrative expense | - | - | - | - | (8,054) |
| Net change in plan fiduciary net position | <u>(3,807,180)</u> | <u>3,896,580</u> | <u>1,112,430</u> | <u>326,192</u> | <u>1,117,521</u> |
| Plan fiduciary net position - beginning | <u>20,968,967</u> | <u>17,072,387</u> | <u>15,959,957</u> | <u>15,633,765</u> | <u>14,516,244</u> |
| Plan fiduciary net position - ending (B) | <u>\$ 17,161,787</u> | <u>\$ 20,968,967</u> | <u>\$ 17,072,387</u> | <u>\$ 15,959,957</u> | <u>\$ 15,633,765</u> |
| Net OPEB asset - ending (A) - (B) | \$ (5,507,355) | \$ (8,946,847) | \$ (3,556,086) | \$ (156,044) | \$ (915,119) |
| Plan fiduciary net position as a percentage of total OPEB liability | 147.3% | 174.4% | 126.3% | 101.0% | 106.2% |
| Covered employee payroll | \$ 13,007,411 | \$ 12,879,530 | \$ 13,352,808 | \$ 12,866,962 | \$ 11,789,254 |
| Net OPEB asset as a percentage of covered employee payroll | (42.3%) | (69.5%) | (26.6%) | (1.2%) | (7.8%) |

Note: Information is not available for years preceding fiscal 2017.

ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Changes in Net OPEB Asset

| | <u>2017</u> |
|--------------------------------------------------------------------------------|-----------------------------|
| Total OPEB liability | |
| Service cost | \$ 368,597 |
| Interest on the total OPEB liability | 879,525 |
| Changes in benefit terms | - |
| Difference between expected and actual experience | 879,525 |
| Changes in assumptions | 879,525 |
| Benefit payments | (673,847) |
| | <hr/> |
| Net change in total OPEB liability | 574,275 |
| Total OPEB liability - beginning | 13,499,474 |
| Total OPEB liability - ending (A) | <u><u>\$ 14,073,749</u></u> |
| | |
| Plan Fiduciary net position | |
| Employer contributions | \$ 690,843 |
| Net investment income | 1,813,966 |
| Benefit payments | (673,847) |
| Administrative expense | (10,047) |
| | <hr/> |
| Net change in plan fiduciary net position | 1,820,915 |
| Plan fiduciary net position - beginning | 12,695,329 |
| Plan fiduciary net position - ending (B) | <u><u>\$ 14,516,244</u></u> |
| | |
| Net OPEB asset - ending (A) - (B) | \$ (442,495) |
| | |
| Plan fiduciary net position as a percentage of total OPEB liability | 103.1% |
| | |
| Covered employee payroll | \$ 11,939,326 |
| | |
| Net OPEB asset as a percentage of covered employee payroll | (3.7%) |

**ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan**

**Actuarial Methods and Assumptions
Last fiscal year**

| | |
|----------------------------|--------------------------------------------------------------------------------|
| Valuation date | January 1, 2022 |
| Actuarial cost method | Entry age normal cost method |
| Amortization method | Level dollar, closed period |
| Amortization period | 5 years |
| Asset valuation method | Market value |
| Actuarial assumptions: | |
| Investment rate of return | 6.5% |
| Projected salary increases | 4.5% |
| Inflation rate | 2.25% |
| Healthcare cost trend rate | 5.75% for 2023 decreasing to an ultimate rate of 3.75% by 2040 and thereafter. |

**Schedule of Investment Returns
Last ten fiscal years**

Annual money-weighted rate of return, net of investment expenses

| | |
|------|--------|
| 2013 | 17.7% |
| 2014 | 9.3% |
| 2015 | -1.8% |
| 2016 | 10.1% |
| 2017 | 14.3% |
| 2018 | 10.4% |
| 2019 | 1.4% |
| 2020 | 7.8% |
| 2021 | 26.0% |
| 2022 | -17.7% |

OTHER SUPPLEMENTARY INFORMATION

ORANGE COUNTY LIBRARY DISTRICT
Combining Statement of Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
September 30, 2022

| | Defined Benefit | Defined Contribution | Money Purchase | OPEB | Total |
|-----------------------------------------------------------------------|----------------------------|---------------------------------|---------------------------|----------------------|-----------------------|
| Assets | | | | | |
| Cash and cash equivalents | \$ 532,916 | \$ - | \$ - | \$ 28,923 | \$ 561,839 |
| Notes receivable from plan participants | - | - | 97,818 | - | 97,818 |
| Investments: | | | | | |
| Commingled account: | | | | | |
| Fixed income | 12,366,157 | - | - | - | 12,366,157 |
| Mutual funds: | | | | | |
| Domestic equities | 22,976,041 | 13,875,787 | 5,367,754 | 11,062,397 | 53,281,979 |
| International equities | 8,663,039 | 3,968,120 | 2,020,307 | 2,698,672 | 17,350,138 |
| Stable value | - | 3,114,466 | 946,049 | - | 4,060,515 |
| Fixed income | - | 5,185,029 | 1,210,236 | 3,473,319 | 9,868,584 |
| Real estate | 2,646,540 | 698,340 | 32,072 | - | 3,376,952 |
| Total Investments | 46,651,777 | 26,841,742 | 9,576,418 | 17,234,388 | 100,304,325 |
| Total assets | \$ 47,184,693 | \$ 26,841,742 | \$ 9,674,236 | \$ 17,263,311 | \$ 100,963,982 |
| Liabilities | | | | | |
| Accounts payable | 21,817 | - | - | 1,000 | 22,817 |
| Due to Internal Service Fund | - | - | - | 100,524 | 100,524 |
| Total liabilities | \$ 21,817 | \$ - | \$ - | \$ 101,524 | \$ 123,341 |
| Net position restricted for pension and other postemployment benefits | <u>\$ 47,162,876</u> | <u>\$ 26,841,742</u> | <u>\$ 9,674,236</u> | <u>\$ 17,161,787</u> | <u>\$ 100,840,641</u> |

ORANGE COUNTY LIBRARY DISTRICT
Combining Statement of Changes in Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
Year Ended September 30, 2022

| | <u>Defined Benefit</u> | <u>Defined Contribution</u> | <u>Money Purchase</u> | <u>OPEB</u> | <u>Total</u> |
|-----------------------------------------|----------------------------|---------------------------------|---------------------------|----------------------|-----------------------|
| Additions: | | | | | |
| Employer contributions: | | | | | |
| General Fund | \$ 900,000 | \$ 1,312,927 | \$ 976,356 | \$ 299,125 | \$ 3,488,408 |
| Employee contributions: | | | | | |
| Loan interest | - | - | 3,385 | - | 3,385 |
| Investment loss | (12,301,271) | (5,311,341) | (2,086,408) | (3,704,486) | (23,403,506) |
| Investment expenses | (71,411) | | | | (71,411) |
| Miscellaneous revenue | 16 | - | - | - | 16 |
| Total additions | <u>(11,472,666)</u> | <u>(3,998,414)</u> | <u>(1,106,667)</u> | <u>(3,405,361)</u> | <u>(19,983,108)</u> |
| Deductions: | | | | | |
| Benefits paid to participants | 2,647,399 | 1,342,341 | 611,355 | 390,375 | 4,991,470 |
| Administrative expenses | 19,289 | 22,552 | 9,479 | 11,444 | 62,764 |
| Total deductions | <u>2,666,688</u> | <u>1,364,893</u> | <u>620,834</u> | <u>401,819</u> | <u>5,054,234</u> |
| Change in net position | (14,139,354) | (5,363,307) | (1,727,501) | (3,807,180) | (25,037,342) |
| Net position - beginning of year | <u>61,302,230</u> | <u>32,205,049</u> | <u>11,401,737</u> | <u>20,968,967</u> | <u>125,877,983</u> |
| Net position - end of year | <u>\$ 47,162,876</u> | <u>\$ 26,841,742</u> | <u>\$ 9,674,236</u> | <u>\$ 17,161,787</u> | <u>\$ 100,840,641</u> |

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in
Fund Balance - Budget and Actual - Capital Projects Fund
Year Ended September 30, 2022

| | Original and Final Budgeted Amounts | Actual Amounts | Variance with Final Budget - Positive (Negative) |
|-------------------------------------------|----------------------------------------------------|---------------------------|---------------------------------------------------------------------|
| Revenues: | | | |
| Miscellaneous revenue: | | | |
| Investment income | \$ 22,000 | \$ 190,584 | \$ 168,584 |
| Total revenues | <u>22,000</u> | <u>190,584</u> | <u>168,584</u> |
| Expenditures: | | | |
| Capital outlay | <u>1,000,000</u> | <u>65,293</u> | <u>934,707</u> |
| Total expenditures | <u>1,000,000</u> | <u>65,293</u> | <u>934,707</u> |
| Revenues over (under) expenditures | <u>(978,000)</u> | <u>125,291</u> | <u>1,103,291</u> |
| Other Financing Sources: | | | |
| Transfers in | <u>4,000,000</u> | <u>7,500,004</u> | <u>3,500,004</u> |
| Net change in fund balance | <u>\$ 3,022,000</u> | <u>7,625,295</u> | <u>\$ 4,603,295</u> |
| Fund balance at beginning of year | | <u>23,120,942</u> | |
| Fund balance at end of year | | <u>\$ 30,746,237</u> | |

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in
Fund Balance - Budget and Actual - Capital Projects Sinking Fund
Year Ended September 30, 2022

| | <u>Original and Final Budgeted Amounts</u> | <u>Actual Amounts</u> | <u>Variance with Final Budget - Positive (Negative)</u> |
|------------------------------------------|----------------------------------------------------|---------------------------|---------------------------------------------------------------------|
| Revenues: | | | |
| Miscellaneous revenue: | | | |
| Investment income | \$ 2,000 | \$ 24,866 | \$ 22,866 |
| Total revenues | <u>2,000</u> | <u>24,866</u> | <u>22,866</u> |
| Revenues over expenditures | <u>2,000</u> | <u>24,866</u> | <u>22,866</u> |
| Other Financing Sources: | | | |
| Transfers in | <u>500,000</u> | <u>1,000,000</u> | <u>500,000</u> |
| Net change in fund balance | <u>\$ 502,000</u> | <u>1,024,866</u> | <u>\$ 522,866</u> |
| Fund balance at beginning of year | | <u>3,013,866</u> | |
| Fund balance at end of year | | <u>\$ 4,038,732</u> | |

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in
Fund Balance - Budget and Actual - Permanent Fund
Year Ended September 30, 2022

| | <u>Original and Final Budgeted Amounts</u> | <u>Actual Amounts</u> | <u>Variance with Final Budget - Positive (Negative)</u> |
|------------------------------------------|----------------------------------------------------|---------------------------|---------------------------------------------------------------------|
| Revenues: | | | |
| Miscellaneous revenue: | | | |
| Investment income (loss) | \$ 25,000 | \$ (270,239) | \$ (295,239) |
| Total revenues | <u>25,000</u> | <u>(270,239)</u> | <u>(295,239)</u> |
| Expenditures: | | | |
| Capital outlay | <u>300,000</u> | <u>141,922</u> | <u>158,078</u> |
| Total expenditures | <u>300,000</u> | <u>141,922</u> | <u>158,078</u> |
| Revenues under expenditures | <u>(275,000)</u> | <u>(412,161)</u> | <u>(137,161)</u> |
| Net change in fund balance | <u>\$ (275,000)</u> | <u>(412,161)</u> | <u>\$ (137,161)</u> |
| Fund balance at beginning of year | | <u>1,572,687</u> | |
| Fund balance at end of year | | <u>\$ 1,160,526</u> | |

STATISTICAL SECTION

ORANGE COUNTY LIBRARY DISTRICT

STATISTICAL SECTION

The Statistical Section of the Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and the required supplementary information says about the District's overall financial health.

| <u>Contents</u> | <u>Pages</u> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Financial Trends | 68 - 71 |
| These schedules contain trend information to help the reader understand how the District's financial performance and position have changed over time. | |
| Revenue Capacity | 72 - 75 |
| These schedules contain information to help the reader assess the factors affecting the District's ability to generate property taxes. | |
| Debt Capacity | 76 - 80 |
| These schedules present information to help the reader assess the affordability of the District's current levels of debt and the District's ability to issue additional debt in the future. | |
| Demographic and Economic Information | 81 - 82 |
| These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place. | |
| Operating Information | 83 - 85 |
| These schedules contain information about the District's operations and resources to help the reader understand how the District's financial information relates to the services the District provides and the activities it performs. | |

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year.

ORANGE COUNTY LIBRARY DISTRICT

NET POSITION GOVERNMENTAL ACTIVITIES LAST TEN FISCAL YEARS

(accrual basis of accounting)

| FISCAL YEAR | NET INVESTMENT IN CAPITAL ASSETS | RESTRICTED (2) | UNRESTRICTED | TOTAL |
|----------------|----------------------------------------|----------------|---------------|----------------|
| 2022 | \$ 31,141,958 | \$ 9,058,887 | \$ 73,126,497 | \$ 113,327,342 |
| 2021 | 32,478,947 | 26,058,685 (4) | 38,825,866 | 97,363,498 |
| 2020 | 32,866,257 | 11,429,317 (3) | 30,805,194 | 75,100,768 |
| 2019 | 32,296,499 | 1,527,343 | 28,367,603 | 62,191,445 |
| 2018 | 33,449,511 | 3,788,614 | 18,935,150 | 56,173,275 |
| 2017 | 32,861,690 | 1,753,058 | 16,822,368 | 51,437,116 |
| 2016 | 33,213,078 | 886,358 (1) | 16,684,484 | 50,783,920 |
| 2015 | 29,407,021 | 407,707 | 17,853,751 | 47,668,479 |
| 2014 | 26,859,536 | 439,319 | 18,769,164 | 46,068,019 |
| 2013 | 25,962,992 | 852,297 | 20,801,812 | 47,617,101 |

(1) Includes \$500,000 Kendrick B. Melrose donation received in FY 2016.

(2) Includes net pension asset and net OPEB asset

(3) The net OPEB asset increased due to a change in assumptions in the 2020 Actuarial Report. This includes the incorporation of a new mortality table and removal of the load for excise tax.

(4) The net pension and OPEB assets increased due to higher net investment income earned during the year.

ORANGE COUNTY LIBRARY DISTRICT

**CHANGES IN NET POSITION
GOVERNMENTAL ACTIVITIES
LAST TEN FISCAL YEARS**
(accrual basis of accounting)

| | Fiscal Year | | | | | | | | | |
|-------------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|--------------------------|----------------------------|------------------------------|------------------------------|------------------------------|
| | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 |
| Program Expenses | | | | | | | | | | |
| Salaries and benefits | \$ 22,389,115 | \$ 17,503,948 | \$ 22,003,497 | \$ 24,910,999 | \$ 22,787,890 | \$ 22,900,705 | \$ 21,474,152 | \$ 20,414,549 | \$ 18,883,855 | \$ 18,140,914 |
| Operating | 10,809,715 | 8,240,745 | 9,168,322 | 10,098,378 | 9,075,273 | 9,087,009 | 9,354,014 | 8,454,658 | 7,855,277 | 8,645,249 |
| Depreciation | 4,380,685 | 3,674,840 | 3,782,117 | 3,914,812 | 4,076,370 | 4,303,673 | 4,382,963 | 2,096,541 | 1,942,267 | 1,816,789 |
| Materials | 3,409,448 | 3,476,077 | 3,301,894 | 2,948,660 | 3,130,625 | 2,866,042 | 2,898,914 | 4,863,762 | 4,472,687 | 4,533,827 |
| Total Expenses | <u>\$ 40,988,963</u> | <u>\$ 32,895,610</u> | <u>\$ 38,255,830</u> | <u>\$ 41,872,849</u> | <u>\$ 39,070,158</u> | <u>\$ 39,157,429</u> | <u>\$ 38,110,043</u> | <u>\$ 35,829,510</u> | <u>\$ 33,154,086</u> | <u>\$ 33,136,779</u> |
| Program Revenues | | | | | | | | | | |
| Charges for services | \$ 742,364 | \$ 746,202 | \$ 820,986 | \$ 1,163,129 | \$ 1,279,929 | \$ 1,289,113 | \$ 1,377,878 | \$ 1,511,583 | \$ 1,559,911 | \$ 1,554,924 |
| Operating grants & contrib. | 1,525,277 | 1,302,423 | 1,182,531 | 1,518,081 | 1,268,671 | 1,237,111 | 1,151,860 | 1,501,688 | 1,226,815 | 1,289,380 |
| Capital grants & contrib. | - | - | - | - | - | - | 500,000 | 446,227 | 53,773 | - |
| Total Program Revenues | <u>\$ 2,267,641</u> | <u>\$ 2,048,625</u> | <u>\$ 2,003,517</u> | <u>\$ 2,681,210</u> | <u>\$ 2,548,600</u> | <u>\$ 2,526,224</u> | <u>\$ 3,029,738</u> | <u>\$ 3,459,498</u> | <u>\$ 2,840,499</u> | <u>\$ 2,844,304</u> |
| Total Net (Exp.) | \$ (38,721,322) | \$ (30,846,985) | \$ (36,252,313) | \$ (39,191,639) | \$ (36,521,558) | \$ (36,631,205) | \$ (35,080,305) | \$ (32,370,012) | \$ (30,313,587) | \$ (30,292,475) |
| General Expenses | | | | | | | | | | |
| Interest Expense (1) | \$ 229,691 | - | - | - | - | - | - | - | - | - |
| General Revenues | | | | | | | | | | |
| Property Taxes | \$ 54,514,376 | \$ 52,539,629 | \$ 48,227,320 | \$ 44,157,999 | \$ 40,292,698 | \$ 36,747,153 | \$ 33,714,713 | \$ 30,552,756 | \$ 28,374,814 | \$ 27,375,629 |
| Investment income | 238,541 | 327,460 | 780,606 | 896,826 | 449,103 | 270,264 | 172,626 | 95,449 | 65,964 | 49,125 |
| Operating Lease | - | - | - | - | - | - | - | - | - | 146,045 |
| Miscellaneous | 161,940 | 242,626 | 153,710 | 154,984 | 272,751 | 266,984 | 302,935 | 642,595 | 323,727 | 254,878 |
| Total General Revenues | <u>\$ 54,914,857</u> | <u>\$ 53,109,715</u> | <u>\$ 49,161,636</u> | <u>\$ 45,209,809</u> | <u>\$ 41,014,552</u> | <u>\$ 37,284,401</u> | <u>\$ 34,190,274</u> | <u>\$ 31,290,800</u> | <u>\$ 28,764,505</u> | <u>\$ 27,825,677</u> |
| Change in Net Position | <u>\$ 15,963,844</u> | <u>\$ 22,262,730</u> | <u>\$ 12,909,323</u> | <u>\$ 6,018,170</u> | <u>\$ 4,492,994</u> | <u>\$ 653,196</u> | <u>\$ (890,031)</u> | <u>\$ (1,079,212)</u> | <u>\$ (1,549,082)</u> | <u>\$ (2,466,798)</u> |

(1) Effective in Fiscal Year 2022, the District had interest expense associated with the financing of the long-term lease liabilities.

ORANGE COUNTY LIBRARY DISTRICT

FUND BALANCES GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS

(modified accrual basis of accounting)

| | Fiscal Year | | | | | | | | | |
|-------------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 |
| General Fund: | | | | | | | | | | |
| Nonspendable: | | | | | | | | | | |
| Inventory | \$ 132,454 | \$ 149,944 | \$ 171,956 | \$ 123,866 | \$ 155,055 | \$ 176,092 | \$ 162,025 | \$ 152,942 | \$ 194,661 | \$ 258,245 |
| Prepaid Items | 160,425 | 179,414 | 223,747 | 179,387 | 258,713 | 119,952 | 174,017 | 199,582 | 153,653 | 163,175 |
| Annetta O' B Walker Trust Fund | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| A.P. Phillips Jr. Memorial Fund | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Perce C.& Mary M.Gullet Mem.Fund | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 | 19,805 |
| Willis H. Warner Memorial Fund | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 | 33,712 |
| Restricted For: | | | | | | | | | | |
| Kendrick Melrose Family Foundation | | - | - | - | - | - | - | - | - | 411,029 |
| Committed To: | | | | | | | | | | |
| Strategic Plan | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| Edmund L.Murray Estate Fund | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 | 724,689 |
| Arthur Sondheim Estate Fund | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 | 39,941 |
| Vivian Esch Estate Fund | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 | 44,198 |
| Assigned To: | | | | | | | | | | |
| Subsequent Year's Budget | - | - | - | - | 323,000 | 1,000,877 | 2,080,087 | 1,644,978 | 2,860,984 | 4,125,670 |
| Unassigned: | <u>24,638,952</u> | <u>18,154,274</u> | <u>13,312,423</u> | <u>9,305,827</u> | <u>6,981,043</u> | <u>4,242,799</u> | <u>2,234,086</u> | <u>3,675,686</u> | <u>2,695,807</u> | <u>3,454,600</u> |
| Total General Fund | <u><u>\$29,898,176</u></u> | <u><u>\$23,449,977</u></u> | <u><u>\$18,674,471</u></u> | <u><u>\$14,575,425</u></u> | <u><u>\$12,684,156</u></u> | <u><u>\$10,506,065</u></u> | <u><u>\$ 9,616,560</u></u> | <u><u>\$10,639,533</u></u> | <u><u>\$10,871,450</u></u> | <u><u>\$13,379,064</u></u> |
| All Other Governmental Funds | | | | | | | | | | |
| Nonspendable: | | | | | | | | | | |
| Melrose Donation | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | - | - | - |
| Restricted for: | | | | | | | | | | |
| Melrose Center | 160,526 | 572,687 | 309,654 | 213,782 | 183,632 | 133,020 | 59,693 | - | - | - |
| Lake Nona and Horizon West Agreements | 690,000 (3) | | | | | | | | | |
| Horizon West-Emergency Repair Fund | 1,000,000 (2) | | | | | | | | | |
| Assigned To: | | | | | | | | | | |
| Capital Projects | 33,094,969 (1) | 26,134,808 | 15,098,531 | 10,673,716 | 5,917,620 | 4,334,823 | 3,303,238 | 2,387,733 | 5,922,381 | 6,479,030 |
| Total All Other Governmental Funds | <u><u>\$35,945,495</u></u> | <u><u>\$27,707,495</u></u> | <u><u>\$16,408,185</u></u> | <u><u>\$11,887,498</u></u> | <u><u>\$ 6,601,252</u></u> | <u><u>\$ 4,967,843</u></u> | <u><u>\$ 3,862,931</u></u> | <u><u>\$ 2,387,733</u></u> | <u><u>\$ 5,922,381</u></u> | <u><u>\$ 6,479,030</u></u> |

- (1) Additional funding was provided to the Capital Projects Fund to fully fund the Horizon West Branch and provide initial capital to start funding the Lake Nona Branch.
- (2) Additional funding was provided for the Horizon West Emergency Repair Fund per the land lease agreement with Orange County. The funds are to be used to repair the building while waiting on insurance proceeds.
- (3) Of the \$690,000, the \$440,000 prepaid amount is towards the first year land lease on the Lake Nona Branch per the land lease contract with the City of Orlando. The \$250,000 prepaid amount is the deposit for the interest bearing Demolition Fund to pay for the removal of the Horizon West facility after the lease expires.

ORANGE COUNTY LIBRARY DISTRICT
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

| | Fiscal Year | | | | | | | | | |
|-----------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|-----------------------|-----------------------|-----------------------|
| | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 |
| Revenues | | | | | | | | | | |
| Property Taxes | \$54,514,376 | \$52,539,629 | \$48,227,320 | \$44,157,999 | \$40,292,698 | \$36,747,153 | \$33,714,713 | \$30,552,756 | \$28,374,814 | \$27,375,629 |
| Intergovernmental | 1,146,695 | 951,936 | 1,058,560 | 890,125 | 1,048,075 | 1,052,618 | 1,224,878 | 1,560,875 | 1,120,090 | 993,051 |
| Fines | 415,440 | 453,995 | 487,223 | 669,617 | 756,003 | 786,065 | 886,427 | 1,048,826 | 1,119,034 | 1,150,472 |
| Charges for Services | 326,924 | 292,207 | 333,763 | 493,512 | 523,926 | 503,048 | 491,451 | 462,757 | 440,877 | 404,452 |
| Investment Income | 238,541 | 327,460 | 780,606 | 896,826 | 449,103 | 270,264 | 172,626 | 95,449 | 65,964 | 49,125 |
| Miscellaneous | 546,103 | 610,123 | 279,671 | 790,742 | 500,191 | 646,804 | 739,518 | 829,635 | 484,225 | 697,252 |
| Total Revenues | 57,188,079 | 55,175,350 | 51,167,143 | 47,898,821 | 43,569,996 | 40,005,952 | 37,229,613 | 34,550,298 | 31,605,004 | 30,669,981 |
| Expenditures | | | | | | | | | | |
| Salaries & Benefits | \$24,424,844 | \$23,189,376 | \$24,908,885 | \$24,281,867 | \$22,706,126 | \$22,052,113 | \$20,620,002 | \$19,663,201 | \$18,817,390 | \$18,123,357 |
| Operating | 10,669,614 | 9,056,711 | 9,916,837 | 10,526,038 | 9,209,974 | 9,136,182 | 9,044,726 | 9,102,757 | 8,535,706 | 8,366,153 |
| Books & Other Materials | 4,632,514 | 4,494,634 | 4,367,937 | 4,193,777 | 4,447,476 | 4,573,355 | 4,736,787 | 4,863,762 | 4,472,687 | 4,533,827 |
| Capital Outlay (2) | 10,502,096 | 2,359,813 | 3,353,751 | 1,719,624 | 3,394,920 | 2,249,885 | 2,375,873 | 1,467,012 | 2,247,100 | 1,298,517 |
| Capital Projects Outlay | - | - | - | - | - | - | - | 3,220,131 | 596,384 | - |
| Debt Service (3) | | | | | | | | | | |
| Principal | 767,780 | - | - | - | - | - | - | - | - | - |
| Interest | 229,691 | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 51,226,539 | 39,100,534 | 42,547,410 | 40,721,306 | 39,758,496 | 38,011,535 | 36,777,388 | 38,316,863 | 34,669,267 | 32,321,854 |
| Excess of revenues over(under)expenditures | 5,961,540 | 16,074,816 | 8,619,733 | 7,177,515 | 3,811,500 | 1,994,417 | 452,225 | (3,766,565) | (3,064,263) | (1,651,873) |
| Other Financing Sources (2) | 8,724,659 | - | - | - | - | - | - | - | - | - |
| Net Change in Fund Balances | | | | | | | | | | |
| | <u>\$14,686,199</u> | <u>\$16,074,816</u> | <u>\$ 8,619,733</u> | <u>\$ 7,177,515</u> | <u>\$ 3,811,500</u> | <u>\$ 1,994,417</u> | <u>\$ 452,225</u> | <u>\$ (3,766,565)</u> | <u>\$ (3,064,263)</u> | <u>\$ (1,651,873)</u> |
| Debt Service (3) | \$ 997,471 | - | - | - | - | - | - | - | - | - |
| Government-wide | | | | | | | | | | |
| Capital Outlay (1) | \$11,725,162 | \$ 3,378,370 | \$ 4,419,794 | \$ 2,964,741 | \$ 4,711,771 | \$ 3,957,198 | \$ 4,213,746 | \$ 4,687,143 | \$ 2,843,484 | \$ 1,298,517 |
| Non Capital Expenditures | \$39,501,377 | \$35,722,164 | \$38,127,616 | \$37,756,565 | \$35,046,725 | \$34,054,337 | \$32,563,642 | \$33,629,720 | \$31,825,783 | \$31,023,337 |

(1) Effective October 1, 2015, the District began capitalizing library books and audiovisual materials.

(2) Includes \$8,724,659 in Fiscal Year 2022 for leased facilities and equipment as required by GASB Statement No. 87.

(3) Effective in Fiscal Year 2022, the District had Debt Service expenditures associated with the financing of the long-term lease liabilities.

ORANGE COUNTY LIBRARY DISTRICT

TAXABLE ASSESSED VALUE AND ESTIMATED FAIR VALUE OF TAXABLE PROPERTY LAST TEN FISCAL YEARS

| Fiscal Year | Real Property | | Personal Property | | Centrally Assessed Property(1) | | Totals | | Ratio of | Total Direct Tax Rate |
|-------------|------------------------|----------------------|------------------------|----------------------|--------------------------------|----------------------|------------------------|----------------------|-------------------------------------------------------|-----------------------|
| | Taxable Assessed Value | Estimated Fair Value | Taxable Assessed Value | Estimated Fair Value | Taxable Assessed Value | Estimated Fair Value | Taxable Assessed Value | Estimated Fair Value | Total Taxable Assessed Value to Total Est. Fair Value | |
| 2022 | \$139,010,101,850 | \$197,283,785,566 | \$11,797,989,340 | \$16,164,406,177 | \$ 49,749,362 | \$ 50,932,744 | \$ 150,857,840,552 | \$213,499,124,487 | 70.66% | 0.3748 |
| 2021 (2) | 134,235,736,799 | 192,437,422,184 | 11,706,763,404 | 15,910,836,806 | 26,768,661 | 31,062,923 | 145,969,268,864 | 208,379,321,913 | 70.05 | 0.3748 |
| 2020 | 123,338,615,836 | 180,148,078,257 | 11,035,076,899 | 15,299,256,874 | 24,960,733 | 28,182,016 | 134,398,653,468 | 195,475,517,147 | 68.75 | 0.3748 |
| 2019 | 112,086,988,934 | 162,751,903,933 | 10,321,278,945 | 14,276,238,923 | 24,808,221 | 27,356,370 | 122,433,076,100 | 177,055,499,226 | 69.15 | 0.3748 |
| 2018 | 102,398,480,167 | 147,532,347,134 | 9,514,415,422 | 13,437,571,192 | 23,653,199 | 26,159,067 | 111,936,548,788 | 160,996,077,393 | 69.53 | 0.3748 |
| 2017 | 93,430,521,091 | 135,656,513,905 | 8,784,592,166 | 12,670,499,394 | 16,919,656 | 18,627,949 | 102,232,032,913 | 148,345,641,248 | 68.91 | 0.3748 |
| 2016 | 84,780,485,956 | 124,700,853,055 | 8,939,890,427 | 12,886,669,851 | 23,317,377 | 24,749,513 | 93,743,693,760 | 137,612,272,419 | 68.12 | 0.3748 |
| 2015 | 75,841,561,597 | 105,529,994,182 | 8,279,549,811 | 12,250,845,165 | 21,765,161 | 23,119,905 | 84,142,876,569 | 117,803,959,252 | 71.43 | 0.3748 |
| 2014 | 70,747,635,067 | 95,744,666,369 | 7,941,397,415 | 11,917,111,545 | 21,561,331 | 22,959,315 | 78,710,593,813 | 107,684,737,229 | 73.09 | 0.3748 |
| 2013 | 68,084,636,506 | 92,132,990,490 | 7,711,741,964 | 11,624,305,924 | 19,920,941 | 21,182,712 | 75,816,299,411 | 103,778,479,126 | 73.06 | 0.3748 |

(1) Centrally Assessed Property Consists of Property Assessed By The State of Florida

(2) Information for Fiscal Year 2021 has been updated from that previously reported.

Information is reported based on the fiscal year in which associated tax revenue is recognized - e.g., the 2021 tax roll data is reported here for Fiscal Year 2022, as that is the period of collection and revenue recognition.

Source: Orange County Property Appraiser

ORANGE COUNTY LIBRARY DISTRICT

PROPERTY TAX RATES PER \$1,000 OF ASSESSED VALUATION ALL DIRECT AND OVERLAPPING GOVERNMENTS LAST TEN FISCAL YEARS

| FISCAL YEAR ENDING SEPTEMBER 30 (1) | LIBRARY DISTRICT (2) | ORANGE COUNTY | SCHOOL BOARD | TOTAL DIRECT AND OVERLAPPING TAX RATES (3) |
|-------------------------------------------|-------------------------|------------------|-----------------|-----------------------------------------------------|
| 2022 | 0.3748 | 4.4347 | 6.7370 | 11.5465 |
| 2021 | 0.3748 | 4.4347 | 6.8570 | 11.6665 |
| 2020 | 0.3748 | 4.4347 | 6.8570 | 11.6665 |
| 2019 | 0.3748 | 4.4347 | 7.1090 | 11.9185 |
| 2018 | 0.3748 | 4.4347 | 7.2990 | 12.1085 |
| 2017 | 0.3748 | 4.4347 | 7.4700 | 12.2795 |
| 2016 | 0.3748 | 4.4347 | 7.8110 | 12.6205 |
| 2015 | 0.3748 | 4.4347 | 8.2180 | 13.0275 |
| 2014 | 0.3748 | 4.4347 | 8.4740 | 13.2835 |
| 2013 | 0.3748 | 4.4347 | 8.4780 | 13.2875 |

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2021 tax roll data is reported here for Fiscal Year 2022, as that is the period of collection and revenue recognition.

(2) This is the Library District's total direct rate. There is only one component in this rate.

(3) The tax rates for other agencies that do not levy a tax on the entire Library District are omitted here.

Source: Orange County Tax Collector

ORANGE COUNTY LIBRARY DISTRICT

**PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO**

| TAXPAYER | TYPE OF BUSINESS | FISCAL YEAR 2022 (1) | | FISCAL YEAR 2013 (1) | |
|-----------------------------------------------|-------------------|----------------------|------------------------------------|----------------------|------------------------------------|
| | | ASSESSED VALUE | PERCENTAGE OF TOTAL ASSESSED VALUE | ASSESSED VALUE | PERCENTAGE OF TOTAL ASSESSED VALUE |
| Walt Disney Company | Tourism | \$ 14,300,000,000 | 9.48% | \$ 6,950,000,000 | 9.17% |
| Universal City Development | Tourism | 3,030,000,000 | 2.01 | 1,380,000,000 | 1.82 |
| Marriott Resorts/Ritz Carlton | Hotels | 1,700,000,000 | 1.13 | 1,080,000,000 | 1.42 |
| Hilton Resorts/Waldorf Astoria | Hotels | 1,200,000,000 | 0.80 | 793,200,000 | 1.05 |
| Duke Energy | Utilities | 1,150,000,000 | 0.76 | 603,500,000 | 0.80 |
| Holiday Inn Club/Orange Lake | Timeshare | 1,010,000,000 | 0.67 | 642,700,000 | 0.85 |
| Vistana Resorts | Timeshare | 957,400,000 | 0.63 | 443,300,000 | 0.58 |
| Westgate Resorts | Hotels | 713,400,000 | 0.47 | 480,000,000 | 0.63 |
| Lockheed Martin | Aerospace/Defense | 691,700,000 | 0.46 | - | - |
| Wyndham Resorts | Hotels | 685,000,000 | 0.45 | 483,000,000 | 0.64 |
| Rosen Hotels/RH Resorts | Hotel | - | - | 454,200,000 | 0.60 |
| Total Top Ten Principal Taxpayers | | \$ 25,437,500,000 | 16.86% | \$ 13,309,900,000 | 17.56% |
| Taxable Assessed Value of all other taxpayers | | \$ 125,420,340,552 | 83.14% | \$ 62,506,399,411 | 82.43% |
| Total Taxable Assessed Value of all taxpayers | | \$ 150,857,840,552 | 100.00% | \$ 75,816,299,411 | 100.00% |

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2021 tax roll data is reported here for Fiscal Year 2022, as that is the period of collection and revenue recognition.

Information For Principal Taxpayers of the District is not available. Instead, principal taxpayers for Orange County, which includes the District, is presented.

Information for Principal Taxpayers for 2022 is not available so 2021 Principal Taxpayers is used as an estimate.

Source: Orange County Property Appraiser

ORANGE COUNTY LIBRARY DISTRICT
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

| FISCAL YEAR (1) | LEVY | COLLECTED WITHIN THE LEVY YEAR | | COLLECTIONS SUBSEQUENT YEARS | TOTAL COLLECTIONS TO DATE | |
|----------------------------|--------------|-------------------------------------------|-----------------------------------|---------------------------------------------|--------------------------------------|-----------------------------------|
| | | AMOUNT | PERCENTAGE OF THE LEVY | | AMOUNT | PERCENTAGE OF THE LEVY |
| 2022 | \$56,667,402 | \$53,598,173 | 94.58% | \$166,435 | \$53,764,608 | 94.88% |
| 2021 | 54,888,121 | 52,149,328 | 95.01 | 227,126 | 52,376,454 | 95.42 |
| 2020 | 50,517,071 | 48,139,779 | 95.29 | 87,492 | 48,227,271 | 95.47 |
| 2019 | 46,073,893 | 44,156,509 | 95.84 | 17,579 | 44,174,088 | 95.88 |
| 2018 | 42,025,923 | 40,274,855 | 95.83 | 1,916 | 40,276,771 | 95.84 |
| 2017 | 38,393,129 | 36,745,386 | 95.71 | 58,384 | 36,803,770 | 95.86 |
| 2016 | 35,390,723 | 33,745,862 | 95.35 | 68,995 | 33,814,857 | 95.55 |
| 2015 | 31,619,914 | 30,384,231 | 96.09 | 70,441 | 30,454,672 | 96.31 |
| 2014 | 29,514,918 | 28,304,731 | 95.90 | 92,638 | 28,397,369 | 96.21 |
| 2013 | 28,433,670 | 27,277,420 | 95.93 | 140,894 | 27,418,314 | 96.43 |

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2021 tax roll data is reported here for Fiscal Year 2022, as that is the period of collection and revenue recognition.

ORANGE COUNTY LIBRARY DISTRICT

RATIO OF OUTSTANDING DEBT

LAST TEN FISCAL YEARS

The District did not have debt in the last ten fiscal years.

ORANGE COUNTY LIBRARY DISTRICT

RATIO OF NET GENERAL OBLIGATION BONDED DEBT LAST TEN FISCAL YEARS

The District did not have any general obligation bonded debt in the last ten fiscal years.

ORANGE COUNTY LIBRARY DISTRICT
COMPUTATION OF DIRECT AND OVERLAPPING
GENERAL DEBT

SEPTEMBER 30, 2022

| <u>JURISDICTION</u> | <u>GROSS DEBT OUTSTANDING</u> | <u>PERCENTAGE APPLICABLE TO ORANGE COUNTY LIBRARY DISTRICT(3)</u> | <u>AMOUNT APPLICABLE TO ORANGE COUNTY LIBRARY DISTRICT</u> | <u>DEBT PER CAPITA (4)</u> |
|--------------------------------------|-----------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------|
| Direct: | | | | |
| Orange County Library District (1) | | | | |
| Overlapping: | | | | |
| Reedy Creek Improvement District (2) | \$686,340,000 | 95.0% | <u>\$652,023,000</u> | <u>\$456.85</u> |
| Total Direct and Overlapping Debt | | | <u><u>\$652,023,000</u></u> | <u><u>\$456.85</u></u> |

(1) Bank Line of Credit was paid off in FY 2010
 General Obligation Bonds were paid off in FY 2006

(2) Bond issues of 2013A, 2013B, 2015A, 2016A, 2017A, 2020A (Reedy Creek)

(3) The percentage of overlapping debt applicable is estimated using taxable assessed property values, by determining the amount of the overlapping government's taxable assessed value that is within the District's boundaries and dividing by the total taxable assessed value of the overlapping government.

(4) Based on 2022 District population estimate of 1,427,218

ORANGE COUNTY LIBRARY DISTRICT

LEGAL DEBT MARGIN

Neither the Orange County Library District nor the Florida Statutes provide for a limit on the amount of ad valorem taxes Orange County Library District may levy for voted bonds.

ORANGE COUNTY LIBRARY DISTRICT

PLEDGED REVENUE COVERAGE

NON-GENERAL OBLIGATION DEBT

LAST TEN FISCAL YEARS

The District did not have non-general obligation debt in the last ten fiscal years.

ORANGE COUNTY LIBRARY DISTRICT

DEMOGRAPHIC AND ECONOMIC INFORMATION LAST TEN FISCAL YEARS

| FISCAL YEAR | POPULATION(1) | | PERSONAL INCOME | PER CAPITA PERSONAL INCOME | UNEMPLOYMENT RATE | |
|----------------|---------------|-----------|--------------------|----------------------------------|----------------------|---------|
| 2022 | (1) | 1,427,218 | (2) | 78,220,929,000 | \$ 54,807 | 2.6% |
| 2021 | | 1,405,373 | (3) | 78,220,929,000 | 55,658 | (5) 4.5 |
| 2020 | | 1,360,252 | | 69,363,482,000 | 50,993 | (4) 9.8 |
| 2019 | | 1,330,868 | | 64,447,389,000 | 48,425 | 2.7 |
| 2018 | | 1,297,459 | | 61,642,216,000 | 47,510 | 2.6 |
| 2017 | | 1,267,162 | | 57,386,378,000 | 45,287 | 3.1 |
| 2016 | | 1,233,481 | | 54,565,646,000 | 44,237 | 4.4 |
| 2015 | | 1,206,422 | | 50,998,452,000 | 42,272 | 4.7 |
| 2014 | | 1,182,511 | | 47,623,300,000 | 40,273 | 5.6 |
| 2013 | | 1,158,689 | | 45,003,579,000 | 38,840 | 6.2 |

(1) Population for 2022 is an estimate by the Bureau of Economics and Business Research. Excludes the City of Winter Park and Maitland which is not served by the District.

(2) Personal Income for 2022 not available so 2021 personal income used as an estimate. Includes all of Orange County.

(3) Information for Fiscal Year 2021 has been updated from that previously reported.

(4) Higher unemployment rates due to the effects of the COVID19 pandemic on businesses.

(5) Lower unemployment rates as more people are getting back to the work force after the pandemic.

Source: Population from University of Florida, Bureau of Economics and Business Research
 Personal Income from Bureau of Economic Analysis
 Unemployment Rates from State of Florida's Labor Market Statistics and Bureau of Labor Statistics

ORANGE COUNTY LIBRARY DISTRICT

PRINCIPAL EMPLOYERS CURRENT YEAR AND NINE YEARS AGO

| EMPLOYER | 2022 | | 2013 | |
|------------------------------------------|----------------|--------------------------------------|----------------|--------------------------------------|
| | EMPLOYEES | PERCENTAGE OF TOTAL EMPLOYMENT | EMPLOYEES | PERCENTAGE OF TOTAL EMPLOYMENT |
| Walt Disney World Resort | 58,478 | 7.59% | 64,000 | 10.60% |
| Universal Orlando Resort | 26,000 | 3.37 | 16,000 | 2.65 |
| Orange County Public Schools | 25,125 | 3.26 | 22,789 | 3.78 |
| Orlando Health | 23,192 | 3.01 | 14,310 | 2.37 |
| AdventHealth System | 20,726 | 2.69 | 17,600 | 2.92 |
| Publix Supermarkets | 15,511 | 2.01 | - | - |
| University of Central Florida | 12,489 | 1.62 | - | - |
| Seminole County Public Schools | 10,000 | 1.30 | - | - |
| Lockheed Martin | 8,099 | 1.05 | 7,000 | 1.16 |
| The School District of Osceola County | 7,903 | 1.03 | - | - |
| Walgreens Co. | - | - | 11,927 | 1.98 |
| Orange County Government | - | - | 7,372 | 1.22 |
| Lake County Schools | - | - | 6,796 | 1.13 |
| Darden Restaurants Inc. | - | - | 5,698 | 0.94 |
| Total | 207,523 | 26.92 | 173,492 | 28.75 |
| Total Employment in Orange County | 770,900 | | 603,542 | |

Source: Top 10 Employers from Orlando Business Journal Book of Lists dated 2021/2022
 2022/2023 not published as of January 2023
 Total Employment in Orange County from State of Florida Labor Market Statistics
 and Bureau of Labor Statistics

ORANGE COUNTY LIBRARY DISTRICT

DISTRICT EMPLOYEES LAST TEN FISCAL YEARS

| <u>FISCAL YEAR</u> | <u>FULL TIME EQUIVALENTS</u> |
|------------------------|----------------------------------|
| 2022 | 330 |
| 2021 | 308 |
| 2020 | 325 |
| 2019 | 336 |
| 2018 | 335 |
| 2017 | 328 |
| 2016 | 328 |
| 2015 | 321 |
| 2014 | 298 |
| 2013 | 288 |

Source: Orange County Library District

ORANGE COUNTY LIBRARY DISTRICT

OPERATING INDICATORS LAST TEN FISCAL YEARS

| FISCAL YEAR | CIRCULATION | WEBSITE / CATALOG VISITS | CLASS AND PROGRAM ATTENDANCE | COMPUTER SESSIONS |
|----------------|---------------|--------------------------------|------------------------------------|----------------------|
| 2022 | 8,768,928 | 3,399,015 | 338,351 | 192,288 |
| 2021 | (4) 7,582,572 | 3,148,278 | 395,713 | (4) 168,708 |
| 2020 | 8,812,904 | 3,583,662 | 352,358 | 236,951 |
| 2019 | 10,369,336 | 4,095,285 | 596,269 | 998,483 |
| 2018 | 10,127,116 | (3) 3,929,820 | 462,956 | 976,489 |
| 2017 | 11,993,719 | 4,045,818 | 560,713 | 974,512 |
| 2016 | 12,912,258 | (2) 4,272,999 | 413,571 | 1,098,833 |
| 2015 | 12,787,970 | 5,029,455 | 369,805 | 1,154,547 |
| 2014 | 13,026,964 | (1) 4,754,155 | 299,715 | 1,166,073 |
| 2013 | 14,485,390 | 5,275,322 | 355,987 | 1,137,049 |

(1) New website statistics software created the decline from 2013 to 2014.

(2) A decrease in internal visits (traffic originating from within the Library's network) accounts for the decrease in total web visits between 2015 and 2016.

(3) New website statistics software (WebPAC) created the decline from 2017 to 2018.

(4) Declined due to decreased services during COVID19 pandemic.

Source: Orange County Library District

ORANGE COUNTY LIBRARY DISTRICT
SERVICE LOCATION INFORMATION
LAST TEN FISCAL YEARS

| Location | Status | Square Footage | | | | | | | | | |
|-------------------------------|-----------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 |
| Main | Own | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 |
| Alafaya Branch | Own | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Chickasaw Branch | Own | 15,660 | 15,660 | 15,660 | 15,660 | 15,660 | 15,660 | 15,660 | 15,660 | - | - |
| Eatonville Branch | Lease | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 |
| Fairview Shores Branch | Lease (1) | 8,796 | 8,796 | 8,796 | 8,796 | 12,740 | 12,740 | 12,740 | 12,740 | 12,740 | 12,740 |
| Herndon Branch | Lease (2) | - | - | - | 13,160 | 13,160 | 13,160 | 13,160 | 13,160 | 13,160 | 13,160 |
| Hiawasse Branch | Lease | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 | 13,455 |
| North Orange Branch | Own | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| South Creek Branch | Own | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| South Trail Branch | Lease | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 | 12,750 |
| Southeast Branch | Lease | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 | 13,310 |
| Southwest Branch | Lease | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 | 15,553 |
| Washington Park Branch | Lease | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 | 5,600 |
| West Oaks Branch | Own | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Windermere Branch | Lease | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 |
| Winter Garden Branch | Own | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| TOTAL | | <u>448,124</u> | <u>448,124</u> | <u>448,124</u> | <u>461,284</u> | <u>465,228</u> | <u>465,228</u> | <u>465,228</u> | <u>465,228</u> | <u>449,568</u> | <u>449,568</u> |

(1) In June 2019, the Edgewater Branch relocated and became the Fairview Shores Branch.

(2) In 2020, the Herndon branch lease was not renewed and terminated. The branch is closed.

Source: Orange County Library District

COMPLIANCE SECTION

Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Orange County Library District (the “District”), a component unit of Orange County, Florida, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise District’s basic financial statements, and have issued our report thereon dated February 28, 2023. We also have audited the financial statements of the internal service fund, presented in the District’s basic financial statements, and each of the fiduciary funds of the District, presented as supplementary information in the accompanying combining financial statements, as of and for the year ended September 30, 2022, and the related notes to the financial statements.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District’s internal control over financial reporting (“internal control”) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cherry Bekaert LLP

Orlando, Florida
February 28, 2023

Report of Independent Auditor on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Orange County Library District's (the "District"), a component unit of Orange County, Florida, compliance with the types of compliance requirements identified as subject to audit in the *U.S. Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of District's major federal programs for the year ended September 30, 2022. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Our responsibilities under those standards and the Uniform Guidance are further described in the *Auditor's Responsibilities for the Audit of Compliance* section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of District's compliance with the compliance requirements referred to above.

Responsibility of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to District's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance, but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists.

The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Cherry Bekart LLP

Orlando, Florida
February 28, 2023

ORANGE COUNTY LIBRARY DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED SEPTEMBER 30, 2022

Part I - Summary of Auditor's Results

Financial Statement Section

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? yes x no

Significant deficiency(ies) identified that are not considered to be a material weakness(es)? yes x none reported

Noncompliance material to financial statements noted? yes x no

Federal Awards Section

Internal control over major programs:

Material weakness(es) identified? yes x no

Significant deficiency(ies) identified that are not considered to be a material weakness(es)? yes x none reported

Type of auditor's report on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) yes x no

ORANGE COUNTY LIBRARY DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED SEPTEMBER 30, 2022

Part I - Summary of Auditor's Results (continued)

Federal Awards Section (continued)

Identification of major programs:

| <u>Name of Program or Cluster</u> | <u>Assistance Listing Number</u> |
|------------------------------------------------------------------|----------------------------------|
| Division of Library and Information Services Grants to States | 45.310 |

Dollar threshold used to determine Type A and Type B programs:

Federal \$ 750,000

Auditee qualified as low-risk auditee for federal purposes? yes x no

Part II - Schedule of Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses, fraud, illegal acts, violations of provisions of contracts and grant agreements, and abuse related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

There were no financial statement findings required to be reported in accordance with *Government Auditing Standards*.

Part III - Federal Award Findings and Questioned Costs

This section identifies the significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs, as well as any material abuse findings, related to the audit of major programs, as required to be reported by 2 CFR 200.516(a).

There were no findings required to be reported by 2 CFR 200.516(a).

ORANGE COUNTY LIBRARY DISTRICT
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS

YEAR ENDED SEPTEMBER 30, 2022

Prior Year Audit Findings - Federal Awards

There were no prior financial statement or Federal award findings requiring follow-up.

ORANGE COUNTY LIBRARY DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED SEPTEMBER 30, 2022

| <u>Federal Grantor/Pass-Through Grantor/Program or Cluster</u> | <u>Federal Assistance Listing Number</u> | <u>Project Identifying Number</u> | <u>Passed Through to Subrecipients</u> | <u>Total Expenditures</u> |
|--------------------------------------------------------------------------------------|------------------------------------------|-----------------------------------|----------------------------------------|---------------------------|
| <u>National Endowment for the Arts</u> | | | | |
| Passed through Arts Midwest | | | | |
| Big Read 2021-2022 | 45.024 | 1866149-52-C-20 | \$ - | \$ 20,000 |
| <u>National Endowment for the Humanities</u> | | | | |
| Passed through Florida Humanities Council, Inc. | | | | |
| PrimeTime Family Reading Time | 45.129 | GR_0121_4928_2646 | - | 250 |
| Zora Neale Hurston: The Storyteller and Her Town | 45.129 | GR_0921_5024_2692 | - | 500 |
| 2021 English for Families Pilot Program Expansion | 45.129 | CC_EF21_ORANGE_2116 | - | 650 |
| | | | - | 1,400 |
| <u>Institute of Museum and Library Services</u> | | | | |
| COVID-19 - Local Wanderer - Revitalizing Cultural Enrichment and Engagement | 45.312 | ARPML-250613-OMLS-22 | - | 49,983 |
| Passed through the Florida Department's Division of Library and Information Services | | | | |
| Right Service at the Right Time | 45.310 | 21-LSTA-A-03-A | - | 60,797 |
| COVID-19 - Library Social Workers at Orange County Library System | 45.310 | 21-ARPA-30 | - | 125,541 |
| State Aid to Libraries | 45.310 | 21-LSTA-A-16 | - | 638,831 |
| | | | - | 825,169 |
| Total Expenditures of Federal Awards | | | \$ - | \$ 896,552 |

See notes to the Schedule of Expenditures of Federal Awards

ORANGE COUNTY LIBRARY DISTRICT

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED SEPTEMBER 30, 2022

(1) Basis of Presentation.

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the Federal award activity of Orange County Library District (District) under programs of the Federal Government for the fiscal year ended September 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the District.

(2) Summary of Significant Accounting Policies.

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The amounts reported on the Schedule have been reconciled to and are in material agreement with amounts recorded in the District's accounting records from which the basic financial statements have been reported.

(3) Indirect Cost Rate.

The District has elected to use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance.

Independent Auditor's Management Letter

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

Report of the Financial Statements

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Orange County Library District (the "District"), a component unit of Orange County, Florida as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 28, 2023. We also have audited the financial statements of the internal service fund, presented in the District's basic financial statements, and each of the fiduciary funds of the District, presented as supplementary information in the accompanying combining financial statements, as of and for the year ended September 30, 2022.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"); and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; Report of Independent Auditor on Compliance for Each Major Federal Awards Program and on Internal Control Over Compliance Required by the Uniform Guidance, Schedule of Findings and Questioned Costs, and Independent Accountant's Report on Compliance with Local Government Investment Policies regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in the schedule and those reports, which are dated February 28, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. No findings or recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The District was established by special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980, as an independent special district. The original act, as amended, was recodified into Chapter 99-486, Laws of Florida. There are no component units of the District.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify of the specific conditions met. In connection with our audit of the financial statements of the District, the results of our tests did not indicate the District met any of the specified conditions of a financial emergency contained in Section 215.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6., Rules of the Auditor General, the District provided the following information (unaudited):

- a. The total number of District employees compensated in the last pay period of the District's fiscal year as 390.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year as 2.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as \$25,147,204.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$207,583.
- e. Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as listed below:

| Project | Expenditures |
|-------------------------|---------------------|
| Horizons West | \$ 65,293 |
| South Creek Refresh | 195,350 |
| South Creek Restrooms | 237,778 |
| Melrose Ceiling Removal | 310,683 |
| North Orange Roof | 194,552 |
| Windermere Expansion | 116,902 |
| Eatonville Refresh | 116,105 |
| Total | <u>\$ 1,236,663</u> |

- f. No budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported, since the District did not amend a final adopted budget under Section 189.016(6), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the District provided the following information (unaudited):

- a. The mileage rate or rates imposed by the District as 0.3748.
- b. The total amount of ad valorem taxes collected by or on behalf of the District as \$54,514,376.
- c. No outstanding bonds issued by the District.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

The purpose of this management letter is to communicate certain matters prescribed by Chapter 10.550, Rules of the Auditor General. Accordingly, this management letter is not suitable for any other purpose.

Cherry Bekasert LLP

Orlando, Florida
February 28, 2023

Independent Accountant’s Report on Compliance with Local Government Investment Policies

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

We have examined the Orange County Library District’s (the “District”) compliance with the local government investment policy requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2022. Management of the District is responsible for the District’s compliance with the specified requirements. Our responsibility is to express an opinion on the District’s compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the District’s compliance with the specified requirements.

In our opinion, the District complied, in all material respects, with the local investment policy requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2022.

The purpose of this report is to comply with the audit requirements of Section 218.415, Florida Statutes, and Rules of the Auditor General.

Cherry Bekaert LLP

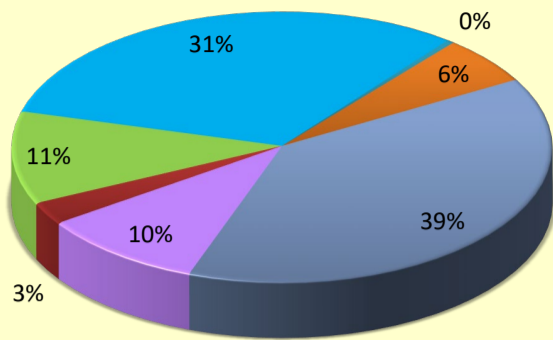
Orlando, Florida
February 28, 2023

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Dashboard: February 2023

Monthly Report for February 2023

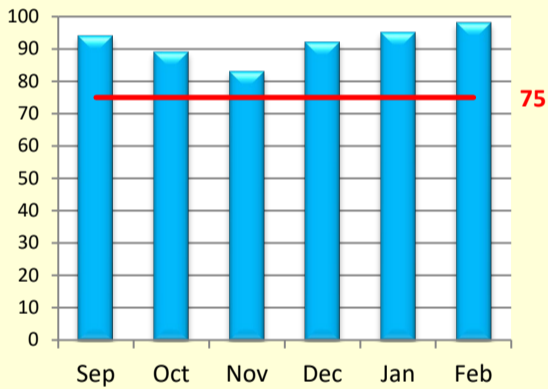
Contacts



■ Door count ■ MAYL Packages ■ External Web Visits ■ Catalog Searches ■ Questline Calls ■ Social Media ■ Electronic Contacts

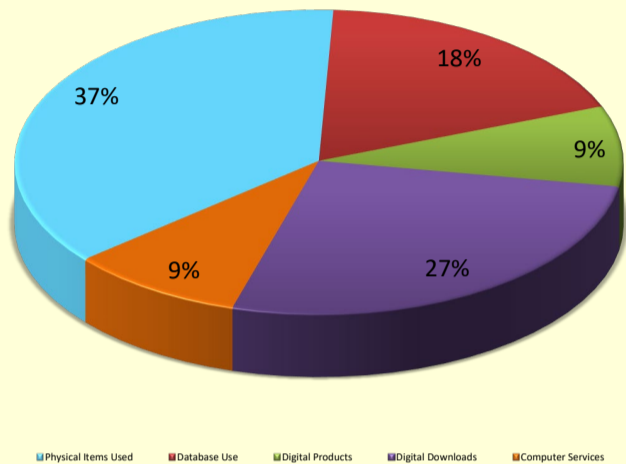
| | 2023 | 2022 | % change |
|---------------------|-----------|-----------|----------|
| Door count | 124,145 | 91,181 | 36.15% |
| MAYL Packages | 33,698 | 33,384 | 0.94% |
| External Web Visits | 139,034 | 136,412 | 1.92% |
| Catalog Searches | 396,914 | 358,245 | 10.79% |
| Questline Calls | 5,313 | 5,090 | 4.38% |
| Social Media | 72,729 | 66,353 | 9.61% |
| Electronic Contacts | 487,935 | 446,350 | 9.32% |
| TOTAL | 1,259,768 | 1,137,015 | 10.80% |

Net Promoter Score



Resources Accessed

| | 2023 | 2022 | % Change |
|---------------------|---------|---------|----------|
| Physical Items Used | 314,356 | 241,192 | 30.33% |
| Database Use | 156,663 | 154,003 | 1.73% |
| Digital Products | 72,925 | 77,051 | -5.35% |
| Digital Downloads | 228,985 | 194,064 | 17.99% |
| Computer Services | 79,410 | 32,685 | 142.96% |
| TOTAL | 852,339 | 698,995 | 21.94% |

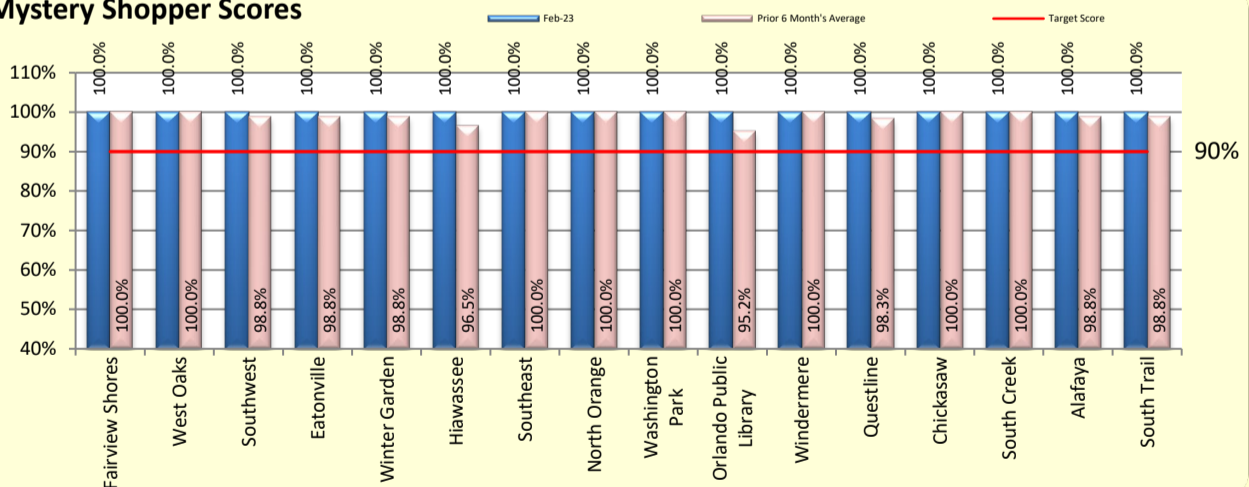


■ Physical Items Used ■ Database Use ■ Digital Products ■ Digital Downloads ■ Computer Services

Users

| | 2023 | 2022 | % Change |
|-------------------|---------|---------|----------|
| Active Cards | 330,350 | 336,728 | -1.89% |
| New Registrations | 4,211 | 3,293 | 27.88% |
| VLC Registrations | 252,084 | 222,015 | 13.54% |
| Transactions | 76,639 | 63,190 | 21.28% |

Mystery Shopper Scores



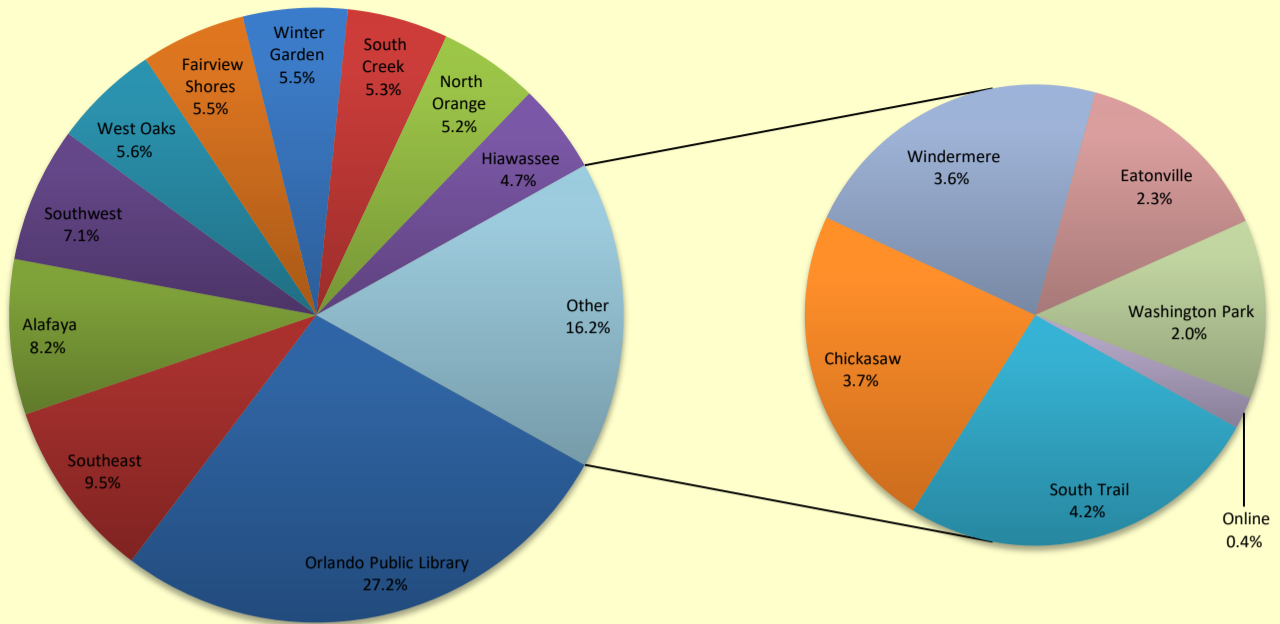
Physical item circulation for February 2023 was 314,356 including renewals. Checkouts for easy books were 27.5% or 37,382 items, juvenile fiction, juvenile non-fiction, and young adult totaled 22.2% or 30,098 items, and adult fiction, non-fiction, and large print combined for 22.9% or 31,128 items. DVDs equaled 11.4% with 15,405 items circulated.

The February 2023 digital checkouts were 228,985 which is an average of 8,178 per day. For comparison, in February 2022 digital checkouts were 18% lower at 194,064 averaging 6,931 per day.

There were 139,034 visits to www.ocls.info last month. Mobile devices accounted for 50%, or 69,737 visits, tablets 3% with 4,063 visits while desktops had the remaining 47% or 65,234 visits.

The book drop returns for February 2023 were 2,079 from Lake Nona and 2,437 items from Horizon West.

Events & Classes by Location



| | Event Attendance | | | Class Attendance | | |
|------------------------|------------------|---------------|--------------|------------------|--------------|--------------|
| | 2023 | 2022 | % Change | 2023 | 2022 | % Change |
| Orlando Public Library | 8,179 | 5,342 | 53.1% | 1,314 | 534 | 146.1% |
| Southeast | 3,059 | 2,004 | 52.6% | 253 | 228 | 11.0% |
| Alafaya | 2,621 | 2,120 | 23.6% | 227 | 24 | 845.8% |
| Southwest | 2,276 | 1,081 | 110.5% | 209 | 125 | 67.2% |
| West Oaks | 1,783 | 1,660 | 7.4% | 166 | 167 | -0.6% |
| Fairview Shores | 1,539 | 929 | 65.7% | 388 | 75 | 417.3% |
| Winter Garden | 1,838 | 1,195 | 53.8% | 80 | 135 | -40.7% |
| South Creek | 1,739 | 1,562 | 11.3% | 116 | 78 | 48.7% |
| North Orange | 1,705 | 1,457 | 17.0% | 124 | 45 | 175.6% |
| Hiwassee | 1,510 | 367 | 311.4% | 136 | 50 | 172.0% |
| South Trail | 1,305 | 1,234 | 5.8% | 155 | 113 | 37.2% |
| Chickasaw | 1,190 | 1,729 | -31.2% | 112 | 105 | 6.7% |
| Windermere | 1,225 | 1,611 | -24.0% | 33 | 46 | -28.3% |
| Eatonville | 771 | 563 | 36.9% | 27 | 14 | 92.9% |
| Washington Park | 601 | 488 | 23.2% | 108 | 101 | 6.9% |
| Online | - | - | 0.0% | 127 | 167 | -24.0% |
| TOTAL | 31,341 | 23,342 | 34.3% | 3,575 | 2,007 | 78.1% |

In February 2023, we offered 1,146 Events with an attendance of 29,799. Last year, the Library offered 935 events with an attendance of 22,137.

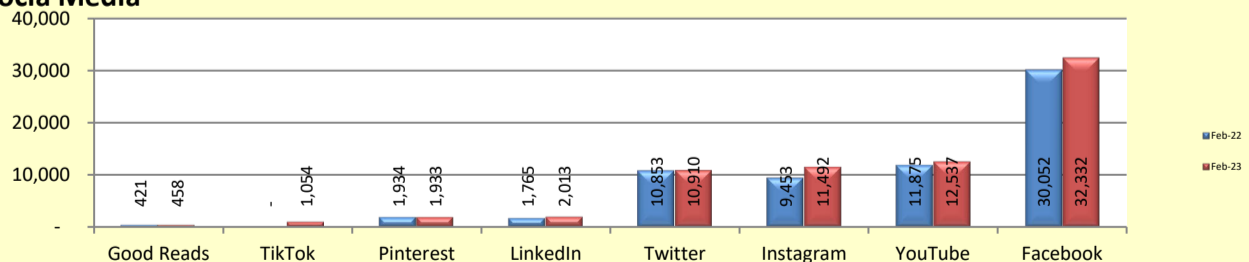
On 23 February, Youth Services staff and their UCF Intern hosted a "Cuisine Corner Jr.: Charcuterie Board" Livestream via Instagram, Facebook, YouTube, and TikTok. Overall, there were 939 live views across all the media platforms. On 5 February, 247 attendees celebrated African American literature in poetry, story, and song, performed by local luminaries in conjunction with the 33rd Annual National African American Read-In at the Orlando Public Library. On 18 February, the Eatonville Branch hosted "Woven Stories of Resistance," a reception and panel discussion where 130 attendees learned about the inspiration behind the powerful, social justice-focused quilt exhibition created by the Charmettes Club of Orlando. On 19 February, 126 attendees joined author, James Beard Award-winning chef, and former Top Chef contestant Kwame Onwuachi, at the Orlando Public Library to discuss his first cookbook. On 13 February, Orisiris shared the beauty of African life and culture through a unique folkloric performance filled with drumming, dance, and storytelling with 87 attendees at the West Oaks Branch.

In February 2023, we offered 1,029 Classes with an attendance of 3,575. Last year we offered 856 Classes with an attendance of 2,007. Also last month, we presented 62 Offsite Events reaching 2,377 people and attended 25 Community Events reaching 1,542 people.

Events/Class Attendance

| | 2023 | 2022 | % Change |
|--------------------|---------------|---------------|---------------|
| Community Events | 1,542 | 1,205 | 27.97% |
| Events - Adult | 13,136 | 9,237 | 42.21% |
| Events - Teen | 576 | 268 | 114.93% |
| Events - Children | 16,087 | 12,632 | 27.35% |
| Technology Classes | 3,575 | 2,007 | 78.13% |
| TOTAL | 34,916 | 25,349 | 37.74% |

Socia Media



Social media statistics for February 2023 saw a 9.61% increase in growth.

In February, we celebrated Black History Month on social media by highlighting the month's upcoming events and programs on Facebook and Twitter, specifically focusing on spotlighting branches. We also featured books from our website's curated book carousel for Black History Month as a [book recommendation video](#) posted to Instagram, Facebook, and Twitter. The video has received a combined 2,434 views.

February sparked the first video in a new "How To" sewing series with Instructional Technology Specialist Michael Sweeny (TEC) and Marketing Specialist Andrea Jackson (MPR). The series will focus on easy and approachable fixes to extending the life your our clothing to help reduce clothing waste. The [first mending video theme](#), seam repair, has been viewed over 4,000 times on Instagram and was even reshared as a story by Florida Representative Anna V. Eskamani.

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Action Item

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Request to Serve Alcohol

Request to Serve Alcoholic Beverages 16th Annual Southwest Author Event

I. ISSUE STATEMENT

Library Board approval is needed to serve alcoholic beverages on April 28th during the Southwest Author Event at the Southwest Branch Library.

II. BACKGROUND & SUMMARY

On Friday, April 28, 2023, the Southwest Branch Library will host an after-hours author event in partnership with the Dr. Phillips Rotary Club. The event represents a longstanding collaboration with the Rotary in providing community programs and other enhancements to the facility. The Library would like to serve wine and beer at this event. As stated in the adopted Alcoholic Beverage Policy (please see below), Board approval is required to serve alcoholic beverages.

Library Alcoholic Beverage Policy (Revised and Approved by the Library Board of Trustees 8/12/04)

Alcoholic Beverages may be served for the purpose of fundraising and various Library-sponsored development and promotions projects or approved events when the following requirements are met:

- *The event is sponsored by the Library or Library approved
- *The Library Board of Trustees has approved alcoholic beverages to be served, and
- *A licensed bartender, caterer, or other entity which provides liquor liability insurance coverage, is engaged to serve beverages, and
- *The bartender, caterer, or other entity executes an agreement that shall:
 1. Hold the Library harmless and indemnify the Library against liability arising from alcoholic beverages willfully and unlawfully served to a person who is not of lawful drinking age or knowingly served to a person habitually addicted to the use of any or all alcoholic beverages; and
 2. Require the bartender, caterer, or other entity to comply with all County, State, and Federal laws governing the service of alcoholic beverages.

III. OPTIONS

The Library Board is being asked to consider the following options:

Option 1: Board approves the serving of alcoholic beverages in accordance with the Board-approved policy.

Advantages:

The event offers an evening of enjoyment and may attract new people to the library.

Disadvantages:

There is a degree of risk incurred when alcoholic beverages are served.

Option 2: Board does not approve the serving of alcoholic beverages.

Advantages:

Decreased risk if no alcohol is served.

Disadvantages:

Alternative plans for refreshments would have to be put in place.

IV. RECOMMENDATION

Staff recommends Option 1.

**BOARD OF TRUSTEES OF
ORANGE COUNTY LIBRARY SYSTEM
RESOLUTION 23-035**

TITLE OF ISSUE STATEMENT

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, held in the City of Orlando, on the 9th day of March 2023, at 6:00 pm, prevailing Eastern Time.

PRESENT:

ABSENT:

The Board Resolves:

1. To approve the serving of alcoholic beverages in accordance with the Board-approved policy at the event on April 28, 2023, at the Southwest Branch Library.
2. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED:

Secretary

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Discussion & Possible Action Items

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Information

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

Director's Report

MEDIA HIGHLIGHTS

"Black History Month 2023:
Things to do in Orlando"
Orlando Sentinel, Feb. 1

"9 events celebrating Black History
Month in Orlando"
WFTV.com, Feb. 1

"Celebrate African American
Literature With Local Luminaries At
The African American Read-In"
The Orlando Times, Feb. 2

"Events around Central Florida for
Black History Month 2023"
Mynews13.com, Feb. 3

"35 Free Things To Do for Valentine's
Day in Orlando"
Orlandodatenightguide.com, Feb. 3

"Photos: Orange County library
honors African American literature
during Black History Month"
WFTV.com, Feb. 10

"Orlando Public Library hosting chef
Kwame Onwuachi at 'meet the
author' event"
ClickOrlando.com, Feb. 13

"OCLS Career Online High School
Graduation December 10, 2022
(Video)"
Spotonflorida.com, Feb. 21

"The super-local with a super-new
comic"
Pulptown.com, Feb. 24



ADVERTISING

In February, the library had the opportunity to host Top Chef contestant and author Kwame Onwuachi as part of our 100 Year Celebration. His event was promoted widely with ads on billboards and in local publications *Orlando Weekly* and *Community Paper*. We also used boosted social media posts with JVC Broadcasting's Fly 103.1 FM to build awareness about the event. The event was popular and drew 126 attendees who listened to the author talk about his upbringing and career, followed by a Q&A and book signing.



SOCIAL MEDIA HIGHLIGHTS

In February, Orlando City Soccer Club reached out to the Marketing and Public Relations Department to ask if the team could use the Orlando Public Library as the location for a photoshoot for its new jersey reveal campaign. On February 13, a crew from the club arrived for the shoot, and on February 20, the reveal photos were posted on Instagram. Marketing and Public Relations is excited to partner with our local soccer team to help build excitement about their 2023 season.

Director's Report: March 2023

Excel Adult High School debuted at OCLS on February 6. This program offers library cardholders the potential to earn a scholarship to complete their high school credits online and receive an accredited high school diploma. During the month of February, 14 customers completed their applications for Excel Adult High School. By the end of the month, 11 had begun the prerequisite process and two had been contacted for interviews to earn a scholarship.

In February, the Eatonville Branch graced its walls with *Woven Stories of Resistance*, a quilt exhibition inspired by views of young people on social justice in America. On February 18, 130 attendees visited the branch for a reception and panel discussion to learn about the historical retrospective of quilting within the African American community, presented by Links Incorporated and the Charmettes Club of Orlando. The event was sponsored by Delta Omicron Omega Chapter of Alpha Kappa Alpha Sorority, Inc.

We have another success story from a customer who took a Citizenship Inspired class led by South Trail Circulation Clerk Niurka Olivera De Ojeda. The customer applied for her Naturalization exam in December and passed. She visited the branch to take a photo with Niurka, and she left a note that read:

"Dear Teacher, after my biometric and fingerprint appointment I went to Turkey. Guess what happened? While I was in Turkey, they made a citizenship interview appointment three weeks later. I really couldn't believe it. While I was expecting it to happen a year later, I couldn't believe it was like this. ... Today, I am an American citizen. Tomorrow, I have an appointment for my American passport. But I can join your class on Wednesday to tell my experience. Thank you so much, Sharon and you, for everything."

During February, the Southeast Branch hosted a weekly "Bilingual Storytime and Craft" in lieu of the weekly Chiquiticos/Little Ones program that was canceled. Southeast has many regulars who visit the branch and the branch's Youth Program Specialist, Jewels, wanted to host an event to ensure that those customers were not disappointed. The storytime included a story, song, bilingual vocabulary and a craft for participants. A total of 39 attendees participated over the course of February. A survey comment from a customer stated:

"I appreciate the library doing a replacement program while the Chiquiticos lady is out. We love Jewels! Thank you for not just canceling!"

Southeast Technology Instructor Brenda Santana was recently approached by a representative from Congressman Darren Soto's office to let her know that he would like to recognize her for her contributions to Central Florida by entering her biography in the Congressional Record. In addition to teaching classes in English and Spanish at Southeast, Brenda also pioneered our popular Spanish-language workshops for children and adults. Brenda, who has a passion for helping people learn and understand Spanish, has worked for the library since 2017. We are proud to have her as an employee, and we congratulate her for this honor!

On March 22, County Commissioner Nicole Wilson is hosting a Horizon West Town Hall at Windermere High School. Chief Branch Officer Danielle King will be in attendance to represent the library, provide a brief update on the Horizon West Branch and encourage people to attend our Horizon West community meeting, which is scheduled for March 27 at the Waterleigh Community Center.

Recent System-Wide Events

Melrose Center

February featured four foamsmithing events in the Fab Lab. On February 3rd and 10th, Jose Gonzales led a two-part *Foamsmithing Workshop*. Day One saw the group select materials and learn to customize templates, using Pepakura and the Silhouette Cameo Cutters. During Day Two, attendees assembled their project pieces with contact cement, then practiced using the Dremel tool to clean seams and edges. On February 11th, foamsmithers participated in a *Mardi Gras Festival Masks* class

with Jose, while Andrew Jeffries led a *New York City Art Deco Foamsmithing Workshop* on February 14th. A total of 13 attendees took part in these events.



In other Fab Lab news, the team unveiled the orientation class for the new Glowforge laser printer on February 24th. Thus far, two Melrose members have earned the credential to use the Glowforge.

The *Second Saturday Improv* show at the Melrose Stage on February 11th drew 39 attendees. Coordinated by Marko Torres, the live comedy show featured improv actors Anisha Brown, Ashley Evans, Mark V. Harrott, Matthew Zenon, Nichole Stallworth and Patrick Delva. On February 12th, Marko hosted a Theatre Meetup with special guest Chris Trovador. The topic was an introduction to sketch comedy writing, including elements of comedy, comedy structure, scene work and character development. The event drew 17 attendees.

Juan Rivera represented the Library along with staff from TEC at the offsite OCPS Parent Academy event on February 4th. Throughout the event, 171 people visited the table. Juan talked with visitors about the new VR Learning Stations and about Melrose Center resources in general. Throughout February, Juan had 40 visitors in the Game Development Lab during Open Lab time, with interactions including VR Learning Station demonstrations and overviews of game design resources and simulators.

Season 4 of *Melrose in the Mix* [continued](#) on WUCF-TV on February 16th, with an episode featuring jazz singer Kristen Warren backed by the three-piece band Creek. The session, which took place in late August, was filmed by Ryan Mulcahy, Gabriel Soltren and Anthony Torres, with Ryan editing the episode for broadcast and also providing the show's projection mapping lighting effects. The session was engineered by Isra Batista and Drigo Garcia-Salas.

February 22nd marked the second recording session for Season 4 of the *Reel to Real Podcast*, co-hosted by Emmy Award-winning engineer Bruce Hensal and Drigo Garcia-Salas, engineered by Michael

Belancourt, with video production by Anthony Torres. Our guests were Ed Krout, Aaron Gandia and Matt Kamm from Phat Planet Studios, a fixture in the Orlando music community that's been recording artists for nearly 30 years. The episode is expected to drop in April across all major platforms.

On February 25th, the Florida MechKeys returned to the Melrose Center to hold another meetup, this time with 11 in attendance. The group is made up of local hobbyists that collect mechanical keyboards, switches and artisan keycaps.

Our February schedule was again filled with in-person and online classes, orientations and assessments. A breakdown:

Orientations and Assessments

49 Orientations: 113 Attendees (including Sim Orientation/Assessments)

- Audio 4-15 (Online 1-2)
- Photo 6-15
- Video 9-23
- 3D Printer 6-11
- Laser Cutter 4-9
- Silhouette Cameo 4-5
- General Orientation 5-15

31 Assessments: 18 Attendees

- Audio 13-11
- Photo (none due to Photo Studio ceiling renovation project)
- Video 10-4
- Fab Lab Combined 8-3 (all three for 3D Printer)

Simulator Orientations/Assessments

- Flight 3-6
- Driving 5-7

In-Person Classes

129 Classes: 365 Attendees

Included among the in-person class totals were our *Makerspace Open Labs*, which continue to provide an opportunity for customers to visit the Fab Lab and talk with Instructors. These sessions allow credentialed Members to use the 3D printers, Laser Cutter, CNC and Silhouette Cameo machines to complete projects. There were nine *Makerspace Open Labs* in February, drawing 74 attendees. Also included was a *Family STEM Saturday* event with nine attendees.

Virtual Classes

58 Classes: 143 Attendees

Studios, Spaces, Simulators

33 Bookings out of 42 Available Studio Sessions: 63 Attendees

- Audio – 15 of 20 booked, 25 attendees
- Photo – 3 of 3 booked, 6 (studio closed for most of the month)
- Video – 15 of 19 booked, 32

Other Bookings:

- Sound Booths – 130
- Editing Bays – 53
- Driving Simulator – 24

- Flight Simulator – 22
- LED Wall – 11
- 3D Printer – 5
- Laser Engraver – 4
- Rehearsal Space – 4
- Silhouette Cameo – 1
- Glowforge – 1

We welcomed 188 new Members during February via the [OnDemand Melrose Center General Orientation](#). Combined with our in-person General Orientation attendance of 15, we gained 203 new Members for the month.

Membership for Melrose Meetup group membership increased during February:

- Orlando Audio – 1,243 (+3)
- Orlando Digital Media Design – 1,749 (+32)
- Orlando Melrose Makers – 164 (+1)
- Orlando Out Tonight Theatre – 2,716 (+34)
- Orlando Photo+Design – 3,742 (+17)
- Orlando Video & Post Production – 2,649 (+2)

Alafaya

- On 2 February, a total of 26 participated in “Homeschool Cooking Corner- Game Day Grub!” by making fun game day favorite snack foods.
- On 7 February, a total of 106 students and caregivers learned about library services during the “Literacy Week” event at Waterford Elementary School.
- On 8 February, “Happy Habitats” introduced 19 attendees to the plants and animals of the rainforest through activities and stories.
- On 14 February, during “Hello, Neighbor,” 50 children and their caregivers participated in Daniel Tiger themed crafts and listened to a storytime.
- On 15 February, the 16 children and caregivers who attended the “Cuisine Corner Junior: 1920s Food!” enjoyed making recipes from the 1920s.
- On 21 February, the “Let’s Explore Space” program encouraged 38 attendees to learn about planets, galaxies, and more through books, songs, and games inspired by Mae Jemison.

Chickasaw

- On 1 February, Chickasaw hosted “A Trip to Africa: Celebrate Black History Month” with a total of 28 attendees.
- On 8 February, Chickasaw hosted “Hello, Neighbor” with a total of 25 attendees.
- On 14 February, Chickasaw hosted “Cuisine Corner Junior: Valentines Rice Krispies Treats” and a total of 28 customers attended the event.
- On 25 February, Chickasaw hosted “Music in the Library: Hungrytown” with a total of 22 attendees.
- In February, Chickasaw hosted 10 “English from Zero” classes. A total of 135 people attended.
- In February, Chickasaw hosted 7 “Conversation Hour” classes. A total of 103 people attended.
- In February, Chickasaw hosted 3 “Practice Makes Perfect” classes. A total of 67 students attended.
- In February, Chickasaw visited Gentry Park, a senior community, and hosted a Valentine’s Day event. A total of 20 seniors participated in the program.
- In February, Chickasaw distributed over 320 craft kits and activity packs.

Eatonville

- On 2, 9, 16, and 23 February, Eatonville presented “Zero to Five Storytime” to an average of 52 early learners per session.

- On 7, 14, 21, and 28 February, Eatonville hosted weekly “Yoga with PLAYologist Yolonda” for an average of 25 preschoolers per visit.
- On 11 February, Eatonville presented “OrisiRisi African Folklore” to 22 guests gathered to share the beauty of African life and culture through a unique folkloric performance.
- On 15 February, Eatonville hosted “A Trip to Africa” for 33 preschoolers who discovered the African culture through interactive stories and activities.
- On 18 February, Eatonville partnered with the Charmettes Club of Orlando and Links, Inc. to present “Woven Stories of Resistance” panel discussion and reception to 130 attendees who enjoyed a discussion about the social justice quilt exhibition on display at the Eatonville Branch.
- On 22 February, Eatonville hosted “Black History Bingo” for 17 participants who enjoyed bingo while learning the history of African Americans.
- On 23 February, Eatonville staff shared information about library resources, services, and programs to 98 seniors at the “Let’s Go 2 Motown” senior event at the Dr. James R. Smith Neighborhood Center.
- On 25 February, Eatonville hosted its monthly “Weekend Wellness Workshop on Self-Care” for 16 adults gathered to learn how to realistically implement self-care into their daily lives.
- On 27 February, Eatonville Manager visited Pinewood Elementary School as a guest reader to 77 Kindergarten students in celebration of Black History Month.

Fairview Shores

- On 3 and 10 February, Fairview Shores staff brought library services to 53 seniors at Silver Lakes Senior Community Center for games, music, crafts, and technology assistance.
- On 7, 14, 18, 21, and 28 February, 208 people attended Beginner’s Spanish for Kids classes and a pop-up class at Fairview Shores.
- On 11 and 25 February, 48 people attended “Paint Party!” Kids, teens and adults participated in our One Year Anniversary celebration where we featured splash painting, sponge painting, and collage painting.
- On 20, 21, 24, and 27 February, Fairview Shores presented Drone Zone programming for 63 customers. Participants learned about parts of the drone, how to pilot through obstacles, and land safely.
- On 25 February, Fairview Shores staff represented the branch to the 300 people who attended the 4th Annual Jones High School Tiger Pride Day celebrating Jones High’s 127 years in the school system. Library staff spoke with families about the library system new services, hotspot, card sign-ups, new fees and about the Summer at Your Library program.
- In February, 33 students from Tri-L Christian Academy visited Fairview Shores for a technology class and literacy enrichment activities. The ongoing partnership features STEAM programming including coding, drone activities, technology demos, science experiments, and art activities.
- Throughout February, Fairview Shores observed Black History Month with programming including “OrisiRisi African Folklore,” “Rock the Wrap,” the “History of Housing Segregation” presented by Community Legal Services, “Alma Thomas Art,” “The Dances of Beyonce.” There were 47 customers who attended programming.
- Throughout February, Fairview Shores created community engagement activities resulting in the following: 131 passive craft kits were distributed; 38 books were checked out while displayed relating to fun and unique holidays of the day; 96 bookmarks made from children's book covers were given out; and 26 of 31 book bundles made were checked out; 70 scavenger hunts were completed; and 70 customers participated in the “leave a message” community art project.

Hiawassee

- On 4 February, Hiawassee held an “In-Person: Teen Volunteer Event” with 20 teens attending.
- On 15 February, Hiawassee offered the family program: “To Be a Drum” to celebrate Black History Month, with 18 participants.
- On 16 February, Hiawassee staff participated in the Kelly Park K-8 School “Love of Reading-Literacy Night” with 142 attendees.

- On 21 February, Hiawassee hosted “Cooperative Economics” presented by a local Black History Economics expert for 12 participants.
- In February, Hiawassee hosted 8 “In-person: English from Zero” classes serving a total of 201 participants. (An average attendance of 25 students per class.)
- In February, Hiawassee staff conducted 21 off-site “Storytime” programs at several local Child Care Centers and the Boys & Girls Club, serving 370 children and 34 adults, totaling 404.
- Throughout February, in of honor Black History Month, Hiawassee staff conducted six programs serving 34 participants. One such Black History program explored more in depth the “Afro-Latinx: African Roots in Latin Culture.”
- Throughout February, Hiawassee staff created 10 various themed “Take & Make” art activity kits serving 335 youth. Themes included: Valentine Animals, Alphabet Paper Blocks, Groundhog Day, Heart Tree, African Masks and The North Star honoring Black History Month.
- In February, Hiawassee hosted four “Zero to Five Storytimes” every Monday morning. Storytellers shared picture books, songs, and presented flannel board stories to encourage early literacy skills for 43 children and adult caregivers.
- In February, Hiawassee distributed 100 “Kindness Kits” thanks to WUCF PBS partnership.

Main

- On 3 February, Reference Librarian Jane Tracy attended the Dedication of Luminaries community event hosted by Mayor Buddy Dyer and Commissioner Regina I. Hill. Jane met with 110 members of the public during this event.
- On 4 February, Youth Services staff, along with members from the TEC and Youth Program Specialist team, attended the OCPS Parent Academy. Staff presented storytimes for youth, promoted library services, and taught classes to caregivers. Staff met with 247 attendees.
- On 5 February, 247 attendees celebrated African American literature in poetry, story, and song, performed by local luminaries in conjunction with the 33rd Annual National African American Read-In at the Orlando Public Library.
- On 6 February, Youth Services storytellers attended an outreach storytime at Leu Garden’s monthly “Family Day.” In total, 205 attendees of all ages were present.
- On 8 February, Youth Services hosted a virtual “Sunshine State Author Series” event with several Orange County Public Schools. The students met author Jennifer L. Holm and learned more about her book *The Lion of Mars* which is featured on the 2022-23 Sunshine State Young Readers Award list for grades 3-5. There were 546 students and educators in attendance.
- On 8 February, chef Yamira Lee Johnson showed 74 attendees how to make heart-healthy meals during a virtual Cuisine Corner on Instagram.
- On 10 February, Youth Services hosted an “Escape the Database Dimension” field trip for Legacy Middle School and 49 students. The field trip taught the students about the databases and resources available to them using their virtual library cards.
- On 18 February, the Afropop band, Wassalou, performed for 91 attendees at the Orlando Public Library.
- On 19 February, 126 attendees joined author, James Beard Award-winning chef, and former Top Chef contestant Kwame Onwuachi, at the Orlando Public Library to discuss his first cookbook.
- On 21 February, Reference Librarian Jane Tracy attended the College Park Historical Board meeting and spoke to 10 attendees about library resources.
- On 23 February, Youth Services staff and their UCF Intern hosted a “Cuisine Corner Jr.: Charcuterie Board” Livestream via Instagram, Facebook, YouTube, and TikTok. Overall, there were 939 live views across all the media platforms.
- On 25 February, saxophonist Don Black performed a soulful and rhythmic mix of blues, jazz, and pop for 73 attendees at the Orlando Public Library.
- During the month of February, Reference Librarian Jane Tracy participated in two virtual One Million Cups entrepreneurial events and shared Library business resources with 76 attendees.

- During the month of February, Social Worker Heidi Fernandez assisted over 80 customers at the Orlando Public Library in finding government and social services resources.
- During the month of February, OCLS Social Workers aided over 300 customers at 9 locations on topics such as unemployment, SNAP benefits, and mental health assistance.
- During the month of February, 14 customers completed their applications for Excel Adult High School, their first step in earning a high school diploma. By the end of the month, 11 had begun the prerequisite process and 2 had been contacted for interviews.
- On 9 February, a total of 213 customers interacted with the Tech Exploration: Sphero and Zoombinis experience hosted by TEC at the Lake Nona Middle School STEAM Knight.
- On 25 February, a total of 25 customers attended the Let's Play Pokémon Meetup hosted by TEC.
- On 28 February, TEC hosted the Computer Science: Robotic Friends virtual field trip with 40 students from the Orlando Science School.
- During February, a total of 293 customers enhanced their Fiber Arts skills with sewing, knitting, and crocheting by taking TEC in-person and online classes.
- During February, a total of 136 Lake Eola Charter School students attended an afterschool club or tech explorations in partnership with TEC.
- During February, a total of 99 customers learned to play chess or enhanced their chess skills by attending the Let's Play Chess Bootcamp or Meetup hosted on Sundays by TEC.

North Orange

- On 6, 20, and 27 February, North Orange hosted the series, "Let's Crochet" at the local HOPE Community Center. An average of 10 teens and tweens attended.
- On 8 February, North Orange hosted "Alcohol Ink" for 8 attendees who learned how to make cards.
- On 10 and 24 February, North Orange hosted "Online Class: Roblox Game Design" where 7 kids attended.
- On 12 and 23 February, North Orange hosted the popular adult series "Paint Party!" A total of 27 people attended the guided painting session.
- On 20 February, 39 customers watched and then participated in the "To Be a Drum Celebration."
- On 23 February, North Orange attended the "Employment Fair" at the Zellwood NCF to promote library services, registrations, and hotspot checkouts. The team connected with 29 people and checked out 4 hotspots.
- On 28 February, attended the RCMA parent meeting to promote card registration and hotspot checkouts. The team connected with 32 people and checked out 3 hotspots.
- In February, the North Orange Branch offered 17 virtual and in-person ESL classes to an average of 21 attendees per class.
- In February, North Orange hosted 12 storytimes. These events, coupled with "Storytime Crafts" engaged a total of 474 customers.
- In February, North Orange invited people coming in to play "Bookopoly" a game that encourages customers to explore the collection to complete challenges. A total of 158 adults and children participated.

South Creek

- Every Monday in February, South Creek hosted children and parents for "Storybook Fun," "Toddler Time," and "Tiny Tales." There were 264 participants.
- Every Wednesday in February, South Creek hosts a Social Worker on site to assist with social and government services; 24 attendees took part in this service.
- Every Thursday in February, South Creek's ESL Instructor hosted "Speaking Clearly for Beginners," a beginner class with a focus on the basics of the sounds of English for pronunciation. There were 84 participants over the course of 4 classes.

- Every Friday in February, South Creek’s ESL Instructor hosted “Writing Clearly Beginner,” a beginner class with a focus on the parts of speech, the organization of sentences, and vocabulary building. There was a total of 69 participants over the course of 4 classes.
- Every Friday in February, South Creek’s ESL Instructor hosted “Reading Clearly Intermediate,” a class with focus on English grammar and vocabulary for comprehension and vocabulary development. There was a total of 66 participants over the course of 4 classes.
- In February, South Creek hosted the following passive programs: “Groundhog’s Day Puppet,” “Love Bug,” “ArtMazing Art Deco,” “Ruby Bridges’ Backpack.” We distributed 540 passive crafts for families to complete at home.
- On 4 February, South Creek hosted “Artmazing,” an event where participants celebrated the library’s 100-year anniversary by focusing on art styles from the past decade. There were 32 attendees.
- On 7 February, South Creek hosted “Little Chef: Valentine Treats,” a valentine themed event for preschoolers to create their own tasty treat. There were 40 attendees.
- On 18 February, South Creek hosted its first “Lego Club,” an event for families to explore their creativity through building with Lego blocks. There were 28 attendees.
- On 25 February, South Creek presented “OrisiRisi African Folklore,” an event focused on sharing the African life and culture through drumming, dancing, and storytelling. There were 24 attendees.

South Trail

- In February, South Trail offered “Creole Connect” 4 times to a total of 60 attendees. Participants practiced their English skills and interacted with other members of the Haitian community.
- In February, South Trail offered 4 “Introduccion al Ingles – Basic English for Spanish Speakers” classes to a total of 54 students who practiced their English.
- In February, South Trail offered 7 “Virtual: Citizenship Inspired” classes to a total of 133 attendees.
- In February South Trail distributed over 500 craft kits and activity packs with word searches and coloring sheets.
- In February, South Trail offered 13 technology classes on subjects such as Microsoft Word and Resume Making in Haitian Creole to a total of 64 attendees.
- In February, South Trail hosted “Social Worker @ the Library” 8 times. A total of 88 customers were served.
- In February, South Trail hosted “Zero to Five Storytime” every Friday. Storytellers used nursery rhymes, picture books, songs, and flannel board stories to encourage early literacy skills in 77 children and parents.
- In February, South Trail hosted 8 sewing classes on a variety of projects including: heart pillows, messenger bags, neckties and storage baskets. A total of 47 people attended.
- On 16 February, the South Trail staff presented “A Trip to Africa” to 29 participants of a local daycare partner. Children read stories and did crafts and activities related to Africa.
- On 23 February, South Trail staff attended the Palmetto Elementary School “Cultural Explosion” and spoke to 134 people about library services.

Southeast

- On 1, 2, 7, 8, 9, 14, 15, 16, 21, 22, 23, and 28 February, Southeast staff hosted “English from Zero” where 343 students discussed and learned basic English vocabulary.
- On 1, 3, 8, 11, 15, 17, 22, and 25 February, Southeast hosted “English Conversation Hour” where 157 students practiced their English conversation skills.
- On 2, 6, 9, 13, 16, 20, 23, and 27 February, Southeast hosted the annual “AARP Income Tax Assistance 2023 by Appointment” where 185 participants received one-on-one tax assistance preparation.
- On 3, 11, 17, and 25 of February, Southeast hosted “Speaking Clearly for Beginners” where 127 students were introduced to the basic sounds of the English language.
- On 4 February, Southeast hosted “Escaping Winter Madness” where 68 attendees used their puzzle solving skills in an escape room.

- On 6, 13, 20, and 27 of February, Southeast hosted “Speaking Clearly Advanced” where 63 students improved their speaking and presentation skills.
- On 6, 13, and 27 of February, Southeast hosted “Hola Amigos- Spanish from Zero for Kids” where 153 children were introduced to the basics of the Spanish language.
- On 6 and 20 February, Southeast hosted “Caregiver Connect” where 68 caregivers and their little ones explored imaginary play with friends and learned about new resources.
- On 7, 14, and 28 February, Southeast hosted “Spanish Pronunciation” where 89 students learned to improve their Spanish pronunciation like a native speaker.
- On 20 February, Southeast hosted “I Love You to the Moon and Back” where 38 participants celebrated love, family, and friendship with a story, activities and a craft in honor of Valentine’s Day.

Southwest

- On 1 February, Southwest hosted “Love Bugs.” 58 participants celebrated Valentine's Day by engaging toddlers in bug-themed activities, stories, and crafts.
- On 1, 8, 15, and 22 February, 137 children and caregivers participated in “Southwest LEGO Club.” An interactive and hands on program where participants used their imagination to build LEGO models while practicing important skills such as communication, collaboration, critical thinking, and creativity.
- On 2, 9, 16 and 23 February, Southwest hosted “Storytime Crafts” giving 409 children and caregivers an opportunity to drop in before or after Storytime to create a craft.
- On 6 February, Southwest hosted “To Be a Drum Celebration.” Thirty-four participants celebrated Black History Month by dancing and drumming to the rhythm of the earth through a Storytime performance of “To Be a Drum” by Evelyn Coleman.
- On 11 February, 13 participants joined Southwest for “Interior Design 101.” Rebecca Hubler, Interior Designer, showed how to incorporate lighting, color, texture, art and accessories to transform an ordinary space into the extraordinary.
- On 13 February, 11 customers joined the Southwest Library for the “Nature Walk Book Club.” Participants enjoyed a walk on a paved trail at a local park followed by a discussion of *How the Word is Passed* by Clint Smith.
- On 14 February, Southwest hosted “Be My Valentine.” Forty-one children and caregivers celebrated love and made a valentine craft for someone special in their life while listening to stories, songs, and activities that promote early literacy.
- On 22 February, Southwest hosted “Pigglebration.” Twenty-five participants celebrated national pig day with stories and activities incorporating the use of fine motor skills, art, mathematical and scientific thinking- all featuring pigs!

Washington Park

- Throughout the month of February, Washington Park staff provided an offsite literacy activity to the kindergarten, first, and second grade groups at the Universal Orlando Foundation Boys & Girls Club. A total of 99 children participated in five events.
- Throughout the month of February, 113 Washington Park customers engaged with the passive crafts and activities that staff created, including a Black History Month Scavenger Hunt, “Flap Book Craft,” and “Bird Nest Craft.”
- On 2, 9, 16, and 23 February, Washington Park staff continued the Tunisian crochet series, to 36 virtual students in “Let’s Tunisian Crochet Knit Stich,” “Purl Stitch,” “Honeycomb Stitch,” and a practice session.
- Shores Primary Learning Center that had 108 children and adults in attendance.
- On 4 and 7 February, 11 children attended the virtual classes “Create 2D Video Games” Level 1 and 2.
- On 7, 14, 21, and 28 February, Washington Park hosted 221 children for “Zero to Five Storytime.”
- On 7, 14, 21, and 28 February, Washington Park staff hosted “Basic Spanish.” A total of 29 students attended the classes to practice and learn the basics of Spanish pronunciation, alphabet sounds, syllables, and vocabulary.

- On 17 February, Washington Park staff hosted an offsite family storytime at Washington Throughout the month of February, 22 students attended various sewing classes at Washington Park to learn about machine basics, patterns, fabric, and introductory projects.

West Oaks

- On 1 February, “Snack Around the World: Italy” featured tasty treats and fun cultural learning opportunities for the 28 in attendance.
- On 1, 8, 15, and 22 February, a total of 353 attended the “Mindful Start Family Yoga” series and learned about silly and fun yoga poses designed for kids.
- On 1, 8, 15, and 22 February a total of 89 students participated in the “Intermediate Spanish” classes offered.
- On 1, 8, 15, and 22 February the “Finding Your Roots Series” programs introduced 62 attendees to basic genealogy techniques, census records, vital records, and land records.
- On 7 February, “A Trip to Africa- Celebrate Black History Month” gave 14 attendees the opportunity to learn about African culture and play with shapes and patterns to make paper kente cloth.
- On 8 February, Pokémon Party encouraged the 50 in attendance to party like a Pikachu with fun, activities and crafts.
- On 13 February, during “Orisiri African Folklore,” 87 attendees participated in an interactive performance filled with drumming, dance, and storytelling.
- On 15 February, during the “Alma Thomas Art” program, 21 participants created their own colorful abstract work inspired by African American artist Alma Thomas.
- On 21 February, during “J is for Jazz,” 16 participants learned about the lively rhythms and improv sounds of jazz music.
- On 27 February, “Scoop! -Celebrate Black History Month” introduced 27 attendees to African American inventors and the common household items they invented.

Windermere

- Throughout the month of February, children took 715 passive crafts home to create and learn with their caregivers. These crafts included information about kindness, Black History Month, and President’s Day.
- During February, Windermere had 94 adults participate in classes “English from Zero” and “English Conversation Hour” to improve their spoken language skills.
- Throughout February, 30 adults took a break in the library to complete logic puzzles, mazes, and more.
- During February, 62 children participated in Windermere’s homeschool programs and learned about the Space Race, the Middle Ages, and foreign languages.
- In February, 35 adults and children participated in online technology classes to expand their knowledge of Microsoft Excel, QuickBooks Pro, and Code Studio.
- During February, 22 adults participated in Windermere’s virtual “Citizenship Inspired” to learn about the naturalization interview and test.
- On 8, 9, 22, 23 February, Windermere staff visited the Child Development Center to share early-learning story times with 73 two- and three-year-olds with a focus on letter recognition.
- On 11 February, Windermere participated in the Orange County Fire Rescue Open House and shared information about the library with 88 adults and children.
- On 11 February, Windermere had 11 children building their reading confidence with READING Paws dogs.
- On 25 February, Windermere hosted a table at the Town of Windermere’s Pet Fest meeting 127 adults and children to discuss more about what the library has to offer.

Winter Garden

- On 3, 10, 17, 22, and 24 February, Winter Garden hosted “Storybook Fun,” “Toddler Time,” and “Tiny Tales” to 989 children and their caregivers.
- On 6, 13, 20, and 27 February an external presenter hosted “Mindful Start Yoga” where 169 participants practiced breathwork, mindfulness and movement.
- On 9 February, Winter Garden hosted a “Homeschool Teen Boardgame Meetup” for 22 participants.
- On 20 February, Winter Garden participated in “West Orange NCF, Black History Event,” where we promoted library services including hotspots to 20 customers.
- On 23 February, Winter Garden virtually hosted “Centipede's 100 shoes” as part of the 100-year celebration; 16 children and caregivers participated.
- On 25 February, Winter Garden featured artist Lane Vifquain in “Meet the Artist;” a total of 14 customers interacted with the artist.
- Throughout the month of February “Virtual Conversation Hour” and “English from Zero” had a total of 196 participants join virtually and in-person to practice English as a Second Language.
- During the month of February, Winter Garden hosted six Black History Month events, including “To Be a Drum Celebration,” “Alma Thomas Art,” and “J is for Jazz” where 91 customers participated.
- Throughout the month of February, 213 Winter Garden customers engaged with passive activities in the branch, including the “Valentine’s themed take-home craft” and “Character Mailbox.”

**Orange County Library System
Board of Trustees Meeting
March 9, 2023**

**Public Comment:
Non-Agenda Items**