

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

June 12, 2025, 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (5/1); Nicole Benjamin (7/2 – City);
Ashley Cisneros Mejia (7/0 – City); Venessa Tomlin
(5/0); Sharon Smoley (5/2)

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

- 25-072 I. Call to Order**
President Bohannon called the meeting to order at 6:03 p.m.
- 25-073 II. Public Comment Policy & Procedures**
- 25-074 III. Approval of Minutes: April 10, 2025 Library Board of Trustees Meeting**
Trustee Tomlin, seconded by Vice President Benjamin, moved to approve the minutes for the April 10, 2025 Library Board of Trustees Meeting.
Motion carried 4-0.
- 25-075 IV. Staff Presentations:**
Development Department ~ Jenn Schock
Employee Engagement Survey ~ Yvonne Hartley
- 25-076 V. Financial Statements and Summaries: May 2025**
Chief Financial Officer Shoemaker reported to the Board that the six projects currently underway, are progressing as anticipated. These projects are as follows: the Horizon West Branch Library; the Lake Nona Branch Library; the OPL Roof Replacement; the OPL Exterior Lighting; the Winter Garden Refresh; and the West Oaks HVAC Replacement.

He also reported that OCLS received Window World's \$50,000 donation to support the 2025 Summer at Your Library programs, as well as \$100,000 from the estate of Henry Doose.
- 25-077 VI. Dashboard: May 2025 – Leasha Tavernier**
Chief of Neighborhood Services Tavernier reported to the Board that the door count is up 1% over last year, card registrations are down 6%, and checkouts are up 2% with 12,000 more checkouts. For events and classes, offerings were up 6% over last year, and attendance was down 9%. With the conclusion of the food box distribution partnership with Second Harvest Food Bank staff are not surprised to see some statistics down. It accounts for a large portion of the drop in attendance for events as well as affected card registrations as the program brought new people into the library. The good news is that existing customers are using the library as one can see with the increase in checkouts.

She also reported a 15% increase in digital usage compared to May 2024. Both Overdrive and Kanopy set total monthly usage records. OverDrive checkouts totaled 253,766. The previous high record was in March 2025 with 249,427 checkouts. Kanopy checkouts totaled 6,558, with the previous high record being in July 2024 with 6,335 checkouts.

The spotlight this month is internet access. Computer sessions are down 2% and Wi-Fi sessions are not significantly different than last year. It has been discussed before that staff are seeing more people come into the library with their own devices, so these numbers are not a surprise.

The following compliment is an example of recent customer feedback. This story demonstrates the ongoing impact OCLS programs, services, and staff have on library customers: "Niurka changed my life and future." Cathy Lalas, a South Trail Branch customer, expressed her tremendous gratitude about staff member Niurka Olivera De Ojeda to the branch's manager. She explained that Niurka had patiently helped her locate a CNA study guide which prepared her to pass the competency exam. Cathy became a Certified Nursing Assistant in March 2025.

Trustee Smoley arrived at 6:23 p.m.

25-078

Strategic Plan: May 2025 – Leasha Tavernier

CNS Tavernier stated that staff continue to make forward progress for each of the primary goals of the Strategic Plan. One of the items highlighted falls under the primary goal of *Be Forward-Thinking*. The library's smartphone app is now available for both Apple and Android devices. It is currently in a soft rollout - as staff get familiar with the app. The plan is to start a marketing campaign later this month to inform the public. To date, 582 (471 apple, 111 Android) people have installed the app.

25-079

VII. Action Items: Consent Agenda

Vice President Benjamin, seconded by Trustee Cisneros Mejia, moved to approve the items on the Consent Agenda. Motion carried 5-0.

25-080

Eatonville Branch Restroom Renovation Project: Erica Grant

The Board authorized the Director/CEO to execute a contract with Ruby Builders in the amount of \$86,112 for general contractor work, and they authorized the Director/CEO to execute a contract with ReSource Flooring & Maintenance in the amount of \$37,040 for the tile work, and they approved the project of \$139,100, which includes a \$9,100 contingency.

25-081

Request to Serve Alcohol at the Romance, Wine & Chocolate Event: Erica Grant

The Board approved the serving of alcoholic beverages, in accordance with the Board-approved policy, at the event on September 26, 2025, to be held at the Chickasaw Branch Library.

25-082

Public Computer Purchase: Thomas Beaver

The Board approved the purchase of updated public computers from Dell for all library locations. The estimated cost is \$151,526.10. The Board also approved a contingency of \$7,500 (5%), and a not to exceed budget of \$159,026, and they authorized staff to issue purchase orders to complete the project.

25-083 VIII. Action Items: Non-Consent Agenda: None

25-084 IX. Discussion and Possible Action Items

**25-085 PRELIMINARY Orange County Library District Budget FY 2025-2026:
Steve Powell**

Director Powell gave an overview of the preliminary budget for FY 2026 to the Board. He stated that only figures are expected to change with the final budget that will be presented later in August.

There was brief discussion regarding the creation of a future master plan, which will include an outline of where libraries will best serve Orange County communities.

25-086 X. Information

25-087 Director's Report

On June 5, a topping out ceremony was held at Horizon West. This is the traditional ceremony that builder's hold when the last structural beam is put in place during construction.

On May 17, the library hosted the annual Orlando Book Festival at Orlando Public Library. The event featured book signings, author discussion panels, writing workshops and a keynote presentation. This year, more than 140 people attended the keynote, which was presented by bestselling author Brad Meltzer. OCLS Events and Programs Planner Sarah Fisk was featured on WESH Sunrise to talk about the event, and the interview can be found [here](#).

25-088 Public Comment: Non-Agenda Items

XI. Adjournment

Trustee Tomlin, seconded by Vice President Benjamin, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 7:15 p.m.

Next Meeting Dates:

July 10, 2025: Orlando Public Library, 101 East Central Boulevard, Orlando, Florida 32801

August 14, 2025: Orlando Public Library, 101 East Central Boulevard, Orlando, Florida 32801

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

La Sección 286.0105 de los Estatutos de la Florida establece que si una persona decide apelar cualquier decisión tomada por una junta, agencia o comisión con respecto a cualquier asunto considerado en una reunión o audiencia, necesitará un registro de los procedimientos y que, para tal fin, es posible que deba asegurarse de que se haga un registro literal de los procedimientos. cuyo expediente incluye los testimonios y las pruebas en que se basará la apelación.

Seksyon 286.0105, Lwa Florida, deklare ke si yon moun decide fè apèl kont nenpòt desizyon ki te pran pa yon tablo, ajans, oswa komisyon ki gen rapò ak nenpòt pwoblèm konsidere nan yon reyinyon oswa yon odyans, li pral bezwen yon dosye sou pwosedi yo, e ke, pou rezon sa yo, li ka bezwen asire ke yon dosye vèbal nan pwosedi yo fèt, ki dosye gen ladan temwayaj ak prèv ki montre apèl la dwe baze.

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Si tiene problemas de audición o del habla, puede comunicarse con los números de teléfono anteriores marcando 711.

Orange County pa fè diskriminasyon sou baz ras, koulè, orijin nasyonal, sèks, laj, relijyon, andikap oswa sitiyaasyon fanmi. Moun ki gen kesyon oswa enkyetid konsènan non diskriminasyon, moun ki bezwen asistans espesyal dapre Lwa Ameriken andikape yo (ADA), ak moun ki bezwen asistans nan lang (gratis) ta dwe kontakte Kowòdonatè Tit VI/Nondiscrimination nan access@ocfl.net oswa lè yo rele 3-1-1 (407-836-3111). Si w gen pwoblèm pou tande oswa pou w pale, ou ka kontakte nimewo telefòn ki anwo yo lè w konpoze 711.