

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

October 9, 2025, 6:00 p.m.

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

Library Board Present: Crockett Bohannon (9/1); Ashley Cisneros Mejia (1/0 – City); Sharon Smoley (9/3)

Library Board Absent: Nicole Benjamin (1/1 – City); Venessa Tomlin (9/1)

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

Administration Absent: Sara Gonzalez

- 25-139 I. Call to Order**
 President Bohannon called the meeting to order at 6:07 p.m.
- 25-140 II. Public Comment Policy & Procedures**
- 25-141 III. Approval of Minutes: September 11, 2025 Library Board of Trustees Meeting**
 Trustee Smoley, seconded by Trustee Cisneros Mejia, moved to approve the minutes for the September 11, 2025 Library Board of Trustees Meeting. Motion carried 4-0.
- 25-142 IV. Staff Presentation: Human Resources: UKG Ready Software Update: Colleen Hooks**
- 25-143 V. Financial Statements and Summaries: September 2025 – Kris Shoemaker**
 CFO Shoemaker reported that the September report is preliminary and will be finalized and included at an upcoming meeting.
- 25-144 VI. Dashboard: September 2025 – Bethany Stone**
 COO Stone shared highlights from the September statistics, which overall was a very good month. Library visits were up 12% (around 16,000 visits) compared with last year. Checkouts rose to 704,066, up 7% from last year. Just under 40,000 items (39,251) were delivered to customers using MAYL, the home delivery service. Digital use increased by 18% compared to last year. Total digital checkouts for the month were 360,383 which is an average of 12,013 checkouts a day.

In the spotlight this month are user ratings. The mystery shopper score average for this past quarter is 98%. The goal is 90% each month and all locations averaged well above that, which is a testament to the excellent customer service that staff provide to the community. In addition, the Net Promoter Score (NPS), is averaging 93% for the quarter. Any score over 80% is considered world class service.

There is continued strong adoption of the new OCLS app. In September, there were just under 5,000 downloads, bringing the total since the May launch to over 26,500.

Customer Deborah N. called Questline and expressed her gratitude for the outstanding support she received from staff on the 4th floor at OPL. She is studying for a CERT exam to become a volunteer assisting local first responders. She said she couldn't have made it through without their kindness, patience and assistance – they truly made her feel everything was going to be ok.

25-145

Annual Plan Update: September 2025 – Bethany Stone

COO Stone reported to the Board that as another fiscal year ends and another Annual plan begins, OCLS has successfully executed its goals and objectives, performance measures and standards as per section 189.0694 Florida Statute.

Through a system-wide commitment to Being Welcoming, Connected, Forward-Thinking, and Empowered, OCLS delivered meaningful outcomes that reflect its purpose: enriching lives through experiences and opportunities to learn, grow, and connect. The library expanded access to services across Orange County, strengthened strategic partnerships, enhanced staff development, and significantly increased its visibility and impact within the community.

OCLS remains agile and responsive to community needs, utilizing data-driven strategies to refine programming, enhance accessibility, and foster meaningful connections. The success of this year's goals and objectives reflects the library's ongoing commitment to equity, engagement, and enrichment, as well as its role as a vital resource in building a more connected, informed, and inspired Orange County.

25-146

VII. Action Items: Consent Agenda

25-147

VIII. Action Items: Non-Consent Agenda

25-148

Election of Board Officers and Committee Appointments

This agenda item was tabled until the next meeting.

25-149

**Director's Evaluation & Personnel Committee Meeting:
Evaluation & Minutes Approval – Sharon Smoley**

Trustee Smoley reported that the entire Board was present for Director Powell's performance evaluation in which he was rated as far exceeds. She congratulated him for his accomplishments and excellent performance. Trustee Cisneros Mejia, seconded by Trustee Smoley moved to approve the Director's evaluation and the minutes for the meeting. Motion carried 3-0.

25-150

IX. Discussion and Possible Action Items

25-151

Policies Realignment – Bethany Stone

COO Stone briefed the Board about a procedural modification regarding library policies. She stated that policies will be categorized as follows: Board-approved, Legally-guided, and Operational policies. She stated that in November, she will bring an issue statement to the Board to formalize this change and that this will streamline how policies are handled going forward. Brief discussion ensued.

25-152

X. Information

25-153

Orange County Delegation Presentation: Steve Powell

Director Powell informed the Board of the two-minute presentation that he will be giving to the Orange County Delegation at a forthcoming meeting.

25-154

Director's Report**New Drop Box in Avalon Park**

A new slab for the Avalon Park drop box has been poured, which means a new book drop box will soon be installed there. This will be the fourth box placed around the community for the convenience of customers.

Millage and Budget

On Tuesday, September 30th, just after 5:00 pm, the Governing Board, with all members present, unanimously approved the library millage and budget.

Baker & Taylor Update

Director Powell gave an update regarding Baker & Taylor, one of the library's longtime book suppliers. Currently, the Horizon West and Lake Nona Opening Day Collections are on order with them. Baker & Taylor has had its struggles over the past several years. The pandemic, a ransomware attack in 2022, and ongoing supply chain issues. Over the past few years, the bulk of purchasing has been shifted away from them and to other suppliers. They were in the process of being acquired by ReaderLink, and the deal was set to close on Friday, September 26th. The deal was called off for undisclosed reasons, leaving everyone working there, and their customers, with questions. On Monday, October 6th, they suddenly laid off over 500 people and announced they would wind down business operations over the next three months. B&T would have been 200 years old in 2028. Although they faced their troubles, staff remained confident in their everlasting presence in the marketplace and their ability to deliver the opening day collections. The library's contracts with B&T involve them ordering, processing, storing and delivering the items to the branches when these are ready. The contract also requires OCLS to pay for items once they are stored. They are committed to delivering those collections to OCLS as early as next week. The collections will be stored at OPL and will be delivered to the branches when they are ready.

Melrose Center Spotlight

Director Powell was proud to share this [WESH 2 segment](#) featuring Melrose Center Assistant Manager Andrew Harth, discussing the Melrose Film Festival and other resources in the Center.

25-155

Public Comment: Non-Agenda Items**XI. Adjournment**

Trustee Cisneros Mejia, seconded by Trustee Smoley, moved to adjourn the meeting. Motion carried 3-0.

President Bohannon adjourned the meeting at 6:44 p.m.

Next Meeting Dates:

November 13, 2025: Orlando Public Library, 101 East Central Boulevard, Orlando, Florida 32801

December 11, 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 deside 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.