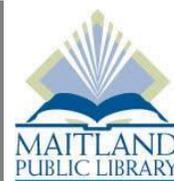


Maitland Public Library Board of Trustees

Wednesday, January 17, 2024
7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chairman; Ms. Kristen Johnson, Vice Chairwoman; Mr. Frank Allen, Trustee; Mr. Dave Baker, Trustee; Dr. Scot French, Trustee; Ms. Laurie Fuller, Trustee; Ms. Mary-Jeanine Ibarguen, Trustee; Mr. Kay Yeuell, Trustee; Mayor John Lowndes, Ex-Officio

- The following members were present via Zoom: Ms. Liz Doyle, Trustee
- Staff Present: Ms. Jenn Bishop, Executive Assistant; Ms. Stacie Larson, Director
- Staff present via Zoom: 0
- The following members were excused: 0
- The following members were not present or excused: 0
- Members of the public attending: 6

MEETING CALLED TO ORDER AT 7:30 PM by Mr. B. Allen

- Consent Agenda: Ms. Ibarguen noted that Patty Brennan's name was spelled incorrectly in the December minutes. This was corrected and resubmitted. With no further questions or concerns, all items on the Consent Agenda were accepted.

FRIENDS REPORT: Ms. Sandoz reported that sales in the bookstore are going well. There are many donations. The FoL are very supportive of the new building and have donated \$15,000 to the For! Committee. Mr. B. Allen and Dr. Lee composed a letter to recognize the FoL for their continued support. Ms. Johnson noted that Mr. Bryan Stewart will be reaching out to the FoL for additional support.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Many holiday events were celebrated in the month of December
- Astronomy Week is coming soon
- The new website could launch in 3-4 weeks.

FINANCE COMMITTEE: Mr. Harrison acknowledged this will be discussed later in the agenda.

BY-LAW COMMITTEE: Ms. Johnson explained the revisions made to the current by-laws. These changes will be discussed later in the agenda.

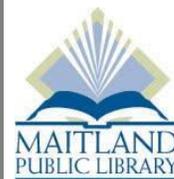
NOMINATING COMMITTEE: Mr. F. Allen shared that the committee does not have a formal report at this time. The committee is in the process of finalizing new procedural matters.

ENDOWMENT COMMITTEE: The committee has not met and had no business to report

FOR Committee: Ms. Johnson stated the committee has been hard at work. Several meetings have been held. A new logo was shared with the Board. A new website will allow online donations and include a sign up for volunteers. 250 yard signs will be printed by the end of the month, T-shirts are being made for community events, and mailers are being printed. The Board was asked to like and share the social media pages for the

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committee, but reminded, as a BOARD, you can let people know the vote is in March. As a CITIZEN, you can share, and encourage. Ms., Marni Stahlman was introduced as the consultant for the committee. Ms. Stahlman shared that there is still much miscommunication regarding the present building. A grassroots campaign is necessary.

Old Business: Mr. Harrison inquired about the timeline on fixing the automatic door. Ms. Larson explained that the part is coming from the manufacturer and will be fixed soon.

Public Period: Mr. B. Allen opened the Public Period.

Mr. Vance Guthrie, Vice-Mayor of Maitland, expressed his concern that the library is behind in advertising for the new building. He was glad to see Ms. Stahlman has been retained and encouraged the Board to “do as she says.”

Mr. John Lowndes, Mayor of Maitland, was present, but clarified that he was present as a citizen, not the mayor. Mr. Lowndes also expressed his concern. As a lawyer, he offered that the Board does not have any restrictions with the campaign and funding. He highly suggested the Board “sell the vote” for the new building. Mr. Mike Thomas, citizen, encouraged the Board to do “whatever it takes.” The For! Committee should not have to think about money.

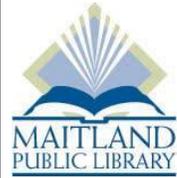
Ms. Marni Stahlman, citizen and consultant for the For! Committee informed the Board that mail-in ballots will go out on Feb. 11, 2024. Any mailers from the committee must be mailed before then.

Discussion Items:

- **Community Outreach, Info Campaign** - Mr. B. Allen asked the Board to share ideas regarding community outreach. Some suggestions were: knocking on doors, hosting tours/open house of the current building to educate the public on why a new building is necessary. Ms. Johnson suggested a walking tour of Quinn Strong Park after the building tour to see where the new building would be. Ms. Ibarguen pointed out the flier was missing legend points P & Q on the map. Ms. Ibarguen also suggested contacting Orlando Sentinel and WESH 2 News. Ms. Fuller stated she was happy to help with any community events. Mr. F. Allen suggested the Board hire Ms. Stahlman to help coordinate all efforts. Ms. Stahlman pointed out that the flier does not address the Dommerich history of the library will be preserved. Dr. French stated the website is very direct and to the point. The bullet points are excellent and are more efficient than a tri-fold flier. It was suggested that the For! Committee should organize everything and all should be directed to the Board from the committee.
- **Proposed Revised Bylaws** - Ms. Johnson introduced the By-Laws Revisions in the packet provided. With no comments or questions, the discussion was closed and the draft will be submitted for a vote in the February meeting. Ms. Larson reminded Ms. Johnson that the final draft must be posted 10 days before the vote.

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Decision Items:

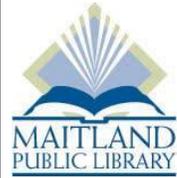
- **Revised Meeting Room Policy-** The proposed revision of the policy was attached. Ms. Larson explained that the bulk of the policy is unchanged and the new policy must be in place before the launch of the new website. Ms. Fuller motioned to accept the revised policy change. This was seconded by Ms. Johnson and voted unanimously by all in attendance.
- **Designation of Funds for Possible Donation to the For! Committee -** Mr. Harrison shared the Finance Committee's suggestion of donating \$18,000 to the For! Committee, as that money is available to spend immediately. Mr. B. Allen opened a public period on this matter. Mr. Guthrie stated the Board should do whatever it takes. Mr. Lowndes stated this needs to be an entire library effort, and more money is needed. He pointed out that the City has contributed (\$6,500), the FoL have donated (\$15,000) and the Board has contributed nothing. Mr. Thomas suggested that the FoL are asking where the financial support from the library is. He also noted that the committee should be looking for votes, not money. The money should be available. Mr. B. Allen stated that he could not speak for the FoL, but agreed they should not have to fund the entire amount. Ms. Sandoz stated the FoL were more than happy to donate more money and did not realize more would be needed. Mr. Baker stated he resented the statements from the public regarding the Board's lack of financial support. He made it clear that the Board has a fiduciary responsibility with the funds and noted a budget from the For! Committee was never presented to the Board for funds. Ms. Johnson clarified that the committee did not have a budget until now. \$40,000 is the budget, and \$25,000 is needed now. Mr. Harrison reminded the Board of the question at hand - Should the Board donate \$18,000 or unlock a CD. Mr. Baker requested Ms. Stahlman's fee, if contracted by the Board, before making a decision on this item. Ms. Stahlman quoted a discounted rate of \$2,000/mo. for a total of \$6,000. Mr. Harrison motioned the Board to donate \$18,000 in current unrestricted funds to the For! Committee. This was seconded by Mr. Yeuell. Mr. F. Allen stated if the For! Committee needs \$25,000, the board should just donate the full amount. Mr. Harrison did not accept this amendment to his motion. The vote was individually polled, with a result of 8 members in attendance for the donation, and 4 members in attendance against the donation. The motion carried.

- Individual Votes: **Designation of Funds for Possible Donation to the For! Committee**

Dr. Steve Lee, President; Yes
Ms. Marilyn Sandoz, Vice President; Yes
Ms. Maria Hannon, Secretary; No
Mr. Andrew Harrison, Treasurer; Yes
Mr. Bob Allen, Chairman; Yes
Ms. Kristen Johnson, Vice Chairwoman; Yes
Mr. Frank Allen, Trustee; Yes
Mr. Dave Baker, Trustee; No
Dr. Scot French, Trustee; No
Ms. Laurie Fuller, Trustee; No
Ms. Mary-Jeanine Ibarguen, Trustee; Yes
Mr. Kay Yeuell, Trustee; Yes

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- **Designation of Funds for Board Funded Info Campaign** - Mr. F. Allen stated there is no time for a separate committee and research. He questioned Ms. Stahlman if a separate effort was necessary or needed and what additional funds would be necessary. Mr. B. Allen stated a specified amount would be necessary to vote. Ms. Bishop stated there are 2 CDs about to mature - one in March and one in August. She suggested closing the CD at Commerce Bank, as that would have the smallest impact financially. Ms. Stahlman does not expect this to exceed \$25,000 including her fee. Mr. Harrison does not feel that a separate funded campaign. Mr. Baker asked if EveryLibrary was still involved. Ms. Johnson noted that they have not responded to any communication or meetings. Ms. Johnson does not want to rely on them for anything. Ms. Sandoz reiterated that the FoL will donate whatever is needed. Mr. F. Allen motioned that the library board approve up to \$25,000 under the custodianship of Ms. Stahlman for the informational campaign. This was seconded by Ms. Fuller. The vote was individually polled, with a result of 9 members in attendance for the funding of the campaign, and 3 members in attendance against the funding of the campaign. The motion carried. Ms. Stahlman will provide a contract and invoice by the end of the week. This contract will go to Ms. Johnson for review, and then to the Board. A meeting will be held on January 22, 2024 at 7:45pm to review the contract and invoice.
 - Individual Votes: **Designation of Funds for Board Funded Info Campaign**
 - Dr. Steve Lee, President; Yes
 - Ms. Marilyn Sandoz, Vice President; Yes
 - Ms. Maria Hannon, Secretary; No
 - Mr. Andrew Harrison, Treasurer; No
 - Mr. Bob Allen, Chairman; No
 - Ms. Kristen Johnson, Vice Chairwoman; Yes
 - Mr. Frank Allen, Trustee; Yes
 - Mr. Dave Baker, Trustee; Yes
 - Dr. Scot French, Trustee; Yes
 - Ms. Laurie Fuller, Trustee; Yes
 - Ms. Mary-Jeanine Ibarguen, Trustee; Yes
 - Mr. Kay Yeuell, Trustee; No
- **Maturing Commerce CD** - Mr. Harrison motioned the Board to close the current CD at 1st Commerce bank prior to its maturity date, within the next 7 business days and pay any necessary penalties in which to do so. A check shall be issued in the name of the Maitland Public Library to deposit at 1st Horizon Bank. \$25,000 of those funds shall have a currently restricted purpose based on the meeting minutes of January 17, 2024. Any unused portion of these funds will have restrictions lifted and be used for such corporation related expenses as deemed appropriate as and when the Board deems so. The minutes shall be submitted for approval at the January 22, 2024 meeting. This motion was seconded by Ms. Johnson. The vote was individually polled, with a result of 11 members in attendance for the motion, and 1 member in attendance against the motion. The motion carries.

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- Individual Votes: **Maturing Commerce CD**
 - Dr. Steve Lee, President; Yes
 - Ms. Marilyn Sandoz, Vice President; Yes
 - Ms. Maria Hannon, Secretary; Yes
 - Mr. Andrew Harrison, Treasurer; Yes
 - Mr. Bob Allen, Chairman; Yes
 - Ms. Kristen Johnson, Vice Chairwoman; Yes
 - Mr. Frank Allen, Trustee; Yes
 - Mr. Dave Baker, Trustee; No
 - Dr. Scot French, Trustee; Yes
 - Ms. Laurie Fuller, Trustee; Yes
 - Ms. Mary-Jeanine Iburguen, Trustee; Yes
 - Mr. Kay Yeuell, Trustee; Yes

Dates to remember:

- January 22, 2024, 7:45pm Meeting of Trustees to approve Contract
- February 21, 2024, 7:30pm Monthly Meeting

MEETING ADJOURNED: A motion was made by Ms. Johnson at 9:51 pm to end the meeting. This was seconded by Ms. Fuller and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary