

Orange County Library Foundation

Founding Board Meeting Minutes

Date: Friday, September 11, 2026

Time: 10:00 a.m. - 11:06 a.m.

Location: Orlando Public Library, Albertson Room

Attendees: Steve Powell, Melissa Stillman, Brian Tillman, Erin Sullivan, Jenn Schock, Jazmyne Arnett

Called to Order

Steve called the meeting to order at 10:01 a.m.

Board Minutes

Melissa motioned to approve July 14, 2026 Board Minutes. Steve seconded the motion. The July Board Minutes were unanimously approved.

Proposed CRM Presentation

Jazmyne Arnett, OCLS Development Project Coordinator, gave a presentation on Bloomerang, the proposed CRM for the Foundation. Brian motioned to approve Bloomerang as the Foundation's CRM. Melissa seconded the motion. Bloomerang was unanimously adopted as the Foundation's CRM.

Updates

Jenn provided several business updates. \$250,000 has been deposited in the Foundation's bank account. Questions for Form 1023 have been submitted to the lawyers who are working on completing the form to be filed.

Action Items

Biztown

Motion: Brian motioned to approve the contract and movement of \$35,000 to pay the registration fee.

Seconded: Melissa seconded the motion.

Action: Unanimously approved.

Melissa signed the Junior Achievement Agreement on behalf of the Board.

The Board selected 14B and 18B as their placement options for Biztown. Steve will email the representative of Biztown with the Board's placement selections.

Mandy Wannen, the interior designer for the library, will be contacted to design the library for Biztown.

Board Recruitment Documents Review

Open Discussion: Jenn shared that many boards do not include minimums because it can exclude potential members and/or limit the philanthropic contribution. Melissa stated that the language should be clear that a board member can personally give or give through fundraising. Brian agrees and provides that Board members should buy into the mission of the Board and the library. Steve questions whether it may cause undue competition among Board members. Erin states that it is a standard requirement, and it should not be seen as a competition.

The Board agrees that potential Board members must make a meaningful philanthropic contribution of \$1,500 annually through either personal giving OR fundraising.

Motion: Melissa motioned to approve the Board Packet once discussed edits have been made.

Seconded: Steve seconded the motion.

Action: Unanimously approved.

Website

Website will go live the first week of October.

Next Meeting

Friday, October 9, 2026 at 11 a.m.

Adjournment

Steve motioned to adjourn the meeting. Brian seconded the motion.

Action: Motion approved.

Meeting adjourned at 11:06 a.m.

Submitted by:

Jazmyne Arnett