

Minutes
Oklahoma Department of Libraries
Special Board Meeting
December 11, 2015
10:00 a.m.
South Conference Room

Chairman Don Evans called the meeting to order at 10:00 a.m. and asked for roll call. Board Members Present: Jana Barker, Don Evans, Judy Haught, Phil Moss, Ann Ritchie, Annabeth Robin, Mary Shannon, and Susan McVey, Secretary.

Guests and staff members present: Connie Armstrong, Sadie Bruce, Jan Davis, Doug Haught, Kristi Howes, Matthew Lafon, Vicki Mohr, Cindy Mooney, Monique Newton, Kitty Pittman, Vicki Sullivan and Bill Young.

In conformity with the Oklahoma Open Meetings Act, advance notice of this regular scheduled meetings was transmitted to the Oklahoma Secretary of State on January 1, 2015 and public notice of the meeting, together with the agenda, was posted on December 7, 2015 at 10:16 a.m. on the glass exterior wall at the entrance of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City. In addition, e-mail notification was sent to public libraries and the notification and agenda were posted on ODL's website.

Chairman Evans asked for consideration of the minutes for the November 30, 2015 board meeting. Chairman Evans mentioned a correction on page 1, paragraph 2: add "Vicki Sullivan" as a staff member present. Chairman Evans moved to approve with the amendment, seconded by Moss. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed and the minutes were approved.

There were no public comments.

Director's Report

Chairman Evans presented Monique Newton with a five year commemorative pin and certificate for her years of service with the State of Oklahoma. Congratulations!

McVey reported that October's Double R Author Tour, hosted by the Oklahoma Center for the Book and the Office of Library Development (OLD), was a great success. The event was put together for young adults and children. McVey was struck by how professional and engaging the author presenters were.

Vicki Mohr, who is the Office of Library Development Administrative Librarian, was thrilled with how successful the program was. This year, Double R featured two authors of young adult books. Next year, the Office of Library Development and the Oklahoma Center for the Book hope to have an author of children's books participate.

McVey mentioned the tour was held in conjunction with a \$40,000 Reading Trust grant the agency received to place children's and young adult books in public libraries. The Friends of Libraries In Oklahoma (FOLIO) and Friends of the Oklahoma Center for the Book each donated \$1,500 to the project.

The Director of Oklahoma Center for the Book, Connie Armstrong, pointed out it was a wonderful opportunity to take authors directly to young people around the state. An estimated 1,907 teens and adults attended the programs.

McVey mentioned Connie is the editor of the publication distributed to the board members—the Oklahoma State Agencies, Boards and Commissions (ABC) publication.

Consideration and possible vote on Appointment to Public Librarian Certification Board

McVey said Cynthia O took a new position as a director in Nevada. The agency recommends Candy Ford as her replacement. McVey said Ford would be an asset and she has already gone through the certification process. ODL Library Consultant Sadie Bruce agreed that Ford was a good candidate to fill the position.

Chairman Evans asked for consideration on approving Candy Ford as the appointee to the Certification Board. Chairman Evans moved to approve the request, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed on the appointment of Ford to the Certification Board.

Consideration and possible vote on ODL Board meeting schedule for 2016

McVey explained to the new board members that a spring meeting is traditionally held at the Oklahoma Library Association Annual Conference. McVey assured the board members that it's completely optional as to whether or not the board meets at the OLA annual conference. Following discussion, board members decided the meeting at OLA would continue.

Chairman Evans moved to approve the 2016 schedule of the quarterly board meetings on February 26th, April 1st, August 12th and December 9th. The April 1st meeting will be held in conjunction with the Oklahoma Library Association in Tulsa, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed to approve the ODL Board meeting schedule for 2016.

Consideration and possible vote on formula for State Aid to public libraries

McVey explained ODL had a reduction in appropriation from last fiscal year to this year of 6.25 percent, which is reflected in the FY2016 State Aid formula—the amount the agency has available for distribution is 6.25 percent less than what was awarded last year. It does not include the funding that the board approved

for re-direction at the last meeting, because ODL has not received approval from the Secretary of State to take action.

Chairman Evans confirmed that the department is asking the board to limit the pay out due to possible further budget reductions. The ODL Board will limit SFY2016 initial State Aid payments to 90% of estimated total awarded. Balance of State Aid payments will be made before end of fiscal year based on available funds.

Chairman Evans moved that the ODL Board approve the FY2016 State Aid formula, restricting initial payments to 90%, with the ability to revisit this issue later in the fiscal year for allocation of the remaining 10%. Ritchie seconded. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed.

Proposed executive session pursuant to 25 O.S. 307(B)(1) to discuss the employment of the Director

Chairman Evans made the motion for the board to go into executive session to discuss employment of the Director, seconded by Moss. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed to go into executive session.

Vote to return to open session; possible Board action on matters discussed in executive session

Chairman Evans submitted that the board return to open session. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; and Shannon, yes. The motion passed to return to open session.

Chairman Evans stated for the record that the only matter discussed was agenda item 9, employment of the Director, and that no votes were taken. Board members will work on evaluations. The board will tabulate the numbers, and take the issue back up at the next board meeting on February 26, 2016.

There being no other business, Chairman Evans moved, and Barker seconded that the meeting be adjourned. Votes were as follows: Barker, yes; Evans, yes; Haught, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes. The motion carried.

The next ODL Board meeting is scheduled for February 26, 2016 at 10:00 a.m. in the South Conference Room of the Allen Wright Memorial Library Building, 200 N.E. 18th Street, Oklahoma City, OK 73105.

Susan McVey, Secretary