



STATE OF OKLAHOMA  
OKLAHOMA DEPARTMENT OF LIBRARIES

Agenda  
ODL Board Meeting  
March 13, 2019 | 10:00 a.m.  
South Conference Room  
200 N.E. 18 Street  
Oklahoma City, Oklahoma 73105

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. Call to Order, Roll Call, and Compliance with Open Meeting Act
2. Approval of Minutes from Regular Meeting of the ODL Board held December 13, 2019 ..... 3
3. Director’s Report
  - a. Employee Service Awards
    - i. Christine Chen – 20 years of service
    - ii. Leslie Gelders – 30 years of service
  - b. Agency Activity Report from December 1 through February 29, 2020 ..... 9
  - c. FY2020 Budget to Actuals Report through February 29, 2020 ..... 18
  - d. Second Quarter Budget Variance Report submitted January 31, 2020 ..... 23
  - e. Report from Legislative Session
4. Consideration and confirmation of appointments to the Public Library Academy Board ..... 30
  - a. Misty Crider, Executive Assistant, Western Plains Library System, to serve a term expiring December 31, 2021
  - b. Brad Thomas, Manager of Schusterman-Benson Library, Tulsa City-County Library System, to serve a term expiring December 31, 2022
5. Consideration and possible adoption of proposed changes to Administrative Rules - Title 405. Oklahoma Department of Libraries ..... 31
  - a. Amend the capitalization limit for equipment in 405:10-5-2 Annual audit and inventory by increasing it from \$100 to \$1,000
  - b. Revoke Chapter 30. Distribution of Mailing Labels
  - c. Amend 405:35-1-2 Fee schedule to eliminate certain fees
6. Consideration and possible action on FFY2020 LSTA Project Proposals ..... 37
7. Consideration and possible action on FFY2019 LSTA Project Proposal ..... 46

8. Consideration of proposed executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the annual review of the Director.....48
9. Action to return to open session.
10. Consideration, discussion, and possible action on matters considered in executive session.
11. Consideration and possible action on revised organizational structure.....51
12. New Business. This business, in accordance with Oklahoma Statutes, Title 25, § 311(A)(9) is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of this agenda.
13. Adjournment.

ODL Board members are asked to notify Cindy Mooney at (405) 522-3172 or [cindy.mooney@libraries.ok.gov](mailto:cindy.mooney@libraries.ok.gov) if you will be unable to attend this meeting.

**Next ODL Board Meeting: Friday, June 12, 2020, ODL South Conference Room**