

**Minutes
Oklahoma Department of Libraries
ODL Board of Directors
August 12, 2016
10:00 a.m.
South Conference Room**

Don Evans called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jana Barker, Don Evans, Phil Moss, Ann Ritchie, Annabeth Robin, Mary Shannon, Cynthia Vogel and Susan McVey, Secretary.

Guests and staff members present: Rebecca Barker, Michael Cameron, Jan Davis, Leslie Gelders, Kerri McLinn, Vicki Mohr, Cindy Mooney, Kitty Pittman, Vicki Sullivan, Fara Taylor, Cathy Van Hoy, and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2016 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State in December, 2015, and public notice of this meeting, together with the agenda, was posted on August 5, 2016 at 11:11 a.m. in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City. In addition, e-mail notification was sent to all public libraries of the Board meeting with agenda.

Don Evans asked for consideration of the minutes for the April 1, 2016 board meeting. Evans moved to approve the minutes, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, abstain. The motion passed and the minutes were approved.

There were no public comments.

Director's Report and Division Activity Reports

McVey said the Oklahoma legislative session concluded on May 27th. Unfortunately, ODL's budget was reduced by an additional 5%, on top of the previous mid-year reductions due to revenue failures. This was better than the agency anticipated, and other agencies received much higher reductions at the end of the session. McVey said she thought the agency fared better than anticipated due to the legislative outreach of Oklahoma's library, literacy, Friends of the Oklahoma Center for the Book, and other groups.

After the final accounting, and better than anticipated revenue collection, OMES identified a surplus. More funds than necessary were taken from state agencies during the mid-year reduction, and now additional funds may be given to agencies. McVey said ODL could receive around \$134,000 of these funds if the legislature does not have a special session to discuss use of these additional funds. If ODL receives the funding,

the agency would address immediate agency needs plus the needs of public libraries and literacy councils.

Evans asked about the impact this additional money would have on ODL's federal maintenance of effort (MOE). McVey said it would depend on when the money is available to the agencies and when the funds have to be spent. She said if the funds are treated as carryover, it would be one-time money and cannot be used for MOE.

McVey said the agency has not been able to make federal MOE for three years in a row. ODL received waivers for two of those years, but did not for the third year because other agencies received increases when ODL had a reduction. ODL will apply for a waiver again.

McVey said other legislation that would have affected the operation of the board directly did not pass. There was discussion about the new e-mail process for agency board members. A representative from OMES was due to arrive before the meeting's end to help board members with their questions about the e-mail service.

Robin asked if the possible return of funds will be enough to fix the federal MOE. McVey said the libraries and the literacy council grants were reduced 6.25% for the year. The returned funds would help, but would not be enough to make it up.

Moss asked if the Oklahoma Universal Service bill passed. McVey said HB 2616 did pass at the end of session and it made a number of changes to the process. The Oklahoma Universal Services Fund process will now require an annual application for schools and libraries. It will now more closely follow the federal Universal Service process.

Chairman Evans presented Vicki Mohr with a 25-year commemorative pin and certificate for her years of service. Michael Cameron was also recognized for his 35 years of service to the State of Oklahoma. Congratulations to you both!

McVey announced the Literacy Division had another wonderful and successful Read Across Oklahoma event at the zoo. Leslie Gelders, Manager of the ODL Literacy program, said the 2016 theme, *Reading is FinTastic*, was inspired by the book *Nugget and Fang*, penned by Oklahoma author Tammi Sauer, who was on hand throughout the day to read her book about the special friendship between a shark and a minnow.

Children participated in special activities along with hearing musical performances by Spaghetti Eddie. Staff gave away 2,000 of the books to youngsters and their families to encourage family reading. Kerri McLinn, who shared a PowerPoint of photos from this year's Read Across Oklahoma, said the event provides a wonderful opportunity for high school students to get involved as volunteers and mentors. The annual reading celebration would not have been possible without all the volunteers, funders, and planners.

Gelders introduced literacy staff member Rebecca Barker, who assisted in the agency's LSTA-funded Citizenship and Immigration program. The 2013 American Community Survey reported that one out of five residents speaks a foreign language at home. The data showed that there was an all-time high of 61.8 million people who did not speak English at home, which was up 2.2 million from 2010. The report ranked Oklahoma as one of the states with the largest increase of foreign language speakers from 2000 to 2013.

In 2013, the IMLS Director and the United States Citizenship and Immigration Services Director signed a memorandum of understanding. The understanding was to help libraries to provide accurate and useful information about immigration and citizenship benefits. ODL has been working with three libraries that received grants to help residents achieve citizenship. Barker showed a video of a recent naturalization service in Bartlesville.

Bill Young and Fara Taylor of ODL's Public Information Office, gave board members a tour of the agency's new website, a revamp that was long overdue. In addition to showing the organization of the site and special features, board members were shown how their information was presented on the site. They also showed ODL's new GovDelivery service, which the agency is using to communicate with different customer groups.

McVey said the agency is working on revising the rules for State Aid to Public Libraries. The minimum standards that public libraries must meet in order to qualify under the rules for state aid have not been changed since 1999. The agency is in the process of putting together a committee of public librarians to serve as an advisory committee. The board will probably see the proposed rules at the December meeting or first board meeting in 2017. After Board action, the proposed rules will be submitted to the legislature and the governor for review and action. If approved, the rules would take effect beginning in 2017, and reporting would begin in 2018.

Consideration and possible vote on election of officers for Oklahoma Department of Libraries Board:

Phil Moss was nominated as Vice Chairman. Votes were as follows: Barker, yes; Evans, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, abstain. Don Evans was re-nominated for Chairman. Votes were as follows: Barker, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, abstain. The motion passed to elect officers.

FY2017 Oklahoma Department of Libraries Budget request:

McVey said the board had gone on record last year requesting additional funding for the agency. However, ODL did not request this additional funding when agencies were told not to request new monies due to the state's budget crisis. McVey recommended that any motion to request additional funds could incorporate the discretion of agency personnel should the environment be hostile toward new funding requests. She also

said the request for new funding could be restricted to pass-through funding that would go directly to public libraries and literacy councils. The agency is in need of more operational funds, but she said she did not see such a request being looked upon favorably by the legislature.

Moss asked if the pass through funding would help ODL's MOE. McVey said it would. Vogel asked how much funding would the agency request. McVey recommended \$125,000 if the board should choose to explore the opportunity to request additional funds for the FY2017 budget. Should new monies be received, \$100,000 would be used for state aid to public libraries, and \$25,000 would be used for literacy grants.

Evans moved that the agency, at its discretion, pursue \$125,000 in new money for pass through funding. Evans said even if the political winds are blowing the wrong way and the agency decides such a request is not wise, he wanted the board to go on record that it believes in the power and value of libraries. Following discussion, Jana Barker seconded the motion. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed.

Certification Program for Public Librarians:

The two candidates recommended for appointment to the ODL/OLA Certification Board are Lori Maederer with the Pioneer Library System in Blanchard, and Leslie Langley of the Wister Public Library in the Southeastern Public Library System.

Chairman Evans moved to appoint Lori Maederer and Leslie Langley to the Certification Board, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed.

Chairman Evans thanked Cynthia Vogel for joining the ODL board. Evans said he loved the new website. He said listening to Rebecca talk about the Immigration and Citizenship program, reminded him of the joy and energy that runs through the courthouse when there is a Citizenship ceremony taking place. Evans congratulated all ODL staff for a job well done.

Evans moved to adjourn. Ann Ritchie seconded. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The meeting adjourned.

The next ODL Board meeting is scheduled for December 9, 2016 at 10:00 a.m. at the Oklahoma Department of Libraries' South Conference Room, located at 200 N.E. 18th, Oklahoma City, OK 73105.

Susan C. McVey, Secretary