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**LAWTON PUBLIC LIBRARY**

110 SW 4th Street

Lawton, OK 73501

Phone: 580-581-3450

Fax: 580-248-0243

e-mail: [www.cityof.lawton.ok.us/library](http://www.cityof.lawton.ok.us/library)

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**Library Board Meeting**

**April 11, 2012**

The Lawton Public Library Board met at 4:00 p.m. at the Lawton Public Library. Notice of the meeting and agenda were posted in accordance with Oklahoma Law.

**ROLL CALL**

**MEMBERS PRESENT:**

Sally Cote, Susanna Fennema, Susan Kremmer, Pamela Scoggins Bonnell-Mihalish, Patty Neuwirth

**MEMBERS ABSENT:**

None

**EX-OFFICIO MEMBERS PRESENT:**

Bryan Long, Assistant City Manager & Acting Library Director;  
Sharon Thompson, Recording Secretary  
Allen Faries, President Elect, SWOGS  
Jenny Breeden, Vice-President, Friends

**EX-OFFICIO MEMBERS ABSENT:**

None

**COUNCIL LIAISON:**

N/A

**CALL TO ORDER:**

Sally asked for approval or corrections of the March 14, 2012 minutes. The minutes were approved as written.

**LIBRARY DIRECTOR'S REPORT:**

Bryan thanked everyone for their involvement with the hiring process for the new Library Director. Kristin Herr accepted the position and will start work on May 7. She is still in the budget process with the library she is at now, but Bryan wanted her to start work here as soon as possible. She will work one week, but she will have to finish some budget issues at her present job. Patty asked if we could introduce her at the Chautauqua event and combine it into a welcome for her. Bryan said he thought that was a very good idea.

**Budget -** After Bryan sat down with the Supervisors, City Manager & Finance Director, they all discussed the library programs and the funding aspect of these programs. We all agreed that the Friends are a pivotal component to the success of our Library. Patty had given Bryan a copy of the Friends disbursement register for the whole year. Bryan handed the Board a spreadsheet of programming costs for a year. He is going to talk to the Friends at their meeting on Monday about some suggestions that were mentioned in the budget workshops. He suggested that the Friends write a check to the City of Lawton, annually or quarterly or however the Friends want to handle it and

the Friends could have conditions on it for use. Pamela asked what would happen at the end of the year if all the money was not spent. Bryan said the Friends could write the conditions down in their letter of intent.

Bryan has some issues with the Friends compensating library employees for services that were worked at some of the programs. It has become a big issue and has been turned over to the City Auditor. He said that a full report will be given to the Board when the report is finished.

Jenny said that Public Funds have changed tremendously over the years and it has become a big problem nationally.

Bryan said that he has an obligation as Acting Library Director to be sure funds are being spent properly.

Pamela asked about the obligation with the Police cars being parked in the parking lot. Bryan said that he talked to the Acting Police Chief and he said that Police cars are being stripped.

Susanna is concerned about the safety of the patrons who have to park far away from the library.

Bryan also said that the new director is up for the challenge of figuring out a solution for the Police cars in the parking lot.

Bryan said that we can't do these programs without cooperating between each other. Golden Girls and Guys is one program that doesn't seem to impact the library. He said it is a lot of money and we need to figure out what programs we want at the library.

Susanna said that she doesn't think some of the totals are accurate on the form. Bryan said that maybe some of the formulas might not be correct.

Alan said we need to think about what the library does and if it does not feed into the over arching goal then we might not need that particular program.

Susanna said she thinks that the Friends of the Library are providing supplemental money and these are library programs that the city should be supporting. She asked the question if the city thinks these programs are worthwhile programs or not.

A motion was made by Pamela for the Friends to develop a policy that is written, if not already, for library programs and events & disbursement of funding for the Library and all invoices will be submitted to the Friends for payment.

Patty said she would amend the motion and take out the last part of the motion about submitting the invoices to the Friends for payment. She feels that the Friends need to work together with the city, and city attorney and finance to come up with a plan.

Pamela said that the Friends are a 501 C3 and the Friends money doesn't need to go through the City.

Bryan made clear that the motion as an advisory board is to create a grant process from the Friends of the Library to the City of Lawton to disburse funding for library programs and events. Jenny seconded the motion and the motion carried.

Bryan will take this motion to the Friends of the Library Board meeting on Monday to discuss further.

Statistics - Sharon handed the Board the statistics for March.

Pamela is discouraged that the statistics for the number of books cataloged and dropped are still not listed this month. Bryan said he still did not have an answer for this. He will be talking to Kristin about the statistics in Koha.

### **REPORT OF COMMITTEES:**

**Friends of the Library:** Jenny announced that the Friends of the Library Program on Monday will be a Health Care Program from Lawton Community Health Center. The presenter is Brandi O'Connor, CEO. The Center is designed to meet the needs of those who do not have insurance, who have inadequate insurance, or who do not have a medical home.

**SWOGS:** Allen said that last month a question on SWOGS funding was asked. So, he wanted to show the Board the types of things that SWOGS does to raise money. They have a "Penny Pot" and they find materials on counties and things that are hard to find. Paul is very good at finding these items. He handed out an article of the book, *Bishop Garrett's Journals, Texas, 1875-1890*, and Paul is writing an article about this book.

### **UNFINISHED BUSINESS:**

Alan said Heritage Quest and Acestery.com searches are coming along great with more searches compared to last years statistics.

Sharon also received the Consultant report from Dick Waters and printed it for the Board to review. The report was over a 5 year evaluation of LSTA grants from the years 2008-2012.

Sharon handed out a complaint on a library book titled, "The Downside of Being Up", by Alan Lawrence Sitomer. Sharon did say that the Children's Librarian does not mind if the book is moved from JFIC to YFIC. After discussion of the content of the book, Bryan said that the City also deals with these issues on a complaint basis and the Library Board would do the same. Susan made a motion to move the book from the JFIC (Juvenile) section to YFIC (Young Adult) section of the Library. Sally and Patty seconded. Pamela and Susanna opposed the motion. Motion carried.

### **NEW BUSINESS:**

Pamela said that the Board needed to appoint a nominating committee as per our By-Laws for the May meeting. Two Board positions are up for renewal and they are Sally and Pamela. Sally asked for volunteers to be on the Nominating Committee. Patty and Susan volunteered to be on the nominating committee.

Bryan will call the City Clerk's office to have the reappointments be placed on the agenda. Bryan will express an interest to the Mayor on Pamela's behalf and he will wait for Sally to decide if she wants to be reappointed.

Meeting Adjourned.