

**Minutes**  
**ODL Board of Directors**  
**April 19, 2002**  
**10:00 a.m.**  
**Adam's Mark Hotel**  
**Board Room**  
**Tulsa**

Chairman Clyde Petete called the meeting to order at 10 a.m. and asked for roll call.

Board Members present: Duchess Bartmess, Benny Briggs, James Carter, Judi Knapp, Clyde Petete, and Susan McVey, ex officio. Absent: Doyle Kinney, Sherry Roberts.

Guests present: Dan Connally, Karen Currie, Carol Fox, Susan Gilley, Wayne Hanway, Mary Hardin, Marilyn Hinshaw, Vicki Mohr, Gary Phillips, Lynn Shrewsbury, Donna Skvarla, Vicki Sullivan, and Bill Young.

Petete introduced Duchess Bartmess, ODL's newest board member. Duchess replaces Jesse Harris.

Petete asked for approval of March 1, 2002 minutes. Knapp made the motion to approve the March minutes, Bartmess seconded. Votes were as follows: Bartmess, yes; Briggs, yes; Carter, yes; Kinney, absent; Knapp, yes; Petete, yes; Roberts, absent. The motion was approved.

Susan McVey gave the Director's report. McVey said the majority of time since the last board meeting has been spent meeting with the House and Senate Education Sub-Committees on budget issues. The Legislature has asked for a 5% reduction but this may not be the final reduction. At issue is paying for state teachers' insurance, which could increase the cut. At 5% reduction, ODL will sustain a \$362,706 cut. Identified cuts are reduced operating expenses and equipment purchases, 44% cut for out-of-state travel, freezing 2 positions in Services to Government activity and \$100,000 less allocated for competitive grants for libraries through the Library Services and Technology Act. Our charge from the Legislature was to absorb cuts in administrative costs. There will be no cuts to service. If further reduction is needed, the book budget will be considered.

Briggs asked what the out-of-state travel costs were. McVey responded the money was used for professionals to attend national conferences that pertain to their position(s). Sullivan said the total travel budget (in and out-of-state) is \$77,000. McVey said in-state travel consists of visits to state depositories, ODL consultants' library visits, ODL Board travel, turnpike fees, etc. Petete asked if we used all of the travel money each year. McVey responded she was not sure we use all every year, but the agency never goes over the budgeted amount.

Sullivan introduced Carol Fox. Fox has been appointed the new Director of Library Technology for the agency. Fox has been with ODL for 5 years as the technology trainer, providing training on databases to school, academic and special libraries. The last 2 years she has been heavily involved in the RFP process for the statewide database project. Fox was very active in SWAN (Southwest Area Network), a group of multi-type libraries, whose membership grew from 6 to 18 libraries during her tenure as coordinator. She also has held several leadership roles in the Oklahoma Library Association.

McVey introduced Vicki Mohr. Mohr reported on the Woody Guthrie programs that will be held statewide. The project was funded with LSTA funds and \$1,300 from Random House to celebrate the Smithsonian exhibit on Woody Guthrie that's slated for June 2<sup>nd</sup>, 2002 at the Oklahoma Historical

Society. Statewide locations for the program are the Oklahoma Historical Society (April 29th, 10 a.m.); Okemah, Guthrie's birthplace (April 29th, 1:15 p.m.); Rudisill Regional Library, Tulsa (April 30th, 1:30 p.m.); Hardesty Regional Library (April 30th, 7 p.m.); Woodward (May 1st, 4 p.m.); and Altus (May 2nd, 6 p.m.). Program cosponsors are ODL, Random House, Oklahoma Center for the Book, and the Oklahoma Historical Society. Bonnie Christensen, author and illustrator of "Woody Guthrie, Poet of the People" and an Oklahoma Center for the Book Award finalist, will present programs for both adults and children and be available to sign books. Mohr said libraries would be provided with press releases, bookmarks and posters designed by ODL's Public Information Office.

Mary Hardin distributed the compact discs containing the Oklahoma Red Book, Directory of Oklahoma, and Oklahoma Almanac. The new format is in Adobe Acrobat and replaces the earlier cd set. Hardin thanked Kitty Pittman, the PIO and MIS staff for their assistance.

Bill Young gave board members an Oklahoma Book Award canvas bag. The bags were handed out at the Awards ceremony. The Book Awards have become a very prestigious event. Petete said he attended the ceremony for the first time this year and said it was very exciting and enjoyable being able to meet the authors. He encouraged all board members to attend this wonderful event.

Donna Skvarla reported on the "Kids and the Net," workshop(s) to be held in May in Midwest City (May 20th); Enid (May 21st); Altus (May 22nd); McAlester (May 23rd); and Tulsa (May 24th). A Gates Foundation training grant was received and is being used to bring presenter Gail Junion-Metz in for several workshops. Junion-Metz is well known from her many articles published in library-related periodicals and a column on technology in the School Library Journal. She will be talking about "Net Basics" for librarians, intellectual freedom, privacy and filtering issues. Skvarla said the 1:00 p.m. "Teaching Parents and Children" segment of the workshop might be of particular interest to the board.

Benny Briggs asked whether internet providers provided their own internet filters or would the libraries need to purchase their own, and at what cost. McVey responded that the license for a filter is quite costly for small libraries. ODL is currently looking at 2 vendors. An appliance and license must be purchased. OneNet charges up to \$4000 for the appliance, which can cover up to 150 computers. Many small libraries will be looking at less costly filters.

McVey also reported there has been a news release on the Supreme Court decision on pornographic computer-generated graphics depicting children. The Court found the Child Pornography Prevention Act to be overly broad and unconstitutional, in violation of the First Amendment. Also, the 3<sup>rd</sup> Circuit Court of Appeals will issue a ruling in the next month regarding the requirement to filter. Both sides have said they will appeal depending on the outcome.

McVey introduced Wayne Hanway, Director of the Southeastern Public Library System, a seven county system based in McAlester and present OLA president and also Marilyn Hinshaw, Director of the Eastern Oklahoma District Library System, with branches from Grove to Eufaula. Along with McVey, Hinshaw will be attending the American Library Association's National Legislative Day in Washington D.C. Hinshaw is a former MPLA and OLA president. Lynn Shrewsbury, Autographics vendor handling the online Union Catalog, was also introduced. McVey recognized Mary Hardin, Susan Gilley and Gary Phillips, current ODL employees.

Knapp asked about the meeting with Representative Carolyn Coleman. Sullivan responded that she was a member of the Republican Caucus and the meeting was to hear firsthand where ODL would take budget cuts, along with other additional background information.

Knapp also asked what the “self-check” system was. Hardin responded it is an in-house circulation system enabling patrons and employees to check books out on their own, via regular pc, with no additional cost to ODL.

McVey introduced Gary Phillips. Phillips was hired in December 2001. Phillips worked previously in the Office of Library Development, the Deputy Director area, and most recently in Louisiana as a library director for the last 18 months. Phillips will be the LSTA Coordinator and Public Library Construction Specialist. Phillips presented the draft LSTA Plan, 2003-2007. This is the second plan to be submitted under the LSTA Act. Phillips said the granting of federal money started in 1956 and was originally for public library/state library development and assistance and has become much broader over the years. Basically, it is the only federal money the state library receives other than small grants. Currently ODL receives \$1.9 million per year. Funding is fairly stable and is an important part of ODL’s budget. An evaluation of the first four years of the current LSTA plan was performed by the University of Oklahoma, School of Library and Information Science. The evaluation reported on the statewide database initiative and the Institute of Public Library Certification. The Institute of Museum and Library Services (IMLS) requires reporting from all 50 states and territories. IMLS is now requiring states and territories to submit a plan using the same format to make comparison easier. The draft LSTA Plan has been mailed to all public libraries, members of the Oklahoma Council of Academic Library Directors, school library leaders and directors of special libraries. Five plan review sessions will be held across the state beginning in McAlester (May 3rd); Metropolitan Library System (May 10th); Tulsa (May 17th); Enid (May 24th); and Lawton (May 31st).

Phillips said currently, federal funds support the existence of the Oklahoma Department of Libraries. Funds are used for personnel, technology, database projects, and more. 70% of the funds have commitments every year. There are many demands on the money received. It is hard to predict where technology will go in the next 5 years and where to put money wisely. Phillips suggested an initiative to study the technology plan and amending the plan as needed.

Phillips said the new LSTA plan is due at the end of July 2002 and the proposed plan will be presented for consideration at the next ODL Board meeting. Petete asked if the funds were ever increased to adjust for inflation. Phillips said there have been modest increases. Phillips stated there is national support for libraries.

Sullivan presented information to the Board for consideration of a potential lease purchase agreement with the Oklahoma Capital Improvement Authority for bond money directed for use by the Cleveland Public Library. Executive Order 2000-20 directed the expenditure of capitol improvement funds for a number of projects, including \$50,000 to the Oklahoma Department of Libraries for renovation/construction purposes of the Cleveland Public Library. The State Bond Advisor’s office requires a letter from the ODL governing board or minutes containing a motion to approve a lease purchase agreement between ODL and the Oklahoma Capital Improvement Authority in order to release the money.

Petete asked for questions. Knapp asked if there was any reason the board should not accept the money. Bartmess asked if we had a copy of Senate Bill 973. Bartmess asked why the legislature could not give the money to Cleveland but ODL could accept and if anyone had looked at the bond. Briggs commented he did not fully understand the issue. Petete asked Dan Connally for comment. Connally said bonds were not his area of expertise, but state government is authorized to sell bonds and get the dollars upfront. Then payments are made to retire the bonds. The City of Cleveland will pay a lease amount until the bond is retired. Phillips said bonds are issued for hundreds of projects, with over one hundred million dollars earmarked for government, and other units of government. An example is the building of the

State Capitol dome. Cleveland has struggled and is currently in their 7<sup>th</sup> year of trying to complete the building.

Briggs said Fort Gibson is planning a new library and there are quite a few communities in the same position. How was Cleveland able to receive money?

Wayne Hanway said to look at the Legislator's name on the bill. Some years there will be an outright appropriation, other times, items will be included in bond issues. The small community of Battiest received money from a bond issue for a community center and reading center.

Marilyn Hinshaw saw it as a good thing. It could open the door for a statewide bond issue for public libraries needing assistance.

Connally said he didn't think the board should be worried about liability because of default. He had never heard of a default on bonds in the state of Oklahoma. The Legislature would probably appropriate money if the bond were not repaid.

McVey said the first we knew of the bond issue for Cleveland came through a phone call. It is the first time for this subject to come up during her tenure as director.

Petete asked for more investigation of the issue by Connally. Connally said he can advise the legality of an issue, but can't give an opinion on policy.

Knapp made a motion to approve the lease purchase agreement with the Oklahoma Capital Improvement Authority for Cleveland Public Library. Petete seconded. Votes were as follows: Bartmess, abstain; Briggs, abstain; Carter, yes; Kinney, absent; Knapp, yes; Petete, yes; Roberts, absent. The motion was approved.

McVey presented for consideration a fallback federal LSTA proposal for hiring a technology consultant to develop a strategic technology plan for library service statewide and for ODL as an institution. A national level expert in the area of technology and libraries would develop a blueprint for technology for ODL to implement. A request for proposal would be sent to the Department of Central Services who would invite bids from experts in the technology field. Reviewers would rate proposals and focus groups would be held around the state. ODL would look at each individual's track record, previous projects, and references before awarding the contract.

Bartmess made the motion to approve the fallback project to hire a technology consultant to develop a statewide technology plan. Carter seconded. Votes were as follows: Bartmess, yes; Briggs, yes; Carter, yes; Kinney, absent; Knapp, yes; Petete, yes; Roberts, absent. The motion was approved.

Petete reported he had asked Carter, Knapp and Briggs to serve on the nominating committee, naming Carter as Chair of this committee.

Knapp asked if there were any information to report regarding the OELR Foundation. McVey reported that she, Bartmess, Sullivan, Connally, and Feller had met. Bartmess said results were that the group came up with a list of about 4 things that Feller needs to do with the Foundation board. The ball is in the OELR board's court and everything depends on what the OELR Board decides to do.

Briggs asked if the OELR Board had met. McVey said no meetings had been held yet. Individuals have been contacted and have agreed to serve on the board. McVey said Feller had suggested revising the

bylaws but the meeting would need to be held on private time. The group needs to discuss their role and the funding situation for the foundation.

McVey reported Feller has submitted two grant applications: the first, for an Oklahoma author database in cooperation with the Oklahoma Historical Society. If funded, Bill Young will serve as project coordinator. Materials from the Oklahoma Image Project will be digitized and used. The application is for approximately \$240,000. The second application is with the Department of Commerce for literacy funding to provide equipment for literacy councils and students to use.

Feller is also in the process of applying to the National Endowment for the Humanities for a three to one matching challenge grant for a building addition for the Archives Division. ODL would have three years to raise the matching funds.

Briggs and Petete were concerned that the members of the OELR Board had not been contacted for some time and are worried about losing members. Bartmess said we want to keep the vision alive and Petete added that the OELR Foundation board needs to meet. Briggs asked who was working on the revisions to the bylaws. Bartmess said Feller is working on the revisions and she has agreed to look them over. Bob Clark wrote the original bylaws, but Bartmess thought they could be improved. Bartmess suggested that Feller give a two-part report on what projects she has been working on for ODL and what the Foundation board will be doing at a future ODL Board meeting.

McVey said she and Feller met with Tom Spencer and Jerry Scribner of the Treasurer's Office regarding receipt of gifts. The Treasurer's Office said the agency needs a special agency account, authorizing legislation, and identified legislative goals. The Treasurer's Office utilizes conservative investment opportunities, which have low risk and low return.

Next on the agenda was consideration and vote to change the date of the next ODL Board Meeting. Knapp made a motion to change the next meeting to June 21<sup>st</sup>, 2002, 10 a.m., at ODL. Briggs seconded the motion. Votes were as follows: Bartmess, yes; Briggs, yes; Carter, yes; Kinney, absent; Knapp, yes; Petete, yes; Roberts, absent. The motion was approved.

Petete asked for a motion to adjourn. Briggs made the motion and Knapp seconded. Votes were as follows: Bartmess, yes; Briggs, yes; Carter, yes; Kinney, absent; Knapp, yes; Petete, yes; Roberts, absent. The motion was approved.

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Susan C. McVey  
Secretary