

Minutes
ODL Board of Directors
June 25, 2004
10:00 a.m.
Oklahoma Department of Libraries
South Conference Room
Oklahoma City

Chair Benny Briggs called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Duchess Bartmess, Betty Bass, Benny Briggs, Doyle Kinney, Judi Knapp, Sherry Roberts, and Susan McVey, ex officio. Absent: Glenda Kilmer.

Guests and staff present: Karen Currie, Jan Davis, Carol Fox, Tally Fugate, Susan Gilley, Mary Hardin, Gary Harrington, Kristi Hawkins, Sandra King, Jan Malone, Vicki Mohr, Debra Schwartz, Vicki Sullivan, and Bill Young.

Briggs asked for consideration of the minutes of the April 16, 2004 meeting. Kinney moved the minutes be approved. Bartmess seconded. Votes were as follows: Bartmess, yes; Bass, yes; Briggs, yes; Kinney, yes; Knapp, yes; Roberts, yes; Kilmer, absent. The motion passed.

Briggs asked for any public comment. There was none. McVey gave the Director's Report. Several vacant positions are being filled. Staff member Kristi Hawkins has been promoted to Business Manager. Vicki Mohr is now the Administrator of the Office of Library Development, replacing Donna Skvarla. A number of other openings are in the process of being filled.

Gary Harrington spoke about the recent *Models for Archival Administration* grant. The OHRAB board met May 6, 2004, to consider thirty applications from across the state. Fifteen were chosen to receive the five thousand dollar grants. The first workshop will be July 8, 2004. Grant recipients must attend all five workshops. Susan Feller is compiling the manual for the workshop, which will address preservation, conservation and disaster preparedness.

Jan Davis and Tally Fugate are working on the 2004 Archives Week project. A poster featuring Pistol Pete will be distributed to libraries, museums, and historical societies. It also will be sent to media outlets, the legislature and the other forty-nine states. Lesson plans for fourth grade teachers on using primary sources will also be included, using materials found in the Historical Records Repository. Jennifer Paustenbaugh, OSU's Special Collections Librarian, raised funding from OSU alumni for the poster. The poster was created in-house by Bill Struby, PIO. Last year was the first year Oklahoma celebrated an Archives Week.

Bill Young reported on the Summer Reading Program (SRP) poster, trading cards, and Sonic bookbags. Based on reports from the field, SRP enrollment appears to be up and the goal is 100,000 participants. ODL participated in *Library Day* last year at the Sam Noble Museum of Natural History because of the dinosaur theme. It was such a success ODL decided to participate again this year. This year, five to six hundred bags were passed out to approximately fifteen

hundred participants. Admission was free if you showed your library card, or you registered to get a library card.

Susan Gilley, Cartwright Library, reported on the library's charge, starting in 1983, to report to the leadership of the House and Senate and Governor about entities that might have been created or changed during the legislative session. The Cartwright Library reads all enrolled House and Senate bills for the session. Seven hundred and twenty eight bills were read, with approximately four thousand six hundred pages. Five librarians assisted with this project. All bills must be read thirty days after adjournment. Changes to existing language are looked at, as well as new entities and name changes.

Knapp presented Benny Briggs, Chair, with a resolution of appreciation. She thanked him for taking the time to serve on the board and expressed how appreciative ODL was for his service from 1999 to 2004. Briggs has approved implementation for projects statewide under the Library Services and Technology Act, participated in the agency's statewide strategy process, supported freedoms guaranteed by the U.S. Constitution, supported continuing education for public libraries and trustees, and endorsed and supported new online information services. With his service, he brought his knowledge, background and interests to the board.

Briggs said it had been interesting and educational serving on the board, meeting terrific people from across the state, watching the physical growth of new programs, dealing with issues regarding the Internet, and hiring the new director. He said the dedication and enthusiasm of the ODL staff is very evident and the quality of the staff is exceptional. He was pleased to have the chance to work with ODL.

The next agenda item to be considered was a possible vote on a salary increase for the Director. There was much confusion because two separate bills on pay raises were passed during the legislative session and are in direct conflict with each other. One bill gives all state employees a \$2100 raise, starting with \$1400 in January 2005 and the remaining \$700 in July 2005. The second bill raises the cap for agency directors' salaries to \$73,400, with the increase effective July 2004. The \$2,100, however, would put many directors over the new cap.

Schwartz said the Attorney General's Office will issue an official opinion on the salary subject. Bartmess asked Schwartz if most agencies had evaluations for the Director. Schwartz said some do and some don't. Bartmess thought it would be good to put something in writing to support the raise for the Director. Betty Bass, Judi Knapp and Duchess Bartmess were appointed to a committee to look into a Director's evaluation. Schwartz volunteered to send the committee examples of evaluations used by other agencies. McVey thought January 1 would be a better start date for the raise and would allow time for an evaluation and clarification of the legislation. Bartmess moved that an evaluation be done for the Director and Kinney seconded. Votes were as follows: Bartmess, yes; Bass, yes; Briggs, yes; Kinney, yes; Knapp, yes; Roberts, yes; Kilmer, absent. The motion passed. Bartmess then moved that the raise be tabled pending further clarification and evaluation of the director. Roberts seconded. Votes were as follows: Bartmess, yes; Bass, yes; Briggs, yes; Kinney, yes; Knapp, yes; Roberts, yes; Kilmer, absent. The motion passed.

The next agenda item considered was a possible vote on the Nominating Committee's Chair and Vice Chair recommendations. The Committee recommended Knapp be appointed Chair, and Bartmess, Vice Chair. Kinney made a motion to accept the recommendation and Roberts seconded. Votes were as follows: Bartmess, yes; Bass, yes; Briggs, yes; Kinney, yes; Knapp, yes; Roberts, yes; Kilmer, absent. The motion passed.

Briggs said he had enjoyed working with both the board and ODL staff. Briggs asked for consideration and a possible vote to adjourn the meeting. Briggs made the motion to adjourn, and Roberts seconded. Votes were as follows: Bartmess, yes; Bass, yes; Briggs, yes; Kinney, yes; Knapp, yes; Roberts, yes; Kilmer, absent. The meeting adjourned at noon.

Susan McVey, Secretary