

Minutes
ODL Board of Directors
June 17, 2005
10:00 a.m.
Oklahoma Department of Libraries
South Conference Room
Oklahoma City, OK

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

Guests and staff present: Christo Cherian, Karen Currie, Susan Gilley, Gary Harrington, Rob Howard, Vicki Mohr, Donna Morris, Teresa St. Clair, Debra Schwartz, Vicki Sullivan, and Gwen Tiller.

Knapp asked for consideration of the minutes of the April 1, 2005 meeting. Kinney moved the minutes be approved. Geurkink seconded. Votes were as follows: Bartmess, yes; Geurkink, yes; Johnson, yes; Kinney, yes; Knapp, yes; Roberts, yes; Bass, absent. The motion passed.

Knapp presented a resolution of appreciation to Doyle Kinney, who has served on the board from 1996 to 2005. The resolution noted Kinney's involvement in federal LSTA distribution, the agency's statewide strategic planning process, his endorsement and support for the development of online information services for citizens, and promoting maximum library service to the citizens of Oklahoma. Kinney said serving on the board had been enjoyable with the highlight being the hiring of Susan McVey as director.

McVey asked for introduction of new staff. Vicki Sullivan introduced Gwen Tiller, ODL's new Accounting Technician. Gary Harrington introduced Administrative Technicians, Teresa Wright and Christo Cherian.

Gary Phillips spoke about the Governor's commendations for Oklahoma notable documents, from several Oklahoma state agencies. Agency documents are nominated by ODL's Publications Clearinghouse to the Journal of Government and ALA's GODORT committee, which chooses which submissions will be designated notable documents. Sullivan will attend the July 5th Oklahoma Conservation Commission's board meeting to present a Governor's commendation for the ALA Notable Document *Out of the Dust: the History of Conservation in Oklahoma in the 20th Century* for 2004. From the *Journal of Government* for 2002, Oklahoma had three notable documents, *Oklahoma Drought of 2001 and 2002* by the state's climatologist, *Oklahoma's Arthritis Action Plan* by the Department of Mental Health, and *The Attacks of 2001, Threats of Terrorism*, by Kevin Motes, ODL.

McVey reported on the recently ended legislative session. The agency received approximately one half of the funding requested for state aid money designated for the municipal libraries to provide service to the county with reimbursement for square mileage. Information has been sent

to the municipal libraries with the new requirements of serving everyone in the county at no additional charge beginning the current fiscal year for them to receive the additional state aid. Libraries must indicate by August 15th whether they are serving at no charge all residents of their county.

McVey reported on an unfunded mandate passed this session, the CORE/PeopleSoft system for human resources, purchasing and budgeting. The new system's use is mandated by law for all state agencies. The agency will be charged by transaction to use the system. For the first year, there is a four million dollar cap for Oklahoma State Finance's (OSF) charge backs to state agencies. The OSF is still defining what a transaction is and what fees will be charged per transaction. The agency will not receive the agency's cost estimate from OSF prior to filing the budget work program. The CORE system has increased the work load four to five times more than using the old legacy system.

Bartmess felt OSF was mandated to provide a budgeting program for state agencies and agencies would now be required to supplement OSF's budget with these charges. She asked whether the agency could go out on bid to purchase its own system. Larger agencies, such as Department of Transportation, Department of Human Services, Oklahoma Tax Commission, Department of Corrections, and the Department of Rehabilitative Services have not begun to participate yet, and the volume will increase rapidly when they do. Bartmess felt the agency should look at the services it provides to others and begin charging fees to pay for this new unfunded mandated expense. Bartmess asked if this would be a separate budget item. McVey replied yes.

McVey reported on the attorney general's opinion on whether computer logs at public libraries are open records. Generally, public libraries require patrons who are requesting use of a library computer to sign up on a computer log and the patron is then assigned a particular time slot. It was determined that with a patron's permission or with a court order, the log is an open record.

Michael O'Hasson reported on the State Web Managers' Group's website, www.oswg.odl.state.ok.us. The group has been meeting monthly since September 1997, and now has more than 100 members, with a wide range of experience. The group meets the second Tuesday of each month. Meetings demo different web products and have vendor presentations. One of the web manager group's goals is to improve accessibility of all state agency websites for people with disabilities. ODL is extremely well regarded in state government for its knowledge and work with the web managers' group and website. The site lists web managers willing to advise and mentor others and their level of expertise.

McVey reported there was a press launch on May 18th at the State Capitol regarding Oklahoma Reads Oklahoma's tour with 2005 author Tim Tingle who wrote *Walking the Choctaw Road*. A donation from the Choctaw tribe was used to purchase books and present each legislator with a signed copy. Tingle did storytelling and played the flute in two performances at the State Capitol's Blue Room. He received a resolution on the Senate floor and a Governor's proclamation, also thanking ODL and the Oklahoma Humanities Council for the *Oklahoma Reads Oklahoma* program that shows the value of books, the joy of reading, the rewards of community involvement, and encouraging the free discourse of ideas. Last year, author Billie

Letts visited 17 communities to give booktalks. This year, 49 libraries have already requested Tim Tingle to visit.

On the last day of legislative session, Representative Jerri Askins introduced a resolution recognizing Representative Barbara Staggs, Muskogee, for her involvement introducing legislation to fund public library construction grants. Representative Barbara Staggs was also nominated by ODL to the American Library Association and the Trustee Association to receive a *National Honor Roll of Library Advocates* resolution.

Mary Hardin reported that the 2000 LSTA grant helped purchase five hundred and forty two electronic (e) books. Twenty seven recently purchased relate to business, computers, the *Diabetic Cookbook*, *I Tunes* and *IPODS for Dummies*. *Cliff Notes* and the *Civil War Encyclopedia* are some of the most popular e books.

Knapp asked if there were any public comment. There was none.

Knapp asked for consideration and possible vote on a new ODL/OLA Certification Board member. Pat Williams spoke to the board about the establishment of the Institute of Public Libraries in 1996. The Institute provides free basic, intermediate and advanced classes on how to run a library. Williams and Cathy Van Hoy have taken on certification duties from Ginny Dietrich. Van Hoy plans class schedules and providers and Williams handles paperwork, CEU certificates, maintaining records and is the board contact. Five hundred and fifty one librarians have been certified in the state. One hundred and forty have left the state, leaving four hundred and eleven certified librarians, an average of two per library. Six hundred and twenty one librarians attended fall and spring institute classes. Conference grants of \$400 each allowed thirty six certified librarians to attend the Oklahoma Library Association annual conference, nine grants to attend either the Mountain Plains Library Association Conference or the Texas Library Association Conference, and seven grants to attend the American Library Association Conference. \$27,700 was disbursed.

ODL appoints two board members and OLA appoints two to the Certification Board. Theresa Dickson's term expires at the end of June, and ODL is recommending Terri Crawford, Watonga Library Director, as new board member. Crawford received her MLS in 2003, and has been librarian for ten years, an OLA member, MPLA member, and supports certification. Geurkink moved that Terri Crawford be appointed to the Certification Board. Bartmess seconded. Votes were as follows: Bartmess, yes; Geurkink, yes; Johnson, yes; Kinney, yes; Knapp, yes; Roberts, yes; Bass, absent. The motion passed.

McVey introduced Rob Howard, Chair, for the Oklahoma Holocaust Remembrance Exhibition, an exhibition from the U.S. Holocaust Memorial Museum. Howard asked the board to consider becoming a community partner for the exhibit. The exhibit will open in Oklahoma City for five and one half weeks (September 14, 2005 to October 23, 2005). The exhibition currently has eighteen community partners. Community partners assist with publicity through newsletters, websites, listservs, and display boards. Presentations at public libraries are available as well as press releases, speakers, and displays. Bartmess moved that ODL be a community partner for the Oklahoma Holocaust Remembrance Exhibit. Roberts seconded. Votes were as follows:

Bartmess, yes; Geurkink, yes; Johnson, yes; Kinney, yes; Knapp, yes; Roberts, yes; Bass, absent. The motion passed.

Next agenda item was consideration and possible vote for salary increase for the Director. The increase is authorized by statute but must be approved by the board. Bartmess made the motion to approve the salary increase authorized by statute for the director and Geurkink seconded. Votes were as follows: Bartmess, yes; Geurkink, yes; Johnson, yes; Kinney, yes; Knapp, yes; Roberts, yes; Bass, absent. The motion passed.

Geurkink said the Nominating Committee voted to reappoint Knapp as Chair and Bartmess as Vice Chair. Geurkink made the motion to appoint Knapp, Chair and Bartmess, Vice Chair. Roberts seconded. Votes were as follows: Bartmess, yes; Geurkink, yes; Johnson, yes; Kinney, yes; Knapp, yes; Roberts, yes; Bass, absent. The motion passed.

Knapp asked for a motion to adjourn. Johnson made the motion and Geurkink seconded. The board adjourned at 11:10 a.m. Next meeting will be September 9th at the Metropolitan Library System in downtown Oklahoma City.

Susan McVey, Secretary