

Minutes
ODL Board of Directors
August 24, 2007
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: Ann Geurkink, Hannibal Johnson, Judi Knapp, Tom Terry, Wally Turner, Harlene Wills, and Susan McVey, ex officio. Absent: Betty Bass

Guests and staff members present: Rebecca Barker, Susan Gilley, Gary Harrington, Anne Masters, Marilyn Miller, Vicki Mohr, Kitty Pittman, Debra Schwartz, Vicki Sullivan, Cathy Van Hoy and Bill Young. A reporter from the Journal Record was also in attendance.

Knapp welcomed new board member Harlene Wills from Tahlequah. She asked Wills to introduce herself to the board. Wills is originally from California, where she worked in a school library for 24 years. She moved to Tahlequah about nine years ago in order to be close to family, where she became active in the local Friends of the Library as well as FOLIO (the statewide Friends of Libraries in Oklahoma).

The board members introduced themselves to Wills.

Betty Bass joined the board meeting during the board introductions.

Knapp asked for consideration of the board minutes from the June 15 board meeting. Ann Geurkink moved the minutes be approved. Betty Bass seconded. Votes were as follows: Bass, yes; Geurkink, yes; Johnson, yes; Knapp, yes; Terry, yes; Turner, yes; Wills, yes. The motion passed and the minutes were approved.

The Chair moved to item seven on the agenda, *Consideration and Possible Vote on FY2009 ODL Budget Request*.

Susan McVey distributed handouts illustrating the budget procedure for the agency. The board approves any new money the agency is requesting for specific projects and programs. Once approved, these items go into the ODL Budget Request with supporting statistics and documentation. The budget request is then discussed in House and Senate budget hearings. The final stage is the Appropriation Bill for the agency.

McVey said ODL's budget appropriation is divided into three categories, or program areas:

- Services to State Government
- Services to Libraries

- Administration

Each of the three budget categories have a limit as to what the agency can spend within that program area.

McVey said ODL's budget is composed of both state dollars provided by the legislature, and federal dollars provided under the Library Services and Technology Act. The agency has completed writing a new five-year plan on how Oklahoma will use its LSTA funds. After submission of the plan, the agency learned that the federal program is narrowing the scope of projects that can be funded with LSTA dollars. This means certain things that had been funded in previous five-year plans can no longer be funded with federal monies.

McVey said certain ODL salaries are funded with these federal dollars. Because of the new LSTA rules, McVey said the agency would run out of salary money for certain services by April of 2008. In order to keep these services going throughout FY08 (June 30), she said the agency needs to move \$202,290.00 in federal funds from salaries to the statewide databases, a project which can be funded completely with federal dollars under the new rules. To accommodate this shift in funds, McVey said ODL met with the Office of State Finance (OSF) for advice in changing the budget limits under Services to State Government and Services to Libraries.

McVey said OSF was part of the team that would look into this. Once OSF signs off on the fund shift, it may need to go the legislature. If legislative action is needed to change the limits, this would probably take place early in the session. OSF officials said this could likely be taken care of with a fairly minor, "clean up" bill. This would get the agency through Fiscal Year 2008.

Terry asked if ODL had experience with this type of budget shift before. McVey said no. Terry said it seemed like budget adjustments would be a fairly normal thing to happen considering agency budgets have to be approved so far in advance. McVey agreed, and said the OSF budget analyst did not seem to think the request was anything unique in her experience.

Johnson asked what the strategy was for the next fiscal year (FY09).

McVey distributed the revised FY09 budget request. This is an expanded list of projects from the one provided in the board packet. It now includes projects that were previously paid for with federal funds. These projects now need to shift to state dollars. She said it is the prerogative of the board to approve, to amend, or to ignore anything on the list.

Knapp asked if the board could reorder the items. Susan said definitely. She said the list is currently in rough order according to staff recommendations based on what the Oklahoma library community is requesting. She said if the board does not feel comfortable with any item, it would not go forward.

The projects added are:

- \$140,000 for salary replacement funding
- \$71,000 for public librarian certification
- \$40,000 for computer lab classes for librarians

The complete list of projects and their order are:

- \$7,075,000 for an increase to state aid to public libraries
- \$140,000 for salary replacement funding
- \$204,000 for a statewide license for a genealogy database
- \$325,000 for statewide license for downloadable audio books
- \$71,000 for public librarian certification
- \$40,000 for computer lab classes for librarians

McVey noted that based on the new LSTA rules, the certification program and the lab classes will not count toward our federal maintenance of effort, and this is why they were placed at the bottom of the list. The increase in state aid, the genealogy database, and the audio books will count toward the federal maintenance of effort since they will affect the library end user directly.

McVey said ODL staff members were available to talk about two of the budget request items. Judi asked if the board wanted to hear from these staff members prior to voting on the budget request. The board said yes.

Kitty Pittman demonstrated Heritage Quest, a genealogy database, to give the board members an idea of the type information available through an online family history service.

Marilyn Miller talked about the popularity of audio books, and how they are “checked out” and used on personal MP3 players. She said this project would especially expand the availability of audio books to people outside the metropolitan areas.

Judi asked for consideration of the ODL FY09 budget request. Tom Terry moved that the budget request for 2009 be approved as revised. Ann Geurkink seconded. Votes were as follows: Bass, yes; Geurkink, yes; Johnson, yes; Knapp, yes; Terry, yes; Turner, yes; Wills, yes. The motion passed and the budget request was approved.

The board moved to the Director’s Report. McVey said the agency had a wonderful success story to share. Rebecca Barker from the Office of Literacy Resources informed the board that the State of Oklahoma was the winner in a national competition for 50,000 free pre-school books. The national organization, First Book, sponsored the contest to celebrate the distribution of their five millionth free book to children. Visitors to the First Book website were asked to submit the name of the book that got them hooked on reading, and then to vote for the state they would like to see receive 50,000 free books. Oklahoma was late entering the two-month contest, but thanks to the enthusiasm of the library and literacy community, the state ended up winning by thousands of votes. First Book will be coming to Oklahoma this fall to distribute the books and make a big media

splash. Barker said the books will be distributed to organizations that work with children who are at risk for low literacy. She distributed a list of organizations that helped promote the online contest so that Oklahoma could end up a winner.

McVey talked about the literary calendar of events, and then distributed information on upcoming training sessions on Oklahoma's Open Records and Open Meeting Laws.

McVey noted that new board member Harlene Wills has already been quoted in the newspaper. The story in *The Oklahoman* covered a survey that showed only one in four Americans read books.

The board skipped the scheduled service award since the recipient was not available.

Knapp asked for public comments. There were none.

Knapp said the board would be evaluating the director at its December 7th meeting. She distributed the director's job description and evaluation forms.

The board considered a new appointment to the ODL/OLA Certification Board. Lois Banister of Marlow was the recommendation. She would succeed Michelle Miller of Cleveland. Ann Geurkink moved that the board appoint Bannister to the board. Betty Bass seconded. Votes were as follows: Bass, yes; Geurkink, yes; Johnson, yes; Knapp, yes; Terry, yes; Turner, yes; Wills, yes. The motion passed.

Knapp reported on a successful Ice Cream Social at the Norman Public Library.

Wills said there would be a quilting bee at the Tahlequah Public Library in November.

Terry said he would be a room host at the Red Dirt Book Festival in November, and that Johnson would be presenting at the festival.

Knapp asked for a motion to adjourn. Geurkink moved and Wills seconded. The meeting was adjourned.

Susan McVey, Secretary