

Minutes
Oklahoma Department of Libraries
ODL Board of Directors
August 22, 2008
10:00 a.m.
South Conference Room

Chair Ann Geurkink called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Betty Bass, Ann Geurkink, Tom Terry, Wally Turner, Harlene Wills, Shelly Pitt-Wilson, and Susan McVey, ex officio; absent: Hannibal Johnson.

Guests and staff members present: Connie Armstrong, Christine Chen, Karen Currie, Jan Davis, Gengy Edwards, Leslie Gelders, Susan Gilley, Colleen Greene, Marcie Hall, Holly LaBossiere, Vicki Mohr, Kitty Pittman, Debra Schwartz, Bryan Smith, Vicki Sullivan, Judy Tirey, Lucy Usiukiewicz, Cathy Van Hoy, Pat Williams, and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2008 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State on December 14, 2007 and public notice of this meeting, together with the agenda, was posted in prominent public view on the glass exterior walls of the Allan Wright Memorial Building, 200 NE 18th Street, Oklahoma City, on August 20th, 2008 at 8:15 a.m. In addition, an email announcement of the meeting with agenda was sent to all Oklahoma public libraries on August 20, 2008 at 4:12 p.m. and the announcement of the Board meeting and agenda were posted on the ODL website August 20th, 2008 at 1:14 p.m.

Geurkink asked for consideration of the board minutes from the June 27th, 2008 board meeting. Wally Turner moved the minutes be approved. Betty Bass seconded. Votes were as follows: Bass, yes; Geurkink, yes; Terry, yes; Turner, yes; Wills, yes; Pitt-Wilson, yes; absent: Johnson. The motion passed and the minutes were approved.

McVey gave board members copies of the *Open Meeting Act* booklet published by the Attorney General's Office. The Attorney General's Office provides training and direction on open meetings and records. All new board members are given a booklet during their orientation.

Jan Davis introduced Colleen Greene, new Administrative Assistant in the Records Center Division. Davis also spoke about the recent Tribal Institute held in August on the subject of *Collection, Use and Care of Historic Photographs*. It was the third in a series of four workshops to be held. The fourth institute will be held in Catoosa in October on *Training for American Indian Library Services and Building and Managing Culturally Responsive Library Collections and Programs*.

Susan Gilley, Law, introduced Christine Chen, recently promoted from the Law and Legislative Division to Head of Legislative Reference Division. Chen graduated from Emporia State University in Kansas and has twin daughters.

Leslie Gelders received a donation of 3,280 children's hardback books from First Book to give to at risk pre-school children. Books will be given to Smart Start and DHS childcare facilities, with five hundred left for giveaway throughout the year. Literacy recently won 20,000 books in the First Book contest which will be received this fall. A new contest has started with Oklahoma in the running for 50,000 additional books.

Geurkink received a thank you note from Stacy Dykstra, Director, Smart Start Central Oklahoma, for the gift of books to them. They will be given to several organizations where children are served.

Staff recognition: A fifteen year service certificate and pin was presented to Cathy Van Hoy. Susan Gilley, Head of Capitol Law Library, received the 2008 Legislative Staff Achievement Reward for thirty years of service to the Oklahoma Legislature at the National Conference of State Legislatures. Connie Armstrong was recognized with a Gold Award for organizing ODL's State Charitable Campaign for 2007 and almost doubling contributions from the previous year.

Geurkink asked for public comment. There was none.

Cathy Van Hoy and Pat Williams reported on the jointly sponsored Oklahoma Department of Libraries (ODL) and Oklahoma Library Association (OLA) Certification Program and gave an overview of the Institute of Public Librarianship from 1992 until present. Institute classes began in 1996 and continue through today. There is an average of forty-eight (48) to fifty-two (52) classes in different locations with updated coursework and a revised certification manual. Certification classes are funded with Library Services and Technology Act (LSTA) funds at about thirty thousand dollars (\$30,000) annually. Funds are spent on handouts, presenters, etc. Seven hundred and eleven (711) librarians have been certified from 1996 to 2008. Grants are also given to allow applicants to attend state, regional and national conferences.

The board was asked to consider appointment of Regina Norman, Langley Public Library, to the ODL/OLA Certification Board for a three year term to replace outgoing board member Terry Crawford, Watonga Public Library. Geurkink asked for a motion and Terry moved that Regina Norman be appointed to the ODL/OLA Certification board. Wills seconded. Votes were as follows: Bass, yes; Geurkink, yes; Terry, yes; Turner, yes; Wills, yes; Pitt-Wilson, yes; absent: Johnson.

Consideration and possible vote on selected projects to be funded under LSTA: All projects must meet Library Services and Technology Act (LSTA) criteria. All continuing projects are funded first if approved and the rest of proposed projects are funded through remaining dollars if approved by the board at the end of the year. Some ODL staff salaries have been shifted to state appropriated dollars and federal funds are now being used for statewide databases which meet the LSTA criteria. The database licenses are rebid every five years and vendor proposals are based upon usage, which has increased. Bass made a motion to approve the selected projects to be funded

under LSTA and Wills seconded. Votes were as follows: Bass, yes; Geurkink, yes; Terry, yes; Turner, yes; Wills, yes; Pitt-Wilson, yes; absent: Johnson. The motion was approved.

Next agenda item: 2010 ODL Budget Request which must be submitted to the Governor's Office and Oklahoma Legislature by October 1st for state appropriated moneys. The items are ongoing projects listed in priority order and with board approval, will be submitted. The Legislature meets informally in December and January and formally in February to consider all agency budget requests for new money. The first request is to further fund staff salaries with state appropriated money rather than federal money. The second request is for funds for statewide database licensing and third request is to increase State Aid, ten (10) cents, increasing it from the current fifty (50) cents to sixty (60) cents per capita, or about a twenty (20) percent increase above the current level. Terry moved that the 2010 ODL Budget Request be approved. Turner seconded. The votes were as follows: Bass, yes; Geurkink, yes; Terry, yes; Turner, yes; Wills, yes; Pitt-Wilson, yes; absent: Johnson. The motion was approved.

The board meeting ended at 10:40 a.m. The next board meeting will be December 5, 2008 in the ODL South Conference Room.

Susan McVey, Secretary