

Minutes
Oklahoma Department of Libraries
ODL Board of Directors
August 27, 2010
10:00 a.m.
Oklahoma Department of Libraries
South Conference Room

Chair Hannibal Johnson called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jon Douthitt, Judy Haught, Hannibal Johnson, Tom Terry, Harlene Wills, and Susan McVey, ex officio; absent: Wally Turner, Shelly Wilson.

Guests and staff members present: Connie Armstrong, Adrienne Butler, Karen Currie, Jan Davis, Susan Gilley, Karl Kramer, Vicki Mohr, Michael O'Hasson, Shirley Pettengill, Gary Phillips, Kitty Pittman, Vicki Sullivan, Judy Tirey, and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2010 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State on December 8, 2009 and public notice of this meeting, together with the agenda, was posted in prominent public view on the glass exterior walls of the Allen Wright Memorial Building, 200 NE 18th Street, Oklahoma City, on 8/24/10, 5:00 p.m. The announcement of the Board meeting and agenda were posted on the ODL website at 10:45 a.m. on 8/25/10. The announcement and agenda were also sent by email to all Oklahoma public libraries on 8/25/2010 at 1:19 p.m.

Johnson asked for consideration of the board minutes of the June 11, 2010 board meeting. Terry moved the minutes be approved. Douthitt seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Wills, yes; absent Turner, Wilson. The motion passed and the minutes were approved.

Division Reports:

Kitty Pittman explained the chart included in the board packet regarding the TEXEXPRESS courier service. TEXEXPRESS is a multi state courier service between mostly Oklahoma and Texas libraries, but also includes Arkansas and New Mexico. The five (5) day service is quicker and less costly than using the U.S. postal service to move interlibrary loan books. TEXEXPRESS costs approximately \$2,500 per year while shipping materials through the post office would cost approximately \$24,000 annually. TEXEXPRESS provides great cost savings for the agency.

Susan Gilley distributed the *ABC* (Oklahoma Agencies, Boards and Commissions) update, a list of changes to state government enacted by executive order and legislation during the year. The list reports what changes have been made to entities and state agencies during the legislative session and is an update to the annual *ABC* publication.

Connie Armstrong, Executive Director of the Oklahoma Center for the Book, will attend the National Book Festival in Washington, D.C. on 9/26/2010. Sterling Publishers will provide three hundred (300) copies of the Oklahoma's Center for the Book Award Winner, Tammi Sauer's *Chicken Dance*, free to the first three hundred children attending the festival and visiting Oklahoma's booth. Attendance last year, was 140,000. Items such as the Sonic book bag and posters will be given away at the booth. Oklahoma author Ree Drummond of Pawhuska, Oklahoma, will be a speaker at this year's book festival. Her book is *Pioneer Woman Cookbook* and she will spend an hour at the Oklahoma booth. Institute of Museum and Library Services (IMLS) grant money will pay for travel, shipment of materials, and lodging for Armstrong.

The new *Read Y'all* poster for this year features Vince Gill.

Jan Davis presented the new *Archives Month* poster, featuring Will Rogers and family. The poster will be mailed to all Oklahoma libraries, museums and archives (around 800), and to the fifty (50) state Archivists. Around one thousand two hundred (1,200) posters will be given out at Encyclomedia to school librarians and teachers who attend. The cost of printing and postage is covered by a grant from the National Historic Records and Publications Commission (NHRPC), which is part of the National Archives.

A training session will be conducted next week by an AMIGOS trainer at the History Center on the *Basics of Archives* with funding coming from that same grant. Forty (40) attendants will learn about introductory concepts on basics of Archives. Two weeks ago, an AMIGOS trainer discussed digitization of records to about forty five (45) attendants.

The interim report for the newest grant for Tribal Libraries, Archives and Museums is in the packet. A national conference with the American Association of State and Local History (AASLH) is coming to Oklahoma for the first time on September 22-25th, in conjunction with the Oklahoma Museum's Association's conference. A Tribal Track of information and programming has been coordinated on caring for tribal records, museum artifacts and cultural objects. Susan Feller has coordinated a book signing for Oklahoma author, Walter Echo Hawk, for his book *In the Courts of the Conqueror*.

Fee increases for corner records were approved and implemented in July, with \$1,500 in fees collected in July and \$2,300 in August so far. The agency hopes to collect approximately \$4,000 per month thereafter.

Water, mold and termite damage have been found at the Record Center Annex. Shelving damage has also occurred. Dehumidifiers are being used to remove excess humidity. Consultations have been held with the Department of Human Services (DHS) regarding water damage to their materials stored at their Lincoln Plaza location.

Gary Phillips, Oklahoma Publications Clearinghouse (OPC), is responsible for capturing electronic publications of Oklahoma state government and storing them on the *Oklahoma Crossroads* website. Recently, Phillips has been working with the Department of Wildlife Conservation to capture research projects from the Oklahoma Fisheries Research Laboratory.

Approximately one thousand (1,000) documents have been unavailable except directly from the Fisheries Department. They will now be included in the *Oklahoma Crossroads* Collection.

ODL has been working with Connected Nation on the launch of the \$3.3 million Broadband Technology Opportunities Program (BTOP) grant for Oklahoma libraries. The launch will be a two day event tentatively set for December 9th & 10th, 2010, where the BTOP project will be showcased. The Skirvin Hotel and the Oklahoma History Center will be the two venues. The State of Oklahoma was awarded a BTOP grant of \$77 million dollars which will be used to lay approximately nine hundred (900) miles of fiber connection.

Adrienne Butler, Youth Services Consultant, reported the summer reading program themes this year were *Make a Splash* and *Make Waves at the Library*. Forty-nine (49) states participated in the Collaborative Summer Library Program. Adrienne is the children's committee chair.

Judy Tirey reported LSTA funds would be used to update all of ODL's video conferencing equipment. New equipment will be purchased for the South Conference Room, Director's Conference Room and Computer Lab.

A video of the renovation of the Hennessey Public Library produced by Mary Haney, Director, was shown. An ODL construction grant helped make the renovation possible.

Johnson asked for public comment. There was none.

A Service Certificate and pin was presented to staff member Gary Phillips for fifteen (15) years of service.

The 2012 ODL Budget Request, beginning July 1st, 2011, was discussed. Every year, agencies must submit to the legislature and the governor a request for changes to their budget. New operating funds, whether one-time or continuing, are presented with reports on activities and performance measures on how funds were used in the preceding year. The budget must be submitted by October 1st.

Reductions in the current fiscal year were made based on the state's reduced funding. The items listed are a portion of the actual reduction, which was \$951,000. The list is prioritized for possible restoration. For public libraries, there was the restoration of \$248,565 or 10%, which was withheld in case of further reductions. The withheld amount was sent out this year as there were no more budget cuts. Funding was also reduced for the community based and library based literacy programs. This was about ten (10) % of the amount they had, and lastly, ten (10) % of construction grant moneys. Last year construction grants were reduced by one half, so only one grant was given. Construction money does not count towards federal maintenance of effort (MOE).

Douthitt moved to approve the 2012 ODL Budget request and Harlene Wills seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Wills, yes; absent: Turner, Wilson. The motion passed.

Johnson asked for any announcements. McVey spoke about the upcoming BTOP project launch on December 9th and 10th.

The schedule for the 2011 ODL Board Meetings will be voted on at the December 3rd, 2010 meeting. Douthitt moved the meeting adjourn. Terry seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Wills, yes; absent: Turner, Wilson. The motion passed and the meeting adjourned at 11:05 a.m.

The next ODL Board meeting is scheduled for Friday, December 3, 2010, 10:00 a.m., ODL, South Conference Room, 2nd floor.

Susan McVey, ex officio