

**Minutes**  
**Oklahoma Department of Libraries**  
**ODL Board of Directors**  
**December 3, 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, Wally Turner, Harlene Wills, Shelly Wilson and Susan McVey, ex officio.

Guests and staff members present: Connie Armstrong, Melissa Askew, Rebecca Barker, Jo Bazhaw, Adrienne Butler, LeAnne Caraway, Karen Currie, Jan Davis, Leslie Gelders, Susan Gilley, Karl Kramer, Kerri McLinn, Ann Masters, Marilyn Miller, Vicki Mohr, Melanie Price, Vicki Sullivan, Judy Tirey, Cathy Van Hoy, Pat Williams, Tim Young 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 Library Building, 200 NE 18th Street, Oklahoma City, on 12/2/10, 10:00 a.m. The announcement of the Board meeting and agenda were posted on the ODL website at 2:25 p.m. on 11/29/10. The announcement and agenda were also sent by email to all Oklahoma public libraries on 11/29/2010 at 10:21 a.m.

Johnson asked for consideration of the board minutes of the August 27, 2010 board meeting. Terry moved the minutes be approved. Wills seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The motion passed and the minutes were approved.

Division Reports: Mohr introduced Melanie Price, Library Development's new administrative assistant. Mohr showcased the new Oklahoma BTOP Grant logo *OkCONNECT.....Powering the Possibilities*. The BTOP launch will be December 9<sup>th</sup> and 10<sup>th</sup> at the Skirvin Hotel and Oklahoma History Center. Participants will receive free informational flash drives, t-shirts and caps, and other collateral materials.

McVey said the board should be receiving a *Financial Interest Statement for Non-Compensated Officer* mailing from the Ethics Commission for filing. There is a penalty for non-filing and members' email addresses must be included as of July 1<sup>st</sup> this year.

Johnson asked if there were any comments on any action items on the agenda. Three individuals signed up but will wait until agenda items arise for comment.

Consideration and possible vote on approving the expansion of the Pioneer Library System's (PLS) service area to include the Tuttle area: Ann Masters, PLS Director, Tim Young, City Manager of Tuttle, and Jo Bazhaw, President of the Tuttle Friends of the Library, were present. PLS has been working for the last two (2) years towards the possibility of the inclusion of the community of Tuttle into the Pioneer Library System on the ballot and feels it has a good chance to pass. The election is December 14<sup>th</sup>, 2010. The library would be supported by ad valorem taxes. Masters said there would be approximately two (2) full-time employees and five to six hourly employees. Douthitt moved to approve the expansion of the PLS service area to include the Tuttle area contingent on the election. Terry seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The motion passed and the expansion of the PLS service area to include the Tuttle area upon a vote of the people was approved.

Johnson asked for consideration and vote on the proposed 2011 ODL Board Meeting Schedule. Douthitt made the motion to approve and Wills seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The 2011 ODL Board Meeting Schedule was approved.

Consideration and vote to approve the appointment of Lee Ann Barnes, Director of the Okeene Public Library, to the ODL/OLA Certification Board was discussed. Over the last ten years, approximately 750 public library staff have gone through the Certification continuing education program. Regional workshops and online courses are offered, including an advanced level of classes. Douthitt moved the appointment be approved. Terry seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The motion passed and Lee Ann Barnes was appointed to the ODL/OLA Certification Board unanimously.

Next, consideration and vote on approving State Aid to Public Libraries formula. As with last year, ninety (90) percent of each state aid grant will be paid out initially with ten (10) percent held back in case of revenue shortfall. If no further budget reductions are required, the remaining ten (10) percent will be paid to the libraries. Turner moved the formula for state aid be approved with the ninety percent (90%) and later ten percent (10%) disbursement. Wills seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The motion passed.

Next agenda item is consideration and vote for the board to go into Executive Session to discuss the employment of the Director. Terry motioned and Wills seconded for the board to go into Executive Session. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes.

Consideration and vote for board to return from Executive Session: Motion was made by Wills and seconded by Turner. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes.

Next agenda item, consideration and possible vote to retain Director: Douthitt made the motion to retain the Director and Wilson seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The Board commented that the Director

has handled the reduction in financial support very efficiently, worked very hard, and is productive in very difficult circumstances. The agency is run very well and the board appreciates it very much.

A mini retreat was held to discuss the agency's services, stability and stature. Johnson felt the agency offers great services and stability even in an environment of fiscal instability, and in stature, the agency is held in high esteem. McVey and dedicated staff do phenomenal work consistently and the board is impressed and pleased. A survey sent to public libraries in September on how ODL was performing showed an overwhelmingly positive response. The documents *State Mandated Programs and Services* and *At Your State Library* were passed out and provide info and statutorily mandated duties the agency must perform. Related to stability, the *2012 Budget Request* was handed out. The ODL Board must approve the document before it is presented to the Legislature and Governor for approval. The *Budget Request* serves as a reporting mechanism telling what monies are used for, reports on fees collected, the agency's financial picture, strategic plan, and the last ten (10) years' appropriations of State dollars. Included in the report is the potential loss some federal funds due to the lack of maintenance of effort (MOE). New requested legislation and restoration of lost or reduced dollars can also be requested. Federal monies may not be used to replace the loss of state dollars and must be spent on goals and priorities of the federal law. ODL and other agencies statewide have had to cut personnel significantly.

Five (5) years of achievements were provided by the different ODL division administrators. On the chart, Susan pointed out Oklahoma consistently provides more service with less funding than any other state library in the region. Johnson asked what the board could do to elevate the profile for public libraries in the state for more funding, as we are now thirty-sixth (36) in the nation for funding of public libraries. McVey said the general appropriations committee, and sub-committees under Education in the House and Senate could be approached. New Cabinet Secretary for Education, Phyllis Hudecki, has been appointed. The position has been vacant for the last eight (8) years. She is currently the Executive Director of the Business and Education Coalition in Midwest City.

Attorney General's office liaison, Karl Kramer, went over the responsibilities of a public board, the Open Meeting Act, Open Records Act, and rules regarding Executive Sessions.

The *Agencies, Boards and Commissions* (ABC) booklet was given to the board. The publication lists information on state agencies, boards and commissions. An update is published annually, thirty (30) days after the legislature adjourns, to list any changes to the above. The *ABC* and *Oklahoma Almanac* are core documents and very heavily used.

Douthitt moved the meeting adjourn. Wilson seconded. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Terry, yes; Turner, yes; Wills, yes; Wilson, yes. The motion passed and the meeting adjourned at 11:45 a.m.

The next ODL Board meeting is scheduled for Friday, February 11, 2011, 10:00 a.m., ODL, South Conference Room, 2<sup>nd</sup> floor.

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Susan McVey, ex officio