

**Minutes**  
**Oklahoma Department of Libraries**  
**ODL Board of Directors**  
**December 2, 2011**  
**10:00 a.m.**  
**South Conference Room**

Chairman, 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, Anne Morgan, Tom Terry, Harlene Wills and Susan McVey, ex officio.

Guests and staff members present: Melissa Askew, Jennifer Anderson, Connie Armstrong, Holly Labossiere, Jan Davis, Gengy Edwards, Leslie Gelders, Susan Gilley, Karl Kramer, Vicki Mohr, Cindy Mooney, Michael O'Hasson, Kitty Pittman, Linda Reynolds, Vicki Sullivan, Judy Tirey, Cathy Van Hoy, Desiree Webber, Pat Williams and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2011 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State on December 6, 2010 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, November 28, 2011, 10:24 a.m. The announcement of the Board meeting and agenda were posted on the ODL website at 10:45 a.m. on November 28, 2011.

Chairman Johnson asked for consideration of the board minutes of the September 13, 2011 board meeting. Morgan mentioned a correction on page 3, paragraph 5, should read *advisory* board, Morgan moves to approve with the amendment, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; Wills, yes. The motion passed and the minutes were approved.

Director's Report and Division Activity Reports

Susan McVey introduced special presentations of ODL events and activities presented by ODL staff members:

*First Amendment Congress, presented by Bill Young*

Bill Young started his presentation by looking back on the history of the Oklahoma First Amendment Congress. The Freedom of Information Oklahoma was formed in 1990, because individuals or groups believed their First amendment or access rights were threatened. The Oklahoma Library Association is one of the founding organizations. They would focus on the five Amendment freedoms (religion, speech, press, assembly and government).

The first activity was the Marion Opala First Amendment Award in 2002. More than 300 attendees honored the Supreme Court Justice and his support of First Amendment values.

Just in the last few years the High School Day became the most successful event and over 2,000 high school/college students attended. High School Day is funded with national and state grants.

A few First Amendment Congress highlights relating to current events throughout the years:

- In 2002, “Freedom Sings” program, controversial music from America’s past.
- Attendance suffered after the 2006 session due to a story on “sex survey” published at the Columbus North High school. The Congress committee has never touched the sex topic again.
- A mock election at the 2008 “Vote for Freedom” High School Day “elected” Barack Obama.

Bill Young announced the three honorees of the 2011 Zach Taylor First Amendment Essay Contest. Each winner received cash prizes and a copy of the Oklahoma Almanac. It was a record setting year, 318 essays submitted from 21 school districts and home schools. The contest reached over 600 young people this year. Traditionally, the committee would select the theme essay, but this year, students were allowed to pick one of the five freedoms.

The October 2011 Teen Reader Month reported the Oklahoma teens that entered the competition read 664,000 pages.

*National Book Festival, presented by Connie Armstrong*

Connie Armstrong is the Director of the Center for the Book and wants to share her enthusiasm of the 11<sup>th</sup> annual National Book Festival founded by Laura Bush. And, with the continued support of the Obama’s. It’s primarily sponsored by the Library of Congress. Connie and Kitty Pittman were able to attend this year’s event with a \$2,000 COSLA grant funded by the Institution of Museum and Library Services.

The event took place on September 23<sup>rd</sup> and 24<sup>th</sup>. More than 100 National Authors, Poets and Illustrators attend this event. There was a record crowd at the Festival this year. The real attraction was the Pavilion of the States. Oklahoma was one of the most popular booths, because it focused on children’s reading. About 7,000 children visited the Oklahoma booth.

The Oklahoma booth distributed 1,500 book markers of “*Where the Red Fern Grows*” put together by Bill Struby with the Department of Libraries. Plus, 300 copies of the Wilson Rawls book were passed out. Several teachers and librarians said they loved the book growing up, but did not realize that Wilson Rawls was from Oklahoma. Mr. Rawls is this year’s Literary Landmark recipient by Friends of Libraries.

The Center for the Book is currently working with Former Governor Frank Keating. He’s written several children’s books. Hopefully, his schedule will allow him to be a presenter next year at the National Book Festival.

*Public Library web site project, presented by Michael O’Hasson and Melissa Askew*

Michael O’Hasson gave a brief background on how several years ago ODL staff members recognized that smaller libraries were not on the web. The staff came up with an idea to get a professional designed website, but the product became obsolete. Fortunately, Melissa Askew

was on the staff, she took hold of this project. They had the templates redone, published by Adobe, which are actually easier for the libraries to use.

Melissa Askew presented a power point presentation explaining the different themes, templates and color variations. There are more than 20 websites that are live and 7 that are ready to go. Libraries are already reaching out to join the program. The templates are customizable to the libraries individual needs.

Anne Morgan asked when the sites get ready to go-live what sort of introduction is given to the communities. Susan McVey thought most of them already had a website some years ago, so this is just a refresh primarily for these 20 websites. Public Information Office could develop a template to help the libraries launch the website. Michael said as each site goes live it's posted on the ODL website. Anne Morgan loves the templates and thinks they would be a great candidate for the Rural Library National Conference.

#### *Literacy Office Update, presented by Leslie Gelders*

Leslie said the main reasons people come to literacy programs across the country are to get a better job or get a job, to help their children or to participate in their faith or church. The book *"Celebrating Our Journey"* features 171 stories written by Oklahoma adult education students that capture the success and struggles of learning. More than 49 authors attended a special book signing reception at the 2011 State Literacy conference.

There is a link between poor health and poor literacy. Leslie is on a subcommittee and says it's been a whole different partnership working with the health field and the Department of Health. The ODL Literacy set up a Health and Literacy booth at the Oklahoma City Bus Station about 200 people came through.

Emergent Literacy, Adrienne Butler is the Children's Youth Consultant who collaborated with ODL Literacy office to offer a series of emergent workshops targeting children's librarians and literacy programs. Librarians are learning to incorporate early literacy learning skills into their story time. Leslie presented a slide show taken at Metro Tech, where librarians learned 50 different kinds of crafts which supported a story book. Leslie said it was really, really fun.

Read Across Oklahoma at the Zoo on April 10, 2012. Featuring *"Charlie the Ranch Dog"* by Ree Drummond. Leslie is trying to coordinate with the bus station free bus rides to the event for people in the community that do not have a vehicle.

Jan Davis introduced our new staff member Jennifer Anderson who is an Archivist Specialist. She started her journey with ODL on November 30th. Jennifer has served 28 years in the Military Armed Forces.

#### Presentation on Public Library Funding for Municipal Libraries

Desiree Webber from Mustang Public Library is working with Mike Rutledge, City Manager of Mustang, on legislation to help find funding resources for the municipal libraries. One avenue is to work with county commissioners and request funding from local voters. Senator Justice

and Representative Leslie Osborn are jointly sponsoring an Interim Study on “funding districts” for municipal libraries. Arkansas Public Library model statues allow municipal libraries to levy ad valorem taxes on residents within the city limits. Oklahoma has not seen success in creating Rural and Single-County Systems. Mustang would like to see the legislation for municipal funding districts go forward.

There was no public comment.

#### Consideration and possible vote on adoption of ODL Employee Handbook

Technically the ODL Policy Manual was adopted in the last ODL board meeting on September 13, 2011 instead of the ODL Employee Handbook. No changes were made to the document.

Chairman Johnson made the motion to adopt and approve the ODL Employee Handbook, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes. The ODL Employee Handbook Request was approved.

#### Consideration and possible vote on the ODL Board Meeting Schedule for 2012

Cathy Van Hoy pointed out incorrect dates with the ODL board schedule for 2012. Chairman Johnson noted the amended dates for the 2012 schedule as follows: Feb. 3<sup>rd</sup>, Mar. 30<sup>th</sup>, June 8<sup>th</sup>, Aug. 24<sup>th</sup> and Dec 7<sup>th</sup>.

Morgan moves to adopt board meeting schedule as amended, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes. The ODL Board meeting schedule for 2012 Request was approved.

#### Consideration and possible vote on appointment of Audry Beebe to joint ODL/OLA Certification Board

Pat Williams prepared the document giving a prospective on the selected candidate. Audry Beebe is certified and works in a small library in Hennessey.

Chairman Johnson asked for consideration and vote on the proposed appointment of Audry Beebe. Morgan moved to approve, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes. The Appointment of Audry Beebe to joint ODL/OLA Certification Board Request was approved.

### Consideration and possible vote on Formula for State Aid to Public Libraries

Susan McVey said state aid has been reduced approximately 19% within the past 3 years with all the budget reductions. Terry asked what happens if ODL suddenly receives more money. Susan thinks it's unlikely, but if it happens, ODL would return to the board and propose to restore goals and priorities in state aid, literacy grants and fund reading programs.

State aid will initially pay 90% of each state aid grant with 10% held back in case of revenue shortfall. If no further budget reductions are required, the remaining 10% will be paid to the libraries.

Chairman Johnson asked for consideration of vote, Morgan moved the formula for state aid be approved with the 90% and later 10% disbursement, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes.

### Proposed executive session pursuant to 25 O.S. 307(B)(1) to discuss the employment of the Director

Chairman Johnson motioned for the board to go into executive session to discuss employment of the Director, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes.

### Vote to return to open session; possible Board action on matters discussed in executive session.

Chairman Johnson made motion to return to open session, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes.

Douthitt moved to approve setting the annual salary for the ODL Director Susan McVey at \$85,850. The motion was seconded by Morgan. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Terry, yes; Turner, absent; and Wills, yes.

Anne Morgan talked about the generous gift her colleague of many years sent to ODL. They are various children's reading booklets, which are excellent in the teaching of children. Not sure at this time how the booklets will be placed into library programs, but very excited to utilize the teaching skills from these booklets.

Chairman Johnson moved that the meeting adjourn, seconded by Douthitt. Votes were as follows: Douthitt, yes; Haught, yes; Johnson, yes; Morgan, yes; Turner, absent; Wills, yes. The motion passed and the meeting adjourned at 11:52 a.m.

The next ODL Board meeting is scheduled for Friday, February 3, 2012, 10:00 a.m., ODL, South Conference Room, 2<sup>nd</sup> floor.

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Susan C. McVey, Ex Officio