

Minutes
Oklahoma Department of Libraries
ODL Board of Directors
June 8, 2012
10:00 a.m.
South Conference Room

Chairman Hannibal Johnson welcomed new Board members Ann Ritchie from Enid and Don Evans from Oklahoma City. Chairman Johnson called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jon Douthitt, Don Evans, Judy Haught, Hannibal Johnson, Anne Morgan, Ann Ritchie, and Susan McVey, ex officio; absent: Harlene Wills.

Guests and staff members present: Connie Armstrong, Melissa Askew, Steve Belevu, Clif Broadworth, Jan Davis, Susan Gilley, Karl Krammer, Linda Jordan, Vicki Mohr, Cindy Mooney, Michael O'Hasson, Gary Phillips, Kitty Pittman, Vicki Sullivan, Tom Terry, Cathy Van Hoy and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2012 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State on January 4, 2012 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, May 30, 2012, 10:45 a.m. Notice of the Board meeting and an agenda were sent to all public libraries on May 30, 2012 at 10:53 a.m. The announcement of the Board meeting and agenda were posted on the Oklahoma Department of Libraries (ODL) website at 5:10 p.m. on June 5, 2012.

Chairman Johnson asked for consideration of the minutes of the March 30, 2012 board meeting. Morgan moved to approve the minutes. Haught seconded the motion. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Morgan, yes; Ritchie, yes; Wills, absent. The motion passed and the minutes were approved.

There was no public comment.

Before giving a presentation on ODL's revamped state government information service, Bill Young announced that Susan McVey had been honored during the International Conference of Indigenous Archives, Libraries and Museum. He shared copies of the *Tulsa World* article that reported McVey was honored for her contributions benefiting the preservation of indigenous cultural heritage and the support of tribal archives, libraries, and museums.

Young was joined by ODL web officer Michael O'Hasson, Oklahoma Publications Clearinghouse administrator Gary Phillips, Office of Information Resources administrator Kitty Pittman, and reference librarian Linda Jordan to discuss ODL's partnership with the Office of State Finance (OSF) to improve access to state government information.

Young said the 2011 Oklahoma Legislature passed HB1086, the *Transparency, Accountability and Innovation in Oklahoma State Government 2.0 Act*. The act was created to improve

access to government information. In the legislation, OSF was specifically asked to develop web portals for agencies to upload their publications and forms so people could retrieve these documents online. The portals were even named in the legislation: *documents.ok.gov* and *forms.ok.gov*. Young said ODL already collects digital publications from state government agencies using the ContentDM software, and this gave O'Hasson an idea for a collaboration.

O'Hasson reported that OSF agreed to provide all the technical resources for the project, which would allow agencies to directly upload their publications, while ODL would manage the collection of documents and forms. The project implementation began in November 2011 and the public go-live occurred last week. By incorporating the system already in place at ODL, there was no additional cost to the taxpayers. McVey mentioned ODL purchased an unlimited license with ContentDM. No matter how many items are added to the documents and forms collection, there will be no additional cost.

O'Hasson said OSF wants all agencies to submit their various forms and documents directly to one depository. Chairman Johnson asked if ODL is taking on additional cost, in terms of person hours, without being reimbursed. O'Hasson and Phillips said it could actually save the Publications Clearinghouse time if agencies comply with the mandate. Previously, the Clearinghouse has had to do much searching to find and capture documents. McVey said ODL does not have the authority to mandate the filing of these documents, but OSF has the ability to mandate the filings, which could lead to an increase in compliance.

Morgan asked how the public will learn about retrieving the State Government forms. O'Hasson said information is posted on the front page of the main state government website, www.ok.gov. Morgan thinks the information should be announced through other media outlets for rural areas. Young said OSF sent out a direct press release to cover the project, but the media has not yet reported anything.

Phillips presented the *documents.ok.gov* portal. ODL's Publications Clearinghouse had already collected more than 20,000 electronic and digital items before the collaboration began. Oklahoma is one of the eleven states to use ContentDM software to manage state government digital collections. Phillips demonstrated online how to search for various digitized documents. Phillips announced employee Cliff Broadworth will begin work on web archiving images of State Government websites and their associated social media.

Pittman presented ODL's Oklahoma Digital Prairie collection. This collection not only includes access to *documents.ok.gov* and *forms.ok.gov*, it also includes historic documents that had been under the Oklahoma Crossroads banner. Digital Prairie will encompass all of ODL's online collections, including the Statewide Databases.

Pittman showed examples of ODL's digitized collection, including elements from the three-year Oklahoma Image project, 1978-1980. Oklahoma Image was sponsored by ODL and the Oklahoma Library Association, through a \$400,000 grant funded from National Endowment for the Humanities. Board member Anne Morgan was grant writer and coordinator for the project.

Pittman shared a copy of one of the Newcomers to a New Land collection of books, plus an example of one of the 26 digitized five-minute radio programs from the Oklahoma Image

project. These radio programs were used to market the initiative throughout the state. Morgan mentioned many of the radio transcripts were written by Dee Ann Ray, who is an Oklahoma Library Legend.

Evans asked if the Newcomer books could only be viewed live online or if they could also be downloaded to an eReader. Pittman said she had to get copyright permission from OU Press to do the digitization. Morgan said she didn't think there would be a problem in receiving permission for users to download these for their eReaders.

Jordan talked about her experience in scanning and digitizing documents. She displayed two personal letters written by librarian and civil rights leader Ruth Brown, illustrating the emotional impact of seeing images of actual source documents.

McVey provided a report which includes the budget agreement and status of bills from the previous legislation session. McVey reported good news: the budget for ODL was not reduced for the first time in four years.

Chairman Johnson presented State of Oklahoma Service Certificates to Vicki Mohr, 20 years of service; Bill Young, 25 years; Steve Beleu, 35 years; and Susan Gilley, 35 years.

Chairman Johnson introduced a resolution of appreciation for Tom Terry, to celebrate his term of service on the Oklahoma Department of Libraries' Board.

Chairman Johnson moved for motion of approval of the resolution and Morgan seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Morgan, yes; Ritchie, yes; absent; Wills, absent. The motion passed on the resolution of appreciation for Tom Terry.

John Douthitt and Judy Haught presented their nominating committee report for the election of ODL Board officers. They nominated Johnson to remain as Chairman and nominated Douthitt to remain as Vice Chairman. Morgan moved to re-elect the officers and Haught seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Morgan, yes; Ritchie, yes; absent; Wills, absent. The motion passed to elect officers.

Chairman Johnson asked for consideration and vote to adjourn the meeting. Douthitt made the motion to approve and Morgan seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Morgan, yes; Ritchie, yes; absent; Wills, absent. The motion passed and the meeting adjourned at 11:15 a.m.

The next ODL Board meeting is scheduled for December 7, 2012, 10:00 a.m., ODL, South Conference Room, 2nd floor.

Susan C. McVey, Ex Officio