

Minutes
Oklahoma Department of Libraries
ODL Board of Directors
December 7, 2012
10:00 a.m.
South Conference Room

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, Ann Ritchie, Harlene Wills, and Susan McVey, ex officio; absent: Anne Morgan.

Guests and staff members present: Connie Armstrong, Melissa Askew, Jan Davis, David Hankey, Doris Dixon, Gengy Edwards, Susan Gilley, Linda Jordan, Arlene Paschel, Kitty Pittman, Karl Kramer, Vicki Mohr, Cindy Mooney, Gary Phillips, Vicki Sullivan 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, November 30, 8:45 a.m. Notice of the Board meeting and an agenda were sent to all public libraries on November 28, 2012 at 4:10 p.m. The announcement of the Board meeting and agenda were posted on the Oklahoma Department of Libraries (ODL) website at 9:40 a.m. on December 3, 2012.

Chairman Johnson asked for consideration of the minutes of the August 24, 2012 board meeting. Douthitt made the motion to approve and Evans seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Ritchie, yes; Wills, yes; Morgan, absent. The motion passed and the minutes were approved.

Director's Report and Division Activity Reports

McVey expressed how wonderful it's been this year to fill open positions with new staff members. Jan Davis introduced Doris Dixon as the new Administrative Assistant in Archives and Records. Doris started with ODL on September 28, 2012. Doris comes with a strong background in history and for the past month she has worked on an inventory of the map collection.

Kitty Pittman recognized the newest member in Library Resources. On November 1, 2012, Arlene Paschel became the new Web Reference Librarian. She was a Science and Engineering Librarian at Texas Tech University.

Chairman Johnson presented Gary Phillips and Cindy Mooney with commemorative pins and certificates for their 20 years of service with the State of Oklahoma.

David Hankey demonstrated how ODL is providing Interlibrary Loan training to libraries around the state using Skype. The Skype program allows audio and video over the internet, which provides one-on-one training experiences. The program is at no cost to the libraries. It's very user friendly and the software is incorporated on a flash drive so the library does not have to worry about installation. This program furnishes ODL the ability to guide the libraries through the ILL process and to help them utilize the various opportunities the ILL program offers.

Douthitt said he was concerned about the problems the Cartwright Law Library is having in purchasing legal publications, and with the additional cost ODL would incur when the time comes to purchase upgrades for the outdated materials.

Ritchie asked for clarification of the switch in K-12 education to the Common Core Curriculum and the Campaign for Grade Level Reading. McVey explained the State Department of Education currently uses the Priority Academic Skills Standards (PASS) which guide instructions for K-12. There is a move to adopt a different set of standards called Common Core at a national level. A separate initiative is Grade Level Reading with the passage of legislation, saying children who don't pass third grade will not be promoted to the fourth grade level.

There were no public comments.

Consideration and possible vote on ODL Board Meeting Schedule for 2013

Chairman Johnson noted the alternative dates due to meeting room issues. Board members agreed to continue meeting on Fridays, and meet between 1:00 p.m. – 3:00 p.m. on February 8th^h, June 7th, and December 6th.

Ritchie moved to adopt the board meeting schedule for the dates as follow: February 8th, April 5th, June 7th, August 23rd, and December 6th. Douthitt seconded the motion. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Ritchie, yes; Wills, yes; Morgan absent. The motion passed on the ODL Board meeting schedule for 2013.

Consideration and possible vote on formula for State Aid to public libraries

McVey said the State Aid amount did not change from SFY2012. There was a slight change in the per capita formula this year due to gains or decreases in service population. The state formula, along with the data, was sent to all public libraries for review the week of November 26, 2012. Haught asked why Elk City did not qualify to receive State Aid for SFY2013. McVey explained that public libraries must submit an annual report each year. The report measures a number of requirements necessary for receiving State Aid. The most common reason for loss of State Aid is a library not meeting their local maintenance-of-effort funding.

The board was asked to approve State Aid payments under the formula. Payment to libraries will be in two checks, to accommodate any mid-year budget reduction. The first payment will be for 90% of the total and if no budget reductions to the agency budget have occurred, the remaining 10% of the state

aid claims will be processed in June. This process was used last year and the remaining 10% was awarded in July, 2012.

Chairman Johnson asked for consideration and vote on the formula for State Aid to public libraries. Douthitt made the motion to approve and Evans seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Ritchie, yes; Wills, yes; Morgan, absent. The motion passed on the formula for state aid to public libraries.

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

Chairman Johnson made the motion for the board to go into executive session to discuss employment of the Director, seconded by Douthitt. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Ritchie, yes; Wills, yes; Morgan, absent.

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

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

Chairman Johnson called on Evans to speak on behalf of the board members in regards to the employment of Susan McVey, Director of the Oklahoma Department of Libraries. Evans commended Susan for her outstanding service to the department. He said Susan let it be known she did not wish for a salary increase this coming year. Respecting her wishes, reflecting the budget challenges faced by this department and by ODL employees who have been without a raise for six years, the board was not voting to increase her salary. Evans said the board wants it known how this reflects so highly on Susan's concerns for the welfare and morale of the department's personnel and for Oklahoma libraries. He said, "we thank you Susan for your dedicated service to the citizens of the State of Oklahoma."

Chairman Johnson asked for consideration and possible vote to further the employment of the Director. Evans made the motion to approve and Douthitt seconded. Votes were as follows: Douthitt, yes; Evans, yes; Haught, yes; Johnson, yes; Ritchie, yes; Wills, yes; Morgan, absent.

Chairman Johnson asked for consideration and vote to adjourn the meeting. Evans made the motion and Douthitt 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 11:10 a.m.

The next ODL Board meeting is scheduled for February 8, 2013, 1:00 p.m., ODL, South Conference Room, 2nd floor.

Susan C. McVey, Ex Officio