

LAWTON PUBLIC LIBRARY BOARD MEETING
Wednesday, April 3, 2019

The Lawton Public Library Board met at 4:00 pm in Room #2 at the Main Library. Notice of the meeting and agenda were posted in accordance with Oklahoma Law.

The meeting was called to order at 4:00 pm by Patty Neuwirth, Chair.

ROLL CALL: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair; Frantzie Couch, Member; Ellouise Love, Member; Tom Rine, Member; Jenny Breeden, Friends Representative; Kristin Herr, Library Director; Sharon Thompson, Administrative Assistant; Randy Warren, City Council Liaison; Bart Hadley, Assistant City Manager

A motion was made to approve the Library Board Minutes for the March 6, 2019 meeting as presented. (Couch/Rine).

Customer Comments from an e-mail from a patron named Ms. Pittman was discussed.

The Financial Report was given. We are processing Requisitions to have money spent by the end of May.

The Director's Report was given and Kristin reported on personnel changes which included Sharon's resignation, National Library Week, Money Smart Week, Health Literacy grant, Summer Reading preparations, upcoming Chautauqua program, and the Book sale.

The Friends of the Library report was given. Jenny and Frantzie reported on Chautauqua and all the expenses that are needed for this program. We received a grant from McMahon to help with the costs for Chautauqua and also donations are coming in.

Family History/SWOGS: No report was given.

City Council Agenda Items:

- Hoopla Digital was approved by Council and Kristin included helpful hints in the Board packet about Hoopla and libraries.
- Bart reported that the Preliminary Budget is ready for printing and will go to Council on Tuesday, April 9. He also said that an HR Director will be hired soon.

Unfinished Business:

- Kristin informed the Board about the report from Guernsey and the pre-final cost estimate. The committee will meet again and the estimates could change.
- Ron Barnett did some testing for the asbestos in the building and only found one small area of linoleum in the old Janitorial Closet that contained asbestos. He will also conduct more testing in the weeks to come.

New Business: The Library Card Policy was recommended for approval. (Couch/Kremmer). Members agreed. Kristin will send the policy to Council for approval.

Comments: Patty reminded the Board that the May meeting is changed from May 1 to May 15. She also said that invitations to Sharon's Retirement party were handed out today.

Meeting adjourned at 4:50 pm. / Sharon Thompson, Administrative Assistant III