

Lawton Public Library Board Meeting

Wednesday October 2, 2019

The Lawton Public Library Board met at 4:00 pm in Meeting 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 4:10 pm by Patty Neuwirth, Chair.

Roll Call: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair (Absent); Frantzie Couch, Member; Ellouise Love, Member; Tom Rine, Member; Jenny Breeden, Friends Representative; Kristin Herr, Library Director; Megan Stockton, Administrative Assistant; Randy Warren, City Council Liaison; Bart Hadley, Assistant City Manager (Absent)

A motion was made to approve the Library Board minutes for the September 4, 2019 meeting as presented. (Couch/Rine)

There were no customer comments to discuss.

The Financial Report was given. Kristin stated that the large amounts encumbered are due to the Finance departments change in how long an encumbrance can last. The final longevity check for the retired Administrative Assistant was explained. There was a question about the over \$9,000 encumbrance in the Dues and Membership fund. Kristin explained this was part of the full year's payment to OCLC.

The Library Director's Report was given. Kristin told of the various outreach opportunities that have occurred and will soon occur. These include the Welcome Expo, Open Streets, Community Baby Shower, and the Archives Conference. Kristin reported that the soda machine in the lobby is under new management and will have a slight price increase. The library received a new fax machine. Kristin explained the 1,000 Books Before Kindergarten program that is now taking place at the library. The ongoing craft series, Adultish Crafts, has been going extremely well with over 70 participants at one event. The Board was informed of the numerous training opportunities and meetings that staff will be taking part in. Lastly, Kristin informed the Board of the new custodian hired for the library.

Jenny and Frantzie gave information for the Friends' Report. Jenny stated that the Friends' were gearing up for their next meeting that will take place later this month. The City Manager, Michael Cleghorn, will be the guest speaker at event. Frantzie reported about Chautauqua. They have received a \$5,000 grant for Chautauqua. This year's theme for Chautauqua is 20th Century Visionaries.

The SWOGS report was given to the Board. Amber Follett, the library genealogist, has been out on leave and will be out for a while longer due to a death in the family. Roberta, a member of SWOGS, and Kristin have met to plan on how to apply for a grant for digitization. Kristin presented the next three bookmarks in the Local Legend bookmark collection.

City Council Agenda Items:

- Randy reported that the CIP package is assembled and includes many quality of life items.
- Randy stated that the CIP would alter the way the taxes are divided and that it will not raise the tax, but will extend it.
- The library will receive the money that was taken from them previously.
- Randy said that the effort now is to present the CIP to the citizens.

Unfinished Business:

- The restroom remodel was put into the legal notices in the Lawton Constitution on 10/2/19.
- The library will receive money for the StoryWalk soon.
- The Citizenship Grant was approved. With this grant, the library will establish the Citizenship Corner, ESL classes, and Citizenship classes.

New Business:

- The library is now selling LATS bus passes. The sale began on Monday September 30th.
- Kristin stated that the library is excited about offering this service, but anxious to see if the library becomes inundated with those buying bus passes.
- Kathy Hines, Circulation manager, spoke on KSWO with a LATS representative to promote the new sale.

Comments:

- Patty told everyone about the Army Field Band that will be visiting Lawton on November 15th.

The meeting adjourned at 5:00 pm. /Megan Stockton, Administrative Assistant III