

## Lawton Public Library Board Meeting

Wednesday November 6, 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 4:00 pm by Patty Neuwirth, Chair.

Roll Call: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair; Frantzie Couch, Member (Absent); 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, Deputy City Manager

A motion was made to approve the Library Board minutes for the October 2, 2019 meeting as presented. (Rine/Kremmer)

There were no customer comments to discuss.

The Financial Report was given. Kristin stated that money will needed to be moved around soon. Specifically, she spoke about the need for more money in the 201 account. Patty pointed out the percentage of the budget remaining and Kristin reminded the Board that much of that which appears to be spent is actually encumbered.

The Library Director's Report was given. The electrical situation was discussed. Kristin explained that a new contact was ordered for the south lights. Kristin explained that, due to the electrical issues, the Library was forced to close for a day and a half. The discussion of lights also brought up the topic of replacing the existing lights. Kristin brought the mural to the attention of the Board. The mural has been taken down from its position and is now being stored in the Family History Room.

Jenny informed the Board about the most recent Friends' meeting. The guest speaker was Michael Cleghorn, City Manager.

The SWOGS report was given to the Board. Amber Follett, the library genealogist, had a booth at the Oklahoma City for the Oklahoma Archives Bazaar. The next set of Local Legends bookmarks have been released. Those featured on this set are Louise McMahon, Scott Ferris, and Ned Shepler.

City Council Agenda Items:

- Randy reported that the City Council is currently focused on the CIP.
- Another topic of focus is the hiring of a new City Attorney.

Unfinished Business:

- A sample agenda was shown to the board so that they could see the bids that were presented to the City for the Library renovation project.

- Two bids were received. One bid was from a local company and the other was from an Oklahoma City company.
- The staff recommendation for the contract is the lowest bid with the additive alternative two.
- The contract will go to City Council on November 26. Following Council approval, a pre-work meeting will take place that will establish the renovation schedule.

New Business:

- The Oklahoma Heritage Preservation Grant is due on November 8, 2019. The grant will not be awarded until February. The grant will be used to establish a Memory Center in the library. SWOGS voted to approve a matching grant of \$2,000.00. The Board voted to recommend submitting the proposal. (Rine/Love)
- Kristin discussed updating how the Library manages the Friends' money. It was decided that the Friends' will purchase a new cash register for the Library to use solely for Friends' money.
- Kristin explained to the board that the Storywalk posts are in the process of being purchased. Multiple parks were toured. In conjunction with the Parks and Recreation Department, Elmer Thomas Park was decided on. A Community Health Challenge will be created to go along with the new Storywalk. It will likely consist of games of health bingo.
- The proposed dates for the 2020 Library Board meetings were given. The Board approved the 2020 dates. (Rine/Kremmer)

Comments:

- Bart reminded everyone that the City chili cookoff takes place on November 7, 2019.
- Patty reminded everyone about the two upcoming Army band concerts.

The meeting adjourned at 4:40 pm. /Megan Stockton, Administrative Assistant III