Lawton Public Library Board Meeting

Wednesday September 2, 2020

The Lawton Public Library Board met at 4:00 pm in Meeting Room 1 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 (Absent); Jenny Breeden, Friends Representative (Arrived at 4:20 pm); Kristin Herr, Library Director; Megan Stockton, Administrative Assistant; Randy Warren, City Council Liaison; Richard Rogalski, Deputy City Manager

A motion was made to approve the Library Board minutes for the August, 5, 2020 meeting as presented. (Couch/Kremmer)

No customer comments were presented.

The Financial Report was given. Kristin stated that there was not much to discuss given that it is only two months into the fiscal year. Kristin did remind the Board that the Library was given no book money this year and, due to this, have had to cancel some databases.

The Library Director's Report was given. The Board was presented a photo of one of the two children who have finished the Thousand Books Before Kindergarten program. Kristin reported that the Library has had some virtual classes recently, including crafting classes. Kristin stated that the Library has offered the Library Technology Specialist and Library Assistant positions. However, she stated that there have been no viable candidates for the Deputy Library Director position.

The Friends of the Library Report was given. Patty praised Kristin for her work on the book sale and stated that it raised a little over $10,000.00. Frantzie reported that Arts for All will possibly take on the Friends of the Library as an affiliate member. Jenny declared that the most recent Friends' meeting was a success, but poorly attended. The speaker at the meeting was Dr. Ed Legako and he spoke about the farmer's market.

There was nothing to report for SWOGS/Family History.

City Council Agenda Items:

- Richard and Randy reported that the City would be revising the budget soon.
- Richard and Randy stated that the move of Council meetings to 2:00 pm was going well.
- Richard announced that the City would be doing lighting audits in hopes to redo the lighting in some of the City buildings. Richard stated that the Library would be a prime candidate for this

Unfinished Business:

- Kristin reported that the project is done, but different updates are being done to the meeting rooms.

Update of Grants:

- A cheat sheet that explained the status of all the grants was handed out.
- Kristin stated that the Library is almost done with grant season and should be able to take a break from grants for a short while.
- The Baby Come Back program was discussed. Kristin stated that some people are coming in to use the program, but not as many as was hoped.

New Business:

- The At-A-Glance report was presented to the Board.
    - Kristin stated that numbers were down, but believes this is due to the pandemic. However, electronic check-outs went up.
    - Richard asked about the jump in electronic materials between 2018 and 2019. Kristin explained this was due to the purchase of the Hoopla database.
- The first page of the FY20 Annual Report was presented to the Board.
    - The entire report was emailed to the Board prior.
- The FY20 statistics were presented to the Board.
    - Kristin explained which databases were being canceled.
    - Richard questioned the Branch numbers and there was a small discussion of the importance of the Branch library.
- The updated Acceptable Computer & Technology Use Policy was presented to the Board for a vote.
    - One change was made to the Policy.
    - The updated Policy was approved unanimously by the Board. (Couch/Love)

Comments:

Members of the Board were invited to stay after the Board meeting for another meeting about the outside mural.

There was a small discussion about the location of the new Bus Transfer Station.

The meeting was adjourned at 4:48 pm. /Megan Stockton, Administrative Assistant III