

Lawton Public Library Board Meeting

Wednesday November 4, 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 4:02 pm by Patty Neuwirth, Chair.

Roll Call: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair; Frantzie Couch, Member; Ellouise Love, Member; Tom Rine, Member (Arrived at 4:07 pm); Jenny Breeden, Friends Representative (Absent); Kristin Herr, Library Director; Megan Stockton, Administrative Assistant; Randy Warren, City Council Liaison (Absent); Richard Rogalski, Deputy City Manager (Absent)

A motion was made to approve the Library Board minutes for the October 7, 2020 meeting as presented. (Kremmer/Couch)

No customer comments were presented.

The Financial Report was given. Kristin stated that City have moved back the date to look at the amended budget. Kristin explained the increase in account lines in the Grants Budget as being caused by the receiving of several grants.

The Library Director's Report was given. Kristin boasted about the Library staff wining best group Halloween costume in the City. Kristin explained the various new IT changes coming to the Library, including phones, timecard software, agenda item software, and a credit card system. Kristin announced the hiring of two new part-time staff members. Kristin stated that staff are finding themselves reminding customers to wear their masks much more often as mask fatigue has set in with many people. Patty questioned the use of the meeting rooms, but Kristin explained that it was decided to keep them closed to the public during the pandemic and while the rooms are still undergoing some updates. However, Kristin stated that the Library meeting rooms have been useful to other City departments.

The Friends of the Library Report was given. Patty stated that the last Friends meeting was poorly attended. Patty and Kristin explained the upcoming annual fund drive. Some Board members were asked to look over the mailing list.

There was nothing to report for SWOGS/Family History.

City Council Agenda Items:

- Patty stated that the Mural agenda item was tabled until the second City Council meeting in November.

Unfinished Business:

- A page displaying the status of all the Library grants was disseminated to the Board.

- The issues involved with the Mural approval were discussed. Patty stated that she spoke to the McMahon Foundation and they will write a letter for City Council. City Council will discuss this issue again during the second Council meeting in November.

New Business:

- Kristin explained the staffing changes at the Library.
 - Kristin distributed papers showing the numbers of staff positions within the library over the years. These papers also summarized the Library's full time staffing equivalent numbers. All the numbers presented were shown to be lower than normal.
 - Kristin stated that the Library had hired two new part-time assistants. She also reported that interviews for the Customer Service Manager position and Deputy Library Director position had started.
 - Kristin explained that there is one position still open, but she does not want to fill it as is and instead change the duties and title. However, she still needs permission for this before moving forward.
- The various Literacy programs and initiatives were discussed among the Board.
 - The Board was presented bookmarks describing the various literacy programs at the Library.
 - Kristin stated that the Library hosted an Adult Literacy Roundtable in October and another one would be held soon.
 - Kristin reported that the Library recently purchased the program Beanstack which allows all these Library Literacy programs to go online.
- The proposed dates for the 2021 Library Board meetings were presented to the Board.
 - A motion to approve the minutes was approved unanimously. (Kremmer/Couch)

Comments from the Floor:

- Frantzie stated that she is working on next year's Chautauqua event.
- Patty told the Board that both Arts for All and the Lawton Philharmonic are going live on television.
- Kristin announced that Soulful Stories would be canceled for next year.

The meeting was adjourned at 4:52 pm. /Megan Stockton, Administrative Assistant III