

Lawton Public Library Board Meeting

Wednesday March 3, 2021

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; Jenny Breeden, Friends Representative; 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 February 3, 2021 meeting as presented. (Couch/Love)

There were no customer comments or correspondence.

The Financial Report was given. Kristin notified the Board that the Library budget is due March 5, 2021. Following the due date, there will be a meeting with the City Manager and the Finance Department to finalize the budget. The City is using new financial software and therefore Kristin warned the Board that the expenditure statement would likely look different in the future. Kristin also advised the Board that due to the changing of the financial software, all money for the rest of the fiscal year must be encumbered by May 1, 2021. Thus, Library money and grant money will need to be spent quickly. Kristin stated that the Library received the Heritage grant, but cannot spend any money until the contract is signed

The Library Director's Report was given. Kristin explained the closures caused by the recent snowstorm. She also stated that the low temperatures caused two coils on the library boilers to break. She said that they are temporarily fixed. Kristin reported that the Library had 2,372 appointments while it was open by appointment only. Kristin advised the Board that the Library would soon be undergoing construction to create a second ADA friendly staff door. Kristin announced that Rachel Pierce, Librarian I, received certification with the Medical Library Association for Consumer Health Information Specialization.

The Friends of the Library Report was given. Jenny stated that she is looking into finding a speaker for the next Friends' meeting. Frantzie affirmed that Chautauqua is going online this year with the performances pre-recorded and live workshops. She stated that they are still trying to figure out all the logistics involved with moving online.

The SWOGS report was given. The Board was shown pictures of a new table/cabinet built by SWOGS member Dale Scott for the Family History area.

City Council Agenda Items:

- Kristin reiterated that the time to create encumbrances is much less this year due to the migration to new financial software.

Unfinished Business:

- The Board was given an update on the status of the various grants.
- Kristin announced that she is looking into another grant for the Library.

New Business:

- Kristin reported that State Aid allocations had been decided. She reported that the Library will be receiving \$34,824.00. This number went down slightly from last year.

Comments from the Floor:

- There was a discussion of the six Dr. Seuss books that were recently taken out of publication.

The meeting was adjourned at 4:35 pm. /Megan Stockton, Administrative Assistant III