Lawton Public Library Board Meeting

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

Roll Call: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair; Frantize Couch, Member; Ellouise Love, Member; Tom Rine; Member (Absent); Jenny Breeden, Friends Representative; Kristin Herr, Library Director; Megan Stockton, Administrative Assistant; Randy Warren, City Council Liaison (Absent); Richard Rogalski, Deputy City Manager (Arrived at 4:15 pm); Bettina King, Customer Service Manager

A motion was made to approve the Library Board minutes for the November 4, 2020 meeting as presented. (Couch/Kremmer)

Bettina King, the Library's new Customer Service Manager, was introduced to the Board.

No customer comments were presented.

The Financial Report was given. Kristin stated that she believed that the City was close to giving additional money to City departments. Kristin explained some of odd numbers on the expenditure statements, but explained that there nothing interesting to note.

The Library Director's Report was given. Kristin detailed the new appointment only model of the Library. She stated that staff has continued to stay busy and that the appointment model actually created more work for staff. When questioned about the reopening of the Library, Richard stated that the opening of City offices depends on the COVID-19 numbers. Kristin detailed the changes in the building to the Board. These changes included a new wall, creation of the Digital Memory Center, and the movement of a lot of furniture. Kristin asked to take the Board on a tour of the changes following the adjournment of the meeting. Kristin stated that the new Deputy Library Director starts on Monday January 11th.

The Friends of the Library Report was given. Patty stated the amount of money earned thus far by the Annual Fund Drive. Frantzie announced that there is an upcoming meeting for Chautauqua and that they are looking into filming rather having live performances.

There was nothing to report for SWOGS/Family History.

City Council Agenda Items:

- There was a discussion of the purchase of Central Mall. Richard explained some details about the future plans.
- There was a discussion about the upcoming Farmers Market. There was also a discussion of the possibility of putting a Storywalk at the Farmers Market.

Unfinished Business:

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

New Business:

- A portion of the NOVAK efficiency study was presented to the Board.
    - There were five recommendations for the Library. These included updating the organizational chart, cross-training for staff, assessing the operation of the Branch Library, developing a business plan for the Family History services, and training for staff on serving those experiencing homelessness.
- Kristin stated there had been lots of headway made with the creation of the Digital Memory Center.
    - Kristin stated that it was not up and running, but that many things had been purchased for it.
    - Kristin asked for the Board to take a tour of the area with her following the adjournment of the meeting.

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