

Lawton Public Library Board Meeting

Wednesday August 4, 2021

The Lawton Public Library Board met at 4:00 pm in Meeting Room 2 at the Main Library.

Notice of the meeting and agenda was posted in accordance with Oklahoma law.

The meeting was called to order at 4:03 pm by Patty Neuwirth, Chair.

Roll Call: Patty Neuwirth, Chair; Sue Kremmer, Vice Chair (Arrived at 4:08 pm); Frantzie 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; Richard Rogalski, Deputy City Manager (Absent)

A motion was made to approve the Library Board minutes for the June 2, 2021 meeting as presented. (Couch/Love)

Several customer comments were presented. Kristin stated that she attempted to reach out to the person who made the complaint, but was unable to get a hold of them.

The Financial Report was brief. Kristin explained that she was unable to provide new financial statements as there is a new software. Kristin described the various changes that have occurred due to the new software.

The Library Director's Report was given. Kristin stated that the air conditioning is back in working order, but that they are still looking into further repairs or replacements to fully solve the issue. Kristin reported that starting August 5, 2021, all City buildings have a mask mandate again. Kristin informed the Board that she interviewed a potential hire for the Deputy Library Director position.

The Friends of the Library Report was given. Jenny described the recent celebration for the finishing of the library mural.

No SWOGS report was given.

City Council Agenda Items:

- Randy reminded everyone that there some upcoming elections.
- Randy discussed the new technology changes in the City as well.

Unfinished Business:

- Kristin reported that there were various due dates for grants coming up soon.
- Kristin was unable to print the budget for the Board and explained some of the new features of the new financial software.

New Business:

- The updated Meeting Room Policy was presented to the Board with minor corrections and changes.

- The new policy was approved unanimously. (Couch/Kremmer)
- The updated Code of Conduct was presented to the Board. An addition about leaving unattended items was added.
 - The new policy was approved unanimously. (Couch/Love)
- Kristin presented statistics to the Board.
 - She stated that while physical item usage was down, electronic usage was up.
 - She also noted that the Branch Library numbers were holding steady and the number of Branch customers went up.
 - She pointed out that the retrieval of information numbers were down due to a change in statistic reporting with Ancestry and the cancellation of several databases by ODL.
 - The annual At A Glance was disseminated to the Board as well.

There were no comments from the floor.

The meeting was adjourned at 4:38 pm. /Megan Stockton, Administrative Assistant III