
LAWTON PUBLIC LIBRARY

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Library Board Meeting (Special Meeting)

February 16, 2011

The Lawton Public Library Board met at 4:00 p.m. at the Lawton Public Library. Notice of the meeting and agenda were posted in accordance with Oklahoma Law.

ROLL CALL

MEMBERS PRESENT:

Jim Burpo, Carol Sinnreich, Sally Cote,
Pamela Scoggins Bonnell-Mihalis, Lynn
McIntosh,

MEMBERS ABSENT:

None

EX-OFFICIO MEMBERS PRESENT:

Patty Neuwirth, Friends of the Library;
Marge Williams, SWOGS; David Snider,
Library Director; Sharon Thompson,
Recording Secretary

EX-OFFICIO MEMBERS ABSENT:

None

CALL TO ORDER:

Jim called the meeting to order and asked for approval or corrections to the November 10, 2010 minutes. Minutes were approved as printed.

CORRESPONDENCE: None

LIBRARIAN'S REPORT:

Computers from Great Plains Technology Center - David reported that the staff from Great Plains Technology Center placed the new computers and ran the cables in the middle of November. Jim has configured them with our security, timers, and filters for the units in the lab and the Children's area. He had some difficulty getting the printer to work from the Print Station but it is fixed at this time. Jim still has to work on the Genealogy computers. We now have a total of 40 computers for the public to use with a two hour usage time.

New Employee - Leanne Emerson, part-time employee, started work on November 15, 2010. She has 6 ½ years experience at Stillwell Public Library and has her Level 3 library certification.

State Aid – We received our State Aid check in the amount of \$52,127. According to the State aid formula we were scheduled to receive \$57,919. We may receive the balance of \$5,792 at the end of May or first of June.

Conference / BTOP – Oklahoma Connect – David and Jim attended the BTOP – Oklahoma Connect conference on Dec. 9 & 10. The Library will be receiving 10 Lap Top computers, a Webcam and headphones. This is a three year grant and the State is working with 44 libraries. This grant will allow us to have video conferences and workshops at our library. Patrons will also be able to use the Lap Tops in the library.

Incidents -

(1). On Nov. 2010, one of our part-time staff reported to Jim that a man in the computer area may have been performing a lewd act. Jim asked the library employee if the man had exposed himself and the employee said no. Jim monitored the man's computer usage and did not see anything unusual, but blocked his access and logged him off the computer. The man joined the rest of his family that were in the building and then left.

(2). A second incident in the library was that Jim noticed a young man on our Plan 4 College computer who had hacked around our security into a restricted site.

(3). On December 3, 2010, David was out of town and Sharon received an e-mail from the City Clerk's office asking for the last 5 years of our Library Board minutes. Sharon questioned why and who wanted the minutes because the City Clerk's office already should have these copies. The City Clerk's office said that Max Sasseen was asking for the minutes. During our attempt at trying to discover what he really wanted, we found out that he was questioning our Internet Policy. David called Mr. Sasseen and attempted to discuss our policy with him and assured him that we were in compliance with all state and federal laws. During the conversation, Mr. Sasseen changed from discussing the Internet lab to discussing our wireless system. He wanted to know why this was not filtered. David tried to inform him that he would look into how we could filter our wireless system. On December 13, David met with some of the City's legal department and the Assistant City Manager to clarify some issues and to see if there was any new legislation. Since this meeting, Jim has implemented a filtering protocol for our wireless system and legal is suggesting some minor modifications to our Internet policy. As soon as the policy is finalized, David will bring the policy to the March Board meeting to be approved.

(4.) On January 28, 2011, Librarian, Roxanne Miles, discovered a box sitting on a shelf in the car repair section of the Reference collection. The box was taped on all corners and wrapped in plastic. Mrs. Miles asked her supervisor, Jim Maroon, to check the box. After seeing the box, Jim asked David to look at the box on the shelf. David was concerned, so he called the Lawton Police Department. At approximately 10:25 a.m. Officer McCoy arrived on the scene and he proceeded to call other officers. The Officers placed "Caution Tape" around the shelves by the box and suggested that all patrons exit the building. The library was cleared and approximately 10:50 a.m. the Fort Sill Bomb Squad was contacted to see if they could respond. Assistant Police Chief Apple was informed that they could assist a civilian responder or handle the situation if no civilian responder was available. Assistant Police Chief Apple then contacted Captain Michael McClelland at Oklahoma Highway Patrol Troop G for assistance by requesting the Oklahoma Highway Patrol Bomb Squad. The respond time would take at least two hours since they would be coming from Oklahoma City. At approximately 1:30 p.m. the Bomb Squad arrived on scene and proceeded to check the box. After the X-Ray equipment was utilized to diagnose the contents of the box, it was determined that the box contained printed material. The box was subsequently opened and three college text books were found inside. The box and contents were

removed from the library and turned over to Officer McCoy to do a follow-up with the individual whose name was on a mailing label on the box. David contacted the library staff so they could return to work, and the library reopened at approximately 2:45 p.m.

The Police Department made contact with the individual whose name was on the box. The individual said that she had come into the library the night before and had accidentally left the box on a self & had forgotten to take the box home.

Statistics – David handed out the monthly statistics for November, December, & January. It was noted that the Internet usage statistics are higher now that we have more public computers.

Current Events -

- Let's Talk About It program had 17 in attendance on 2/15/11.
- Golden Girls & Guys will be tomorrow with Jose Morita portraying Elvis Presley.
- Soulful Stories is re-scheduled for February 24, 2011. There will be two presentations at Cameron and a dinner at 6:00 p.m. at the Worley Center and Wallace Moore at 7 p.m.
- Scrabble Tournament is finished with a total of 236 participants from January 8-February 12.
- Safety Awareness & Prevention Program on March 5 will be presented by the library and the Lawton Police Department.

REPORT OF COMMITTEES:

SWOGS: Marge reported that on Monday, February 21, Wallace Moore will be the guest speaker at the SWOGS meeting.

Friends of the Library: Patty reported that the Book Sale is scheduled for April 8-10 and will be at the old Hollywood Video Store on Cache Road. Pamela suggested renting more tables so all the books can be put on the tables. Sally and Patty said that they like to have a new variety of books every day and that is why all the books aren't put on the tables all at once. Sally reported that they have sorted 559 boxes of books for the book sale.

Patty said that the Chautauqua Program will be on the movies of the 1920's and 1930's. The program is scheduled for May 31-June 4.

Unfinished Business:

Chevron Contract - David still has no updates from Chevron as to the enclosure of the Server Room that was suggested by Chevron several months ago.

Integrated Library System - Jim and Afzal are planning a trip to Chickasha and Norman in about a week to look at some automation systems. Another trip will be scheduled in March for traveling to Texas and will include other library staff.

Other Business: Jim said that during the snow storms he was surprised to learn that the library was still open until 9:00 p.m.. The Assistant City Manager was on TV encouraging citizens to stay at home because the weather was dangerous for traveling. Carol said that there is no reason the library needed to remain open. Discussion continued and some of the Board members also said that other businesses, the public schools, and Central Mall were closed. The Board agreed that a city wide policy needed to be implemented for future weather related situations. David said that he was following the City Manager's orders.

Meeting Adjourned.