
LAWTON PUBLIC LIBRARY

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Library Board Meeting

May 11, 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

MEMBERS ABSENT:

Lynn McIntosh

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 April 13, 2011 minutes. Minutes were approved as printed.

CORRESPONDENCE: None

LIBRARIAN'S REPORT:

City Budget - David handed out a copy of the Library's Preliminary Budget pages for the fiscal year 2011-2012 and also the last three years budget pages. The Board noticed that the Book budget keeps getting cut from city funds. David asked the city for \$105,000 for books, but the book budget shows \$40,000. Board members discussed talking to their council representatives: Carol will talk to Council member Rex Givens; Pamela will talk to Council member Rosemary Bellino; Sally will talk to Council member, Bill Shoemate; and Patty will talk to City Manager, Larry Mitchell.

David said that he thinks the budget workshop is scheduled for May 18 and the public hearing is scheduled for May 24. Jim said that the Board needs to attend the public hearing.

The city does have the 6 new computers and a new Microfilm Reader Printer and a printer in the preliminary budget that we asked for.

Jim asked about the Personnel costs in the budget and said that every year the costs go up. David said it is due to employees getting raises, longevity, etc.

Integrated Library System - David is working with Purchasing and the I.T. Department to finalize a RFP for distribution to vendors. The Specification proposal that we presented was too specific and needed to be changed. We hope to have the changes made before next Tuesday. The RFP will stay out for bids for two weeks.

Board Terms - David said that Susanna Fennema and Susan Kremmer will be the two new Library Board members and they were approved at the council meeting on May 10. Their first Board meeting to attend will be June 8. Jim Burpo was also approved by council and he will renew his term on the Library Board.

Library Staff - Lavonne Olive has been selected for the Part-time Clerical Assistant position. We had hired Megan McGee for the Part-time Library Aide position but she had some scheduling conflicts and is no longer employed at the library. Linda Chrisman has been selected to replace Megan. We are waiting on paperwork for both of the new employees before they can start to work.

Statistics - No statistics for April were handed out this month for review.

Current Events -

- Golden Girls & Guys on May 19 with Native American Performer Cecil Gray.
- Let's Talk About It - the Mother Road Book Series with Dr. Judy Neal leading the discussion.
- Chautauqua starts May 31.

Unfinished Business:

Registration of Library Borrowers Policy - The updated policy with the suggested changes from the board was discussed. Pamela made a motion to accept the policy and Board members approved. David will send the policy to the City Manager for his approval. The policy does not have to go to the Council since it is an Administrative Policy.

Chevron Contract - David met with Kim Shahan and Gerald Catlett at the end of April and they suggested lowering the ceiling over the Computer Server Room. The material was ordered and is ready to be installed. An air conditioner provided by Chevron will also be added to the computer room.

REPORT OF COMMITTEES:

Friends of the Library: Patty reported again that they had a great Book Sale with almost \$22,000 grossed. Some expenses will have to be deducted before we will have a final figure.

The beginning reception for Chautauqua is May 31 at 6:00 p.m. at the Library and the performers will perform at 7:30 p.m. in the library plaza.

SWOGS: Paul picked up books that were on sale at the Oklahoma Historical Society last week.

Other: Jim reminded the Board members to talk to their council person concerning the Library Book budget.

Meeting Adjourned.