
LAWTON PUBLIC LIBRARY

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Library Board Meeting

August 11, 2010

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

MEMBERS ABSENT:

None

EX-OFFICIO MEMBERS PRESENT:

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

EX-OFFICIO MEMBERS ABSENT:

David Snider, Library Director

CALL TO ORDER:

Jim called the meeting to order and asked for approval or corrections to the June 9, 2010 minutes. Minutes were approved as printed.

CORRESPONDENCE: None

LIBRARIAN'S REPORT:

Sharon gave the Librarian's report since David is out on medical leave.

Automation - Sharon reminded the Board that some of the Librarians and a few other library staff were to travel to view other library systems in June. The road trip never materialized due to vacations and a shortage of travel money. We are scheduled to purchase a new system in the fourth quarter of this year's budget so this still gives the employees travel time to view other library systems. The public libraries to be viewed are in Texas and one system to view will be in Norman, OK at the National Weather Center.

Security System – We had price quotes from a couple of Security Alarm Companies, and Sooner Security Service is the vendor who we will be paying every month for service. They have programmed our existing fire alarms and added one new smoke alarm in the book drop area. The monthly payments will be \$40 for service. If for some reason the alarms should go off, David's name is the first one on the call list and Afzal Muhammad, Librarian I, is the second person to be called. The Police and Fire Departments will also be called. It needs to be noted that there is no security alarms in the meeting rooms, just fire alarms.

Siga Adelante Expansion Grant- The Siga Adelante Expansion Grant is for improving library service in the state and will allow the library to purchase Spanish Language materials to enhance our Spanish Collection. The grant will be used to fund two levels of Rosetta Stone (a computer program) through the Network Enterprise Program and books focusing on assisting Spanish speakers. The amount of the grant is for \$1,428 and funding must be spent by August 31. A list of materials has already been chosen so purchase, so this should be fairly easy to spend.

The acceptance of the grant was on the consent agenda at last night's council meeting and Denise Flusche, Librarian II, attended the meeting. She will be the librarian in charge of ordering the Spanish books & materials.

Library Staff- There are some staff changes in the Children's and Reference areas of the library. Thomas Pruitt has moved back to the Children's department from the Reference department, and Sarah Marine has moved to the Reference department from the Children's department.

Roberta Parham, who works at the Branch Library Part-time will be retiring in October. She has worked at the Library for 10 years. We will be advertising this position in mid September and be conducting interviews in October.

Annual Report – The Annual Report was scheduled to be due to the Oklahoma Department of Libraries on August 16. But, with David out, we asked for an extension and our consultant, Pat Williams, gave us an extension for another two weeks. The due date for the annual report is now August 30.

The survey that we are required to submit this year for the Annual Report is to review the Library policies. The Internet Policy and the Loan Limit Policy was handed out to the Board.

- Pamela said she thinks that there should not be a limit on the number of books a patron can check out. Carol disagreed and said that you have to set a limit due to the amount of materials the library has in its collection. Pamela feels that this is censorship, but the other Board members disagreed.
- Pamela said that she never received a 4 days grace period when she had a late book. Sharon said that everyone receives a 4 day grace period, but the 5th day you are charged the full late charge because you would be over the 4 days grace period. All other Board members agreed that this policy should remain.
- Pamela said that on the Internet policies it is not a Federal Law to filter Internet access. Sharon noted that in the same statement, the librarians can un-filter the patrons Internet access if asked to do so by the patron. All other Board members felt this statement should remain on the policy.

Carol made a motion to accept the policies, 2nd by Sally. A vote was taken by all Board members – (4 yes, 1 no) to accept the library policies. Motion passed.

State Aid - Sharon reported that we did receive the additional 10% of the State Aid money in July in the amount of \$6,436.00. We already paid Amigos \$12,000 during the year, but we still owed an additional \$3,591. We used the additional State Aid money to pay the balance owed to Amigos and the remaining amount for purchasing books.

County Budget - Sharon said that a letter from the County Excise Board came today informing us that it is time again to submit our County budget requests. We are scheduled for the budget conference meeting on Wednesday August, 18. We are hoping that David will be back at work next week and he will be able to attend the meeting.

Current Events –

- The Summer Reading Program has ended. We now have a Girls Book Club on Tuesdays from 3:30-6 and a Boys Book Club on Thursdays the same time. Both of these Book Clubs will continue during the school year.
- On August 5, we had “Conversations with Will Rogers” at the Worley Center. The attendance was 210 people. This was hosted by Friends of the Library and the SW Historical Society.
- The next Golden Girls & Guys Program will be at Owens Multipurpose Center on August 19 with the 77th Army Band.

Statistics – Sharon handed out the monthly statistics for July.

Some of the statistics that were mentioned were: 194 Internet users, 21,600 total circulation, 82 meetings in our meeting rooms, 388 new library cards, 73 county cards were issued.

REPORT OF COMMITTEES:

SWOGS: Marge reported that most of their Family History users are Internet patrons, so SWOGS is modifying the way they look at purchasing materials. She wanted to inform everyone that there is plenty of money “out there” on the Internet that can be searched for grants.

Marge reported that today would be her last meeting as an Ex-officio member to the Library Board. She announced that she is no longer the SWOGS President. The new SWOGS President is Roberta Hooper, and she will be attending the Library Board meetings while she is president. Marge said she has enjoyed her time as an Ex-officio member and will miss coming to the meetings.

Friends of the Library: Patty reported that the International Festival is September 24, 25, & 26. We think we will only have two tents this year and no truck to sell drinks out of this year. She feels that last year the truck was not that busy and was too far for ice to be carried. She is still going to talk to David about this issue.

Patty reported that the dates for the programs on the Vietnam series is October 19, November 16, December 14, January 18, and February 15. Each month they will have one speaker. They plan on holding this program in the Library meeting rooms and will also use the Display Cases to display Memorabilia about Vietnam.

“Soulful series” is another program that is coming and Patty will have more details at a later date.

Sally announced that they have 154 boxes of books packed for the book sale.

Meeting Adjourned.