
LAWTON PUBLIC LIBRARY

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Library Board Meeting

September 14, 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 (arrived at 4:20 p.m.), Sally Cote,
Susanna Fennema, Susan Kremmer, Pamela
Scoggins Bonnell-Mihalis

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:

Sally called the meeting to order and asked for approval or corrections to the August 10, 2011 minutes. Marge asked if we could add to the SWOGS report that Paul also presented the meeting in Ardmore. Also Pamela asked if we could add that the Library Board wanted to invite Bryan Long to the September meeting and Jim would write the letter of request for him to attend. Minutes were approved as changed.

CORRESPONDENCE: None

LIBRARIAN'S REPORT:

David handed out an Administrative City Policy on Social Media. The purpose of this policy is to outline the protocol and procedures for use of social media to publicize official City services and events. The City is setting up a facebook page and this will be an information page. Our Children's department already has a facebook page and this will not be affected by this new policy. The social media site will be administered by the Human Resources office.

Integrated Library System - David announced that the new server will not be run through the City IT Department. We will build our own Web page. Marge asked if this would allow the Friends and SWOGS to put information on the Web page. David said it would allow this and, having our on Web page, will also allow us to do a lot of things that we used to not be able to do.

Early Literacy Grant - We have received an Early Literacy Grant in the amount of \$500. The grant designates \$350 to be used for books and materials and \$150 to be used for program supplies. The grant is for ages 0-5 years old. The grant was approved by City Council on Tuesday night, so the money will be appropriated and Heather can start buying items.

OK Connect T3 Line- As part of our BTOP/Oklahoma Connect grant, we are getting a T3 line which will increase our speed in the Internet Lab to 100 mbps. This will be ten times faster than we currently have. We are also placing the 10 laptops out for the public to use. At a later date, we will receive hardware and software for video conferencing.

Jim Burpo entered the Board Room at 4:20 p.m.

Statistics – The statistics for August were handed out for review. David said that materials added for titles and volumes should be more accurate since Denise is manually keeping records. David noted that the months of July, August, & September are slower months for adding titles. David said he did meet with Bryan Long about ordering books since we still have the 10% of State Aid money that we can spend.

David also handed out Statistics for the On-line Book Club and the four highest statistics were: Fiction Book club – 58, Mystery Book club – 46, Teen Book Club – 43, and Thriller Book Club – 37.

Current Events –

- Golden Girls & Guys: Karaoke with Guy Navarro on 9/15
- Lunch & Learn with Sandra Dunn on Encaustic Art on 10/11.
- Let's Talk About It: Oct. 18, Nov. 15, Dec. 13, Jan. 17, & Feb. 21. : Crime and Comedy: The Lighter Side of Murder and Misdemeanor. David handed out a brochure with all the dates and books that will be discussed.

Unfinished Business:

David announced that our new server is in and ByWater staff will be setting it up to function properly. While installation is in process, another staff person from ByWater will be extracting our current data, cleaning it up, and getting it ready to go on the new server. On October 31, Nov. 1 & 2 will be On-site staff training. We are hoping to shut the library down one day on October 31 for staff training. The "Go Live" date will be November 21.

Other Discussion:

Jim said that he sent a letter to Assistant City Manager, Bryan Long and invited him to attend the meeting today. David said that City Manager, Larry Mitchell was going to attend in Bryan's place but he had a conference call and would be late for the meeting. At 4:45 p.m. a call was made to the City Manager's office and Larry had a couple of Councilmen in his office at that time, so the Board agreed to reschedule to meet with Larry for next month's Library Board meeting. Jim will call Bryan or Larry to see if one of them can attend the October Board meeting.

REPORT OF COMMITTEES:

Friends of the Library: Patty reminded everyone that she still needs workers for the International Festival. She also said that invitations were sent for David's retirement party and it is scheduled for September 30 from 2-4 p.m.

Sally reported that 320 boxes are ready so far for next year's book sale.

SWOGS: Marge reported that Monday, September 19, Dr. Kelvin White will be the featured speaker at the SWOGS meeting. Dr. White is an archivist and assistant professor in the University of Oklahoma School of Library and Information Studies. The meeting will start at 7:00 p.m.

Meeting Adjourned.