



MINUTES

REGULAR MEETING
STILLWATER PUBLIC LIBRARY TRUST BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
ROOM 313
1107 SOUTH DUCK
STILLWATER, OK 74074
MARCH 8, 2017
12:30 PM
library.stillwater.org

Board Members Present: Linda Burks, Cindy Finkle, Sandeep Nabar
Board Members Absent: Matt Hull, Barbara Miller
Staff Present: Lynda Reynolds, Teresa Chaufy

1. CALL MEETING TO ORDER

Linda called the meeting to order at 12:30 pm.

2. CONSENT DOCKET

*Items listed on the consent docket are routine administrative matters that may be approved by a single vote with or without discussion. **The Trust Board will take action at this meeting (including a vote or series of votes) on these items collectively as part of the Consent Docket.***

- a. Approval of minutes: January 11, 2017 Regular Meeting

Sandeep/Cindy moved to approve items on the consent docket. The votes were as follows: Linda, yes; Cindy, yes; Sandeep, yes. Motion approved.

3. GENERAL ORDERS

The Trust Board will discuss and take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states that no action will be taken.

- a. Status Report: Expenditures from Stillwater Public Library Trust Projects and donation (no action on this item)

Reynolds distributed list and reported to Board the amount for books, \$3,253.21, is from a previously approved expenditure list and an anonymous donation. The gift cards were purchased for speakers of the "Simple Steps to Better Health" series.

- b. Status Report: Donations made to the Stillwater Public Library Trust (no action on this item)

Reynolds reported one donation was made since the last meeting for \$1,350.04.

- c. Status Report: Exchange Bank Statement (no action on this item)

Reynolds reviewed Exchange Bank statement showing an account total of \$8,736.34 for the end of January 2017. Earlier in the week, the February 2017 statement was received showing \$1.00 earned bringing total to \$8,737.34.

- d. Status Report: Mabel King Trust balance (no action on this item)

Reynolds reported the Mabel King Trust balance is \$52,847.86.

- e. Stillwater Public Library FY18 budget

Reynolds distributed copies of budget and reported it was approved by SPL Library Board in February. She reviewed budget stating the largest reduction is in magazine and newspaper subscriptions. She also reported the book and audio/visual accounts were reduced but could also be filled by donations.

4. REPORTS FROM OFFICERS & BOARDS

Announcements and remarks about matters of general interest may be made by the Board Members or Director at this time. Items of Trust business that may require discussion or action (including a vote or series of votes) are listed below.

- a. Miscellaneous items from the Trust Board
 - i. Discussion about scheduling items for upcoming meetings

None.

- ii. Appoint nominating committee

Reynolds reported the terms for Chair, Barbara, and Vice Chair, Linda, will expire at the end of June. The position of Chair is appointed by the Library Board and Vice Chair by the City Council. Sandeep and Cindy volunteered to be on the nominating committee and will report at the next meeting.

5. QUESTIONS & INQUIRIES

None.

6. ADJOURN

Meeting adjourned at 1:00 pm.

Prepared by: Teresa Chafty, Recording Secretary

Approved by: Barbara Miller
Chair, Stillwater Public Library Trust Board