



MINUTES

REGULAR MEETING
STILLWATER PUBLIC LIBRARY TRUST BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
ROOM 313
1107 SOUTH DUCK
STILLWATER, OK 74074
SEPTEMBER 13, 2017
12:30 PM
library.stillwater.org

Board Members Present: Linda Burks, Cindy Finkle, Matt Hull, Barbara Miller, Sandeep Nabar

Staff Present: Lynda Reynolds, Teresa Chaufy

1. CALL MEETING TO ORDER

Barbara 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: July 12, 2017 regular Meeting

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

Linda arrived at 12:35 pm.

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 (no action on this item)

Reynolds reviewed list and reported on purchases. Donor plaque has been received and placed in southwest lobby.

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

Reynolds reported two donations were made since the last meeting for a total of \$111.89.

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

Reynolds reviewed August 2017 Exchange Bank statement showing an account total of \$8,748.05.

- d. Mabel King Fund balance (no action on this item)

Reynolds reported the Mabel King Fund balance is \$52,971.34.

- e. Consider Stillwater Public Library Trust FY 2016-17 Annual Report

Reynolds stated this report will also need approval from the Library Board, City Council, and Friends of the Library Board. This report is a compilation of finances, expenditures, and activities of the Trust Board for the previous fiscal year. Linda/Sandeep moved to approve the Stillwater Public Library Trust FY 2016-17 Annual Report. The votes were as follows: Linda, yes; Cindy, yes; Matt, yes; Barbara, yes; Sandeep, yes. Motion passed.

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 Library Director

Lynda reported to Board application for the 2018 community-wide reading event has been submitted to the Humanities Council and decision should be made by the end of the month.

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

Matt would like to discuss allocations of investments at next meeting.

5. QUESTIONS & INQUIRIES

None.

6. ADJOURN

Meeting adjourned at 1:05 pm.

Prepared by: Teresa Chaufty, Recording Secretary

Approved by: 
Chair, Stillwater Public Library Trust Board