



## **MINUTES**

SPECIAL MEETING  
STILLWATER PUBLIC LIBRARY BOARD  
STILLWATER PUBLIC LIBRARY  
NORTH BUILDING CONFERENCE ROOM  
ROOM 313  
1107 SOUTH DUCK  
STILLWATER, OK 74074  
APRIL 18, 2017  
12:00 NOON  
[library.stillwater.org](http://library.stillwater.org)

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**Board Members Present:** Cathy Albright, Robin Cornwell, Hugh Crethar, Wanda Cunningham, Judy Nelson, Gary Stanton  
**Board Members Absent:** Cara Adney  
**Staff Present:** Lynda Reynolds, Teresa Chaufy

1. CALL MEETING TO ORDER  
Cornwell called the meeting to order at 12:00 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 Library 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. Minutes: March 28, 2017 Regular Meeting
  - b. March 2017 Stillwater Public Library Financial Report
  - c. March 2017 Stillwater Public Library Activity Report

**Stanton/Cunningham moved to approve items on the consent docket. The votes were as follows: Albright, yes; Cornwell, yes; Crethar, yes; Cunningham, yes; Nelson, yes; Stanton, yes. Motion approved.**

3. GENERAL ORDERS

*The Library 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. Discuss Stillwater Public Library Fiscal Year 2018 Budget

Reynolds distributed copies of City of Stillwater proposed FY18 budget to board members which she received at a public hearing. The Library's budget shows a reduction of \$55,000. She explained this is due to the removal of the grants & donation accounts from the budget. The amounts in these accounts will be "carried forward" from FY17 into FY18. The FY18 budget is expected to be adopted on May 15th. She also reported another part-time employee is leaving his position at the end of April. The Library will now have two part-time positions open which may or may not be filled in the new fiscal year.

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 Library business that may require discussion or action (including a vote or series of votes) are listed below.*

a. Miscellaneous items from the Library Director

i. Library programming

Reynolds reported on the following programs:

**Children's:** The Children's department will begin registering for SRP on May 8th. This year's theme is "Build a Better World."

**Teens:** Teens will continue with Makerspace, Video Game Design Club, & DC Fandom Friday during the remainder of April. Teen Advisory Committee, Video Game Design Club, & Anime Club will meet during the first half of May.

**Adults:** The Simple Steps series continues in May focusing on stroke awareness, cooking classes, and weekly Tai Chi classes. She also reminded Board members about the Friends of the Library book sale, April 20 – 23.

**Regular continuing program:**

May 3 – Sci Fi Film Club

May 17 – Making the Most of Retirement

May 22 – Bookworms (This is for residents of assisted living centers.)

**Other programs:**

May 4 – Ukulele Workshop

May 5 – Ask a Lawyer

May 11 – Will Clinic

May 19 – Meridian Come & Go Breakfast (promoting computer classes)

ii. Oklahoma Legislative update

Reynolds reported she recently attended a "town hall" type of event with Senator Lankford where she was able to ask some questions and give him some statistics on library funding. She also told the Board she tries to attend the "3rd Friday Forum" held by Stillwater Chamber of Commerce each month.

b. Miscellaneous items from the Library Board

i. Discussion about scheduling items for upcoming meetings

**Cornwell told Board normally in April a nominating committee is selected to seek nominees for Chair and Vice Chair. However, she and Vice Chair Albright have agreed to continue in these capacities if there are no objections from the rest of the Board. At the next meeting, Board members will have a chance to vote on this matter. It was also announced this was the last meeting for Judy Nelson as her term is expiring on May 1st.**

6. ADJOURN

**Meeting adjourned at 12:45 pm.**

**Prepared by: Teresa Chaufy, Recording Secretary**

Approved by: \_\_\_\_\_

*C. M. Albright*  
**Chair, Stillwater Public Library Board**