MINUTES
REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
AUDITORIUM
1107 SOUTH DUCK
STILLWATER, OK 74074
MARCH 28, 2017
12:00 NOON
library.stillwater.org

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

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: February 28, 2017 Regular Meeting
b. February 2017 Stillwater Public Library Financial Report
c. February 2017 Stillwater Public Library Activity Report

Cunningham/Stanton moved to approve items on the consent docket. The votes were as follows: Adney, yes; Cornwell, yes; Crethar, yes; Cunningham, 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 amended FY17 and proposed FY18 budget to board members. She gave a brief report from the City Council budget study session: the City is not in “dire” straits and is able to pay its bills; 67% of the general fund comes from sales tax; next year’s sales tax may be decreased as much as $200,000; this decrease may be a result of the use tax from internet sales; the City’s golf course may be privatized and removed from the City budget. She also reminded board the Library has an open part-time position which may or may not be filled in the next fiscal year. If the Library has more loss of part-time staff, this could result in a decrease of operating hours. Board members questioned why the City Manager’s budget had a significant increase. Reynolds said she would find out and report back to Board.

b. Reappointment of Barbara Miller to Stillwater Public Library Trust for three year term.

Reynolds explained Barbara’s appointment is made by the Library Board. Crethar/Cunningham moved to approve the reappointment of Barbara Miller to the Stillwater Public Library Trust Board for a three year term. The votes were as follows: Adney, yes; Cornwell, yes; Crethar, yes; Cunningham, yes; Stanton, yes. Motion approved.

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 is partnering with the OSU Writing Center to host a “Nature Walk with Words” at the OSU Botanic Gardens on April 8th.
   
   **Teens:** During the month of March, the Teen Advisory Committee met with 11 teens in attendance. The Anime Club had 45 teens attend in February and 38 in March.
   
   **Adults:** The Simple Steps series continues in April focusing on immunizations, cooking classes, and weekly Tai Chi classes.

   **Regular continuing program:**
   
   April 5 – Sci Fi Film Club
   
   April 19 – Making the Most of Retirement
   
   April 24 – Bookworms (This is for residents of assisted living centers.)
Other programs:
April 13 – Wills, Estates, & Trusts
May 5 – Ask a Lawyer
May 11 – Will Clinic
May – Ukulele workshop (to be scheduled)
AARP will be here through April 18th for tax assistance.

ii. Oklahoma Legislative update
Reynolds reported she recently visited with our state legislators. She also reported on mid-year budget cuts with the State Library receiving a $30,000 budget cut. This may impact whether SPL receives the remainder of its State Aid.

iii. Staff attending Oklahoma Library Association Conference
Reynolds reported she and 4 staff members will be attending the OLA Conference in Norman. Dates for this year’s conference are April 24-26.

iv. Library Board Special Meeting April 18 to replace regular meeting
The regular Library Board meeting on April 25 has been cancelled and moved to April 18 as Reynolds will be out of town attending the OLA Conference.

b. Miscellaneous items from the Library Board
   i. Discussion about scheduling items for upcoming meetings
      None.

6. QUESTIONS & INQUIRIES
   None.

7. ADJOURN
   Meeting adjourned at 12:35 pm.

Prepared by: Teresa Chaufty, Recording Secretary

Approved by: [Signature]
Chair, Stillwater Public Library Board