MINUTES
REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
ROOM 313
1107 SOUTH DUCK
STILLWATER, OK 74074
MAY 23, 2017
12:00 NOON
library.stillwater.org

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

1. CALL MEETING TO ORDER
   Albright called the meeting to order at 12:00 pm and welcomed new board member Andrea Yough.

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: April 18, 2017 Special Meeting
   c. Stillwater Public Library April 2017 Activity Report

Stanton/Crethar moved to approve items on the consent docket. The votes were as follows: Adney, yes; Albright, yes; Crethar, yes; Stanton, yes; Yough, 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 FY 2018 Budget

   Reynolds reported the Library's budget was approved as submitted at the May 15th City Council meeting. She also told Board which accounts had to be reduced.

   b. Election of Officers for 2017-18

   Reynolds reported Robin Cornwell and Cathy Albright have agreed to continue as Chair and Vice-Chair for 2017-18. Adney/Stanton moved to approve Robin Cornwell and Cathy Albright to continue as Chair and Vice-Chair. The votes were as follows: Adney, yes; Albright, yes; Crethar, yes; Stanton, yes; Yough, yes. Motion approved.

   c. Appoint members to Budget Committee

   Reynolds reported the current members on Budget Committee are Gary Stanton and Judy Nelson. As Nelson is no longer serving on the Library Board, a new member will need to be appointed. Reynolds stated the committee normally meets in January and/or February if needed. Hugh Crethar volunteered to serve on committee.

   d. Authorize after-hours use of library on July 29, 2017 for teen end of summer event

   Reynolds explained this event is held as an incentive for teen readers. The top 30 readers are invited to attend. Adney/Stanton moved to approve after-hours use of library on July 29, 2017 for teen end of summer event. The votes were as follows: Adney, yes; Albright, yes; Crethar, yes; Stanton, yes; Yough, yes. Motion approved.

4. **RESOLUTIONS**

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

   a. Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-rate) for 2017-28. This resolution authorizes the filing of the form 471 applications for funding year 2017-18 and the payment of the applicant’s share upon approval of funding and receipt of services.

   Reynolds explained SPL applies each year for a 60% discount on broadband services for the public. This discount brings the Library’s cost to $6,521.09. Another discount, available through the State of Oklahoma, could cover most of this remaining cost. Stanton/Crethar moved to approve Resolution for Schools and Libraries Universal Services (E-rate) for 2017-28. This resolution authorizes the filing of the form 471 applications for funding year 2017-18 and the payment of the applicant’s share upon approval of funding and receipt of services. The votes were as follows: Adney, yes; Albright, yes; Crethar, yes; Stanton, yes; Yough, yes. Motion approved.
5. 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

   Reynolds distributed fliers for Children’s, Teens, and Adult Summer Reading Programs. She reminded Board members May 30th is the kickoff for SRP. She also reported Meridian Technology will be holding computer training classes at the Library, on Fridays, during June, July, and August. Registration is required.

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 12:20 pm.

Prepared by: Teresa Chaufty, Recording Secretary

Approved by: [Signature]

Chair, Stillwater Public Library Board