



STATE OF OKLAHOMA  
OKLAHOMA DEPARTMENT OF LIBRARIES

Oklahoma Department of Libraries Board Meeting  
South Conference Room  
200 N.E. 18<sup>th</sup> Street  
Oklahoma City, Oklahoma 73105

Agenda  
February 24, 2017  
10:00 a.m.

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. Call to Order
2. Roll Call
3. Action on minutes of December 9, 2016 (tab b)
4. Director's Report and division activity reports (tab c)
  - a. Update on proposed legislation affecting ODL and libraries
  - b. Service awards to ODL staff
  - c. Presentation on Double R Reading Tour 2016
  - d. Presentation on Images of Oklahoma project
5. Public Comment on action items on the agenda
6. Consideration and possible vote on proposed changes to the Oklahoma Administrative Code Title 405 Chapter 25 State Aid Grants to Public Libraries (tab d)
7. Consideration and possible vote on approving use of \$32,000 in federal Library Services and Technology Act FFY 2017 funds for renewal of the Encyclopedia Britannica statewide license (tab e)
8. Proposed executive session pursuant to 25 O.S. 307(B)(1) to discuss the employment of the Director (tab f)
9. Vote to return to open session; possible Board action on matters discussed in executive session
10. Adjournment

Upcoming 2017 ODL Board meetings:  
Wednesday, April 26<sup>th</sup>  
National Center for Employee Development  
2701 E. Imhoff Road  
Norman, Oklahoma 73071

Friday, August 11th  
ODL South Conference Room

Friday, December 8th  
ODL South Conference Room

**Minutes**  
**Oklahoma Department of Libraries**  
**ODL Board of Directors**  
**February 24, 2017**  
**10:00 a.m.**  
**South Conference Room**

Don Evans called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jana Barker, Don Evans, Phil Moss, Mary Shannon, Cynthia Vogel and Susan McVey, Secretary. Absent: Ann Ritchie and Annabeth Robin.

Guests and staff members present: Doug Amos, Connie Armstrong, Adrienne Butler, Jan Davis, Wendy Gabrielson, Kitty Pittman, Vicki Mohr, Cindy Mooney, Vicki Sullivan, Judy Tiry, Cathy Van Hoy and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2017 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State in December 2016, and public notice of this meeting, together with the agenda, was posted on February 21, 2017 at 11:51 a.m. in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City.

Chairman Evans asked for consideration of the minutes for the December 9, 2016 board meeting. Chairman Evans moved to approve the minutes, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin. The motion passed and the minutes were approved.

There were no public comments.

**Director's Report and Division Activity Reports**

Connie Armstrong reported the Oklahoma Center of the Book is working with Adrienne Butler from the Office of Library Development on the *2017 DoubleR Author Tour*, which will take place in September 2017. ODL hopes to build from the success of the 2016 tour featuring Roy Deering and Hannah E. Harrison. There were more than 5,700 students and individuals who attended the 2016 tour at both public schools and libraries. Authors participating this year will be Alton Brown, Oklahoma Book Award YA winner for *The Boy who Carried Bricks*, and Cynthea Liu, winner of the 2016 Oklahoma Book Award for children for her book *Bike On, Bear!* Shannon asked the criteria for a town or city library to be participate in the Tour. Armstrong said the project usually tries to host programs in smaller communities with 2,500 or less population.

Kitty Pittman Administrative Librarian for the Office of Library Resources introduced Doug Amos who is a Law Reference Librarian at ODL. Doug presented the *Oklahoma Register* digital collection, which contains over 1,000 *Registers*, published by the Secretary of State's

office and ODL. *The Gazette* is the forerunner to the *Register*, published from 1962 through 1983. The collection is available through ODL's *Digital Prairie* electronic library. Staff are still working on the years 2003 through 2007 to finish the collection.

Jan Davis, the Administrative Archivist for Archives and Records, talked about the experiences she and Kitty Pittman had during their continuing work on the *Images of Oklahoma* project. The project is three years old now, and the agency is working with 40 different organizations. This year, a new participating organization is the Girl Scouts of Eastern Oklahoma, which covers 30 counties, serving 10,000 girls. The Girl Scout troops in Oklahoma began in 1914. Jan said ODL is often surprised by the collections, unique materials, and the history of the groups. A key objective is to help these organizations provide digital access to their materials. Kitty works closely with the organizations to help them describe the items after they've been digitalized.

Vicki Mohr introduced the agency's new Library Consultant, Wendy Gabrielson, who started employment in Library Development on February 1, 2017. Wendy worked for the Metropolitan Library System for eight years. She also worked at Devon Energy as an Archival Librarian. Welcome Wendy!

McVey announced it's the beginning of a new legislature session. The board packet includes a list of bills that have been introduced that could impact libraries and/or ODL. She noted HB1650, which would require automatic doors in public buildings. The deadline is March 2<sup>nd</sup> to get bills out of committee in the house of origin.

Chairman Evans noticed from the Directors report that ODL is expecting a flat budget, which seems like good news. McVey said yes, but it will depend on the revenue situation, and taxation changes that are still to be determined. She said the Equalization Board had met this week and there was a projected revenue failure. They did across the board reduction of 0.7%. It affects ODL by \$32,279.67 which is being cut out of the current fiscal year. The Secretary of Finance mentioned there is a potential for further reductions this year.

#### Consideration and possible vote on proposed changes to the Oklahoma Administrative Code Title 405 Chapter 25 State Aid Grants to Public Libraries

Chairman Evans noted the proposed rules changed the requirements for the Chief Executives of small town libraries to no longer require a master's in library science. McVey said the process began with recommendations from Library Development staff who work directly with municipal libraries and system libraries. Chairman Evans said it sounds like some of these rural libraries need the flexibility to go outside the required degree. McVey said some concerns were expressed by individuals who currently have a degree in Library and Information Studies. Other individuals expressed support for the change. She said the proposed change is only for the municipal libraries, not the systems. Vogel asked if the agency is concerned about negative backlash because there are people who spoke out against the proposal. McVey said there are some people who are still concerned but not all proposed changes are universally accepted..

Vogel asked if there should be a threshold on when the State Aid Rules should be reviewed due to the fact the last changes were made back in 1999. McVey said it's based on the level of work required, because the legislature is very clear there needs to significant changes in rules before changes are sought. Plus, she said the library community is concerned about opening the rules process, since the legislature has the opportunity to put in new requirements which might not be in the best interest of the libraries.

Chairman Evans asked for consideration of purposed changes to the Oklahoma Administrative Code Title 405 Chapter 25 State Aid Grants to Public Libraries. Chairman Evans moved to adopt purposed changes, seconded by Moss. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin.

Consideration and possible vote on approving use of \$32,000 in Federal Library Services and Technology ACT FFY 2017 funds for renewal of the Encyclopedia Britannica statewide license

McVey said ODL prefers to come to the board for approval for all Library Services and Technology Act projects when the agency has the total budget. Unfortunately, Congress has not yet been able to pass a budget for FFY2017. The agency has a partial award because there is a continuing resolution that doesn't go past April 28, 2016.

The Institute of Museums and Library Services sent out the partial notice award to all of the State Libraries. ODL expects to have at least \$1,300,000 funded. After that, the agency hopes to see the additional monies once the FFY2017 appropriations are passed. At this point, this is the fifth year renewal for Britannica School and the agency is asking for \$32,000. There has been significant use of this resource by the school and students.

Chairman Evans asked for consideration and possible vote on approving use of \$32,000 in Federal Library Services and Technology Act FFY2017 funds for renewal of the Encyclopedia Britannica statewide license. Chairman Evans moved to approve, seconded by Moss. Votes were as follows: Barker, yes; Evans, abstain; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin.

Proposed executive session pursuant to 25 O.S. 307(B)(1) to discuss the employment of the Director

Chairman Evans made the motion for the board to go into executive session to discuss employment of the Director, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin. The motion passed to return to executive session.

Vote to return to open session; possible Board action on matters discussed in executive session

Chairman Evans made the motion for the board to end the executive session, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and

Vogel, yes. Absent: Ann Ritchie and Annabeth Robin. The motion passed to return to open session.

Chairman Evans said the ODL board members had the opportunity to evaluate the ODL Director, Susan McVey. He said the director had received a near perfect score. Susan was praised highly for her attention to details and for her excellent reputation among librarians across the state. She was praised "especially (for) her positive attitude in the midst of very challenging times in our state and budget. Her strong and inspirational leadership has been an advantage to the agency."

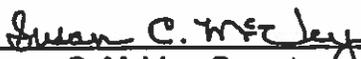
The second aspect of the evaluation deals with salary and performance awards. Evans noted agencies are still under a state personnel action freeze. The instant the freeze is lifted the ODL board will want to recommend a salary increase.

McVey thanked the board.

Chairman Evans moved to retain the Director with no change in her salary at this time. Moss seconded. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin. The motion carried.

There being no other business, Chairman Evans moved, and Ritchie seconded that the meeting be adjourned. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Shannon, yes; and Vogel, yes. Absent: Ann Ritchie and Annabeth Robin.

The next ODL Board meeting is scheduled for April 26, 2017 at 10:00 a.m. It will be held in conjunction with the Oklahoma Library Association Conference. The meeting will be at the National Center for Employment Development in the President's Suite Board Room, 2701 E. Imhoff Road, Norman Oklahoma 73071.

  
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Susan C. McVey, Secretary



STATE OF OKLAHOMA  
OKLAHOMA DEPARTMENT OF LIBRARIES

Oklahoma Department of Libraries Board Meeting  
**Marriott Conference Center at  
National Center for Employee Development (NCED)  
2801 E. State Highway 9  
Norman Oklahoma 73071  
6 North Board Room, Sixth Floor**

Agenda  
April 26, 2017  
10 a.m.

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

**Call to Order**

1. Roll Call
2. Action on minutes of ODL Board meeting of February 24, 2017 (tab b)
3. Director's Report and division activity reports (tab c)
  - a. Update on legislation affecting ODL Board members and libraries and library funding
  - b. Update on budget
4. Public Comment
5. Discussion of An Independent Evaluation Of Oklahoma's Implementation of the Library Services and Technology Act Grants to State Programs 2013 - 2017 (tab d)
6. Discussion of development of goals for Oklahoma Library Services and Technology Act program for 2018-2022 (tab e)
7. Consideration and possible vote on federal Library Services and Technology Act projects for FFY2016 and FFY2017 (tab f)
8. Consideration and possible vote on resolution of appreciation for Ann Ritche's service on the Oklahoma Department of Libraries' Board (tab g)
9. Adjournment

**Upcoming ODL Board Meetings in 2017**

**Friday, August 11, 2017 10 a.m.**  
**Oklahoma Department of Libraries**  
**200 N.E. 18<sup>th</sup> Street**  
**Oklahoma City, Oklahoma 73105**

**Friday, December 8, 2017 10 a.m.**  
**Oklahoma Department of Libraries**  
**200 N.E. 18<sup>th</sup> Street**  
**Oklahoma City, Oklahoma 73105**

**Minutes**  
**Oklahoma Department of Libraries**  
**ODL Board of Directors**  
**April 26, 2017**  
**10:00 a.m.**  
**Marriott Conference Center at NCED**  
**2801 E. State Highway 9**  
**Norman Oklahoma 73071**

Don Evans called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jana Barker, Don Evans, Phil Moss, Annabeth Robin, Mary Shannon, Cynthia Vogel and Susan McVey, Secretary. (Board member Ann Ritchie joined the meeting following the motion to approve the minutes.)

Guests and staff members present: Jan Davis, Kitty Pittman, Vicki Mohr, Cindy Mooney, Judy Tirey and Cathy Van Hoy.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2017 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State in December 2016, and public notice of this meeting, together with the agenda, was posted on April 21, 2017 at 8:40 a.m. in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City. The agenda was also posted outside the NCED meeting room where the meeting was held.

Chairman Evans asked for consideration of the minutes for the February 24, 2017 Board meeting. Chairman Evans moved to approve the minutes, seconded by Shannon. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, absent; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed and the minutes were approved.

There were no public comments.

**Director's Report and Division Activity Reports**

McVey provided an update on legislation she had discussed at the previous board meeting. The Governor signed both HB1429 and SB0403. HB1991 has passed the Senate and is still moving. There has been no change on HB2316. SB0435 and SB0452 failed deadlines, and are considered dormant. The legislature could vote to allow them to be reconsidered during 2018 since this is the first year of a two-year session. SB0637 has passed the House and it will be moving to the Senate. There has been no change to SB0651.

McVey reported there has been very little movement on the State budget. Due to the rebalancing of funds, there's anticipation revenues at end of the fiscal year will replenish the Rainy Day Fund. The estimated shortfall for FY2018 is \$800 million to \$1.2 billion. A number of bills have been introduced that would raise revenue. Those bills must have 75% passage

in both houses due to State Question 640. The Governor said she would veto any budget that doesn't include revenue raising measures. Education agencies were asked by the House Education Appropriations subcommittee how they would respond to a 10%, 15% and 20% reduction to their current budget levels. McVey said the State of Oklahoma budget is always a work in progress during April and May. There has also been talk of a special session to address just the budget if agreements cannot be reached in a timely manner.

The President's budget recommended cuts to, or elimination of, a number of agencies. The Institute of Museum and Library Services (IMLS) was not recommended for refunding. The Department of Libraries receives approximately \$2 million annually from IMLS. ODL is still spending FFY2016 money and the agency has until September 30<sup>th</sup> to use those funds. The only FFY2017 money used to date is the approximately \$30,000 approved by the ODL Board at the last meeting. ODL has received notice of a partial federal award for this year, which amounts to \$1.3 million. The total federal funding in the previous fiscal year was approximately \$2 million so ODL may receive additional funds when the Congress finalizes its FFY17 appropriations.

McVey asked Jana Barker to share a newspaper article on Leslie Durham, a community librarian in the City of Elgin, Oklahoma. Barker said Elgin patrons are very grateful, and thank Leslie for the growth of the book collection. McVey said Leslie completed her certification through ODL and that she had received one of the agency's continuing education grants to attend the Oklahoma Library Association annual conference.

McVey introduced Judy Tirey, the Library Services and Technology Act (LSTA) Coordinator, and the staff person who makes sure ODL is in compliance with all the federal rules on recording and monitoring grants. Recently, Tirey attended a session in St. Louis with her peers from other state libraries to participate in sessions on evaluating LSTA programs and preparing for the next five year plan for the use of federal funds. McVey said Tirey was on hand in case board members had questions about ODL's federal grants and projects.

#### Discussion of An Independent Evaluation of Oklahoma's Implementation of the Library Services and Technology Act (LSTA) Grants to State Programs 2013 -2017

McVey said the consultants, Carson Block and William Wilson, who worked with ODL on the evaluation, were outstanding. Focus groups enjoyed the exchanges and participants felt they could share what they thought. There are federal priorities that ODL used to develop goals in the State plan. ODL is evaluated on how well the agency has achieved those goals. When developing a plan, ODL gets input from libraries throughout the State. The plan is very much a State-based plan and it responds to perceived needs.

Evans said he was particularly encouraged at the achievements on goals 2 and 4. He congratulated the staff on a job well done. McVey said one of the things that was very helpful this year, was the fact that evaluator Bill Wilson of Himmel and Wilson Consultants had served as a state librarian for many years. He's done multiple state evaluations for LSTA, but had never done ODL's evaluation. He had a breadth of knowledge, which can be seen in his comments. Shannon said she thought it was very thorough evaluation, and that it was very commendable for McVey and staff.

### Discussion of development of goals for Oklahoma Library Services and Technology Act program for 2018-2022

McVey explained the federal law on LSTA Grants and State programs pertaining to ODL's goals. ODL feels that Goal 3 in the 2013-2017 Plan is not in itself a goal. Partnerships are important, but they are not an end in themselves. Robin asked if there is a major emphasis on Goal 3. McVey said it shows ODL fostering partnerships with other agencies instead of ODL providing support to other agencies and libraries. Robin suggested working on the language of each project description to help be compatible with the goals.

Vogel asked when the LSTA five-year plan must be submitted. McVey said the deadline is June 30, 2017.

### Consideration and possible vote on Federal Library Services and Technology Act Projects for FFY2016 and FFY2017

McVey stated that ODL has two years to spend LSTA funds. Since we often don't know the actual amount until six months into the fiscal year, the staff generally does not bring proposed projects to the Board until we know how much funding we are receiving. This can result in having projects with different fiscal years being presented to the Board for consideration as is happening today. To clarify, FFY2016 funds will be used by September 30, 2017, if approved by the Board.

Moss moved to approve and vote on federal Library Services and Technology Act projects for FFY2016, seconded by Barker. Votes were as follows: Barker, yes; Evans, abstain; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed on Federal Library Services and Technology Act projects with FFY2016 funds.

Due to the fact that we do not have the final total amounts for FFY2017, McVey said the proposed FFY2017 projects are being presented to the Board in two different categories. The first category is for continuing projects which have been identified as the most critical. These projects total to \$1.3 million dollars and can be funded with the partial award from IMLS from FFY2017 funding if approved by the Board.

Shannon moved to approve and vote on the federal Library Services and Technology Act projects, which are continuing and committed for FFY2017, seconded by Vogel. Votes were as follows: Barker, yes; Evans, abstain; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed on FFY2017 Federal Library Services and Technology Act continuing projects.

McVey said the remaining projects are contingent on the receipt or award of additional funds from IMLS. The remaining FFY2017 projects total \$500,000.

Moss moved to approve and vote on the FFY2017 Library Services and Technology Act projects, which are contingent on additional funding for FFY2017, seconded by Vogel. Votes

were as follows: Barker, yes; Evans, abstain; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes. The motion passed on Federal Library Services and Technology Act additional projects.

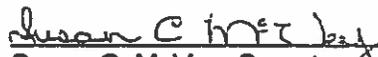
Consideration and possible vote on resolution of appreciation for Ann Ritchie's service on the Oklahoma Department of Libraries Board

Ritchie expressed her appreciation to the board. She has enjoyed serving the board immensely and appreciated the opportunity.

Evans moved to adopt the resolution of appreciation recognizing Ritchie's service on the ODL board, and Moss seconded. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes and Vogel, yes. The motion passed on resolution of appreciation.

There being no other business, Chairman Evans moved, and Ritchie seconded that the meeting be adjourned. Votes were as follows: Barker, yes; Evans, yes; Moss, yes; Ritchie, yes; Robin, yes; Shannon, yes; and Vogel, yes.

The next ODL Board meeting is scheduled for August 11, 2017 at 10:00 a.m. It will be held in the South Conference Room at the Oklahoma Department of Libraries.

  
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Susan C. McVey, Secretary



STATE OF OKLAHOMA  
OKLAHOMA DEPARTMENT OF LIBRARIES

Oklahoma Department of Libraries Board Meeting

Oklahoma Department of Libraries  
South Conference Room  
200 N.E. 18<sup>th</sup> Street  
Oklahoma City, Oklahoma 73105

Agenda  
August 11, 2017

10 a.m.

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. Call to Order
2. Roll Call
3. Action on minutes of April 26, 2017 (tab b)
4. Director's Report and division activity reports (tab c)
  - a. Report on 2017 legislative session
  - b. Employee Service Awards
    1. Shalalah Saunders, 10 years of service
    2. Madelyn Chambers, 15 years of service
    3. Jan Davis, 15 years of service
    4. Bill Young, 30 years of service
    5. Steve Beleu, 40 years of service
    6. Kitty Pittman, 40 years of service
5. Public Comment on agenda action items
6. Nomination and Election of Chair and Vice Chair for Oklahoma Department of Libraries Board
7. Resolution of Appreciation to Mrs. Krueger for support of literacy in Oklahoma (tab d)
8. Proposed federal Library Services and Technology Act (LSTA) projects (tab e)
9. FY2019 Oklahoma Department of Libraries Budget request (tab f)
10. Adjournment

ODL Board members are asked to notify Cindy Mooney (405-522-3172) or [cindy.mooney@libraries.ok.gov](mailto:cindy.mooney@libraries.ok.gov) if you will be unable to attend this meeting.

Remaining 2016 ODL Board Meetings:  
December 8, 2017 at 10 a.m. in ODL South Conference Room

**Minutes  
Oklahoma Department of Libraries  
ODL Board of Directors  
August 11, 2017  
10:00 a.m.  
South Conference Room**

Don Evans called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Jana Barker, Lee Denney, Don Evans, Phil Moss, Mary Shannon, Cynthia Vogel and Susan McVey, Secretary. Annabeth Robin absent.

Guests and staff members present: Jan Davis, Karl Kramer, Vicki Mohr, Arlene Paschel, Kitty Pittman, Cindy Mooney, Shalalah Saunders, Vicki Sullivan, Fara Taylor, Judy Tirey, Cathy Van Hoy and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2017 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State in December 2016, and public notice of this meeting, together with the agenda, was posted on August 9, 2017 at 10:14 a.m. in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City.

Chairman Evans introduced and welcomed the newest member of the ODL board, Lee Denney.

Chairman Evans asked for consideration of the minutes for the April 26, 2017 board meeting. Chairman Evans mentioned a change to minutes that were distributed. Correction on page 3, paragraph 4: Moss moved to approve the minutes, instead of Chairman Evans. Chairman Evans moved to vote to approve the minutes, seconded by Moss. Votes were as follows: Barker, yes; Denney, abstain; Evans, yes; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The motion passed and the minutes were approved.

**Director's Report and Division Activity Reports**

McVey announced the funding on both the state and federal level was better than expected. ODL had a very busy year with the federal agency from which we get the funding. ODL completed the required independent five-year evaluation of projects funded with federal dollars, plus completed and submitted the next five-year plan for federal Library Services and Technology Act (LSTA) funds. We also had a three-day visit from our federal program officer from the Institute of Museum and Library Services. It all went well.

The state aid rules for the public libraries that the ODL board voted on in February received final approval by the governor. The administrative rules process does not require action by the legislature, only by the governor. These rules will go into effect September 11, 2017.

There was an update on some of the new revenue bills submitted and approved in the last session. The cigarette fee bill, which would have funded specific agencies, was ruled unconstitutional leaving an estimated \$215 million hole in the budget. Since those agencies have specific appropriations in the cigarette fee bill, they could be severely affected without a legislative special session to address the short falls. Vogel asked how ODL's budget would be impacted if the legislature does not go into special session. McVey said only the legislators can set budgets, so if there is a revenue failure and the legislators aren't in session, then the reductions are applied uniformly to all agencies by the same percentage reduction.

Bill Young, Public Information Manager, along with Online Media Manager, Fara Taylor, talked about ODL's Social Media and distributed a handout on how the agency is using these tools. The agency has accounts on Facebook, Twitter, Instagram, Flickr, and LinkedIn. ODL has quadrupled followers during the past two years and has been able to contact librarians, teachers, and friends with news, events, and workshops. McVey drew attention to the Instagram images of ODL items that could be added to the State Capitol time capsule. She said the agency is delighted ODL items are under consideration to be included.

Chairman Evans presented the following staff with commemorative pins and certificates for their years of service with the State of Oklahoma: Shalalah Saunders 10 years; Jan Davis 15 years; Bill Young 30 years; Steve Beleu 40 years; and Kitty Pittman 40 years. Kitty will retire effective November 1, 2017. Congratulations to all of you!

There were no public comments.

#### Consideration and possible vote on nomination and election of officers for Oklahoma Department of Libraries Board

Chairman Evans asked for nominations for Chairman and Vice Chair from the ODL board. Vogel nominated Moss for Chairman. Moss nominated Vogel for Vice Chair. Move by Denney to nominate slate by acclamation, seconded by Shannon. Votes were as follows: Barker, yes; Denney, yes; Evans, yes; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The motion passed to elect officers.

#### Consideration and possible vote on Resolution of Appreciation to Mrs. Krueger for support of literacy in Oklahoma

Carol Krueger and her late husband, Dr. William Krueger, established their family foundation in 1994 to provide grants and support to encourage young people to read. They have funded a number of programs that distribute books to children at risk providing more than 241,000 books to more than 28,800 children from 1999 to 2017. Mrs. Krueger will be eighty years old and ODL wants to recognize the very significant achievements their foundation has made to literacy in Oklahoma. The Resolution of Appreciation will be presented to her in Tulsa.

Chairman Evans moved to adopt the Resolution of Appreciation to Mrs. Krueger and her late husband's Charitable Foundation. Barker seconded. Votes were as follows: Barker, yes; Denney, yes; Evans, yes; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The

motion passed to approve the Resolution of Appreciation to Mrs. Krueger for support of literacy in Oklahoma.

Consideration and possible vote on proposed federal Library Services and Technology Act (LSTA) projects

McVey said additional funds were awarded to ODL from the Institute of Museum and Library Services. The agency is proposing two additional projects so all the funds can be encumbered. The first one is a maintenance contract for videoconferencing equipment. The units allow ODL staff and library organizations to save time and travel. The other is for a workshop designed to help librarians craft language that better describes services to stakeholders and customers, especially in the services related to educational attainment.

Chairman Evans asked for consideration and vote on proposed LSTA projects. Shannon made the motion and Barker seconded. Votes were as follows: Barker, yes; Denney, yes; Evans, abstain; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The motion passed to approve proposed federal Library Services and Technology Act (LSTA) projects.

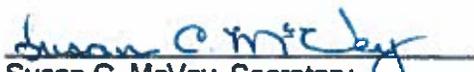
Consideration and possible vote on FY2019 Oklahoma Department of Libraries Budget request

McVey said this year's reduction puts the agency's funding at a 40% cut over the past decade. Other state agencies have also received a large decrease to their budget. ODL staff recommends requesting \$100,000 more funding for public libraries and \$25,000 more funding for literacy councils for state fiscal year 2019. The economic downturn has affected local and state funding. Many public libraries have received fewer local and state dollars. The agency is also facing a double impact, since state reductions can affect the amount of federal library funds available to the state.

Chairman Evans asked for consideration of the FY2019 budget request. Barker made the motion and Shannon seconded. Votes were as follows: Barker, yes; Denney, yes; Evans, yes; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The motion passed to approve the FY2019 ODL Budget request.

There being no other business, Chairman Evans moved, and Barker seconded that the meeting be adjourned. Votes were as follows: Barker, yes; Denney, yes; Evans, yes; Moss, yes; Robin, absent; Shannon, yes; and Vogel, yes. The motion passed and the meeting was adjourned.

The next ODL Board meeting is scheduled December 8, 2017 at 10:00 a.m. It will be held in the South Conference Room at the Oklahoma Department of Libraries.

  
Susan C. McVey, Secretary



STATE OF OKLAHOMA  
OKLAHOMA DEPARTMENT OF LIBRARIES

**Oklahoma Department of Libraries Board Meeting**

South Conference Room  
200 N.E. 18<sup>th</sup> Street  
Oklahoma City, Oklahoma 73105

Agenda  
December 8, 2017  
10 a.m.

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. Call to Order
2. Roll Call
3. Action on minutes of ODL Board Regularly Scheduled Meeting of August 11, 2017 (tab b)
4. Director's Report and division activity reports (tab c)
  - a. Employee Service Awards

Melissa Askew	5 years
Doris Dixon	5 years
Arlene Paschel	5 years
Fara Taylor	5 years
William R Struby	20 years
Cindy Mooney	25 years
  - b. Report on Teen Book Con
  - c. Report on public library website project
  - d. Report on special legislative session on ODL budget and services
  - e. Discussion of Board retreat or Board study sessions in upcoming year
5. Public Comment on action items on the agenda
6. Consideration and possible vote on ODL Board meeting schedule for 2018 (tab e)
7. Consideration and possible vote on formula for state aid to public libraries (tab f)
  - a. Discussion on qualifying and non-qualifying libraries for state aid
  - b. Due to possible budget reductions, ODL administration is recommending that the ODL Board limit SFY2018 initial state aid payments to 90% of estimated total award. Balance of state aid payments will be made before end of fiscal year based on available funds.
8. Proposed executive session pursuant to 25 O.S. 307(B)(1) to discuss the employment of the Director (tab g)
9. Vote to return to open session; possible Board action on matters discussed in executive session
10. Adjournment