



REGULAR MEETING AGENDA  
STILLWATER PUBLIC LIBRARY TRUST BOARD  
STILLWATER PUBLIC LIBRARY, SOUTH BUILDING, ROOM 313  
1107 SOUTH DUCK, STILLWATER, OK. 74074  
MAY 13, 2026  
4:00 P.M.  
[stillwaterok.gov/Library](http://stillwaterok.gov/Library)

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1. CALL MEETING TO ORDER

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: March 11, 2026, Regular Meeting

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)
- b. Status Report: Donations made to the Stillwater Public Library Trust (no action)
- c. Update on Exchange Bank CD including discussion and possible consideration of making changes to the investment
- d. Update on Vanguard accounts including discussion and possible consideration of making changes to the account investments
- e. Consideration, discussion, and possible action to appoint or change signees to Vanguard Brokerage Account

- f. Update on Claim on Cash including discussion and possible consideration to making changes to the claim on cash funds
- g. Status Report: Mabel King Fund balance (no action)

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
  - i) Review of Trust Board members term expirations and upcoming July officer elections
- b. Miscellaneous items from the Trust Board
  - i) Discussion about scheduling items for upcoming meetings

5. QUESTIONS & INQUIRIES

6. ADJOURN

***The City of Stillwater encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, please notify the Library Director at least 48 hours prior to the meeting by calling 405.372.3633 ext 8101.***

***On \_\_\_\_\_, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street.***



REGULAR MEETING MINUTES  
STILLWATER PUBLIC LIBRARY TRUST BOARD  
STILLWATER PUBLIC LIBRARY, SOUTH BUILDING, ROOM 313  
1107 SOUTH DUCK, STILLWATER, OK. 74074  
MARCH 11, 2026  
4:00 P.M.  
[stillwaterok.gov/Library](http://stillwaterok.gov/Library)

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**Board members present:** Cynthia Francisco, Holly Hartman, Sandeep Nabar

**Staff present:** Stacy DeLano, Naomi Brown, Ashlyn Garis

1. CALL MEETING TO ORDER **The meeting was called to order at 4:01 p.m.**

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: Jan. 21, 2026, Special Meeting

**Hartman/Nabar moved to approve the consent docket. The votes are as follows: Nabar, yes; Francisco, yes; Hartman, yes. Motion approved.**

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)  
**DeLano reported two expenditures totaling \$1,478.13 since the last meeting.**

- b. Status Report: Donations made to the Stillwater Public Library Trust (no action)  
**DeLano reported 64 donations totaling \$11,575.78 since the last meeting. The total included donations from the Readathon event and individual charitable contributions.**
- c. Update on Exchange Bank CD including discussion and possible consideration of making changes to the investment  
**The maturity date for the CD is April 24. The board viewed interest rates for CDs at several local banks. The board discussed the merits of placing the funds in a CD ladder.**

**Hartman/Nabar moved to authorize Library Director Stacy DeLano to invest the proceeds from the matured CD into Exchange Bank CDs, adding one-third to a 13-month add-on CD, one-third to a 24-month CD, and one-third to a 36-month CD, contingent on not holding a special meeting prior to April 24, 2026. The votes are as follows: Nabar, yes; Francisco, yes; Hartman, yes. Motion approved.**

- d. Update on Vanguard accounts including discussion and possible consideration of making changes to the account investments  
**DeLano reported \$950,413.80 in the Vanguard accounts as of March 10:  
VFIAX (1) - rolled into VFIAX (2)  
VFIAX (2) - \$587,341.15  
VBIAX (List) - \$145,869.85  
VMFXX (money market) - \$82,324.53  
VBTLX (Bond) - \$134,878.27**

**DeLano has received confirmation that the required forms have been received and restrictions on the brokerage account have been lifted.**

- e. Consideration, discussion, and possible action to appoint or change signees to Vanguard Brokerage Account  
**The board discussed the merits of appointing additional signees to Vanguard before transitioning to the new entity versus waiting until afterward. No action was taken.**
- f. Update on Claim on Cash including discussion and possible consideration to making changes to the claim on cash funds  
**The total in the claim on cash account is \$24,784.35.**
- g. Status Report: Mabel King Fund balance (no action)  
**The 2026 total for the Mabel King Fund balance is \$54,122.36.**

#### 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

**The Health Literacy programming continues through May and has been well supported with programs primarily taking place at Block 34. The Americans and the Holocaust series will begin in April, with the Tulsa City County Library hosting the exhibit. Stillwater Public Library will support the series with three programs. The first program is a one-book Let's Talk About It program featuring the graphic novel, Maus, with a presentation by Dr. Jason Lavery. Programming is being prepared for America's 250th Anniversary. The Spring book sale will take place from April 16 to 19.**

b. Miscellaneous items from the Trust Board

**The Friends of the Library lobby sale is very successful, earning the equivalent of one biannual sale each year. The Friends of the Library need volunteers for the book sale.**

i) Discussion about scheduling items for upcoming meetings

5. QUESTIONS & INQUIRIES

6. ADJOURN

**Hartman/Nabar moved to adjourn. The votes are as follows: Nabar, yes; Francisco, yes; Hartman, yes. Motion approved. The meeting adjourned at 4:41 p.m.**

**Prepared by: Naomi Brown, Recording Secretary**

**Approved by: \_\_\_\_\_  
Chair, Stillwater Public Library Trust Board**

**Stillwater Public Library Trust  
expenditures and donations  
Mar 7 - May 8**

<b>Expenses</b>		
<b>Date</b>	<b>Description</b>	<b>Amount</b>
2/28/2026	#2477 Nonprofit Solutions	\$ 375.00
3/31/2026	#2553 Nonprofit Solutions	\$ 281.25
<b>total</b>		<b>\$ 656.25</b>
<b>number of expenditures</b>		

<b>Donations</b>			
<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Donation count</b>
	TSI Televend fax machine commission	\$4.81	
	PayPal-recurring donations	\$66.01	4
	Check-donation	\$3,000.00	1
<b>total</b>		<b>\$3,070.82</b>	
<b>number of donations</b>			<b>5</b>

\*PayPal donations are only reported to the library once per month, so some dates on this and future reports may predate the previous report

## Stillwater Public Library Trust Accounts Report – May 2026

a. Status Report: Exchange Bank CDs: \$81,789.72

CD30503	IR3.6%	APY3.65%	MD: 05/24/27
CD41269	IR3.6%	APY3.65%	MD: 04/27/28
CD41277	IR3.65%	APY3.70%	MD: 04/07/29

05/01/2026 Interest CD 30503      280.37

b. Status Report: Vanguard Statement: **\$1,010,659.76 May 2026**

**\$950,413.80 March 2026**; \$961,230.43 Jan. 2026; \$952,865.76 Nov 2025; \$944,384.74 Oct 2025; \$906,199.09 Aug 2025; \$855,262.42 March 2025;

VFIAX (2)	\$510,989.24	08/11/25
	\$538,283.97	10/06/25
	\$545,056.91	11/06/25
	\$598,776.31	01/20/26
	<b>\$587,341.15</b>	<b>03/10/26</b>
	<b>\$640,475.35</b>	<b>05/11/26</b>

VBIAX (List)	\$137,619.13	08/11/25
	\$143,412.66	10/06/25
	\$144,284.14	11/06/25
	\$147,274.07	01/20/26
	<b>\$145,869.85</b>	<b>03/10/26</b>
	<b>\$153,381.05</b>	<b>05/11/26</b>

VMFXX (money market)	\$90,365.78	08/11/25
	\$90,998.15	10/06/25
	\$91,310.50	11/06/25
	\$81,845.00	01/20/26
	\$82,324.53	03/10/26
	<b>\$82,817.39</b>	<b>05/11/26</b>

VBTLX (Bond)	\$129,961.72	08/11/25
	\$132,436.02	10/06/25
	\$132,466.35	11/06/25
	\$133,335.06	01/20/26
	\$134,878.27	03/10/26
	<b>\$133,985.96</b>	<b>05/11/26</b>

c. Status Report: Claim on Cash Report

\$5,659.14	08/11/25
\$5,965.20	10/06/25

\$5,965.20 11/06/25  
 \$16,050.49 01/20/26  
 \$24,784.35 03/10/26  
**\$28,877.95 05/11/26**

d. Status Report: Mabel King Fund balance

\$55,880.50 2024  
 \$57,949.98 2025  
**\$54,122.36 2026**

5/11/2026	SPLT Investment Type Ratios				
			Stock v. Safe	Stock v. Safe v. Hybrid	
Exch Bank CD	7.29%	\$81,789.72			
VFIAX 1		\$0.00			
VFIAX	57.12%	\$640,475.35			
VBIAX List	13.68%	\$153,381.05			
VBTLX	11.95%	\$133,985.96			
Money Market	7.39%	\$82,817.39			
Cash	2.58%	\$28,877.95			
		\$1,121,327.42			
<b>Safe</b>					
Exch Bank CD		\$81,789.72			
Money Market		\$82,817.39			
VBTLX		\$133,985.96			
Cash		\$28,877.95			
		\$327,471.02	0.338315252	0.29203872	safe
<b>Stock</b>					
VFIAX 1		\$0.00			
VFIAX 2		\$640,475.35			
		\$640,475.35	0.661684748	0.57117604	stock
<b>Total Safe + Stock</b>		\$967,946.37			
<b>Hybrid</b>					
VBIAX List		\$153,381.05		0.13678525	hybrid
<b>Total All</b>		\$1,121,327.42	1	1	