



REGULAR MEETING AGENDA
STILLWATER PUBLIC LIBRARY TRUST BOARD
STILLWATER PUBLIC LIBRARY, SOUTH BUILDING, ROOM 313
1107 SOUTH DUCK, STILLWATER, OK. 74074
JULY 8, 2026
4:00 P.M.
stillwaterok.gov/Library

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: May 13, 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)
- h. Election of 2026-2027 Chair
- i. Election of 2026-2027 Vice Chair
- j. Consideration, discussion, and possible action to reappoint Naomi Brown as Secretary
- k. Consideration, discussion, and possible action to approve 2025-2026 annual Trust report
- l. Consideration, discussion, and possible action to approve new donor recognition levels
- m. Consideration, discussion, and possible action to approve donor recognition plaque for installation on the donor recognition wall located at Stillwater Public Library

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
- 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.



Minutes
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

Board members present: Cynthia Francisco, Holly Hartman, Jeff Simpson

Staff present: Stacy DeLano, Naomi Brown, Ashlyn Garis

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

Hartman/Francisco moved to approve the consent docket. The votes are as follows: Francisco, yes; Hartman, yes; Simpson, 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 \$656.25 since the last meeting.

- b. Status Report: Donations made to the Stillwater Public Library Trust (no action)
DeLano reported \$3,070.82 in donations since the last meeting.

- c. Update on Exchange Bank CD including discussion and possible consideration of making changes to the investment
The CD matured on April 24. As discussed and approved at the March meeting, the proceeds were divided equally and invested in a 13-month add-on CD, a 24-month CD, and a 36-month CD. The total for the Exchange Bank CDs is \$81,789.72.

- d. Update on Vanguard accounts including discussion and possible consideration of making changes to the account investments
DeLano reported \$1,010,659.76 in the Vanguard accounts as of May 11:
VFIAX (2) - \$640,475.35
VBIAX (List) - \$153,381.05
VMFXX (money market) - \$82,817.39
VBTLX (Bond) - \$133,985.96

This is the first time Vanguard has surpassed 1 million.

- 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. DeLano will research the requirements for adding a second signatory and bring information to the July 8 meeting.

- 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 \$28,877.95.

- 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
Registration for Summer Reading has begun. Ask-a-Lawyer will take place on May 15. The library received a grant for America 250. Related events include a 100-year time capsule containing 25 essential American books chosen by the community, an educational program on the realities of colonial life, a trivia

contest at Stone Cloud, and a community fair intended to encourage participation in fraternal, civic, and social organizations.

- i) Review of Trust Board members term expirations and upcoming July officer elections

Sheryl Nelson's term is expiring. DeLano asked the Trust Board to encourage people to apply. DeLano can forward information about potential nominees to the Library Board which will select a replacement. Trust Board nominations will take place at the July 8 meeting.

- b. Miscellaneous items from the Trust Board

- i) Discussion about scheduling items for upcoming meetings

5. QUESTIONS & INQUIRIES

6. ADJOURN **Francisco/Simpson moved to adjourn. The votes are as follows: Francisco, yes; Hartman, yes; Simpson, yes. Motion approved. The meeting adjourned at 4:19 p.m.**

Prepared by: Naomi Brown, Recording Secretary

**Approved by: _____
Chair, Stillwater Public Library Trust Board**

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: **\$1,021,803.13 July 2026**

\$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)	\$538,283.97	10/06/25
	\$545,056.91	11/06/25
	\$598,776.31	01/20/26
	\$587,341.15	03/10/26
	\$640,475.35	05/11/26
	\$649,065.21	07/03/26

VBIAX (List)	\$143,412.66	10/06/25
	\$144,284.14	11/06/25
	\$147,274.07	01/20/26
	\$145,869.85	03/10/26
	\$153,381.05	05/11/26
	\$155,229.74	07/03/26

VMFXX (money market)	\$90,998.15	10/06/25
	\$91,310.50	11/06/25
	\$81,845.00	01/20/26
	\$82,324.53	03/10/26
	\$82,817.39	05/11/26
	\$83,310.98	07/03/26

VBTLX (Bond)	\$132,436.02	10/06/25
	\$132,466.35	11/06/25
	\$133,335.06	01/20/26
	\$134,878.27	03/10/26
	\$133,985.96	05/11/26
	\$134,197.20	07/03/26

c. Status Report: Claim on Cash Report

\$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
\$28,674.81 07/03/26

d. Status Report: Mabel King Fund balance

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

7/3/2026	SPLT Investment Type Ratios				
			Stock v. Safe	Stock v. Safe v. Hybrid	
Exch Bank CD	7.22%	\$81,789.72			
VFIAX 1		\$0.00			
VFIAX	57.32%	\$649,065.21			
VBIAX List	13.71%	\$155,229.74			
VBTLX	11.85%	\$134,197.20			
Money Market	7.36%	\$83,310.98			
Cash	2.53%	\$28,674.81			
		\$1,132,267.66			
Safe					
Exch Bank CD		\$81,789.72			
Money Market		\$83,310.98			
VBTLX		\$134,197.20			
Cash		\$28,674.81			
		\$327,972.71	0.335680636	0.28966005	safe
Stock					
VFIAX 1		\$0.00			
VFIAX 2		\$649,065.21			
		\$649,065.21	0.664319364	0.57324362	stock
Total Safe + Stock		\$977,037.92			
Hybrid					
VBIAX List		\$155,229.74		0.13709633	hybrid
Total All		\$1,132,267.66	1	1	



**STILLWATER PUBLIC LIBRARY TRUST
ANNUAL REPORT
2025/26 FISCAL YEAR**

Financial Statement

During the 2025/26 fiscal year, there were **90** donations to the Stillwater Public Library Trust totaling **\$21,823.02**. As of June 30, 2026, the Trust Fund has a balance of **\$1,132,267.66**. The Mabel King Fund has a balance of **\$54,122.36**. Funds are managed by the Stillwater Public Library Trust Board with assistance from the City of Stillwater Finance Department.

During the 2025/26 fiscal year, **\$11,876.88** was expended:

Legal Counsel	\$11,371.88
Donor Recognition Spines	\$505.00

Activities Report

During the 2025/26 fiscal year, the Stillwater Public Library Trust Board met 7 times. Trust Board members were involved in the following activities during the year:

- 1) Managed investment of Trust funds in Certificates of Deposit and Vanguard Mutual and Money Market Funds; managed transition of Vanguard accounts to a brokerage account.
- 2) Approved the Stillwater Public Library Trust Annual report for FY2024/25; and
- 3) Approved and expended Trust Projects for FY 2025/26 using the trailing 3-year average as of 6/30/25.
- 4) Arranged for legal counsel for transitioning the Trust to a 501(c)(3) Type I Supporting Organization of the City of Stillwater; assisted in creation of transition documents.

The regular meetings of the Stillwater Public Library Trust Board are held bimonthly, beginning in January on the second Wednesday of the month at 4:00 p.m. at the Stillwater Public Library. Members of the 2025-26 Trust Board included: Chair Cynthia Francisco, Vice-Chair Holly Hartman, and members Sandeep Nabar, Sherryl Nelson, and Jeff Simpson.

Respectfully Submitted,

Executive Secretary
Naomi Brown