



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

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: Cynthia B. Francisco
Chair, Stillwater Public Library Trust Board**