AGENDA
REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
1107 SOUTH DUCK, ROOM 313
STILLWATER, OK. 74074
NOVEMBER 15, 2022, 12:00 NOON
library.stillwater.org

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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 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: October 25, 2022, Regular Meeting
   b) Stillwater Public Library October 2022 Financial Reports
   c) Stillwater Public Library October 2022 Activity Reports

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) Consider dates for 2023 Library Board meetings
   b) Consider approval of 2023 Stillwater Literacy Council space agreement
   c) Report from and discussion on Bylaws Committee meeting

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 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
    i. Emily States, Adult Services Supervisor
    ii. Dolly Parton Imagination Library
b) Miscellaneous items from the Library 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 8124.

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

MINUTES
REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
1107 SOUTH DUCK, ROOM 313
STILLWATER, OK. 74074
OCTOBER 25, 2022, 12:00 NOON
library.stillwater.org

Board members present:	**Andrea Yough, Mike Woods, Martha McMillian, Kathryn Ross, Donna Sinnes, Robin Cornwell, Matt Upson**
Staff present:	**Stacy DeLano, Naomi Brown, Andrea Kane, Emily States, Paula Long, Ashlyn Garis**

1. **CALL MEETING TO ORDER: Yough called the meeting to order at 12 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 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: September 27, 2022, Regular Meeting
   b) Stillwater Public Library September 2022 Financial Reports
   c) Stillwater Public Library September 2022 Activity Reports

   Cornwell suggested moving Woods's question about procedures for public comments at a Library Board meeting to miscellaneous items from the Library Board.

Cornwell also, requested inclusion of the discussion on the workshop for library trustees.

Cornwell asked for clarification on the financial report under expenditures for donations, object code 53041. This object code is listed in two different places on the report, for two different sections of the budget. DeLano explained that the key 6401101-53041 corresponds to funds relating to the Trust. In this instance, the trust approved $5000.00 and $1000.00 for two different projects. The key 1015510-53041 relates to donations under the operating and material budget. It was further clarified that the key 1055510 relates to capital expenses. These three different pools of money make up the total budget.

Cornwell/Woods moved to approve the items on the consent docket. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, 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) Consider acceptance of Oklahoma Department of Libraries and Institute for Museum and Library Services Ready2Read grant for $2,000

   DeLano explained this grant will be used for children's beginning level readers. Currently this contract is pending City Attorney approval and may potentially need to be adjusted. The grant deadline is December 10. McMillian asked about the content and graphics of the purchased material, and wondered who monitor the selections. DeLano explained the books are selected based on well-reviewed materials. She further clarified that these will be pictures books for beginning level children's books and not graphic novels.

   Ross/McMillian moved to accept Ready2Read grant. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, yes. Motion approved.

   b) Consider policy for Public Comment During Library Board Meetings

   DeLano provided a proposed policy based on the procedure in the Stillwater City Code that is used for City Council meetings. Primary points in the policy include that topics discussed must be on agenda, are limited to three minutes per comment, and are funneled through the presiding officer, Andrea Yough. There will be a form available online, and there will be someone present prior to each meeting, with paper forms available. If someone requested that an

item be placed on an agenda, they would send a request to DeLano who would contact Yough and the City Attorney to consider the issue being requested. Upson asked whether a person could comment once per meeting or once per item of business. DeLano was unsure, but will ask the City Attorney to clarify.

Woods/Cornwell moved to accept Public Comment During Library Board Meetings document. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, yes. Motion approved.

c) Consider appointment of a Bylaws Committee for the creation of Library Board bylaws

While the city charter provides some direction for the library board, the board currently does not have bylaws. DeLano said her primary concern is that there is no conflict of interest provision. An example of a typical bylaw provision is the attendance expectations for board members. Library Board policies are not bylaws. The bylaws committee would need to have less than 4 members to stay under quorum. Woods suggested that the committee provide an update at the December meeting.

Cornwell/Sinnes moved that Yough, Woods and Upson be appointed to a bylaws committee for the Library Board. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, yes. Motion approved.

d) Consider appointment of a Budget Committee for the creation of the library's Fiscal Year 2024 budget

DeLano offered the option of creating a budget committee if board members would like to be more involved in decision making. Cornwell asked what the process is to create the budget and what time of year it is created. DeLano said she begins preparing a list of known expenses in the fall. In late December, Finance issues a three year average for each account. . DeLano then itemizes the expenses per account, taking into consideration the known expenses, the actual expenses of the past several years, and the likely pricing increases. She also takes into account any anomalies in the last three years, and watches trends that would influence spending.

Cornwell asked what benefit the board could add to the process by forming a committee. DeLano shared that she feels confident about what she is currently doing, but wanted to offer the option of giving board members further opportunity to explore the budget. Sinnes expressed confidence in DeLano's current efforts and feels she is doing her due diligence. Cornwell expressed that the current arrangement is appropriate for a library of this size, and the

board does provide input in voting on the budget. Woods explained rather than the board spending time helping create the budget, having adequate time for the board to listen, gain understanding and ask questions is important. Yough expressed how the board gives overarching input, but needs not be involved in every detail. DeLano reinforced that she is willing to talk with board members to answer questions in detail. Woods added the more board members understand, the better they can be an advocate for library funding. Woods suggested having a special meeting. DeLano said if the meeting was held before the time the board needs to vote on the budget, there would need to be time to make the requested changes. Then at the regular meeting, the board would be able to vote.

McMillian/Woods moved to schedule a special meeting to discuss the library's budget in advance of the regular meeting where the board votes to approve the budget. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, yes. Motion approved.

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 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
   DeLano reported the following:

   - **Merry Main Street will not take place at the library. It will be at a location closer to Payne County Courthouse.**

   - **On behalf of the library, a grant writing company engaged by the City of Stillwater applied for but did not receive the Solar Power grant.**

   - **The Community Center was unable to host early voting due to possible construction, so it will now take place at the library from November 2-5. DeLano is pleased with this turn of events and thinks the library is the right place for this event to happen.**

   - **DeLano kicked off Centennial events with a presentation at the City Council meeting on October 17. DeLano will soon be sending letters to local business and organizations. She asked board members to add a quick note on letters to entities with whom they have a connection, encouraging them to donate to the trust.**

- **DeLano updated the board on the Book Gender Queer. No action was taken. The book was returned to the library, and it is now back in circulation. DeLano thanked library supervisors and Library Board membersfor their support during the process.**

b) Miscellaneous items from the Library Board
   i. Discussion about scheduling items for upcoming meetings

   None

5. QUESTIONS & INQUIRIES

McMillian asked where donations should be directed. DeLano answered Stillwater Public Library Trust.

Upson asked if donation can still be made through Paypal. DeLano shared that there is still a link on the website to donate through PayPal.

6. ADJOURN

Sinnes/Cornwell moved to adjourn. The votes are as follows: Yough, yes; Woods, yes; McMillian, yes; Ross, yes; Sinnes, yes; Cornwell, yes; Upson, yes. Motion approved.

Prepared by: Naomi Brown, Recording Secretary

Approved by: _____
Chair, Stillwater Public Library

City of Stillwater, OK

Budget to Actuals with Encumbrances by Key and Object

Report Date: 10/31/2022

Object - Description	Budget	Month to date Actual	Year to date Actual	Encumbrance	Balance	Pct. Rem.
Key: 1015510 - Library administration						
Revenue						
43000 - Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
43100 - Federal Grant Revenue	155,369.00	0.00	140,000.00	0.00	15,369.00	9.89%
43200 - State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
45000 - Fines & Forfeitures	15,000.00	1,917.21	8,354.71	0.00	6,645.29	44.30%
47012 - Misc Fees	9,000.00	705.95	3,214.30	0.00	5,785.70	64.28%
47501 - Room Rental	6,300.00	435.00	1,660.00	0.00	4,640.00	73.65%
48700 - Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
48701 - Donations	430.00	1,102.35	1,893.65	0.00	-1,463.65	-340.38%
48702 - Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00%
Revenue Total:	186,099.00	4,160.51	155,122.66	0.00	30,976.34	16.64%
Expenditure						
51001 - Full Time	629,701.00	46,660.84	190,837.70	0.00	438,863.30	69.69%
51002 - Part Time	254,800.00	19,004.05	65,925.29	0.00	188,874.71	74.12%
51003 - Overtime	1,400.00	69.33	253.33	0.00	1,146.67	81.90%
51004 - Allowance	0.00	0.00	0.00	0.00	0.00	0.00%
51005 - On-Call	0.00	0.00	0.00	0.00	0.00	0.00%
51021 - Social Security	67,771.00	4,836.96	18,954.42	0.00	48,816.58	72.03%
51022 - Retirement	37,866.00	2,803.81	11,464.27	0.00	26,401.73	69.72%
51031 - Pension Benefits	0.00	0.00	0.00	0.00	0.00	0.00%
52012 - Vehicle Repair Parts	500.00	0.00	0.00	0.00	500.00	100.00%
52031 - Office Supplies	1,700.00	140.97	299.11	120.00	1,280.89	75.34%
52034 - Postage	3,000.00	0.00	109.30	0.00	2,890.70	96.35%
52036 - Janitorial Supplies	6,100.00	925.63	1,592.40	37.80	4,469.80	73.27%
52040 - Books & Publications	88,300.00	5,093.60	18,205.94	62,540.46	7,553.60	8.55%
52041 - Clothing & Uniforms	600.00	0.00	100.00	0.00	500.00	83.33%
52042 - Food	0.00	0.00	0.00	0.00	0.00	0.00%
52043 - Vehicle Fuel & Oil	450.00	43.64	43.64	0.00	406.36	90.30%
52046 - Supplies	21,549.00	657.83	2,189.85	361.85	18,997.30	88.15%
53001 - Natural Gas	3,000.00	157.53	422.42	0.00	2,577.58	85.91%
53004 - Telecommunications	7,640.00	52.15	208.67	0.00	7,431.33	97.26%
53011 - Equipment Rental	4,800.00	253.48	937.02	3,262.98	600.00	12.50%
53020 - Repair-Structures	21,837.00	3,167.64	3,217.64	11,187.50	7,431.86	34.03%
53023 - Repair-HVAC	31,448.00	464.81	464.81	22,197.10	8,786.09	27.93%
53041 - Donations	13,922.00	270.44	1,185.07	1,633.85	11,103.08	79.75%

October 2022

41% of Year Elapsed

City of Stillwater, OK

Budget to Actuals with Encumbrances by Key and Object

Report Date: 10/31/2022

Object - Description	Budget	Month to date Actual	Year to date Actual	Encumbrance	Balance	Pct. Rem.
53045 - Grant Expenditure	188,987.00	30,109.71	70,479.76	107,388.30	11,118.94	5.88%
53049 - Cash Short	0.00	-0.85	-31.35	0.00	31.35	0.00%
53054 - Dues & Subscriptions	689.00	103.00	103.00	0.00	586.00	85.05%
53055 - Training	1,300.00	66.00	167.10	0.00	1,132.90	87.14%
53062 - Refunds	200.00	0.00	0.00	0.00	200.00	100.00%
53064 - Contract for Services	8,585.00	104.85	718.15	7,866.85	0.00	0.00%
53066 - Miscellaneous Services	250.00	0.00	0.00	250.00	0.00	0.00%
53068 - Travel Expense	750.00	0.00	0.00	0.00	750.00	100.00%
53071 - Software Maintenance	40,118.00	0.00	34,589.34	4,748.76	779.90	1.94%
54012 - Building & Structures	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
56000 - Direct Costs	702.00	59.00	236.00	0.00	466.00	66.38%
56001 - Indirect Costs	851.00	71.00	284.00	0.00	567.00	66.62%
Expenditure Total:	1,448,816.00	115,115.42	422,956.88	221,595.45	804,263.67	55.51%
Key Total:	(1,262,717.00)	(110,954.91)	(267,834.22)	(221,595.45)	(773,287.33)	61.23%

STILLWATER PUBLIC LIBRARY ACTIVITIES REPORT
OCTOBER 2022

PUBLIC SERVICES

MATERIALS CIRCULATION

(6,136)	6,415	ADULT BOOKS
(9,286)	9,213	CHILDREN'S BOOKS
(3)	24	DEVICES
(506)	466	VIDEOS
(700)	812	AUDIOS
(70)	90	BOOK CLUB BOOKS
(52)	45	INTERLIBRARY LOAN
(538)	517	IN LIBRARY USE
(6,151)	6,114	EBOOKS
(4,432)	4,440	DOWNLOADABLE AUDIOS
(430)	0	EMAGAZINES
(5)	0	STREAMING VIDEOS
(49)	11	KITS
(28,358)	28,147	GRAND TOTAL

USER SERVICES

(150)	193	NEW ADULT CARDS
(41)	47	NEW CHILDREN'S CARDS
(22,798)	21,601	TOTAL ACTIVE BORROWERS
(7)	8	HOMEBOUND & OUTREACH DELIVERIES
(866)	1,006	COMPUTER
(2,911)	3,249	WIRELESS USERS
(25)	65	NOTARY SERVICES
(15)	12	CURBSIDE DELIVERIES

STILLWATER PUBLIC LIBRARY PATRON PROFILE

(13,487)	12,713	ADULT
(4,319)	4,239	CHILD

(1,762)	1,688	OSU STUDENT
(170)	202	OUT OF COUNTY
(3,060)	2,759	OTHER

CITY RESIDENTS/NON-CITY RESIDENTS 19,096 / 2,505

ESTIMATED NUMBER OF VISITORS TO LIBRARY	(10,769) 10,922	(10725 + 197)
NUMBER OF VISITORS TO LIBRARY WEBSITE	(16,035) 15,387	

ESTIMATED ADULT REFERENCE

(2,999)	3,028	IN PERSON
(1,157)	1,039	BY TELEPHONE

ESTIMATED CHILDREN'S REFERENCE

(326)	255	IN PERSON
(32)	55	BY TELEPHONE

PROGRAMMING

(99)	26	MEETING ROOM USAGE
(654)	148	ADULT LIBRARY PROGRAM ATTENDANCE
(88)	6	YOUNG ADULT PROGRAM ATTENDANCE
(66)	261	STORY TIME ATTENDANCE
(492)	41	CHILDREN'S LIBRARY PROGRAM ATTENDANCE
(242)	364	CHILDREN'S GRAB & GO BAGS
(0)	30	TEEN'S GRAB & GO BAGS
(0)	0	ADULT PASSIVE (BOOKWORMS)

TECHNICAL SERVICES

MATERIALS ADDED & PROCESSED

(410)	311	BOOK MATERIALS
(15)	3	NON-BOOK MATERIALS

(228) 144 BOUND VOLUMES WITHDRAWN

(84,068) 79,660 TOTAL NUMBER OF BOUND VOLUMES IN THE LIBRARY

(77,772) 78,281 TOTAL NUMBER OF VOLUMES IN OKVL

( ) FIGURES IN BRACKETS ARE FOR THE SAME MONTH LAST YEAR

STILLWATER PUBLIC LIBRARY ACTIVITIES REPORT
OCTOBER 2022

ADULT SERVICES

4,067	Reference Questions		0	Tours	0 Participants
2,808	in person		10	Number of Adult Programs	
819	by phone		148	Attendance at Adult Programs	
440	directional		1	Number of Young Adult Programs	
			6	Attendance at Young Adult Programs	
26	Meeting Room Usage		9	Number of Volunteers	
			74.25	Total Volunteer Hours	
			20	Displays	

CHILDREN'S SERVICES

310	Reference Questions	
228	in person	
28	by phone	
54	directional	
1	Number of pre-school programs	(daycare & Headstart)
20	Attendance at pre-school programs	
10	Number of storyhours	
261	Attendance at storyhours	
3	Number of programs/school visits for school age children	(here or away)
41	Attendance at programs for school age children	
0	Number of programs for Summer Reading Program	
0	Attendance at Summer Reading Program	
9	Displays	
1	Number of volunteers	
13.50	Total volunteer hours	

REGISTRATION

240	Total new borrowers
193	Adults
47	Juveniles

STILLWATER PUBLIC LIBRARY ACTIVITIES REPORT
OCTOBER 2022

ADULT				CHILDREN'S			
Total Book & Non-Book Material Checkouts				Total Book & Non-Book Material Checkouts			
2020	2021	2022		2020	2021	2022	
3,259	3,313	3,842	Fiction	5,573	7,128	7,691	Fiction
1,551	1,631	1,358	Nonfiction	1,180	1,530	813	Nonfiction
1,011	1,146	1,204	New books	490	521	613	New books
8	46	11	Multi-language items	33	107	96	Multi-language items
5,829	6,136	6,415	Total Book Checkouts	7,276	9,286	9,213	Total Book Checkouts
28	3	24	Devices				
316	271	174	CD books	381	391	590	CD books
22	21	33	Music cds	9	17	15	Music cds
233	215	148	DVDs &Blu-rays	215	291	318	DVDs &Blu-rays
90	70	90	Book Club Bks	2	20	7	Kits
0	29	4	Kits				
689	609	473	Total Checkouts	607	719	930	Total Checkouts
215	221	346	In-library use	290	317	171	In-library use
52	52	45	ILL				
6,761	6,151	6,114	Ebooks				
3,986	4,432	4,440	Downloadable audios				
340	430	0	Emagazines				
12	5	0	Streaming videos				
11,366	11,291	10,945	Total Checkouts				
26,057	28,358	28,147	**GRAND TOTAL CIRCULATION**				

OUTREACH

3	Homebound patron deliveries	5	Outreach facilities deliveries
14	Homebound books	8	Outreach deposit collections
		160	Outreach books

SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR OF 2023

Stillwater Public Library Board

DATE	TIME	MEETING LOCATION
January 24, 2023	12:00	Stillwater Public Library
February 28, 2023	12:00	Stillwater Public Library
March 28, 2023	12:00	Stillwater Public Library
April 25, 2023	12:00	Stillwater Public Library
May 23, 2023	12:00	Stillwater Public Library
June 27, 2023	12:00	Stillwater Public Library
August 22, 2023	12:00	Stillwater Public Library
September 26, 2023	12:00	Stillwater Public Library
October 24, 2023	12:00	Stillwater Public Library
November 28, 2023	12:00	Stillwater Public Library
December 19, 2023*	12:00	Stillwater Public Library

*3rd Tuesday

Submitted By:	**Naomi Brown**
Title:	**Business Office Manager**
Address:	**Stw Public Library**

Phone Number:	**405-372-3633**
Fax Number:	

Received and filed in the Stillwater City Clerk's Office on the _____ day of _____, _____.

AGREEMENT
BETWEEN STILLWATER PUBLIC LIBRARY AND
STILLWATER LITERACY COUNCIL

This Agreement is entered into this ___ day of _____, 2022, by and between Stillwater Public Library/City of Stillwater, Oklahoma, a municipal corporation ("Stillwater"), and STILLWATER LITERACY COUNCIL, INC., an Oklahoma not-for-profit corporation ("Council").

For and in consideration of the following, Stillwater and Council hereby agree to the following terms and conditions:

1. SERVICES
Stillwater shall provide Room 102 at the Stillwater Public Library, 1107 S Duck, at no charge during the term of January 1, 2023, to December 31, 2023 to Council who provides free literacy services to adult residents of Stillwater. Stillwater will provide key check out service to Council provided that only the Council Director may be in possession of or use the external door key. And provided further, that only those Council members or tutors who are registered on the internal key checkout may be in possession of or use the internal key.

2. RESPONSIBLITIES OF COUNCIL
The Stillwater Literacy Council will be responsible for the following:

1. providing any additional furnishings and equipment;
2. maintaining the room in a safe, neat and orderly condition;
3. providing its own telephone, internet service and equipment;
4. providing the labor to maintain its collections;
5. abiding by library policies regarding building safety, security, and key check-out;
6. maintaining its own system for handling messages, appointments, and telephone calls;
7. reimbursing the City of Stillwater for the cost of any damages to the building or Library furniture/equipment;
8. ensuring that Council office space is locked up for the evening at least 15 minutes prior to the closing of the library building(s).

3. TERMINATION
This Agreement may be terminated by Stillwater for convenience at any time upon thirty (30) days prior written notice to the Council. This Agreement may be terminated for cause by the non-breaching party in the event the other party materially breaches this Agreement and provided the non-breaching party provides the breaching party thirty (30) days prior written notice and the opportunity to cure such breach(es) specified in the notice. Upon termination by Stillwater, Council will have sixty (60) days to vacate the premises.

4. NO INDEMNIFICATION BY CITY OF STILLWATER
Council understands and acknowledges that Stillwater is a municipal corporation that is funded by its taxpayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, Stillwater shall not indemnify nor hold Council harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorney's fees and costs. Stillwater reserves the right to pursue all legal and equitable remedies to which it may be entitled.

5. APPLICABLE LAW

This Agreement and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the State of Oklahoma without regard to its choice of law principals. The parties agree that all causes of action shall be brought in the Federal or State Courts within the State of Oklahoma. The parties stipulate that venue is proper in a court of competent jurisdiction in Payne County, Oklahoma and each party waives any objection to such venue. Stillwater does not and will not agree to binding arbitration of any disputes.

6. ENTIRE AGREEMENT

These Terms and Conditions constitute the entire agreement between Council and Stillwater. There are no agreements, understandings, restrictions, warranties or representations between the parties other than those set forth herein or herein provided.

Accepted and approved this ___ day of _____, 2022.

STILLWATER PUBLIC LIBRARY BOARD

_____

CHAIR

Accepted and approved this 10 day of November, 2022.

STILLWATER LITERACY COUNCIL, INC.

Rob Hargrove

Print Name: Rob Hargrove

Title: President