



MINUTES

REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
NORTH BUILDING CONFERENCE ROOM
1107 SOUTH DUCK, 3RD FLOOR RECEPTION SPACE
STILLWATER, OK. 74074
FEBRUARY 22, 2022 | 12:00 NOON
library.stillwater.org

Board Members Present:	Cara Adney, Martha McMillian, Jill Rooker, Kathryn Ross, Mike Woods, Andrea Yough
Board members Absent:	Donna Sinnes
Staff Present:	Teresa Chaufy, Stacy DeLano, Kimberley Carnley

1. CALL MEETING TO ORDER

Yough called the meeting to order at 12:00 pm.

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

Adney/Rooker moved to approve items on the consent docket. The votes were as follows: Adney, yes; McMillian, yes; Rooker, yes; Woods, yes; Yough, 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 Fiscal Year 2023 operating budget

DeLano explained this is the budget for materials and operating costs. This includes items SPL purchases and services SPL needs. This year Finance suggested a FY23 target budget of \$215,944.76. The new budget is realistic as SPL is making changes in some accounts. For example, the cost of outsourcing the book processing will be covered by not having to buy processing supplies. This amount can now be moved directly into the books account rather than the supply account. Also, Finance asks departments to be more specific about the accounts being used. Rooker/Yough moved to approve the Fiscal Year 2023 operating budget. The votes were as follows: Adney, yes; McMillian, yes; Rooker, yes; Woods, yes; Yough, yes. Motion approved.

Kathryn Ross arrived at 12:15 pm.

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. Report from the Library Director

DeLano informed the board that she has asked for an accommodation, through HR, to attend meetings online (for training, etc.) when community covid transmission is high instead of in-person meetings. HR may want to have an executive session to discuss this matter.

ii. Report from Children's Services Supervisor Elizabeth Murray

Elizabeth told the board she has been with SPL for almost 10 years. She reported the children's department is seeing more children & families coming back to the library. Circulation stats of children's items are rising. Storytimes were being held outside beginning last May through early November. Storytimes were then moved back inside due to the weather but were put on pause when covid numbers began to rise again. She hopes to begin storytimes outside again after spring break. She also reported on the new storywalk being installed at Strickland Park. This storywalk will be inclusive & accessible matching the new playground at Strickland Park. She also reports the Summer Reading Program will be live again. Programs will be held outside when possible.

b) Miscellaneous items from the Library Board

i. Report from Library Board member Jill Rooker

Rooker informed the board that she will be stepping away from the board as she will be going overseas after next month's meeting. She felt it would only be fair to be replaced with someone who can attend more regularly.

ii. Discussion about scheduling items for upcoming meetings

1. Library facilities tour

Board members discussed dates for a tour of the library facilities. The April 26th meeting was chosen so as to publicize the date ahead of time for any of the public who plan to attend the meeting.

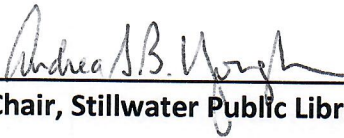
5. QUESTIONS & INQUIRIES

Board member Yough asked about the increase of the total number of volumes in the OKVL. DeLano explained this is because of the large grants SPL has been receiving from IMLS. SPL was recently contacted about receiving another grant for up to \$100,000.

6. ADJOURN

Adney/Rooker moved to adjourn. The votes were as follows: Adney, yes; McMillian, yes; Rooker, yes; Ross, yes; Woods, yes; Yough, yes. Meeting adjourned at 12:36 pm.

Prepared by: Teresa Chaufy, Recording Secretary

Approved by: 
Chair, Stillwater Public Library Board