

MINUTES

Meeting of the Pioneer Library System Board of Trustees Tuesday, September 29, 2015

Generated by Vicki Tichenor on Friday, October 2, 2015.

1. Meeting is Called to Order

Jon Myers, Chair, called the meeting to order at 6:30 p.m.

1.01 Roll Call.

Members present

Mark Alfonso, McClain County; Annette Brown, McLoud; Allyson Horton, Slaughterville; Susan Moffat, Lexington; Jon Myers, Noble; Bob Perry, Shawnee; and Anita Semtner, Pottawatomie County.

Members absent

Mary Blankenship Pointer, Oklahoma City; Heather Fox, Purcell; Lynda Howeth, Newcastle; Suzanne McClain Atwood, Cleveland County; Paula Nagode, Blanchard; Chuck Thompson, Norman; and Brent Wheelbarger, Moore.

Director Anne Masters was in attendance.

1.02 Introduction of Guests.

Lisa Wells, Theresa Dickson, Andy Peters, Susan Grossman, Doug Buck, Christian Potts, Jennifer Marshall, Adri Edwards-Johnson, Galyn Hembree, Clark Swanson, OrangeBoy, Inc.; Wanda Haynes, Ross Roy, Gray, Blodgett & Company, PLLC; Karen Bays-Winslow, Mary Sims, Lisa Lempges, Maria Watkins, Metropolitan Library System; Marcy Holter & Karen Cook, Junior Service League; Erin Seapy and Vicki Tichenor.

1.03 Board Recognition.

Shawnee Branch Manager Karen Bays-Winslow and Teen Librarian Mary Sims honored the Junior Service League of Shawnee. The group supports numerous activities throughout the community and the library, including the summer teen art project that has created multiple murals now hanging in the library, as well as many other library activities.

Accepting the Certificate of Recognition on behalf of the Junior Service League were President Marcy Holter and Karen Cook.

There was no quorum for the meeting, board members and staff heard reports.

The consent docket and agenda items 3.01, 3.02, 3.03, and 3.05 will be tabled until the October 27 board meeting in Blanchard. The Director will approve those payables that need to be paid. Buck reported on business office activities during August and September and answered board questions about the claims.

3.04 Consideration of Auditor's Report.

Ross Roy, Gray, Blodgett & Company, PLLC, presented the auditor's report.

By law, the deadline for filing the audit is October 1. Roy reported that there were no last minute changes this year, and recommended filing the audit as it is so it is received by the deadline. Approval of the audit will be on the October 27 consent docket.

3.05 Consideration of Change of Pioneer Board Meeting Date from November 24, 2015, to December 8, 2015.

Because the November 24 board meeting is scheduled two days before the Thanksgiving Holidays, Masters briefly discussed the possibility of amending the meeting date to Tuesday, December 8. This item will be tabled until the October board meeting.

3.06 Consideration of Retirement Plans Committee Report.

Masters reported that the Retirement Plans Committee will be able to approve items 3.06, 3.07, and 3.08, the Amendment of PLS Pension Plan Adoption Agreement, and Agreements with Oppenheimer Funds Distributor, Inc. These are the last two items that need approval before the changeover to MassMutual is complete. A report will be brought to the board at the October board meeting.

4. Reports/Updates

4.01 Strategic Plan Report by Clark Swanson, OrangeBoy, Inc.

On Monday, September 28, Swanson met with Administrative Team and Branch Council to review the work of the past year, and the progress toward the branch business plans and system goals. The group is discussing the next steps for the plans as well as the use of the Savannah, the Orange Boy online tool that allows us to make use of the data collected and stored for us by Orange Boy.

The day of the board meeting Swanson met with Wells and Masters to process the information gained in Monday's meeting. He is also meeting with Wheelbarger and Perry, chairs of the Planning and Governance Committees, to discuss a process for involving PLS Board and staff in the development of a new Mission Statement.

Swanson gave his report on the progress of our strategic plan and a work overview. There will be a strategic plan report added to the monthly board agenda.

4.02 Report on the 2015 Summer Reading Program by Galyn Hembree.

Hembree gave a PowerPoint presentation highlighting the 2015 Summer Reading Program. We again had programming for children, teens, and adults and this summer it was all about Super Heroes.

Hembree reviewed the programs offered and attendance across the system, including system planned touring programs and branch programs planned at the local level. We offered 1,023 programs across the system, a big increase from last year, and we had 37,642 in attendance.

4.03 Report on Mobile App Project by Lisa Wells and Adri Edwards-Johnson.

Edwards-Johnson presented a live demonstration of the progress of the Mobile App. She demonstrated how to log into the App from the home screen using your library card number and interesting features being developed. Staff and public users have been recruited to open beta test the product.

4.04 Director and Staff Reports.

Masters reported that Staff Day will be held at the Postal Training Center on HWY 9 on Monday, October 12, from 8:30 a.m. to 3:30 p.m. Board Members were invited to attend any or all of the day. The agenda and invitation will be sent by email. The keynote address will begin at 9:15 a.m. by Kelly McDonald, author of *Crafting the Customer Experience for People Not Like You*. The presentation will be live in Tulsa, but delivered to us via video teleconference. The topic is a good fit for our strategic plan and we are looking forward to sharing this experience with our friends at Tulsa City County Library System.

The board and staff viewed a PowerPoint presentation of September branch highlights.

Copies of the October *Word Magazine* as well as the Pioneer Library System Annual Report for 2014-2015, *To Have and to Hold*, were available at the meeting.

4.05 Board Comments.

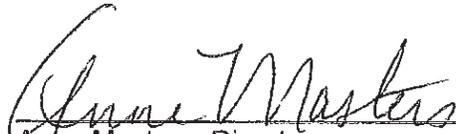
Myers and the board thanked the staff of the Shawnee Library for hosting the meeting.

5. Adjournment.

5.01 At 8:01 p.m., hearing no further business or comments, Myers adjourned the meeting.



Jon Myers, Chair



Anne Masters, Director

