

MINUTES
Meeting of the Pioneer Library System Board of Trustees
Video/Teleconference
Tuesday, July 28, 2020

Generated by Janet Armbrister on Wednesday, July 29, 2020

1. Meeting is Called to Order

Chair, Karen Kinsey called the meeting to order at 6:30pm.

1.01 Roll Call.

Members present

Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

Executive Director, Lisa Wells was in attendance.

Guest present

Peggy Cook, Aiden Street, Caroline Dulworth, Jason Casarez, Janice Bailey, Jennifer Marshall, Kelly Sitzman, Doug Buck, Zach Kasten, Rebekah Lynam, Elissa Fox, Keith Merckx, Katie Kiesel, Paula Singer

1.02 Introduction of New Board Members

Lisa Wells introduction Mandy Haws and Tara Douglas as new Board Members.

1.03 Public Comments.

2. Consent Docket

2.01 Consider Approval of the Consent Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Resolution: Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

2.02 Consideration of June 30, 2020, Minutes.

Resolution: Approval of June 30, 2020, Minutes.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

2.03 Consideration of June 30, 2020 Financial Statement.

Resolution: Approval of June 30, 2020 Financial Statement.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

2.04 Consideration of 2021 PLS Board Meeting Schedule.

Resolution: Approval of 2021 PLS Board Meeting Schedule.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

2.05 Consideration of Agreement Between PLS and City of Purcell for Library Services, Facilities & Maintenance FY 2020-2021.

Resolution: Approval of Agreement Between PLS and City of Purcell for Library Services, Facilities & Maintenance FY 2020-2021.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

2.06 Consideration of Agreement between PLS and City of McLoud for Library Services, Facilities & Maintenance FY 2020-2021.

Resolution: Consideration of Agreement between PLS and City of McLoud for Library Services, Facilities & Maintenance FY 2020-2021.

Approval of Consent Docket Items 2.01-2.06 in Accordance with the Recommended Action on Each Listed Below.

Motion by Mary Pointer, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

3. Other Items for Board Consideration

3.01 Consideration of Encumbrances, in the Amounts and to the Accounts as Charged, July 1 - July 29, 2020.

Approval of Encumbrances as Presented, in the Amounts and to the Accounts as Charged, July 1 - July 29, 2020.

Motion by Mike Box, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Karen Kinsey, Marilyn Bradford, Mike Box, Jonathan Fowler, Philip Nguyen, Jenny Goodspeed, Mary Pointer, Mandy Haws, Tara Douglas

3.02 Consideration of the Retirement Plans Fee Reductions.

Lisa Wells presented information about the Retirement Plans Fee Reductions.

Our Mass Mutual Relationship Manager was able to facilitate fee reductions on our retirement plans. We are looking at a 9/1/2020 effective date for these changes.

1. The Defined Benefit pricing was reduced from 0.91% asset charge to 0.85%.
2. The Defined Contribution asset charge was lowered to 0.38% which is a fee reduction of 12bps (Illustrative Card 38bps asset charge). The annual expense ratio went from 1.08% to 0.96%.

3.03 Consideration of Pay Compensation Review Prepared by the Segal Waters Group.

Paula Singer and Katie Kiesel, from Segal Waters Group, presented the findings and recommendations of the Pay Compensation Review.

4. Reports/Updates

4.01 Executive Director and Staff Reports.

Wells stated there will be a several staff involved in this week's Oklahoma Library Association virtual conference. The first one in 113 years of OLA's existence. Pioneer seems to always be involved with new horizons. We have staff presenting in live sessions Thursday and Friday and several more recorded presentations earlier this month. Pioneer staff have helped to make this what is sure to be one of the best conferences ever!

We hosted the membership meeting this morning and will start the day with a Norman Chamber Virtual Business Before Hours followed by an all-day pre-conference presented by PLS staff members on The Connected Library. Rebekah Lynam chaired the Conference Planning Committee and has done an amazing job transitioning the annual conference to the first ever virtual conference for the association.

We have a member of the PLS Board, staff and elected officials involved in almost 1/3 of all the sessions being offered. PLS Board member, Marissa Lightsey and her State Department of Education colleagues recorded a session titled "How Public Libraries Can Shape Oklahoma's Future" and Norman Mayor, Brea Clark is a panelist on a live session offered Friday titled "Cultivating Tolerance".

I am also excited to announce that Oklahoma was selected as one of 11 stops on a virtual National Bus tour hosted by the ALA President, Julius Jefferson. "Holding Space: A national conversation series with libraries" is the American Library Association's nationwide virtual tour to highlight the innovation and impact of a diverse range of libraries and engage stakeholders to advocate for libraries and the communities they serve.

The featured topic in Oklahoma is Career and Workforce Development. Congressman Tom Cole is one of the featured panelists along with our partners from Central OK Workforce Investment Board, Cleveland County Sheriff's Office, MPS and our own Marissa Lightsey with the State Department of Education and Ashley Welke will represent PLS. Julius and I will moderate the conversation. Congressman Cole is a true library supporter and advocate. His influence on the House Appropriations Subcommittee on Labor, Health and Human Services, Education and Related agencies is highly regarded in the library world. In fact, he signed on this week as a co-sponsor for the Library Stabilization Fund Act.

In addition to Oklahoma Library Association and American Library Association activities, many of our staff have been panelists on a variety of webinars being offered to the industry during these trying times.

Kelly Sitzman and Aiden Street presented on our Curbside Service for business partner- Orange Boy.

Earlier today, Aiden presented to over 500 people on financial education, especially during trying times

I was one of three library Directors who presented on A Phased Reopening Approach to 500+ people for EnvisionWare. I am also scheduled to speak on our tried and true "Opening Day Collection" experiences for our materials partner – Brodart on August 13th. There are not a lot of other organizations that have opened three new facilities and doubled the size of a fourth in 8 short years.

Pioneer is often on the leading edge of technology and innovative services and at times Andy Peters would refer to this position as the "bleeding edge" but, for now we're calling it the COVID Edge, so many opportunities have been created by this horrible global pandemic. Pioneer Staff are resilient and entrepreneurial and flexible and always ready to serve our communities, be it our service area communities, our state library community and even our national library community.

4.02 Branch Highlights.

A PowerPoint presentation featuring highlights of library branch activities during the month of July was attached to the meeting agenda. Board members may review the highlights at their convenience.

4.03 Board Comments.

5. Adjournment


5.01 Adjourn the Meeting.

Chair, Karen Kinsey adjourned the meeting at 7:42pm.

Signature: 
Karen Kinsey (Aug 27, 2020 20:22 CDT)

Email: skinsey@ecwb.com

Karen Kinsey, Chair


Lisa Wells, Executive Director