

MINUTES

Meeting of the Pioneer Library System Board of Trustees Tuesday, February 27, 2018 Minutes

Generated by Vicki Tichenor on March 20, 2018.

1. Meeting Called to Order.

Chuck R. Thompson, Chair, called the meeting to order at 6:31 p.m.

1.01 Roll Call.

Members present

Mark Alfonso, McClain County; Mike Box, Blanchard; Marilyn Bradford, Pottawatomie County; Lenora Burdine, Oklahoma City; Todd Gibson, Cleveland County; Brenda Hill, McLoud; Allyson Horton, Slaughterville; Karen Kinsey, Tecumseh; Jon Myers, Noble, Bob Perry, Shawnee; Charlie Sherman, Purcell; and Chuck R. Thompson, Norman.

Members absent

Lynda Howeth, Newcastle; Susan Moffat, Lexington; and Brent Wheelbarger, Moore; were absent.

Executive Director Lisa Wells was in attendance.

1.02 Introduction of Guests.

Andy Peters, Doug Buck, Amber Cole, Peggy Cook, Chris Manna, Kelly Sitzman, Kelsey Williamson, Phil Clark, Caroline Dulworth, Jennifer Marshall, Keith Merckx, Aiden Street, Nathan Street, Pamela Holt, Nancy Littlejohn, Julie O'Connor, Deborah Deats, Nancy Cox, Charlene Phillips, Rose Dawson, Alicia Turley, and Vicki Tichenor.

1.03 Branch Update and Board Recognition.

Newcastle Branch Manager Phil Clark gave the branch report and board recognition. Clark introduced Newcastle Friends President Nancy Cox, Friends Secretary Charlene Phillips, and Friends Member Rose Dawson.

Land around the Newcastle Library has been sold and is being developed. For a long time development did not extend beyond the library. The plan is to build up to 618 new homes.

The community garden is having its first program of the year starting next week with OSU Extension and 4H. They hope to qualify for a Master Gardener status. Library staff did plant some things last year, but it has taken some time to see progress. And a new program is starting with kids next week.

This is the second year for Newcastle Schools to be closed on Fridays. Fridays at the library have really blossomed this year, not just programs, but tutoring too. It has taken a year to really see a good response. Newcastle Library staff have stepped up programing and, not just

programming, but a real educational experience for the kids. It has turned into a day for families to come and reading teachers to read to students. There have been good results with this.

Job assistance has also increased at the Newcastle Library as well as the other libraries in Pioneer's three counties. People come to the library all the time now to receive resume assistance. This is not something that will go away, it is getting bigger and bigger.

In 2015 Clark had the opportunity to attend ALA Mid-Winter and obtain a Certification in Career Development. He has tried to use that in the library system. "We will see this more and more in the future, as the public tries to meet their needs for a job."

In closing, Clark recognized Newcastle Friends Secretary Charlene Phillips who also is the coordinator of the library's book sale. She is a true innovator. Nothing is off the table for her. It isn't just a book sale for her, it's a blood drive, it's a craft show, concessions, Boy Scouts, etc. She tries to draw the community of Newcastle in, and tries to encourage people to be involved in the library. She is also very good with Social Media!

Clark presented Phillips with a Certification of Appreciation for her support of the Newcastle Library and the Pioneer Library System.

1.04 Public Comments.

There were no public comments.

2. Consent Docket

2.01 Consider Approval of the Consent Items 2.01 – 2.05 in Accordance with the Recommended Action on Each Listed Below.

Motion by Allyson Horton, second by Karen Kinsey.
Approval of Consent Agenda Items 2.01-2.05 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

2.02 Consideration of January 30, 2018, Minutes.

Motion by Allyson Horton, second by Karen Kinsey.
Approval of Consent Agenda Items 2.01-2.05 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

2.03 Consideration of Amendment to Lease Agreement Between Shawnee Masonic Property, LLC, and Pioneer Library System for TANF (Temporary Assistance for Needy Families) through DHS.

Motion by Allyson Horton, second by Karen Kinsey.
Approval of Consent Agenda Items 2.01-2.05 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

2.04 Consideration of Contract Renewal with Phase 2 Online for PLS Connect App.

Motion by Allyson Horton, second by Karen Kinsey.

Approval of Consent Agenda Items 2.01-2.05 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

2.05 Consideration of Samaritan Contract

The Samaritan Contract was not received by board meeting date and time. It will be tabled until the March 27, 2018, board meeting.

3. Other Items for Board Consideration

3.01 Consideration of January 31, 2018, Financial Statement.

There were no questions or comments from the board.

Motion by Charlie Sherman, second by Lenora Burdine.

Approval of January 31, 2018, Financial Statement.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

3.02 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, February 1 – February 28, 2018.

There were no questions or comments from the board.

Motion by Jon Myers, second by Charlie Sherman.

Approval of Encumbrances in the Amounts and to the Accounts as Charged, February 1 - February 28, 2018.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Allyson Horton, Karen Kinsey, Jon Myers, Bob Perry, Charlie Sherman, Chuck Thompson, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Todd Gibson

3.03 Presentation from Brodart.

Brodart Collection Development Project Librarian Julie O'Connor and Sales Representative Deborah Deats discussed the twenty year strategic partnership with PLS, and how it works so well. Deats reported that through Brodart's Collection Development team, made up of about 14 - 16 librarians, they take the information collected from PLS staff and provide those lists of books for Pioneer. Also included is Brodart's Customer Service Team and their Cataloging and Processing Department that take everything Pioneer would like to see, put that together, and then send the books to PLS.

O'Connor has worked with Pioneer for four opening day collections. The first was the South OKC Library in 2011, followed by Norman Library West in 2013, and currently Norman Library East, and Norman Library Central coming up. While in town Deats and O'Connor spoke with the library selectors for many hours to profile all the parameters that are needed to build a new collection at Norman Central. They will take care of everything from top to bottom to coordinate the delivery of opening day collections to Norman East this year, and Norman Central next year.

4. Board Study Session on Fines

4.01 Discussion of Fines on Children's Materials.

Pioneer's strategic plan focuses on improving the customer experience for all, with specific emphasis on the target clusters of Bright Futures (Teens- 12-17), Rising Stars (Children- birth-11), and Digitations (people only using digital resources). Library staff have been analyzing the road blocks to what we are trying to achieve, and the barriers associated with library service to our youngest customers.

Pioneer's success relies on providing access and removing barriers to our resources. Our mission of *inspiring innovation, engagement and learning in our communities* cannot be fully accomplished when the barriers of access, due to fines, exist for two of our most vulnerable populations, the children and teens within Pioneer's three counties. We are recommending the elimination of fines on youth materials as an opportunity to better serve our children and teens.

Out of Pioneer's total customer base of 346,372 there are 57,449 children with library cards. Of those children we know that 16% cannot actively use their cards due to accrued fines. This means that 1 in 6 children have no access to the vital services of homework help, research databases and other materials that aid in school readiness and basic literacy.

We recognize the concern that the elimination of fines on youth materials raises the question of the impact on revenue for the system. We feel the amount is manageable given the benefits that return of access to this group accomplishes.

A review of trends in national literature shows several larger urban and rural library systems have been engaged in this process for a number of years. To continue our established history in the area of improving access, Wells invited board members to review the information provided at the board meeting, and consider a future amendment to Pioneer's Circulation Policy to accommodate these changes.

Street gave the overview of the roadblocks to the board, and Buck, Peters, Street and Wells gave the presentation. At the end of the presentation, staff were available to answer board questions and concerns. There will be more discussion on this topic. Board members were asked to email staff if they had anymore very specific questions they would like staff to research.

5. Reports/Updates

5.01 Executive Director and Staff Reports.

Copies of the PLS Annual Report 2017 were included in the board folders for the meeting.

Cole invited board members to a video conferencing of A Conversation with Ron Carlson, author of *Five Skies*, on Thursday evening, March 15, at 6:30-8:30 p.m., to be held at the Atrium at the National Weather Center, Norman, OK. Oklahoma author, Rilla Askew will serve as the moderator.

5.02 Branch Highlights.

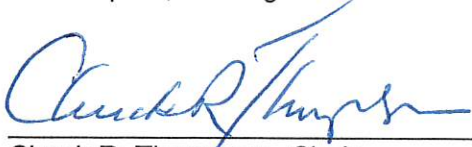
During dinner, a PowerPoint presentation featuring highlights of library branch activities during the month of February, 2018, was enjoyed by board members, staff, and guests.

5.03 Board Comments.

Thompson thanked board members and PLS staff for attending the meeting.

6. Adjournment.

At 7:54 p.m., hearing no further business or comments, Thompson adjourned the meeting.



Chuck R. Thompson, Chair



Lisa Wells, Executive Director

