

Norman Public Library Board Minutes

September 17, 2018

The Public Library Board of the City of Norman, Cleveland County, State of Oklahoma, met at the Norman East Branch Library, 3051 Alameda, Norman, OK 73071 on the 17th day of September, 2018, at 4:30 p.m., and notice and agenda of the meeting were posted at the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

Note: bold formatting indicates action items.

ITEM 1, being:

ROLL CALL

Present: Chairman Mauldin, Vice Chair Kimberling, Engel, Ringus, McCutcheon*, Moran, and Bird

Absent: Foote, Turner

* Note, McCutcheon arrived at 4:39PM and was not able to vote on items 1-4.

ITEM 2, being:

INTRODUCTION OF STAFF AND GUESTS

Library Staff: Caroline Dulworth, Central Branch Manager; Mike Pearson, West Branch Manager; and Kelly Sitzman, East Branch Manager; Andrea Post, Norman Library East Library Assistant

Pioneer

Library Staff: (none)

City Staff: (none)

ITEM 3, being:

APPROVAL OF SEPTEMBER 18, 2018 MEETING MINUTES

Vice Chairman Kimberling made the motion and Ringus seconded to approve the September 18, 2018 meeting minutes. The vote was taken with the following results:

AYE: Chairman Mauldin, Vice Chair Kimberling, Engel, Ringus, Moran, and Bird

NAY: None

ITEM 4, being:

**CONSIDER AND VOTE TO APPROVE/DISAPPROVE/OR TAKE OTHER ACTION
ON ELECTION OF BOARD OFFICERS**

Vice Chair Kimberling nominated Chairman Mauldin to continue as chairman. Member Bird seconded the nomination. Chairman Mauldin was re-elected by acclamation.

Member Bird nominated Secretary Kimberling to continue as Vice Chair. Member Ringus seconded the nomination. Secretary Kimberling was re-elected by acclamation.

Member Engel nominated Member Bird as Secretary. Vice Chair Kimberling seconded the nomination. Member Bird was elected by acclamation as Secretary.

ITEM 5, being:

NORMAN FORWARD ART PROJECT REPORT: VICE CHAIR CARLA KIMBERLING

Beginning with a reminder, this is part of the 1% for art initiative of Norman Forward and said 1% does not come from library money or construction funds, however the amount allocated to be equivalent of 1% of construction costs. Debbie Williams is chairing the Norman Forward art projects committee for the city. The Central library art project is coming along, all persons are working together and the official name for the piece will be coming soon.

Caroline Dulworth included that KFC, a local company is fabricating the pieces for the sculpture, it's being designed in England, and the construction company Flintco has taken over coordinating.

The piece will include wires from the ground and above which will be hidden a bit by landscaping. This will be the type of thing people will come from outside of our community to see.

ITEM 6, being:

NORMAN PUBLIC LIBRARY STAFF REPORTS AND UPDATES

There is landscaping going on outside at the East branch. The original plantings did not do well. The dogwood trees have died and thus have been replaced with crepe myrtles which are heartier trees to grow in the full sun conditions of the branch. The Ward 5 Facebook page showed voiced complaints about the grass at the East branch and the community may have comments. The type of grass planted was a rye grass, intended to hold the land in place until the other grass seed comes up so as to avoid sod. Typically the rye grass would have died off by this time of year but due to the rain it has thrived and is now 6-8 inches off the ground. The city will be coming out to cut.

The chat with a librarian feature from the website is not an immediate response since it is answered by branch librarians and the priority are the in person customers at their desk. Also, it is not answered on weekends and evenings. This feature is used to ask a lot of tech questions such as about logging in, library account numbers, or the Overdrive or Libby apps. Many of these questions there are self-service answers available on the website.

Handout provided with statistics, the East branch did not have a door count yet. The downloadables are going up even though circulation is down.

Central branch is also in proves of weeding out old books which will not be moved to the new library.

ITEM 7, being:

EAST, CENTRAL, & WEST SIDE BRANCH UPDATES

The East branch has many new library users, some are old users that have old cards that need to updated when they return and others are true new customers. 13% of collection was circulated in the first week open. 37% of which was children's fiction and 25% non-print media such as audio books and movies. Approximately 1,100 people using rooms for meetings including civic, tutoring, family, Magic the Gathering card games, Jackson's Boy & Girl Scout meetings when some meetings when some transformers blew out at the school. Will be adding another hourly staff and a salary position as well.

The Central branch building is coming along. Not completely boxed out but plywood and plastic are covering windows and openings to keep dust out so floors on the 1st floor may be installed. There have been some rain delays so currently looking at July 25, 2019 as the dated for "substantial completion".

The West branch has new staff as 2 staff members moved on to other career positions and were replaced with 2 new members.

ITEM 8, being:

FEATURED UPCOMING NPL PROGRAMS AND EVENTS

Handouts provided with details about specific events.

West: Lunch & Listen, Jazz Quintet, Medieval Fair Lecture Series, Oklahoma Geological Survey – Earthquakes, Guide to Investing in Rental Properties, and Lou Berney author of "November Road."

East: Reoccurring story time, Celebremos! appreciation of Hispanic culture with Mexican candy and painting spices on corn, "I don't like spiders and snakes", teen & tween Mosaic tiles which are drawn and then laser cut to make a tile out of it, Oso bots & other STEAM projects, Halloween Costume Swap to drop off and give out, and Tattoo adult program.

Central: Theremin Jam, New class for afternoon book discussion (2 at Central, 1 at West, and 1 at East at all different times to encourage multiple options for a large number of participants), additional groups for computer coding and robotics since there was so much interest, Filmmakers group now part of the Norman Film Festival, Children's Story Time (between all branches there is a baby story time any morning), Python, Game Developers, Resume Workshop and Interviewing Skills in advance of the Norman Job Fair, and Annual Book Sale event.

ITEM 9, being:

OLD BUSINESS

Topic of visiting Norman Public School libraries was presented at the June meeting, to include the High School and Longfellow new libraries and possibly the Bissell Library at the University of Oklahoma since it has had many changes and many stacks on the South side of town and a café added to the basement. An e-mail with potential dates will go out.

ITEM 10, being:

NEW BUSINESS

None

ITEM 11, being:

MEETING DATES FOR 2019

Bird made the motion and Moran seconded to approve the 2019 meeting dates as presented:
Monday, March 11, 2019 (before NPS Spring Break) – Central Library
Monday, June 17, 2019 – East Library
Monday, September 16, 2019 – Central Library
Monday, December 16, 2019 – West Library

The vote was taken with the following results:

AYE: Chairman Mauldin, Vice Chair Kimberling, Engel, Ringus, McCutcheon, Moran, and Bird

NAY: None

ITEM 12, being:

BOARD COMMENTS

The Norman Transcript published an article which included a comment paraphrased "if anyone is keeping score the Library 3, Senior Center 0." A reminder that there is not a competition and the funds for each of these public services are paid for with entirely separately allocated funds and are complimentary with one another as the library also provides a wide variety of senior services. The Norman Forward initiative was specifically voted on by citizens to include improvements of our libraries. Part of our job as board members is to educate and advocate in the community accordingly.

Electronic Thursday folders are in effect, would like to see at least a monthly contribution to these from the library. There is not a print cost to send out this information and previously it was indicated the library would not be charged any distribution costs so this would be a free and effective way to send information regarding library services and programs to families of students.

ITEM 13, being:

COMMENTS FROM THE PUBLIC

None

ITEM 12, being:

NEXT MEETING

Next meeting will be December 17, 2018 at the West library branch.

ITEM 15, being:

ADJOURNMENT

Bird made the motion and Vice Chair Kimberling seconded to adjourn at 5:35PM. The vote was taken with the following results:

AYE: Chairman Mauldin, Vice Chair Kimberling, Engel, Ringus, McCutcheon, Moran, and Bird

NAY: None

Passed and approved this 17th of December, 2018.

Tim Mauldin, Chairman