

MINUTES

Meeting of the Pioneer Library System Board of Trustees
Tuesday, March 26, 2019

Generated by Vicki Tichenor on Wednesday, March 27, 2019

Meeting called to order at 5:28 PM

1. Meeting is Called to Order

Vice-Chair Marilyn Bradford called the meeting to order at 6:30 p.m.

1.01 Roll Call

Members present

Marilyn Bradford, Pottawatomie County; Lenora Burdine, Oklahoma City; Jonathan Fowler, Norman; Brenda Hill, McLoud; Marissa Lightsey, Shawnee; Charlie Sherman, Purcell; Mark Alfonso, McClain County; Todd Gibson, Cleveland County; Karen Kinsey, Tecumseh; Jeannette McNally, Newcastle and Susan Moffat, Lexington.

Members absent

Jon Myers, Noble; Brent Wheelbarger, Moore; Allyson Horton, Slaughterville and Mike Box, Blanchard

Executive Director Lisa Wells was in attendance

1.02 Introduction of Guests.

Pam Holt, Amber Cole, Chris Manna, Ashley Welke, Peggy Cook, Kelly Sitzman, Aiden Street, Keith Merckx, Doug Buck, Caroline Dulworth, Mike Pierson, Dave Altimont and Janet Armbrister.

1.03 Branch Update and Board Recognition.

Norman West Branch Manager Mike Pierson told a story about the dance class featuring the Uruguay Tango given at his branch during Valentine's Day last year. A customer came in that had not signed up for the class. She mentioned that learning the Tango was on her bucket list so we found a spot for her. She really enjoyed the class. It was such a great class that we offered it again around the same time in February, and she came back and mentioned that she had been going to Tango classes and going out dancing all last year. She called the class her Tangoversary.

Many of our libraries are offering physical activities like Tai Chi, Zumba and Barre. We are always trying to find programs that meet the need, and make a positive experience for our customers.

We have a long relationship with the Medieval Fair that begins next week. They are nearing their 43rd year. Throughout the academic year, they have professors from OU, UCO and Shawnee College come and give lectures on topics related to medieval times. Since 2010, we have held the lectures here at PLS. Some of the topics have been about Werewolves, Medieval Man History, Witches and Medieval jewelry. It is a great program and I am proud we are able to offer high quality, top tier lectures.

Mike recognized OU Outreach Coordinator, Medieval Fair – Ann Marie Eckart. Ms. Eckart mentioned that moving the lectures from the OU campus to PLS Libraries it instantly became more accessible and they were able to double their attendance and double the outreach to the community because people were hesitant to come to the campus because of the parking or the academic setting. The Library has helped us reach more people, make more connections and form a bridge between the University, the knowledge of the Professors and the Community wanting the knowledge.

1.04 Public Comments.

There were no public comments.

2. Consent Docket

2.01 Consider Consent Docket Items 2.01-2.05 in Accordance with the Recommended Action on Each Listed Below.

Motion by Karen Kinsey, second by Charlie Sherman.

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

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.02 Consideration of February 26, 2019, Minutes.

Motion by Karen Kinsey, second by Charlie Sherman.

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

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.03 Consideration of Annual Maintenance for EnvisionWare solutions at a cost of \$149,267.89.

Motion by Karen Kinsey, second by Charlie Sherman.

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

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.04 Consideration of Annual Ratification of Library Automation Services Agreement Between Pioneer Library System and Independent School District I-29 of Cleveland County (Norman Public Schools) 2019-2020.

Motion by Karen Kinsey, second by Charlie Sherman.

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

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.05 Consideration to Sell or Dispose of Surplus and/or Obsolete Equipment.

Motion by Karen Kinsey, second by Charlie Sherman.

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

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3. Other Items for Board Consideration

3.01 Consideration of Report on Fourth Quarter Investments by Lockton Retirement Services.

David Altimont, Lockton Retirement Services, presented his report.

3.02 Consideration of February 28, 2019, Financial Statement.

Motion by Lenora Burdine, second by Susan Moffat.

Approval of February 28, 2019, Financial Statement.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.03 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, February 28 - March 27, 2019.

Motion by Charlie Sherman, second by Susan Moffat.

Approval of Encumbrances in the Amounts and to the Accounts as Charged, February 28 - March 27, 2019.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.04 Consideration of Personnel Committee Report.

Karen Kinsey gave her report and requested an Executive Session at the April 30, 2019, board meeting for the Executive Director's evaluation.

3.05 Consideration of Retirement Plans Committee Report.

Charlie Sherman gave the Retirement Plans Committee Report.

Motion by Charlie Sherman, second by Karen Kinsey.

Acceptance of Retirement Plans Committee Report.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.06 Consideration to Accept Actuarial Valuation of PLS Pension Plan (DB).

Doug Buck presented the new actuarial valuation of the PLS Pension Plan (DB).

Motion by Jonathan Fowler, second by Charlie Sherman.

Approval for Consideration to Accept Actuarial Valuation of PLS Pension Plan (DB).

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.07 Consideration of Formula for Participants in DC and DB Plans.

Doug Buck presented the new formula for participants in DC and DB plans.

Motion by Charlie Sherman, second by Jonathan Fowler.

Approval of New Formula for Participants in DC and DB Plans.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.08 Consideration of New Formula for Participants in DC Plan Only.

Motion by Mark Alfonso, second by Charlie Sherman.

Approval of Consideration of New Formula for Participants in DC Plan Only.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.09 Consideration of DC Plan Amendment.

Motion by Charlie Sherman, second by Susan Moffat.

Approval of Consideration of DC Plan Amendment.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.10 Consideration of Contribution Amounts for all Participants.

Motion by Charlie Sherman, second by Karen Kinsey.

Approval of Consideration of Contribution Amounts for all Participants.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.11 Consideration to Adopt DC Plan Resolution.

Motion by Susan Moffat, second by Charlie Sherman.

Approval of Consideration to Adopt DC Plan Resolution.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.12 Consideration of New Quarterly Contribution Amount to DB Plan.

Lisa Wells presented the New Quarterly Contribution Amount to the DB plan.

Motion by Jonathan Fowler, second by Charlie Sherman.

Approval of Consideration of New Quarterly Contribution Amount to DB Plan.

Final Resolution: Motion Fails

Yes: Jonathan Fowler

Not Present at Vote: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Todd Gibson, Jeannette K McNally, Marissa Lightsey

3.13 Consideration of Proposed Revisions to the PLS Personnel Policy.

Motion by Karen Kinsey, second by Lenora Burdine Approval of Consideration of Proposed Revisions to the PLS Personnel Policy.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

No: Todd Gibson

3.14 Consideration of Motion to Table the consideration of Career Online and Hosting Services Between Cengage Learning, Inc. and PLS at a cost of \$27,950.

Lisa Wells presented on Career Online High School and Hosting Services between Cengage Learning, Inc. and PLS at a cost of \$27,950.

Motion by Todd Gibson, second by Jonathan Fowler.

Approval of Motion to Table the consideration of Career Online and Hosting Services Between Cengage Learning, Inc. and PLS at a cost of \$27,950.

Final Resolution: Motion Fails

Yes: Mark Alfonso, Todd Gibson, Jeannette K McNally, Jonathan Fowler

No: Karen Kinsey, Susan Moffat, Charlie Sherman, Marilyn Bradford, Lenora Burdine, Brenda Hill, Marissa Lightsey

3.15 Consideration of Career Online and Hosting Services Between Cengage Learning, Inc. and PLS at a cost of \$27,950.

Motion by Lenora Burdine, second by Susan Moffat.

Approval of COHS Agreement for Subscription and Hosting Services Between Cengage Learning, Inc. and PLS as Licensee.

Final Resolution: Motion Passes

Yes: Mark Alfonso, Marilyn Bradford, Lenora Burdine, Brenda Hill, Karen Kinsey, Marissa Lightsey, Susan Moffat, Charlie Sherman

No: Jeannette K McNally, Jonathan Fowler, Todd Gibson

4. Reports/Updates

4.01 Executive Director and Staff Reports.

Lisa Wells presented information on the Library of the Year application and the Summer Learning Challenge Program. Ashley Welke has been the lead on the Summer Learning Challenge. Ashley talked about the online software called Beanstack that will assist with the Challenge components and log your reading.

4.02 Branch Highlights.

During the meeting, board and guests enjoyed a PowerPoint presentation featuring highlights of library branch activities during the month of March.

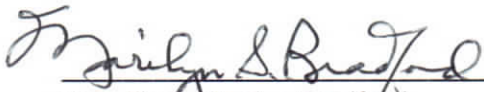
4.03 Board Comments

Bradford thanked Norman West for hosting the meeting and thanked Board and Staff for attending.

5. Adjournment.

5.01 Adjourn the Meeting.

At 7:55 p.m., hearing no further business or comments, Bradford adjourned the meeting.



Vice-Chair Marilyn Bradford



Executive Director Lisa Wells