

MINUTES

Meeting of the Pioneer Library System Board of Trustees Tuesday, June 25, 2019

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1. Meeting Called to Order

Chair, Jon Myers called the meeting to order at 6:30 PM

1.01 Roll Call.

Members present

Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette McNally, Jonathan Fowler, Marissa Lightsey

Members absent

Todd Gibson, Mark Alfonso

Executive Director, Lisa Wells was in attendance.

1.02 Introduction of Guests.

Doug Buck, Elissa Fox, Rebekah Lynam, Chris Manna, Richard Davis, Ashley Welke, Peggy Cook, Keith Merckx, Adara Bates, Bonnie Ray, Angela Wilde, Janice Bailey, Jennifer Marshall, Caroline Dulworth, Amber Cole, Rick Horton, Beth Lyles, Bob Carter and Marvin Kitchell from Tecumseh Masonic Lodge, Debbie Kitchell from Eastern Stars, Ella Mae Gallaway, Treasurer for Tecumseh Friends of the Library, Andy Peters

1.03 Branch Update and Board Recognition.

Beth Lyles recognized Bob Carter and Marvin Kitchell from the Masonic Lodge. They have been a financial contributor and supporter of the Tecumseh Library for many years.

Lyles also recognized the Canadian Valley Cooperative and The Arvest Foundation.

Lyles shared a Customer Impact Story.

1.04 Public Comments.

There were no public comments.

2. Consent Docket

2.01 Consider Approval of Consent Items 2.01 - 2.03 in Accordance with the Recommended Action on Each Listed Below.

Motion by Charlie Sherman, second by Lenora Burdine.

Approval of Consent Docket Items 2.01 - 2.03 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.02 Consideration of June 17, 2019, Minutes.
Resolution: Approval of the June 17, 2019, Minutes.

Motion by Charlie Sherman, second by Lenora Burdine.
Approval of Consent Docket Items 2.01 - 2.03 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

2.03 Consideration of Annual Addendum Renewal for Paycom- Payroll and Human Management Solution.

Motion by Charlie Sherman, second by Lenora Burdine.
Approval of Consent Docket Items 2.01 - 2.03 in Accordance with the Recommended Action on Each Listed Below.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3. Other Items for Board Consideration

3.01 Consideration of May 2019 Financial Statement

Motion by Marilyn S Bradford, second by Brenda Hill.

Approval of May 2019 Financial Statement

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.02 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, May 31, 2019 - June 26, 2019.

Motion by Brenda Hill, second by Allyson Horton.

Approval of the Encumbrances as Presented, May 31, 2019 - July 26, 2019.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.03 Consideration of Encumbered Items as of June 30, 2019.

Motion by Marilyn S Bradford, second by Karen Kinsey.

Approval of Encumbered Items as of June 30, 2019.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.04 Consideration of Governance Committee Report.

Burdine presented Governance Committee Report. Election of Board Officers FY 2019-2020.

3.05 Consideration and Election of Board Officers FY 2019-2020.

The Governance Committee recommended the following slate of board officers for FY 2019-2020.

Chair: Marilyn Bradford

Vice-Chair: Brenda Hill

Treasurer: Todd Gibson

Motion by Brent Wheelbarger, second by Jonathan Fowler.

Approval of Board Officers FY 2019-2020.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.06 Consideration of Annual Contract Renewal for Support Services with Phase 2.

Motion by Lenora Burdine, second by Karen Kinsey.

Approval of Annual Contract Renewal for Support Services with Phase 2.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

3.07 Consideration of Annual Contract Renewal with Paisley Café.

Motion by Brenda Hill, second by Susan Moffat.

Approval of Renewal of One Year Contract with Paisley Cafe.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

4. Executive Session

4.01 Consider Convening in Executive Session to Discuss the Executive Director's Terms of Employment.

Motion by Karen Kinsey, second by Brenda Hill.

Approval to Convene in Proposed Executive Session to Discuss the Executive Director's Terms of Employment.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

4.02 Discussion of the Executive Director's Terms of Employment.

4.03 Consider Resuming Open Session of Meeting Following Executive Session.

Motion by Karen Kinsey, second by Charlie Sherman.

Approval to Resume Open Session of Meeting Following Executive Session.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

5. Other Items for Board Consideration

5.01 Consideration of Minutes of Executive Session.

Motion by Allyson Horton, second by Karen Kinsey.

Approval of Minutes of Executive Session as Read.

Final Resolution: Motion Passes

Yes: Allyson Horton, Karen Kinsey, Susan Moffat, Jon Myers, Charlie Sherman, Brent Wheelbarger, Marilyn S Bradford, Lenora Burdine, Brenda Hill, Mike Box, Jeannette K McNally, Jonathan Fowler, Marissa Lightsey

6. Reports/Updates

6.01 Impact PLS Presentation.

Lynam explained IMPACT PLS. IMPACT is Pioneer's Internal Leadership Program. A group of six employees are selected annually through a competitive application process to be a part of a nine month program where they engage in leadership discussions and visit other communities

around PLS. As part of the program the group completes a project which is presented to the IMPACT Planning Committee, Administrative Team and the PLS Board.

This year's IMPACT project "Technology Requirements for use of the Broadcast Module" was presented by Keith Merckx, Adara Bates, Bonnie Ray, Beth Lyles and Angel Wilde.

6.02 PLS Foundation Employee Campaign Update.

Amber Cole presented the PLS Foundation Employee Campaign Update and highlighted upcoming fund raising activities.

6.03 Executive Director and Staff Reports.

Ashley Welke gave an update on the Summer Learning Challenge.

Chris Manna shared the May story of the month.

Lisa Wells shared information about the Water Ways Exhibit, a Smithsonian Exhibit being featured at Norman Public Library East later this month.

Wells welcomed Janice Baily, the new Library Systems Coordinator.

Wells recognized five outgoing Board members. Allyson Horton served the board for 6 years and was a member of the Personnel Committee. Brent Wheelbarger served 6 years and was the Chair of the Planning Committee. Charlie Sherman served 3 years and held the positions of Co-Chair of the Finance Committee, Treasurer and Vice-Chair. Susan Moffat served 6 years and was a member of the Personnel and Planning Committees. Jon Myers served 6 years and held the office of Treasurer and was the Board Chair in 2015 and 2019. Wells thanked the members for their commitment and service to Pioneer Library System.

Wells gave an update on the Library of the year application. Pioneer Library System was among the top 6 and plans to reapply in the future.

Wells invited the Board to the upcoming dedication of Unbound on Thursday, July 25th at the new Norman Public Library Central.

6.05 Board Comments.

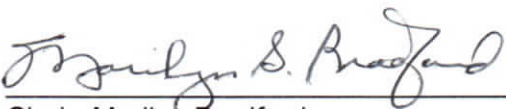
Jon Myers thanked the Tecumseh staff for hosting the meeting.

Melissa Lightsey shared information regarding the filming of an ICAP (Individual Career and Academic Plan) video at the PLS Administrative Building. They will share this video with libraries so they can add it to their websites to share the message to parents and students.

7. Adjournment

7.01 Adjourn the Meeting.

Myers adjourned the meeting at 7:38pm.



Chair, Marilyn Bradford



Executive Director, Lisa Wells