

MINUTES

Meeting of the Pioneer Library System Board of Trustees Tuesday, January 28, 2020

Generated by Janet Armbrister on Friday, January 31, 2020

1. Meeting is Called to Order

Chair, Marilyn Bradford called the meeting to order at 6:30pm.

1.01 Roll Call.

Members Present

Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

Members Absent

Mark Alfonso, Jonathan Fowler, Marissa Lightsey, Philip Nguyen

Executive Director, Lisa Wells was in attendance.

1.02 Introduction of Guests.

Elissa Fox, Lenora Burdine, Peggy Cook, Chris Manna, Christian Potts, Andy Peters, Doug Buck, Heather Thompson, Glen Adams, Cathy Adams, Phil Clark, Caroline Dulworth, Kelly Sitzman, Janice Bailey, Morgan Jones, Amber Cole, Cassie Spindle, Beverly Theige, Meghan Hollingsworth, Lauren Panichelli, Sara McGaha, Kristen Walker, Ashley Amador, Kaden Kirtley, Ashley Welke.

1.03 Branch Update and Board Recognition.

Ashley Welke introduced the IMPACT team for 2020.

Welke also recognized Marissa Lightsey regarding ICAP. The library has learned a lot about ICAP and have worked to integrate career awareness and exploration into our programs and services for all ages.

At both our information and children's service desks, we implemented STEAM and observation stations that rotate each month. Our STEAM stations provide a hands-on activity that links to a potential career field. At each station there is a sign that lists careers associated with the activity to help customers identify their strengths and interests with potential careers.

This summer Discovery Camps were held for children and teens. Each two-day camp introduced participants to a career in a STEAM field. A professional from the community was invited to lead the program by providing hands-on activities and sharing information about their job. From aeronautics to engineering, kids learned about the many career opportunities here in Oklahoma.

Welke shared a story about Teen Volunteers. Every year an average of thirty-five teens are accepted to the Teen Volunteer Program, which develops essential workforce skills such as dependability, teamwork, & communication. Volunteers who exhibit outstanding leadership capabilities are invited to apply for our Teen Advisory Board. Our Teen Advisory Board inspires their peers to achieve common goals in their community. This past fall TAB members led programs for our teens that focused on coding, robotics & software. In addition to teaching their peers, TAB members developed OTTER (Outstanding Teens Taking Extra Responsibility) program, which involves a creative community project that assists local organizations. Since August, there have been over 70 teens participate in three community-oriented projects with more to come. One TAB member shared that "TAB has been an amazing experience that has developed my leadership skills and inspires me to do more things for the community."

The relationship with Moore Public Schools has been strengthened by providing more regular outreach. At Fisher Elementary, Ozobot coding technology and Virtual Reality glasses were introduced to 5th graders and their teachers over the course of several months. Students experiencing the VR glasses could be overheard saying things like, "This is amazing!" "This is great!" Children who experienced the Ozobots were very creative in making paths for it to follow. Some children had the Ozobots spell words. All of the students were so disappointed when our time was up each month. A comment was made, "I can't believe you have these things at the library, I thought you only had books!!". The Media specialist, was very impressed with both the Ozobots and VR glasses, and was thankful that Pioneer shared these STEM technology with the students. Because of the relationship staff have built, she shared that her school has a collection of Spheros that she isn't sure how to incorporate into the curriculum. Staff were able to connect her with Jennifer Fourcade, PLS's Community Engagement Manager, to teach her the ins and outs of this new technology.

Kristen Walker recognized Morgan Jones for her participation with the STEAM Engine and Professor Bayram Saparov.

Lisa Wells recognized Lenore Burdine for years of service on the PLS Board of Trustees. Wells also recognized Cathy Adams for 15 year of service at PLS.

1.04 Public Comments.

There were no 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.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

2.02 Consideration of November 26, 2019, Minutes.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

2.03 Consideration of Annual Maintenance Renewal for SirsiDynix in the amount of \$188,702.03.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

2.04 Consideration of November 30, 2019 Financial Statement.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

2.05 Consideration of December 31, 2019 Financial Statement.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

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

Resolution: Approval to Sell or Dispose of Surplus and/or Obsolete Equipment.

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3. Other Items for Board Consideration.

3.01 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, November 28, 2019 - December 31, 2019.

Approval of Encumbrances in the Amounts and to the Accounts as Charged, November 28, 2019 - December 31, 2019.

Motion by Karen Kinsey, second by Todd Gibson.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

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

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

Motion by Todd Gibson, second by Mary Pointer.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3.03 Consideration to Purchase Seven EnvisionWare Staff Registers in the Amount of \$14,629.96.

Approval of Purchase Seven EnvisionWare Staff Registers in the Amount of \$14,629.96.

Motion by Todd Gibson, second by Brenda Hill.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3.04 Consideration of Installation Fees for Shawnee 24hr Library Canopy in the Amount of \$14,815.00.

Approval of Installations Fees for Shawnee 24hr Library Canopy in the Amount of \$14,815.00.

Motion by Mary Pointer, second by Karen Kinsey.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3.05 Consideration of Review and Recommendation of Audit and Tax Return Services RFP for FY 2019-2020.

Approval of Review and Recommendation of Audit and Tax Return Services RFP for FY 2019-2020.

Motion by Mike Box, second by Todd Gibson.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3.06 Consideration of Review and Recommendation of Compensation Review RFP.

Approval of Compensation Review RFP.

Motion by Todd Gibson, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

3.07 Consideration of Review and Recommendation of PLS Records Retention Policy.

Approval of Review and Recommendation of PLS Records Retention Policy.

Motion by Mary Pointer, second by Brenda Hill.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Brenda Hill, Mike Box, Todd Gibson, Karen Kinsey, Jeannette McNally, Julie Curry, Jenny Goodspeed, Mary Pointer

4. Reports/Updates.

4.01 Quarterly CFO Fund Reports.

Wells discussed the Quarterly CFO Fund Reports.

4.02 Executive Director and Staff Reports.

Wells shared information regarding the tour of the Norman Central Public Library with Congressman Tom Cole.

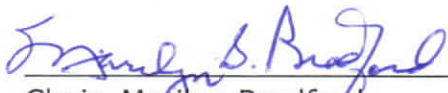
Welke shared information regarding PLS Reads. The new series for 2020 is titled "Continuing the Conversation". The topic chosen this year will be Mental Health.

4.03 Board Comments.

Todd Gibson shared services provided for inmates through the PLS partnership with the Cleveland County Jail system. Gibson mentioned Cleveland County as being identified by the US Department of Mental Health as 1 of 10 locations in the United States and the only jail of the 10 that made the top 4 finalists to receive a site visit. Results will be announced in the coming months. This will help in job skills training and job placement once they leave the facility.

5. Adjournment.

5.01 Adjourned the Meeting at 7:26 pm.



Chair, Marilyn Bradford



Executive Director, Lisa Wells