



**Tuesday, November 30, 2021**

**Regular Meeting of the Pioneer Library System Board of Trustees, 6:30p.m., Newcastle Public Library, 705 N.W. 10th, Newcastle, OK 73065**

**Newcastle Public Library  
705 N.W. 10th  
Newcastle, OK 73065**

**1. Meeting is Called to Order**

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- 1.01 Roll Call.
- 1.02 Introduction of Guests.
- 1.03 Branch Update and Board Recognition.
- 1.04 Public Comments.

**2. Consent Docket**

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- 2.01 Consider Approval of the Consent Items in Accordance with the Recommended Action on Each Listed Below.
- 2.02 Consideration of October 26, 2021, Minutes.
- 2.03 Consideration of October 31, 2021, Financial Statement.
- 2.04 Consideration of 2022 PLS Holiday Schedule.
- 2.05 Consideration of Annual Communico Software License and Maintenance Renewal in the Amount of \$19,500.00.
- 2.06 Consideration of Agreement Between PLS and City of Norman for Library Services, Facilities & Maintenance FY 2021-2022.
- 2.07 Consideration to Purchase Renewal of Adobe Software in the amount of \$22,092.62.
- 2.08 Consideration of Encumbrances to be Paid in December, 2021.
- 2.09 Consideration to Sell or Dispose of Surplus and/or Obsolete Equipment.

**3. Other Items for Board Consideration**

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- 3.01 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, October 28, 2021 - November 30, 2021.
- 3.02 Consideration of Purchase of Laser Cutter Engraving Machine for Norman Central Maker Lab in the Amount of \$24,819.00.
- 3.03 Consideration of Three EnvisionWare Tablet Kiosks (Tablet Checkout Machines) in the Amount of \$39,895.00.
- 3.04 Consideration of Quote for Workers Compensation and Employers Liability Insurance Policy.

**4. Reports/Updates**

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- 4.01 Planning Committee Report
- 4.02 Executive Director and Staff Reports

4.03 Board Comments

4.04 Branch Highlights

## **5. Adjournment**

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5.01 Adjourn the Meeting.

Please indicate your attendance (or inability to attend) to the Executive Director's Office (801-4500 or 801-4511).