

Regular Meeting of the Pioneer Library System Board of Trustees
Purcell Public Library
May 31, 2022

Generated by Janet Armbrister on Wednesday, June 2, 2022

1. Meeting is Called to Order

Chair, Jeannette McNally, called the meeting to order at 6:30 pm.

1.01 Roll Call.

Members present

Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

Members not present

Mary Blankenship Pointer, Mandy Haws, Julie Curry, Jimmy Coleman

Lisa Wells, Executive Director, was in attendance.

1.02 Introduction of Guests.

Kelly Sitzman, Caroline Dulworth, Aiden Street, Ashley Welke, Janice Baily, Doug Buck, Elissa Fox, Becky Pauls, Rebekah Lynam

1.03 Branch Update and Board Recognition.

Rebekah Lynam recognized the Readers at the Lexington Assessment and Reception Center.

Since 2018, Pioneer Library Staff have partnered with the Lexington Assessment and Retention Center to provide services to the men who are incarcerated there. Every other month, library staff lead a book club with an incredibly engaged group of men, and staff work with the facility's principal and education staff to fill book requests that the prison's library cannot accommodate. Beginning in 2020, inmates at LARC have also participated in the PLS Summer Learning Challenge. Inmates track their time reading and report it each week to the principal, who then reports it to PLS to be logged as minutes of learning. In 2021, readers at LARC set a collective goal of reading one million minutes – and they exceed it, logging over 1,160,000 minutes of learning. Their time was an instrumental part of helping PLS reach our overall community goal, and it was a very real and meaningful way for the readers at LARC to contribute to making their community a better place.

The Pioneer Library System Board recognizes the readers at the Lexington Assessment and Retention Center for their contributions to helping meet our mission of inspiring innovation, engagement, and learning in our communities.

1.04 Public Comments.

No public comments received.

2. Consent Docket

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

Resolution: Approval of the Consent Items in Accordance with the Recommended Action on Each Listed Below.

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

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.02 Consideration of May 3, 2022, Meeting Minutes.

Resolution: Approval of May 3, 2022, Meeting Minutes.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.03 Consideration of April 30, 2021, Financial Statement.

Resolution: Approval of April 30, 2021, Financial Statement.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.04 Consideration of Agreement between PLS and City of Moore for Library Services, Facilities & Maintenance FY 2022-2023.

Resolution: Approval of Agreement between PLS and City of Moore for Library Services, Facilities & Maintenance FY 2022-2023.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.05 Consideration of Agreement between PLS and City of Newcastle for Library Services, Facilities & Maintenance FY 2022-2023.

Resolution: Approval of Agreement between PLS and City of Newcastle for Library Services, Facilities & Maintenance FY 2022-2023.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.06 Consideration of Agreement between PLS and City of Purcell for Library Services, Facilities & Maintenance FY 2022-2023.

Resolution: Approval of Agreement between PLS and City of Purcell for Library Services, Facilities & Maintenance FY 2022-2023.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.07 Consideration of Renewal of Police Professional Liability Policy in the Amount of \$12,649.00.

Resolution: Approval of Renewal of Police Professional Liability Policy in the Amount of \$12,649.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.08 Consideration of Renewal of Property, General Liability, and Commercial Auto Insurance in the Amount of \$93,675.00.

Resolution: Approval of Renewal of Property, General Liability, and Commercial Auto Insurance in the Amount of \$93,675.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.09 Consideration of Annual Maintenance for Laptops Anytime in the Amount of \$16,177.50.

Resolution: Approval of annual maintenance for Laptops Anytime in the Amount of \$16,177.50.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.10 Consideration of Annual Maintenance for Envisionware Solutions in the Amount of \$327,520.96.

Resolution: Approval of annual maintenance for Envisionware Solutions in the Amount of \$327,520.96.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.11 Consideration to Purchase 10 Hublet Tablet Kiosks from EnvisionWare in the Amount of \$144,800.00.

Resolution: Approval to Purchase 10 Hublet Tablet Kiosks from EnvisionWare in the Amount of \$144,800.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.12 Consideration to Purchase a LapTops Anytime Kiosk for SOKC in the Amount of \$31,992.50.

Resolution: Approval to Purchase a LapTops Anytime Kiosk for SOKC in the Amount of \$31,992.50.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.13 Consideration of Renewal of Subscription for Newsbank Database in the Amount of \$15,422.00.

Resolution: Approval of Renewal of Subscription for Newsbank Database in the Amount of \$15,422.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.14 Consideration of Renewal of Subscription for Mango Languages Database in the Amount of \$14,875.77.

Resolution: Approval of Renewal of Subscription for Mango Languages Database in the Amount of \$14,875.77.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.15 Consideration of Renewal of Subscription for Britannica Library Database in the Amount of \$8,400.00.

Resolution: Approval of Renewal of Subscription for Britannica Library Database in the amount of \$8,400.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.16 Consideration of Renewal of Subscription for Brainfuse VetNow Database in the Amount of \$5,000.

Resolution: Approval of Renewal of Subscription for Brainfuse VetNow Database in the Amount of \$5,000.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.17 Consideration of Renewal of Subscription for Brainfuse HelpNow and JobNow Database in the Amount of \$27,550.

Resolution: Approval of Renewal of Subscription for Brainfuse HelpNow and JobNow Database in the Amount of \$27,550.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.18 Consideration of Renewal of Subscription for EBSCO Databases in the Amount of \$104,364.00.

Resolution: Approval of Renewal of Subscription for EBSCO Databases in the Amount of \$104,364.00.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.19 Consideration of Renewal of Subscription for Chilton Database in the Amount of \$21,082.04.

Resolution: Approval of Renewal of Subscription for Chilton Database in the Amount of \$21,082.04.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.20 Consideration of Renewal of Subscription to NYT.com for \$5,803.20.

Resolution: Approval of Renewal of Subscription to NYT.com for \$5,803.20.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.21 Consideration of Renewal of Subscription for Fold3 Genealogy Database in the Amount of \$14,848.19.

Resolution: Approval of Renewal of Subscription for Fold3 Genealogy Database in the Amount of \$14,848.19.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.22 Consideration of Renewal of Subscription for Ancestry Genealogy Database in the Amount of \$7,919.03.

Resolution: Approval of Renewal of Subscription for Ancestry Genealogy Database in the Amount of \$7,919.03.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.23 Consideration of Renewal of Subscription for Heritage Quest Genealogy Database in the Amount of \$13,006.56.

Resolution: Approval of Renewal of Subscription for Heritage Quest Genealogy Database in the Amount of \$13,006.56.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.24 Consideration of Renewal of Subscription for Simply Analytics Database in the Amount of \$10,845.

Resolution: Approval of Renewal of Subscription for Simply Analytics Database in the Amount of \$10,845.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.25 Consideration to Approve Agreement with OrangeBoy, Inc. for Library Consulting Services in the Amount of \$84,216.

Resolution: Approval of Agreement with OrangeBoy, Inc. for Library Consulting Services in the Amount of \$84,216.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.26 Consideration of Tyler Media Renewal in the Amount of \$15,326.

Resolution: Approval of Tyler Media Renewal in the Amount of \$15,326.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.27 Consideration to Approve Proposed New Pioneer Library System Foundation Board Member Carlee Jacks.

Resolution: Approval of Proposed New Pioneer Library System Foundation Board Member Carlee Jacks.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.28 Consideration to Approve Proposed New Pioneer Library System Foundation Board Member Amanda Johnson.

Resolution: Approval of Proposed New Pioneer Library System Foundation Board Member Amanda Johnson.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.29 Consideration to Approve Proposed New Pioneer Library System Foundation Board Member Travis Lightsey.

Resolution: Approval of Proposed New Pioneer Library System Foundation Board Member Travis Lightsey.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

2.30 Consideration to Approve Proposed New Pioneer Library System Foundation Board Member Gareth Williams.

Resolution: Approval of Proposed New Pioneer Library System Foundation Board Member Gareth Williams.

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

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

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

Motion by Jonathan Fowler, second by Mike Box.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

3. Other Items for Board Consideration

3.01 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, May 4, 2022 - May 31, 2022.

Approval of Encumbrances, as Presented, in the Amounts and to the Accounts as Charged, May 3, 2022 - May 31, 2022.

Motion by Marilyn Bradford, second by Marissa Lightsey.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

3.02 Consideration of FY 2022-2023 Budget.

Approval of FY 2022-2023 Budget.

Motion by Marilyn Bradford, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicole Carr, Rayven Kirk

3.03 Consideration to Approve EnGo Planet for Solar Bench Foundation and Installation in the Amount of \$29,250.00.

Approval of EnGo Planet for Solar Bench Foundation and Installation in the Amount of \$29,250.00.

Motion by Jonathan Fowler, second by Marissa Lightsey.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicole Carr, Rayven Kirk

3.04 Consideration of Convening in Executive Session for Discussion of the 2021-2022 Executive Director's Annual Evaluation.

Approval of Convening in Executive Session to Discuss the 2021-2022 Executive Director's Annual Evaluation.

Motion by Marilyn Bradford, second by Jonathan Fowler.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicole Carr, Rayven Kirk

4. Executive Session

4.01 Discussion of Executive Director's Annual Performance Evaluation.

5. Other Items for Board Consideration

5.01 Consideration of Resuming Open Session of Meeting Following Executive Session.

Approval to Resume Open Session of Meeting Following Executive Session.

Motion by Marilyn Bradford, second by Nicole Carr.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicole Carr, Rayven Kirk

5.02 Consideration of Minutes of Executive Session.

Approval of Minutes of Executive Session.

Motion by Marilyn Bradford, second by Tara Douglas.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicole Carr, Rayven Kirk

5.03 Consideration of the Executive Director's Annual Performance Evaluation.

Approval of the Executive Director's Annual Performance Evaluation.

Motion by Marilyn Bradford, second by Rayven Kirk.

Final Resolution: Motion Passes

Yes: Marilyn Bradford, Mike Box, Jonathan Fowler, Jeannette McNally, Marissa Lightsey, Philip Nguyen, Tara Douglas, Nicolle Carr, Rayven Kirk

6. Reports/Updates

6.01 Story of the Month.

Rebekah Lynam presented April's Story of the Month from Moore Circulation. Recently, a customer who is deaf came to the library and approached our service desk. He made a writing motion, so they handed the gentleman a piece of paper and a pen. He wrote down that he needed help sending a fax. So, they took a pad of paper, two pens, and headed over to the fax machine with him. The company he was sending the fax to must have been a busy office, as it took around 25-30 minutes to get a positive confirmation from the fax machine. The wait did not matter though, because the customer and staff member were having a wonderful notepad conversation the entire time. They talked about cars, children, jobs. All written. When the fax was done, he thanked them for the conversation and the help with the fax and indicated that he would be returning to the library. Truly, this was a heartwarming moment that made their day!

6.02 Executive Director and Staff Reports.

Lisa Wells shared the branches are kicking off Summer Learning this week. We are looking forward to a variety of programs around our theme of Oceans of Possibilities and the Summer Learning Challenge is off to a good start. Again, this summer the SLC goal is 6 million minutes of learning. If the community goal is met the PLS Foundation will provide books in each of our counties to babies who attend their well-baby visit at either the Cleveland or McClain County Health Departments or the Citizen Potawatomi Nation Clinic.

Ashley Welke shared information regarding the Library Speakers Consortium. Pioneer is joining the Library Speakers Consortium, which will give us access to 2-3 livestreamed author talks every month. All talks will be archived, with most being archived indefinitely. All authors are best-selling with national or international profiles and represent a variety of genres. Author talks will start July 2022.

In July, the following authors will be featured:

- Alka Joshi, *The Henna Artist*. NYT Bestseller and Reese Witherspoon Book Club book.
- David Allen, *Getting Things Done*. NYT Bestseller and one of the world's most influential productivity thinkers.
- Dr. Michelle Harper, *The Beauty in Breaking*. NYT Bestselling memoir from emergency room physician.

Backend/logistics: A branded website will be created, which we will link to from our events calendar. Customers will register through the site and receive email reminders of upcoming events.

Programming ideas: We are looking to feature these titles with existing book groups and are looking to create a virtual book group that will read one of the titles each month.

6.03 Board Comments

Marilyn Bradford thanked Lisa Wells for her service to Pioneer.

7. Adjournment

7.01 Adjourn the Meeting.

Chair, Jeannette McNally, adjourned the meeting at 7:01pm.



Chair, Jeannette McNally



Executive Director, Lisa Wells