



MINUTES

REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY, NORTH BUILDING
CONFERENCE ROOM 313
1107 SOUTH DUCK, STILLWATER, OK 74074
September 25, 2018 | 12:00 NOON
library.stillwater.org

Board Members Present: Cathy Albright, Robin Cornwell, Hugh Crethar, Gary Stanton, Andrea Yough

Board Members Absent: Cara Adney, Wanda Cunningham

Staff Present: Teresa Chaufy, Melody Kellogg

1. CALL MEETING TO ORDER

Cornwell called the meeting to order at 11:55 am.

2. CONSENT DOCKET

*Items listed on the consent docket are routine administrative matters that may be approved by a single vote with or without discussion. **The Library Board will take action at this meeting (including a vote or series of votes) on these items collectively as part of the Consent Docket.***

- a. Minutes: August 28, 2018 Regular Meeting
- b. Stillwater Public Library August 2018 Financial Report
- c. Stillwater Public Library August 2018 Activity Report

Stanton/Albright moved to approve items on the consent docket. The votes were as follows: Albright, yes; Cornwell, yes; Crethar, yes; Stanton, yes; Yough, yes. Motion approved.

3. GENERAL ORDERS

The Library Board will discuss and take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states that no action will be taken.

a. Library Programming (no action on this item)

Kellogg reported on two upcoming events: The Great American Read and the Friends of the Library Book Sale. The Great American Read, "The Invisible Man," will take place on September 27, 6-8pm. The FOL Fall Book Sale will begin on September 27 (members only night) and continue through September 30.

b. Status of grant for "Great American Read: The Invisible Man" (no action on this item)

Kellogg explained a budget amendment for this grant has been completed and turned in to Finance.

c. Status of grant for purchase of additional eMedia (no action on this item)

Kellogg reported the eMedia grant from ODL, \$23,275, has been spent and all requirements except the final report have been completed.

d. Consider approval of Annual Report for the Stillwater Library Trust Board

Board members reviewed and discussed report. Kellogg explained this report needs approval from the Trust Board, Library Board, City Council, and the Friends of the Library Board. Yough/Cornwell moved to approve the Annual Report for the Stillwater Library Trust Board. The votes were as follows: Albright, yes; Cornwell, yes; Crethar, yes; Stanton, yes; Yough, yes. Motion approved.

4. REPORTS FROM OFFICERS & BOARDS

Announcements and remarks about matters of general interest may be made by the Board Members or Director at this time. Items of Library business that may require discussion or action (including a vote or series of votes) are listed below.

a. Miscellaneous items from the Library Director

Kellogg distributed copies of "Stillwater Public Library Director's Report" to board members. She explained this is a report she would like to include in

future board packets. It outlines library programming, staff activities, and director activities.

b. Miscellaneous items from the Library Board

i) Discussion about scheduling items for upcoming meetings

None.

5. QUESTIONS & INQUIRIES

None.

6. ADJOURN

Meeting adjourned at 12:25 pm.

Prepared by: Teresa Chafty, Recording Secretary

Approved by: 
Chair, Stillwater Public Library Board