Guthrie Public Library

Board Minutes

Thursday, July 20, 2017

1. Meeting called to order at 5:28 pm
2. Members present: Suzette Chang, Kate Corbett, Angie Simonton, Melanie Jenkinson, Gary Dickerson, Nikki Kesler
3. Minutes from the previous meeting will be heard at the next scheduled meeting
4. There were no citizens to be heard

Old Business

1. Suzette Chang gave an overview of the ILL Policy to the board members highlighting that the estimated loan cost for shipping will be $3.00, and that this was not a policy when she arrived in Guthrie. She would like the board members to vote on it at the next meeting.
2. Public Relations Committee-the question was brought to the board if we wanted to form one to assist the library with getting news and information out to the community. Nikki and Angie both said that they would be willing to work on forming one and being an assistance to the library. It was mentioned that the library will still get the marketing space in the monthly utility bills that go out to Guthrie residents. The board felt this was a valuable marketing tool.
3. Budget Committee-Suzette provided all members with a detailed spreadsheet of all library expenses and included the budget provided by the City of Guthrie and other revenue. It was explained that the city recently presented a new budget freeze and that the library will be receiving $12,000 less this year. Suzette outlined many different grants and resources they are working to receive, and the overall budget should be fine even with the cut from the city. Kate suggested that we share this budget via email in an Excel spreadsheet.

New Business

1. The board needs a new president and secretary. The motions were made and seconded to have Kate Corbett serve as president and Angie Simonton as secretary.
2. Suzette introduced the new logo for the library. Many thanks to Tapestry Design for the wonderful artwork. The board suggested using the new logo in marketing tools such as stickers.
3. Earthquake Policy-The policy was reviewed and will be voted on at next meeting.
4. Inclement Weather Policy-the policy was reviewed and will be voted on at next meeting. It was mentioned that they also need an Active Shooter Policy.
5. Building Committee-Currently there are 7 library employees and there is not enough space for offices. A pro-bono architect is looking at the building and will be making recommendations. The board felt that we didn’t need to form a committee, but they would like to be kept informed through reports during regularly scheduled meetings.
6. Reciprocal Card with Langston University-Kate will talk with Langston officials about if this is possible.
7. Working Board-What does that look like? How does the board support the library and its employees. Suzette will get us some information on this.
8. Literacy Board-The library has had one in the past, and there is interest in organizing it again. Currently in Logan County we have a 20% functioning illiterate population. Is there a budget to help fund this? Suzette will check into this. She thinks it’s a possibility.
9. Library as a County Library-Logan County has an approximate population of 46,000. Some possible ways to facilitate this would be satellite offices, bookmobiles, etc. This will be tabled until a date is set for a workshop meeting.
10. Grants- The library will receive a USDA grant for approximately $96,000.00. Through the Friends of the Guthrie Public Library, OneGas will award a $30,000.00 plus grant (a matching grant with the City of Guthrie). The purpose of the grant is to support the visually impaired.
11. Next Meeting-We will have a special meeting on September 21st at 5:30pm.
12. Meeting adjourned at 6:49pm.

Minutes faithfully submitted by Angie Simonton, Secretary