

MINUTES
GUTHRIE PUBLIC LIBRARY BOARD SPECIAL MEETING
14 May 2015

Call to order: Craddock called the meeting to order at 5:30 PM.

Call roll and establish a quorum:

Members Present: Linda Craddock x ; Amanda Fortney x , Nikki Kesler x Glenna McNeal x , Verla Raines x

Staff Present: Cynthia O, Director of Library Services; Candy Ford, Assistant Director

Citizens to be heard: None

Approval of minutes from the meetings held 15 January and 23 April 2015: Motion for approval made by McNeal, seconded by Fortney. Motion passed.

Report of the Director of Library Services: The following items were reported to and/or discussed with the Board

- Bookmobile update – Staff has most items in place and plans to move toward implementation of service.
- DVD cases and positioning – Shelving has been moved to facilitate better line of sight; staff will pursue locking DVD cases.
- Surveillance cameras – staff is looking at installing security cameras in key locations in and around the library.

Communications: The following items were reported:

- Summer Reading Program – Summer programs and events have been extended from four to six weeks this year.
- Staff development – staff attended to Oklahoma Library Association annual conference.

Business: The following items were submitted to the Board for discussion and possible action:

- E-rate- Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2015-16. This resolution authorizes filing of the Form 471 application(s) for funding year 2015-16 and the payment of the applicant's share upon approval of funding and receipt of services. McNeal motioned to approve the resolution and Raines seconded. Motion passed.
- General Policy – Discussion, consideration and possible action regarding proposed updates. Fortney motioned to pass the general policy as amended and McNeal seconded. Motion passed.

New Business: No new business.

Adjournment: McNeal motioned to adjourn and Fortney seconded. Craddock adjourned the meeting at 6:24 PM.

Submitted by: _____
Cynthia O, Director of Library Services