

MINUTES
GUTHRIE PUBLIC LIBRARY BOARD SPECIAL MEETING
15 Oct 2015

Call to order: Craddock called the meeting to order at 5:35 PM.

Call roll and establish a quorum:

Members Present: Linda Craddock x ; Amanda Fortney , Nikki Kesler x (at 5:45 pm)
Glenna McNeal x , Verla Raines x
Staff Present: Cynthia O, Director of Library Services

Citizens to be heard: None

Approval of minutes from the meetings held 23 July 2015: Motion for approval made by McNeal. Motion passed.

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

- Staffing – part time positions have been filled and library has a strong team.
- New DVD cases – locking DVD cases were ordered and arrived. Cyndi demonstrated use. Cases will discourage theft and improve accountability for damage.
- Inventory – Staff will conduct complete inventory of library collection in the coming months. First time this has ever been accomplished. Result will be significant clean-up of catalog.
- Long Range Plan – Staff plans to conduct the complete planning process to create a new 5-year plan. Process will begin in January.

Communications: The following items were reported with the request to share the information:

- Let's Talk About It, Oklahoma! Reminder about last two books in the fall session as well as overview of the Spring theme: Crime and Comedy.
- DHS virtual conference – a state-wide conference for grandparents raising grandchildren will be held on 26 October from 9:30 am – 12 pm. Cyndi will forward digital copy of flier for board members to pass to interested parties.
- New catalog and website- details about new resources discussed. Board members encouraged to explore.
- Health Literacy Grant- Guthrie Public Library was awarded \$4000 grant to conduct health literacy programming.

Business: None.

New Business: None.

Adjournment: Craddock adjourned the meeting at 6:06 PM.

Submitted by: _____
Cynthia O, Director of Library Services