

Minutes  
Oklahoma Department of Libraries  
ODL Board of Directors  
December 14, 2018  
10:00 a.m.  
South Conference Room

Chairman Phil Moss called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Robert Dace, Lee Denney, Phil Moss, Annabeth Robin, Mary Shannon, Cynthia Vogel, and Susan McVey, Secretary. Absent: Jana Barker.

Guests and staff members present: Doug Amos, Connie Armstrong, Joe Ashbaker from the Office of the Oklahoma Attorney General, Christine Chen, Jan Davis, Kristi Howes, Marcia Hull, Holly LaBossiere, Anne Masters, Vicki Mohr, Cindy Mooney, Wendy Noerdlinger, Vicki Sullivan, Fara Taylor, Judy Tirey, Cathy Van Hoy, Bill Struby and Bill Young.

In conformity with the Oklahoma Open Meeting Act, advance notice of the 2018 regularly scheduled meetings was transmitted to the Oklahoma Secretary of State in December, 2017, and public notice of this meeting, together with the agenda, was posted on December 3, 2018 at 1:21 p.m. in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 NE 18th Street, Oklahoma City.

Chairman Moss asked for consideration of the minutes for the August 10, 2018 board meeting. Vogel moved to approve the minutes, seconded by Shannon. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Jana Barker absent. The motion passed and the minutes were approved.

Director's Report and Division Activity Reports

Susan McVey asked Connie Armstrong, Vicki Mohr, and Fara Taylor to come up and talk about the Inaugural Oklahoma Book Festival held in October. The festival attracted between 2,500 and 3,000 participants, exceeding the planners' estimate for a first-time event. The festival featured 58 authors, 30 author programs, eight entertainers, seven food trucks, and 20 vendors. Taylor reported 925 books were sold at the festival and that 18 of the authors were on the Oklahoma Best Seller's lists in the weeks following the event.

Mohr said \$217,000 was spent to put on the festival, which included more than \$90,000 in private donations. The rest of the expense was covered by federal IMLS funds from FY2017 and FY2018 allotments. The federal dollars also helped fund extensive advertising.

Taylor said more than 12,000 people had viewed 154,000 pages on the festival website. The Facebook event page reached 141,100 people and had 5,400 responses; 1,500 tickets were recorded on the event page. The festival's Twitter account showed 649,000 impressions. There were more than 54,000 Google Search Views.

Armstrong said the Kirkpatrick and Sarkeys foundations have expressed interest in contributing to the 2019 Oklahoma Book Festival, which will be held September 21 in the Boathouse District. Both Armstrong and Mohr attended a dinner hosted by the Kirkpatrick Foundation following the festival. Three authors attending the dinner gave the book festival high marks.

Dace was a volunteer at the festival and he said he was “blown away” by how good it was, especially for a first-time event. He said it was wonderful hearing the authors talk about their works and the writing process.

Denney attended the festival with her grandchildren and was impressed by the presentations by the children’s and young adult authors, which included former Governor Frank Keating.

Shannon commented on the individual office reports and said she was impressed by the breadth and depth of what ODL does.

There were no public comments.

#### Consideration and possible vote on ODL Board meeting schedule for 2019

Chairman Moss presented the proposed ODL board meeting schedule for 2019. The March 15<sup>th</sup> meeting will be held in conjunction with the Oklahoma Library Association Annual Conference in Norman. Denney moved to approve, seconded by Vogel. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent.

#### Discussion of proposed changes to ODL Administrative rules and discussion of timeline

McVey shared the proposed Administrative Rule changes that ODL will submit to the governor and the agency’s cabinet secretary. One change would bring the rules related to the Oklahoma Publications Clearinghouse in line with revised state statutes. Another proposed change addresses rules governing State Aid Grants to Public Libraries, which would establish the ODL Board as an appeal board in the agency’s execution of these grants. If approved by the Governor and cabinet secretary, the agency would hold a public hearing on the proposed changes, and then ask the ODL Board to vote to recommend changes to the legislature.

#### Consideration and possible vote on selected federal Library Services and Technology Act grants for FFY2018

The board considered LSTA projects for use of FY2018. McVey said it’s not unusual to have leftover federal funds that need to be repurposed during a fiscal year. Such is the case with the FY2018 funds that are proposed for a continuation of the Images of Oklahoma project. Jan Davis said this project has been popular and important to communities that are working to preserve their historical materials and to more easily share them with the public. There remain many needs in communities across the state. An example is the Old Greer County Museum in Mangum, which has an extensive collection of glass negatives that could be evaluated for a digitization project related to community history.

Chairman Moss asked for consideration and approval on proposed LSTA projects for FFY2018 funds. Denny moved to approve, seconded by Vogel. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to approve proposed FFY2018 LSTA projects.

#### Consideration and possible vote on selected federal Library Services and Technology Act grants for FFY2019

In presenting the proposed FY2019 LSTA projects, McVey noted that there has been a 7.5% reduction in federal funds due to past state budget cuts and the impact on ODL’s federal Maintenance of Effort. The agency will receive a 10% reduction in next year’s federal LSTA

grant. To accommodate the drop, McVey said ODL will not be renewing the statewide subscription of Britannica School for elementary and middle school students. She said the subscription is not being used at high enough levels to justify the expense, and that the EBSCO statewide subscription already provides resources for these students.

Chairman Moss asked for consideration and approval on proposed LSTA projects for FFY2019 funds. Shannon moved to approve, seconded by Vogel. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to approve proposed FFY2019 LSTA projects.

#### Consideration and possible vote on formula for State Aid to public libraries

McVey presented the proposed State Aid Formula for SFY2019 and the spreadsheet of State Aid payments to each qualifying library and library system under the formula. She also shared a pie chart showing how Oklahoma libraries spent their State Aid during the last year. ODL Administration recommended the board limit initial State Aid payments to 90% of the estimated payments in case there is a budget reduction during the year. Since ODL must spread the payments out throughout the year, this would prevent some libraries from having to bear the brunt of any reduction.

Chairman Moss asked for a motion that the board approve the proposed State Aid formula and to limit initial payment to 90% of the estimate. Dace moved to approve, seconded by Shannon. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to approve the formula for State Aid FY2019.

#### Proposed executive session pursuant to 25 O.S. 307 (B) (1) to discuss the hiring or appointment of the Director and possible interview of a candidate.

Chairman Moss asked for a motion to go into executive session to discuss proposal from search committee on the employment of the Director. Denny moved to approve, seconded by Vogel. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to go into executive session.

#### Vote to return to open session; possible Board action on matters discussed executive session

Chairman Moss submitted a motion to return to open session. Vogel seconded the motion. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to return to open session.

Chairman Moss asked for a motion to select Melody Kellogg as the Director of the Oklahoma Department of Libraries effective February 4, 2019. Denny moved to select Melody Kellogg as the Director of ODL with the annual salary of \$96,000, effective February 4, 2019. Shannon seconded the motion. Votes were as follows: Dace, yes; Denney, yes; Moss, yes; Robin, yes; Shannon, yes; Vogel, yes; and Barker, absent. The motion passed to select Melody Kellogg as Director of ODL.

The next ODL Board meeting is scheduled for March 15, 2019 at 10:00 a.m. located at the Embassy Suites, 501 Conference Drive, Norman, Oklahoma 73069. Held in conjunction with the Oklahoma Library Association Annual Conference.

  
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Melody A. Kellogg, Secretary