ROLL CALL
Charity Stirling, Pres. present (City of Kansas)
Fran Bewley present (City of Sallisaw)
Dana Chouteau present (City of Grove)
Mike Donahue present (City of Ft. Gibson)
Kaley Evans present (City of Haskell)
Chloe Frooninckx absent (City of Jay)
Maxine Glory absent (Cherokee County)
Doug Harvell present (City of Muldrow)
Peggy Hladik present (McIntosh County)
Brenda Madden present (City of Stilwell)
Janelle McKnight present (City of Eufaula)
Dwight Phillips present (Sequoyah County)
Margaret Rigney absent (City of Checotah)
Gary Walker present (Delaware County)
Rozena Weaver present (City of Westville)
Dale Wiggins present (City of Warner)
Vacant (City of Hulbert)
Vacant (Adair County)
Vacant (Muskogee County)

OTHERS PRESENT
Mary Moroney, Exec. Director
Amanda Spaulding, Business Mgr.
James Williamson, I.T. Coordinator
Jessica Conley, Muskogee Br. Mgr.
April Costner, Muskogee Adult Services
Holly Hughes, Haskell/Warner Shared Br. Mgr.
Cathy Spaulding, Muskogee Phoenix
Melody Kellogg, Director
Oklahoma Department of Libraries
1. **Welcome and Roll Call**
Brenda Madden was introduced as the new Board member for Stilwell.
Jessica Conley introduced April Costner as the new Adult Services Librarian at the Muskogee Public Library.

2. **Open Forum – 3-minute limitation per speaker – 9 minutes per topic**

3. **Minutes – September 24, 2019**
Hladik moved to approve the minutes. Evans seconded the motion.
Ayes: Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins.
Nays: None.
Motion passed.

Stirling and Bewely arrived at 1:07. Stirling assumed leadership of the meeting.

4. **Financial Report September, October, 2019**
Spaulding reviewed the Statement of Revenues and Expenditures. Chouteau moved to accept the report. Wiggins seconded the motion.
Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

5. **Strategic Plan 2020-2023**
   A. **Information, Learning and Entertainment**
      1. **Circulation Committee – Permission to increase Out of District Borrowers fee from $10 to $30**
Moroney said the Out of District fee hadn’t been raised for at least 15 years. She explained that tax-paying citizens of the System pay more for library services than out of district borrowers. She said the Circulation Committee felt that the fee should be increased. The System currently has about 250 out of district borrowers. Hladik moved to increase the Out of District Borrowers fee to $30 per person, per year. Walker seconded the motion.
Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

      2. **Standardize Staff training – approve March 31, 2020 for annual Staff Development Day**
Moroney told the Board that the annual Staff Day was being planned to meet at Shangri-La in Delaware County. She said the CEO for Shangri-La was going to speak as well as the President of the Grove Chamber of Commerce. Chouteau moved to close all branches for the March 31, 2020 Staff Development Day at Shangri-La. Bewley seconded the motion.
Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

   B. **Fiscal Sustainability**
      1. **Improve System-wide funding**
         a. **Approve increase in Salary Scale** – Moroney asked to have the entire pay
scale increased by 4.75%. She said the Cherokee Nation had recently raised their minimum wage to $11.00 and the System needed to stay competitive with other local employers. Walker moved to approve the increase in the Wage Scale. Evans seconded the motion.

Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

b. Approve FY20 Budget – Moroney reviewed the budget worksheets with the Board. She said there was no money in the Equipment category, but that there were reserves in place if an emergency occurred and something had to be replaced. Phillips moved to approve the FY20 Budget. Hladik seconded the motion.

Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

C. Community Collaboration

1. Expand Library awareness in the community

a. Approve name change – Moroney referenced the Strategic Plan and the goal to raise awareness of the libraries in the communities. She said the Marketing committee wanted to create a new logo and Eastern Oklahoma District Library System was a mouthful and hard to put in a logo. They recommended changing the name of the System and removing the word District. Evans moved to change the name of the library system to the Eastern Oklahoma Library System. Cotton seconded the motion.

Ayes: Bewley, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

Chouteau stepped out of the meeting

b. Approve new logo and guidelines – Moroney discussed the new logo and the guidelines for using it consistently and uniformly through-out the System. Wiggins moved to approve the new logo and guidelines. Chouteau seconded the motion.

Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

D. Welcoming, Safe and Versatile Spaces

1. Declare Surplus Equipment

In order to create Welcoming, Safe Spaces, unused, broken equipment needed to be removed. Moroney asked the board to declare the list of equipment surplus so it could go through a silent auction and be removed from the inventory list and the branches.

Phillips moved to approve the list. Hladik seconded the motion.

Ayes: Bewley, Chouteau, Cotton, Donahue, Evans, Hladik, Madden, McKnight, Phillips, Walker, Weaver, Wiggins and Stirling.
Nays: None.
Motion passed.

2. Safety committee update

Spaulding, who chairs the Safety committee, told the Board that about half of the branches had been toured and suggestions were given to make each library safer. She said Emergency Handbooks were created for each branch.
Moroney thanked the board members for attending the meeting and wished them a Happy Thanksgiving, Merry Christmas and Happy New Year!

**ADJOURNMENT**
As there was no further business, the Board adjourned at 1:50 p.m.

The next regularly scheduled Board Meeting will be January 28, 2020 at the Support Services building – 14 E. Shawnee in Muskogee.