

Minutes  
Oklahoma Department of Libraries  
ODL Board of Directors  
June 10, 2022  
10:00 a.m.

South Conference Room and Via Zoom:

<https://zoom.us/j/92804145403> Meeting ID: 928 0414 5403

Chair Vogel called the meeting to order at 10:00 a.m. and asked for roll call. Board members present: Lee Denney, Vice Chair Annabeth Robin, James Robison, Ronda Smith, Chair Cynthia Vogel, and Melody Kellogg, Secretary. Board members absent: Robert Dace and Steve Gray.

Guests and staff members present: Connie Armstrong, Holly LaBossiere, Sadie Bruce, Christine Chen, Natalie Currie, Jan Davis, Kristen Ferate, Jennifer Green, Marcia Hull, Jackie Kropp, Tara McCleod, Tim Miller, Cindy Mooney, John Settle from the Office of Attorney General, and Cathy Van Hoy.

In conformity with the Oklahoma Open Meeting Act, advance notice of the June 10, 2022, meeting was transmitted to the Oklahoma Secretary of State on December 14, 2021. Public notice of this meeting, together with the agenda, was posted June 6, 2022, at 9:11 a.m. on the Oklahoma Department of Libraries website and in prominent public view on the glass exterior walls of the Allen Wright Memorial Library Building, 200 N.E. 18 Street, Oklahoma City.

**Consider approval of minutes from special ODL Board Meeting held April 8, 2022**

Chair Vogel asked for consideration of the minutes for the April 8, 2022, board meeting, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed and the minutes were approved.

**Consider acceptance of SFY 2022 Financial Reports**

Chair Vogel made a motion to accept the Expenditure Report through May 31, 2022, seconded by Robin. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

Chair Vogel made a motion to accept the Budget to Actual Report through May 31, 2022, seconded by Denney. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

Chair Vogel made a motion to accept the Cost Variance Report through May 31, 2022, seconded by Smith. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Review of budget for carry over funds form SFY 2021**

Kellogg mention ODL has thirty months from the time the budget was appropriated.

**Library Services and Technology Act, consider acceptance of status report for FFY 2021 projects**

Kellogg said the Federal Grants Officer, Tara McCleod, monitors funds closely for LSTA. Even though the report shows \$25,000, there are several projects completed or near completion that have money left over which ODL will need to reallocate these funds.

Chair Vogel made a motion to consider acceptance of the LSTA status report for FFY 2021 projects, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Library Services and Technology Act, consider acceptance of status report for FFY 2022 projects**

McCleod said ODL had just started spending these funds, which expire in September 2023. Kellogg reminded the Board that the agency manages five fiscal years at one time. McCleod offered that the main difference between FFY 2021 and FFY 2022 is the large increase in the Databases Project, which includes the job seeker/online homework help database that is being started with ARPA funding and will be continued with LSTA funding in the future.

Chair Vogel made a motion to consider acceptance of the LSTA status report for FFY 2022 projects, seconded by Robin. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Library Services and Technology Act, discussion and possible action on the Five-Year Plan for FFY 2023-2027**

McCleod explained to continue to get the funds from the Institute of Museum and Library Services, ODL is required to do a five-year plan and five-year evaluation. Our three goals are to enable access to information, strengthen libraries, and help build thriving communities. The goals follow current projects. Robin said this is a good approach to support libraries in general. Robin said it's a good framework. Currie said we realize this is not a perfect plan, but it's absolutely a working plan. We took a slightly different approach this year by not only focusing on the federal funds but also our state appropriations.

Chair Vogel made a motion to consider acceptance of the LSTA discussion and possible action on the Five-Year Plan for FFY 2023-2027, seconded by Denney. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Presentation on Certification Program (Public Library Academy), a program managed in coordination with the Oklahoma Library Association**

Library Consultant Sadie Bruce introduced Public Library Academy which has been incredibly flexible offering multiple sessions in person and online. Certification picked up significantly with the return of the full Academy offering. There are currently 726 actively certified library staff.

**Consider approval to extend Misty Crider's appointment to serve an additional year on the Continuing Education Certification Board with a term to expire December 31, 2022.**

Kellogg explained due to Covid, the board has been relatively inactive for the past two years. Crider's original term was scheduled to expire December 31, 2021.

Chair Vogel made a motion to consider approval to extend Misty Crider's appointment to serve an additional year on the Continuing Education Certification Board with a term to expire December 31, 2022, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Consideration of and possible action on proposal for Oklahoma Book Festival to be funded partly with FFY21 and FFY22 LSTA allotments**

Director of the Oklahoma Center for the Book, Connie Armstrong, announced the return of the Oklahoma Book Festival. The Oklahoma Book Festival was first held on October 20, 2018, at the OKC Boathouse District. Fifty-eight authors, poets and illustrators were on hand to meet with over 2,500 attendees. In 2019, the festival continued with 110 authors, poets, and illustrators and over 3,000 attendees. The Oklahoma Book Festival was cancelled in 2020 and 2021 due to the COVID-19 pandemic. Adding the book festival to the list of approved projects for FFY 21 and FFY 22 will provide funding needed for planning efforts. Armstrong will write a \$100,000 grant from the National Endowment for the Arts (NEA) to host the Oklahoma Book Festival. The Friends of the Oklahoma Center for the Book (FOCB) has pledged \$100,000 to this project. Vogel asked how much is being requested of LSTA funds. McCleod said \$10,000 has been budgeted for each year.

Denney made a motion to consider approval of the proposal for Oklahoma Book Festival to be funded partly with FFY 21 and FFY22 LSTA allotments, seconded by Chair Vogel. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**American Rescue Plan Act projects and updates**

McCleod said ODL applied for extensions to December 2022, and we are on track to have funds spent.

**Consideration of and possible action on proposal for the Professional Development Project using American Rescue Plan Act Funds**

Administrative Archivist Jan Davis shared the Professional Development Project that will allow using ARPA funds. While we anticipate using webinars and conferences not planned by ODL directly, we may use the project funds to create workshops if a need is identified. This project meets the spending priorities of the ARPA funds by providing opportunities to receive training and materials that assist in pandemic response or support the workforce development, education and health needs of their communities. The project will be offered in two rounds with all funds expended by November 30, 2022. No funds will be provided directly to organizations but rather to publishers or conference providers.

Chair Vogel made a motion to consider approval of the proposal for the Professional Development Project using American Rescue Plan Act Funds, seconded by Robin. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Director's Report**

Kellogg welcomed new board member Kristen Ferate who will be replacing Chair Cynthia Vogel.

Kellogg introduced three guests: Tim Miller, Executive Director of Western Plains Library System, Holly LaBossiere, Library Director of the Ponca City Library, and Marcia Hull, Technical Services Librarian at Ponca City Library. We appreciate your interest in the ODL board meeting.

Kellogg shared a draft audit report from the State Auditor during the period January 1, 2018, through June 30, 2020.

Currie said staff member at Human Capital Management Compensation and Classification division of Oklahoma Management and Enterprise Services is confident to have the classification and compensation study completed by August with results ready for the September boarding meeting if ODL job descriptions

are received before June 22. It will be included in ODL's FY 2024 budget request.

Kellogg presented a certificate and service commemorative pin recognizing Jan Davis for twenty years of service. Kellogg congratulated Bill Young for his thirty-five years of service and announced he will retire October 1, 2022.

**Consideration and possible action on Resolution of Appreciation for Cynthia Vogel's service on the Oklahoma Department of Libraries' Board**

Denney made a motion to consider acceptance of the Resolution of Appreciation for Cynthia Vogel's service on the Oklahoma Department of Libraries' Board, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Consideration and possible action on Resolution of Appreciation for Annabeth Robin's service on the Oklahoma Department of Libraries' Board**

Denney made a motion to consider acceptance of the Resolution of Appreciation for Annabeth Robin's service on the Oklahoma Department of Libraries' Board, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**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**

Chair Vogel made a motion to move to executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing hiring or appointment of the Director and possible interview of a candidate, seconded by Robin. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

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

Chair Vogel made a motion to return to regular session, seconded by Robison. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

**Consideration and possible action on appointment of Currie to the position of Interim Director to serve from June 11, 2022, until a new Director begins employment with the agency**

Denney announced due to the language on the June 10, 2022, agenda, Currie will be announced as the Director of ODL at the September 23, 2022, meeting.

**Consideration and possible action on the Nominating Committee's recommendation for the ODL Board Officers for 2022-2023**

Chair Vogel made a motion to nominate Denney as Chair and Dace as Vice Chair, seconded by Robin. Votes were as follows: Dace, absent; Denney, yes; Gray, absent; Robin, yes; Robison, yes; Smith, yes; Chair Vogel, yes. The motion passed.

Chair Vogel stated that there was no additional business and made a motion to adjourn the meeting.

The next ODL Board meeting is scheduled for September 23, 2022, at 10:00 a.m. It will be held in Cushing Public Library, 215 N Steel Ave, Cushing Oklahoma.

---

Natalie Currie, Secretary