

**Bartlett-Carnegie
Sapulpa Public Library
Library Board Minutes**

Library Board Minutes

February 25, 2016

Board Meeting Date and Location: February 25, 2016 11:00 a.m. Board Room

- I. The regular meeting for the Library Board members was called to order. Roll call was done and a quorum was met.
- II. A review was done of the minutes from the last meeting. A motion was made by Clarence Barten to approve the minutes, and was seconded by Sheri Ishmael Waldrop.
- III. Public comments: The purpose of the public comments section of the agenda is for members of the public to speak to the Library Board on any subject not scheduled on the regular agenda. The Library Board shall make no decision or action, except to direct the Library Director to take action, or to schedule the matter for Library Board discussion at a later date. **Those addressing the Library Board are requested to state their names and place of residence. Time allotted to each speaker will be 5 minutes. Maximum time for public comments will be 15 minutes.**
- IV. Committee Reports.
- V. Correspondence and/or Expense Reports. There was no correspondence. Expenses were reviewed in line-by-line item form. Expenses were broken down as to how it applied to Library services for Sapulpa Public Library.
- VI. New/Old Business.
 - A. Projects:
 1. It was reported that the Library board meeting dates need to be reviewed and approved for this year and sent into City Hall.
 2. The library five year plan needs to be reviewed and approved.
 - B. New or Existing Grants:
 1. There was a discussion about Karen Skaggs receiving a grant from the Public Library Association Conference April 5-8, 2016 in Denver, Colorado.
 2. The other staff member did not receive the grant due to receiving too many grants from other sources in the past.
- VII. Librarian's Report & Issues or Concerns:
 - A. City Hall is currently under a budget and hiring freeze.
 - B. The Library will be closed on March 30th, 31st, and April 1st due to staff being in attendance at the Oklahoma Library Association Conference.
 - C. The Friends of the Library are doing a Cookbook fundraiser and ends April 1st. Recipes can be brought in or emailed to SapulpaLibrary@cityofsapulpa.net.
- VIII. Adjournment. The next meeting will be Thursday, March 24, 2016 at 11:00 am. A motion was made by Sheri Ishmael Waldrop to adjourn and John Brock seconded it.