

MINUTES
TULSA CITY-COUNTY LIBRARY COMMISSION
Thursday, July 21, 2011

Central Library
400 Civic Center, 4th floor conference room
Tulsa, OK 74103

Present:

Sally Frasier
Rebecca Marks
Charles O. Meyers, Jr.
Judy Randle
Cindy Vogel
Richard D. White, Jr.
La Verne Ford Wimberly, Ed.D.

Absent:

R. Kyle Alderson
Mayor Bartlett
Commissioner Perry

Also Attending:

Gary Shaffer, *CEO*
Laurie Sundborg, *COO*
Gail Morris, *Finance Director*
Monica Hamilton, *City of Tulsa Rep*
Karen Keith, *County Commissioner*
Julie Minor, *INCOG Econ. Dev.*
Doug Mann, *Attorney-at-Law*
Kathie Coyle, *Tulsa Lib. Trust Pres.*

- 1) The meeting was called to order at 12:00 p.m. by Chairman Wimberly, noting that a quorum was present.
- 2) Minutes from the June 16, 2011 regular meeting were presented. A motion was made by Mr. Meyers, seconded by Mrs. Frasier, to approve the June 16, 2011 minutes as submitted. The motion carried.

yeas – Frasier, Marks, Meyers, Randle, Vogel, White, Wimberly
noes – none
abstained – none
- 3) Mr. Shaffer gave the Chief Executive Officer's report highlighting the events and activities held during the month of July. He shared that public comment is going to be incorporated into future library commission meetings. It will be a formalized process. He also gave a visual presentation of the change to the TCCL web page, including Wowbrary, the TCCL Facebook page, and the new TCCL phone app available currently for most smart-phones. The app will be available on Apple iPhones and I pads sometime in the next month. Gary announced that Larry Bartley applied for and was granted funds for Google for non-profits program. It is for free Adword advertising. TCCL will receive free Google Adwords to assist in promotion of the library's services. Gary emphasized that TCCL wants to be front and center and it's all about getting TCCL's name out there. (a copy of the Staff Report is attached).
- 4) Chairman Wimberly reported she was officially appointing Rebecca Marks, Charles O. Meyers, Jr., and Sally Frasier to a nominating committee to have a slate of officers for 2011-2012 that will be presented at the August 2011 Library Commission meeting. Rebecca Marks will serve as the chair of the Nominating Committee...
- 5) Ms. Vogel gave the Budget and Finance Committee report.
 - a) Ms. Vogel reported that revenues came in over projections at fiscal year end. The bulk of the overages were from ad valorem tax collections, though future collections are projected to fall 2% in the next few years. Utilities exceeded budget projections by less than 2% and operational expenditures came in almost 7% below budget expectations. Again staff was applauded for their continued fiscal restraint in their use of taxpayer dollars.

c) Photocopier Charges, Policy Manual Appendix Change

As a report, the library is preparing to replace all of its public computers over a period of the next three – four months. With this deployment of hardware, a new public PC management system with printer control features will be adopted – The system is commonly referred to as SAM. A change in the practice of permitting printing of the first five copies at no charge is being made. The current charge of 10 cents per copy will not change at this time. This changeover will take place at individual branches according to the hardware deployment schedule and customers will be notified as the PCs are replaced at their location. This information is listed in the Policy Manual Appendix and does not require any action by the library commission.

d) Central Library Parking Lot Fees Discussion

The Central Library parking lot is used not only by library customers but by people using other downtown services such as the Tulsa County Courthouse, the Federal Courthouse, attending events at the BOK Center and Convention Center, and other downtown business locations. Not wanting to penalize library customers by increasing their parking rates, TCCL will increase the hourly rates for non-library parkers to achieve parity with the current rates charged by other parking locations in the vicinity. Recommendation was to increase the non-library parking rates beginning with \$3 for the first half hour rising incrementally to \$20 for an 8 hour period. This change will take effect by Sept. 1, 2011 and parking lot users will be notified of the change ahead of implementation. Although no huge increase in parking lot income is anticipated, this change will free-up more parking available for library customers due to this increased cost for non-library users.

10) New Business

Chairman Wimberly acknowledged the presence of Kathie Coyle – Trust Board President and TCCL's attorney Mr. Doug Mann and thanked them for attending.

The next Regular Meeting of the Tulsa City-County Library Commission will be at **12:00 noon**, on **THURSDAY, August 18, 2011**, at the **Central Library** in the 4th floor David McCullough conference room.

The meeting was adjourned at 12:51 p.m.

Respectfully submitted,

La Verne Ford Wimberly, Chairman

The final agenda was posted at the Central Library and on the Tulsa City-County Library Web page on Tuesday, July 19, 2011 and a meeting notice with the City and County Clerks, at the Central Library, and on the Library web page announcing the meeting on July 8, 2011.