

SHIAWASSEE DISTRICT LIBRARY BOARD  
REGULAR MEETING  
MINUTES  
FEBRUARY 27, 2019

PRESENT: ROSEMARY SCHULTZ, PRESIDENT  
ROBIN FREDRICK, VICE PRESIDENT  
JOAN AUE, SECRETARY  
DENICE GRACE, TREASURER  
CINDY GARBER

EXCUSED: ELAINE KUCHAR  
ROBERT TEICH, JR.

ABSENT:

STAFF PRESENT: MARGARET BENTLEY, NANCY FOLARON, JODI FOX, STEVEN FLAYER

Schultz called the meeting to order at 7 p.m.

Approval of the Agenda: Grace moved to accept the agenda with the addition of *Durand Express* (item 8-2); seconded by Aue; motion carried.

Minutes: Grace moved to approve the January minutes as written; seconded by Frederick; motion carried.

Citizen's Comments: None.

Financial Report: Flayer reported that 28% of the anticipated revenue has been collected and 13% of expenditures. Flayer reported that MMRMA has issued a rebate, lowering this year's insurance and bonds costs to \$2,800. Aue moved to approve the financial report; seconded by Garber; motion carried.

Director's Report: Flayer reported that people will be expected to fill out their census forms online and will be directed to libraries for help. There have been no major maintenance problems lately. Aue moved to accept the director's report; seconded by Grace; motion carried.

Correspondence:

Publicity was passed around for board members to read.

Decisions:

FOIA Policy Update: Last year's state legislature updated the FOIA requirements. Among the changes are that requesters must now provide complete name, address, and contact information. Provisions were also made for e-mailed requests which ended up in spam folders, and deposits for some requests. Foster-Swift has updated the library's policy to comply with the new changes; a resolution was provided for the board. Garber moved to accept the attorney's resolution; seconded by Aue; motion carried unanimously.

Durand Express: The Oklahoma Department of Corrections has raised the rate for digitizing microfilm from 25 cents per page to 50 cents per page. They have offered to let us have the original price; there are 40 reels of microfilm (an estimated 33,000 images). The Durand Friends are willing to contribute \$1,000 to the project. Aue moved

to proceed with digitizing the Durand Express with the Oklahoma Department of Corrections; seconded by Garber; motion carried unanimously.

Discussion:

None.

Reports, Announcements:

*Argus* Digitization: Due to the condition of the microfilm which was digitized a number of years ago, problems have developed with the OCR indexing of the *Argus*. Flayer has talked to Tom Campbell and contacted the person at the Bentley Historical Library who was supposedly working on digitizing the *Argus-Press*. The Bentley Library has no plans to digitize the *Argus-Press*. From 2005-2018 is available in PDF format from the *Argus*. Flayer is going to ask for 2005-2018 from Tom Campbell to send in for OCR, and then ask the Bentley to borrow their microfilm if it is in better shape.

Citizen's Comments/Board Open Discussion: Garber asked about patrons being allowed to check out with a driver's license rather than a library card.

Flayer asked for any board members available to meet him for a First Book picture at the District Courthouse.

Adjourn: Grace moved to adjourn at 7:49 p.m.; seconded by Frederick; motion carried.

Joan Aue  
Board Secretary

Attachments:

Attachments to Original Only: