

Alva Public Library

504 7th Street, Alva, OK (580) 327-1833

The Alva Public Library Board met on February 4th, 2019 in the Share Conference Room at the Alva Public Library. Members present were: Chairman Mrs. Lynn Wilt, Ms. Linda Joseph, Mrs. Patti Harkin, and Mr. Len Reed. Dr. David Kovarovic, Ms. Marilyn Clyne and Council Representative Chris Eckhardt were unable to attend the meeting. The meeting was called to order by Chairman Lynn Wilt. Council Member Reed made a motion that the January 7th, 2019 minutes be approved. The motion was seconded by Mrs. Harkin. Those voting in favor of the motion: Mrs. Harkin, Ms. Joseph, Mr. Reed and Chairman Wilt.

Library data and Financial Report

The library data and financial reports were presented by Library Director Sandra Ott-Hamilton. The board reviewed the financial statement. The statistical report showed a slight increase in circulation. Twenty two meetings were held at the library during the month and 17 new library accounts were added. Two hundred and two items were added to the collection

In January 837 e-books/audiobooks/magazines were downloaded. 1689 physical items were checked out from the library resulting in a total of 2526 items checked out for the month. The demand for Internet access through the library remains strong with statistics showing that the Internet was logged into 957 times during the month.

Council Report

City Council Representative Eckhardt was unable to attend the meeting as he was out of town.

Library Report

Director Ott-Hamilton informed the Board that the 471 Form had been filed to qualify for E-rate funding which pays for the Internet Service. This year the library had the option to file an extension for continuation of service. The determination was made that the service provided last year by Pioneer had met the needs of the library and that no updates were needed. The extension allowed the library to continue on with the existing contract and service.

The Alva Public Library will be hosting a 6 week Financial Fitness available free of charge to the public. The program is funded through a grant and the Career Tech is partnering with the library to present the program. The plan is to offer the workshop on a regular

basis and other versions of the workshop can be used to provide specific programs to teen and senior audiences. The program is planned to start on March 25th and sign-up will be required.

The Friends of the Alva Public Library will hold the Chocolate Fantasy on Thursday April 4th. More information will be available at next month's meeting.

The library has purchased two new vacuums to replace broken equipment. One unit will be used in the downstairs youth library and the newly carpeted auditorium. The vacuum will be available for groups using the auditorium to use according to the guidelines in the meeting room policy. The library has also purchased five chairs for the recently renovated Genealogy Room. The Genealogy group will be helping with the cost of the new furniture. The library is purchasing a new short-throw projector for the auditorium. The new unit will replace aging technology. An added benefit is cabling and cords will not have to be on the floor preventing any trip hazards and a more efficient use of the space.

The library will need to replace around one half of the computers before January 2020 as all of the computers will have to be upgraded to Windows 10 due to the fact that support will no longer be available. The oldest computers in the library will not be able to be upgraded and will have to be replaced. Director Ott-Hamilton plans to replace approximately four of the computers this budget year and the remaining 4 or 5 next fall.

The large air-conditioning unit on the roof of the library cannot be repaired. The plan is to replace it with a slightly larger unit in hopes the additional air flow will make the upstairs a more usable area in the summer. The air-conditioning unit that cools the basement and youth area was only working at 33 percent in the fall so it will also need to be replaced. Money is available in the maintenance fund to make the purchases but the decision was made to wait until this spring in case the furnace units have any problems.

The Board Members were given the guidelines that were developed for having a Brown Bag Lunch Area in the library. The area will only be open from 11:00am to 2:00pm for people to bring their lunch to the library and have a place to eat. The library has received inquiries in the past by people that work in area but drive in and cannot go home for lunch. The opportunity arose to explore this idea when the library's genealogy collection

was moved. This area is also being utilized as the new location for the library's audiobook collection and a study area/ laptop space for patrons. The guidelines were approved by the Board and the area will be advertised as open after the historical picture display is moved to another area in the library.

Director's Report

The library was selected as the Bank It Community Vision recipient for the first quarter of 2019. The donated funds will be used to help with youth programming.

The Friends of the Alva Public Library has given the library the seed money to purchase a one year subscription to the Prenda coding club program. The Friends group in the past has provided the initial funds for several successful services provided by the library including the e-book/audio book borrowing consortium and the Tumblebooks database. The library purchased the Chrome books that will be used for this program from last year's State Aid Money and the Code Club group should be starting in March.

Board Member and Visitor comments

There were no comments from the library board members and the meeting was adjourned by Chairman Lynn Wilt.