

This agenda was posted in prominent public view at the Municipal Building, 201 West Gray, in Norman, Oklahoma, on:

DATE: 10-25-23  
TIME: 4:41pm  
SIGNATURE Sandra Smith  
City Clerk's Office \*



**Monday, October 30, 2023**  
**Special Meeting of the Pioneer Library System Board of Trustees, 6:30 p.m. Tecumseh Public Library, 114 N. Broadway, Tecumseh, OK 74873**

**Tecumseh Public Library**  
**114 N. Broadway**  
**Tecumseh, OK 74873**

**1. Meeting is Called to Order**

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- 1.01 Roll Call.
- 1.02 Introduction of Guests.
- 1.03 Branch Update and Board Recognition.
- 1.04 Public Comments.

**2. Consent Docket**

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- 2.01 Consider Approval of the Consent Items in Accordance with the Recommended Action on Each Listed Below.
- 2.02 Consideration of September 26, 2023, Minutes.
- 2.03 Consideration of October 3, 2023 Board Retreat Meeting Minutes.
- 2.04 Consideration of October 12, 2023 Board Retreat Meeting Minutes.
- 2.05 Consideration of September 30, 2023, Financial Statement.
- 2.06 Consideration of Pioneer Library System Agreement with the City of Tecumseh for Library Services, Facilities, and Maintenance 2023-2024.
- 2.07 Consideration of Information Station Agreements for Asher and Wanette Public Schools.
- 2.08 Consideration of Public Distribution of Materials and Posting of Public Notice Policy.
- 2.09 Consideration of Renewal of ABMA Professional Liability Insurance in the Amount of \$13,903.00.
- 2.10 Consideration of Annual Adobe Software Renewal in the Amount of \$16,121.62.
- 2.11 Consideration of Annual SirsiDynix Maintenance Renewal in the Amount of \$194,002.51.
- 2.12 Consideration to Sell or Dispose of Surplus and/or Obsolete Equipment.

**3. Other Items for Board Consideration**

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- 3.01 Consideration of Encumbrances in the Amounts and to the Accounts as Charged, September 27, 2023 - October 30, 2023.
- 3.02 Consideration to Subscribe to Creativebug Online Resource in the Amount of \$9,333.33.
- 3.03 Consideration to sign the Urban Library Council Declaration of Democracy.
- 3.04 Consideration to Eliminate Fines for Adults.
- 3.05 Consideration of Clearing Retrospective Fines on Adult Accounts.

3.06 Consideration to Engage MSR Design for a Facilities Master Plan in an Amount Not to Exceed \$125,000.

3.07 Consideration to Purchase a 2023 Ford Transit-150 Cargo Van in the Amount of \$42,549.40.

3.08 Consideration to Convene in Executive Session Under the Authority of 25 O.S. 307 (B) (1), the Open Meetings Act, for the Purpose of Discussing the Executive Director's Employment Contract and Salary for FY 2023-2024

#### **4. Executive Session**

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4.01 Consideration of Executive Director's Employment Contract and Salary for FY 2023-2024.

#### **5. Other Items for Board Consideration**

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5.01 Consideration to Resume Open Session of Meeting Following Executive Session.

5.02 Consideration of Minutes of Executive Session.

5.03 Consideration of the Executive Director's Employment Contract and Salary for FY 2023-2024.

#### **6. Reports/Updates**

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6.01 Executive Director and Staff Reports.

6.02 Board Comments.

#### **7. Adjournment**

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7.01 Adjourn the Meeting.

Please indicate your attendance (or inability to attend) to the Executive Director's Office (801-4500 or 801-4511).

NOTICE OF MEETING

Special Meeting of the PLS Board of Trustees  
Pioneer Library System  
300 Norman Center Court  
Norman, OK 73072

October 25, 2023

Regular Meeting ( ) Rescheduled Regular Meeting ( )  
Special Meeting (X) Continued or Reconvened Mtg. ( )  
Emergency Meeting ( ) Cancelled Meeting ( )

DATE                                      TIME                                      PLACE OF MEETING  
October 30, 2023                              6:30 p.m.                                      Tecumseh Public Library  
114 N. Broadway  
Tecumseh, OK 74873

**To be completed by person filing notice:**

Name: Janet Armbrister

Title: Executive Business Specialist

Address: 300 Norman Center Court  
Norman, OK 73072

Phone: 405-810-4511

Email: jarmbrister@pioneerlibrarysystem.org

**FOR CITY or COUNTY CLERK'S OFFICE USE ONLY**

Filed in the office of the municipal clerk at 4:41 a.m./p.m. on the 25<sup>th</sup> day of Oct, 2023.

Signed: Syndi Runyon, Deputy  
Clerk

Date Notice released to news media: \_\_\_\_\_

Person filing Notice \_\_\_\_\_

Notice verified by: \_\_\_\_\_