The Montfort & Allie B. Jones Memorial Library
Board of Trustees Meeting Minutes
111 West 7th Ave. Bristow, OK 74010
9:00 a.m., February 20, 2024 (Tuesday)

1. The meeting was called to order at 9:00 a.m. by Keith Symcox, Board President.

2. Roll Call:

   The Library Director, Heather Hutto, and Board members Kris Wyatt, Jay Krumme, Keith Symcox, Marie Womack, and Jamie Braden. Melissa Holderby was absent.

3. Minutes:

   The minutes from the prior meeting were presented.

   Keith Symcox made a motion to accept the minutes and Jamie Braden seconded; all voted in favor and the motion carried.

4. Reports:

   Financial Report:
   a) The financial statements were presented.
   b) Claims and Invoices included within the monthly spreadsheet with amounts.
   c) Cash Flow Reports.

   Jamie Braden made a motion to accept the financial report and approve the consent items. Marie Womack seconded; all voted in favor and the motion carried.

   Director's Report:
   The Director gave an Administrative Report, Circulation Statistics, Children's and Youth Services, Adult Services, and Community Outreach reports.

5. Unfinished Business

   The Executive Director will determine if the library can obtain a Microsoft license from the city's licenses.

   A new policy needs to be made/approved for use of the private room.

6. New Business

   Heather, Jamie and Melissa met to discuss goals.
   Kris emailed the most recent copy of City policies to Jamie Braden and Heather Hutto.
   The Board discussed the goals with Heather and will continue to review the goals for clarity around objectives and timing.

7. Comments from President and Trustees

   Our next meeting will be Tuesday, March 26, 2024, at 9:00 a.m.

8. Adjourn

Prepared by: Jay Krumme