Call to Order- 9:30

In Attendance- Linda West, Shannon Stacy, Darren Tobey, Samantha Clifford, Brandon Oberg, Delores Sumner, Vickie Sheffler, Amanda Chappelle

Announcements- Master Plan Meeting Open Forum April 25th 5:30pm all encouraged to attend.

Employee Recognition Reception scheduled for May 2, 2013 at 4:30pm

Agenda Items-

**Summer Hours**: As of now this is how summer hours stand

Muskogee-

Intersession- Monday – Friday 8:00am – 4:30pm

Summer Monday – Thursday 8:00am – 8:00pm

Broken Arrow-

Intersession 8:30 am – 5:00pm

Summer Monday – Thursday 8:30am – 8:00pm

  Friday 8:30am – 5:00pm

Tahlequah-

Intersession- Monday – Friday 8:00am – 5:00pm

Summer- Monday – Thursday 8:00am – 8:00pm

  Friday 8:00am – 5:00pm

Close Saturday

Sunday 2:00pm – 6:00pm

**Sarah Brick Archer Memorial Fund**: As of right now there is 1,463.00 in the fund and the Leadership Team decided to purchase a memorial bench from the foundation at the cost of 1500 dollars to place at the site of the Circle of Excellence memorial south of the library. In the future collected funds will be used for other things.
Annual Report reminder: Department reports as well as faculty activity reports are due to Linda by June 17th.

Library summer renovation information: The project has been approved by RUSO and the NSU Cabinet. The carpet people are making a project timeline and when that is finished Linda has asked capitol projects to come over and do a library meeting to answer questions and explain the scope of the project.

Budget: We are to submit a 5% budget decrease for the next fiscal year. Linda has worked to figure out where cuts should come from. The group went over the figures and made some adjustments. There is a chance that we will not have to cut the full 5%. Darren reported that he had received a quote from Dell for printers and it is significantly cheaper than the HP printers that we have been purchasing.

Meeting Adjourned- 11:00am