Special Meeting of the ODL Board
Agenda
June 2, 2021 | 10:00 a.m.
via Zoom: https://zoom.us/j/96807599177*
Meeting ID: 968 0759 9177

The Board may discuss, table, vote to approve or disapprove, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. Call to Order, Roll Call, and Compliance with Open Meeting Act
   Chair Cindy Vogel will appear remotely via Zoom
   Vice Chair Annabeth Robin will appear remotely via Zoom
   Board member Robert Dace will appear remotely via Zoom
   Board member Lee Denney will appear remotely via Zoom
   Board member Steve Gray will appear remotely via Zoom
   Board member James Robison will appear remotely via Zoom
   Board member Mary Shannon will appear remotely via Zoom
   Director Melody Kellogg (ex-officio member) will appear remotely via Zoom

2. Consider approval of Distribution Plan for American Rescue Plan Funds allotted to Oklahoma Department of Libraries from the Institute of Museum and Library Services

3. Adjournment

*The **2021 June ODL Board Meeting** may be viewed via Zoom at https://zoom.us/j/96807599177. **Meeting ID**: 968 0759 9177. If you have trouble connecting or do not have a microphone, call a phone number and enter the Meeting ID when asked. **One tap mobile:** +16699006833,,96807599177# US (San Jose) or +12532158782,,96807599177# US (Tacoma). **Dial by your location:** +1 669 900 6833 US (San Jose) or +1 253 215 8782 US (Tacoma) or +1 346 248 7799 US (Houston). **Join by H.323:** 162.255.37.11 (US West) or 162.255.36.11 (US East)

Tips for participating in virtual meetings:
Identify yourself with your first and last name. ● Keep your microphone muted until time to speak. ● Use space bar or microphone icon to mute and unmute. ● Use camera icon to start/stop video. ● Use cartoon bubble labeled Chat to comment or to view other participants' comments. ● If you text, be sure to press Enter when done to send it.

Distribution Plan for American Rescue Plan Funds (ARP)

To achieve the American Rescue Plan's purposes with respect to Grants to States, this funding is to be used in helping communities respond directly and immediately to the pandemic, as well as to related economic and community needs through equitable approaches.

Spending Priorities

A. For **libraries** to reach **residents** with internet hotspots, accessible Wi-Fi, and other digital inclusion efforts, particularly in support of **education**, **health**, and **workforce development** needs
B. For **rapid emergency relief** to libraries across the country, allowing them to safely respond to the pandemic and implement public health protocols
C. To support **library services that meet the needs of communities** including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs
D. Reach tribal and museum partners **best positioned to assist with pandemic response efforts**, in addition to traditionally eligible library entities, where appropriate

Estimated Budget

Amount	Description	Priority
$ 50,000	Online High School - pilot project in partnership with Oklahoma Workforce Development Board and OneNet (Workforce funding $275,000)	A
60,000	Digital Navigators Program – network of entities with library staff, volunteers, and others coordinated to provide one-on-one support to Oklahomans needing assistance with technology, internet use, and connection issues	A
420,000	Additional statewide database subscriptions (Examples: Brainfuse, Job & Career Accelerator)	A
1,400,000	Targeted grants to legally established public libraries	B, C
90,000	Materials grants to libraries at correctional institutions, Veterans' centers and juvenile centers	C
500,000	Targeted grants to tribal libraries and museums	D
200,000	Targeted grants to literacy programs	D
67,000	Leading in an Emergency (contract with OMA)	D
35,000	Administrative support on contract - $20/hour for 30 hours/week	Administration
45,357	Grants Management Software	Administration

$ 2,867,357 **Total Allotment of ARP Funds to ODL**

Targeted Grants

Public Libraries, Literacy Programs, Museums, and Tribal Libraries will be eligible to apply for one targeted grant according to the organization type. Formulas that incorporate population and geographic area served, Poverty/SNAP, unemployment, broadband availability will determine eligible amounts for each applicant.

Eligible Entities

Public Libraries, Literacy Programs, Museums, and Tribal Libraries are eligible to apply for one targeted grant according to the organization type. Each grant application may include requests in multiple spending categories. The following descriptions further define the organizations that are eligible for ARP Funding. The following descriptions further define the organizations that are eligible for ARP Funding.

- **Public Libraries** - all libraries legally established according to Title 11 or Title 65.
- **Literacy Programs** - 501(c)3 non-profit organizations providing literacy services to adults in Oklahoma. Library-based literacy programs should include any requests for ARP funds with the library's application.
- **Museums** - 501(c)3 non-profit organizations open to the public a minimum of 15 hours/week.
- **Tribal Libraries** – entities governed by an Oklahoma Tribe and offering traditional library services (loaning materials, assisting with research, providing technology for customer use, etc.)

Project Category	Eligible Organizations			
	Public Libraries	**Literacy Programs**	**Museums**	**Tribal Libraries**
Collections/Materials	X	X		X
Communications	X	X	X	X
Connectivity/Devices	X	X		X
Emergency Preparedness	X	X	X	X
Furniture	X	X	X	X
Network Enhancements	X	X		X
Other Technology	X	X	X	X
Personal Protective Equipment	X	X	X	X
Security Measures	X			X
Staffing	X	X	X	X

Examples of Eligible Expenditures

Collections/Materials

- eBooks and other eMedia platforms such as hoopla or tumblebooks
- Book and movie vending for 24/7 access
- HiSet and GED
- Materials that support education, workforce development, and/or health

Communications

- Development of media that communicates available resources – in print, digital or broadcast

Connectivity/Devices

- Hotspots (including lockers for hotspot placement)
- Standalone outdoor Wi-Fi stations
- Laptops/Chromebooks/Tablets
- Accessible computer workstations and other equipment software to improve accessibility

- Tech kits-bundles that include a carrying case, a device to access the internet, a device to connect to the internet, instructions on use and referrals to additional help
- Portable routers

Emergency Preparedness/Response
- Emergency response supplies
- Emergency response training, including preparing for long closures, working with first responders, response coordination

Furniture
- Un-upholstered furniture (easier to clean)
- Furniture that enables social distancing (computer stations, service desks, etc.)

Network Enhancement
- Network assessment and remediation
- Network boosters/extenders

Other Technology
- Audio/video equipment (to host community meetings, deliver training, etc.)
- Curbside Scheduling software
- Security software for the network
- RFID and self-check set up

Personal Protective Equipment (PPE)
- Masks, gloves
- Cleaning supplies
- Plexiglass dividers
- No-touch water bottle filling stations

Security Measures
- Cameras (interior and exterior) to increase safety and reduce vandalism
- Security devices for materials and technology equipment

Staffing
- Digital navigators
- Homework helpers
- Job coaches
- Professional services/contract