



Southeast Oklahoma Library System

Board Packet
March 24th, 2026 Trustee Meeting
7:00 pm, Wilburton Public Library

Prepared by
Michael Hull, Executive Director
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Southeast Oklahoma Library System
Board of Trustees Meeting
March 24, 2026, 7:00 pm
Public Library

1. Welcome and Introductions

- 1.01 Call to Order.
- 1.02 Roll call and establishment of a quorum.
- 1.03 Welcome and introduction of guests.
- 1.04 Adoption of agenda.

2. Reports

- 2.01 Executive Director's Report. Michael Hull will update the board regarding staff trainings, outreach, and other developments that may affect library service. (p. 5)
- 2.02 Financial Report. Michael Hull will discuss the status of SEOLS finances and budget. (p. 11)

3. Approval of Consent Agenda

- 3.01 Approval Minutes of the January 20st, 2026 Meeting of the SEOLS Board of Trustees. (p. 21)
- 3.02 Personnel Report. (p. 25)
- 3.03 Acceptance of Donations to the McAlester Public Library Renovation Project. (p. 27)
- 3.04 Approval of Changes to the Credit Card Policy Recommended by the Operating Policy Committee. (p. 29)
- 3.05 Approval of Changes to the Cash Handling Policy Recommended by the Operating Policy Committee. (p. 31)
- 3.06 Approval of Changes to the Purchasing Policy Recommended by the Operating Policy Committee. (p. 33)
- 3.07 Confirmation of Ban of Valliant Guest James Jamerson. (p. 37)
- 3.08 Confirmation of Ban of McAlester Guest Derrick Cook. (p. 41)
- 3.09 Confirmation of Purchase of McAlester Public Library Playground Equipment. (p. 43)

4. Items for Board Action or Strategic Discussion

- 4.01 Discussion and Consideration of Updated SEOLS Scholarship Program. (p. 51)
- 4.02 Discussion and Consideration of Proposed Scope of Work for Coalgate Public Library Restroom Updates. (p. 55)
- 4.03 Discussion and Consideration of Affirmation of Furniture Selections Approved by the McAlester Public Library Remodel Ad Hoc Furniture Committee. (p. 57)
- 4.04 Discussion and Consideration of Additional Furniture Purchases for the McAlester Public Library Remodel. (p. 89)
- 4.05 Discussion and Consideration of Revisions to Classification and Pay Policy. (p. 101)
- 4.06 Discussion and Consideration of Updates to the Designated Board Reserves. (p. 107)

5. Other Business

- 5.01 New Business.
- 5.02 Comments from the public: members of the public speaking to the Board shall be limited to five minutes per speaker or 15 minutes total with time pro-rated among speakers per SEOLS bylaws.

6. Adjournment

- 6.01 Adjournment of meeting.



Executive Summary
Tuesday, March 17th, 2026

This month's meeting will be held at the Wilburton Public Library. Summaries of this month's action items and non-routine consent agenda items are provided below.

3.03 Acceptance of Donations to the McAlester Public Library Renovation Project.

The SEOLS board must approve all donations of \$5,000 or more. We ask for your approval of the donations listed within this packet for the McAlester Public Library.

3.04 Approval of Changes to the Credit Card Policy Recommended by the Operating Policy Committee.

3.05 Approval of Changes to the Cash Handling Policy Recommended by the Operating Policy Committee.

3.06 Approval of Changes to the Purchasing Policy Recommended by the Operating Policy Committee.

The Operating Policy Committee recommends revisions to three policies listed in 3.04-3.06.

3.07 Confirmation of Ban of Valliant Guest James Jamerson.

The SEOLS board must confirm all customer bans of more than two months. Incident reports and ban letters for Mr. Jamerson are included in your packet.

3.08 Confirmation of Ban of McAlester Guest Derrick Cook.

The SEOLS board must confirm all customer bans of more than two months. Incident reports and ban letters for Mr. Jamerson are included in your packet.

3.09 Confirmation of Purchase of McAlester Public Library Playground Equipment.

Details of the playground equipment sponsored by the Harrison family that I emailed you about ordering are included within this packet.

4.01 Discussion and Consideration of Updated SEOLS Scholarship Program.

We have incorporated the feedback given in our last meeting and have revised the scholarship program for your discussion and consideration.

4.02 Discussion and Consideration of Proposed Scope of Work for Coalgate Public Library Restroom and Plumbing Updates.

Crossland Construction, who is handling the construction of the McAlester remodel, has assembled quotes for improvements to the Coalgate restrooms and plumbing. Because each scope of work is less than \$50,000, we do not have to go through a formal bidding process.

4.03 Discussion and Consideration of Affirmation of Furniture Selections Approved by the McAlester Public Library Remodel Ad Hoc Furniture Committee.

In our last meeting, you approved an ad hoc committee to make selections for the McAlester Public Library. The committee met twice, with the second meeting intended to give the architect time to bring the cost under the \$600,000 limit you gave the committee. I'm glad to report that they found a new vendor, Randy Thomas Library Works, for the shelving and that saved us



\$179,000, ensuring we are well within the \$600,000 we've planned for furniture. If the name Randy Thomas Library Works sounds familiar, it is because he provided the shelving in our Poteau, Hartshorne, and Coalgate libraries. His company also moved the McAlester books and shelving from the remodel site to the temporary site in January 2025. The furniture has been ordered, and ask for the full board's affirmation.

4.04 Discussion and Consideration of Additional Furniture Purchases for the McAlester Public Library Remodel.

Not included in the scope of 4.03 were furniture pieces for the balcony and playground area, as well as a book drop and new, functioning book carts. Your packet contains details regarding the additional pieces we would like to purchase.

4.05 Discussion and Consideration of Revisions to Classification and Pay Policy.

The proposed revisions to this policy simplify the pay tables so that it is easier for staff to understand and it adds a bonus provision for staff who are ineligible for merit raises because they already earn the maximum wage within their pay grade.

4.06 Discussion and Consideration of Updates to the Designated Board Reserves.

We've had much activity in purchases and purchase plans recently, so we therefore need your approval to update designated reserve lines.

Reports



2.01 Executive Director's Report

2.02 Financial Report



Executive Director's Report March 17th, 2026

I hope you are all enjoying your spring break week. Because of spring break, we will meet this month on the fourth Tuesday instead of the third. Since our last meeting we've put on a state-wide conference, conducted performance reviews, selected furniture and finishes for McAlester Public Library, and so much more. In the midst of this I had to take some unplanned time off, so I'm especially grateful this month for a great leadership team who kept all the wheels of our numerous projects churning. We're all looking forward to things slowing down in the coming months.

Unplanned Personal Time

Since our last meeting I took quite a bit of time off. A few days were planned vacation days but most were sick time to address a medical issue concerning my son between February 19th and 27th. I did communicate with and share more information regarding the matter with the board officers due to the amount of time the matter kept me away from the office. While I worked intermittently and remotely as much as I could, and as much as was necessary to keep up with our system-wide performance reviews and the McAlester remodel, I still ended up out of the office about four days out of that week and a half. My son is much better now and I do not expect any more complications regarding his health issues in the near future. Although it's never pleasant when these situations arise, I take pride and joy in the knowledge that I am surrounded by a great team that can keep everything flowing smoothly in a pinch.

Advocacy

This year the Oklahoma legislature is focusing on property tax reform. With rising costs over the past several years, property tax bills have also increased, certainly adding to the financial strain citizens feel as they adjust to inflation. The legislature feels it must provide some kind of relief to voters this session, and we've seen a variety of bills to address these complaints. The Oklahoma Constitution requires that any change to property tax levies, or ad valorem, be approved directly by voters, significantly limiting what the legislature can accomplish. The only leverage the legislature has control over is the homestead exemption, so we have therefore seen several bills filed that would affect homestead exemptions. The approach of these bills has widely varied. Extreme bills would extend the exemption from \$1,000 to 100% of the homestead property value while more moderate bills would freeze growth for seniors or cap how fast assessed value can grow from one year to the next or increase amount of the exemption. I personally expect the legislature will give relief in two ways: by extending the homestead exemption from \$1,000 to \$3,000 and pausing the assessed value of senior citizens for their homesteads.

You may have heard of the proposed State Question 843 which would eliminate property tax. The Oklahoma Library Association has joined a coalition arguing to the state supreme court that this question would be unconstitutional.

While ad valorem makes up 94%-99% of revenue for Oklahoma library systems, we are actually small players in the property tax discussions. By dollar, public schools, counties and career techs receive far more in ad valorem, and each of these entities and their coalitions should be expected to push back against extreme efforts to reform property tax in Oklahoma.

Southern Bookmobile

We are still waiting to close on the Idabel property the SEOLS Board approved purchasing. The owner

had not properly handled the title work when they purchased it, so their taking the right steps now has delayed our closing. In the meantime, our architect, Ethos, has completed much of their preliminary shop plans for a building, which will allow us to estimate the cost of constructing the bookmobile center.

Though ordering our southern bookmobile will take 2-3 more years, I and our current bookmobile staff attended a grand opening ceremony in Weatherford, OK for Western Plains Library System's new bookmobile. Western Plains chose a model type with which I have no experience with some interesting new features that we'll certainly want to implement when we purchase our next vehicle.

Performance Reviews

Throughout January and February, and for some into the first week of March, managers worked on performance reviews. Now that our raises are based on a merit system, we certainly experienced some growing pains with the process. I know that it may take staff another cycle or two to adapt to this new merit system, but I firmly believe that by next year we'll have the bugs worked out and that staff will be much more informed regarding how to clearly and objectively increase their merit recommendation. Per our policy, all staff who received a performance review will receive at least 2% raise, though most staff have earned more. Those raises will go into effect the first pay period of April.

Broken Bow Wi-Fi Bench

Our Wi-Fi bench finally arrived in Broken Bow. By our next meeting I hope to have usage statistics to present to you.

Coalgate and Coal County Relations

We have not heard anything regarding the rural fire departments petition initiative to divert half of the library's millage to them. We believe this to be good news. This month we'll present a scope of work to update the Coalgate restrooms, and in May I hope to present a proposal to install a gazebo.

McAlester Remodel

We selected furniture in late February, and it seems receiving and installing this will be the deciding factor on when we can open in the remodeled location. We have set a tentative day of July 9th for the grand opening ceremony. I hope you will all put it on your calendar and plan to join us.

On February 6th Choctaw Nation held a check presentation at the worksite, with Chief Batton presenting the oversized check to the City of McAlester. This was a well-attended event with Tulsa news crews present.

Arkoma Service Desk

We received the new Arkoma service desk in late February. I look forward to updating their shelving next year, budget permitting.

Kiowa Onboarding

While we were at the OLA conference, Sporos moved around the Kiowa shelving. If you have the opportunity, I encourage to stop in and experience the new layout and encourage Anna in the great work she's doing.

Stigler Shelving

After much back and forth, the Stigler shelving order was finalized. We do not have a delivery date yet, but we have high hopes it can be installed prior to summer reading in June.

Lisa Wingate Visit

Lisa Wingate, New York Times best-selling author of adult fiction books such as *Shelterwood*, visited three of our library communities in March to sign books for fans and engage in discussion over her life and authorship. She visited Idabel Public Library on March 10th at 12pm, the Aldridge Ballroom in McAlester on March 10th at 6pm, and Patrick Lynch Public Library on March 11th at 6pm. Shannon Grice, Support Services Manager, helped coordinate these visits as she had done with Lois Lowry's visits last spring.

OLA Conference

This year's Oklahoma Library Association (OLA) Annual Conference was particularly significant for the Southeast Oklahoma Library System due to my service as OLA President. We took a large number staff members to the conference, with many of them presenting sessions and sharing their expertise with library professionals from across the state.

The conference was designed around a Route 66 theme, celebrating the upcoming 100th anniversary of the historic highway. The theme highlighted Oklahoma's rich history while reflecting the role libraries play in helping communities explore new opportunities for learning and connection.

Several SEOLS staff members also played key roles in organizing and promoting the conference. Eddie Gray and Celeste Thornburg assisted with the marketing efforts, helping to shape the conference's visual identity and outreach. Tracy Allred and Rachel Morton did the most amount of work, serving as co-chairs of the conference planning committee, overseeing the planning process and ensuring the event ran smoothly.

Overall, the conference provided valuable opportunities for professional development, collaboration, and statewide networking while also showcasing the leadership and contributions of SEOLS staff within Oklahoma's library community.

Passing of Former Trustee Maryellen Mooney

I would like to spend a few sentences recognizing the passing of Maryellen Mooney in February. Maryellen was a SEOLS trustee when I arrived in late 2015. I will remember Maryellen as being very vocal and strong in her opinions and votes, but equally passionate about creating a good working environment for our staff and extremely supportive of a first-time director. She gave a lot of herself to SEOSL during her board tenure, and she took great care to help recruit Lori and Cheryl, our current Latimer County trustees, before she termed out. Our hearts and condolences go out to Maryellen's family in this time of loss.

Project PCDC TIF Committee

I am serving on a tax-incremented-finance committee, a position automatically given to me by law as a representative of an ad valorem funded entity, reviewing a tax rebate incentive program to bring a \$30 billion installation of a data center in southern Pittsburg County, near Kiowa. If approved and developed, a 15% pass through of the new taxes to SEOLS would bring an additional \$150,000 annually.

Closings:

January 26th – 27th: All locations closed due to winter weather and icy conditions.

February 18th: Spiro closed due to staffing shortage

February 23rd - 24th: Arkoma library closed for installation of new desk.

February 25th: Late opening at Spiro due to staffing shortage.

March 10th-13th: Arkoma, Spiro, Heavener and Wister operated with modified hours with other staff attending the Oklahoma Library Association conference.

Our roving library assistant who is based out of our technical services department has been out on workman's comp, greatly hindering our ability to keep the smaller LeFlore County libraries open when a staff member is sick or has a personal emergency. We will be looking at the need and budget capacity for hiring a roving library assistant based in Poteau in the coming weeks.

Other Activities:

January 21st: Conducted virtual meet and greet with new hires.

January 22nd: Conducted Manager's meeting in Coalgate.

January 28th: Attended funeral services for the mother of Technical Services Librarian Annie Emmons.

February 5th: Attended OLA meeting in Tulsa to discuss hotel and conference center details.

February 6th: Choctaw Nation check presentation with Chief Gary Batton, Choctaw Nation, and McAlester City Council members.

February 6th: Conducted ad hoc committee meeting to discuss McAlester Public Library's new furniture.

February 9th: Conducted monthly administrative office meeting.

February 11th: Met with OLA Conference Planning Committee in Tulsa.

February 12th: Virtually met with members of the OLA Advocacy Committee.

February 13th: Attended ribbon cutting for Western Plains Library System's new Bookmobile.

February 17th: Conducted meeting with McAlester Oversight Committee.

February 18th: Conducted site visit at Patrick Lynch Public Library in Poteau.

February 19th – 20th: Personal time.

February 20th: Virtually attended ad hoc committee meeting to select McAlester Public Library's new furniture.

February 24th: Met with a committee to discuss finishes for McAlester Public Library

February 25th: Personal time.

February 25th: Virtually attended OAC meeting for McAlester Public Library.

February 27th: Personal time.

February 28th: Conducted McAlester Public Library remodel tour with donors.

March 2nd: Attended TIF committee meeting.

March 3rd: Conducted virtual preparation meeting for OLA attendees.

March 4th: Met virtually with Oklahoma's library system directors.

March 5th: Personal day.

March 5th: Attended meeting to discuss Southern Bookmobile with Ethos Architects.

March 6th: Conducted site visits at Coalgate Public Library and Kiowa Public Library.

March 6th: Virtually attended OLA Advocacy Committee meeting.

March 9th: Virtually led OLA Sites Committee meeting.

March 10th – 13th: Attended OLA conference.

Planned activities

March 16th: Personal day.

March 17th: Conduct monthly admin meeting.

March 18th: Conduct meet and greet for new hires.

March 19th: Conducted site visit at Wister Public Library.



Financial Report
Tuesday, March 17th, 2026

I would like to thank Business Analyst Ryan Ward for assembling the reports on the following pages for us.

2.02A Ad Valorem

Year over year our collections are up 1.79%, and 7.19% over budget expectations for year-to-date. We'll receive one more set of large payments from the counties in April, after which we'll be able to make informed decisions regarding FY 2026 budget revisions and the initial FY 2027 budget.

2.02B Budget vs Actuals

As you can see in this report and the accompanying explanatory notes, we are doing well staying under budget. However, due to how accrual accounting works, we will have to make some increases in the personnel budget in May's budget revision to stay under budget. Practically and from a cash flow standpoint, however, we will still be within the original budget.

2.02C Investments

I feel fortunate that recent CDs we purchased were 3.75% and 3.8%. These great rates will ensure that we surpass our budget expectations for interest income.

2.02D Accountant's Compilation Report, Financial Statements, and Transactions

If you would like to request a paper copy of this report, please contact my office. The link below will take you to PDF of the report.

December 2025:

https://drive.google.com/file/d/1EF_vS6W7DG1GMBMt1a5bzVWQ0EmT2gzh/view?usp=sharing

Year-to-Date Ad Valorem Report
July 1st, 2025 - February 28th, 2026

	FY 2025	FY 2026	YTD Variance	
	Amount Received YTD	Amount Received YTD	\$	%
Choctaw	\$ 293,101.57	\$ 312,884.00	\$ 19,782.43	6.75%
Coal	\$ 647,720.42	\$ 565,196.15	\$ (82,524.27)	-12.74%
Haskell	\$ 276,581.71	\$ 283,369.18	\$ 6,787.47	2.45%
Latimer	\$ 259,015.48	\$ 255,373.87	\$ (3,641.61)	-1.41%
LeFlore	\$ 1,124,617.97	\$ 1,223,514.61	\$ 98,896.64	8.79%
McCurtain	\$ 1,359,990.92	\$ 1,472,626.31	\$ 112,635.39	8.28%
Pittsburg	\$ 1,506,210.29	\$ 1,452,276.66	\$ (53,933.63)	-3.58%
Total	\$ 5,467,238.36	\$ 5,565,240.78	\$ 98,002.42	1.79%

	YTD Budget	Actual	\$	%
Choctaw	\$ 294,657.75	\$ 312,884.00	\$ 18,226.25	6.19%
Coal	\$ 476,080.76	\$ 565,196.15	\$ 89,115.39	18.72%
Haskell	\$ 265,979.81	\$ 283,369.18	\$ 17,389.37	6.54%
Latimer	\$ 238,394.24	\$ 255,373.87	\$ 16,979.63	7.12%
LeFlore	\$ 1,145,858.92	\$ 1,223,514.61	\$ 77,655.69	6.78%
McCurtain	\$ 1,375,151.06	\$ 1,472,626.31	\$ 97,475.25	7.09%
Pittsburg	\$ 1,395,875.36	\$ 1,452,276.66	\$ 56,401.30	4.04%
Total	\$ 5,191,997.90	\$ 5,565,240.78	\$ 373,242.88	7.19%

	Budget for Fiscal Year	July - February Collections	\$	%
Choctaw	\$ 383,878.00	\$ 312,884.00	\$ (70,994.00)	-18.49%
Coal	\$ 572,064.00	\$ 565,196.15	\$ (6,867.85)	-1.20%
Haskell	\$ 316,053.00	\$ 283,369.18	\$ (32,683.82)	-10.34%
Latimer	\$ 292,593.00	\$ 255,373.87	\$ (37,219.13)	-12.72%
LeFlore	\$ 1,433,599.00	\$ 1,223,514.61	\$ (210,084.39)	-14.65%
McCurtain	\$ 1,762,834.00	\$ 1,472,626.31	\$ (290,207.69)	-16.46%
Pittsburg	\$ 1,815,040.00	\$ 1,452,276.66	\$ (362,763.34)	-19.99%
Total	\$ 6,576,061.00	\$ 5,565,240.78	\$ (1,010,820.22)	-15.37%

	July 2025-February 2026				July 2025-June 2026		
	Actual	Budget	over Budget	% of Budget	Budget	over Budget	% of Budget
Income							
40000 Ad Valorem Taxes							
40100 Choctaw County	312,884.00	294,657.75	18,226.25	106.19%	383,878.00	-70,994.00	81.51%
40200 Coal County	565,196.15	476,080.76	89,115.39	118.72%	572,064.00	-2,111.10	99.63%
40300 Haskell County	283,369.18	265,979.81	17,389.37	106.54%	316,053.00	-32,683.82	89.66%
40400 Latimer County	255,373.87	238,394.24	16,979.63	107.12%	292,593.00	-37,219.13	87.28%
40500 LeFlore County	1,223,514.61	1,145,858.92	77,655.69	106.78%	1,433,599.00	-210,084.39	85.35%
40600 McCurtain County	1,472,626.31	1,375,151.06	97,475.25	107.09%	1,762,834.00	-219,176.16	87.57%
40700 Pittsburg County	1,452,276.66	1,395,875.36	56,401.30	104.04%	1,815,040.00	-362,763.34	80.01%
Total 40000 Ad Valorem Taxes	\$ 5,565,240.78	\$ 5,191,997.90	\$ 373,242.88	107.19%	\$ 6,576,061.00	-\$ 935,031.94	85.78%
41000 State of Oklahoma (State Aid)	87,279.00	88,418.00	-1,139.00	98.71%	88,418.00	-1,139.00	98.71%
42000 Interest Income	59,010.47	27,181.76	31,828.71	217.10%	60,000.00	9,141.72	115.24%
42001 MC-Renovation Interest Income	110,294.95		110,294.95			110,294.95	
42002 MC-Renovation Interest Income prior to 7/1/25	-82,311.20		-82,311.20			-82,311.20	
Total 42000 Interest Income	\$ 86,994.22	\$ 27,181.76	\$ 59,812.46	320.05%	\$ 60,000.00	\$ 37,125.47	161.88%
43900 Fees and Charges	46,700.72	35,947.06	10,753.66	129.92%	57,450.00	-9,373.42	83.68%
44000 Donations (Designated)							
44007 CO-Coal County Public Library Utilities	7,000.00		7,000.00			7,000.00	
44021 Stigler Public Library Carpet and Paint	17,176.05		17,176.05			17,176.05	
44085 McAlester Public Library building project	5,477,761.42		5,477,761.42			5,495,561.78	
44086 McAlester Public Library building project prior to 7/1/25	-4,119,156.99		-4,119,156.99			-4,119,156.99	
Total 44000 Donations (Designated)	\$ 1,382,780.48	\$ 0.00	\$ 1,382,780.48		\$ 0.00	\$ 1,400,580.84	
44100 Donations(Branch Discretionary)	8,499.57	8,115.50	384.07	104.73%	10,000.00	-1,500.43	85.00%
44200 Grant Income		45,008.68	-45,008.68	0.00%	67,513.00	-67,513.00	0.00%
44298 DIGNAV Grant	36,827.68		36,827.68			36,827.68	
Total 44200 Grant Income	\$ 36,827.68	\$ 45,008.68	-\$ 8,181.00	81.82%	\$ 67,513.00	-\$ 30,685.32	54.55%
47000 Erate	12,678.39		12,678.39			12,678.39	
Total Income	\$ 7,227,000.84	\$ 5,396,668.90	\$ 1,830,331.94	133.92%	\$ 6,859,442.00	\$ 472,654.59	106.89%
Expenses							
50000 Payroll Expenses							
50100 Salaries	2,067,759.37	2,069,970.79	-2,211.42	99.89%	3,065,242.00	-997,482.63	67.46%
50101 Salaries to DIGNAV	-25,749.97		-25,749.97			-25,749.97	
50300 FICA/Medi Expense	158,509.39	159,018.63	-509.24	99.68%	237,861.00	-79,351.61	66.64%
50301 FICA/Medi Expense to DIGNAV	-1,911.82		-1,911.82			-1,911.82	
50400 Unemployment Tax	12,934.08	12,940.19	-6.11	99.95%	20,432.00	-7,497.92	63.30%
50401 Unemployment Tax to DIGNAV	-127.62		-127.62			-127.62	
50500 Worker's Comp Insurance	10,084.63	28,265.36	-18,180.73	35.68%	43,863.00	-33,778.37	22.99%
50600 Retirement Fund Contribution	262,693.25	260,496.84	2,196.41	100.84%	400,921.00	-138,227.75	65.52%
50601 Retirement Fund Contribution to DIGNAV	-3,605.01		-3,605.01			-3,605.01	
51000 Health/Life Ins Benefits	277,564.55	279,866.19	-2,301.64	99.18%	424,745.00	-147,180.45	65.35%
51001 Health/Life Ins Benefits to DIGNAV	-5,325.46		-5,325.46			-5,325.46	
51100 Health Insurance Compensation	34,977.37	34,977.38	-0.01	100.00%	53,597.00	-18,619.63	65.26%
Total 50000 Payroll Expenses	\$ 2,787,802.76	\$ 2,845,535.38	-\$ 57,732.62	97.97%	\$ 4,246,661.00	-\$ 1,458,858.24	65.65%
55000 Public and Technical Services							
55100 Maintenance Contracts	108,000.00	109,969.44	-1,969.44	98.21%	165,000.00	-57,000.00	65.45%
55300 Outreach		0.00	0.00		3,601.00	-3,601.00	0.00%
55400 Special Programs & Supplies	40,123.32	43,440.44	-3,317.12	92.36%	136,250.00	-92,063.32	32.43%
Total 55000 Public and Technical Services	\$ 148,123.32	\$ 153,409.88	-\$ 5,286.56	96.55%	\$ 304,851.00	-\$ 152,664.32	49.92%
60000 Operating Expenses							
60100 Human Resources	54,678.06	47,837.99	6,840.07	114.30%	71,216.00	-16,537.94	76.78%
60300 Utilities	9,881.87	14,936.64	-5,054.77	66.16%	21,000.00	-10,961.48	47.80%
60301 Utilities - Edmond Doyl School	13,982.29		13,982.29			13,982.29	
Total 60300 Utilities	\$ 23,864.16	\$ 14,936.64	\$ 8,927.52	159.77%	\$ 21,000.00	\$ 3,020.81	114.38%
60400 Telephone Expense	20,031.71	20,683.23	-651.52	96.85%	31,320.00	-8,931.57	71.48%
60500 Continuing Education	21,616.54	36,789.35	-15,172.81	58.76%	45,440.00	-23,823.46	47.57%
60600 Postage & Box Rent	12,450.99	20,309.74	-7,858.75	61.31%	30,460.00	-15,009.01	50.73%
60700 Board Travel	10,366.00	12,140.14	-1,774.14	85.39%	20,000.00	-9,634.00	51.83%
60800 Employee Travel	47,571.87	48,378.55	-806.68	98.33%	96,436.00	-47,066.13	51.19%
60801 Employee Travel to DIGNAV	-85.15		-85.15			-85.15	
60900 Vehicle	25,900.04	29,500.83	-3,600.79	87.79%	40,875.00	-14,921.14	63.50%
61000 Equipment Rental & Repair	53,301.49	60,691.32	-7,389.83	87.82%	82,080.00	-27,308.70	66.73%
61200 Property Maintenance		8,000.00	-8,000.00	0.00%	8,000.00	-8,000.00	0.00%
61300 Insurance Expense	59,844.38	37,809.07	22,035.31	158.28%	55,229.00	4,615.38	108.36%

61301 Insurance Expense prior to 7/1/25	-17,931.00		-17,931.00			-17,931.00		
61400 System Supplies	26,880.20	33,676.21	-6,796.01	79.82%	55,800.00	-26,601.31	52.33%	
61700 Reading Center Equipment	8,700.41	4,489.60	4,210.81	193.79%	8,000.00	700.41	108.76%	
61800 Advertising and Marketing	30,604.67	48,474.79	-17,870.12	63.14%	60,917.00	-29,737.50	51.18%	
61801 OLA Leadership Retreat Sponsorship	1,842.27		1,842.27			1,842.27		
61802 OLA Conference Sponsorship	12,308.89		12,308.89			12,795.52		
Total 61800 Advertising and Marketing	\$ 44,755.83	\$ 48,474.79	-\$ 3,718.96	92.33%	\$ 60,917.00	-\$ 15,099.71	75.21%	
61900 Memberships	5,093.00	8,693.14	-3,600.14	58.59%	11,507.00	-6,212.00	46.02%	
62000 Furniture & Equipment	23,143.05	32,882.07	-9,739.02	70.38%	39,625.00	-9,593.49	75.79%	
62001 Furniture & Equipment - McAlester Renovation						57,243.53		
Total 62000 Furniture & Equipment	\$ 23,143.05	\$ 32,882.07	-\$ 9,739.02	70.38%	\$ 39,625.00	\$ 47,650.04	220.25%	
62100 Audit	34,079.88	24,988.17	9,091.71	136.38%	30,000.00	4,079.88	113.60%	
62200 Revaluation Fees	138,490.54	140,969.00	-2,478.46	98.24%	140,969.00	-2,478.46	98.24%	
62300 Internet Fees	5,219.85	7,202.20	-1,982.35	72.48%	10,791.00	-5,571.15	48.37%	
62500 Computer Equipment & Software	71,472.03	78,450.83	-6,978.80	91.10%	116,867.00	-45,364.98	61.18%	
62600 Automation Support	29,109.50	36,366.27	-7,256.77	80.05%	55,000.00	-25,890.50	52.93%	
62800 Professional Fees	114,707.10	121,642.57	-6,935.47	94.30%	156,778.00	-34,401.24	78.06%	
62801 Professional Fees prior to 7/1/25	-3,503.00		-3,503.00			-3,503.00		
62900 Miscellaneous Expense	621.34	1,145.67	-524.33	54.23%	1,440.00	-818.66	43.15%	
62901 Miscellaneous Expense prior to 7/1/25	-204.36		-204.36			-204.36		
64300 Wi-Fi Center Internet	2,848.20	2,734.55	113.65	104.16%	4,044.00	-1,195.80	70.43%	
Total 60000 Operating Expenses	\$ 813,022.66	\$ 878,791.93	-\$ 65,769.27	92.52%	\$ 1,193,794.00	-\$ 296,522.75	75.16%	
63000 Branch Information Materials	179,203.63	231,608.80	-52,405.17	77.37%	437,000.00	-256,531.02	41.30%	
62400 Bibliographic Services	36,947.56	58,242.17	-21,294.61	63.44%	70,586.00	-33,603.29	52.39%	
63100 Downloadable Materials	90,835.44	98,855.45	-8,020.01	91.89%	145,032.00	-53,496.09	63.11%	
63300 Outreach Materials-Reading Ctr	2,070.15	10,538.16	-8,468.01	19.64%	15,000.00	-12,820.61	14.53%	
63500 Online Information	74,258.73	98,694.65	-24,435.92	75.24%	143,479.00	-69,220.27	51.76%	
Total 63000 Branch Information Materials	\$ 383,315.51	\$ 497,939.23	-\$ 114,623.72	76.98%	\$ 811,097.00	-\$ 425,671.28	47.52%	
64000 Designated Donation Expense								
64007 CO-Coal County Public Library Utilities	2,904.93		2,904.93			2,904.93		
64008 WS-Raines Family Foundation	867.34		867.34			867.34		
64021 Stigler Public Library Carpet and Paint	17,145.26		17,145.26			17,145.26		
64022 Tom Coffman Idabel Donations	315.00		315.00			315.00		
Total 64000 Designated Donation Expense	\$ 21,232.53	\$ 0.00	\$ 21,232.53		\$ 0.00	\$ 21,232.53		
64100 Undesignated Donation Expense	4,160.28	3,595.33	564.95	115.71%	10,000.00	-5,314.85	46.85%	
64200 Grant Expense		1,249.48	-1,249.48	0.00%	5,000.00	-5,000.00	0.00%	
64280 ODL-Conference Grants	1,088.00		1,088.00			1,088.00		
64298 DIGNAV	36,827.68		36,827.68			36,827.68		
Total 64200 Grant Expense	\$ 37,915.68	\$ 1,249.48	\$ 36,666.20	3034.52%	\$ 5,000.00	\$ 32,915.68	758.31%	
64500 In Kind Expense		0.00	0.00		10,000.00	-10,000.00	0.00%	
65000 Depreciation Expense	152,104.01		152,104.01			152,104.01		
65200 Interest Expense	3,538.13	3,538.00	0.13	100.00%	3,538.00	0.13	100.00%	
Total Expenses	\$ 4,351,214.88	\$ 4,384,059.23	-\$ 32,844.35	99.25%	\$ 6,584,941.00	-\$ 2,142,779.09	67.46%	
Net Operating Income	\$ 2,875,785.96	\$ 1,012,609.67	\$ 1,863,176.29	284.00%	\$ 274,501.00	\$ 2,615,433.68	1052.80%	
Other Income								
70100 Disposition Surplus Equipment	11,284.00	10,000.00	1,284.00	112.84%	15,000.00	-3,656.00	75.63%	
70200 In Kind Donations		0.00	0.00		10,000.00	-10,000.00	0.00%	
79000 Miscellaneous Income		333.32	-333.32	0.00%	500.00	-500.00	0.00%	
Total Other Income	\$ 11,284.00	\$ 10,333.32	\$ 950.68	109.20%	\$ 25,500.00	-\$ 14,156.00	44.49%	
Other Expenses								
65100 Amortization Expense	578.26		578.26			578.26		
Total Other Expenses	\$ 578.26	\$ 0.00	\$ 578.26		\$ 0.00	\$ 578.26		
Net Other Income	\$ 10,705.74	\$ 10,333.32	\$ 372.42	103.60%	\$ 25,500.00	-\$ 14,734.26	42.22%	
Net Income	\$ 2,886,491.70	\$ 1,022,942.99	\$ 1,863,548.71	282.18%	\$ 300,001.00	\$ 2,600,699.42	966.90%	

Budget vs. Actual Report Notes

Payroll Accrual – Pay Date 03/13/2026

Due to time constraints in finalizing this report, February 2026 payroll accruals for the 03/13/2026 pay date were forecasted. Actual payroll-related expenses recorded as of February 28, 2026 are as follows:

- Salaries: \$2,008,205.63
- FICA/Medicare Expense: \$153,887.85
- Unemployment Tax: \$12,353.91
- Retirement Fund Contributions: \$255,153.48
- Health Insurance Compensation: \$34,118.78

The February accruals for the 03/13/2026 payroll were estimated as follows:

- Salaries: \$59,553.74
- FICA/Medicare Expense: \$4,621.54
- Unemployment Tax: \$580.17
- Retirement Fund Contributions: \$7,539.77
- Health Insurance Compensation: \$858.59

These forecasted accruals are included in the totals reflected in the report.

Human Resources

This line item is currently over budget due to several additional costs that were not included in the original FY 2026 budget. Adjustments will be made in FY 2026 Revised Budget #2, including:

- \$5,000 to cover scholarships approved by the Board for the Spring 2026 semester
- \$2,500 for staff background checks
- \$2,288 for a new Paycom feature that automatically synchronizes employee 401(k) deferral changes from Empower into Paycom

These additions temporarily place the line item over budget but will be corrected in the revised budget.

Utilities

Utility expenses are currently over budget due to the cost of utilities for the temporary McAlester Public Library location at Edmond Doyle Elementary School.

These expenses will be addressed in FY 2026 Revised Budget #2. Since these costs are associated with the library renovation project, they will be offset by renovation donation funds.

Insurance Expense

This line item exceeds the current budget primarily due to the purchase of Builder's Risk Insurance for the McAlester Public Library renovation project in the amount of \$10,460.

Additional insurance amendments included coverage for computer equipment at several reading centers, totaling \$5,687.

Future costs may also be incurred to insure the Wi-Fi bench located in Broken Bow, which is a \$16,000 asset.

These costs will be addressed in FY 2026 Revised Budget #2 and offset by McAlester renovation donation funds where applicable.

Reading Center Equipment

The annual budget for this line item was \$8,000. Repairs and work performed by Sporos at the Hochatown Reading Center totaled \$3,310 for parts and labor.

These costs should be classified under the Equipment Rental & Repair line item. A journal entry will be made to reclassify the \$3,310 from the Reading Center Equipment line item to Equipment Rental & Repair, which is why the adjustment is not reflected in the current report.

After this reclassification, the actual expenses for Reading Center Equipment will total \$5,390.45, which is under the annual budgeted amount.

Furniture & Equipment

This line item exceeds the current budget due to a 50% deposit for furniture for the McAlester Public Library grand opening, totaling \$57,243.53 as of March 2026.

Under the organization's capitalization policy, items must cost \$1,000 or more to be capitalized; therefore, certain items were expensed rather than capitalized.

These costs will be incorporated into FY 2026 Revised Budget #2 and will be offset by renovation donation funds.

Audit

Audit expenses have increased significantly compared to the prior year. The original FY 2026 budget anticipated lower costs following completion of the Coalgate audit; however, costs associated with our current auditor, Furrh, have risen beyond expectations.

The budget for this line item will be increased in FY 2026 Revised Budget #2 to reflect the updated audit costs.

Report as of 3/9/2026

Current SEOLS Investments

CD ID	Investment Channel	Bank	Investment Date	Maturity Date	Interest Rate	Total	Accrued Interest as of Report Date	Accrued Interest at Maturity
CD1-09182025	Edward Jones	Ally Bk Sandy Utah	9/18/25	3/18/26	3.85%	\$200,000.00	\$3,628.49	\$3,818.36
CD1-09232025	Edward Jones	Bank Glen Burnie MD	12/24/25	4/24/26	3.80%	\$200,000.00	\$1,561.64	\$2,519.45
CD1-02142025	Edward Jones	BankUnited Natl Assn Miami Lakes FL	2/19/26	5/19/26	3.75%	\$200,000.00	\$369.86	\$1,828.77
CD1-04152025	Edward Jones	Mizrahi Tefahot Bk LTD Los Angeles Calif	2/10/26	5/28/26	3.80%	\$200,000.00	\$562.19	\$2,227.95
CD1-03102025	Edward Jones	Truist BK Charlotte N C	6/13/25	6/12/26	4.30%	\$100,000.00	\$3,169.04	\$4,288.22
CD1-09192025	Edward Jones	Wells Fargo Bk N A Sioux Falls SD	9/19/25	6/22/26	3.85%	\$200,000.00	\$3,607.40	\$5,822.47
CD1-12182024	Edward Jones	CFSBank Charlerol PA	9/26/25	6/26/26	3.80%	\$200,000.00	\$3,414.79	\$5,684.38
CD1-03112025	Edward Jones	Union SVGS BK Danbury Conn	12/26/25	7/27/26	3.80%	\$200,000.00	\$1,520.00	\$4,435.07
CD1-09262025	Edward Jones	Enterprise Bk & Tr Clayton MO	9/26/25	9/25/26	3.70%	\$100,000.00	\$1,662.47	\$3,689.86
Total Current SEOLS Investments:						\$1,600,000.00	\$19,495.89	\$34,314.52

SEOLS Investments Redeemed

CD ID	Investment Channel	Bank	Investment Date	Maturity Date	Total	Accrued Interest at Maturity
CD1-12052024	Edward Jones	Barclays Bk-Delaware	12/11/24	12/11/25	\$200,000.00	\$8,600.00

SEOLS Interest as of 06/09/2025 Onward

CD ID	Investment Channel	Bank	Initial Purchase Date	Maturity Date	Total Interest
CD1-02142025	Edward Jones	State Bank India-Chicago ILL	2/14/25	2/13/26	\$8,526.04
CD1-03102025	Edward Jones	Liberty Bk Middletown CT	3/10/25	6/9/25	\$1,072.05
CD1-03112025	Edward Jones	Union SVGS BK Danbury Conn	12/26/25	7/27/26	\$7,870.68
CD1-04152025	Edward Jones	Goldman Sachs Bk USA-New York New York	10/22/25	1/22/26	\$6,065.78
CD1-09232025	Edward Jones	Peoplesbank Holyoke Mass	9/23/25	12/23/25	\$1,994.52
CD1-09262025	Edward Jones	Enterprise Bk & Tr Clayton MO	9/26/25	9/25/26	\$1,246.86
CD1-12052024	Edward Jones	Barclays Bk-Delaware	12/11/24	12/11/25	\$8,600.00
CD1-12182024	Edward Jones	Old Natl Bk-Evansville Ind	9/26/25	6/26/26	\$9,095.03

Consent Agenda



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- 3.01 Approval Minutes of the January 20st, 2026 Meeting of the SEOLS Board of Trustees.
 - 3.02 Personnel Report.
 - 3.03 Acceptance of Donations to the McAlester Public Library Renovation Project.
 - 3.04 Approval of Changes to the Credit Card Policy Recommended by the Operating Policy Committee.
 - 3.05 Approval of Changes to the Cash Handling Policy Recommended by the Operating Policy Committee.
 - 3.06 Approval of Changes to the Purchasing Policy Recommended by the Operating Policy Committee.
 - 3.07 Confirmation of Ban of Valliant Guest James Jamerson.
 - 3.08 Confirmation of Ban of McAlester Guest Derrick Cook.
 - 3.09 Confirmation of Purchase of McAlester Public Library Playground Equipment.

SOUTHEAST OKLAHOMA LIBRARY SYSTEM
BOARD MEETING MINUTES

MEETING PLACE: Nelda Clark Myers Public Library
Quinton, OK
DATE: January 20, 2026
TIME: 7:00 P.M.

Written public notice of the date, time, place and agenda for this meeting was posted and a copy of the same mailed to the Pittsburg County Clerk in Conformity with the Oklahoma Meeting Act.

BOARD MEMBERS PRESENT

Jason Armstrong (Talihina)	Leslie Langley (Wister)	Paula Setzer (Valliant)
David Beall (McAlester)	Tiffany Latham (Poteau)	Brent Shain (Hugo)
Donna Carolan (Stigler)	Kasandra Lovell (LeFlore Co.)	Les Silka (Spiro)
Lori Chrestman (Wilburton)	Joy Maxwell (Haskell Co.)	Bobby Weatherford (Arkoma)
Ross Eaton (Pittsburg County)	Kelly Meredith (Heavener)	Stephanie Wilson-Bellettini (Coalgate)
Ken Farley (McCurtain Co.)	Sheena Richards (Choctaw Co.)	Cheryl Wood-Myers (Latimer Co.)
Devona Holt (Hartshorne)		
Bart Howell (Quinton)		

BOARD MEMBERS ABSENT

Kim Corley (Idabel), Kenneth Hendon (Broken Bow)

VACANCIES

Coal County

STAFF PRESENT

Michael Hull, Executive Director
Bethany Fabrizio, Executive Assistant

GUESTS PRESENT

Danielle Layden, SEOLS Attorney

ROLL CALL

Brent Shain, Chair, called the meeting to order at 7:01 pm. The roll was called and a quorum established with 20 board members present.

ADOPTION OF AGENDA

Joy Maxwell moved to adopt the agenda. Seconded by Les Silka. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None.

CARRIED.

EXECUTIVE DIRECTOR'S REPORT

Michael Hull informed the Board of Idabel public Library Manager Linda Pott's retirement. He also let the Board know about the rearrangement of regions in the system and who the new regional managers would be. He updated the board on any bills that have been affecting public libraries, possible ad valorem reform, the Coal County petition, updates on the courier van, and the Dolly Parton's Imagination Library reserve.

FINANCIAL REPORT

Michael Hull informed the Board of the financial status of SEOLS.

Stephanie Wilson-Bellettini left the meeting at 7:05 p.m.

Stephanie Wilson-Bellettini returned to the meeting at 7:08 p.m..

APPROVAL OF CONSENT AGENDA

Leslie Langley moved to adopt the Consent Agenda. Seconded by Kelly Meredith. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **CARRIED**.

4.01 Discussion and Consideration of AIA Agreement with Ethos Architects for Design of the Southern Bookmobile Storage Facility.

David Beall moved to Accept the AIA Agreement with Ethos Architects for Design of the Southern Bookmobile Storage Facility. Seconded by Lori Chrestman. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **CARRIED**.

4.02 Discussion and Consideration of Shelving Bids for Stigler Public Library.

Ken Farley moved to Accept L&M's Bid for Stigler Public Library Up To \$115,000. Seconded by Les Silka. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **CARRIED**.

4.03 Discussion and Consideration of Revised SEOLS Employee Scholarship Program.

David Beall moved to Table the Revised SEOLS Employee Scholarship Program. Seconded by Stephanie Wilson-Bellettini. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **TABLED**.

4.04 Discussion and Possible Action Regarding Funding of McAlester Public Library Renovation.

Michael Hull presented the current fundraising status of the McAlester Public Library renovation project to the Board. No action was taken.

4.05 Discussion and Consideration of Appointing an Ad Hoc Committee to Approve McAlester Public Library Furniture Bids.

Joy Maxwell moved to Appoint David Beall, Ross Eaton, Stephanie Wilson-Bellettini, Cheryl Wood-Myers, and Leslie Langley to an Ad Hoc Committee to Approve McAlester Library Furniture Bids.

Seconded by Kelly Meredith. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **CARRIED.**

4.06 Discussion and Consideration of ALA attendance by Board of Trustees.

Cheryl Wood-Myers moved to Allow Board Chair Brent Shain to Choose 2-3 Board Members to Attend ALA Conference. Seconded by Bobby Weatherford. The question was called. AYE: Armstrong, Beall, Carolan, Chrestman, Eaton, Farley, Holt, Howell, Langley, Latham, Lovell, Maxwell, Meredith, Richards, Setzer, Shain, Silka, Weatherford, Wilson-Bellettini, Wood-Myers. Nay: None. **CARRIED.**

5.01 NEW BUSINESS.

No new business.

5.02 COMMENTS FROM THE PUBLIC.

None.

6.01 ADJOURNMENT

The meeting adjourned at 8:05 p.m.

Minutes prepared by Bethany Fabrizio and Michael Hull.

Approved _____

Brent Shain, Chair

Michael Hull, Executive Director

DRAFT

DRAFT

Southeast Oklahoma Library System
Personnel Report
March 9, 2026

1. New Hires

- Rebecca Palecki, McAlester Public Library, Part Time Library Assistant
- Stephanie Pamplin, Broken Bow Public Library, Part Time Library Assistant
- Curtsie Jacobs, Heavener Public Library, Part Time Library Assistant
- Michelle Gomez-Diego, Heavener Public Library, Part Time Library Assistant

2. Probation Periods Completed

- Bethany Rose, Talihina Public Library, Part Time Library Assistant
- Melisa Mayo, Coal County Public Library, Full Time Library Assistant
- Rebecca Nixon, Nelda Clark Myers Public Library, Part Time Library Assistant
- Hannah Jackson, Idabel Public Library, Part Time Library Assistant

3. Certification Completed

- n/a

4. Terminations/Resignations

- Kaitlin Grice, Heavener Public Library, Full Time Library Assistant/Children's Specialist/Digital Navigator
- Linda Potts, Idabel Public Library, Southern Regional Supervisor
- Brinnlee Cruse, Heavener Public Library, Substitute Roving Library Assistant

5. Location or Duties Reassignments

- Gabrielle Moore, Talihina Public Library, Library Manager I (Degreed), promoted to Library Manager I (Degreed)/Digital Resources Librarian
- Sherri Blake, Broken Bow Public Library, Library Manager II (Degreed), promoted to Regional Supervisor
- Heath Stanfield, McAlester Public Library, Library Manager III, promoted to Regional Supervisor
- Tracy Allred, Stigler Public Library, Library Manager II/Digital Navigator Coordinator, promoted to Regional Supervisor
- Becky Williams, Broken Bow Public Library, Library Assistant/Digital Navigator Outreach, promoted to Assistant Library Manager/Digital Navigator
- Kristin Lawson, Stigler Public Library, Library Assistant/Digital Navigator, promoted to Assistant Library Manager
- Sunshine Blassingame, Latimer County Public Library, Full-Time Library Assistant/Digital Navigator, promoted to Full Time Library Assistant/Digital Navigator Coordinator
- Heather Littles, Idabel Public Library, Part Time Library Assistant/Digital Navigator, promoted to Library Assistant/Digital Navigator Outreach

- Shelby Hardy, Patrick Lynch Public Library, Full Time Library Assistant/Spanish Fluent/Digital Navigator, promoted to Full Time Library Assistant/Spanish Fluent/Digital Navigator Outreach
- Ann Michelle Faudree, Coal County Public Library, Full Time Library Assistant, promoted to Children/Teen Services Librarian (Degreed)



**McAlester Campaign
Donation Report
March 9, 2026**

Donations Received

- Steve and Patty Harrison - \$100,000
- Steve and Robin Woodley - \$11,000

Credit Card Use Policy

Southeast Oklahoma Library System (SEOLS) ~~wishes to~~ permits the use of credit cards to streamline and enhance the purchase of Library materials and supplies.

The total combined authorized credit limit of all Library credit cards shall not exceed 1% of the total budget for the current fiscal year.

Limits will be placed on each card based on budget and role of each authorized user. Pre-approval of credit card usage is required by the Executive Director for purchases in excess of \$500.

The balance due shall be paid on or prior to the due date from a SEOLS~~the Library~~ checking account only after review by administrative personnel and approval by the Library Director.

ISSUANCE: The Executive Director shall be responsible for the issuance, monitoring and retrieval of system credit cards and for overseeing compliance with this Credit Card Policy. The ~~Administrative-Business~~ Manager shall be responsible for reconciliation of all credit card bills. An employee using a SEOLS-issued credit card is responsible for the protection and custody of the card and shall immediately notify the Executive Director or ~~Administrative-Business~~ Manager if the card is lost or stolen.

The Executive Director is authorized to issue SEOLS credit cards to library managers, department heads, and other employees whose duties require the frequent purchase of supplies.

Unauthorized use of a Library credit card by any employee shall be cause for disciplinary action up to and including dismissal. The employee will be held responsible for the payment of unauthorized purchases. Employees must surrender their SEOLS-issued ~~the Library~~ credit card immediately upon termination.

USE OF CREDIT CARDS: An employee using a SEOLS credit card must submit a form showing an itemized list of goods or services purchased with the card, the cost of purchase, date of purchase and official business for which purchased to the ~~Administrative-Business~~ Manager. The original sales receipt must be signed by the employee cardholder and should be attached to the form.

Credit cards shall be used only by the employees to whom they are issued and shall be used only for the purchase of goods or services for the official business of SEOLS.

App. May 9th, 2017, 11/15/2022

Cash Handling Policy

Purpose

This policy provides guidelines for the handling of cash by library staff related to circulation, ~~copying small business services~~ and lost material fees as well as fund raising events.

Receipt of Cash

All transactions involving the receipt of cash in SEOLS branches must be recorded in a manner established by the Executive Director. Staff are expected to accurately record the amount and type of each transaction. Money received must be counted at the end of each business day and verified by the library manager. At the beginning of each week, the library manager is to submit a remittance of all cash received the prior week to the Business Office.

Upon receipt, the Business Office will verify and document the amount of remittance before depositing in the bank.

SEOLS does not accept checks for payment of fines, lost or damaged materials, or fees for services ~~such as copies and faxing~~.

Safeguarding Cash

All cash received is to be kept in a locked location overnight. When the library managers accept the daily funds, they should store all cash for a week in a secure office if possible. The counting and handling of money should be done out of sight of the general public.

Expenditures from Cash

Expenditures from cash should only be made in the rare circumstances when central purchasing, invoicing or the use of a company credit card will not suffice and immediate payment is required. Expenditures from cash must not exceed \$25.

All expenditures from cash must be documented. A record of the expenditure (all receipts) must be signed by a staff member and the Library Manager. The record must contain the following information: date, name of recipient, reason for payment and amount of payment. Managers must submit records of expenditure with their branch's weekly remittance.

No staff reimbursements shall be made with cash. When reimbursements are necessary, staff shall submit a formal reimbursement request as established by the Executive Director.

App. 3/19/2019, 5/16/2023

PURCHASING

HOW MADE:

All purchases of supplies, materials, equipment or services for the Southeast Oklahoma Library System (SEOLS) shall be made by the Executive Director (hereinafter “the Director”); or other SEOLS personnel in accordance with purchase authorizations issued by the Director. The Director shall establish and maintain a purchasing procedure to:

- a) Assure that each encumbrance is a legal and just claim, and is within the authorized available balance of the appropriate budget categories;
- b) Certify that purchased items are satisfactorily received;
- c) Provide accurate records for audit, such records to be kept on file for at least five years.

SEOLS's business office shall be the central purchasing agency through which requests for the purchase of all library materials and operational items are routed and accounted for. The Business Manager shall be the designated Encumbering Officer.

The Encumbering Officer shall control the use of credit cards (including bank cards such as VISA and gasoline credit cards), which may be used in accordance with this policy and the budget for travel expenditures, ~~telephone purchases from mail order firms~~, and other purchases where use of a credit card is deemed the most appropriate way to make the purchase.

BASIS FOR PURCHASING

Purchases are made on the basis of price, quality, service, availability, and other pertinent factors considered to be in the best interest of SEOLS.

SEOLS prefers to buy locally, i.e., buy needed items and services from suppliers located in and paying taxes directly in support of the library system.

If all other factors are equal, a purchase should be made from an in-system vendor whose price is not more than 5% higher than the lowest and best out-of-system vendor.

SEOLS will not knowingly purchase any item from:

- a) Members of the Board of Trustees of the Southeast Oklahoma Library System, or their spouses;
- b) Employees of the Southeast Oklahoma Library System, or their spouses;
- c) Children, parents, grandparents, grandchildren, brothers, and sisters of the above individuals and their spouses;
- d) Any business entity in which any of the above individuals has a pecuniary interest, including owning over 5% of the stock, or other direct or indirect gain resulting from such purchases.

This policy does not prohibit purchases from any business entity in which an individual defined above is employed or owns 5% or less of the stock, but who does not have a pecuniary interest (beyond employment or stock ownership) as defined above. Where there is a compelling interest,

the Board of Trustees may authorize a specific, limited, exception to the above prohibitions, except as prohibited by statute (see 62 O.S. 1991, ' 371).

COMPETITIVE BIDS

Major purchases, including equipment, furniture, capital goods and construction projects, expected to cost \$20,000 or more, and not listed under State Contract, shall be made via a formal bidding process. Purchases of supplies, equipment, furniture, or services expected to cost more than ~~\$5,000~~ \$10,000 but less than \$20,000 shall normally be made using an informal bidding process including tabulated, documented quotes or bids from three or more vendors.

All formal bids shall be sealed and shall be opened in public at a time and place specified in the bid request, with a SEOLS Board member present. The Director may repeatedly reject all bids and again may submit to the same, or other, vendors the request for quotation (or invitation to bid), and/or again publish notice of the proposed purchase.

The Director shall analyze the bids received, and recommend to the Board of Trustees the bid which is most advantageous to SEOLS, considering price, quality, date of delivery, and other pertinent factors. Final decision to purchase shall be made by the Board of Trustees. The Board of Trustees reserves the right to reject any or all bids, and to waive any technicalities or formalities.

In the event of a tie bid, purchase may be made from one of those tying, or the purchase may be divided among those tying, always accepting the bid or bids most advantageous to SEOLS.

The Director shall review all contracts at least annually and, depending on vendor performance, decide whether to renew, cancel or rebid the service. All contracts in force for three consecutive years which exceed \$20,000 in any one year shall be subject for rebidding at the end of the third year unless this requirement is waived by the Board of Trustees.

In selecting service providers for all eligible goods and/or services for which Universal Service Fund ("E-Rate") support will be requested, the Director shall:

- a) make a request for competitive bids for all eligible goods and/or services for which Universal Service Fund support will be requested and comply with applicable state and SEOLS procurement processes included in its documented policies and procedures;
- b) wait at least four week after the posting date of the FCC Form 470 on the USAC Schools and Libraries website before making commitments with the selected service providers;
- c) consider all bids submitted and select the most cost-effective service offering, with price being the primary factor considered; and
- d) keep control of the competitive bidding process by not surrendering control to a service provider who is participating in the bidding process and not including service provider contact information on the FCC Forms 470.

WHEN COMPETITIVE BIDDING IS NOT REQUIRED

The following may be purchased without giving opportunity for competitive bidding:

- a) Budgeted items listed under Oklahoma state, multi-state (including Oklahoma), or federal government contract may be purchased directly from the vendor, without further bid procedure required;
- b) Supplies, materials, or equipment when purchased at a price not exceeding a price set therefore by the state purchasing agency or any other state agency hereafter authorized to regulate prices for things purchased by the state (whether such price is determined by a contract negotiated with a vendor or otherwise);
- c) Library materials, e.g., books, periodicals, audiovisual materials, binding, etc., which are purchased at the best discount available consistent with service, date of delivery, and other pertinent factors;
- d) Supplies, materials, or equipment which can be furnished only from a sole source, or which have a uniform price wherever bought;
- e) Supplies, materials, or equipment purchased from another unit of government at a price deemed below that obtainable from private dealers;
- f) Professional services which require specialized or technical skills, expertise or knowledge, or the exercise of professional judgment. These include but are not limited to architects, engineers, attorneys, accountants, real estate appraisers, insurance brokers, and professional consultants.
- g) Contracts for performers or artistic services.
- h) Speakers, trainers, and seminars.
- i) Advertising services.
- j) Contracts for the maintenance or servicing of equipment which are made with the manufacturer or authorized service agent of that equipment where the maintenance or servicing can best be performed by the manufacturer or authorized service agent.
- k) Contracts for software support and maintenance provided by the software company.
- l) Services (gas, electricity, telephone services, etc.) purchased from a public utility at a price or rate determined by the State Corporation Commission or other government authority;
- m) Where proposed equipment and/or services vary to the extent that sealed bids are not practical, detailed proposals may be accepted in lieu of such bids.

EMERGENCY SITUATIONS

In an emergency situation requiring swift action, when no regular or emergency Board of Trustees meeting is scheduled or practical under the situation, the Director may contract to handle the emergency; with all reasonable efforts to advise individual board members of the emergency action having been exerted by the Director.

Payments

The Executive Director is authorized to ~~approve~~issue payments within the limits of the Board approved Budget. Payments by check require two signatures. The Executive Director is authorized as a signer on all SEOLS checking accounts, and the Board should annually approve two to three Trustees as authorized signer.

The Board of Trustees authorizes ACH, wire transfers, online vendor portals or EFT as an appropriate method of payment. ~~with the approval of both the~~ The Executive Director may authorize and approve such payments with the approval of one of the Board approved check signers. and another Board approved check signer.

App. 6/13/89; rev. 7/18/89, 1/14/92, 5/9/95, 5/11/99, 6/8/04, 7/8/08, 6/9/09, 9/20/22

Always download this form from SEOLS Nexus to ensure you have the most current version.

Southeast Oklahoma Public Library System

INCIDENT REPORT

Date of Incident: 3/3/2026 Approximate Time of Incident: 8:30 AM
 Location: Mattie Terry (Valliant) Reporter's Name: Jessica Brents
 Address: 311 N Johnson St. Valliant, Ok 74764 Phone: 866-258-6157

Individuals Involved and How

Jessica Brents witness. Betty Monk banned John Jamerson Valliant Police Chief Jason Powers and K9 Officer Josh Smith served letter and enforced ban. John Jamerson threatening harm to several people.

Describe What Happened as Specifically as Possible:

John Jamerson threatened to beat up Elmer Smith on Thursday Feb. 26, 2026. John Jamerson threatened to take Brian Packwood to the parking lot and kick his butt Jan 7, 2026. John Jamerson threatened to go to his car and get a gun and shoot Gene Jones on Jan. 1, 2026. Betty Monk had the Valliant Police come with a letter to ban John Jamerson from the Nutrition Center on March 3, 2026.

Action Taken by Staff:

Observed the issue with John Jamerson and contacted Michael Hull to voice our concerns with allowing him access to the building by allowing him to come in the library.

Witnesses:

Jessica Brents

Signed

Jessica Brents

Date reported

3/3/2026

**FEED THE NEED
FOUNDATION
FOR RURAL OKLAHOMA**

Valliant Nutrition Center
311 N Johnson St
Valliant, Ok 74764
March 1, 2026

Notice of Ban from Valliant Nutrition Center

Dear John Jamerson,

This letter serves as an official notice that you are hereby banned from the Valliant Nutrition Center effective immediately. This decision has been made due to threatening behavior to other senior citizens.

You are not permitted to enter the premises or participate in any related activities. You may not pick up lunches. Failure to comply with this ban may result in legal action.

If you have question regarding your ban feel free to contact me at 580-933-4932.

Betty Monk
Site Manager
Valliant Nutrition Center

A handwritten signature in cursive script, reading "Betty Monk", is written over a horizontal line.



March 3, 2026

John Jamerson
1098 River Ferry Rd
Garvin, OK 74736

Mr. Jamerson,

This letter is to inform you that you are barred from the Mattie Terry Public Library, a branch of Southeast Oklahoma Library System (SEOLS), for a period of twelve (12) months. Because you have been banned from the adjacent Nutrition Center in the Mattie Terry Building for threatening violence multiple times against other guests.

Your ban will last through March 3, 2027. During this time, any presence by either of you at the Mattie Terry Library will be considered trespassing. If you choose to return to the library after March 3, 2027, we will expect you to behave appropriately. Failure to adhere to or follow these expectations and the library system's general behavior policy will result in an additional ban.

If you wish to appeal this decision, you may do so appealing to the Board of Trustees of the Southeast Oklahoma Library System at their next regular meeting on March 24th, 2026, which will be held at the Wilburton Public Library at 7:00 pm.

Sincerely,

Michael Hull
Executive Director

Southeast Oklahoma Public Library System

INCIDENT REPORT

Date of Incident: 1/17/2026 Approximate Time of Incident: 10:50
Location: McAlester Reporter's Name: Mike Smith
Address: 520 East Smith Ave Phone: 9184290930

Individuals Involved and How

Mike Smith-Employee
Derrick Cook- Patron

Describe What Happened as Specifically as Possible:

This patron has been a nuisance to all staff and patrons today. We had a couple of minor problems with him, but we gave Derrick Cook several verbal warnings. Today was the final straw for me. I try my best to be nice to everyone and give them their due as a patron. The disrespect and the threats he made toward people and staff were unacceptable.

Today's incident started with him talking erratically and trying to start a conversation with me. I was polite and entertained it for a minute to hopefully keep him calm. He then progressed to saying he would beat up my manager, Heath Stanfield, and called him racial slurs while cussing.

The second violation occurred when he used his electronic vape directly in front of me. I told him he would have to leave for the day. He then proceeded to call me names, and I won't lie—it almost provoked me to respond negatively. However, we have been nice and very understanding due to his mental and medical condition. Despite this, the blatant disrespect and threats of harm toward others and myself crossed the line. For the safety of our patrons and staff, banning him is necessary.

Action Taken by Staff:

He was asked to leave for the day, if he tries to come back, the police will be called because he is very aggressive and violent. I feel that would be the safe thing to do if he returns.

Witnesses:

N/A

Signed Mike Smith Jr

Date reported 1/17/2026



January 22, 2026

Derrick Cook
603 E Crisler
McAlester, OK 74501

Mr. Cook,

This letter is to inform you that you are barred from the McAlester Public Library and any other branch of Southeast Oklahoma Library System (SEOLS) for a period of twelve (12) months. On Saturday, January 17th during your visit to the McAlester Public Library, staff reported that you verbally threatened to assault the library manager while using racial slurs, use a vaping device directly in front of a staff member, and then verbally harassed that staff member when you were asked to leave.

Your ban will last through January 17th, 2027. During this time, any attempt to enter the McAlester Public Library will be considered trespassing. If you choose to return to the library after January 17th, 2027, we will expect you to behave appropriately. Failure to adhere to or follow these expectations and the library system's general behavior policy will result in an additional ban.

If you wish to appeal this decision, you may do so appealing to the Board of Trustees of the Southeast Oklahoma Library System at their next regular meeting on March 24th, 2026, which will be held at the Wilburton Public Library at 7:00 pm.

Sincerely,

A handwritten signature in blue ink that reads "Michael Hull". The signature is fluid and cursive, with the first name "Michael" and last name "Hull" clearly distinguishable.

Michael Hull
Executive Director



Quote

21701 S. Sundance Dr.

Claremore, OK 74019

918-550-1829

julie@performancedesignquality.com

CUSTOMER ID KKT ARCHITECTS

PROJECT MCALISTER LIBRARY UPDATE

BREAK-OUT - TO INCLUDE TURF IN NORTHERN SECTION

SHIPPING METHOD		SHIPPING TERMS	DELIVERY DATE	
best way				
QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL
1		CUSTOM PLAYGROUND DESIGN FXR-TRN-205-0002		\$38,900.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$15,900.00
1		LPAD-G-IG-STL-SRP LILYPAD CYMBOLS		\$5,998.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$500.00
1		SRND-IG-STL-SRP SERENADE		\$8,200.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$750.00
1		FWR-O-IG-SRP ORANGE FLOWER		\$1,945.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$500.00
1		FWR-I-IG-SRP INDIGO FLOWER		\$2,000.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$500.00
1		FWR-T-IG-SRP TURQUOISE FLOWER		\$1,945.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$500.00
1		FWR-Y-IG-SRP YELLOW FLOWER		\$2,000.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$500.00
		FREIGHT		\$2,800.00
		** PLEASE NOTE - THE MUSICAL INSTRUMENTS DO NOT NEED SURFACING - BUT THE TRAIN REQUIRES PLAY SURFACING **		
2,250 SF		ARTIFICIAL TURF - PLAYSAFE 50 - FIELD GREEN WITH SECTION		\$38,350.00

		INCLUDES PLAY PAD SAFETY PAD FOR TRAIN AREA		
		FREIGHT		
		INCLUDES: FREIGHT, INSTALL OF ALL TURF, PAD		
		AND SUBBASE		
SUBTOTAL				\$121,288.00
SALES TAX				
TOTAL				\$121,288.00

exclusions: site work, sales tax

PRICING GOOD FOR 30 DAYS

January 26, 2026

Date



Quote

21701 S. Sundance Dr.
Claremore, OK. 74019
918-550-1829
julie@performancedesignquality.com

CUSTOMER ID ETHOS ARCHITECTS

PROJECT MCALISTER LIBRARY - UPDATED PAVILION

SHIPPING METHOD		SHIPPING TERMS	DELIVERY DATE	
best way				
QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL
		CEDAR FOREST PRODUCTS		
1		MONO SLOPE SHELTER - 10' X 20' X 8' EAVE		\$13,275.00
		25:12 ROOF PITCH		
		STAMPED ENGINEERING		\$900.00
		FREIGHT		\$1,650.00
		INSTALLATION - TO INCLUDE CONCRETE FOOTINGS		\$5,760.00
			SUBTOTAL	\$21,585.00
			SALES TAX	
exclusions: site work			TOTAL	\$21,585.00

exclusions: site work

PRICING GOOD FOR 30 DAYS

January 28, 2026

Date _____


**SOUTHEAST OKLAHOMA
LIBRARY SYSTEM**

McAlester Renovation Donation Designation Form

Thank you for donating to the Southeast Oklahoma Library System (SEOLS) for the benefit of the McAlester Public Library. Your donation will directly benefit the remodeling efforts of the McAlester Public Library. Southeast Oklahoma Library System is a registered 501(c)(3) non-profit corporation, making your gift tax deductible.

Please make all checks payable to "Southeast Oklahoma Library System"

Mail Checks to: MPL Campaign, 2820 N Main St. McAlester, OK 74501

A Contributor Information

Steve & Patty Harrison
Name of Individual(s) Making the Contribution
37 Georgetown Circle McAlester, OK 74501
Mailing Address City State Zip Code
918 429 9251 stevepattyharrison@sbcglobal.net
Phone Email

Continue to Part B

B How would you like to contribute to the McAlester Public Library Renovation?

☐ Donate Now *(Continue to Part C)*

☒ Pledge *(Skip to Part D)*

C Donate Now

Date: _____ Amount: \$ _____ Check Number: _____ *(If applicable)*

Skip to Part E Upon Completion of Part C

D Pledge (remind me later or scheduled payments)

I would like to pledge \$ 150,000.00

☒ I will pay the entire pledge on or before Q1 2028

☐ I would like to be reminded in installments of \$ _____. ☐ Monthly ☐ Quarterly ☐ Annually

Beginning on: _____

Continue to Part E

E Listings *(Donors may be listed in campaign materials unless an anonymous gift is requested)*

☐ I wish to be recognized as: _____

☐ I wish to remain anonymous.

☐ This contribution is in honor of: _____

☐ This contribution is in memory of: _____

☒ Naming Rights: Patty's Playland

☐ Please contact me regarding including the library in my will/estate planning.

☐ Please contact me regarding a planned gift to the library.

My donation will be matched by: _____ *(If applicable)*

Staff Use Only

Date: _____

☐ No funds were received today

☐ Funds were received today

Payment Method: _____

Check Number: _____

Print Staff Name: _____

Staff Signature: _____

SuperiorPlaygrounds

Flowers



SuperiorPlaygrounds

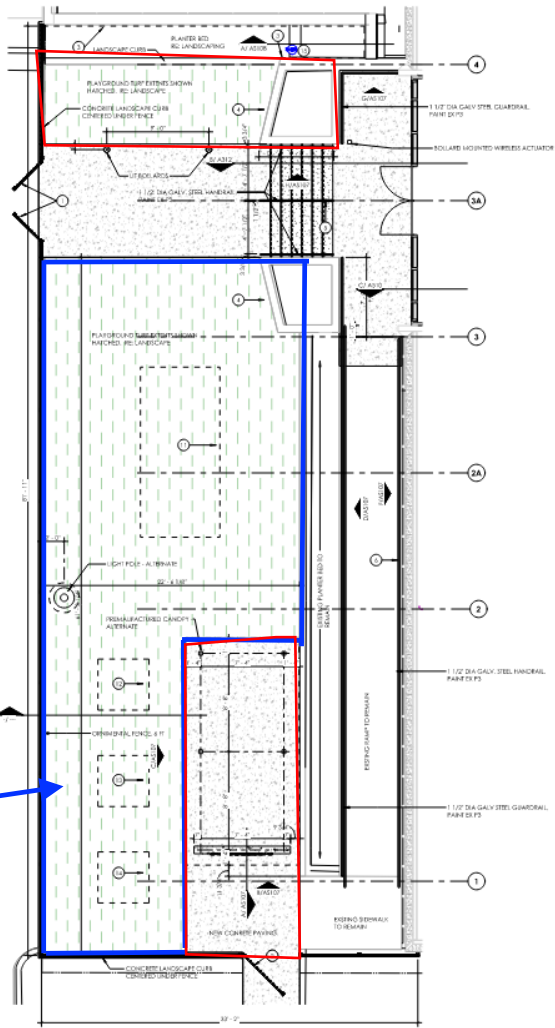
Lilypad Cymbals



Blue outline area is synthetic turf

SuperiorPlaygrounds

Serenade



MUSICAL INSTRUMENTS

Canopy Examples



Action Items or Strategic Discussion Supporting Documents



SOUTHEAST OKLAHOMA LIBRARY SYSTEM

-
-
- 4.01 Discussion and Consideration of Updated SEOLS Scholarship Program.
 - 4.02 Discussion and Consideration of Proposed Scope of Work for Coalgate Public Library Restroom Updates.
 - 4.03 Discussion and Consideration of Affirmation of Furniture Selections Approved by the McAlester Public Library Remodel Ad Hoc Furniture Committee.
 - 4.04 Discussion and Consideration of Additional Furniture Purchases for the McAlester Public Library Remodel.
 - 4.05 Discussion and Consideration of Revisions to Classification and Pay Policy.
 - 4.06 Discussion and Consideration of Updates to the Designated Board Reserves.

Southeast Oklahoma Library System Employee Scholarship Program

I. Introduction

Southeast Oklahoma Library System (SEOLS) recognizes the importance of supporting the educational goals and professional development of our employees. To this end, we have established the SEOLS Scholarship Program. This program is designed to provide financial assistance to eligible employees who wish to pursue higher education or professional development opportunities during the current or upcoming semesters.

This scholarship program reflects our commitment to fostering the growth and development of our employees, and we encourage all eligible employees to take advantage of this opportunity to further their education and professional goals.

II. Scholarship Amount

Eligible employees may apply for a scholarship with a maximum value of up to \$1,000 per semester. The scholarship funds are intended to help cover tuition, fees, and educational expenses. Scholarship availability and award amounts are subject to annual SEOLS budget constraints, with the total amount of scholarships not to exceed \$6,000 per semester amount appropriate to budget constraints. The Board may prioritize applicants based on financial need, field of study, program relevance, or prior scholarship history.

III. Eligibility Criteria

To be eligible for the SEOLS Scholarship Program, an employee must meet the following criteria:

- Be a current employee of SEOLS with at least one year of continuous service.
- Be enrolled in an accredited educational institution or program for the current or upcoming semester. This can include undergraduate or graduate studies, vocational programs, or professional development courses.
- Demonstrate a commitment to their education and professional growth.
- Must show successful progress toward degree (3.0 minimum GPA or passing status) for the most recently completed semester unless the employee is a first-time student.
- Cannot be on a performance improvement plan to apply

IV. Application Process

Employees interested in applying for the scholarship must complete and submit the official SEOLS Scholarship Application Form. The application form can be obtained from the ~~Business Manager~~Executive Assistant or Executive Director.

The application deadlines for the scholarship cycle are ~~October 31st~~November 30th for the spring semester and ~~May 31st~~June 30th for the ~~summer and fall semesters~~semester. Late or incomplete applications will not be considered.

V. Scholarship Review Process

The Personnel Committee of the Board will be responsible for reviewing all scholarship applications. The committee will evaluate each application based on the following criteria:

- Demonstrated commitment to education and professional growth.
- Financial need.
- Clarity and completeness of the application.

The Personnel Committee will make recommendations for scholarship approval based on their assessments.

VI. Approval Process

The Personnel Committee's recommendations will be presented to the full Southeast Oklahoma Library System Board for final approval. The Board will consider the committee's recommendations subject to budget availability, ~~and the alignment of the applicant's educational or professional goals with our company's values.~~

VII. Disbursement of Funds

Once a scholarship has been approved, the recipient must provide proof of enrollment ~~and an invoice~~ in their chosen educational or professional development program: within 90 days. This proof of enrollment should be submitted to either the ~~Business Manager~~ Executive Assistant or Executive Director. Upon verification, the scholarship funds will be disbursed to the recipient in a timely manner.

VIII. Scholarship Agreement

Recipients of the SEOLS Scholarship must sign a Scholarship Agreement, which outlines the terms and conditions of the scholarship, including the commitment to successfully complete the educational or professional development program and to complete a Post-Semester Completion Report.

IX. Proof of Completion and Continuing Eligibility

Recipients of the SEOLS Scholarship must submit a Post-Semester Completion Report within 30 days of the end of the funded term. This report must include:

- Proof of successful course completion (transcript, grade report, or completion certificate)
- A brief reflection (minimum 250 words) describing the coursework completed, skills learned, and how the scholarship supported their professional growth

Failure to submit this report will render the employee ineligible for future SEOLS Scholarship opportunities.

X. Limits

- An employee may receive a total scholarship amount of no more than \$4,000 for a bachelor's degree or certification and \$6,000 for advanced degrees during the term of employment

XI. Recommended Priorities for Personnel Committee's Recommendations (in descending order)

1. MLIS or library-related degrees
2. Employees seeking professional advancement within SEOLS
3. First-time applicants
4. Employees in hard-to-fill or high-need positions

~~IX~~.XII. Confidentiality

All scholarship applications and related information will be kept confidential and only accessible to those involved in the selection process.

~~X~~.XIII. Program Evaluation

The SEOLS Scholarship Program will be subject to periodic evaluation to ensure its effectiveness in supporting employees' educational and professional development. Feedback from recipients and stakeholders will be considered for continuous improvement.

~~XI~~.XIV. Contact Information

For questions or further information about the SEOLS Scholarship Program, please contact the ~~Business Manager~~Executive Assistant or Executive Director.



**SOUTHEAST OKLAHOMA
LIBRARY SYSTEM**

2820 N Main
McAlester, OK 74501
918-426-0456

Seolibraries.com

Coalgate Public Library

Bid Package # 1

Bid Tab

CROSSLAND
CONSTRUCTION COMPANY, INC.

Coalgate Public Library		Bid Package # 1	Subcontractor
SF:	300		
Date:	3/11/2026		
BP#	Description	Bid Price	Subcontractor
9A	Gypsum Assemblies	\$ 17,000.00	Midwest Drywall
10A	Specialties	\$ 12,500.00	Crossland Construction
22A	Plumbing	\$ 17,638.00	Jackson Mechanical
	Allowances	\$ 4,500.00	
	Subtotal Direct Costs	\$ 51,638.00	
	Construction Contingency	\$ 2,581.90	
	Project Requirements	\$ 8,095.00	
	Insurance	\$ 438.92	
	Construction Management Fee	\$ 6,275.38	
Construction Total		\$ 69,029.21	



MCALESTER PUBLIC LIBRARY (CHAHTAPRENEUR COWORKING CENTER)

BID TABULATION - AWARD

402 N 2ND ST, MCALESTER, OK

DATE 2/26/2026

					AWARDED		
TAG	DESCRIPTION	MANUFACTURER	DEALER	ALT	QTY	UNIT COST	EXTENDED COST
C1	Midback Lounge	National	SR	FALSE	0	\$1,662.30	\$0.00
C2	Stool - poly shell	KI	KI	FALSE	5	\$219.52	\$1,097.60
C3	Stacking Chair - poly shell	KI	KI	FALSE	11	\$116.62	\$1,282.82
C4	Stacking Chair - poly shell, small	KI	KI	FALSE	4	\$82.81	\$331.24
C5	Stacking Chair - poly shell, uph seat, sled base	KI	KI	FALSE	79	\$198.45	\$15,677.55
C5	Stacking Chair Dolly	KI	KI	FALSE	5	\$289.10	\$1,445.50
C6	Modular Lounge - 60° curve	KI	KI	FALSE	0	\$1,458.49	\$0.00
C7	Modular Lounge - 45° curve	KI	KI	FALSE	8	\$1,212.02	\$9,696.16
C8	Flip Nest Chair	National	OI	FALSE	36	\$526.24	\$18,944.64
C9	Barstool - poly shell, uph seat	HON	LM	FALSE	6	\$320.78	\$1,924.68
C10	Stack Chair - poly shell, uph seat	HON	LM	FALSE	28	\$216.14	\$6,051.92
C11	Task Chair	HON	LM	FALSE	8	\$484.80	\$3,878.40
C12	Lounge Chair	KI	KI	FALSE	4	\$1,209.08	\$4,836.32
C13	Guest Chair - poly shell, uph seat	KI	KI	FALSE	30	\$244.02	\$7,320.60
C14	Lounge Chair - pillowback	HON	LM	FALSE	11	\$2,014.75	\$22,162.25
C15	Guest Chair - uph seat/back	Spec	LM	FALSE	2	\$325.86	\$651.72
C16	Modular Lounge Chair	KI	KI	FALSE	2	\$893.52	\$1,787.04
D1	Computer Table - fixed benching	HON	LM	FALSE	1	\$2,293.58	\$2,293.58
D2	Computer Table w/ Collaboration Table	HON	LM	FALSE	1	\$6,879.05	\$6,879.05
D3	Computer Workstations - 4-pack	HON	LM	FALSE	1	\$5,707.81	\$5,707.81
D4	Computer Workstations - 12-pack	HON	LM	FALSE	1	\$15,770.25	\$15,770.25
D5	Adjustable Height Desk	HON	LM	FALSE	3	\$1,281.37	\$3,844.11
D6A	Adult Computer/Child Display	TMC	LM	FALSE	0	\$9,623.78	\$0.00
D6B	Adult Computer/Child Display	TMC	LM	FALSE	1	\$9,623.78	\$9,623.78
D7	Desk - Manager	National	LM	TRUE	1	\$2,236.77	\$2,236.77

					AWARDED		
TAG	DESCRIPTION	MANUFACTURER	DEALER	ALT	QTY	UNIT COST	EXTENDED COST
F1	Aluminum Display Case - 48x24x38	Displays2Go.com	SR	FALSE	3	\$1,228.22	\$3,684.66
F2	Aluminum Display Case - 18x18x75	Displays2Go.com	SR	FALSE	2	\$2,379.99	\$4,759.98
F3A	Storage Cabinet, tall, mobile	KI	KI	FALSE	2	\$1,107.40	\$2,214.80
F3B	Storage Cabinet, short, mobile	KI	KI	FALSE	1	\$954.52	\$954.52
F4	Bookcase, tall, mobile	KI	KI	FALSE	1	\$674.73	\$674.73
F5	Bookcase w/doors, tall, mobile	KI	KI	FALSE	2	\$992.74	\$1,985.48
F6	Chromebook Charging Cart	Global Industrial	SR	FALSE	0	\$1,041.18	\$0.00
F7	Book Drop	KI	KI	FALSE	1	\$4,446.75	\$4,446.75
F8	Mobile BBF	KI	KI	FALSE	4	\$617.11	\$2,468.44
L1	Lectern	HON	LM	FALSE	1	\$848.80	\$848.80
M1	Mobile Markerboard	KI	KI	FALSE	3	\$1,198.05	\$3,594.15
O1A	Ottoman, Standard Height - green	HON	LM	FALSE	2	\$584.64	\$1,169.28
O1B	Ottoman, Standard Height - yellow	HON	LM	FALSE	3	\$584.64	\$1,753.92
O2A	Ottoman, Children's Height - green	HON	LM	FALSE	2	\$510.26	\$1,020.52
O2B	Ottoman, Children's Height - yellow	HON	LM	FALSE	2	\$510.26	\$1,020.52
O2C	Ottoman, Children's Height - orange	HON	LM	FALSE	2	\$510.26	\$1,020.52
O3	Seat Pads w/Caddy	KI	KI	FALSE	3	\$1,396.50	\$4,189.50
O4	Ottoman	HON	LM	FALSE	3	\$267.85	\$803.55
S1	Curved Shelving Outside	KI	KI	FALSE	4	\$2,580.83	\$10,323.32
S2	Curved Shelving - Double-sided	KI	KI	FALSE	6	\$1,900.71	\$11,404.26
S4	Display Bookcase, 3-Tier Pyramid	BCI	SR	FALSE	1	\$2,247.06	\$2,247.06
S5	3-Level Podium Display	BCI	SR	FALSE	2	\$4,028.24	\$8,056.48
S6	Storage Cabinet w/ drawers	KI	KI	FALSE	1	\$1,993.81	\$1,993.81
S7	Storage Cabinet	KI	KI	FALSE	1	\$1,181.88	\$1,181.88
S8	Bookcase Shelving, 42H	KI	RTLW	TRUE	1	\$30,051.00	\$30,051.00
S9	Bookcase Shelving, 66H	KI	RTLW	TRUE	1	\$78,505.00	\$78,505.00
ST1	Portable Stage Kit	NPS	SR	FALSE	0	\$14,222.59	\$0.00
T1	End Table	Kimball Int'l	LM	FALSE	0	\$1,055.17	\$0.00
T2A	Mobile Activity Table, 42H	KI	KI	FALSE	1	\$473.34	\$473.34
T2B	Mobile Activity Table, 29H	KI	KI	FALSE	1	\$473.34	\$473.34
T3A	Flip Nest Table - white lam	HON	LM	FALSE	3	\$700.53	\$2,101.59
T3B	Flip Nest Table - woodgrain lam	HON	LM	FALSE	20	\$710.22	\$14,204.40
T4	Round Table, 30x29H	HON	LM	FALSE	2	\$360.77	\$721.54
T5	Round Table, 30x42H	HON	LM	FALSE	3	\$395.52	\$1,186.56

					AWARDED		
TAG	DESCRIPTION	MANUFACTURER	DEALER	ALT	QTY	UNIT COST	EXTENDED COST
T6	Children's Table 42x42x27H	HON	LM	TRUE	1	\$305.02	\$305.02
T7	Table 36x72x29H	Allsteel	LM	FALSE	4	\$2,607.82	\$10,431.28
T8	Cocktail Tables with Storage Cart	MityLite	SR	FALSE	10	\$429.17	\$4,291.74
T9	End Table 24x24x22H	HON	KI	TRUE	4	\$461.54	\$1,846.16
T10	Coffee Table 36x36x16H	HON	KI	TRUE	1	\$602.07	\$602.07
T11	Round Meeting Table 42x29H	HON	LM	FALSE	1	\$494.10	\$494.10
T12	Work Table 30x72x29H	KI	KI	FALSE	6	\$1,691.97	\$10,151.82
T13	Café Table 36x36x29H	HON	LM	FALSE	3	\$367.64	\$1,102.92
T14	Occasional Table 27Dx14.5H	KI	KI	FALSE	1	\$1,005.48	\$1,005.48
TR1	3D Interactive Train Display	TMC	LM	FALSE	0	\$30,943.29	\$0.00
TOTALS							
Subtotal - KI			KI				\$103,458.68
Subtotal - LM			LM				\$119,208.84
Subtotal - OI			OI				\$18,944.64
Subtotal - RT			RTLW				\$108,556.00
Subtotal - SR			SR				\$23,039.92
Subtotal - Combined							\$373,208.08
Tax (If Applicable)							\$0.00
Freight - KI			KI				\$2,565.77
Freight - L&M			LM				\$4,613.20
Freight - RT			RTLW				\$4,795.00
Freight - SR			SR				\$4,780.31
Receive, Deliver & Install - KI			KI				\$16,375.00
Receive, Deliver & Install - L&M			LM				\$20,875.00
Receive, Deliver & Install - OI			OI				\$2,334.12
Receive, Deliver & Install - RT			RTLW				\$26,397.00
Receive, Deliver & Install - SR			SR				\$5,051.16
GRAND TOTAL						\$460,994.64	

RANDY THOMAS LIBRARY WORKS

315 Northwest 17th Street
Oklahoma City, OK 73103
405-924-5201 rtokc@sbcglobal.net

February 26, 2026

QUOTE

Melissa Smalley
Associate IIDA
ETHOS Architects
2200 S. Utica Place, 200
Tulsa, Oklahoma 74114

Re: SEOLS McAlester Public Library Shelving

Dear Melissa,

We are pleased to quote the following as requested.

Item	Qty	Description	Unit	Price
S8	5	36"W x 12"D x 45"H SF steel section. Each section face consisting of 2 adjustable 12" flat shelves, 1 fixed base shelf, 1 9" book support per shelf (3 levels) and 1 set countertop supports.	\$245.00	\$1,225.00
S8E	2	14 ½"W x 45"H x 1 1/8"T End panel with Classic Linen HPL and 3-millimeter PVC edge band	\$232.00	\$462.00
S8T	1	14 3/4"D x 15' 3"L HPL Top in Classic Linen (to cover all S8 sections) 3-millimeter PVC edge band on all exposed edges.	\$896.00	\$896.00
S8D	40	36"W x 24"D x 45"H DF steel section. Each section face consisting of 2 adjustable 12" flat shelves, 1 fixed base shelf, 1 9" book support per shelf (3 levels) and 1 set countertop supports.	\$350.00	\$14,000.0
S8DE	16	25 ½"W x 45"H x 1 1/8"T End panel with Classic Linen HPL and 3-millimeter PVC edge band.	\$308.00	\$4,928.00
S8DT	1	26"D x 122'L HPL Top in Classic Linen (to cover all S8D sections) 3-millimeter PVC edge band on all exposed edges. Continuous tops as follows: 5 tops 18' 3"L, 1 top 12' 3"L, and 2 tops 9' 3"L	\$8,540.00	\$8,540.00

Item	Qty		Unit	Price
S9	84	36"W x 12"D x 66"H SF steel section. Each section face consisting of 4 adjustable 12" flat shelves, 1 fixed base shelf and 1 6" book support per shelf (5 levels).	\$280.00	\$23,520.00
S9E	30	14 ½"W x 66"H x 1 1/8"T End panel with Classic Linen HPL and 3-millimeter PVC edge band	\$273.00	\$8,190.00
S9D	83	36"W x 24"D x 66"H DF steel section. Each section face consisting of 4 adjustable 12" flat shelves, 1 fixed base shelf and 1 6" book support per shelf (5 levels).	\$441.00	\$36,603.00
S9DE	28	25 ½"W x 66"H x 1 1/8"T End panel with Classic Linen HPL and 3-millimeter PVC edge band	\$364.00	\$10,192.00
	1	Freight	\$4,795.00	\$4,795.00
	1	Receive, Deliver and Install	\$26,397.00	\$26,397.00

TOTAL **\$139,748.00**

The above steel shelving items are manufactured by Estey Library Shelving in Oyster finish. Above ends and tops are manufactured by Vista Panel in Wilsonart Classic Linen. Price includes all shipping, receiving and installation of above items. Price based on quantities listed above and guaranteed for thirty days otherwise subject to confirmation. Delivery will be 10-14 weeks after receipt of purchase order.

Above steel items on University of Oklahoma Institutional Furniture Contract, RFP#R-22000-22.

Thank you,
Randy Thomas



Tom Tatro
918-704-4148
tomt@l-mofficefurn.com
12424 E 55th St
Tulsa, OK 74146

McAlester Public Library

Southeast Oklahoma Library System
Melissa Smalley
918-744-4270 ext. 149
MELISSA.SMALLEY@designETHOS.com
401 N 2nd St.
McAlester, OK 74501

QTY	Product	Sell Price	
C9			
6	HMG7 Motivate 4-Leg Cafe Ht Stool-Uph Seat .N No Arm .E Standard Nylon Glide .LA Lava \$(6) Grade 6 Uph .SCFSAmplify AMP Shale 40 Platinum Metallic .PLAT	Sell: \$320.78	Ext. Sell: \$1,924.68
		Subtotal for: C9	\$1,924.68
C10			
14	HMG2 Motivate 4-Leg Stack Chair-Uph Seat-Set/2 .N No Arm .E Standard Nylon Glide .LA Lava \$(6) Grade 6 Uph .SCFSAmplify AMP Shale 40 Platinum Metallic .PLAT	Sell: \$432.28	Ext. Sell: \$6,051.92
		Subtotal for: C10	\$6,051.92

QTY	Product	Sell Price
C11		
8	HIWMM	Sell: \$484.80 Ext. Sell: \$3,878.40
	Ignition 2 Task Mid-back	
	.Y2 Advanced Synchro-Tilt SeatSlr	
	.A Height and Width Adj. Arm	
	.TS Titanium All Surface Caster	
	.IM 4-Way Black	
	\$(10C Grade 10 COM Uph	
	OM) TOTTORI Soba	
	.S533 Black Adjustable Lumbar	
	802X Standard Base	
	P Black	
	.BL	
	.SB	
	.T	

Sell:
Subtotal for: C11 **\$3,878.40**

C14		
11	HWH1SPCF	Sell: \$2,014.75 Ext. Sell: \$22,162.25
	West Hill Single Seat Lounge-Pillow Cushion CF	
	.B Both Arms	
	\$(9COGrade 9 COM Uph	
	M) Pallas Similie Spruce	
	Grade 9 COM Uph	
	\$(9COPallas Similie Spruce	
	M) Grade 14 COM Uph	
	Designtex Swift Blueprint	
	\$(14C Cone Wood	
	OM) Phantom Ecru	
	.S605	
	395X	
	P	
	.CW	
	LPE1	

Sell:
Subtotal for: C14 **\$22,162.25**

QTY	Product	Sell Price			
C15					
2	1864 Snowball 2, Midsize Four Point, Armless COM Customer's Own Material PALL Pallas Sandstone, Mist AS Contact Customer Service About All Seating ~ COM Fabric Options - Call 888-761-7732 COM Customer's Own Material PALL Pallas Sandstone, Mist AS Contact Customer Service About All Seating ~ COM Fabric Options - Call 888-761-7732 (SF) Standard Frame SILVE Silver R No Selection of Option ~ No Wire Basket Selected ~ No Connecting Bars ~ No Extra Seat Foam ~	Sell:	\$265.86	Ext. Sell:	\$531.72
3	27.222.312 PALLAS SANDSTONE, MIST	Sell:	\$40.00	Ext. Sell:	\$120.00
Subtotal for: C15					Sell: \$651.72
D1					
1	HH871248 Electrical Power Harness 48W 3-1 & 2-2 Systems	Sell:	\$101.76	Ext. Sell:	\$101.76
1	HH871501 Duplex Receptacle Circuit 1 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$20.87
1	HH871502 Duplex Receptacle Circuit 2 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$20.87
2	HH871504 Duplex Receptacle Circuit 4 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$41.74

QTY	Product	Sell Price		
1	HMP144 4-Circuit Power In-Feed 144" Sealtight	Sell:	\$155.69	Ext. Sell: \$155.69
1	HMPVWM28 Vertebrae .X Clear	Sell:	\$104.65	Ext. Sell: \$104.65
2	HPWRMOD Desktop Power Mod Rectangular .AC USB-A/C .S Straight .SNW Snow	Sell:	\$174.95	Ext. Sell: \$349.90
1	HSYSEMPEL6028 Double Depth UL End for 30D Wksf (Box of 2) \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$433.99	Ext. Sell: \$433.99
1	HSYSEMPTRO48 Double Sided Trough 48W	Sell:	\$106.25	Ext. Sell: \$106.25
1	HSYSEMPUB248 Support Beams 48W (Box of 2)	Sell:	\$72.55	Ext. Sell: \$72.55
2	HSYSEMPWS3048 30D Worksurface with Edgeband 30x48 \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$193.24	Ext. Sell: \$386.48
1	HUSAEMP2048 Acrylic Empower Mount Screen 20h x 48w \$(P1) P1 Paint Opts .Q Light Grey	Sell:	\$498.83	Ext. Sell: \$498.83
Subtotal for: D1				Sell: \$2,293.58

QTY	Product	Sell Price		
D2				
2	HH871248 Electrical Power Harness 48W 3-1 & 2-2 Systems	Sell:	\$101.76	Ext. Sell: \$203.52
2	HH871501 Duplex Receptacle Circuit 1 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$41.74
1	HH871502 Duplex Receptacle Circuit 2 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$20.87
1	HH871503 Duplex Receptacle Circuit 3 3-1 System Only .TI Titanium	Sell:	\$20.87	Ext. Sell: \$20.87
4	HH871504 Duplex Receptacle Circuit 4 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$83.48
2	HLSL28P 28"H Post Leg \$(P1) P1 Paint Opts .LOFT Loft	Sell:	\$174.12	Ext. Sell: \$348.24
2	HMP144 4-Circuit Power In-Feed 144" Sealtight	Sell:	\$155.69	Ext. Sell: \$311.38
2	HMPVWM28 Vertebrae .X Clear	Sell:	\$104.65	Ext. Sell: \$209.30
4	HPWRMOD Desktop Power Mod Rectangular .AC USB-A/C .S Straight .SNW Snow	Sell:	\$174.95	Ext. Sell: \$699.80

QTY	Product	Sell Price		
1	HSYSEMPCLWS63 Collab Station 63x54 for 30D Wksf \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE Black .P	Sell:	\$239.47	Ext. Sell: \$239.47
1	HSYSEMPEL6028 Double Depth UL End for 30D Wksf (Box of 2) \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$433.99	Ext. Sell: \$433.99
1	HSYSEMPSL6028 Double Depth UL Shared for 30D Wksf \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$133.54	Ext. Sell: \$133.54
2	HSYSEMPTRO48 Double Sided Trough 48W	Sell:	\$106.25	Ext. Sell: \$212.50
2	HSYSEMPUB248 Support Beams 48W (Box of 2)	Sell:	\$72.55	Ext. Sell: \$145.10
1	HSYSEMPULEORB Collab Cantilever Brackets UL	Sell:	\$53.61	Ext. Sell: \$53.61
4	HSYSEMPWS3048 30D Worksurface with Edgeband 30x48 \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$193.24	Ext. Sell: \$772.96
2	HUSAEMP2048 Acrylic Empower Mount Screen 20h x 48w \$(P1) P1 Paint Opts .Q Light Grey	Sell:	\$498.83	Ext. Sell: \$997.66

QTY	Product			Sell Price
6	HUSATPM2030 Acrylic Top Mount Lat Screen 20h x 30w \$(P1) P1 Paint Opts .Q Light Grey	Sell:	\$325.17	Ext. Sell: \$1,951.02
Subtotal for: D2				Sell: \$6,879.05
D3				
1	HH871248 Electrical Power Harness 48W 3-1 & 2-2 Systems	Sell:	\$101.76	Ext. Sell: \$101.76
1	HMPEEK48 End of Run Electrical kit 48"W	Sell:	\$105.93	Ext. Sell: \$105.93
2	HH871501 Duplex Receptacle Circuit 1 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$41.74
1	HH871502 Duplex Receptacle Circuit 2 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$20.87
1	HH871503 Duplex Receptacle Circuit 3 3-1 System Only .TI Titanium	Sell:	\$20.87	Ext. Sell: \$20.87
4	HH871504 Duplex Receptacle Circuit 4 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell: \$83.48
1	HMP144 4-Circuit Power In-Feed 144" Sealtight	Sell:	\$155.69	Ext. Sell: \$155.69
1	HMPVWM28 Vertebrae .X Clear	Sell:	\$104.65	Ext. Sell: \$104.65

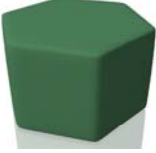
QTY	Product	Sell Price		
4	HPWRMOD Desktop Power Mod Rectangular .AC USB-A/C .S Straight .SNW Snow	Sell:	\$174.95	Ext. Sell: \$699.80
1	HSYSEMPEL4828 Double Depth UL End for 24D Wksf (Box of 2) \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$390.66	Ext. Sell: \$390.66
1	HSYSEMPSL4828 Double Depth UL Shared for 24D Wksf \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$127.12	Ext. Sell: \$127.12
2	HSYSEMPTRO48 Double Sided Trough 48W	Sell:	\$106.25	Ext. Sell: \$212.50
2	HSYSEMPUB248 Support Beams 48W (Box of 2)	Sell:	\$72.55	Ext. Sell: \$145.10
4	HSYSEMPWS2448 24D Worksurface with Edgeband 24x48 \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$179.12	Ext. Sell: \$716.48
2	HUSAEMP2048 Acrylic Empower Mount Screen 20h x 48w \$(P1) P1 Paint Opts .Q Light Grey	Sell:	\$498.83	Ext. Sell: \$997.66
6	HUSATPM2024 Acrylic Top Mount Lat Screen 20h x 24w \$(P1) P1 Paint Opts .Q Light Grey	Sell:	\$297.25	Ext. Sell: \$1,783.50
Subtotal for: D3				Sell: \$5,707.81

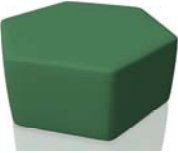
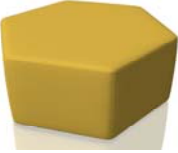
QTY		Product	Sell Price			
D4						
6	HH871248	Electrical Power Harness 48W 3-1 & 2-2 Systems	Sell:	\$101.76	Ext. Sell:	\$610.56
4	HH871501	Duplex Receptacle Circuit 1 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$83.48
4	HH871502	Duplex Receptacle Circuit 2 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$83.48
4	HH871503	Duplex Receptacle Circuit 3 3-1 System Only .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$83.48
12	HH871504	Duplex Receptacle Circuit 4 3-1 & 2-2 Systems .TI Titanium	Sell:	\$20.87	Ext. Sell:	\$250.44
2	HMP144	4-Circuit Power In-Feed 144" Sealtight	Sell:	\$155.69	Ext. Sell:	\$311.38
2	HMPVWM28	Vertebrae .X Clear	Sell:	\$104.65	Ext. Sell:	\$209.30
12	HPWRMOD	Desktop Power Mod Rectangular .AC USB-A/C .S Straight .SNW Snow	Sell:	\$174.95	Ext. Sell:	\$2,099.40
1	HSYSEMPEL6028	Double Depth UL End for 30D Wksf (Box of 2) \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$433.99	Ext. Sell:	\$433.99

QTY	Product	Sell Price	
5	HSYSEMPSL6028 Double Depth UL Shared for 30D Wksf \$(P1) P1 Paint Opts .Q Light Gray	Sell: \$133.54	Ext. Sell: \$667.70
6	HSYSEMPTRO48 Double Sided Trough 48W	Sell: \$106.25	Ext. Sell: \$637.50
6	HSYSEMPUB248 Support Beams 48W (Box of 2)	Sell: \$72.55	Ext. Sell: \$435.30
12	HSYSEMPWS3048 30D Worksurface with Edgeband 30x48 \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell: \$193.24	Ext. Sell: \$2,318.88
6	HUSAEMP2048 Acrylic Empower Mount Screen 20h x 48w \$(P1) P1 Paint Opts .Q Light Grey	Sell: \$498.83	Ext. Sell: \$2,992.98
14	HUSATPM2030 Acrylic Top Mount Lat Screen 20h x 30w \$(P1) P1 Paint Opts .Q Light Grey	Sell: \$325.17	Ext. Sell: \$4,552.38
Subtotal for: D4			Sell: \$15,770.25
D5			
2	HAUFHL15N Undermount Cubby with Locking Door Flush Mount .L Linear PR6 Silver .PJW Designer White \$(P1) Select Grade 1 Paint Opts .PJW Designer White .L Lock	Sell: \$229.78	Ext. Sell: \$459.56

QTY	Product	Sell Price	
1	HAUFHR15N Undermount Cubby with Locking Door Flush Mount .L Linear PR6 Silver \$(P1) Select Grade 1 Paint Opts .PJW Designer White \$(P1) Select Grade 1 Paint Opts .PJW Designer White .L Lock	Sell: \$229.78	Ext. Sell: \$229.78
3	HHATB3S2LT 3 Stage 2 Leg Rectangle T Foot \$(P1) P1 Paint Opts .PJW Designer White .X Standard Glide .UD Basic Up/Down	Sell: \$401.89	Ext. Sell: \$1,205.67
3	HHATW3060CT 60W x 30D Rect Worksurface - C/T Base \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE 2 Grommets - Offset .G2 Light Gray Q	Sell: \$228.87	Ext. Sell: \$686.61
3	HJTRGH24 24" Cable Management Tray - Black Only .P Black	Sell: \$33.06	Ext. Sell: \$99.18
3	 HMASTS Single Dynamic Monitor Arm .SVR Silver Generic	Sell: \$212.82	Ext. Sell: \$638.46
3	HPWRMOD Desktop Power Mod Rectangular .AC USB-A/C .S Straight .SNW Snow	Sell: \$174.95	Ext. Sell: \$524.85
Subtotal for: D5			Sell: \$3,844.11

QTY	Product	Sell Price		
D6B				
1	CFPC4572MDXD Fairfield Parent+Child Carrel - Single-Faced - ImPrinted, No Gate	Sell:	\$9,623.78	Ext. Sell: \$9,623.78
Subtotal for: D6B				Sell: \$9,623.78
D7 ALT				
1	H1522 Wood Center Drawer 22W x 15-3/8D \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1	Sell:	\$95.02	Ext. Sell: \$95.02
1	H10502 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1	Sell:	\$387.03	Ext. Sell: \$387.03
1	H105900 10500 Series Cred w/Kneespace 72Wx24Dx29-1/2H 2-0-2 \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phatom Ecru LPE1	Sell:	\$841.94	Ext. Sell: \$841.94
1	H10592 10500 Series Desk Shell 72W x 30D x 29-1/2H \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phatom Ecru LPE1	Sell:	\$436.32	Ext. Sell: \$436.32
4	HF23S Contain Satin Removable Lock Core Kit .X219 219E E	Sell:	\$24.68	Ext. Sell: \$98.72

QTY	Product	Sell Price		
1	HBTRND36 36" Round Top .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$204.83	Ext. Sell: \$204.83
1	HBTTX30S Seated height X-base for support of 30 36" tops \$(P1) P1 Paint Opts .P7L Textured Loft	Sell:	\$172.91	Ext. Sell: \$172.91
Subtotal for: D7 ALT				Sell: \$2,236.77
L1				
1	HTLLECTA Preside Laminate Lectern \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Loop Black .G	Sell:	\$848.80	Ext. Sell: \$848.80
Subtotal for: L1				Sell: \$848.80
O1A				
	2 HECSVHP Varsity Hexagon Pouf \$(3) Grade 3 Uph .SX Moxie 49 Blarney .G Glide	Sell:	\$584.64	Ext. Sell: \$1,169.28
Subtotal for: O1A				Sell: \$1,169.28
O1B				
	3 HECSVHP Varsity Hexagon Pouf \$(3) Grade 3 Uph .SX Moxie 42 Pineapple .G Glide	Sell:	\$584.64	Ext. Sell: \$1,753.92
Subtotal for: O1B				Sell: \$1,753.92

QTY	Product	Sell Price
O2A		
	2 HECSJVHP JV Hexagon Pouf \$(3) Grade 3 Uph .SX Moxie 49 Blarney .G Glide	Sell: \$510.26 Ext. Sell: \$1,020.52
		Sell:
Subtotal for: O2A		\$1,020.52
O2B		
	2 HECSJVHP JV Hexagon Pouf \$(3) Grade 3 Uph .SX Moxie 42 Pineapple .G Glide	Sell: \$510.26 Ext. Sell: \$1,020.52
		Sell:
Subtotal for: O2B		\$1,020.52
O2C		
	2 HECSJVHP JV Hexagon Pouf \$(3) Grade 3 Uph .SX Moxie 37 Tangerine .G Glide	Sell: \$510.26 Ext. Sell: \$1,020.52
		Sell:
Subtotal for: O2C		\$1,020.52
O4		
	3 HFLY01 Flock Round Mini .HG Hidden Glide \$(1) Grade 1 Uph .UR Contourett 17 Storm	Sell: \$267.85 Ext. Sell: \$803.55
		Sell:
Subtotal for: O4		\$803.55

QTY	Product	Sell Price		
T3A				
3	HMBFLIP24L Huddle Flip Top Base for 24x60 and 24x72 Tops .C Casters \$(P1) P1 Paint Opts .Q Light Gray	Sell:	\$394.30	Ext. Sell: \$1,182.90
3	HMT2460E Huddle 24x60 Table Top w/T-mold .N No Grommets \$(L1S Grd L1 Standard Laminates TD) Designer White 15051 .LDW Designer White 15051 1 .DW	Sell:	\$245.23	Ext. Sell: \$735.69
3	HMAGANG Interlink IQ Elect Ganging Hardware	Sell:	\$61.00	Ext. Sell: \$183.00
Subtotal for: T3A				Sell: \$2,101.59
T3B				
20	HMBFLIP24L Huddle Flip Top Base for 24x60 and 24x72 Tops .C Casters \$(P1) P1 Paint Opts .P Black	Sell:	\$394.30	Ext. Sell: \$7,886.00
20	HMT2460E Huddle 24x60 Table Top w/T-mold .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$254.92	Ext. Sell: \$5,098.40
20	HMAGANG Interlink IQ Elect Ganging Hardware	Sell:	\$61.00	Ext. Sell: \$1,220.00
Subtotal for: T3B				Sell: \$14,204.40

QTY	Product	Sell Price		
T4				
2	HBTTRND30 30" Round Top .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$187.86	Ext. Sell: \$375.72
2	HBTTX30S Seated height X-base for support of 30 36" tops \$(P1) P1 Paint Opts .CBK Charblack	Sell:	\$172.91	Ext. Sell: \$345.82
Subtotal for: T4				Sell: \$721.54
T5				
3	HBTTRND30 30" Round Top .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$187.86	Ext. Sell: \$563.58
3	HBTTX42S Standing height X-base for support of 30 36" tops \$(P1) P1 Paint Opts .CBK Charblack	Sell:	\$207.66	Ext. Sell: \$622.98
Subtotal for: T5				Sell: \$1,186.56
T6				
1	HESQ42E Build Square Top 42 inch .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell:	\$195.54	Ext. Sell: \$195.54
1	HEB4LEG Build 4 pack adjustable post legs (22"-34") \$(P2) P2 Paint Opts .T1 Platinum Metallic	Sell:	\$109.48	Ext. Sell: \$109.48

QTY	Product	Sell Price
		Sell:
Subtotal for: T6		\$305.02
T7		
4	 S943LTSE3672NP 36x72 LamTop Mtl Legs and Seated Ht 29"W/No Pwr .FSC FSC Mixed Wood \$(L1S Grd L1 Standard Laminates TD) Belair .LWB Belair A P1 Paint Opts .BA Loft \$(P1) .P7B	Sell: \$2,607.82 Ext. Sell: \$10,431.28
		Sell:
Subtotal for: T7		\$10,431.28
T11		
1	HBTTTRND42 42" Round Top .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell: \$242.00 Ext. Sell: \$242.00
1	HBTTX30L Seated height X-base for support of 42" tops \$(P1) P1 Paint Opts .P7L Textured Loft	Sell: \$252.10 Ext. Sell: \$252.10
		Sell:
Subtotal for: T11		\$494.10
T13		
3	HBTTTSQR36 36" Square Top .N No Grommets \$(L2S Grd L2 Standard Laminates TD) Phantom Ecru .LPE1 Phantom Ecru .PE	Sell: \$194.73 Ext. Sell: \$584.19
3	HBTTX30S Seated height X-base for support of 30 36" tops \$(P1) P1 Paint Opts .P7L Textured Loft	Sell: \$172.91 Ext. Sell: \$518.73
		Sell:
Subtotal for: T13		\$1,102.92

QTY	Product	Sell Price
	Delivery & Install	\$20,875.00
	Allsteel Surcharge	\$272.26
	HON Surcharge	\$2,447.94
	Spec Freight	\$225.00
	TMC Freight	\$1,668.00
	Grand Total:	\$144,697.04

Customer Signature:

X



OFFICE
INTERIORS

Office Interiors, LLC
204 N Robinson Ave, Ste 1900
Oklahoma City, OK 73102
(405) 604-9080 - officeinteriorsok.com

QUOTATION & CONTRACT

DATE	QUOTE #
02/26/26	OI260074A
SALES REP	PAYMENT TERMS
SARAH VESPASIAN	50/40/10

BILL TO:

MICHAEL HULL
SEOL MCALESTER PUBLIC LIBRARY
401 N 2ND ST
MCALESTER, OK 74501-4647

PH: 918-426-0456

CUSTOMER PURCHASE ORDER

FINAL LOCATION:

MELISSA SMALLEY
SEOL MCALESTER PUBLIC LIBRARY
401 N 2ND ST
MCALESTER, OK 74501-4647

PH: 918-744-4270

ITEM #	QTY	PRODUCT	UNIT PRICE	EXT. PRICE
C08				
1		C08		
2	9.00	Kimball International N29GMAC4 BBB COM SPECIAL TOR SOFT CHADDY,GUEST,MESH BACK,UPHOLSTERED SEAT,ARMS,MOBILE,QTY 4 BBB = BLACK FRAME,BLACK BACK & MESH COM = CUSTOMER'S OWN MATERIAL SPECIAL = PRIMARY UPH PATTERN COLOR TOR = PALLAS SANDSTONE MIST 27.222.312 SOFT = SOFT,DUAL WHEEL CASTER -- TAG/LOCATION: C08 -- CONTRACT: R240108	\$ 2,104.96	\$ 18,944.64
3	26.00	PALLAS TEXTILES 27.222.312 PALLAS SANDSTONE MIST 27.222.312 FOR NATIONAL CHADDY (C08) QUOTE: 26HS-529 -- TAG/LOCATION: COM,C08 -- CONTRACT: OPEN MARKET	\$ 0.00	\$ 0.00
C08 Subtotal:				\$ 18,944.64
SURCHARGE				
4		SURCHARGE		
5	1.00	PALLAS TEXTILES SURCHARGE PALLAS SURCHARGE -- TAG/LOCATION: SURCHARGE -- CONTRACT: OPEN MARKET	\$ 0.00	\$ 0.00



Office Interiors, LLC
 204 N Robinson Ave, Ste 1900
 Oklahoma City, OK 73102
 (405) 604-9080 - officeinteriorsok.com

4.03 Confirmation of McAlester Furniture Purchases

QUOTATION & CONTRACT

DATE	QUOTE #
02/26/26	OI260074A
SALES REP	PAYMENT TERMS
SARAH VESPASIAN	50/40/10

ITEM #	QTY	PRODUCT	UNIT PRICE	EXT. PRICE
SURCHARGE Subtotal:				\$ 0.00

NOTES: Please note that any applicable tariffs will be included in the final pricing and are the responsibility of the customer as they arise.

WE ARE PLEASED TO QUOTE THE FOLLOWING ITEMS FOR YOUR APPROVAL. THESE ITEMS ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE SALE WHICH ARE PART OF THIS AGREEMENT. THE MERCHANDISE WILL BE ORDERED UPON RECEIPT OF THIS SIGNED CONTRACT AND DEPOSIT. THIS OFFER WILL EXPIRE 30 DAYS FROM THE QUOTATION DATE. THIS QUOTATION, WHEN ACCEPTED IS A CONTRACT BINDING ON BOTH PARTIES AND IS NOT SUBJECT TO CHANGE OR CANCELLATION EXCEPT BY WRITTEN CONSENT BY BOTH PARTIES.

X _____ Date 02/26/26
 SARAH VESPASIAN
 Office Interiors LLC

X _____ Date _____
 Title _____
 SEOL MCALESTER PUBLIC LIBRARY

SUBTOTAL	\$18,944.64
FREIGHT	\$0.00
INSTALLATION	\$2,334.12
SHIPPING AND HANDLING	\$0.00
SALES TAX (0%)	\$0.00
TOTAL	\$21,278.76

DEPOSIT REQUESTED (\$10,639.38)

BALANCE	\$10,639.38
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Office Interiors, LLC Terms & Conditions

(Office Interiors LLC is hereafter referred to as "Seller". Customer is hereafter referred to as "Buyer")
As of 08/14/2025

1. All prices shown are valid for 30 days from the date of quotation unless otherwise noted. Upon the 31st day all price increases incurred shall be absorbed by the Buyer if the quote has not been accepted.
2. Applicable tariffs will be included in the final pricing and are the responsibility of the Buyer as they arise.
3. Seller's proposal shall be accepted by Buyer when Buyer confirms the order in writing by either: (1) a purchase order, or (2) an authorizing letter, or (3) execution of this proposal.
4. If delivery is delayed for any reason not attributable to the Seller, storage fees will be assessed at a rate of \$3.00 per square foot per month, beginning 30 days after the originally scheduled installation date. These charges will continue to accrue until the product leaves the Seller's warehouse. Storage fees will not be prorated; full monthly charges apply regardless of partial-month storage. For drop ship or direct ship orders, if any delay results in the need for double handling of the product, labor fees will be assessed at a standard billing rate of \$65 per hour per worker to cover the additional handling required.
5. The Buyer's order will not be placed until all required deposits are received. If deposit or shipping payments are outstanding, the products will not be delivered until full payment has been transferred to the Seller.
6. Interest of 1.5% per month will be assessed on all unpaid balances after invoice due date.
7. Buyer is advised that manufacturers require prompt inspection of products upon receipt as a condition precedent to asserting any claims for damage, defects, or shortages. If the job site is not accessible on the mutually agreed-upon delivery date, all risks associated with timely inspection shall be borne by the Buyer. In such cases, the Buyer will also be responsible for any additional charges incurred for inspection, handling, or redirection of the product. These charges will be billed at the Seller's standard hourly rates, or at actual costs if performed by a third party.
8. If unique or unusual jobsite conditions exist for any reason not disclosed to and accepted by the Seller in advance, the Buyer will be responsible for any additional handling or redirection of product required as a result. Such services will be billed at the Seller's standard hourly rates, or at actual charges if performed by a third party.
9. Overtime necessitated by the Buyer, and not included in the original quote, will be billed at 1.5 times standard billing rates.
10. Buyer agrees that Seller may pass through to Buyer any charges, costs, or fees incurred by Seller as a result of Buyer's use of a credit card, debit card, or credit facility for payment. Buyer further acknowledges that such passed-through amounts may be subject to applicable sales or use tax.
11. Seller does not guarantee that products will be delivered on the delivery date stated in the proposal. However, Seller will use its commercially reasonable efforts to ensure timely delivery.



12. Buyer agrees to provide a job site that is clean and free of obstructions to allow for the efficient delivery, handling, and installation of products. Buyer will also provide adequate facilities and space, including standard freight loading docks, to support unloading, staging, moving, handling, storing, and installing the products. Additionally, Buyer shall furnish electrical power, heating, lighting, and elevator service as needed at the job site. If the Seller's access to the site is hindered for any reason, Buyer may incur additional charges. Unless specifically quoted otherwise, any stair carrying of product will be billed at a rate of \$130 per hour per man, and such charges will be included in the final invoice to Buyer.
13. Should heavy equipment be used for unloading purposes Buyer is responsible for protection measures of existing site conditions.
14. Seller makes no warranties, express or implied, regarding the products sold hereunder, including but not limited to any warranty of fitness for a particular purpose. Seller agrees to act solely as Buyer's agent in the event of any claims related to defective materials or workmanship that arise within the warranty period provided by the manufacturer, supplier, or fabricator. Buyer acknowledges that it shall rely exclusively on the warranties provided by the manufacturer, supplier, or fabricator of the products sold hereunder.
15. All orders are for custom "made to order" goods and are not returnable.
16. Colors and sizes may vary within the standards of the industry, particularly for natural wood and stone products. Variance in color and size is not a defect in the product provided that such variance shall be within the standards of the industry.
17. Seller shall not be liable for any delay or failure to deliver all or part of the product if such delay or failure is caused by labor disputes, strikes, wars, riots, pandemics, civil commotion, fire, flood, accident, storm, or other destruction, whether partial or total, of the product or manufacturing facility; lack or inability to obtain raw materials, labor, fuel; or any other cause, contingency, or circumstance beyond the Seller's reasonable control that prevents or hinders the manufacture or delivery of the product.
18. Installation service shall include 1 mobilization unless previously agreed and noted. Callbacks shall be billed on a time and material basis.
19. Seller's installation crew members shall use standard PPE for all safety measures. Additional measures will be quoted once known.
20. This agreement and all rights and obligations of the parties shall be governed by the laws of the State of Oklahoma.



6900 N. Bryant Ave.
Oklahoma City, OK. 73121
Phone.405.848.2224
Fax.405.848.3999

2900 A N. Hemlock Circle
Broken Arrow, OK. 74012
Phone.918.362.4300
Fax.918.362.4303

scottriceok.com

Quotation: 203535

Quote Date: 2026-02-25

Customer: 17344

Terms: NET 30

Account Representative CHUCK
LAWRENCE

Project 9710

Quote To

CHARLENE MCDONALD
SOUTHEAST OKLAHOMA LIBRARY
401 N 2nd St
McAlester OK 74501-4647

Ship To

MICHAEL HULL
SOUTHEAST OKLAHOMA LIBRARY
2820 N Main St
McAlester OK 74501-2630

Phone +1 (918) 426-0456

charlene.mcdonald@seolibraries.com

Sales Location SCOTT RICE - OKLAHOMA CITY

SE LIBRARY-AWARDED ITEMS

**** SCOTT RICE APPRECIATES YOUR PROMPT PAYMENT. FINANCE CHARGE OF 1.75% WILL BE ASSESSED ON THE OUTSTANDING BALANCE PAST 30 DAYS. ****

APPLICABLE SALES TAX AMOUNTS WILL BE ASSESSED BY SCOTT RICE. THESE AMOUNTS MAY NOT BE INCLUDED IN THIS QUOTATION.

Description		Quantity	Unit Price	Extended Price
F1				
1	IAPHV48LED - 48" Retail Display Case w/Storage, LED Side Lights,Sliding Door - Black	3	1,228.22	3,684.66
	Overall Width x Height x Depth	48.0" x 38.0" x 23.8		
	Illuminated, Ships Fully Assembled, Lockable, Height Adjustable Shelves, Enclosed Storage Pocket			
	Tag For	F1		
Sub Total				3,684.66
OKLAHOMA NON-TAXABLE				0.00
Total				3,684.66
F2				

Accepted by _____ Title _____ Date _____



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Fax.918.362.4303

scottriceok.com

Quotation: 203535

Description	Quantity	Unit Price	Extended Price
2 TMBKTSDC - Overall Width x Height x Depth 17.7" x 75.0" x 17.7"	2	2,379.99	4,759.98
Ships Fully Assembled, Lockable, Adjustable Height, Height Adjustable Shelves, Enclosed Storage Pocket, Rubber Feet			
Tag For F2			
Sub Total			4,759.98
OKLAHOMA NON-TAXABLE			0.00
Total			4,759.98
S4			
3 S4 - Wow Presentation Pyramid (Rectangular) with CastorsB 7475 002 Platform heights 300/600/900 mm (11.8"/23.6"/35.4")W 1600mm, D 800mm (63" x 31.5") Laminate Finish : D61 Signal White	1	2,247.06	2,247.06
Tag For S4			
Sub Total			2,247.06
OKLAHOMA NON-TAXABLE			0.00
Total			2,247.06
S5			
4 S5 - Maria Podium Display and Browser - (Set of 3)Each cube has a removable top plate and smart partitionthat allow top sections to be divided into (6) compartmentsW500 x D500 X H428/628/828 mm(+70 mm incl. castor plate)(1) MINI - 19.7"W x 19.7"D x 19.6"H(1) MIDI - 19.7"W x 19.7"D x 27.5"H(1) MAXI - 19.7"W x 19.7"D x 35.4"H(1) Set: Castor Plate, 3 pcsE4710 (Old 4574) + E4720 (Old 4576)Finish : White	2	4,028.24	8,056.48
Tag For S5			
Sub Total			8,056.48
OKLAHOMA NON-TAXABLE			0.00
Total			8,056.48

Accepted by _____ Title _____ Date _____



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Oklahoma City, OK. 73121
Phone.405.848.2224
Fax.405.848.3999

2900 A N. Hemlock Circle
Broken Arrow, OK. 74012
Phone.918.362.4300
Fax.918.362.4303

scottriceok.com

Quotation: 203535

Description	Quantity	Unit Price	Extended Price
T8			
5 ABC COCKTAIL - Table Sizes: 30" Round Table Heights: 42" Table Leg Styles: Knockdown X-Base Tabletop Colors: Speckled Gray (Upgrade - Smooth) Table Frame Finishes: Black Sand (Standard) Tag For T8	10	305.88	3,058.80
6 XPRESS CART - XPRESS COCKTAIL CART Tag For T8	1	1,232.94	1,232.94
Sub Total			4,291.74
OKLAHOMA NON-TAXABLE			0.00
Total			4,291.74
7 FREIGHT - DISPLAYS2GO FREIGHT	1	768.72	768.72
8 FREIGHT - Freight from Mitylite	1	628.06	628.06
9 FREIGHT - BCI FREIGHT	1	3,383.53	3,383.53
10 INSTALLATION - LABOR TO RECEIVE, DELIVER, DETRASH AND INSTALL NEW FURNITURE, M - F DURING NORMAL BUSINESS HOURS *EXCLUSIVE, RESERVED AND FREE USE OF LOADING DOCKS AND ELEVATORS MUST BE PROVIDED *FLOORS TO BE FREE AND CLEAR OF TRASH AND OTHER TRADES - WELL LIT AND READY FOR FURNITURE INSTALLATION *ANY ACCELERATION, COMPRESSION OR DELAY COSTS CAUSED BY OTHERS WILL BE PASSED ALONG *DOUBLE HANDLING AND STORAGE OF FURNITURE WILL RESULT IN ADDITIONAL CHARGES EXCLUSIONS: *HOLIDAYS, WEEKENDS OR AFTER HRS	1	4,651.16	4,651.16

Accepted by _____ Title _____ Date _____



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scottriceok.com

Quotation: 203535

Description		Quantity	Unit Price	Extended Price
10				
*STAIR CARRY				
*MULTIPLE PHASES				
*ELECTRICAL OR DATA CONNECTIONS TO BUILDING				
*MOVING EXISTING FURNITURE				
ENTERED BY:CS 1/15/26				
11	TRUCK - TRUCK(S) FULL DAY DELIVERY OF FURNITURE, EQUIPMENT, AND REMOVAL OF TRASH	2	200.00	400.00
Quotation Totals				
Sub Total				32,871.39
OKLAHOMA NON-TAXABLE				0.00
Grand Total				32,871.39

End of Quotation

Accepted by _____ Title _____ Date _____



4.04 Discussion and Consideration of Additional Furniture Purchases for the McAlester Public Library Remodel.

The furniture scopes of item 4.03 did not include a new exterior book drop, balcony furniture, playground seating, or new book carts. We request approval for the following scope, with details included on the following pages.

1. Exterior Book Drop
Kingsley 60 C Series from Demco
\$7,309.32
2. Balcony Furniture
Mesh café table and chairs set x 2 and Rocking chairs x 2 from Global Industrial
\$4,091.07
3. Playground Seating
Picnic Table X 2, short bench x 2, Adirondack Chair x 4 from Oklahoma Correctional Institute
\$2,624
4. Book Carts
15 in a variety of sizes from Demco
\$7,794.12
5. Utility Cart
1 standard utility cart from ULine
\$197.83

Total: \$22,016.34

SALES QUOTE

QUOTE ISSUED: 03/16/2026
ACCOUNT NO. 8693081
QUOTE NO. 8100592

[Click Here To Place Order Online](#)

*Pricing valid for 30 days from quote issue date. Subject to change based on product availability and/or market conditions.

CUSTOMER INFORMATION

Account Name: Southeast Oklahoma Library System
Name: Bethany Fabrizio
Address: 401 N 2nd St
 MCALESTER, Oklahoma 74501
Email: bethany.fabrizio@seolibraries.com
Phone: (918) 426-0456

Part#	Description	Shipping	Qty	Price	Extended
695972	Global Industrial™ Mesh Café Table and Chair Set, 36" Round, 4 Armchairs, Black County Of Origin: CHINA	TRUCK	2	\$819.00	\$1,638.00
B3143557	KFI Studios Eyeleen Indoor & Outdoor Rocking Chair, Black County Of Origin: CHINA	TRUCK	2	\$645.00	\$1,290.00

Notes

ItemTotal:	\$2,928.00
Tax:	\$322.08
Shipping and Handling:	\$840.99
**Total:	\$4,091.07

****Applicable taxes and shipping charges will be added to invoice.**

Please be sure to review our [terms and conditions](#)

[Shipping Terms and Conditions](#)

Thank you for the opportunity to help with your needs. To place your order or further assistance please contact me.

Name: HOLDING BUCKET SDR PUBLIC SECTOR
Address: 11 HARBOR PARK DRIVE
 PORT WASHINGTON, NY 11050

Email:
Phone:
Fax:

11 Harbor Park Drive, Port Washington, N.Y. 11050 | Copyright © 2026 by Global Industrial. All Rights Reserved.

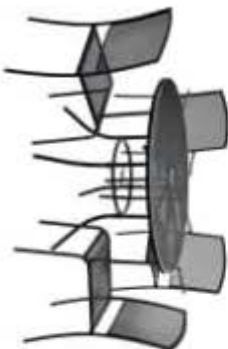
[Help | Contact Us](#)



This order is subject to [Global Industrial's Terms & Conditions of Sale](#). Global Industrial objects to any other additional or different terms in your purchase order or acceptance.

[Back to shopping](#)

Shopping Cart (4)



Global Industrial™ Mesh Café Table and Chair Set, 36" Round, 4 Armchairs, Black

Model #: WBB695972

Expected delivery on or before Thu, Mar 19

2 ▾

\$1,638.00
(\$819.00/unit)

[Add to list](#) | [Save for later](#) | [Remove](#)



KFI Studios Eveleen Indoor & Outdoor Rocking Chair, Black

Model #: WBB3143557

Expected delivery on or before Mon, Mar 23

2 ▾

\$1,290.00
(\$645.00/unit)

[Add to list](#) | [Save for later](#) | [Remove](#)



QUOTATION

0000008562

Oklahoma Correctional Industries
3402 Martin Luther King Avenue
Oklahoma City, OK 73111-4219

E-mail: oci.customerservice@doc.ok.gov
Statewide toll free: 1-800-522-3565
correctionalindustries.ok.gov

Customer : 0000910128
SOUTHEASTERN
OKLAHOMA PUBLIC
LIBRARY
CHARLENE McDONALD
@SEOLIBRARIES.COM
2820 NORTH MAIN

Quotation number	Description	Enquiry date	TenderDate	Expiry date	Classification	Contract
0000008562	METAL FURNITURE	03/05/26	03/09/26	03/18/26		BETHANY FABRIZIO
Stock code	Quantity	Uom	Unit price	Gross amount	Net after discount	Net including tax
MFBWAR3096NAFS BOARDWALK ADA RECTANGLE PICNIC TABLE SIZE: 30" W X 96" L NO ACCESSORIES COLOR: P.O. BLUE ***	2	EA	504.000	1008.00	1008.00	1008.00
MFPPSBFRPCFS08 PARK PLACE SHORT BENCH 48" SIZE: 48" COLOR: P.O. BLUE W/ CUTOUT PENDING LAYOUT TO READ:	2	EA	318.000	636.00	636.00	636.00
MCLESTER PUBLIC LIBRARY						

MFDEACPC8 DECK ADIRONDAK CHAIR W/ CUT OUT PENDING TO READ: MCLESTER PUBLIC LIBRARY ***	4	EA	245.000	980.00	980.00	980.00
MFPTTRFS08 PARK PLACE TRASH RECEPTACLE FREE STANDING COLOR: P.O. BLUE ***	1	EA	285.000	285.00	285.00	285.00
SHIP TO:						
PENDING						
POC: BETHANY FABRIZIO						
PH: 918-567-2002						
EMAIL: Bethany.fabrizio@seolibraries.com						
QUOTED BY VICTORIA 3/5/26						
REQUOTED TO ADD TRASH RECEPTACLE 3/9/26 VH						



QUOTATION

0000008562

Oklahoma Correctional Industries
3402 Martin Luther King Avenue
Oklahoma City, OK 73111-4219

E-mail: oci.customerservice@doc.ok.gov
Statewide toll free: 1-800-522-3565
correctionalindustries.ok.gov

94

OCI Customer Service
oci.customerservice@doc.ok.gov
Fax Phone
(405)964-7222 (800)522-3565

TotalGrossAmount	2909.00
TotalNetAmount	2909.00
Total invoice discount	0.00
Total net amount incl tax	2909.00
Total invoice amount	2909.00

I Additional charges may be applied to any order requiring delivery above the 1st floor.

I Charges will be applied to any order requiring the removal/disposal of old or unwanted furniture.

Please notify OCI if you will be in need of this service at the time you place your order.

I This is only a quote. It does not signify any work to be done by OCI.

if you would like to place this order, you must return this quote signed, to Customer Service by fax: 405-964-7222 or e-mail:

I All furniture quotes are valid for 30 days from date of issue.

I All metal quotes are valid for 7 days from date of issue.

I Custom products are nonreturnable.

I If product is undamaged made to quote specifications and returned at the customers request, OCI reserves the right to charge a restocking fee.

I \$20.00 minimum requirement for all sales orders.

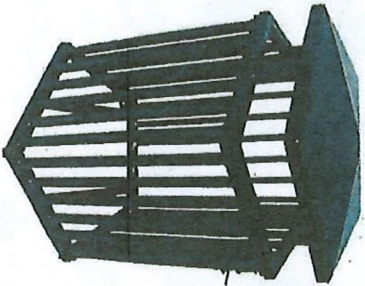
I Finance charges will be applied monthly to any past due invoice.

Approval to order the above item (s) : _____

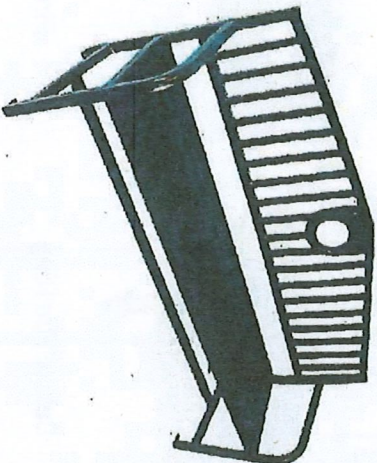
Customer's Purchase Order : _____

Changes needed: _____

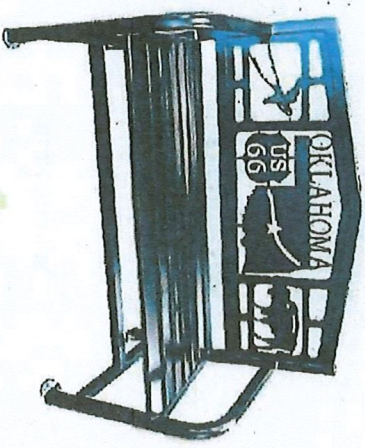
PARK & RECREATION



Parkplace
Trash Receptacle

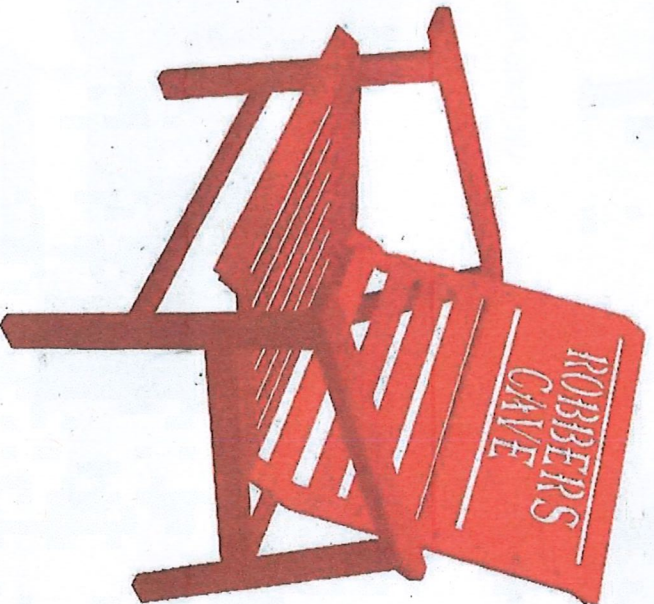


Parkplace
Long Bench

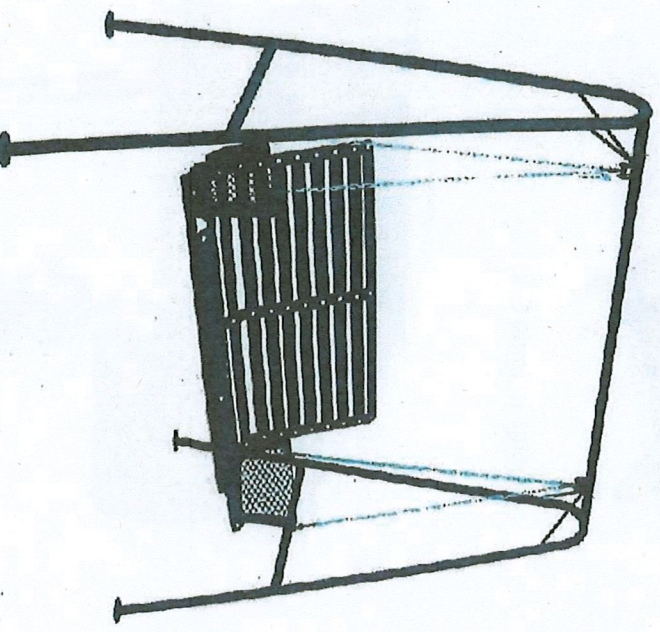


Parkplace
Short Bench

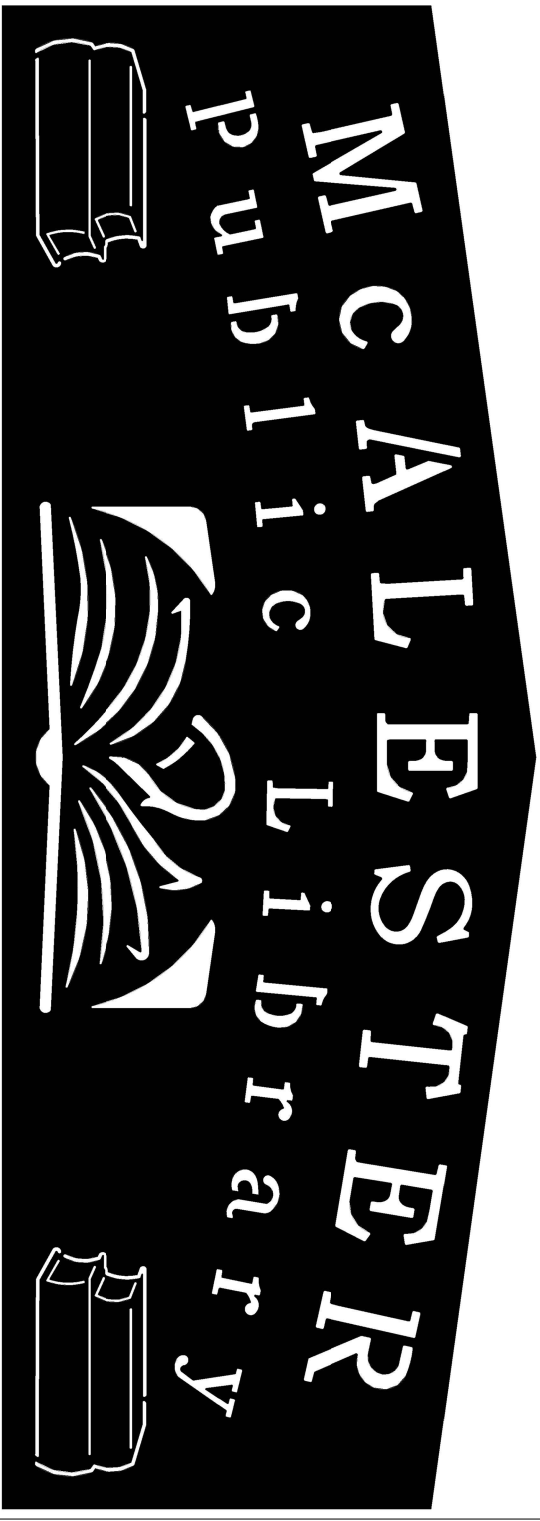
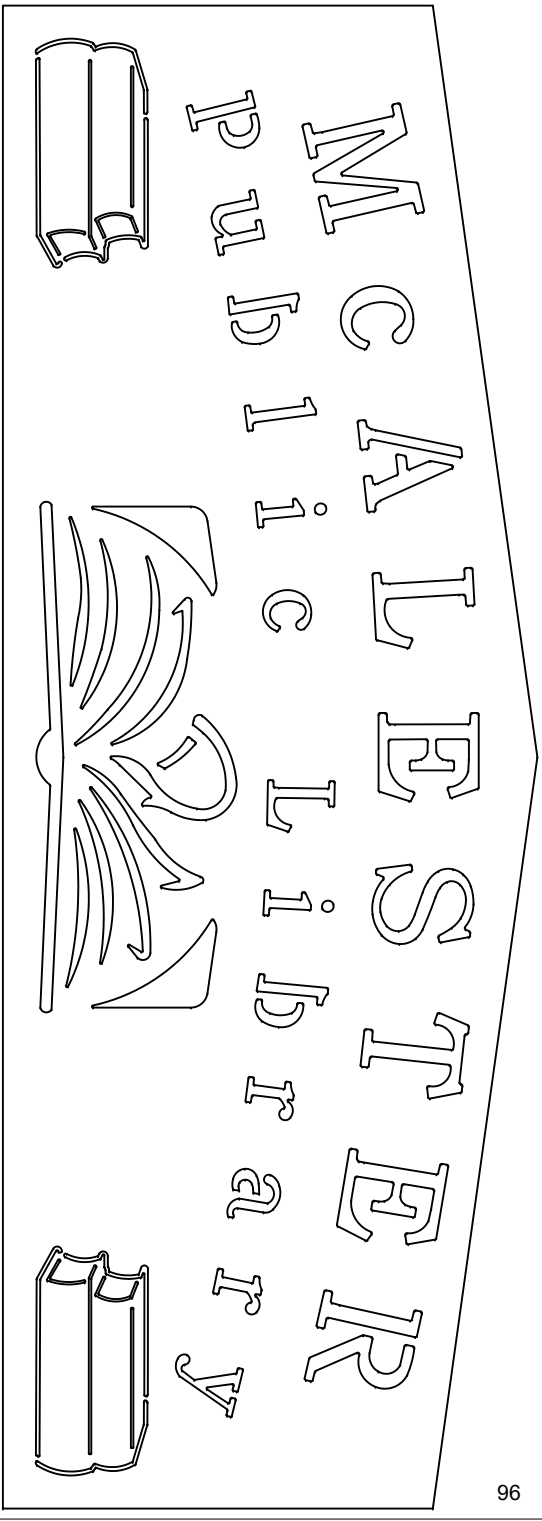
* All Customizable *



Metal
Adirondack Chair



Deck Swing



ATTN: VICTORIA CLIENT: MFA-223 DRAWN BY: F. SMITH
PRODUCT: MFPSPBCFBR (48" PARK PLACE BENCH) DATE: 03/09/2026

UPDATE/REVISION INFORMATION: To ensure customer satisfaction, please provide detailed information on any and all requested revisions. Please review the design to include all spelling, grammar and artwork and return with the **REQUIRED** signature. **PLEASE NOTE:** products **WILL NOT** be put into production without approval signature.
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- 3. ALL DIMENSIONS IN INCHES. DO NOT SCALE DRAWING.
- 4. TOLERANCES:
FRACTIONAL: X
DECIMAL: .XX
MACHINED: FORMED
+0/-1/32 1.1/32
±.015 ±.03 TO BEND LINES
±.010 ±.03 TO BEND LINES
±.015 ±.03 TO BEND LINES

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McAlester
Public
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ATTN: VICTORIA CLIENT: XXXXXX
PRODUCT: MEDEACPC - ADIRONDAC CHAIR

DRAWN BY: F. SMITH
DATE: 03/09/2026

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3. ALL DIMENSIONS IN INCHES, DO NOT SCALE DRAWING
4. TOLERANCES:
FRACTIONAL: 1/8, 1/4, 3/8, 1/2, 5/8, 3/4, 7/8
DECIMAL: .0005, .001, .002, .003, .004, .005, .006, .007, .008, .009, .010, .015, .020, .025, .030, .035, .040, .045, .050, .055, .060, .065, .070, .075, .080, .085, .090, .095, .100, .105, .110, .115, .120, .125, .130, .135, .140, .145, .150, .155, .160, .165, .170, .175, .180, .185, .190, .195, .200, .205, .210, .215, .220, .225, .230, .235, .240, .245, .250, .255, .260, .265, .270, .275, .280, .285, .290, .295, .300, .305, .310, .315, .320, .325, .330, .335, .340, .345, .350, .355, .360, .365, .370, .375, .380, .385, .390, .395, .400, .405, .410, .415, .420, .425, .430, .435, .440, .445, .450, .455, .460, .465, .470, .475, .480, .485, .490, .495, .500, .505, .510, .515, .520, .525, .530, .535, .540, .545, .550, .555, .560, .565, .570, .575, .580, .585, .590, .595, .600, .605, .610, .615, .620, .625, .630, .635, .640, .645, .650, .655, .660, .665, .670, .675, .680, .685, .690, .695, .700, .705, .710, .715, .720, .725, .730, .735, .740, .745, .750, .755, .760, .765, .770, .775, .780, 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1.530, 1.535, 1.540, 1.545, 1.550, 1.555, 1.560, 1.565, 1.570, 1.575, 1.580, 1.585, 1.590, 1.595, 1.600, 1.605, 1.610, 1.615, 1.620, 1.625, 1.630, 1.635, 1.640, 1.645, 1.650, 1.655, 1.660, 1.665, 1.670, 1.675, 1.680, 1.685, 1.690, 1.695, 1.700, 1.705, 1.710, 1.715, 1.720, 1.725, 1.730, 1.735, 1.740, 1.745, 1.750, 1.755, 1.760, 1.765, 1.770, 1.775, 1.780, 1.785, 1.790, 1.795, 1.800, 1.805, 1.810, 1.815, 1.820, 1.825, 1.830, 1.835, 1.840, 1.845, 1.850, 1.855, 1.860, 1.865, 1.870, 1.875, 1.880, 1.885, 1.890, 1.895, 1.900, 1.905, 1.910, 1.915, 1.920, 1.925, 1.930, 1.935, 1.940, 1.945, 1.950, 1.955, 1.960, 1.965, 1.970, 1.975, 1.980, 1.985, 1.990, 1.995, 2.000, 2.005, 2.010, 2.015, 2.020, 2.025, 2.030, 2.035, 2.040, 2.045, 2.050, 2.055, 2.060, 2.065, 2.070, 2.075, 2.080, 2.085, 2.090, 2.095, 2.100, 2.105, 2.110, 2.115, 2.120, 2.125, 2.130, 2.135, 2.140, 2.145, 2.150, 2.155, 2.160, 2.165, 2.170, 2.175, 2.180, 2.185, 2.190, 2.195, 2.200, 2.205, 2.210, 2.215, 2.220, 2.225, 2.230, 2.235, 2.240, 2.245, 2.250, 2.255, 2.260, 2.265, 2.270, 2.275, 2.280, 2.285, 2.290, 2.295, 2.300, 2.305, 2.310, 2.315, 2.320, 2.325, 2.330, 2.335, 2.340, 2.345, 2.350, 2.355, 2.360, 2.365, 2.370, 2.375, 2.380, 2.385, 2.390, 2.395, 2.400, 2.405, 2.410, 2.415, 2.420, 2.425, 2.430, 2.435, 2.440, 2.445, 2.450, 2.455, 2.460, 2.465, 2.470, 2.475, 2.480, 2.485, 2.490, 2.495, 2.500, 2.505, 2.510, 2.515, 2.520, 2.525, 2.530, 2.535, 2.540, 2.545, 2.550, 2.555, 2.560, 2.565, 2.570, 2.575, 2.580, 2.585, 2.590, 2.595, 2.600, 2.605, 2.610, 2.615, 2.620, 2.625, 2.630, 2.635, 2.640, 2.645, 2.650, 2.655, 2.660, 2.665, 2.670, 2.675, 2.680, 2.685, 2.690, 2.695, 2.700, 2.705, 2.710, 2.715, 2.720, 2.725, 2.730, 2.735, 2.740, 2.745, 2.750, 2.755, 2.760, 2.765, 2.770, 2.775, 2.780, 2.785, 2.790, 2.795, 2.800, 2.805, 2.810, 2.815, 2.820, 2.825, 2.830, 2.835, 2.840, 2.845, 2.850, 2.855, 2.860, 2.865, 2.870, 2.875, 2.880, 2.885, 2.890, 2.895, 2.900, 2.905, 2.910, 2.915, 2.920, 2.925, 2.930, 2.935, 2.940, 2.945, 2.950, 2.955, 2.960, 2.965, 2.970, 2.975, 2.980, 2.985, 2.990, 2.995, 3.000, 3.005, 3.010, 3.015, 3.020, 3.025, 3.030, 3.035, 3.040, 3.045, 3.050, 3.055, 3.060, 3.065, 3.070, 3.075, 3.080, 3.085, 3.090, 3.095, 3.100, 3.105, 3.110, 3.115, 3.120, 3.125, 3.130, 3.135, 3.140, 3.145, 3.150, 3.155, 3.160, 3.165, 3.170, 3.175, 3.180, 3.185, 3.190, 3.195, 3.200, 3.205, 3.210, 3.215, 3.220, 3.225, 3.230, 3.235, 3.240, 3.245, 3.250, 3.255, 3.260, 3.265, 3.270, 3.275, 3.280, 3.285, 3.290, 3.295, 3.300, 3.305, 3.310, 3.315, 3.320, 3.325, 3.330, 3.335, 3.340, 3.345, 3.350, 3.355, 3.360, 3.365, 3.370, 3.375, 3.380, 3.385, 3.390, 3.395, 3.400, 3.405, 3.410, 3.415, 3.420, 3.425, 3.430, 3.435, 3.440, 3.445, 3.450, 3.455, 3.460, 3.465, 3.470, 3.475, 3.480, 3.485, 3.490, 3.495, 3.500, 3.505, 3.510, 3.515, 3.520, 3.525, 3.530, 3.535, 3.540, 3.545, 3.550, 3.555, 3.560, 3.565, 3.570, 3.575, 3.580, 3.585, 3.590, 3.595, 3.600, 3.605, 3.610, 3.615, 3.620, 3.625, 3.630, 3.635, 3.640, 3.645, 3.650, 3.655, 3.660, 3.665, 3.670, 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5.105, 5.110, 5.115, 5.120, 5.125, 5.130, 5.135, 5.140, 5.145, 5.150, 5.155, 5.160, 5.165, 5.170, 5.175, 5.180, 5.185, 5.190, 5.195, 5.200, 5.205, 5.210, 5.215, 5.220, 5.225, 5.230, 5.235, 5.240, 5.245, 5.250, 5.255, 5.260, 5.265, 5.270, 5.275, 5.280, 5.285, 5.290, 5.295, 5.300, 5.305, 5.310, 5.315, 5.320, 5.325, 5.330, 5.335, 5.340, 5.345, 5.350, 5.355, 5.360, 5.365, 5.370, 5.375, 5.380, 5.385, 5.390, 5.395, 5.400, 5.405, 5.410, 5.415, 5.420, 5.425, 5.430, 5.435, 5.440, 5.445, 5.450, 5.455, 5.460, 5.465, 5.470, 5.475, 5.480, 5.485, 5.490, 5.495, 5.500, 5.505, 5.510, 5.515, 5.520, 5.525, 5.530, 5.535, 5.540, 5.545, 5.550, 5.555, 5.560, 5.565, 5.570, 5.575, 5.580, 5.585, 5.590, 5.595, 5.600, 5.605, 5.610, 5.615, 5.620, 5.625, 5.630, 5.635, 5.640, 5.645, 5.650, 5.655, 5.660, 5.665, 5.670, 5.675, 5.680, 5.685, 5.690, 5.695, 5.700, 5.705, 5.710, 5.715, 5.720, 5.725, 5.730, 5.735, 5.740, 5.745, 5.750, 5.755, 5.760, 5.765, 5.770, 5.775, 5.780, 5.785, 5.790, 5.795, 5.800, 5.805, 5.810, 5.815, 5.820, 5.825, 5.830, 5.835, 5.840, 5.845, 5.850, 5.855, 5.860, 5.865, 5.870, 5.875, 5.880, 5.885, 5.890, 5.895, 5.900, 5.905, 5.910, 5.915, 5.920, 5.925, 5.930, 5.935, 5.940, 5.945, 5.950, 5.955, 5.960, 5.965, 5.970, 5.975, 5.980, 5.985, 5.990, 5.995, 6.000, 6.005, 6.010, 6.015, 6.020, 6.025, 6.030, 6.035, 6.040, 6.045, 6.050, 6.055, 6.060, 6.065, 6.070, 6.075, 6.080, 6.085, 6.090, 6.095, 6.100, 6.105, 6.110, 6.115, 6.120, 6.125, 6.130, 6.135, 6.140, 6.145, 6.150, 6.155, 6.160, 6.165, 6.170, 6.175, 6.180, 6.185, 6.190, 6.195, 6.200, 6.205, 6.210, 6.215, 6.220, 6.225, 6.230, 6.235, 6.240, 6.245, 6.250, 6.255, 6.260, 6.265, 6.270, 6.275, 6.280, 6.285, 6.290, 6.295, 6.300, 6.305, 6.310, 6.315, 6.320, 6.325, 6.330, 6.335, 6.340, 6.345, 6.350, 6.355, 6.360, 6.365, 6.370, 6.375, 6.380, 6.385, 6.390, 6.395, 6.400, 6.405, 6.410, 6.415, 6.420, 6.425, 6.430, 6.435, 6.440, 6.445, 6.450, 6.455, 6.460, 6.465, 6.470, 6.475, 6.480, 6.485, 6.490, 6.495, 6.500, 6.505, 6.510, 6.515, 6.520, 6.525, 6.530, 6.535, 6.540, 6.545, 6.550, 6.555, 6.560, 6.565, 6.570, 6.575, 6.580, 6.585, 6.590, 6.595, 6.600, 6.605, 6.610, 6.615, 6.620, 6.625, 6.630, 6.635, 6.640, 6.645, 6.650, 6.655, 6.660, 6.665, 6.670, 6.675, 6.680, 6.685, 6.690, 6.695, 6.700, 6.705, 6.710, 6.715, 6.720, 6.725, 6.730, 6.735, 6.740, 6.745, 6.750, 6.755, 6.760, 6.765, 6.770, 6.775, 6.780, 6.785, 6.790, 6.795, 6.800, 6.805, 6.810, 6.815, 6.820, 6.825, 6.830, 6.835, 6.840, 6.845, 6.850, 6.855, 6.860, 6.865, 6.870, 6.875, 6.880, 6.885, 6.890, 6.895, 6.900, 6.905, 6.910, 6.915, 6.920, 6.925, 6.930, 6.935, 6.940, 6.945, 6.950, 6.955, 6.960, 6.965, 6.970, 6.975, 6.980, 6.985, 6.990, 6.995, 7.000, 7.005, 7.010, 7.015, 7.020, 7.025, 7.030, 7.035, 7.040, 7.045, 7.050, 7.055, 7.060, 7.065, 7.070, 7.075, 7.080, 7.085, 7.090, 7.095, 7.100, 7.105, 7.110, 7.115, 7.120, 7.125, 7.130, 7.135, 7.140, 7.145, 7.150, 7.155, 7.160, 7.165, 7.170, 7.175, 7.180, 7.185, 7.190, 7.195, 7.200, 7.205, 7.210, 7.215, 7.220, 7.225, 7.230, 7.235, 7.240, 7.245, 7.250, 7.255, 7.260, 7.265, 7.270, 7.275, 7.280, 7.285, 7.290, 7.295, 7.300, 7.305, 7.310, 7.315, 7.320, 7.325, 7.330, 7.335, 7.340, 7.345, 7.350, 7.355, 7.360, 7.365, 7.370, 7.375, 7.380, 7.385, 7.390, 7.395, 7.400, 7.405, 7.410, 7.415, 7.420, 7.425, 7.430, 7.435, 7.440, 7.445, 7.450, 7.455, 7.460, 7.465, 7.470, 7.475, 7.480, 7.485, 7.490, 7.495, 7.500, 7.505, 7.510, 7.515, 7.520, 7.525, 7.530, 7.535, 7.540, 7.545, 7.550, 7.555, 7.560, 7.565, 7.570, 7.575, 7.580, 7.585, 7.590, 7.595, 7.600, 7.605, 7.610, 7.615, 7.620, 7.625, 7.630, 7.635, 7.640, 7.645, 7.650, 7.655, 7.660, 7.665, 7.670, 7.675, 7.680, 7.685, 7.690, 7.695, 7.700, 7.705, 7.710, 7.715, 7.720, 7.725, 7.730, 7.735, 7.740, 7.745, 7.750, 7.755, 7.760, 7.765, 7.770, 7.775, 7.780, 7.785, 7.790, 7.795, 7.800, 7.805, 7.810, 7.815, 7.820, 7.825, 7.830, 7.835, 7.840, 7.845, 7.850, 7.855, 7.860, 7.865, 7.870, 7.875, 7.880, 7.885, 7.890, 7.895, 7.900, 7.905, 7.910, 7.915, 7.920, 7.925, 7.930, 7.935, 7.940, 7.945, 7.950, 7.955, 7.960, 7.965, 7.970, 7.975, 7.980, 7.985, 7.990, 7.995, 8.000, 8.005, 8.010, 8.015, 8.020, 8.025, 8.030, 8.035, 8.040, 8.045, 8.050, 8.055, 8.060, 8.065, 8.070, 8.075, 8.080, 8.085, 8.090, 8.095, 8.100, 8.105, 8.110, 8.115, 8.120, 8.125, 8.130, 8.135, 8.140, 8.145, 8.150, 8.155, 8.160, 8.165, 8.170, 8.175, 8.180, 8.185, 8.190, 8.195, 8.200, 8.205, 8.210, 8.215, 8.220, 8.225, 8.230, 8.235, 8.240, 8.245, 8.250, 8.255, 8.260, 8.265, 8.270, 8.275, 8.280, 8.285, 8.290, 8.295, 8.300, 8.305, 8.310, 8.315, 8.320, 8.325, 8.330, 8.335, 8.340, 8.345, 8.350, 8.355, 8.360, 8.365, 8.370, 8.375, 8.380, 8.385, 8.390, 8.395, 8.400, 8.405, 8.410, 8.415, 8.420, 8.425, 8.430, 8.435, 8.440, 8.445, 8.450, 8.455, 8.460, 8.465, 8.470, 8.475, 8.480, 8.485, 8.490, 8.495, 8.500, 8.505, 8.510, 8.515, 8.520, 8.525, 8.530, 8.535, 8.540, 8.545, 8.550, 8.555, 8.560, 8.565, 8.570, 8.



4.04 Discussion and Consideration of Additional Furniture Purchases for the McAlester Public Library Remodel.
P.O. Box 7488
Madison, WI 53707-7488
PH 800-356-1200 FAX 800-245-1329

QUOTATION

Reference: W6063270
Contract/Bid ID:
Quote Date: 3/04/26
Quote Expiration Date: 4/03/26

NAME: Bethany Fabrizio
CONTACT:
PHONE:
EMAIL:

Line	Qty	Product	Product Description	Colors/Finishes/Options	List Price	Discount	Unit Price	Ext. Total
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1	5	WG12187250	LibraryQuiet 6 Sloping Shelf Bktrk 44-1/2"x31"x17" Blue		599.00	Net	499.00	2,495.00
2	4	WG12187050	LibraryQuiet 4 Slope Flat Btmbktrk 44-1/2"x31"x17" Blue		599.00	Net	499.00	1,996.00
3	3	WG12186920	LibraryQuiet End-Range Bktrk 6 Sloping 44-1/2"x18"x17" Blue		469.00	Net	394.00	1,182.00
4	3	WG12187090	LibraryQuiet Bktrk 2 Flat 39" x 29" x 16-1/2" Blue		539.00	Net	439.00	1,317.00

Order Subtotal	6,990.00
*Shipping/Processing	804.12
Sales Tax	TBD*
Grand Total	7,794.12

*Delivery Provisions: This quote has been specifically prepared to deliver with:
Tailgate Delivery : 684.12
Call Ahead - Delivery App: 0.00
Inside Delivery : 45.00
Power Lift Gate : 75.00

*If you are exempt from payment of sales tax, please indicate this at the time you place your order.
We will verify your exempt status prior to sending your order confirmation.

Order Provisions: Please note the attached freight terms.

BILL TO: SHIP TO: CONTACT:

Bethany Fabrizio
Southeast Oklahoma Library Sys
2820 N Main St
McAlester OK 74501

Bethany Fabrizio
401 N 2nd
McAlester OK 74501

REVIEW AND SUBMIT

CART	ADDRESS	SHIPPING	PAYMENT	REVIEW AND SUBMIT
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Billing Address	Change	Shipping Address	Change	Shipping	Change	Payment	Change
SEOLS 2820 N MAIN ST MCALESTER, OK 74501-2630 Uline Account #: NEW CUSTOMER Order Placed by: Bethany Fabrizio		SEOLS 401 N 2ND ST MCALESTER, OK 74501-4647		UPS Ground Delivery Time: 1 day Ships: Today Delivers on: 03/05/2026 Ships From: DFW Airport, TX Add Special Instructions		 ending in 1006 Exp Date: 04/30 Add PO#	
						Add Priority code ?	

Submit Order

Model #	Description	Unit Cost	Qty	Ext. Cost
H-2504BLU	Uline Utility Cart - Standard, 45 x 25 x 33", Blue	\$145.00 / EA	1	\$145.00

Subtotal = \$145.00
Tax = \$14.50
Shipping/Handling = \$38.33
Total = \$197.83

[Pricing Request](#) ?

☐ Text me order updates from Uline. ?
[Add Mobile Number](#)

Submit Order

ULINE1-800-295-5510

My Account | Contact Us | Sign In | Cart \$145.00

SearchGO

Products

Uline Brand

Quick Order

Catalog Request

Special Offers

About Us

Careers

Home > All Products > Carts > Utility Carts > Uline Utility Carts

Uline Utility Cart - Standard, 45 x 25 x 33"



Select a color: Blue

Continue

More Images & Video

100

Classification And Pay

Classifications and Pay Grades

Each position within SEOLS is assigned to a classification grouping it with other positions with similar types of work, responsibility, and required qualifications. Each classification is assigned to a pay grade, with specified rates of pay. Classifications and their related pay grades are recommended by the Executive Director and determined by the Board. Classifications and pay grades shall be reviewed on a regular basis.

Adjustments to Salary Tables

With each initial budget the Executive Director shall present a proposal to the Budget & Audit committee for a cost of living (COLA) or market adjustments to the salary tables. The Budget and Audit Committee shall vote whether or not to recommend the COLA to the full board for consideration.

Compensation for Additional Duties

When additional duties are assigned permanently to a staff member, the Executive Director may either progress the staff member up to 4% higher within their current pay grade or promote the employee by one pay grades as compensation for the additional duties added. The determination will be made based on the specialization of the extra duties as well as the time commitment required to perform those duties.

The Executive Director may appoint one library assistant at each library as the primary provider of children's programs. For these additional duties the assistant will be paid a stipend each pay period of \$40.

Employees who are fluent in conversational Spanish, or in American Sign Language and use that skill in the performance of their duties will be paid stipend each pay period of \$25. The Executive Director may identify other languages that are spoken in a community as eligible for this stipend.

Merit Increase at Annual Performance Review

At the time of each employee's annual performance review, the supervising manager may recommend a merit-based salary increase. This recommendation will be based on the employee's performance over the preceding year. Merit increases may range from 2% to 5% of the employee's current base salary. All merit increases are subject to final approval by the Executive Director and the availability of budgeted funds.

If an employee is earning the maximum wage for their pay grade at the time of the performance review, the Executive Director may approve a one time bonus of up to \$500.

Pay Increases

All increases in an employee's rate of pay other than those described in this policy must be authorized by the Board.

New Employees and Promotions

New employees shall typically be added at the beginning of their position's grade. The Executive Director may count a promoted employee's time worked with SEOLS or a new hire's past experience in related fields toward determining the point at which to begin the promotion or new hire.

Paychecks

SEOLS employees shall be paid their wages or salaries on a bi-weekly basis. The Service Center shall prepare each payroll, Supervisors will review their employees' time, but it is each employees' responsibility to verify the accuracy of their time records. Distribution of electronic deposits or paychecks will occur on or about the Friday following the end of each pay period.

Grade	SEOLS Job Title	Area	Family	Function	Career Stage	Structure Title
12	Library Assistant	Library Services	Library Services	Library Services	Library Assistant	Library—Assistant, Library Services
	Library Assistant/Childrens Specialist	Library Services	Library Services	Library Programs	Library Specialist	Library—Specialist, Library Programs
	Library Assistant/Childrens Specialist/Spanish Fluent	Library Services	Library Services	Library Programs—& Translation	Library Specialist	Library—Specialist, Library Programs—& Translation
	Library—Assistant-Spanish-Fluent	Library Services	Library Services	Library Programs—& Translation	Library Specialist	Library—Specialist, Library Programs—& Translation
13	Administrative Assistant	Business Services	Administrative	Administrative	Assistant	Assistant, Administrative
	Children/Teen Services Librarian	Library Services	Library Services	Student Services	Librarian—non-degreed	Librarian—non-degreed, Student Services
	Driver	Library Services	Library Operations	Driver	Library Assistant	Library—Assistant, Driver
	Library Assistant/Digital Navigator	Library Services	Technical Services	Digital Navigator	Library Specialist	Library—Specialist, Digital Navigator
	Library Assistant/Outreach Assistant	Library Services	Library Services	Library Services	Library Specialist	Library—Specialist, Library Services

	Marketing Assistant	Business Services	Marketing & Outreach	Marketing	Assistant	Assistant, Marketing
14	Assistant—Library Manager	Library Services	Library Services	Library Services & Outreach	Lead	Lead, —Library Services & Outreach
	Library Assistant/Digital Nav-Outreach	Library Services	Technical Services	Digital Navigator	Library Specialist	Library—Specialist, Digital-Navigator
	Technical—Services Assistant	Library Services	Technical Services	Technical Services	Assistant	Assistant, Technical Services
15	Assistant—Library Manager/ Marketing Asst	Business Services	Marketing & Outreach	Library Programs & Marketing	Lead	Lead, —Library Programs & Marketing
	Cataloger	Library Services	Technical Services	Cataloger	Specialist	Specialist, Cataloger
	Children/Teen Services—Librarian (Degreed)	Library Services	Library Services	Student Services	Librarian—degreed	Librarian—degreed, Student Services
	Information Resources Librarian	Library Services	Technical Services	Information & Electronic Resources	Library Specialist	Library—Specialist, Information—& Electronic Resources
	Library Manager-I	Library Services	Library Operations	Library Management	Librarian—non-degreed	Librarian—non-degreed, Library Management
	Library Manager-I/ Specialist	Library Services	Library Operations	Library Management	Librarian—non-degreed	Librarian—non-degreed, Library Management
16	Bookmobile Driver/Selection Coordinator	Business Services	Marketing & Outreach	Bookmobile Operations	Specialist	Specialist, Bookmobile Operations
	Executive Assistant	Business Services	Administrative	Administrative	Specialist	Specialist, Administrative
	Library Manager-I (Degreed)	Library Services	Library Operations	Library Management	Librarian—degreed	Librarian—degreed, Library Management
	Library Manager-I (Degreed)/ Specialist	Business Services	Marketing & Outreach	Library Management & Marketing	Librarian—degreed	Librarian—degreed, Library Management & Marketing
	Library Manager-II	Library Services	Library Operations	Library Management	Librarian—non-degreed	Librarian—non-degreed, Library Management
	Library Manager-II/ Specialist	Library Services	Library Operations	Library Management	Librarian—non-degreed	Librarian—non-degreed, Library Management

	~~Library Manager II/Digital Navigator Coordinator~~	~~Library Services~~	~~Library Operations~~	~~Library Management~~	~~Librarian non-degreed~~	~~Librarian non-degreed, Library Management~~
17	~~Business Analyst~~	~~Business Services~~	~~Business Services~~	~~Business Administration~~	~~Specialist~~	~~Specialist, Business Administration~~
	~~Library Manager II (degreed)~~	~~Library Services~~	~~Library Operations~~	~~Library Management~~	~~Librarian degreed~~	~~Librarian degreed, Library Management~~
	~~Library Manager II (degreed)/specialist~~	~~Library Services~~	~~Library Operations~~	~~Library Management~~	~~Librarian degreed~~	~~Librarian degreed, Library Management~~
	~~Program Coordinator~~	~~Library Services~~	~~Library Services~~	~~Library Programs~~	~~Lead~~	~~Lead, Library Programs~~
18	~~Library Manager III~~	~~Library Services~~	~~Library Operations~~	~~Library Management~~	~~Librarian non-degreed~~	~~Librarian non-degreed, Library Management~~
	~~Library Manager III/specialist~~	~~Library Services~~	~~Library Operations~~	~~Library Management~~	~~Librarian non-degreed~~	~~Librarian non-degreed, Library Management~~
19	~~Business Manager~~	~~Executive~~	~~Executive~~	~~Business Administration~~	~~Director~~	~~Director, Business Administration~~
	~~Marketing Coordinator~~	~~Executive~~	~~Executive~~	~~Marketing~~	~~Director~~	~~Director, Marketing~~
	~~Regional Supervisor~~	~~Library Services~~	~~Library Operations~~	~~Library Operations~~	~~Regional Manager~~	~~Regional Manager, Library Operations~~
20	~~Technical Services Librarian~~	~~Executive~~	~~Executive~~	~~Technical Services~~	~~Director~~	~~Director, Technical Services~~

Grade	SEOLS Job Title	Hourly		Annual (40 hours/week)	
		Min	Max	Min	Max
10	Temporary Library Assistant	\$13.37	\$17.74	\$27,800	\$36,900
11	Temporary Technical Services Assistant	\$14.38	\$19.81	\$29,900	\$41,200
12	Library Assistant	\$15.77	\$21.78	\$32,800	\$45,300
13	Administrative Assistant Children/Teen Services Librarian Driver Marketing Assistant	\$16.73	\$23.13	\$34,800	\$48,100
14	Assistant Library Manager Technical Services Assistant	\$17.74	\$24.52	\$36,900	\$51,000
15	Cataloger Children/Teen Services Librarian (Degreed) Information Resources Librarian Library Manager I	\$18.75	\$26.97	\$39,000	\$56,100
16	Bookmobile Driver/Selection Coordinator Executive Assistant Library Manager I (Degreed) Library Manager II	\$20.24	\$29.13	\$42,100	\$60,600
17	Business Analyst Library Manager II (degreed) Program Coordinator	\$21.92	\$31.49	\$45,600	\$65,500
18	Library Manager III	\$23.65	\$34.04	\$49,200	\$70,800
19	Business Manager Marketing Coordinator Regional Supervisor	\$25.38	\$38.08	\$52,800	\$79,200
20	Technical Services Librarian	\$27.93	\$41.92	\$58,100	\$87,200
21	Assistant Director	\$30.77	\$46.11	\$64,000	\$95,900
22	n/a	\$32.31	\$53.80	\$67,200	\$111,900

	Hourly		Annual (40 hours/week)	
Grade	Min	Max	Min	Max
10	\$13.37	\$17.74	\$27,800	\$36,900
11	\$14.38	\$19.81	\$29,900	\$41,200
12	\$15.77	\$21.78	\$32,800	\$45,300

13	\$16.73	\$23.13	\$34,800	\$48,100
14	\$17.74	\$24.52	\$36,900	\$51,000
15	\$18.75	\$26.97	\$39,000	\$56,100
16	\$20.24	\$29.13	\$42,100	\$60,600
17	\$21.92	\$31.49	\$45,600	\$65,500
18	\$23.65	\$34.04	\$49,200	\$70,800
19	\$25.38	\$38.08	\$52,800	\$79,200
20	\$27.93	\$41.92	\$58,100	\$87,200
21	\$30.77	\$46.11	\$64,000	\$95,900
22	\$32.31	\$53.80	\$67,200	\$111,900

App. 1/8/85; rev. 3/11/86, 4/9/96, 10/12/04, & 4/10/07; Longevity App. 5/12/81; rev. 5/9/89, 10/12/93, 11/9/99, 3/8/16, 3/15/17, 1/15/19, 3/23/2021, 6/15/2021, 1/17/2023, 6/20/23, 6/18/24, 5/20/25

Board Reserves***Change Report******As of 3/9/2026***

Account	18-Nov-25	Change	24-Mar-26
30161 Coalgate Gazebo	20,000.00	-	20,000.00
30166 Southern Bookmobile Property Purchase	110,000.00	-	110,000.00
30167 Self-Check Stations	1,542.14	1,542.14	-
30171 Shushbooth	15,000.00	-	15,000.00
30173 Imagination Library	10,000.00	5,000.00	5,000.00
30174 Marketing - Logo Update	3,169.00	1,219.56	1,949.44
30175 Wi-Fi Benches	6,885.00	8,115.00	-
30178 Coalgate Remodel	300,000.00	-	300,000.00
30179 Book Drops	10,000.00	10,000.00	-
30180 Author Visits	22,000.00	-	22,000.00
30181 Valliant Elevator Engineering Study	10,000.00	5,000.00	5,000.00
30182 Furniture Replacement	88,625.64	9,526.07	79,099.57
Total	597,221.78	40,402.77	558,049.01

Date	Account	Description	Amount
		Demco - Hugo Bookdrop - Invoice	
2/9/26	30179 Book Drops	Number 7761825	6,890.25
		INV-00304 Balance due on Solar	
1/29/26	30175 Wi-Fi Benches	Bench	8,115.00
		Board Recommendation - Board	
3/24/26	30167 Self-Check Stations	Meeting 03/24/2026	1,542.14
		Board Recommendation - Board	
3/24/26	30173 Imagination Library	Meeting 03/24/2026	5,000.00
		Board Recommendation - Board	
3/24/26	30179 Book Drops	Meeting 03/24/2026	3,109.75
	30181 Valliant Elevator	Board Recommendation - Board	
3/24/26	Engineering Study	Meeting 03/24/2026	5,000.00
1/21/26	30174 Marketing - Logo Update	Weddle Signs / Kiowa	1,219.56
		Arkoma Service Desk and	
3/4/26	30182 Furniture Replacement	Workstation Furniture	9,526.07

