

**Meeting Notice and Agenda  
Town Board of Trustees  
Regular Meeting  
February 17, 2026 – 6:30 pm  
Mounds Community Building  
15 W 14<sup>th</sup> Street, Mounds OK 74047**

**1. Call to Order**

Time: \_\_\_\_\_

**2. Roll Call**

Hallmark-Gamble \_\_\_\_\_ Swan \_\_\_\_\_ McNabb \_\_\_\_\_ Tersinar \_\_\_\_\_ Culbert \_\_\_\_\_

**INFORMATION ITEMS:** *(Information Items are presented for information only, they can be discussed but do not require action.)*

1. The Trustees would like to recognize Farhan Rana as the Citizen of the Month, for February 2026.

**Discussion Item:**

1. State of the Library from the Librarian Heather Adler.
2. Discussion on Town Clerk doing the agendas.

**Consent Agenda**

All matters listed under “Consent” are considered by the Town Board to be routine and will be enacted by one motion. Any Trustee, however, can remove an item from the Consent Agenda by request.

- A. Approval of the Minutes for the January 20 Regular Meeting
- B. Approval of the Minutes for the February 5 Special Meeting
- C. Approval of the Library report
- D. Approval of the Police report
- E. Approval of the Fire report
- F. Approval of the Financial report
- G. Approval of the Budget report
- H. Approval of the Court report
- I. Approval of Purchase Orders for Streets & Alleys and Parks Departments
- J. Building Inspector Report
- K. Approval of the Purchase Orders for General Government, Streets & Alleys, and Court Fund.
- L. Code Enforcement Report

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  Hallmark-Gamble: Y  N  Swan: Y  N

**3. Time and Attendance System**

Discuss, consider, and/or take possible action on implementing an employee time and attendance system for the Town of Mounds, including review of available software options, associated costs, and authorization to select and purchase or subscribe to an approved system.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Tersinar: Y  N  Culbert: Y  N  Hallmark-Gamble: Y  N  Swan: Y  N  McNabb: Y  N

**4. Special Roundtable Meeting**

Discuss, consider, and/or take possible action on setting a date and time for a Special Roundtable Meeting of the Town of Mounds Board of Trustees and authorizing the proper posting of notice and agenda in accordance with the Oklahoma Open Meeting Act.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  Hallmark-Gamble: Y  N  Swan: Y  N  McNabb: Y  N  Tersinar: Y  N

**5. Bank Account Authorization**

Discuss, consider, and/or take possible action on updating authorized signatories and account access users for all Town of Mounds bank and Credit Card accounts held at American Heritage Bank, designating Tim McNabb, Mayor and Gary Tersinar, Vice Mayor as authorized check signers and full account signatories, designating Vicki Hagerman, Luke Spaulding, Angela Madalone-Barton for account access only, removing all previously authorized individuals not listed, and authorizing execution of any required banking documents to effectuate these changes.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Hallmark-Gamble: Y  N  Swan: Y  N  McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N

**6. Adjournment**

This Agenda was filed in the office of the Town Clerk and posted by 6 PM by February 13, 2026, at the Mounds Municipal Building located at 1319 Commercial Avenue, Mounds, OK 74047 and the Mounds Community Building located at 15 W 14<sup>th</sup> Street in Mounds, OK 74047, by Kristin Haddock, Town Clerk.

Brooklyn Bazille

Brooklyn Bazille, Town Clerk

# **TOWN OF MOUNDS**

## **Board of Trustees — Regular Meeting Minutes**

**February 17, 2026 – 6:30 PM**

**Mounds Community Building, 15 W 14th Street, Mounds, OK 74047**

### **1. Call to Order**

The meeting was called to order by Mayor Tim McNabb at 6:31 PM.

### **2. Roll Call**

- Hallmark-Gamble - Present
- Swan - Absent
- McNabb - Present
- Tersinar - Present
- Culbert - Present

### **Information Items:**

1. The Trustees recognized Farhan Rana as the Citizen of the Month, for February 2026.

### **Discussion Items:**

#### **A. State of the Library from the Librarian, Heather Adler.**

- Need to get records of books checked out. New program Apollo, an old system (LibBib) is made for private libraries.

#### **B. Discussion on Town Clerk doing the agendas.**

- OML training needed to do agendas.

### **Consent Agenda**

A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble, to approve the consent agenda, which included:

- Minutes for the January 20 Regular Meeting
- Minutes for the February 5 Special Meeting
- Library report
- Police report
- Fire report
- Financial report (Town attorney David Weatherford presented the monthly reports)
- Budget report

- Court report
- Purchase Orders for Streets & Alleys and Parks Departments
- Building Inspector Report
- Purchase Orders for General Government, Streets & Alleys, and Court Fund
- Code Enforcement Report (Requested phone call pay, a flat 8-hour rate)

**Vote:**

**McNabb- Yes | Tersinar- Yes | Culbert- Yes | Hallmark-Gamble- Yes| Swan- Absent**

**3. Time and Attendance System:**

A motion was made by Tim McNabb, seconded by Jeff Culbert to implement a \$220 cap per year for an employee time and attendance system for the Town of Mounds called On the Clock.

**Vote:**

**Tersinar- Yes | Culbert- Yes | Hallmark-Gamble- Yes | Swan- Absent| McNabb - Yes**

**4. Special Roundtable Meeting:**

A motion was made by Tim McNabb, seconded by Jeff Culbert to set the date for March 7, 2026 at 9AM for a Special Roundtable Meeting of the Town of Mounds Board of Trustees and authorizing the proper posting of notice and agenda in accordance with the Oklahoma Open Meeting Act.

**Vote:**

**Culbert- Yes | Hallmark-Gamble- Yes | Swan- Absent | McNabb- Yes| Tersinar- Yes**

**5. Bank Account Authorization:**

A motion was made by Tim McNabb, seconded by Jeff Culbert to approve updating authorized signatories and account access users for all Town of Mounds bank and Credit Card accounts held at American Heritage Bank, designating Tim McNabb, Mayor and Gary Tersinar, Vice Mayor as authorized check signers and full account signatories, designating Vicki Hagerman, Luke Spalding, Angela Madalone-Barton for account access only, removing all previously authorized individuals not listed, and authorizing execution of any required banking documents to effectuate these changes.

**Vote:**

**Hallmark-Gamble- Yes | Swan- Absent | McNabb- Yes| Tersinar- Yes | Culbert- Yes**

**6. Adjournment**

Motion made to adjourn by Mayor Tim McNabb at 7:12PM.

Board Minutes kept by Brooklyn Bazille, Town Clerk

Board Minutes Approved March 17, 2026

A handwritten signature in black ink, appearing to read "Tim McNabb", written in a cursive style. The signature is positioned over the printed name below it.

Mayor Tim McNabb