

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, June 24, 2021 AT 5:00 P.M.**

The Pryor Public Library Board met in regular meeting at the Pryor Public Library, 505 East Graham Avenue, Pryor Creek, Oklahoma at the above date and time.

Board Members: Jeanette Anderson, Sara Melugin, Ivrie Shearin, Paul Stevens, Marty Wenger

1. CALL MEETING TO ORDER.

Stevens called meeting to order at 5:01 p.m. Members Present: Melugin, Shearin, Stevens, Wenger. Others Present: Library Director Cari Rérat and Administrative Librarian Lillian Tucker.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR May 27, 2021.

Motion was made by Melugin, second by Wenger to approve the May 27, 2021 minutes as read. All voted yes.

3. PETITIONS FROM THE AUDIENCE.

(Library Board reserves the right to limit presentations to 5 minutes)

There were no petitions presented.

4. LIBRARY DIRECTOR'S REPORT:

a. LIBRARY STATISTICS

• **Reviewed May Statistics:**

1. 55 people registered for new library cards. 13 were digital.
2. The Library added 192 items (books and media) to the collection. 24 were donations.
3. 2,667 items (books, magazines, and media) were checked out.
4. 1,994 books, audiobooks, magazines, and videos were checked out via Overdrive, our digital library.
5. Our internet services (both wifi and physical computers) were used 4,954 times.
6. Our online resources (not including Overdrive) were accessed 425 times, possibly more as EBSCO (ODL) count was not available.
7. 4 ILL items were processed in May.
8. Our meeting room remains closed to outside organizations due to COVID-19 and the need to store furniture moved to accommodate physical distancing.
9. Library staff answered 2,241 informational or reference questions from patrons via phone, email, social media, and in person.
10. 3,583 people entered the Library building during the 25 days we were open. This averages to 143 people per day.

b. BUDGET

- Reviewed the year's expenses. State aid rules are not applying this year due to Covid, so there will not be a penalty for not spending 100% of the budget. Stevens asked how a higher population on the census would impact the budget, particularly state aid. Director Rérat does not anticipate the census numbers to

be high enough to change the aid. If the census number were over 10,000 residents, increased requirements would include being open 50 hours instead of 43 and adding more hours to evenings and weekends. Stevens also asked if there would be a salary change. Director Rérat said there should be enough in the current budget to go forward.

c. BUILDING REPORT

Discussed:

- The 1,400 sq. ft. museum room was tabled at the City Council meeting due to the over \$600,000 price tag. The architect has been asked to conceptualize a space in the \$200-300,000 range instead.
- Some items for the expansion and bond project are still out to bid, such as the roof package. CMS Willowbrook has been handling the bids.
- Maggie and Cindy are both back at work but still recovering.
- Lures and traps have been purchased to address the bug issue. No bugs have been seen in the library other than the books that were returned with bugs, so it seems contained at this point.

d. TECHNOLOGY REPORT

Discussed: Director Rérat is currently putting together a plan for spending the state aid. Items currently being considered are a tablet for weeding and inventory purposes, new laptops, makerspace supplies, and possibly furniture for when construction is complete.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- No new information to report at this time.

f. PROGRAMS

- Summer Reading Registration began and we are set to surpass the 2019 numbers. Melugin asked about response to Children's Librarian Autumn Courtney's outreach at the school. There was a turnout of students from the school enrolling in the Summer Reading Program.
 1. There were 4 ELL programs in May.
 2. The Library hosted 2 programs for adults with 15 in attendance.
 3. The Library did not host any teen / children's program in May but prepared for summer reading.

g. OUTREACH.

Discussed:

- Children's Librarian Autumn Courtney did a presentation about Summer Reading to several groups at Roosevelt's Summer School program.

h. STAFFING.

Discussed:

- Newer staff seems to be adjusting to the increased number of patrons in the library without being overwhelmed.

5. FRIENDS OF THE LIBRARY REPORT.

- Discussed: Stevens presented on their meeting from Monday. Peter Bishop, part of the Books and Brews group, will be working on researching grants. Annie Earley is taking charge of updating the Friends' Facebook page to include the names and bios of the officers / directors and other information to help people understand who the Friends are. Dustin is working on new signage. There is hope to bring in Oklahoma authors, especially local ones in the future. The Friends' checking account is currently at \$5,564.92, savings \$2,198.03, and PayPal \$18.82. Imagination Library sent out 214

books in May, 2 welcome books and 4 graduation books. The count was down just a little from last month. The state budget will release on July 1. It is known that the entire budget for education was approved, but there has been no other information released. The Chamber of Commerce is considering promoting Imagination Library, but it is uncertain at the time what that will look like. There has been no word from the Lions about funding.

6. NEW BUSINESS.

Discussed:

- Stevens was sworn in by Director Rérat for library seat number 4.

7. ADJOURN.

Motion was made by Melugin and seconded by Shearin. All voted yes.