

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, July 22, 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.

Chair, Anderson, called meeting to order at 5:00 p.m. Members Present: Anderson, Melugin, Shearin, Stevens. Others Present: Library Director Cari Rérat and Administrative Librarian Lillian Tucker.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR June 24, 2021.

Motion was made by Shearin, second by Melugin to approve the June 24, 2021 minutes as read. All voted yes with Chair Anderson abstaining.

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 yearly Statistics:** Graphs were presented to show this fiscal year statistics compared to past years. Director Rérat said they are reflective of national trends.
 1. New card registrations increased again this year with a total of 477.
 2. The Library added 1,543 items (books and media) to the collection, ½ less than last year
 3. 30,651 items (books, magazines, and media) were checked out, a decrease from last year.
 4. Overdrive checkouts increased to 25,482 this year.
 5. Internet usage decreased to 55,362.
 6. Our online resources (not including Overdrive) were accessed 3,500 times.
 7. 75 ILL items were processed this year. It is less than the 100 required, but the rules are not in effect this year.
 8. The meeting room was not used this year.
 9. Library staff answered 24,842 informational or reference questions from patrons via phone, email, social media, and in person. This was an increase over last year.
 10. 34,028 people entered the Library building during the 294 days we were open. This averages to 116 people per day.
- **Reviewed June's Statistics:**
 1. 95 people registered for new library cards.
 2. The Library added 244 items (books and media) to the collection. The Baker and Taylor books ordered in February finally arrived.

3. 4,025 items (books, magazines, and media) were checked out. Children items were increased 1,000 over May's count.
4. 1,924 books, audiobooks, magazines, and videos were checked out via Overdrive, our digital library. This count is down slightly but the average for this year has been around 2,000.
5. Our internet services (both wifi and physical computers) were used 4,685 times.
6. Our online resources (not including Overdrive) were accessed 175 times.
7. 7 ILL items were processed in June.
8. Our meeting room remains closed to outside organizations due to COVID-19 and the need to store quarantined materials and furniture moved to accommodate physical distancing.
9. Library staff answered 4,059 informational or reference questions from patrons via phone, email, social media, and in person, mostly due to Jordan's 1-1 session with a patron.
10. 3,952 people entered the Library building during the 26 days we were open. This averages to 152 people per day.

b. BUDGET

- Reviewed June's expenses. The full budget for FY 20/21 has not been reconciled with the city yet. The State Aid orders are about to be finalized, then the report will be processed. The new budget will be received next month.

c. BUILDING REPORT

Discussed:

- Council approved the museum room for \$397,018.80. The square footage remained the same. Director Rérat has not compared the differences in the two drafts yet, but the glass from the original proposal remains. The area between the new entry and the room has been filled in to help prevent trash accumulation and a blind spot. Director Rérat plans to reach out to Traci Rabbit, the Arts and Humanities Council, Gilcrease, and Philbrook for partnerships.
- There have not been any leaks with the rain, but the AC unit over the office area was leaking due to a pipe coming loose. Melton's has addressed the problem.

d. TECHNOLOGY REPORT

Discussed:

- Director Rérat is ordering a new router. She has already talked to OneNet about how to make sure they will be able to access it on their end. The new router will be purchased with state aid money.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- Nothing to report.

f. PROGRAMS

- Patrons have asked when in-person storytime will return. Director Rérat is considering September but is not sure at this time since Covid cases are increasing.
- The food outreach has been going well with 50-70 boxes being given out each week.
- Thursday is the Summer Reading Adventure to mark the end of the 2021 Summer Reading Program.

- The in-person Mobile Dairy program was cancelled due to the truck breaking down. There is a possibility it will be rescheduled for the fall.
- Discussed June's programming numbers
 1. The Library hosted 4 programs for adults with 31 in attendance.
 2. The Library hosted 4 programs for teens with 170 in attendance.
 3. The Library hosted 10 programs for children with 770 in attendance.
 4. The Library hosted 3 ELL sessions.

g. OUTREACH.

Discussed:

- Nothing to report.

h. STAFFING.

Discussed:

- Nothing to report.

5. FRIENDS OF THE LIBRARY REPORT.

Discussed:

- There was no meeting this month. The Lions donated \$300. There is no other financial information to report.
- There is still no information concerning Oklahoma's education budget and its allocation for Imagination Library. Although it was supposed to be available on the first, it is not posted online. Stevens reached out to Pam Hunsaker on the 14th. She did not know anything at the time and has not gotten back to him. They are using part of the funding to hire a state Director for Imagination Library.
- Dollywood website previously showed 4,600 participants but now shows only 4,200. The map is not uptodate though. Anderson reported there were about 10 new kids signed up for Imagination library, but they are not actively recruiting until they know what is happening with state funding.

6. NEW BUSINESS.

Discussed:

- Melugin reported that Pryor Schools will have early release Fridays for teachers to do professional development. This may impact numbers at the library as they will release at 2:15.

7. ADJOURN.

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