

**MINUTES  
LIBRARY BOARD  
REGULAR MEETING  
CITY OF PRYOR CREEK, OK  
THURSDAY, JULY 23, 2020 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 5:03 p.m. Members Present: Anderson, Melugin, Shearin, Stevens, Wenger. Others Present: Library Director Cari Rérat and Jacinda Ramsey.

**2. REVIEW AND POSSIBLY APPROVE MINUTES FOR JUNE 25, 2020.**

Motion was made by Stevens, second by Shearin to approve the June 25, 2020 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. POSSIBLE EXECUTIVE SESSION PURSUANT TO THE OKLAHOMA OPEN MEETING ACT FOR THE PURPOSE OF DISCUSSING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF:**

**a. MARIE REIST (25 O.S. 307 (B) (1)).**

Motion made by Wenger, second by Shearin. All voted yes.

**5. CONSIDER RESUMING REGULAR SESSION.**

Motion made by Melugin, second by Stevens. All voted yes.

**6. POSSIBLE ACTION BASED ON EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF:**

**a. MARIE REIST (25 O.S. 307 (B) (1)).**

Stevens made the motion to accept Reist's resignation and thanked her for serving the Library so well for almost 17 years. Melugin seconded. All voted yes except Wenger who abstained from accepting Reist's resignation, but wholeheartedly agreed with the thanks to Reist for her service.

Anderson moved to the Addendum

**ADDENDUM  
LIBRARY BOARD MEETING  
THURSDAY, JULY 23, 2020 AT 5:00 PM**

**1. REVIEW AND POSSIBLY APPROVE THE MINUTES FOR THE SPECIAL LIBRARY MEETING ON JULY 9, 2020.**

Motion made by Melugin, second by Wenger. All voted yes.

**2. DISCUSS SAFETY MEASURES FOR PREVENTION OF SPREAD OF COVID-19.**

Discussed:

- Changes of signage

- Using stronger language to encourage mask-wearing
- Plan for giving masks away to patrons for free
- Staff use of N-95 masks
- Possible changes to HVAC systems to better filter and sanitize the air

Anderson moved back to the Regular Agenda.

## **7. LIBRARY DIRECTOR'S REPORT:**

### **a. LIBRARY STATISTICS**

#### **• Reviewed June's Statistics:**

1. 47 people registered for new library cards.
2. The Library added 468 items (books and media) to the collection.
3. 2,261 items (books, magazines, and media) were checked out.
4. 1,993 books, audiobooks, magazines, and videos were checked out via Overdrive, our digital library.
5. Our online resources (not including Overdrive) were accessed 85 times.
6. Library staff answered 2,256 informational or reference questions from patrons via phone, email, social media, and in person.
7. Our internet services (both wifi and physical computers) were used 3,892 times.
8. 2,390 people entered the Library building during the 26 days we were open. This averages to 92 people per day.

### **b. BUDGET**

- Reviewed June's expenses

### **c. BUILDING REPORT**

Discussed:

- The drawings for the Library expansion project are 100% according to the architect. Rérat will have a meeting with the architect and construction management company before the Council meeting on August 18th.

### **d. TECHNOLOGY REPORT**

Discussed:

- The Library spent its State Aid money on new computers, monitors, and a new laptop.

### **e. PROFESSIONAL DEVELOPMENT**

Discussed:

- Rérat is working to get all full-time staff sworn in as notaries. The goal is to have staggering expiration dates so we can consistently budget for renewals.

### **f. PROGRAMS**

- Discussed (month)'s programming numbers
  1. The Library hosted 1 program for adults with 13 in attendance.
  2. The Library hosted 8 programs for children through Facebook.

### **g. OUTREACH.**

Discussed:

- Books & Brews continues for adults.
- Rérat is working with the schools to offer assistance to the Library Media Specialists as they open.

### **h. STAFFING.**

Discussed.

**8. FRIENDS OF THE LIBRARY REPORT.**

- Stevens discussed the Friends' raffle
- The Dolly Parton Imagination Library has 160 readers

**9. NEW BUSINESS.**

Discussed:

- Anderson discussed what arrangements are being made to celebrate Marie upon her resignation from the Library.

**10. ADJOURN.**

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