

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, JANUARY 26, 2023 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, Paul Stevens, Marty Wenger

1. CALL MEETING TO ORDER.

Chair, Anderson called meeting to order at 5:00 p.m. Members Present: Wenger, Stevens, Anderson, Melugin. Others Present: Library Director Cari Rérat and Elise Kasler.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR DECEMBER 29, 2022.

Motion was made by Melugin, second by Stevens to approve the December 29th 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 December's Statistics:**

1. 26 people registered for new library cards.
2. The Library added 1 item (books and media) to the collection.
3. 1,236 items (books, magazines, and media) were checked out.
4. 2,092 books, audiobooks, magazines, and videos were checked out via Overdrive/Libby, our digital library.
5. Our internet services (both wifi and physical computers) were used 4,682 times.
6. Our online resources (not including Overdrive/Libby) were accessed 93 times.
7. 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.
8. Library staff answered 228 informational or reference questions from patrons via phone, email, social media, and in person..

b. BUDGET

- Reviewed December's expenses. Per director Rerat we are at 36% for the total operations budget.

c. BUILDING REPORT

i. DISCUSSION AND POSSIBLE ACTION CONCERNING LIBRARY FLAGPOLE

The 30 ft. flagpole outside of the library is too close to the building. An appropriately sized 5x8' flag raised on the flagpole will touch the building upon raising or lowering the flag. It will also touch the building if flown at half-staff. Director Rerat suggests the flag pole be moved west where eventually an outside

patio with benches could be built. Motion made by Stevens and seconded by Wenger to use the current flagpole to fly the flag and to remove the flag if it needs to be at half-staff so that it will not touch the building. All voted yes.

ii. FLOOD UPDATE

Director Rerat provided an update on the library flood that occurred on December 25 & 26, 2022. The insurance adjuster told Rerat the library was covered for approximately \$21,000. We are waiting on more bids for the carpet replacement. It may cost \$11,000- 14,000 for carpet and laminate flooring. S&J plumbing fixed an additional pipe that also could have broken and flooded the building. Motion made by Melugin and seconded by Wenger for local history and outside the makerspace to receive new laminate flooring, all voted yes.

GENERAL DISCUSSION:

1. Director Rerat mentioned the broken door counters and it would be approximately \$1,600 to replace with three new ones. Motion made by Anderson to use money from library supplies budget to replace door counters. Seconded by Wenger, all voted yes.
2. The Library received two art donations: 1) a tile mosaic of Bill Rabbit's "Big Medicine" as a donation from architect Jim Graber. The piece is not hung yet because it is really heavy. Rerat is concerned about damaging the wall and is awaiting Graber & Architectural Flooring to put together a plan to hang it safely. 2) a painted wood panel by Frieda Hunter that features the wildlife of northeast Oklahoma. It is being displayed in the Youth Services Department.
3. The Library will begin the process to surplus old computers and some old desks.

d. TECHNOLOGY REPORT

i. E-RATE UPDATE

per director Rerat, filed for form 470 and we are receiving net provider bids until mid-February for another 4 years of internet.

GENERAL DISCUSSION:

1. WiFi access points have been updated. There is one access point still at the Graham building. The Library will continue to monitor it until Fiber Interactive Technologies replaces it.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- Director Rerat visited with ODL library consultant Paige and discussed ideas regarding the creation of a library system as per the Library's strategic plan.

f. PROGRAMS

- Discussed December's programming numbers
 1. The library had approximately 200 people visit during the library/fire/police Welcome Home party.

g. OUTREACH.

Discussed:

- February 3rd (city), 6th (council), and 9th (mayor) forums for city elections will be held in partnership with the Friends Group and the Chamber of Commerce.

h. STAFFING.

Discussed the recent hiring of Paige Turner for the part-time computer lab position.

5. FRIENDS OF THE LIBRARY REPORT.

- January 5th had an annual meeting to elect officers.
- Sent out 63 corporate letters for donations.
- Friends have been active at Main Street events, the Health Fair, Comicon, and the recent Welcome Home party.
- Friends have \$4354.35 in checking, \$6,628.94 in savings, and \$18.82 in PayPal.
- 398 books were mailed in January.

6. NEW BUSINESS.

Discussed:

- Annie Early and Anita are working on attaining grants through Network for Good.

7. ADJOURN.

Motion was made by Wenger and seconded by Melugin at 6:14 PM. All voted yes.