

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, JANUARY 23, 2019 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 5:05 p.m. Members Present: Anderson, Melugin, Shearin, Stevens.. Others Present: Library Director Cari Rérat and Jacinda Ramsey.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR NOVEMBER 21, 2019.

Motion was made by Stevens, second by Melugin to approve the November 21, 2019 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 November's Statistics:**

1. 34 people registered for new library cards.
2. The Library added 323 items (books and media) to the collection.
3. 3,054 items (books, magazines, and media) were checked out.
4. 1,609 books, audiobooks, magazines, and videos were checked out via Overdrive, our digital library.
5. Our online resources (not including Overdrive) were accessed 612 times.
6. Our meeting room was used by 1 community groups to host meetings for their respective organizations.
7. Library staff answered 1,716 informational or reference questions from patrons via phone, email, social media, and in person.
8. Our internet services (both wifi and physical computers) were used 5,885 times.
9. 3,973 people entered the Library building during the 22 days we were open. This averages to 181 people per day.

• **Reviewed December's Statistics:**

1. 33 people registered for new library cards.
2. The Library added 259 items (books and media) to the collection.
3. 2,998 items (books, magazines, and media) were checked out.
4. 1,602 books, audiobooks, magazines, and videos were checked out via Overdrive, our digital library.
5. Our online resources (not including Overdrive) were accessed 448 times.
6. Our meeting room was used by 10 community groups to host meetings for their respective organizations.

7. Library staff answered 1,787 informational or reference questions from patrons via phone, email, social media, and in person.
8. Our internet services (both wifi and physical computers) were used 6,335 times
9. 4,512 people entered the Library building during the 23 days we were open. This averages to 196 people per day.

b. BUDGET

- Reviewed November and December expenses

c. BUILDING REPORT

Discussed:

- Endex has replaced Tyco/Johnson for our alarm system.

d. TECHNOLOGY REPORT

Discussed:

- We are using Pitney Bowes for our postage system.
- We are purchasing a Chrome book for staff use
- Two laptops will be set up for people to take the census

e. PROFESSIONAL DEVELOPMENT

Discussed:

- Cari is chair of the Complete Count Committee for the 2020 census
- Cai will be teaching a certification class in May in Stillwater over youth services

f. PROGRAMS

- Discussed November's programming numbers
 1. The Library hosted 9 programs for adults with 41 in attendance.
 2. The Library hosted 1 program for teens with 13 in attendance.
 3. The Library hosted 7 programs for children with 87 in attendance.
- Discussed December's programming numbers
 1. The Library hosted 2 programs for adults with 411 in attendance.
 2. The Library hosted 0 programs for teens with 0 in attendance.
 3. The Library hosted 0 programs for children with 0 in attendance.

g. OUTREACH.

Discussed:

- Books and Brews at the Fat Toad is still going well
- Cari presented at the Pryor Main Street's Million Cups Meeting
- Cari presented at a PEO meeting in Bartlesville

h. STAFFING.

Discussed.

5. FRIENDS OF THE LIBRARY REPORT.

- Murder mystery tickets are sold out.
- Elections at last meeting. Paul Stevens is the president, Jeanette Anderson is the vice-president, Phil Rérat is treasurer

6. NEW BUSINESS.

Discussed:

- No new business

7. ADJOURN.

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