

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, NOVEMBER 16, 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, Ivrie Shearin

1. CALL MEETING TO ORDER.

Chair, Anderson called meeting to order at 5:44 p.m. Members Present: Anderson, Melugin, Shearin, Wenger, and Stevens. Others Present: Library Director Cari Rérat, Elise Kasler and Jordan Hobbs.

2. REVIEW AND POSSIBLY APPROVE THE MINUTES FOR OCTOBER 26, 2023.

Motion made by Stevens, second by Melugin to approve the October 26th minutes. Wenger abstained, everyone else 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 October's Statistics:**

1. 74 people registered for new library cards.
2. The Library added 104 items (books and media) to the collection.
3. 3,247 items (books, magazines, and media) were checked out.
4. 2,772 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 11,209 times.
6. Our online resources (not including Overdrive/Libby) were accessed 289 times.
7. In October the meeting rooms were used 14 times, study rooms were used 285 times, and makerspace was used 12 times.
8. Library staff answered 5,480 informational or reference questions from patrons via phone, email, social media, and in person.

b. BUDGET

- Entire budget at 29.97% and operations budget is at 26.12%.

c. BUILDING

- Per Director Rérat, she completed the warranty walk-through with CMS Willowbrook and is now waiting to hear back from them. From now on CMS Willowbrook will not be responsible for repairs, we are.
- The ceiling tiles in the makerspace will be replaced by maintenance.

d. TECHNOLOGY

- Director Rérat has a volunteer helping her to digitize board meeting minutes.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- Haley Poulos passed her final exam and completed all requirements for her bachelor's degree.

f. PROGRAMMING

- Discussed October's programming numbers
 1. The Library hosted 16 programs for adults with 387 in attendance.
 2. The Library hosted 3 programs for teens with 19 in attendance.
 3. The Library hosted 2 programs for children with 39 in attendance.

g. OUTREACH

Discussed:

- Promotional materials are in with the Pryor library logo on straws, frisbees, drink koozies, pens, stickers, and temporary tattoos.
- After school club continues through November and December; 13 children are making podcast episodes with Cari, Mac, and Jordan's assistance. The after school program is three days a week and will not continue into January.

h. STAFFING

- City council passed Juneteenth as a recognized holiday for city employees.

i. STRATEGIC PLAN

- Discussed

6. FRIENDS OF THE LIBRARY REPORT.

- Participated in handing out cookies and hot chocolate in the library while people got their picture with Santa taken.
- Continue developing informational brochures.

7. NEW BUSINESS.

- No new business

8. ADJOURN.

Motion was made by Wenger and seconded by Shearin at 6:22 PM. All voted yes.

Old Design Front

FOR LIBRARY USE ONLY	Card # _____	
A/J/YA	Date ____/____/20__	Staff Initials: _____

Name:

Last _____ First _____ MI _____

Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____

Email Address _____

Parent/Guardian Name _____ Phone _____

Driver's License # _____ Birthdate _____

Join our email mailing list? (We won't sell your info or spam you. Promise.)

Yes ____ No ____

Old Design Back

Internet Usage/Guidelines and Restrictions

Having a library card permits the card holder to use Library computers and internet without a guest pass or parent/guardian present. Unacceptable use of the Library's computers and/or wifi includes but is not limited to: Displaying, viewing, storing, printing, or sending any harassing material. Accessing sexually oriented web sites or storing or viewing sexually oriented images. Intentionally or recklessly introducing a virus or virus-like program onto a library computer or network. Using software in such a manner as to violate copyright laws. Participating in any illegal activities. Loading, downloading, or using any software that may be harmful to the Library's computers or network. Altering the default setting of the Library's computers. Using a library card or credentials that belong to someone else in order to use a library computer.

Patrons who fail to abide by these guidelines may be restricted from internet access and/or use of the Library's computers for a minimum of 30 days. General library privileges may be suspended depending on the severity of the violation.

By signing below I agree to use the Library responsibly and will abide by its rules.

I will pay fines or damages charged to me and give prompt notice of any change in contact information.

Signature

Guardian Signature (if applicant is under 18 years of age)

New Design Front

FOR LIBRARY USE ONLY	Card # _____	
A/J/YA	Date ____/____/20__	Staff Initials: _____

Name: Last _____ First _____ MI _____

Address: _____ City: _____ Zip: _____

Phone: _____ Birthdate (of applicant): _____

Email Address: _____

Parent/Guardian Name (if applicant is under 18): _____

Parent/Guardian Phone (if different from above): _____

Join our mailing list? (We won't sell your info or spam you. Promise.)

Yes ___ No ___

New Design Back

Library Use Guidelines

Your library card permits you to use all of the library's resources and services. For the safety and convenience of library patrons and staff, we ask the following:

- * No violence, weapons, or illicit materials in the library
- * Don't damage the building, its equipment, library materials, etc.
- * Don't behave in a way that disrupts other patrons, staff, or general library use
- * Don't leave your children unattended (kids age 5 and younger should be with their caregiver at all times, kids age 8 and younger should have a caregiver in the building)
- * Bring materials back in useable condition. If something is lost or damaged, let us know so we can figure it out together.
- * Abide by our policies, including the Internet Usage Policy

We're happy to print our policies for you or you can find them here: pryorlibrary.org/policies

11/23

By signing below I agree to use the Library responsibly and will abide by its policies.

I understand it is my right and responsibility to monitor my child's use of the library's resources and services.

Signature

Guardian Signature (if applicant is under 18 years of age)
