MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, SEPTEMBER 26, 2024 AT 5:30 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 5:40 p.m. Members Present: Wenger, Stevens, Shearin, Anderson. Others Present: Library Director Cari Rérat and Elise Kasler. Wenger arrived at 4:45 p.m.

2. **REVIEW AND POSSIBLY APPROVE THE MINUTES FOR AUGUST 22, 2024.**

Motion was made by Stevens and seconded by Shearin to approve the minutes of the August 22, 2024 meeting. All voted yes.

3. **PETITIONS FROM THE AUDIENCE.**

No petitions.

[Chair Anderson moved to item 8 on the agenda to allow Wenger more time to get to the meeting.]

8. LIBRARY DIRECTOR'S REPORT:

a. **LIBRARY STATISTICS**
   - **Reviewed August Statistics:**
     1. 301 people registered for new library cards.
     2. The Library added 61 items (books and media) to the collection.
     3. 3,361 items (books, magazines, and media) were checked out.
     4. 2,664 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 7,094 times.
     6. Our online resources (not including Overdrive/Libby) were accessed 125 times.
     7. In August the meeting rooms were used 23 times, study rooms were used 438 times, and the makerspace was used 6 times.
     8. Library staff answered 10,567 informational or reference questions from patrons via phone, email, social media, and in person.

b. **BUDGET**
   - At the last city special budget committee meeting, approximately $70,000 was cut from the city budget. They will meet again next Tuesday to try to finalize the budget.
   - Director Cari Rérat reports that the Library's total budget cut was 9.7% ($112k to $95k) and that the operations budget was cut by 15%.
   - There is enough in the salary line item to hire two part-time employees.

c. **BUILDING**

   Discussed:
   - Director Rérat expressed concern regarding the Library's repair and maintenance budget being slashed in half for this fiscal year.

d. TECHNOLOGY

Discussed:

- Six Dell computers are being set up for the adult computer lab.

e. PROFESSIONAL DEVELOPMENT

i. **Discussion and possible action to determine whether the Library budget allows for its annual staff training day.**

- Anderson motioned to not have a staff training day this year, seconded by Stevens, all in favor and voted yes.

f. PROGRAMMING

- Autumn is going to be running an additional storytime on Wednesdays, they will be held at 11:30 and 1:30.
- Adult programming in October includes showing the film Ghostbusters and line dancing.

g. OUTREACH

Discussed:

- Autumn visited the middle school in September to promote the library and read to the students.

h. STAFFING

- The library has four part-time positions vacant from this fiscal year and one from last fiscal year.
- City Council left money in the salary line item that will cover hiring two part-time employees. Rérat states that it is possible we will be unable to hire at this time due to the city's hiring freeze.
- R. Scott McCall took the severance package offered by the City as an effort to save staffing costs, his last day is Oct. 2nd, 2024.
- Rérat will ask City Council to allow the Library to hire a third part-time person to help fill the hours left with McCall's resignation.

i. STRATEGIC PLAN

Discussed:

- Per Director Rérat, the Mayes county library meeting was held and the agenda discussed. Adrienne Butler from the ODL attended. During the meeting the possible benefits and limitations of forming a county system were discussed. Of those who attended, some expressed concern about the possible loss of libraries' unique identities and autonomy.

Anderson moved back to item 4 on the agenda.

4. DISCUSSION AND POSSIBLE ACTION TO CHANGE LIBRARY'S OPERATING HOURS IN ORDER TO ACCOMMODATE REDUCTION IN STAFF IF CITY COUNCIL DOES NOT APPROVE THE AGENDA ITEMS TO ALLOW THE LIBRARY TO HIRE THREE PART-TIME EMPLOYEES. IF NECESSARY, THE NEW HOURS WOULD GO INTO EFFECT ON OCTOBER 7, 2024. (POTENTIAL SCHEDULES ATTACHED)

Motion was made by Stevens and seconded by Wenger to approve the library's new operating hours of Option 2 (Daily opening at 11 a.m. and operating 40 hours per week with 6 hrs after 5:00 PM; 3 hrs on weekends) beginning Oct. 7, 2024. All in favor and voted yes.

5. 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. Cari Boatright Rérat (25 O.S. 307 (B) (1).

Motion made by Wenger and seconded by Anderson. All voted yes.

6. **CONSIDER RESUMING REGULAR SESSION.**

Motion made by Wenger and seconded by Stevens. All voted yes.

7. **POSSIBLE ACTION BASED ON EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF:**
   a. **Cari Boatright Rérat (25 O.S. 307 (B) (1).**

Motion to continue the employment of Director Cari Rérat made by Anderson and seconded by Shearin. All voted yes.

9. **FRIENDS OF THE LIBRARY REPORT.**
   - Friends are helping with the murdery mystery at the Legion in January and Pryor Comicon on Nov. 2nd.
   - Friends are looking into grants.
   - Anderson is working on the Friends 2024 brochure to help with fundraising.
   - In September, the Friends sent out 776 books, 10 welcome books, and had 15 graduates.
   - $843.19 total mailing cost for the books sent out in September.
   - Checking account has $3,944.46, PayPal has $358.97 and the savings account has $5,411.32.
10. **NEW BUSINESS.**
    Discussed:
    - Wenger motioned to change the executive session evaluation periods for Library Director to be held once annually in either September or October, effective immediately. Anderson seconded this motion, all were in favor.
11. **ADJOURN.**
    Motion was made by Wenger and seconded by Anderson to adjourn at 6:45 p.m. All voted yes.