

**MINUTES
LIBRARY BOARD
SPECIAL MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, APRIL 4, 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 5:44 p.m. Members Present: Wenger, Stevens, Shearin, Anderson, Melugin. Others Present: Library Director Cari R  rat and Elise Kasler.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR FEBRUARY 22, 2024 SPECIAL MEETING.

Motion was made by Wenger and seconded by Shearin to approve the minutes of the February 22, 2024 special meeting. All in favor and voted yes.

3. DISCUSSION AND REVIEW OF BOARD BYLAWS

4. LIBRARY DIRECTOR'S REPORT:

a. LIBRARY STATISTICS

• Reviewed February's Statistics:

1. 243 people registered for new library cards.
2. The Library added 73 items (books and media) to the collection.
3. 2,927 items (books, magazines, and media) were checked out.
4. 2,729 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 7,702 times.
6. Our online resources (not including Overdrive/Libby) were accessed 183 times.
7. In February the meeting rooms were used 24 times and study rooms were used 407 times.
8. Library staff answered 6,814 informational or reference questions from patrons via phone, email, social media, and in person.

b. BUDGET

- Reviewed February's expenses: total operations budget is 49.47% and the total for the entire budget is 59.24%.
- Per Rerat, the city has 3 different donation account groups for the library. These may be merged in future.

c. BUILDING

Discussed:

- The main entrance door should be fixed by next week.
- Per Director R  rat, the city requires two more bids for the library to get additional exterior lighting.

d. TECHNOLOGY

Discussed:

- No news to report.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- No news to report.

f. PROGRAMMING

- Autumn Courtney designed a brand new escape room. It has received much praise by patrons and staff.
- Twenty authors have signed up and paid for a table at the Author Round-Up on April 18th.

g. OUTREACH

Discussed:

- No news to report.

h. STAFFING

Discussed:

- In the near future, we may lose two of our part-time employees.

i. STRATEGIC PLAN

Discussed:

- Director Rérat reports she and Anderson attended the March 27th Chouteau library board meeting. Rérat states the meeting overall was positive and looks forward to future discussions.

5. FRIENDS OF THE LIBRARY REPORT.

- Held their regular meeting March 7th, 2024.
- Friends are assisting with the Author Round-Up on April 18th as well as the Main Street event on the same day.
- Per Stevens, the Friends have taken out ads in The Paper for the Author Round-Up and also have obtained gift cards for raffle prizes.
- Dustin VanHorn is the Friends group's new vice chair.
- The Friends sent out 819 books, 14 welcome books, and had 17 graduates.
- \$663.39 total cost for the books sent out in March.
- Checking account has \$6,395.09, savings \$9,550.36, and PayPal at \$97.

6. ADJOURN.

Motion was made by Anderson and seconded by Melugin to adjourn at 6:50 p.m. All voted yes.