MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, MARCH 27, 2025 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.**

Stevens called meeting to order at 5:32 p.m. Members Present: Stevens, Wenger, Shearin, and Melugin. Others Present: Library Director Cari Rérat and Elise Kasler.

2. **REVIEW AND POSSIBLY APPROVE THE MINUTES FOR FEBRUARY 27, 2025.**

Motion was made by Wenger and seconded by Melugin to approve the minutes of the February 27, 2025 meeting. All voted yes.

3. **PETITIONS FROM THE AUDIENCE (Library Board reserves the right to limit presentations to 5 minutes).**
4. **SEALED BID OPENING FOR LIBRARY AUDIOVISUAL EQUIPMENT.**

Director Rérat opened the two sealed bids for A/V equipment installation in the meeting rooms. Signal Communication's offer includes two TVs, a third optional TV on moveable cart with total cost of $34,800.52. Video Revolution's bid did not include the third TV with a total cost of $34,993.27. The third TV that can be moved for programming in other areas of the library is ideal.

5. **DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AWARD OF BID FOR LIBRARY AUDIOVISUAL EQUIPMENT.**

Wenger made a motion to recommend Signal Communication's bid as it has equal capacity to meet our needs and offers the third monitor. Stevens seconded, and all voted yes. Director Rérat will send the bids to the council tomorrow.

6. **LIBRARY DIRECTOR'S REPORT:**
    a. **LIBRARY STATISTICS**
        - **Reviewed February's Library Statistics:**
            1. 57 people registered for new library cards.
            2. The Library added 121 items (books and media) to the collection.
            3. 2,353 items (books, magazines, and media) were checked out.
            4. 2,561 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 5,508 times.
            6. Our online resources (not including Overdrive/Libby) were accessed 614 times.
            7. In February the meeting rooms were used 9 times, study rooms were used 344 times, and the makerspace was used 12 times.
            8. Library staff answered 9,235 informational or reference questions from patrons via phone, email, social media, and in person.
            9. Programming held in February: 11 adult, 5 teen and 7 children's programs.
    b. **BUDGET**

- Total operations budget at 65.47%, entire budget spent at 63.29%
- The library received a $1,000 donation from the children of past librarian Wilmoth Rae Brickett. Her children Ken Swift and Leslie Gibson want half the donation to be used to purchase ebooks and the other half to build up our fiction collection.
- Director Rérat reports that she will be asking for four part time positions at the next city council meeting in the hopes of going back to normal hours of operation in the fall.

c. BUILDING

Discussed:

- Director Rérat reports the west canopy ceiling over the Youth Services department entrance was repaired by M&M Littlefield.

d. TECHNOLOGY

Discussed:

- Nine new staff computers have been purchased and most have been set up and installed with the help of Rogan and Bart at Fiber Interactive Technologies.
- Director Rérat reports that we will need to think about purchasing new receipt printers as the current ones are 10+ years old and failing.

e. PROFESSIONAL DEVELOPMENT

- Staff continue to work towards completion of continuing education credits.

f. PROGRAMMING

- Library staff are planning and preparing for Summer Reading.

g. OUTREACH

Discussed:

- Cari and Autumn read to students at Roosevelt school during Read Across America.

h. STAFFING

- Director Rérat plans to ask the City Council for 4 part-time employees at the next council meeting.

i. STRATEGIC PLAN

Discussed:

- Director Rérat is developing the new strategic plan.

7. FRIENDS OF THE LIBRARY REPORT.

- Helping to prepare for the Author Round-up on Apr. 17th.
- Completed a flier about the Author Round-up that will run in the Paper and the PIP.
- Discussed the library summer reading program kick-off event.
- $358 in PayPal, $7,106.90 in checking, and $5,873.22 in savings.
- Susan is working on a $1,000 folio grant.
- In March, 732 Imagination books were sent out, had 18 graduates, 16 new welcome books sent out, and spent $874.32 on books.
- Lions club donated $1200 and Bank of Commerce spent $820.

8. NEW BUSINESS.

Discussed:

- None

9. ADJOURN.

Motion was made by Melugin and seconded by Shearin to adjourn at 6:45 p.m. All voted yes.