MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, JUNE 26, 2025 AT 5:30 P.M.

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE LIBRARY BOARD OF THE CITY OF PRYOR CREEK, OKLAHOMA WILL MEET IN REGULAR SESSION AT 5:30 P.M. ON THE ABOVE DATE IN THE LIBRARY MEETING ROOM AT 505 EAST GRAHAM AVENUE, PRYOR CREEK, OKLAHOMA. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND SHOULD CALL 918-825-0777.

Board Members: Jeanette Anderson, Sara Melugin, Ivrie Shearin, Paul Stevens, Marty Wenger

1. **CALL MEETING TO ORDER.**

Anderson called meeting to order at 5:35 p.m. Members Present: Anderson, Stevens, Shearin, Wenger, and Melugin. Others Present: Library Director Cari Rérat, Elise Kasler, and Dan Olberg from the HAM radio club.

2. **REVIEW AND POSSIBLY APPROVE THE MINUTES FOR MAY 15, 2025.**

Motion was made by Stevens and seconded by Melugin to approve the minutes of the May 15, 2025 meeting. All voted yes except Shearin who abstained.

3. **PETITIONS FROM THE AUDIENCE. (LIBRARY BOARD RESERVES THE RIGHT TO LIMIT PRESENTATIONS TO 5 MINUTES)**
4. **DISCUSSION AND POSSIBLE ACTION TO ESTABLISH POLICY, PROCEDURE, AND FEES FOR UNSTAFFED AFTER HOURS MEETING ROOM USE.**

The Library received a request from a community group to be allowed to use the Library's meeting rooms after hours without staff present. Rérat presented the agreement for use of the Graham Community Building as a template to establish policy, fees, and procedure for such an arrangement. After some discussion, it was determined this is not the time for a change in meeting room policy. Anderson made a motion to take no action, seconded by Melugin. All voted yes.

5. **LIBRARY DIRECTOR'S REPORT:**
   a. **LIBRARY STATISTICS**
      - **Reviewed May Library Statistics:**
        1. 60 people registered for new library cards.
        2. The Library added 258 items (books and media) to the collection.
        3. 2,807 items (books, magazines, and media) were checked out.
        4. 2,733 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 7,242 times.
        6. Our online resources (not including Overdrive/Libby) were accessed 606 times.
        7. In May the meeting rooms were used 16 times, study rooms were used 229 times, and the makerspace was used 8 times.
        8. Library staff answered 10,476 informational or reference questions from patrons via phone, email, social media, and in person.
        9. Programming held in May: 7 adult and 18 teen programs.

b. **BUDGET**
   i. Review of 24/25 Fiscal Year budget

   Total operations budget at 95.64% and entire budget at 85.03%.

   ii. Presentation of proposed 25/26 Fiscal Year budget

   Director Rèrat proposes essentially the same budget as FY 24/25 for FY 25/26 with a few minor changes, such as increasing the postage budget and book budget.

c. **BUILDING**

   Discussed:
   - Nothing new to report.

d. **TECHNOLOGY**

   Discussed:
   - Used a portion of state aid money to buy new receipt printers.

e. **PROFESSIONAL DEVELOPMENT**
   - Nothing new to report.

f. **PROGRAMMING**
   - No youth programs in May as staff prepared for Summer Reading.
   - Summer Kickoff event went well, there are plans to repeat next year.

g. **OUTREACH**

   Discussed:
   - Autumn and Miriam attended the Fun in the Sun event.
   - The summer food program has begun and the library is receiving 400 boxes per week.

h. **STAFFING**
   - The library is accepting applications for the second part-time position in the computer lab.

i. **STRATEGIC PLAN**
   - Director Rérat reports work on the new strategic plan is temporarily on hold.

6. **FRIENDS OF THE LIBRARY REPORT.**
   - Friends assisted with set-up and clean-up at the Fun in the Sun event.

7. **NEW BUSINESS.**
   - Rérat went to Etch & Burn Vendor Vault to discuss the possibility of having staff name tags made there. The price is comparable to what the Library spends with the current, out of state, vendor. Rérat will continue the discussion and order new name tags from Etch & Burn once the Library’s budget is established.

5. **ADJOURN.**

   Motion was made by Wenger and seconded by Shearin to adjourn at 6:23 p.m. All voted yes.