

**MINUTES  
LIBRARY BOARD  
REGULAR MEETING  
CITY OF PRYOR CREEK, OK  
THURSDAY, JANUARY 22<sup>ND</sup>, 2015 AT 4:00 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, Kathy LaValley, Donna Hatley, Jack Hardy, Paul Stevens**

**1) CALL MEETING TO ORDER.**

Chair, Anderson called the meeting to order at 4:02 pm. Members present: Hardy, Hatley, LaValley, Stevens. Others present: Library Director Susan Newberry and Jacinda Ramsey.

**2) REVIEW AND POSSIBLY APPROVE THE MINUTES FOR DECEMBER 18, 2014.**

Motion was made by LaValley, second by Hatley to approve the December 18th minutes as read. All 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.

**b. BUDGET.**

Reviewed:

- Money budgeted for People Link temporary staff is on target. Temporary staff hours will be cut for January and February to ensure plenty of staff hours for the spring and summer programs.
- Line item, Library Supplies is over budget. Line item, Office Supplies is also over budget. Travel slowed in December.
- Line item, Books is on target.

**c. BUILDING REPORT.**

Discussed:

- Fluorescent light bulbs are being replaced by Rick; he is testing ballasts to be replaced by an Electrician. The money for Fluorescent light bulbs and replacing ballasts will come from line item, Repair and Maintenance.
- No word about architectural plans for the front of the library.
- Plumbing problem has not been addressed.
- Melton's made air and heat repairs in the Genealogy Section. A bill has not been received.

**d. TECHNOLOGY REPORT.**

Discussed:

- Susan filed Form 470 for e-rate. Also she requested reconfiguration of internal connections, for a third party manager and 2 new access points.

**e. PROFESSIONAL DEVELOPMENT.**

Discussed:

- Leanne will be certified by the end of 2015. Jacinda will be attending OLA classes earning credits to be applied to her Certification.

**f. ADULT PROGRAMS.**

Discussed:

- Heather Hutto began computer classes; they were successful. She will offer help with E-mailing next.
- Literacy classes were put on hold and will begin again in February.
- The Board directed Susan Newberry to gather information about Citizenship Classes and report to the Board at the February meeting.

**g. CHILDREN PROGRAMS.**

Discussed:

- The theme for the Summer Program is Heroes.
- The plans for the Summer Reading Program were discussed. The month of June will have a lot of programming.
- July will be tutoring and with some performances.
- Story time will continue throughout the summer.
- The library has a new science center; Toby the Turtle was donated.
- The 33<sup>rd</sup> Turtle Race will kick off the Summer Program.
- Art on a Cart will resume when a reliable, capable art instructor can be found.

**5) OUTREACH.**

Discussed:

- The library was open during the Christmas parade. Many people visited before, during and after the parade.
- Susan Newberry spoke at Rotary Club.

**6) NEW BUSINESS.**

**a. DISCUSS AND POSSIBLY APPROVE A TECHNOLOGY PLAN FOR 2015-2017.**

The Library Board members will review the plan for discussion and possible action at the February regular meeting.

**b. DISCUSS AND POSSIBLY APPROVE STATE AID BUDGET.**

Hatley made a motion to accept the state aid budget: 20% Library Materials, 23% Computers, 15% Children's Furniture, 25% Summer Reading, 17% Miscellanies' Supplies. This motion was seconded by Stevens. All voted yes.

**7) STAFFING.**

Discussed.

**7) FRIENDS OF THE LIBRARY**

- Jack gave a report.
- The 501C3's application for IRS non-profit status was mailed.
- Membership drive and incentives for joining were discussed.

**8) ADJOURN.**

Motion was made by Stevens and seconded by Hardy to adjourn the meeting. All voted yes.