

**MINUTES
LIBRARY BOARD
REGULAR MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, March 26, 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 4:04 pm. Members present: Kathy LaValley, Paul Stevens and Jack Hardy. Others present: Susan Newberry, Library Director, and Mayor Tramel.

2) REVIEW AND POSSIBLY APPROVE THE MINUTES FOR THURSDAY, FEBRUARY 26, 2015.

Motion was made by LaValley, second by Stevens to approve the minutes of Thursday, February 26, 2015 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) DISCUSS AND POSSIBLY APPROVE ARCHITECT, LARRY B. LUCAS II DESIGN FOR LIBRARY MAIN STREET ENTRY.

Mayor Tramel joined the Board during the discussion of the architectural drawings. The Mayor will take the following recommendations to the Architect and Chris Ball: To use the architects suggested slope to the top of the roof to facilitate adequate draining of water from the canopy roof. Also to add lighting to the canopy cover. No reflective pool. Instead of the pool build a flagstone patio. To use the architects suggested small window covers with lighting. Do not use horizontal bars in front. Do keep the vertical ones. Suggest the bars match the vestibule roof and trim. Remove the original footing in front. To use the architects suggested unique art piece for the outdoor podium. The Mayor will notify Chris Ball of the changes. Mr. Ball will return the new design with bids to the Board at its April meeting. The Mayor left the meeting after discussion (4:35).

5) DISCUSS HEAT AND AIR CONDITIONING EXPENDITURE REPORT FROM OCTOBER 2012 TO JANUARY 2015.

The report prepared by Susan was discussed. It did not adequately answer all concerns of the board. The board suggested Susan assign numbers, based on serial numbers of heating/air units, to be referenced when a unit is repaired. The board also requested that Melton's provide more detailed reporting of work completed to the library units.

6) LIBRARY DIRECTOR'S REPORT

a. Library Statistics.

Reviewed. Susan will spot check all library statistics for accuracy and report to the board at the April meeting.

b. Budget.

Reviewed.

c. Building Report.

The board will discuss the plumbing problem in the employees' break room when Chris Ball meets with the board concerning the architectural drawings. The board will also discuss with Mr. Ball the possible replacing of fixtures to increase energy efficient lighting with temperature (2800k-3000k) to preserve the art and books in the library. Another idea would be to hire a consultant to evaluate our present lighting situation and suggest changes to save on utility bills and preserve the art and books housed in the library.

1. Discuss and possibly approve putting the citizenship corner in the front atrium.

Tabled.

d. Technology Report.

After bids were received for reconfiguring, the Technology Application 471 was submitted.

The Mayor approved \$2499 for the library to purchase four Dell computers.

Heather Hutto is the only staff member proficient in configuring the hardware and wiring of the library computers. The board discussed the need for a full time technology person on staff with the city.

7) FRIENDS OF THE LIBRARY.

Jack reported we are still waiting on the approval of our 501-C3 application and he will need help with membership and programming.

8) PROFESSIONAL DEVELOPMENT.

Marie received a grant to attend the Texas Library Association meeting in Austin, Texas. The Grant will pay for travel, lodging and fees.

9) PROGRAMS.

a. Adult Programs.

Tutoring for ESL and low literacy has restarted after a break.

b. Children Programs.

Story time numbers are up and the summer programs are being planned.

10) NEW BUSINESS.

Staffing was discussed. Two full time staff members will be on extended leave. The board will meet Thursday, April 2, 2015 in special session to enter Executive Session to discuss this staffing situation.

While discussing the Architectural Drawings, the Mayor shared with the board that the Library's parking lot will be striped this summer.
Group picture of the library board was tabled until all members are present.

11) ADJOURN.

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