

**MINUTES
LIBRARY BOARD
SPECIAL MEETING
CITY OF PRYOR CREEK, OK
MONDAY, JULY 20, 2015 AT 4:00 PM**

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, Jack Hardy, Paul Stevens

1) CALL MEETING TO ORDER.

Chair, Jeanette Anderson called the meeting to order at 4:00 pm. Members present: Jack Hardy and Paul Stevens. Others present: Susan Newberry, Library Director and Jacinda Ramsey.

2) REVIEW AND POSSIBLY APPROVE THE MINUTES FOR REGULAR MEETING THURSDAY, MAY 28, 2015.

Motion was made by Hardy second by Stevens to approve the minutes for regular meeting Thursday, May 28, 2015 as corrected. All voted yes.

3) LIBRARY DIRECTOR'S REPORT

a. Library Statistics.

Reviewed. This will be the last year the Library will renew Fold 3 unless the statistics show increased use of this genealogy website. Computer usage was down because 2 computers were not available the month of June. Meeting Room stats show that this year's Summer Reading Programs were better attended than 2014.

b. Budget.

Discussed. 2015/16 Budget was not available. Library Director Newberry and staff spent 92% of last year's budget. The Library will not receive State Aid if it returns money to the City. Newberry needs final financial report from City to complete application for State Aid.

c. Building Report.

Discussed. Roof is still leaking. Dawson Roofing guaranteed the temporary patch for a year. Shain Vivion, owner of S&J Plumbing, surveyed the plumbing situation in the Library Breakroom to create a bid to be submitted to Chris Ball, CMS Willowbrook.

d. Technology Report.

Discussed. The library received approval for E-Rate. The Grant will pay 63% of the bill and the Library has submitted a PO to pay the remaining. This bill will pay for a secure firewall and wiring. Susan filed Form 486 this July. When the equipment arrives we will schedule United Systems to install. The Board advised Susan not pay AGES bill. It was recommended she send the bill to the Mayor with an explanation why it is illegal for the Library to pay for a bid.

4) FRIENDS OF THE LIBRARY.

No report.

5) LIBRARY BOARD MEMBER CONSIDERATIONS.

Discussed. Some names were considered. Newberry and Hardy will contact possible future board members before submitting names to the Mayor.

6) STAFFING.

a. Possible Executive Session pursuant to the Oklahoma Open Meeting Act for the purpose of discussing the employment, hiring, appointment, promotion, demotion disciplining or resignation of (25 O.S. 307 (B)(1).

1. Heather Hutto
2. Susan Newberry

Motion was made by Hardy to enter Executive Session pursuant to the Oklahoma Open Meeting Act for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of Heather Hutto and Susan Newberry and seconded by Stevens. All voted yes.

b. Consider resuming regular session.

Motion was made by Stevens to resume regular meeting and seconded by Hardy. All voted yes.

c. Possible action based on Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining or resignation of. (25 O.S. 307(B)(1).

1. Heather Hutto
2. Susan Newberry

Motion was made by Hardy to accept the resignation of Heather Hutto and seconded by Stevens. All voted yes.

Motion was made by Stevens to accept the resignation of Susan Newberry and seconded by Hardy. All voted yes.

7) ADJOURN.

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

