

**MINUTES
LIBRARY BOARD
SPECIAL MEETING
CITY OF PRYOR CREEK, OK
THURSDAY, DECEMBER 17, 2015 AT 5:00 P.M.**

The Pryor Public Library Board met in a special 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, and Jodi Troyer

1. CALL MEETING TO ORDER.

Chair, Anderson called meeting to order at 5:00 p.m. Members Present: Anderson, LaValley, Hardy, Stevens, and Troyer. Others Present: Library Director Cari Rérat.

2. REVIEW AND POSSIBLY APPROVE MINUTES FOR NOVEMBER 19, 2015.

Motion was made by Hardy, second by Stevens to approve the November 19, 2015 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.

- Fold3 usage still seems low. Rérat will look into ways to promote wider use. If usage remains low, our subscription to this database may need to be reevaluated.

b. BUDGET

Reviewed.

c. BUILDING REPORT

Discussed:

- During the City required inventory with the Fire Department, it was discovered that only one emergency exit sign worked and none of the emergency lights worked. Requests will be made with the City to replace these lights and signs.
- The City's inventory also revealed the need for a more thorough inventory of the Library's art collection. This will be undertaken with community support.

d. TECHNOLOGY REPORT

Discussed:

- United Systems have not completed the network update--they still need to pull the old cat5 cables--but should do so soon.
- The new networking equipment still needs an uninterrupted power source (UPS) to protect it in the event of a power failure. Rérat is working to get quotes.

e. PROFESSIONAL DEVELOPMENT

Discussed:

- Marie Reist attended training at the Oklahoma Department of Libraries to create a new library website.

- Rérat is working on comprehensive job descriptions for all jobs/positions at the library.

f. PROGRAMS

Discussed:

- Santa will be at the library on December 23rd for storytime.
- Kristine Charrier is working on programming for adults. A grown-up coloring program and craft night are scheduled for the first and third Mondays of the month.
- Staff are planning summer reading programming for children, teens, and adults.

5. FRIENDS OF THE LIBRARY REPORT.

Hardy Reported:

- The Friends' first membership meeting will be held on January 25th at 6:30 p.m. at the library.

6. NEW BUSINESS.

Discussed:

- The Pryor High School Leadership will host a book signing on February 23rd at 10:00 a.m. They will have an interactive museum February 24-27th created and performed by PHS students.

7. ADJOURN.

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