

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DONALD W. REYNOLDS CC & LIBRARY BOARD

3:00 PM

**Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

March 15, 2023

AGENDA

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Called Meeting Minutes of December 14, 2022.

2. Information Items

- a. Library Monthly Reports - December 2022, January, February 2023
- b. FOL Report

3. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 15th day of December, 2022 and that an agenda of said meeting was posted at the place of such meeting at 2:00 p.m. on the 7th day of March, 2023.

Robbee Tonubbee, Library Director

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the Nth day of MONTH, YEAR and that an agenda of said meeting was posted at the place of such meeting at HH:MM a.m. on the Nth day of MONTH, YEAR.

Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DONALD W. REYNOLDS CC & LIBRARY BOARD
December 14, 2022 AT 3:00 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

CALL TO ORDER

Gloria Hodge called the meeting to order at 3:05 pm.

ROLL CALL

Board Members Present: Carolyn Mabry, Gloria Hodge, Joe Littlejohn, Marion Hill, and Mike Morris.

Robbee Tonubbee, Library Director, and Jennifer Simpkins, Library Board secretary, also attended the meeting.

ORDER OF BUSINESS

1. Consent Items

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Board members voted on two consent items: the schedule of library board meetings for 2023, and approval of meeting minutes from the June 15, 2022, library board meeting. Mike Morris made the motion to accept both items, and Joe Littlejohn seconded the motion. All members agreed, and the motion was passed.

- a. Schedule of Meetings for 2023.
- b. Consider Approval of Regular Called Meeting Minutes of June 15, 2022.

2. Information Items

a. Library Monthly Reports - June, July, August, September, October, November
In addition to the information included in the monthly library reports, Robbee Tonubbee updated the board members on the Pendleton trust, which would bequeath oil and gas royalties to the library after the passing of the primary heir. The primary heir passed

away in late October or early November 2022. The library is due to start receiving monthly royalties in December 2022, and the amount could be between \$4000 and \$5000.

Robbee also updated the board members on the progress of the reading park. It is currently at 75% completion on engineering, and she hopes it could be done by summer 2023. The next step will be adding dirt to the park and building up the land before other things can be done. Robbee is working on purchasing a pickup truck for the library, which will be helpful in the work she expects the engineering report will recommend.

The library has hosted school visits from county schools, and the kids do holiday activities such as crafts or a movie with hot chocolate. The library is also hosting the "Pioneer Spirit" traveling exhibit this week in the CC meeting room.

b. FOL Report

Carolyn Mabry shared a Friends of the Library report. The FOL held its two biggest fundraisers of the year in October and December. The October book sale earned \$3,097.45, and the December holiday craft sale earned \$3,597.50, for a total of \$6,694.95. Carolyn thanked Sandy Wright, chairperson of the book sale, and Joni Smith, co-chairperson of the book sale, for all their hard work and dedication. She also thanked Brenda Monroe for her hard work chairing the holiday craft sale. The FOL's booth at the craft sale had many beautiful crafts for sale thanks to Brenda and a dedicated "crafty" group of Friends of the Library. She also thanked all the volunteers who helped make both sales a success.

3. New Business

Carolyn Mabry asked if the library is collecting supplies for the local animal shelter, and Robbee Tonubbee confirmed that the library is accepting supplies and has an "angel tree" to let people know what supplies are currently needed. Mike Morris shared that the city is planning to remodel the local animal shelter, hopefully in the first half of 2023.

The library has been accepting water bill payments at the drive thru window. Robbee hopes the library will be able to get an awning for the window soon that will hopefully extend to the drive thru dropbox slots, too.

ADJOURNMENT

Marion Hill made the motion to adjourn the meeting, and Joe Littlejohn seconded the motion. All members agreed, and the motion was passed. The meeting adjourned at 3:25 pm.

Donald W Reynolds Community Center & Library

December 2022

Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,297
<i>We were open 23 days this month.</i>	
Attendance daily average -----	143
Circulation monthly (physical units)-----	3,195
Circulation average daily -----	138
Computer usage total -----	313
Computer users average daily-----	14
Computer usage average time-----	34 min
Computer guest passes-----	89
Computer guest passes average daily-----	3
New Library card holders-----	85
Materials donated -----	551
	(13 put in collection)

Statistics

Revenue : \$2934.37 for December. The room revenue was \$1675 with payments for: Hausner’s Holiday party, Clay Rhynes Retreat in February, Clay Rhynes Holiday Party, Clay 50th Wedding Anniversary Party, & Vasquez Quinceanera.

Revenue breakdown: \$476 in copies, \$69 in faxes, \$395 in fines, \$18 in replacement cards, \$25 in out-of-county memberships, \$49 in lost/damaged item fees, \$12 in misc. & \$215 from the public printer/coin-op. The café revenue is separate and that was \$327 for the month.

There was a variety of community events this month: Court ordered mediations, FOL’s Holiday Craft Show, Medicare United Healthcare meeting, Feeding Hope board meeting, AARP Tax Aide Zoom training, 3 Blood Drives, Foster Care Holiday Party, City Ward Meeting, City of Durant Utility Planning & Executing Class, OK DHS Holiday meeting, HiSet testing, & US Citizenship tutoring through the FOL’s Literacy Program.

FOL

- The FOL’s Annual Holiday Craft Show went Dec. 1 Dec. 3 in the library’s theater, meeting room, and lobby. The quilt was raffled off on Saturday, December 3rd at the end of the event. The quilt was donated by the ladies at LuLu & Hazel’s Quilt Shop. They will be hosting the annual Quilt Show in the Spring, taking over for the Heritage Quilters. Overall the FOL made about \$3000 from the event. FOL funds go towards supporting programming and the new library park.

Programming/Community Engagement

- The library hosted a travelling exhibit from the Oklahoma Hall of Fame Gaylord-Pickens Museum called “Pioneer Spirit” in mid-December for a week in the meeting room. The exhibit featured the stories of six pioneering Oklahomans whose achievements have had an impact in Oklahoma and beyond! 409 people came through the meeting room and then the lobby where the exhibit was housed.

- The Health Literacy grant was funded for 2022-2023. We will receive \$4000 for exercise classes, healthy cooking classes, and Diabetes education classes. For the Fall sessions we will have: Yoga, Zumba, Self Defense, LEAD – Diabetes Education classes, & a Charcuterie class. Yoga & Zumba were on hiatus in December and will return in January. There was a Self Defense class & Charcuterie class in December.

- For the 5th year the library has helped with the Bryan County Toys for Tots sign ups. Families signed up in the café for the program. The library staff helped managed sign ups, organized the spreadsheet, and had a toy donation box on site. We helped sign up over 500 children this year.

Library Programs

Date	Event	Kids	Adults/Teens	Total
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Date	Event	Kids	Adults/Teens	Total
12/1/22	After School Program	3	0	3
12/2/22	Baby Lapsit	2	2	4
12/2/22	Story Time	2	2	4
12/3/22	Adult/Teen Chess	0	4	4
12/3/22	Youth Chess	9	2	11
12/6/22	Lego Club	0	0	0
12/7/22	Teen Lounge	3	0	3
12/8/22	After School Program	3	0	3
12/8/22	Self Defense Class	0	9	9
12/9/22	Baby Lapsit	0	0	0
12/9/22	Story Time	8	12	20
12/12/22	SE Big 5 Christmas visit	20	10	30
12/12/22	Calera 2 nd & 3 rd grade Christmas visit	111	15	126
12/12/22	Charcuterie Class	14	0	14
12/13/22	3 rd grade Christmas visit	39	5	44
12/13/22	Lego Club	0	0	0
12/14/22	Teen Lounge	2	0	2
12/15/22	Believer’s Day Care holiday visit	6	3	9
12/15/22	After School Program	0	0	0
12/16/22	Baby Lapsit	0	0	0
12/16/22	Story Time	5	6	11
12/17/22	Adult/Teen Chess	0	6	6
12/17/22	Youth Chess	4	0	4
12/19/22	Kids’ Holiday Programming – Movie & Cupcake Decorating w/Ms. Tommie	20	9	29
12/20/22	Kids’ Holiday Programming – Movie & Craft	9	6	15
12/21/22	Kids’ holiday Programming – Movie & Bingo	24	11	35
12/22/22	Kids’ Holiday Programming – Movie Double Feature	Cxd - weather	Cxd - weather	Cxd - weather
12/30/22	Baby Lapsit	0	0	0
12/30/22	Story Time	3	4	7
12/31/22	Adult/Teen Chess	0	4	4
12/31/22	Youth Chess	2	0	2
	31 programs	289	110	399

Donald W Reynolds Community Center & Library

January 2023

Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,207
<i>We were open 22 1/2 days this month, closed early on 1/30 & was closed on 1/31 due to weather.</i>	
Attendance daily average -----	146
Circulation monthly (physical units)-----	3,534
Circulation average daily -----	160
Computer usage total -----	356
Computer users average daily-----	16
Computer usage average time-----	34 min
Computer guest passes-----	118
Computer guest passes average daily-----	5
New Library card holders-----	92
Materials donated -----	1399
	(29 put in collection)

Statistics

Revenue : \$3546.02 for January. The room revenue was \$1925 with payments for: Mett's Powerline safety training, OU Foster Parent training (took place in Nov/Dec), and a bday party in the spring.

Revenue breakdown: \$400 in copies, \$112 in faxes, \$525 in fines, \$39 in replacement cards, \$150 in out-of-county memberships, \$168 in lost/damaged item fees, \$6 in misc. & \$215 from the public printer/coin-op. The café revenue is separate and that was \$283 for the month.

There was a variety of community events this month: Court ordered mediations, Feeding Hope board meeting, AARP Tax Aide Zoom training, Bryan County Federation of Democratic Women meeting, Blood Drives, City Ward Meeting, Bryan County EMS training, HiSet testing, Sustainable Durant series, a Genealogy class, a FOL Quarterly meeting, & US Citizenship tutoring through the FOL's Literacy Program.

FOL

- The FOL & LuLu& Hazel's Quilt Shop will be hosting the annual Quilt Show in the Spring, taking over for the Heritage Quilters. This event showcases local quilt makers and offers the community the opportunity to learn about quilting and other sewing crafts. FOL funds go towards supporting programming and the new library park.

- The Friends of the DWR Library Literacy Program has a woman who is testing for her citizenship this month. Tutor Glenn Price has helped her with the application, studying for the exam, and traveling to appointments. The local Big 5 Services awarded the FOL an adult education grant and some of these funds will help those seeking citizenship as the program is quite costly and requires travel to the Dallas and OKC areas.

Programming/Community Engagement

- The library is working with MyLibro to launch an app that would allow patrons to access many library features from their smart phones. They will have a virtual card, be able to see their items checked out & fines, connect to Libby from Overdrive for virtual items, see the items they have on hold, see the library events coming up, and be able to book sessions/pick ups with library staff. We hope to have the app ready in the early Spring.

- The Health Literacy grant was funded for 2022-2023. We will receive \$4000 for exercise classes, healthy cooking classes, and Diabetes education classes. For the Fall sessions we will have: Yoga, Zumba, Self Defense, LEAD – Diabetes Education classes, & a Charcuterie class. Yoga & Zumba started back up in January.

- The library displays for February are: Oscar winners – Best Picture – for the past ten years; “Love” themed children’s books; Posters advertising the most popular items checked out in the library from the last decade (DVDs, fiction, non-fiction, biographies, and more); and Black History items.

Library Programs

Health Literacy Grant programming – 4 yoga classes w/68 attendees & 4 zumba classes w/45 attendees.

Lego Club – 4 classes w/6 kids; Teen Lounge – 4 classes w/9 kids; After School – 4 classes w/12 kids

Story Time – 4 classes w/31 adults & 36 kids

Chess Club – 4 adult & teen classes w/23 attendees; 4 youth classes w/20 attendees

Donald W Reynolds Community Center & Library

February 2023

Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,246
<i>We were open 21 days this month, were closed on 2/1 & 2/2 due to weather.</i>	
Attendance daily average -----	155
Circulation monthly (physical units)-----	3,563
Circulation average daily -----	170
Computer usage total -----	363
Computer users average daily-----	17
Computer usage average time-----	38 min
Computer guest passes-----	114
Computer guest passes average daily-----	5
New Library card holders-----	93
Materials donated -----	697
	(15 put in collection)

Statistics

Revenue : \$1936.40 for February. The room revenue was \$250 with payments for: Life Line Health Screening in March. Revenue breakdown: \$417 in copies, \$111 in faxes, \$445 in fines, \$36 in replacement cards, \$175 in out-of-county memberships, \$130 in lost/damaged item fees, \$23 in misc., \$121.75 in restitution, & \$220 from the public printer/coin-op. The café revenue is separate and that was \$254 for the month.

There was a variety of community events this month: Court ordered mediations, Feeding Hope board meeting, AARP Tax Aide tax prep services, OSU Extension/Bryan County 4-H Speech contest, Bryan County Federation of Democratic Women meeting, Blood Drives, City Ward Meeting, Congressman Breechen Meet & Greet, HiSet testing, Sustainable Durant series, Girl Scout meeting, Daughters of the American Revolution meeting, Texoma Audubon Awards ceremony & Equip Durant community meeting.

FOL

- The FOL & LuLu& Hazel's Quilt Shop will be hosting the annual Quilt Show in the summer, taking over for the Heritage Quilters. This event showcases local quilt makers and offers the community the opportunity to learn about quilting and other sewing crafts. FOL funds go towards supporting programming and the new library park.

- The Friends of the DWR Library Literacy Program has a woman who is testing for her citizenship this Spring. Tutor Glenn Price has helped her with the application, studying for the exam, and traveling to appointments. The local Big 5 Services awarded the FOL an adult education grant and some of these funds will help those seeking citizenship as the program is quite costly and requires travel to the Dallas and OKC areas.

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- The Health Literacy grant was funded for 2022-2023. We will receive \$4000 for free classes for the community. In February we had Yoga, Zumba, Cooking for One or Two, and Self Defense class.
- The library displays for March are: Oscar winners – Best Picture – for the past ten years; Dr. Seuss children’s books; Posters advertising the most popular items checked out in the library from the last decade (DVDs, fiction, non-fiction, biographies, and more); Movies w/women who kick butt & books about famous women for Women’s History month.
- The AARP & SE Tax Crew has filed around 300 returns for the month of February. The final numbers will be reported in May. There are about 12-14 AARP volunteers and SE staff/students. This tax program is FREE for the community w/some a small number of ineligible filings like farm and business. The community provides lunch for the volunteers as they work 10:00am to 5:00pm on Tuesdays and Thursdays.

Library Programs

Health Literacy Grant programming – 1 time Cooking for One or Two class w/4 attendees; 4 yoga classes w/60 attendees; & 3 zumba classes w/11 attendees
Lego Club – 4 classes w/9 kids; Teen Lounge – 3 classes w/6 kids; After School – 3 classes w/10 kids
Story Time – 4 classes w/23 adults & 27 kids
Chess Club – 4 adult & teen classes w/41 attendees; 4 youth classes w/30 attendees