

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

**MINUTES OF THE MEETING OF DONALD W. REYNOLDS CC & LIBRARY BOARD
March 15, 2023 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 3:00 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

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. Marion Hill made the motion to approve the minutes from the December 14, 2022, meeting. Joe Littlejohn seconded the motion. All members agreed, and the motion was passed.

2. Information Items

a. Library Monthly Reports - December 2022, January, February 2023
Robbee Tonubbee, Library Director, shared a library report:

- I. The library offered children's holiday activities and had school visits during the week before Christmas and remained busy even without any health literacy classes. Regular programming resumed in January and February.
- II. The engineering for the reading park is at 60%. Another library project has been moved ahead of that project because it involves a time-sensitive grant. The library has been taking water bill payments at the drive thru window using the self-service kiosk that was moved from the circulation area. This has been helpful for the water department and convenient for some customers. The grant project will modify the window, removing its ability to slide open and adding a speaker and bank drawer. An awning will also be added over the drive thru window, and it is hoped that the awning can be extended over the drive thru drop box slots to help shelter returned materials when there is heavy rain.
- III. The library will be getting a generator, one that will be big enough to power the entire building in the case of a disaster. The library is the backup location in the case of a catastrophic event that affects Durant if city hall or the EOC can't be used. The business who won the bid for the project hopes to be able to install the generator this summer. Mike Morris expressed his approval of the generator being installed at the library and noted that it's a quarter million dollar generator.
- IV. The library's new truck was delivered.
- V. Spring break activities have been keeping staff busy. Monday was a double feature movie, Tuesday was a movie followed by Legos, Wednesday will be a movie followed by bingo, and Thursday will be a movie followed by a craft.
- VI. Tax preparation by the AARP volunteers is ongoing, and severe weather training will be offered in the evening today (3/15) and tomorrow (3/16) in the meeting room.

b. FOL Report

Carolyn Mabry shared a report from the Friends of the Library (FOL):

This is the slowest time of the year for the FOL. The next big event the Friends will assist with is the Summer Reading Program in June. At the recent FOL meeting on March 7, the Friends discussed recruiting new members. Each member was asked to bring a potential recruit to the May meeting, and a slate of officers will be voted on to serve until May next year. Information packets for new members are in the works, and there are plans to begin sending out unofficial notes by email after each meeting so that members who were unable to attend can remain informed about the FOL's activities.

3. New Business

This will be Mike Morris and Carolyn Mabry's last meeting as members of the library board. The board's next meeting is on June 21. After the city council election, the new mayor will appoint a city council member to the library board to fill Mike's seat. There will be three other empty seats that will need to be filled. Robbee thanked Carolyn for being the Friends of the Library's liaison for the library board and thanked Mike for his service on the city council and the library board. She also encouraged board members to email her with anything they feel needs to be included on future agendas.

ADJOURNMENT

Joe Littlejohn made the motion to adjourn the meeting. Carolyn Mabry seconded the motion. All members agreed, and the motion was passed. The meeting adjourned at 3:22 pm.