

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  
AGENDA**

**December 18, 2024**

**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. Library Board Meetings for 2025

**2. Information Items**

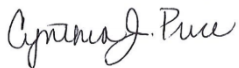
- a. Monthly Reports

**3. Administration**

**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 13th day of December, 2023 and that an agenda of said meeting was posted at the place of such meeting at 2:20 p.m. on the 10th day of December, 2024.



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Cynthia J. Price, City of Durant

**Schedule of Regular Meetings  
Donald W. Reynolds CC & Library Board  
Calendar Year 2025**

Quarterly on the Third Wednesday, unless otherwise noted

<u>Date</u>			<u>Time</u>	<u>Location</u>
March	19,	2025	3:00 pm	City Council Chambers – City Hall
June	11*,	2025	3:00 pm	City Council Chambers – City Hall
September	17,	2025	3:00 pm	City Council Chambers – City Hall
December	17,	2025	3:00 pm	City Council Chambers – City Hall

\* Conflicts in mid June.

Filed By:

Ms. Robbee Tonubbee  
Library Director  
P.O. Box 578  
Durant, OK 74702-0578

Filed in the office of the Durant City Clerk

On \_\_\_\_\_, 2024.

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Cynthia Price, City Clerk

# Donald W Reynolds Community Center & Library

November 2024

## Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,614
<i>We were open 22 days this month with one holiday.</i>	
Attendance daily average -----	164
Circulation monthly (physical units)-----	3,796
Circulation average daily -----	172
Computer usage total -----	503
Computer users average daily-----	23
Computer usage average time-----	45 min
Computer guest passes-----	165
Computer guest passes average daily-----	8
Computer guest passes average time -----	46 min
New Library card holders-----	93
Materials donated -----	1541
	( 44 put in collection )

## Statistics

**Revenue** : \$2,371.14 w/three community center rentals for \$920.00.

Revenue breakdown: \$492 in copies, printing, & laminating at the front desk, \$100 in faxes, \$532 in fines, \$41 in replacement cards, \$41 in out-of-county memberships, \$1.00 in 3D & Resin printing, \$41 in lost/damaged fees, \$216 from the public printer/coin-op, café was \$274, and \$1,964.21 ( 5 credit card, 2 check, & 1 cash transaction) taken in for utility bills at the drive thru window kiosk.

There was a variety of community events this month: a Local Author's Book Launch, Family Visitations, OK Romance Writer's Guild mtg, 4 Blood Drives, Chickasaw Vocational Rehab Program office hours, DHS mtgs, DAR mtg, AAUW mtg, a Girl Scouts of America program, Medicare info sessions, BCFDW mtg, Bryan County Sports Cheerleading mtg, Court Ordered Mediations, Depositions, SEOK HR Group mtg, and a Victim Impact Panel program.

## Community Engagement

- The library hosted 3<sup>rd</sup> graders from George Washington (90+ kids), for a visit in November. The students toured the library & learned about services. They played bingo, did a craft, had lunch, and watched a movie.

The library hosted the annual Be Thankful Community Thanksgiving Dinner. This dinner is staffed and serves food donated by the community to anyone who wants the food and fellowship. This year we served over 400 meals with the help of over 100 volunteers.

## FOL

- The Imagination Library has 1341 active children and 542 graduated children as of the end of November. This puts the program serving over 1800 children since June 2022.
- The FOL has 2 students in the Gale Online High School & has graduated 5 students. There is one student who is finishing up the program and another one who started in October. There were 2 new graduations in October, one who did her whole high school credits through the program. This program is through the Friends Literacy Program and scholarship. Gale Online High School graduates receive a high school diploma.
- The FOL's Annual Holiday Craft Show will be Dec. 5-7. There are 25 booths with local crafts and goodies. The show is open 9-7 on TH & FR then until 3 on SA. This is the library's 11<sup>th</sup> year to host this event.

## Grants/Projects

- The Library is converting the "Quiet Reading Room" into a "Makerspace." The newspapers & magazines have been relocated to the NE corner by Genealogy section. The makerspace will have two sides – "The Forge" for the 3-D printing, Resin Printing, & Gaming then the "Sew You Think You Can Craft" for Sewing, Crafting, & Quilting. The space will be locked and staffed when programs/appointments are happening. We hope to have the room up and running by January 2025. We are partnering with LuLu & Hazel, the FOL, & local sewing/crafting/quilting professionals to help with projects.

## Library Programs

Health Literacy Grant programming:

Yoga - 3 classes & 25 attendees Zumba – 3 classes & 12 attendees

Regular Library programming:

Teen Lounge – 3 classes w/17 kids Beginner's D&D – 1 class w/3 attendees

Lego Club – 3 classes w/21 attendees After School Program – 3 classes w/6 attendees

Baby Lapsit – 4 classes w/23 adults & 24 kids Story Time – 4 classes w/41 adults & 62 kids

Chess Club – 4 adult & teen classes w/16 attendees; 3 youth classes w/18 attendees

***After School programs do not meet with Durant Schools are out & run September through April, also taking a break during Thanksgiving, Christmas, and Spring Break.***

# Donald W Reynolds Community Center & Library

October 2024

## Statistical Report

Attendance monthly total -----library stats only, no community center-----	4,459
<i>We were open 26 days this month with one holiday.</i>	
Attendance daily average -----	171
Circulation monthly (physical units)-----	4,532
Circulation average daily -----	176
Computer usage total -----	663
Computer users average daily-----	26
Computer usage average time-----	46 min
Computer guest passes-----	197
Computer guest passes average daily-----	8
Computer guest passes average time -----	48 min
New Library card holders-----	135
Materials donated -----	773
	( 9 put in collection )

## Statistics

**Revenue** : \$2,402.97 w/one community center rental (a wedding reception in November) for \$300.00.

Revenue breakdown: \$807 in copies, printing, & laminating at the front desk, \$83 in faxes, \$704 in fines, \$45 in replacement cards, \$125 in out-of-county memberships, \$7.52 in 3D & Resin printing, \$280 in lost/damaged fees, \$249 from the public printer/coin-op, café was \$296, and \$1,393.21 ( 3 credit card, 1 check, & 1 cash transaction) taken in for utility bills at the drive thru window kiosk.

There was a variety of community events this month: Chickasaw Vocational Rehab Program info, Mediations, 3 Blood Drives, Work Ready OK Hiring events, LuLu & Hazel Embroidery Retreat & Trunk Show, Medicare info sessions, OK St. Dept. of Education Data Retreat, Beta Sigma Phi Sorority meeting, Toastmasters meetings, BCFDW meeting, Lighthouse Behavioral Health Retreat, Visitations, SEOK HR Group mtg, Sustainable Durant meetings, Victim Impact Panel meeting, Mold Toxicity Conference, Sequoyah Team meeting, Basketball Coaches meeting, & Texoma Audubon Presentation.

The library hosted the OMAG Department Head Management Training in the theater.

## Community Engagement

- The library hosted 3<sup>rd</sup> graders from Washington Irving (90+ kids), EPIC High School group (20 kids), and Vision Academy group (30 kids) for visits in October. The students toured the library & learned about services. The younger group played bingo, did a craft, had lunch, and watched a movie. Another 3<sup>rd</sup> grade group, from George Washington will come in November for the same program.

## FOL

- The Imagination Library has 1257 active children and 513 graduated children as of the end of July. This puts the program serving over 1700 children since June 2022.
- The FOL has 2 students in the Gale Online High School & has graduated 5 students. There is one student who is finishing up the program and another one who started in October. There were 2 new graduations in October, one who did her whole high school credits through the program. This program is through the Friends Literacy Program and scholarship. Gale Online High School graduates receive a high school diploma.
- The FOL's Annual FOL Book Sale was in the library's lobby October 3-5. The library takes donations and books weeded from the collection and puts them in the book sale if they are not needed in the collection. The funds raised by the FOL help support library programming and the library's upcoming park. They raised over \$3800 from this event, yearlong sales in the circulation area, and from Thrift Books.

## Grants/Projects

- The Library is converting the "Quiet Reading Room" into a "Makerspace." The newspapers & magazines have been relocated to the NE corner by Genealogy section. The makerspace will have two sides – "The Forge" for the 3-D printing, Resin Printing, & Gaming then the "Sew You Think You Can Craft" for Sewing, Crafting, & Quilting. The space will be locked and staffed when programs/appointments are happening. We hope to have the room up and running by January 2025. We are partnering with LuLu & Hazel, the FOL, & local sewing/crafting/quilting professionals to help with projects.

## Library Programs

Health Literacy Grant programming:

Yoga - 4 classes & 28 attendees    Zumba – 4 classes & 20 attendees

Regular Library programming:

Teen Lounge – 4 classes w/26 kids    Beginner's D&D – 3 classes w/15 attendees

Lego Club – 5 classes w/34 attendees    After School Program – 4 classes w/3 attendees

Baby Lapsit – 4 classes w/20 adults & 19 kids    Story Time – 4 classes w/27 adults & 55 kids

Chess Club – 4 adult & teen classes w/11 attendees; 3 youth classes w/12 attendees

***After School programs do not meet with Durant Schools are out & run September through April.***

# Donald W Reynolds Community Center & Library

## September 2024

### Statistical Report

Attendance monthly total -----library stats only, no community center-----	4,689
<i>We were open 24 days this month with one holiday.</i>	
Attendance daily average -----	195
Circulation monthly (physical units)-----	4,576
Circulation average daily -----	191
<i>The reporting for statistics for Envisionware (computer usage, guest passes, printing) was not functioning this month so the numbers were not correct. We will not report this data for September.</i>	
Computer usage total -----	n/a
Computer users average daily-----	n/a
Computer usage average time-----	44 min
Computer guest passes-----	n/a
Computer guest passes average daily-----	n/a
Computer guest passes average time -----	32 min
New Library card holders-----	153
Materials donated -----	1268
	( 14 put in collection )

### Statistics

**Revenue :** \$4,132.42 w/two community center rentals (Metts Powerlines for training & Lifeline Screening in Sept.) for \$625.00. Payment from OU for the Family Resource Training in August is in this month's revenue - \$2025.00

Revenue breakdown: \$640 in copies, printing, & laminating at the front desk, \$57 in faxes, \$280 in fines, \$18 in replacement cards, \$0 in out-of-county memberships, \$4.85 in 3D & Resin printing, \$280 in lost/damaged fees, \$308 from the public printer/coin-op, café was \$326, and \$1229.76 ( 2 credit card, 1 check, & 1 cash transaction) taken in for utility bills at the drive thru window kiosk.

There was a variety of community events this month: Chickasaw Vocational Rehab Program info, Mediations, Lighthouse Behavioral Health trainings, Women's Community Wellness Circle, Medicare Informational meeting, DAR meeting, Work Ready Durant Job Fair, Toastmasters meeting, 3 Blood Drives, BFDW meeting, Bryan County Sports meeting, DHS All Staff meeting, Southern Workforce meeting, SEOK HR group meeting, Victim Impact Panel meeting, Genealogy class, Sustainability Coalition meeting, and a Lighthouse Behavioral Health presentation on Suicide Prevention.

The City of Durant had a small group complete Water Lab Training the last week of the month. They all tested for their certifications at the end of the week in the library's computer lab.

The public computers were unable to print for about 7-8 days; the computers were down for almost 5 days; the credit card machine was down for 10-12 days this month.

## Community Engagement

- The library has been chosen for the Thinking Money for Kids programming kits grant. The kits arrived in July. Along with the programming kits the library will receive six money-themed launchpads for circulation in August. Kits will be used this fall for programming. The grant is made possible by FINRA.

## FOL

- The Imagination Library has 1258 active children and 469 graduated children as of the end of July. This puts the program serving over 1700 children since June 2022.
- The FOL has 4 students in the Gale Online High School & has graduated 3 students. There is one student who only needs one more class to graduate and another only needs two. We expect to have graduation ceremonies for both before Thanksgiving. This program is through the Friends Literacy Program and scholarship. Gale Online High School graduates receive a high school diploma.
- The FOL & Library are getting ready for the Annual FOL Book Sale in the library's lobby October 3-5. The library takes donations and books weeded from the collection and puts them in the book sale if they are not needed in the collection. The funds raised by the FOL help support library programming and the library's upcoming park.

## Grants/Projects

- The Oklahoma Department of Libraries awarded the library a Technology grant that will purchase a scanning wand & tablet for inventory. This grant for \$4044 will allow staff to cut the time needed to do inventory down to a matter of hours vs. weeks. The wand can scan at a rate of 18,000 items per hour negating the need to pull individual books, type in the bar code, and return to the shelf. This scanning wand is synced to a tablet and then waved along shelves for a real-time inventory of items in circulation. Areas like non-fiction will continue to be hand-scanned. The wand will be deployed in October.

## Library Programs

Health Literacy Grant programming:

No programming in September. New grant cycle will begin in October.

Regular Library programming:

Teen Lounge – 4 classes w/18 kids    Beginner's D&D – 4 classes w/14 attendees  
Lego Club – 4 classes w/30 attendees    After School Program – 4 classes w/21 attendees  
Baby Lapsit – 4 classes w/22 adults & 22 kids    Story Time – 4 classes w/24 adults & 45 kids  
Chess Club – 4 adult & teen classes w/20 attendees; 4 youth classes w/20 attendees

***After School programs do not meet with Durant Schools are out & run September through April.***