

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**

July 15, 2026

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. Approve meeting minutes from April 2026

2. Consider Items Removed from Consent

3. Information Items

- a. April report
- b. May report
- c. June report

4. 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 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

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
April 15, 2026 AT 3:00 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma

CALL TO ORDER

Melissa Brewer called the meeting to order at 3:08 p.m.

ROLL CALL

Board Members present: Gloria Hodge, Jane Hicks, Kaylee Curry, Marion Hill, Melissa Brewer, Phyllis Rustin

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. Minutes from Jan. 21, 2026

Marion Hill made the motion to approve the meeting minutes from the January 21, 2026, library board meeting. Gloria Hodge seconded the motion. All members agreed, and the motion was passed.

b. 2026 Library Policies & Procedures

Robbee Tonubbee presented updates and changes to Library Policies and Procedures for 2026.

The changes were as follows:

- Page 1: The Statement of Purpose remains the same. All library patrons are entitled to a pleasant and safe library experience.
- Page 2: An addition was made to the Non-Resident clause of the "Registration of Borrowers" section. A \$40 family membership plan was added to out-of-county memberships. The family membership will cover one adult and two child accounts for three years.
- Page 2: People applying for library cards can use online shipping information, such as Amazon or Walmart, to verify residency in Bryan County.
- Page 3: Circulation Period: All materials may be renewed as long as they are not on hold for another patron. Materials may be renewed in person, by phone, through email, or through the MyLibro app.
- Page 3: Waiting List: New materials will only be held for seven days without a second courtesy call.
- Page 3: Lost Library Cards: Patrons may use their photo ID or the MyLibro app to check out materials if they do not have their library card.
- Page 3: Fines remain the same.
- Page 4: Interlibrary Loan Policy: Patrons who have more than one overdue or lost interlibrary loan item will be suspended from the program.
- Page 4: Loss of Library Privileges: Patrons who do not return library materials on time or in good condition **MAY** have their library privileges revoked. Use of their library card will be restored when all materials are returned and fines are paid.
- Page 5: Computer and Internet Policies and Guidelines: Patrons and guests may use a public computer for two hours at a time with unlimited log-ins per day.
- Page 5: Computer and Internet Policies and Guidelines: Nonresidents and other guests may use a public computer by presenting a valid photo ID.
- Page 6: Responsible Ethical Uses of the Internet: Children's computers are white-listed, meaning they only have access to a specific list of pre-approved websites and aren't given free use of a browser.
- Page 7: Use of Machines Policy: Faxing policies and procedures were clarified.
- Page 10: Collection Development Policy: Reconsideration of Policies: Patrons who want the inclusion of a library material in the collection to be reconsidered may submit a request in writing. The librarian and library board will give the written request serious consideration.
- Page 10: Collection Development Policy: Criteria and tools for adult materials: The purchase of adult fiction materials is based on review sources such as Ingram Content Group, Kirkus Reviews, The New York Times Reviews, Goodreads, and other publisher bestseller lists, and also by library patrons.
- Page 11: Collection Development Policy: Criteria and tools for children's materials: The following publications are currently used to evaluate children's books: Ingram Content Group, Sequoyah Committee, Kirkus, Booklist, Library Journal, and Review Collection of the Oklahoma Department of Libraries.
- Page 11: Gifts: Books and other items purchased from gift funds may be identified with suitable plates.
- Page 12: Discarding: Items weeded from the library's shelves may be sold to the

public for a small fee through the library's Friends of the Library group.

- Page 14: Use of vapes added to action library patrons may not do inside the library.
- Page 14: Disciplinary actions: "Upon the infraction, the patron may be suspended from the library for a period of two (2) weeks."
- Page 15: Policy For Disruptive and Unattended Children: When a complaint has been made: "If the disruptive behavior continues, staff may ask the person to leave for the day. If the behavior continues, staff may tell the person or persons they cannot come back for two weeks. If after coming back they are still disruptive, then they cannot come back for six weeks. On the third time, the Police Department will be called, and the patron will be trespassed."
- Page 16: Scheduled program procedures: Sometimes library programs require pre-registration or attract a full-capacity crowd in the community center.
- Page 17: Meeting Room Policy: Payment Guidelines: Usage fees are due in full before using the space.
- Page 18: Meeting Room Policy: Decorations: "Library meeting rooms are available during the following hours, excluding Library holidays. Your program must end at least 15 minutes prior to the closing of the Library in order to give the employees enough time to do security sweeps before closing."
- Page 19: *City Ordinance No. 1679 Prohibits the Use of Tobacco at City Owned or Operated Properties.

After board members reviewed the changes, Gloria Hodge made a motion to accept the new library policies and procedures. Marion Hill and Kaylee Curry seconded the motion. All members agreed, and the motion was passed.

2. Information Items

- a. Monthly Report - Jan. '26
- b. Monthly Report - Feb. '26
- c. Monthly Report - Mar. '26

ADJOURNMENT

Phyllis Rustin made the motion to adjourn the meeting. Gloria Hodge seconded the motion. All members agreed, and the motion was passed.

The meeting was adjourned at 4:30 p.m.

Donald W Reynolds Community Center & Library

April 2026

Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,693
<i>We were open 24 days this month.</i>	
Attendance daily average -----	154
Circulation monthly (physical units)-----	4,205
Circulation average daily -----	175
Computer usage total -----	638
Computer users average daily-----	27
Computer usage average time-----	46 min
Computer guest passes-----	207
Computer guest passes average daily-----	9
Computer guest passes average time -----	59 min
New Library card holders-----	116
Materials donated -----	1,354
(14 put in collection)	

Statistics

Revenue : \$2,058.29 w/1 prepayment for a May wedding reception. This was unusual for April as we had no private event rentals in the community center.

Revenue breakdown: \$843 in copies, printing, & laminating at the front desk, \$67 in faxes, \$632 in account payments, \$65 in out-of-county memberships, \$280.80 from the X-11 kiosk, café was \$222.75, & \$93.00 in utility bills (1 check & 1 card) at the drive thru window kiosk.

There was a variety of community events this month: 4 blood drives, AARP Tax Aid Program, Court-ordered Mediations, Chickasaw Vocational Rehab Program office hrs, Virtual School testing, Supervised Visitations, Durant Sustainability Coalition mtgs, Light of Hope board mtg, Bryan Co Turning Coalition Luncheon, BCFDW mtg, Lighthouse Behavioral Health mtgs, OK DHS mtg, & Durant Soccer Club mtg.

FOL

- The Imagination Library has 1,515 active children and 1,006 graduated children as of the end of February. This puts the program serving over 2500 children since June 2022.
- The FOL meet monthly to sort books and help keep the ongoing book sale stocked and organized. They also keep books on the paperback exchange for patrons. This exchange is mainly romance novels and patrons can trade books any time during library hours.

Community Engagement

- Sooner Success held their annual “On the Road Family Perspective Conference with local non-profits in the library’s theater. There were 8+ organizations in attendance, sharing what they do for the community and networking with other agencies. This conference is for families who have children with special needs and those that serve them.
- The Bryan Co Democratic Party has been setting up in the lobby of the community center offering information about voting, registering to vote, and local ballots.
- Melissa, with the OK State Dept of Health, has been setting up in the lobby to help people in the community with local resources on everything from jobs, identification, insurance, housing, and health care. Melissa is a Community Health worker II and will be putting on a car seat checkup event this summer in the library’s parking lot.
- The library began sign ups for the Summer Reading Program in late April. This year’s theme is “Unearth a Story” with dinosaurs and archeology! Kids in three difference age groups: 5-8 yrs old, 9-12 yrs old, and teens sign up for classes that meet in June & July in the library’s theater.

City Events

- The City held training for the new employees of the city pool. There were 14 employees here for Lifeguard Training.

Library Programs

Health Literacy programming:

Yoga – 4 classes w/20 attendees Zumba – 4 classes w/24 attendees

Senior Planet/AARP Computer Classes:

AI & Disinformation Class – 1 class w/7 attendees

Regular Library programming:

Teen Lounge – 4 classes w/21 kids Beginner’s D&D – 4 classes w/16 kids
Lego Club – 4 classes w/19 kids Kids’ Game Club – 5 classes w/20 attendees
Baby Lapsit – 3 classes w/14 adults & 14 kids Story Time – 3 classes w/42 adults & 58 kids
Chess Club – 2 adult & teen classes w/6 attendees; 2 youth classes w/14 attendees
Fiber Arts Club – will meet on 5/1 Pokemon League – 1 sessions w/2 attendees
Spicy Book Club – 1 mtg w/6 attendees Book Talk – 1 mtg w/8 attendees
Genealogy Class – will meet in May

Donald W Reynolds Community Center & Library

May 2026

Statistical Report

Attendance monthly total -----library stats only, no community center-----	3,392
<i>We were open 24 days this month, closed 2 for the holiday..</i>	
Attendance daily average -----	141
Circulation monthly (physical units)-----	4,805
Circulation average daily -----	200
Computer usage total -----	598
Computer users average daily-----	25
Computer usage average time-----	42 min
Computer guest passes-----	157
Computer guest passes average daily-----	7
Computer guest passes average time -----	55 min
New Library card holders-----	163
Materials donated -----	869
(84 put in collection)	

Statistics

Revenue : \$2,570.37 w/3 room rentals for \$600 – baby shower, birthday party, & graduation party.

Revenue breakdown: \$403 in copies, printing, & laminating at the front desk, \$57 in faxes, \$530 in account payments, \$25 in out-of-county memberships, \$201 from the X-11 kiosk, café was \$130.50, & \$93.00 in utility bills (1 check & 1 card) at the drive thru window kiosk.

There was a variety of community events this month: 5 blood drives, Election Board trainings, Court-ordered Mediations, Gamma Psi Chapter mtg, DAR mtg, Depositions, Chickasaw Vocational Rehab Program office hrs, Virtual School testing, Supervised Visitations, Durant Sustainability Coalition mtgs, Bryan Co. Democratic Party mtg, Center for Non-Profits networking event, Light of Hope board mtg, BCFDW mtg, & Victim Impact Panel classes.

FOL

- The Imagination Library has 1,560 active children and 1,006 graduated children as of the end of May. This puts the program serving over 2500 children since June 2022.
- The FOL meet monthly to sort books and help keep the ongoing book sale stocked and organized. They also keep books on the paperback exchange for patrons. This exchange is mainly romance novels and patrons can trade books any time during library hours.

Community Engagement

- Jami attended a Kids' Fair at Choctaw in May. She brought the library info with handouts & brochures. Families visited the booth to learn more about the services the library has to offer. She saw about 200 people.
- Melissa, with the OK State Dept of Health, has been setting up in the lobby to help people in the community with local resources on everything from jobs, identification, insurance, housing, and health care. Melissa is a Community Health worker II and will be putting on a car seat checkup event this summer in the library's parking lot.
- The library began sign-ups for the Summer Reading Program in late April. This year's theme is "Unearth a Story" with dinosaurs and archeology! Kids in three difference age groups: 5-8 yrs old, 9-12 yrs old, and teens sign up for classes that meet in June & July in the library's theater.
- The Center for Non-Profits held a networking event for local non-profits in the library's theater. They had about tables with local groups. This casual, come-and-go reception was aimed at helping local no-profits connect with one another.

City Events

- The library hosted a retirement party for the city clerk, Cindy Price. Cindy is retiring the end of May after 16 years! Many people from the city and the community stopped by to wish her well in her next endeavors. AllianceHealth Durant helped with the reception by donating trays of food.
- The Police Department held their annual awards banquet & ceremony in the library's theater. About 80 people were in attendance with food provided by local supporters.

Library Programs

Health Literacy programming:

Yoga – 4 classes w/22 attendees Zumba – 4 classes w/14 attendees
Snacks & Facts – 1 mtg w/11 attendees

Regular Library programming:

Teen Lounge – 4 classes w/24 kids Beginner's D&D – out for summer
Lego Club – out for summer Kids' Game Club – out for summer
Baby Lapsit – 5 classes w/23 adults & 22 kids Story Time – 5 classes w/58 adults & 73 kids
Chess Club – 4 adult & teen classes w/19 attendees; 4 youth classes w/22 attendees
Fiber Arts Club – 1 class w/8 attendees Pokemon League – 2 sessions w/8 attendees
Spicy Book Club – 1 mtg w/6 attendees Book Talk – 1 mtg w/8 attendees
Genealogy Class – 1 class w/4 attendees Fiber Arts Club – 1 mtg w/8 attendees
Beginner's Sewing – 1 class w/5 attendees

Donald W Reynolds Community Center & Library

June 2026

Statistical Report

Attendance monthly total -----library stats only, no community center-----	4,533
<i>We were open 24 days this month, closed 4 for the holiday..</i>	
Attendance daily average -----	189
Circulation monthly (physical units)-----	5,647
Circulation average daily -----	235
Computer usage total -----	724
Computer users average daily-----	30
Computer usage average time-----	42 min
Computer guest passes-----	369
Quest kids' tablets users -----	160
Quest kids' tablets average daily-----	7
Quest kids' tablets average time -----	21 min
Computer guest passes average daily-----	15
Computer guest passes average time -----	53 min
New Library card holders-----	164
Materials donated -----	917
(12 put in collection)	

Statistics

Revenue : \$2,783.84 w/2 room rentals for \$230 – baby shower & nutrition mtg.

Revenue breakdown: \$1150 in copies, printing, & laminating at the front desk, \$77 in faxes, \$985 in account payments, \$93 in out-of-county memberships, \$250 from the X-11 kiosk, café was \$234, & \$218.86 in utility bills (1 check & 3 card) at the drive thru window kiosk.

There was a variety of community events this month: 5 blood drives, Court-ordered mediations, Visitation, Durant Lions Club mtg, Light of Hope board mtg, DHS All Staff mtg, Depositions, Bryan County Democratic Party mtg, Dynamic Workforce mtg & a Proctored exam.

FOL

- The Imagination Library has 1,520 active children and 1,088 graduated children as of the end of May. This puts the program serving over 2,600 children since June 2022.
- The FOL helped with the Summer Reading Program by manning the sign in table for the kids. Several helped with the special sewing event in June. The SRP kids, four classes of over 50 kids, got to sew a notebook cover. Volunteers helped the kids using the sewing machines the FOL purchased for the library and ones from Lulu & Hazel.

Community Engagement

- The City & County came together on June 24 for the annual “All American Blood Drive.” The goal was 100 with an extended goal of 115. The extended goal earns funds for local non-profits like Feeding Hope. The final number was 118 draws for the day. The Fire & Police Depts came out to help by cooking hot dogs as well as donating blood. The county’s EM came out to help with the event. There was a live radio remote and donors were able to get lawn chairs after their donations. This was the best drive yet, far surpassing the goal as well as previous years’ goals.
- Melissa is a Community Health worker II with the Health Dept. and put on a car seat checkup event in the library’s parking lot on Friday, June 26th. She had 18 appts for child car seat checks and lots of people who stopped by for information.
- The library began the Summer Reading Program in June. This year’s theme is “Unearth a Story” with dinosaurs and archeology! Kids in three difference age groups: 5-8 yrs old, 9-12 yrs old, and teens sign up for classes that meet in June & July in the library’s theater.
- The library hosted 5 community drives in June: 6/1 – 19 donors, 6/8 – 25 donors, 6/15 – 21 donors, 6/29 – 19 donors, & 6/30 – 26 donors. Overall they drew: 86 units of whole blood & 24 RBC, doubles, & plasma.

City Events

- The M&O department used the library’s computer lab to complete safety training. The modules are assigned by the Safety Director and employees have 25-30 modules to complete at their own pace.

Library Programs

Health Literacy programming:

Yoga – 5 classes w/36 attendees Zumba – 5 classes w/10 attendees

Regular Library programming:

Teen Lounge – 4 classes w/22 kids Beginner’s D&D – out for summer
 Lego Club – out for summer Kids’ Game Club – out for summer
 Baby Lapsit – 3 classes w/10 adults & 10 kids Story Time – 3 classes w/35 adults & 47 kids
 Chess Club – 3 adult & teen classes w/4 attendees; 3 youth classes w/26 attendees
 Fiber Arts Club – 1 class w/9 attendees Pokemon League – 1 sessions w/3 attendees
 Spicy Book Club – 1 mtg w/3 attendees Book Talk – *did not meet*
 Genealogy Class – did not meet
 Learn to Use Sewing Machine – 1 class w/12 attendees
 Beginning Kids’ Sewing – 1 class w/5 attendees