

MIAMI PUBLIC LIBRARY MEETING

Minutes of Monday, June 12, 2023

The meeting was called to order at 12:15 pm by Raymond Van DeGiessen.

Members present: Ray Van DeGiessen, Kit Waters Ulrey, Aaron Mathews, Sloane Arana

Library Staff Present: Callie Cortner, Director; Caitlyn Baker, Assistant Director

Minutes: Mathews motioned to accept, and Arana seconded. Passed.

Revised Strategic Plan: Goal #5 added painting to it as it was not previously in the plan. The Board members all loved the new paint job and said it updated the facility. A company is coming in to do measurements for reconfiguration and MDRA (Miami Downtown Redevelopment Authority) is a 501(c)3, which opens up more grant opportunities for the library. This vote coincides with Oklahoma Department Library and the need to ensure we vote to accept and pass this. The motion to approve as a whole was made by Arana, seconded by Mathews, and passed unanimously.

Circulation Report and Cash Receipts May '23:

Cortner is scheduling and rotating for all library resources to be advertised online once a month. We discussed how the issue with Hoopla was dealt with as it was the greatest source of income spent, and we needed to restrict it. She noticed that 60 people had been checking out their full allotted 5 books and dropped the limit to 3 a month. She did receive complaints from users but is trying to balance with other budget needs of the library. She said that she will still continue to review it and be able to reset the amount if needed, as well as, maybe pull from other funding areas in the library. While she thinks maybe \$5,000 for that specific line item would have been better than the \$3,000 they had set aside last year, they chose to keep the same.

Speaking of the budget the adults line item was \$10,500; teens was \$3,000; children \$4,000 (Sonja is also able to use money from the trust for this); magazines and newspapers is \$1,500; eBooks and eAudio is \$4,000 (that is Overdrive and not Hoopla); \$3,000 for Hoopla; \$735 for Newsbank; \$1,053 for HeritageQuest; and \$2,500 for Large Print.

The subscriptions for newspapers and magazines keep increasing, and while many people come in and read them, they are not always informed of which ones were read, but they do make sure to mark when informed to keep the popular subscriptions.

Director's Report:

Statistics: \$662.15 is the total monthly income. Sixty-seven library cards were given last month. This raised the question of the policy on how we handle others signing kids up who are not the parents, like grandparents. The City Attorney, Ben Loring, has been talking with Cortner about the policies the Board had voted on and how to better protect the library staff. We will be informed of what the decision is. The

issue affecting other libraries we are close to has led to discussions with staff to ensure that if this becomes an issue, they say how decisions are made for the collections and refer them to board meetings.

We have replaced one Early Literacy Station with part of the state aid funding to replace one. Sonja has been developing good relationships with daycare centers in the area and was able to donate the older station to one of them.

Events: HeritageFest is gearing up. The stage will be by the library so the library will close early on Friday. There will not be a book sale on Saturday. Moreover, the upstairs will be used as a lounge for artists. Arana suggested that Cortner asks for autographed items for auctioning at future fundraising events.

Let's Talk About It theme will be "The Cowboy," and that will run from July to November.

- *Cowboy Life: Reconstructing an American Myth* by William W Savage, Jr. on July 12, 2023, at 6:30 pm. The Scholar: Jeromy Miller
- *The Virginian* by Owen Wister on August 9, 2023, at 6:30 pm. The Scholar: Kurt Lively
- *The Log of a Cowboy* by Andy Adams on September 13, 2023, at 6:30 pm. The Scholar: Andrew Vassar
- *Monte Walsh* by Jack Schaefer on October 12, 2023, at 6:30 pm. The Scholar: Emily Dial-Driver
- *Lonesome Dove* by Larry McMurtry on November 8, 2023, at 6:30 pm. The Scholar: Brian Cowlshaw

Summer reading from early childhood to adult has already kicked off.

Adult patrons can request ceiling tiles to paint. They can request them from the front desk and turn it in before July. This is to go along with the theme of "All Together Now."

Outdoor Space: The meeting was on June 8. The city will install concrete where the bushes used to be. POCI donated a Free Little Library Box, which will be situated out front. The city will need to rip out concrete sidewalks to run drain spouts out to the street. Arvest is considering paying for the book drop. Cortner sent a quote. Friends of the Library will fundraise for benches.

Staffing: Jason transferred to a new department in the city. We have had excellent interviews. For the Adult part-time position, we are still interviewing. Cyaira is in charge of the genealogy department. We did have someone accept the position of children's library assistant.

Sonja had a child who was choking on the marshmallow and used the Heimlich maneuver. It worked, but Cortner said she would close the library and have someone from the fire department come and give the staff CPR and other first aid training.

Assistant Library Director's Report:

Health and Literacy: Learning the Ropes will go out and survey the InterTribal JFK (Just For Kids) program. The cooking demo was done last week at the Farmers' Market. We haven't received the surveys back yet on those. The next demo there will be on July 13 at 4 and 5 pm. We have demos done at the Boys and Girls Club, and Cortner has modified the surveys to be age-appropriate.


Imagination Library: 592 children signed up. We spent about \$1,200 and have not received any more funding. We did have 17 children graduate from the program. Cortner mentioned that she had received a book for one child but not her other two and will look into why because likely other parents experienced the same situation.

Excel High School: 36 applications. Twenty-two have been denied because they are outside Ottawa County. 2 are at the pre-requisite testing, and two have finished the pre-requisite testing and are doing interviews. Four are in the middle of classes, and Baker will reach out to check on them and encourage them. One person has graduated, and there are nine seats available. This month, there will be a meeting with the Oklahoma Department of Libraries (ODL) for updates on how to improve promoting it.


Job Page: Carole White is writing an article for this. It does link to Excel HS and BrainFuse on that page. If you see someone looking for a job or posting it on one of the community pages, check to see if the business is located and comment to them to try and get that set up in the system.

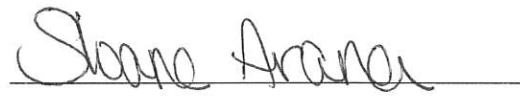
The meeting adjourned at 1:20 pm. The next meeting is scheduled for Monday, August 14, 2023, at 12:05 at the library.

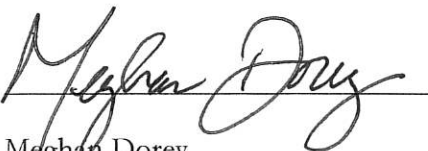
Minutes by: Kit Waters


Ray Van DeGiessen

Absent
Kit Waters Ulrey


Bethany Osborn


Sloane Arana


Meghan Dorey

Absent
Justin Addis