

Bartlesville Public Library
Minutes of the Regular Meeting

On Tuesday, May 9, 2017 at 4:30 PM, the Bartlesville Library Board was called to order in the Board Room- Administrative Services, Bartlesville Public Library, 600 S. Johnstone, Bartlesville, Oklahoma pursuant to the notice filed in the Office of the City Clerk, 401 S. Johnstone, Bartlesville, Oklahoma on May 3, 2017 and posted by 5:00 PM the same day.

MEMBERS PRESENT AT ROLL CALL:

Mark Boekhout, Chair
Brittany Hess
Richard Keim
Connie Lavoie
Linda Maloney
Frankie Sievers
Kellie Storm

MEMBERS ABSENT AT ROLL CALL:

Tyler Hartzell
Chris Speirs

ALSO PRESENT:

Denise Goff, Operations Manager
Karen Kerr-McGraw, Literacy Assistant
Coleen Hambrick, Literacy Assistant
Norma Seabolt, Immigration & Citizenship Assistant

The meeting was called to order at 4:30 PM by Chairman Boekhout.

With no corrections or additions to be made, Mr. Keim made a motion to approve the March 14, 2017 Regular Meeting Minutes as submitted. Seconded by Ms. Storm. Aye: Boekhout, Hess, Keim, Lavoie, Sievers, Storm. Nay: 0. Absent for Vote: Maloney. Motion Carried.

The Chairman asked for the Annual Literacy Presentation as the first order of business. Ms. Kerr-McGraw introduced Coleen Hambrick, Literacy Assistant and Norma Seabolt, Immigration and Citizenship Assistant. Ms. Hambrick stated Literacy Services has helped people from 40 different countries. Some of these include Argentina, Burma, Romania, and South Africa. Currently, Literacy has 36 tutors and 76 learners. Ms. Seabolt teaches the citizenship and the conversation classes. There have been 5 people sworn in as U.S. citizens this year and 2 more are waiting. Ms. Seabolt has 23 people enrolled in her citizenship classes, 10 in the ESL conversation class, and 12 in the Spanish class. Ms. Kerr-McGraw said the citizenship test is hard and presented a game the class plays to practice and learn answers to the questions. Board Members played the Jeopardy game. She said anyone taking the citizenship test has to answer 100 questions then participate in an interview.

Ms. McGill began the Director's Report saying she recently made a Library presentation to the Friday Financial Forum. The Library hosted the Business After Hours on April 6th. There were approximately 125 people in attendance. A new water bottle fill machine was installed on the first floor near the water fountain. New wall décor was placed in the Youth Services Department. A commercial grade phone was purchased and installed. This year's summer reading program kicks off June 3rd. The program has been totally revamped and more emphasis has been placed on the teen program this year.

The Library's budget has been submitted. No major equipment or revisions was requested. We did have to ask for funds to pay for new ADA elevator upgrades and an increased maintenance payment for our library automation software. The final budget numbers have not been released yet. Ms. McGill noted that the City's sales tax has been down the last 7 consecutive months.

Holtz Electric will be at the Library on Thursday to begin the installation of the projector and screen in the Board Room. Library Consultant Cathy Van Hoy will visit the Library on May 18th. The Library recently received a grant from ConocoPhillips for individual quiet/study areas. She hopes to get that project underway in the near future.

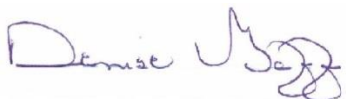
The next item was the annual policy review. Regarding the Safety of Children Policy, Mr. Boekhout asked if the children's iPads are checked regularly. He noticed on a recent visit that kids had taken pictures of themselves and they were still on the iPads. They needed to be cleaned and pictures deleted. Ms. McGill said she will check with the Youth Services Librarian. The Safety of Children, Interlibrary Loan, and the DVD Players Policies were reviewed with no suggested changes.

No additional comments were made by Board Members.

No Public Comments were made.

Items for the July 11, 2017 Regular Meeting Agenda will include the annual election of officers, annual policy review, update on the summer reading program, and new fiscal year budget numbers.

With no further discussion, the meeting was adjourned at 5:15 PM. The next meeting of the Bartlesville Library Board is Tuesday, July 11, 2017 at 4:30 PM in the Board Room, Administrative Services-Bartlesville Public Library.



Submitted By: Denise Goff

Operations Manager-Bartlesville Public Library & Bartlesville Area History Museum