

**Bartlesville Public Library
Minutes of the Regular Meeting**

On Tuesday, July 11, 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 July 6, 2017 and posted by 5:00 PM the same day.

MEMBERS PRESENT AT ROLL CALL:

Tyler Hartzell
Brittany Hess
Richard Keim
Connie Lavoie
Frankie Sievers
Kellie Storm

MEMBERS ABSENT AT ROLL CALL:

Mark Boekhout
Linda Maloney
Chris Speirs

ALSO PRESENT:

Shellie McGill, Interim Library Director
Denise Goff, Operations Manager

Due to the absence of the Chairman, Vice-Chairman Tyler Hartzell called the meeting to order at 4:30 PM.

Ms. Sievers made a motion to approve the May 9, 2017 Regular Meeting Minutes as presented. Seconded by Ms. Storm. Aye: Hartzell, Hess, Keim, Lavoie, Sievers, Storm. Nay: 0. Motion Carried.

Ms. McGill reported that the Library has been very busy in the last two months with the beginning of the annual summer reading program. Lots of kids are visiting the Library each day. Several projects have been completed recently. The installation of the projection equipment in the Board Room is now completed. Four picnic tables have been ordered to put in between the flower beds. We plan to put two on each side with a pergola over it to provide shade. The tables will provide additional seating areas. The teen video game collection is now a reality. Approximately 100 games were ordered and most all of them are already checked out. People using the Library's Wi-Fi is up to an average of 247 per day and circulation was up 32,276 or 7.63% for the fiscal year.

Currently, Library Staff are working on several additional projects. Staff Training Day has been set for September 8th. If any Members would like to join in, please do. The light poles are being painted black to coordinate with other fixtures outside the building. All the Lego donations have been removed from the floor. Staff will begin cleaning and organizing them in the near future. We plan to kick-off the new Lego Club this fall. The Collection Development Team is working to set the collection ordering guidelines for this fiscal year. A new POS (Point of Sale) system will be installed at the Circulation Desk. The system provides greater accountability on all cash transactions and was a suggested action by the City's auditing firm.

Ms. McGill will select and begin the ordering process on the individual seating areas that will be placed outside the Local and Family History Department. The Library received a ConocoPhillips grant to purchase these. She is also researching a new "Things" collection. Several libraries now have these collections. "Things" can be almost anything and everything to checkout. Libraries are providing drills, sewing machines, etc.; items that some households may not have. She will keep the Board updated on the progress but hopes to have the collection ready for checkout before the end of the fiscal year.

She also reported that Board Member Chris Speirs has asked he not be reappointed when his term is up in September. Local resident and former part-time staff member Leah Sutton is interested in serving on this Board. She is an avid library user and longtime supporter. If Board Members have no objections, she will proceed with her appointment. There were none. Also, Library Staff will begin a major weed of materials this fiscal year. Ms. McGill will be working with the Friends on a plan for the Bookstore to house and sell the large number of books.

The Collection Development Policy, the Internet and Computer Use Policy, and the Video Surveillance Policy were reviewed by the Board with no suggested revisions.

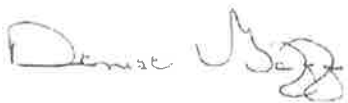
The next item for consideration was the annual election of officers. After a brief discussion, Mr. Keim made a motion to re-elect the current Chairman and Vice-Chairman for a second term. Mark Boekhout will continue as Chairman with Tyler Hartzell serving as Vice-Chairman. Motion was seconded by Ms. Hess. Aye: Hartzell, Hess, Keim, Lavoie, Sievers, Storm. Nay: 0. Motion Carried.

Under comments, Ms. Hess said she liked the idea of a "Things" collection. She suggested maybe some items could be donated. Ms. McGill would also like to start an art collection that is available for checkout. She would like to start with black and white prints of Bartlesville. The Museum has thousands of pictures of Bartlesville from the early days to present that we could have printed any size for a minimal cost.

No Public Comments were made.

Items for the September 12, 2017 Regular Meeting Agenda includes the annual Summer Reading Program report, the annual report to the Oklahoma Department of Libraries, review of four policies, and outlining plans for the Long Range Planning Committee.

With no further discussion, the meeting was adjourned at 5:14 PM. The next meeting of the Bartlesville Library Board is Tuesday, September 12, 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