

Bartlesville Public Library
Minutes of the Regular Meeting

On Tuesday, May 8, 2018 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, 2018 and posted at 5:00 PM the same day.

MEMBERS PRESENT AT ROLL CALL:

Mark Boekhout, Chairman
Rob Fries
Tyler Hartzell
Brittany Hess
Richard Keim
Connie Lavoie
Linda Maloney
Betsy Martens
Leigh Sutton

ALSO PRESENT:

Shellie McGill, Interim Library Director
Denise Goff, Operations Manager
Karen Kerr-McGraw, Literacy Coordinator
Coleen Hambrick, Literacy Assistant
Norma Seabolt, Citizenship/ESL Assistant
Joanie Elmore, AmeriCorp Literacy Assistant

Chairman Mark Boekhout called the meeting to order at 4:30 PM. He introduced newly appointed Board Member Rob Fries. Mr. Fries was appointed to replace Frankie Sievers who resigned her position in early May.

Mr. Hartzell made a motion to approve the March 13, 2018 Regular Meeting Minutes as written. Seconded by Ms. Martens. Aye: Boekhout, Fries, Hartzell, Hess, Keim, Lavoie, Maloney, Martens, Sutton. Nay: 0. Motion Carried.

Ms. McGill began her report by noting the circulation statistics for March and April. Ebooks and the Children's Easy Collections are breaking circulation records. During these two months, the Library averaged 547 visitors per day. Major events included Children's book author/illustrator Patricia Polacco; the Annual Lego Contest, Battle of the Books, and two programs presented by the Oklahoma City Zoo during Spring Break. The first Cellphone Workshop was held on April 3rd and will be a monthly event until the end of the year. A total of 93 programs were presented with 2,007 people attending. There were 37 visitors to the Career Center and the Reference Staff proctored 30 exams. A total of 954 materials were added to the collection and 1,406 items were withdrawn.

New things at the Library include the new location and extended hours of the Friends Bookstore. On June 11th, the Bookstore will open in their new location-the room next to the Circulation Desk, and will be open the same hours the Library is open. New Library directional signs have been placed on Bartlesville streets. Library Staff have been working to get the new "Things" Collection ready for its debut in June. The Library has ordered new Playaway Launchpads for kids. The Summer Reading Program will begin June 1st with 16 scheduled programs for children and teens.

Ms. McGill recently attended both the Public Library Association Conference and the Oklahoma Library Association Conference. She learned about many new programs and services libraries are doing. Some of these include self-checkout system, adulting series, wrapped outreach vehicle, Collection HQ Software, Stem/Robotics Maker Carts, Playaway Audio Books, and guerilla branding (empty storefronts as library billboards). Many of these ideas she would like to investigate for future implementation.

Literacy Coordinator Karen Kerr-McGraw introduced herself and the Literacy Staff. Staff includes Coleen Hambrick, Literacy Assistant, Norma Seabolt, Citizenship/ESL/Immigration Assistant, and Joanie Elmore, new AmeriCorp Literacy Assistant. This year's marks the 10th anniversary Literacy Services is part of the Bartlesville Public Library. Literacy Services helps individuals with basic literacy skills like reading, writing, and comprehension. They match each individual with a tutor that works with them one-on-one. They host Spanish, ESL (English as Second Language), and Citizenship classes. Currently, there are 40 individuals enrolled in Ms. Seabolt's Citizenship classes. They also have hosted 108 health and wellness programs this fiscal year.

Joanie Elmore is a new addition to Literacy Services. Her position is funded a grant from the AmeriCorp Vista Program and will be at the Library for one year. She will work to increase the visibility of Literacy Services and the Library by promotion and marketing.

Board Members played a quick game of "Jeopardy". The entire game consists of questions that are on the United States Citizenship test.

The Safety of Children, Interlibrary Loan, and DVD Players Policies were reviewed with no suggested changes.

Under Board Member comments, Ms. Hess asked about the posting of library programs as "Facebook Events". This was a request made at a previous Board Meeting. Ms. McGill apologized saying staff members are not doing this as consistently as they should. Ms. McGill will work to correct this. Mr. Hartzell said there is a platform that links Facebook, Instagram, and Twitter. Ms. McGill will check into this.

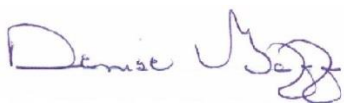
Ms. Lavoie announced the Creative Writing Contest winners will be announced at the annual Friends meeting on Monday, May 16th at 7:00 PM. She said they are considering making a book of the winners to sell as a fundraiser.

Mr. Fries asked to revisit the Safety of Children Policy. He was concerned with the wording in provision 3: "extended periods of time". He asked how long is "extended periods" and could it be better defined. He suggested adding "at sole discretion of library staff" to that statement. The phrase could also be added to #7 as well. Ms. McGill will review the policy and make the suggested changes. It will be presented for approval at the next meeting.

No Public Comments were made.

Items for the July 10, 2018 agenda includes the annual Election of Officers, annual policy review of 3 policies, discussion and approval of revised Safety of Children Policy, and a tour of the new "Library of Things" collection.

With no further discussion, the meeting adjourned at 5:32 PM. The next meeting of the Bartlesville Library Board will be Tuesday, July 10, 2018 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