

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

On Tuesday, November 14, 2023 at 4:30, the Bartlesville Library Board was called to order in the Administrative Services Board Room at the 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 November 8, 2023 and posted the same day on the bulletin boards at City Hall and the Library at 5:00 PM.

### **Members present at roll call:**

Rob Fries  
Leigh Sutton  
Martin Patzkowski  
Katie Franz  
Kim Miller  
Eric Gray  
Rhonda Hudson

### **Also present:**

Shellie McGill, Library Director  
Cindy Yell, Assistant Director  
Kenna Gathright  
John Howk

### **Members absent at roll call**

Dylan Smith

The meeting was called to order at 4:32 PM by Chair Rhonda Hudson.

Two candidates for open positions on the library board were given an opportunity to speak. Kenna Gathright spoke of her love for libraries and how she wants to be part of the decision-making process, bringing good publications and programs to the library and the community that will build good character in children.

John Howk has been a Bartlesville resident since 1996, is involved in the OK Mozart organization, and wants to participate and serve the community on the library board. He applauded the literacy center's work, and has a passion for history.

Mr. Gray made a motion to approve the September 12, 2023 Regular Meeting minutes as presented. The motion was seconded by Mr. Patzkowski. Aye: Franz, Fries, Gray, Miller, Patzkowski, Sutton. Nay: 0. Abstain: Hudson. Motion carried.

Ms. McGill presented the September/October Director's Report. The library is averaging 557 visitors a day, and adding an average of 6 new patrons per day.

A total of 721 attended programs for youth in September and October, with 6 adult programs attracting 76 attendees. Literacy programs continue to have the biggest impact, with 4,701 attending or viewing 136 health or literacy events. Books @ Home delivered 501 items to 43 homes, and the citizenship program has 17 tutors and 107 active learners.

The reference department assisted an average of 73 people per day, and the Local and Family History indexed 132 obituaries and answered 217 questions. The library added 389 items in September and October, and withdrew 651 books.

Ms. McGill shared the updates regarding the electronic signboard replacement. Bids were solicited in October, and were opened November 3. Ms. McGill shared some details from various bids, including prices, warranties, and locations and reputations of vendors. PSO awarded the library a \$10,000 social justice grant to help with the project, leaving the cost to the city around \$13,000, if the favored bid is awarded November 20.

Other upcoming projects include: the renovation of the former Reference area, replacing the aging skylights, and replacing the HVAC chillers. Two hush booths have been ordered. They are self-contained and soundproof, with integrated lights and ventilation.

The CommUnity Fest planned for September 23 was cancelled due to rain. The multi-cultural focus group being organized as a component of the Bartlesville NEXT strategic plan met for the first time in October, and will meet again Thursday, November 16 in the library board room.

The Bulletin Board, Exhibit and Display, and Meeting Room policies were reviewed and discussed. Mr. Patzkowski made the motion to approve without changes, and Ms. Miller seconded. Aye: Franz, Fries, Gray, Hudson, Miller, Patzkowski, Sutton. Nay: 0. Motion carried.

During board member comments, Mr. Gray asked about a fight that happened recently in the teen area, and asked how it was handled. Ms. McGill responded that there has been a couple of kids fighting in the library that seem to be a carryover from the school day. She has hired a school resource officer to be on-site a couple of days per week, and it seems to be helping. Staff members have a discipline log and keep track of who is asked to leave, and how often. Discipline ranges from being kicked out for the day, up to being suspended. To return, the youth and parent must have a meeting between the Director and Youth Services Librarian, and the child must resolve to improve the behavior.

Board members expressed concern that some families find it intimidating to visit the library during the after school hours. Mr. Patzkowski asked if the library has considered an orientation or registration system for the kids at the beginning of the year. Ms. McGill said it has been considered, but would pose a significant drain on staffing. The school resource officer is a full-fledged police officer with the city who is assigned to the school, and has authority to handle challenging behavior. The library has security cameras in place, and Ms. McGill has been able to resolve issues involving thefts and improper behavior with the help of that footage. After discussion the board was satisfied with the policies and procedures staff are following.

No public comments were made.

Items for the January 9, 2024 Regular Meeting include the review of policies.

With no further discussion, the meeting was adjourned at 5:21 PM. The next meeting of the Bartlesville Library Board will be January 9, 2024 at 4:30 PM in the Board Room, Administrative Services Office at the Bartlesville Public Library.



Submitted by Cindy Yell, Assistant Director  
Bartlesville Public Library & Bartlesville Area History Museum