

Bartlesville Public Library Minutes of the Regular Meeting

On Tuesday, March 12, 2024 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 March 6, 2024 and posted the same day on the bulletin boards at City Hall and the Library at 5:00 PM.

Members present at roll call:

Katie Franz
Eric Gray
Rhonda Hudson
Stacy Lewallen
Kim Miller
Martin Patzkowski
Julie Pranger

Also present:

Shellie McGill, Library Director
Cindy Yell, Assistant Director

Members absent at roll call

Rob Fries
Dylan Smith

The meeting was called to order at 4:31 PM by Chair Rhonda Hudson.

Ms. Miller made the motion to approve the January 9, 2024 Regular Meeting minutes as presented. The motion was seconded by Ms. Franz. Aye: Franz, Gray, Hudson, Lewallen, Miller, Patzkowski, Pranger. Nay: 0. Motion carried.

Ms. McGill presented the Director's Report. The library is averaging 618 visitors a day, and adding an average of 4 new patrons per day.

A total of 774 attended 51 programs for youth in January and February, with 16 adult programs attracting 81 attendees. Literacy programs continue to have the biggest impact, with 4,383 attending or viewing 128 health or literacy events. Books @ Home delivered 508 items to 56 homes.

The literacy department's "silent book club" fundraiser raised \$3,300, and another is planned for April. The library added 609 items in January and February, and withdrew 359 items.

In project updates, the LED signboard has been installed, and final connections are in progress. Renovations and upgrades to the reference area are underway. The skylight replacement project bid has been awarded, and installation is expected in July. The HVAC chillers are being replaced beginning the week of April 8.

The FY 2025 budget process has begun, and one of the capital projects the library is requesting is a renovation and update of the elevators.

The Bartlesville Block Party will be held April 20 from 11:00 AM – 3:00 PM.

In staff news, Rei Turner is the new full time Library Specialist in the reference department. Katy Gilbert is our new part time library assistant. Ms. McGill is retiring August 1, and her position is expected to be posted April 1.

The new “B the Light” shelter facility is about to become operational. Over the years, part of the building had been used for storing surplus shelving and furniture from the library, and the library now needs to move or remove those materials to a smaller space. Ms. McGill is working on making decisions regarding what can stay or go.

Ms. Miller asked if the library’s email issues have been resolved. The library’s email notices had been having sporadic outages due to new rules enacted by Yahoo and Gmail services, and with the help of the city’s IT department, those problems have been resolved.

Ms. Pranger moved to accept the updated Laptop Circulation Policy. Seconded by Mr. Patzkowski. Aye: Franz, Gray, Hudson, Lewallen, Miller, Patzkowski, Pranger. Nay: 0. Motion carried.

The Principles of Conduct Policy was tabled for the next meeting.

Ms. Lewallen moved to approve the Equipment Use Policy and Ceremonial Flag Circulation Policy; seconded by Ms. Franz. Aye: Franz, Gray, Hudson, Lewallen, Miller, Patzkowski, Pranger. Nay: 0. Motion carried.

No board member comments were made.

No public comments were made.

Items for the May 14, 2024 Regular Meeting include the review of policies.

With no further discussion, the meeting was adjourned at 5:11 PM. The next meeting of the Bartlesville Library Board will be May 14, 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