

Bartlesville Public Library Minutes of the Regular Meeting

On Tuesday, May 14, 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 May 7, 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
Rob Fries
Eric Gray
Rhonda Hudson
Kim Miller

Also present:

Shellie McGill, Library Director
Cindy Yell, Assistant Director
Cheryl Dorris, Literacy Coordinator
Ivonne Leap, ELL Instructor
Hannah Suarez, Literacy Assistant

Members absent at roll call

Stacey Lewallen
Martin Patzkowski
Julie Pranger
Dylan Smith

A quorum was not present at 4:30. While the board waited for a quorum to be present, Literacy Coordinator Cheryl Dorris presented the Literacy Services Annual Report. Literacy Services provides one-on-one tutoring, personalized based on the learner's needs. They also hold monthly tutor round table meetings.

Ivonne Leap, ELL Instructor, teaches ELL Conversation and Citizenship classes each week. There are currently 14 learners working on their citizenship. The newest graduate of the program is Irina Meade, who earned her citizenship earlier this year.

Literacy Services' Citizenship Corner is designated solely for use by ELL learner to access the U.S. Citizenship and Immigration Services (USCIS) website, and displays photos showcasing ELL learners. So far, there have been learners from 57 countries. Across the hall from Literacy Services is the Citizenship Wall of Honor, with photos of ELL learners who have obtained their citizenship.

Literacy Services also teaches Spanish classes (beginner and intermediate), and hosts health literacy classes. There have been 249 classes held this year, with 2,729 participants between September 2023 – April 2024. Healthy Cooking classes are held between September and May of every year, and health & wellness presentations are offered monthly.

Finally, Cheryl also hosts the library's long-running Johnstone Irregulars Book Club once a month.

Almost all of this is paid for by grants and donations, including grants from the Oklahoma Department of Libraries, the Oklahoma Literacy Coalition, National Book Fund, and donations through the Friends of the Bartlesville Public Library.

A quorum was present with the arrival of Ms. Franz, and the meeting was called to order at 4:58 PM by Chair Rhonda Hudson.

Ms. Miller made the motion to approve the March 12, 2024 Regular Meeting minutes as presented. The motion was seconded by Mr. Gray. Aye: Franz, Fries, Gray, Hudson, Miller. Nay: 0. Motion carried.

Mr. Gray made a motion to approve the new Liability Waiver for Health and Fitness Classes. The motion was seconded by Ms. Franz. Aye: Franz, Fries, Gray, Hudson, Miller. Nay: 0. Motion carried.

The Principles of Conduct, Safety of Children, Interlibrary Loan, and DVD Players policies were reviewed. Ms. Miller made a motion to approve all policies as presented. The motion was seconded by Ms. Franz. Aye: Franz, Fries, Gray, Hudson, Miller. Nay: 0. Motion carried.

Ms. McGill presented the March/April Director's Report. The number of users has dropped slightly from last year, but the library is adding new cardholders at the same rate.

A total of 1768 attended 59 programs for youth in March and April, with 8 adult programs attracting 102 attendees. Literacy programs continue to have the biggest impact, with 6,518 attending or viewing 140 health or literacy events. Books @ Home delivered 411 items to 42 homes.

The reference department filled 374 interlibrary loan requests from other libraries, and the Local and Family History staff indexed 151 obituaries and answered 156 questions. The library added 568 items to the collection, and withdrew 679 items.

The AARP Tax Aide program ran February-April, and assisted area residents with 739 returns-the highest turnout since 2018.

Ms. McGill provided updates on library building projects. Automatic door openers have been installed on the first-floor public restrooms. The doors themselves are very heavy and difficult to open for patrons using wheelchairs or other assistive devices. New refrigerators have been installed in Meeting Room A and the staff lounge. The library's 30+ year-old skylight will be replaced beginning June 7.

In programming and community outreach news, the annual Lego Contest was held in April, and the library participated in the city's annual Block Party April 20. Staff promoted the upcoming Summer Reading Program, the Friends of the Library had a book sale, and BPL-branded canteens and water bottles were distributed to adults and children. The library will also have a booth at Sunfest the first weekend in June, and staff will promote summer reading and hand out BPL-branded sunglasses.


The search for a new library director is ongoing, and the new director is expected to be named by July 1.

There were no board member comments.

No public comments were made.

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

With no further discussion, the meeting was adjourned at 5:20 PM. The next meeting of the Bartlesville Library Board will be July 9, 2024 at 4:30 PM in the Board Room, Administrative Services Office at the Bartlesville Public Library.

A handwritten signature in blue ink that reads "Cindy Yell". The signature is written in a cursive style with a large initial 'C' and a long, sweeping tail.

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