

## **Bartlesville Public Library Board Minutes of the Special Meeting**

On Thursday, November 13, 2025 at 5:15 PM, the Bartlesville Public Library Board was called to order in the Administrative Boardroom of 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 on November 5, 2025 and posted the same day on the bulletin boards at City Hall and the Library at 5:30 PM.

### **Members Present**

Dianne Crow  
Julie Pranger  
Martin Patzkowski  
Katie Franz

### **Members Absent**

[Vacant Position]  
Kim Miller  
Stacy Lewallen  
Eric Gray  
Laura Allen-Ward

### **Also Present**

Sharon Hamilton  
Benita Shea

1. Chair Dianne Crow called the meeting to order at 5:21 PM.
2. Ms. Franz made the motion to approve the September 24, 2025 meeting minutes.  
Seconded by Ms. Pranger. All voted aye.
3. Ms. Roberson delivered the director's report. There are two candidates for the opening on the library board. Sharon Hamilton and Benita Shea introduced themselves to the board.

For the period of September-October 2025: circulation has risen to 57,140 from 37,468 the previous year. Most of this increased use is digital readership. Foot traffic remains steady, and users are using the Libby and Hoopla app more often. The library added 288 new users during this period, and saw increased attendance at youth and adult programming.

Literacy Services presented 140 programs, with 1326 attendees. One of the library's English Language Learning (ELL) students was recognized as the ELL Adult Learner of the Year at this year's state literacy conference.

Earlier this year, the board approved a change in policy that eliminated shipping fees for Interlibrary Loan (ILL) services, and the number of incoming ILLs has doubled since last year. In Local and Family History, Leslie Calhoun has decided to retire December 1. Her position will be slightly reconfigured to be more research-focused, and will work with the museum to improve research and genealogy services.

In Collection Development news, 295 new items were added to the collection, and the research databases saw 16,510 uses.

4. Review and approval of policies
  - a. Bulletin board policy: Ms. Franz made the motion to approve this policy. Ms. Crow seconded. All voted Aye.
  - b. Exhibit and display: Ms. Pranger made the motion to approve this policy. Ms. Crow seconded. All voted Aye.
  - c. Meeting Room Policy: Mr. Patzkowski made the motion to approve this policy. Seconded by Ms. Franz. All voted Aye.
  - d. Customer Conduct: Ms. Crow made the motion to approve this policy. Seconded by Ms. Pranger. All voted aye.
5. In comments from Library board members, the day and time of future meetings was discussed. In an effort to accommodate the scheduling needs of the members and staff, the consensus was to meet the 2<sup>nd</sup> Thursday of every other month at 4:30 PM.
6. There were no public comments.
7. Items for the January 8, 2026 Regular Meeting agenda include the 2026 calendar of meetings, an updated board roster, and approval of the Use of Public Spaces, Circulation, Laptop Circulation, and Wireless Acceptable Use policies.
8. The meeting was adjourned at 6:24 PM.