

Bartlesville Public Library
Minutes of the Regular Meeting

On Tuesday, September 11, 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 September 7, 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
Betsy Martens
Leigh Sutton

ALSO PRESENT:

Shellie McGill, Interim Library Director
Denise Goff, Operations Manager

MEMBERS ABSENT:

Linda Maloney

The meeting was called to order at 4:30 PM by the Chairman.

Mr. Fries made a motion to approve the July 10, 2018 Regular Meeting Minutes as written. Seconded by Mr. Hartzell. Members congratulated Mr. Hartzell on being elected as the new Chairman. He will take over after the November meeting when Mr. Boekhout completes his second term on the Library Board. Aye: Boekhout, Fries, Hartzell, Hess, Keim, Lavoie, Martens, Sutton. Nay: 0. Motion Carried.

Ms. McGill reported that circulation is almost even with last year's circulation which is puzzling because we have had so many more people in the Library this summer. The new Digital Library Card is now available. It was promoted at many of the area schools during enrollment in early August. The Library participated in this year's Washington County Fair on September 6, 7, and 8th. The Library will host a World War I program on October 25th with John Hinkle as the presenter. Mr. Hinkle is a master storyteller and has presented programs in libraries for many years. We are continuing the Yoga, Tai Chi, and Refit classes each week. The Library of Things Collection is very successful. Checkouts continue to increase and we have received additional donations of items to add.

Ms. McGill gave a tour to approximately 20 students from the OU School of Libraries and Information Studies. The teachers and students were impressed by the programs and services the Library is offering. The Library will be participating in this year's Downtown Halloween Spooktacular. It will have a trunk-n-treat as it did last year. She invited Board Members to participate with Library Staff this year. The event is scheduled for October 26th.

Some of the upcoming projects include an adulting class series. She is working with other organizations like Boys and Girls Club and Mutual Girls Club to present these classes. Another upcoming service that debut this fall is the "Creative Corner". One of the study carrels will be converted to a creative craft space for teachers, crafters, or anyone to use. The cricut machine that was donated will also be a part of the Creative

Corner. The Library will be purchasing Collection HQ, a software program that makes collection recommendations based on patron checkouts. It will be a great tool for selectors.

The restrooms are “mostly” complete. The installation of the sinks, faucets, and countertops will be installed during the first week of October. Next, renovations will begin in the Children’s Department. The Reading House and Play Pod that were purchased with grant funds from Phillips 66 have been delivered and installed.

Ms. McGill said this year’s summer reading program, Libraries Rock!, was record-breaking. Over 1,240 kids signed up for the program. It was an action packed summer with programs and special events, with total attendance estimated at 1,445. Teen participation is still small. Youth Services Librarian Laura Pryce is working to create a Teen Advisory Board. Hopefully, ideas from this group can involve more teen participation. A detailed written report on this year’s summer reading program was distributed to Board Members.

Members reviewed the Annual Report to the Oklahoma Department of Libraries. Ms. Goff said our numbers look really good for fiscal year 2018. Programs and attendance, circulation, wi-fi users, and website visits all increased over the previous year. Ms. Goff said this report takes time to review and can difficult to read. If anyone had questions, please let her know.

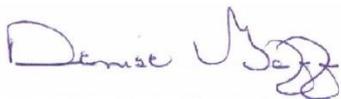
The Distribution of Materials Policy and the Photography and Videography on Library Property Policy were reviewed with no suggested changes or additions. One addition was suggested for the Meeting Room Policy. It addressed inappropriate behavior as defined by Library Staff to be added to #2 listed on the policy guidelines. The revision in the Meeting Room Policy will be presented at the next meeting for discussion and approval.

During Board Member comments, Mr. Hartzell asked about the area home school groups and if they utilize the Library. Ms. Goff said yes, there are approximately five different home school groups that meet at the Library each week.

No Public Comments were made.

Items for the November 13, 2018 include the annual review of three policies and the approval of the revised Meeting Room Policy. November will also be the last meeting for Board Members Connie Lavoie and Chairman Mark Boekhout.

With no further discussion, the meeting adjourned at 5:42 PM.

A handwritten signature in blue ink that reads "Denise Goff". The signature is cursive and somewhat stylized.

Submitted By: Denise Goff
Operations Manager-Bartlesville Public Library & Bartlesville Area History Museum