



AGENDA
REGULAR MEETING
STILLWATER PUBLIC LIBRARY BOARD
STILLWATER PUBLIC LIBRARY
ROOM 313
1107 SOUTH DUCK, STILLWATER, OK, 74074
AUGUST 25, 2026, 12:00 P.M.
library.stillwater.org

1. CALL MEETING TO ORDER

2. INTRODUCTION TO NEW LIBRARY BOARD MEMBER

3. CONSENT DOCKET

Items listed on the consent docket are routine administrative matters that may be approved by a single vote with or without discussion. The Library Board will take action at this meeting (including a vote or series of votes) on these items collectively as part of the Consent Docket.

- a) Minutes: June 23, 2026, Regular Meeting
- b) Stillwater Public Library June and July 2026 Financial Report
- c) Stillwater Public Library June and July 2026 Activity Reports
- d) Five-year trend report

4. PUBLIC COMMENT ON AGENDA ITEMS

*Stillwater City Code, Section 2-53(a) & (b) and Article IV, Section 10 of the Bylaws of the Stillwater Public Library Board, taxpayers or residents of the city, or their authorized legal representatives, may address the Library Board at a regularly scheduled meeting on **any item of business listed on the meeting agenda** provided they have submitted a written request prior to the meeting.*

5. GENERAL ORDERS

The Library Board will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Board under General Orders unless the agenda entry specifically states that no action will be taken. The

requested action is indicated in each agenda entry but may be amended or revised prior to action by the Board.

- a) Consideration, discussion, and possible action to approve/accept changes to internal monthly statistics report.
- b) Nominate candidates for open Trust Board position
- c) Consideration, discussion, and possible action to appoint Trust Board member
- d) Consideration, discussion, and possible action to approve staff position roster.
- e) Consideration, discussion, and possible action to approve revised Technical Services Specialist job description
- f) Consideration, discussion, and possible action to approve revised Librarian I - Cataloger job description
- g) Consideration, discussion, and possible action to approve Children's Services Specialist (FT) job description
- h) Consideration, discussion, and possible action to approve revised Children's Services Specialist (PT) job description
- i) Consideration, discussion, and possible action to approve Fiscal Year 2025-26 Annual Trust Report
- j) Consideration, discussion, and possible action to approve for library director the 3% annual cost of living raise provided to all City of Stillwater staff beginning July 1, 2026
- k) Consideration, discussion, and possible action to approve application, in partnership with Stillwater History Museum, to the Oklahoma Historical Society's Heritage Preservation Grant Program for up to \$25,000 for the digitization of the Stillwater NewsPress (January 1964-September 1983) with a 10% cash match required

6. REPORTS FROM OFFICERS & BOARDS

Announcements and remarks about matters of general interest may be made by the Board Members or Director at this time. Items of Library business that may require discussion or action including a vote or series of votes are listed below.

- a) Miscellaneous items from Library Staff
- b) Miscellaneous items from the Library Board
 - i. Discussion about scheduling items for upcoming meetings

7. ADJOURN

The City of Stillwater encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, please notify the Library Director at least 48 hours prior to the meeting by calling 405.372.3633 ext 8124.

On _____, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street.