

# NOTICE OF SPECIAL MEETING

**Bartlesville Convention & Visitors Bureau  
dba Visit Bartlesville  
300 SE Adams Blvd.  
Bartlesville, OK 74003  
November 22, 2022**

11 AM

Bartlesville Community Center

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2021-2022  
Board of Directors

**Chairman**  
Donna Keffer

**Vice Chair**  
Lacy Hamilton

**Secretary/Treasurer**  
Mark Gailey

**Board of Directors**  
Annie Saltsman  
Leslie Jerden  
Varadharajan (Raj) Kailasam  
Tiffany Wade  
Stacy Lewallen  
Michael Colaw

**Ex-Officio Members**  
Maria Swindell Gus

## AGENDA

### Call to Order

### Minutes

### Financials

### Reports

### Business

- Discuss and take possible action to approve recommendation of the Grants Committee to award a grant in the amount of \$1,000 to Mary Beth Babcock for Cosmic Cowboy Get Down.

### Public Comment

### Adjourn

The Notice of Special Meeting and Agenda was filed in the Office of the City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma, at 1:27 p.m. on Thursday, November 16, 2022 and posted same day at 5:00 p.m.

Jason Muninger

Jason Muninger, City Clerk

/s/ Elaine Banes

by Deputy Clerk

Open Meeting Act Compliance (25 O.S. Sec. 301 *et seq.*) All discussion items are subject to possible action by the Bartlesville Convention and Visitor's Bureau Board of Directors. Official action can only be taken on items which appear on the agenda. The Bartlesville Convention and Visitor's Bureau Board of Directors may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Bartlesville Convention and Visitor's Bureau Board of Directors may refer the matter to the City Manager, Staff, or City Attorney, or back to a committee or other recommending body. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely. Agenda items requiring a public hearing as required by law will be so noted. The Bartlesville Convention and Visitor's Bureau Board of Directors may at their discretion change the order of the business agenda items. City of Bartlesville encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least one working day prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive this rule if signing is not the necessary accommodation.