

**NOTICE OF MEETING  
BARTLESVILLE COMMUNITY CENTER TRUST AUTHORITY**

**Meeting Date**

**Thursday, November 13, 2025 at 8:30 AM**

Bartlesville Community Center  
300 SE Adams Blvd.  
Bartlesville, OK 74003

Name: Ryan Reynolds

Title: Chairman

Phone: 918-327-1186

**AGENDA**

- I. Call to order
- II. Roll call and declaration of a quorum
- III. Citizens to be heard regarding agenda items
- IV. Review and accept minutes of:
  - a. Aug 14, 2025 Trust Authority meeting
  - b. Oct 7, 2025 Unity Square Management special meeting
  - c. Oct 7, 2025 Long-Range Planning special meeting
  - d. Nov 5, 2025 Personnel Committee meeting
- V. Review, discussion, and action to receive Aug – October 2025 Endowment reports by Harry Deathe
- VI. Review, discussion, and action to receive June – September 2025 Financials by Harry Deathe
- VII. Review, discussion, and possible action on BCCTA meeting dates for 2026: Thursday February 12, 2026 8:30am, Thursday May 14, 2026 8:30am, Thursday August 20, 2026 8:30am, Thursday November 12, 2026 8:30am
- VIII. Review, discussion, and possible action to re-appoint Alexander Johnson to a second term
- IX. Review, discussion and possible action to approve updated Employee Handbook on recommendation from the Personnel Committee
- X. Tower Center at Unity Square Management Committee Report presented by Jay Webster
- XI. Chairman’s Report
- XII. Development Director’s Report
- XIII. Managing Director’s Report
- XIV. Items for the Next Meeting
- XV. Adjournment

Filed in the office of the City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma on November 10, 2025 at 5:30pm and posted at 8:30 a.m. on Tuesday, November 11, 2025.

Jason Muninger

Jason Muninger, CFO/City Clerk

/s/ Elaine Banes

by Elaine Banes, Deputy Clerk

Open Meetings Act Compliance (25 O.S. Sec. 301 *et seq.*): All discussion items are subject to possible action by the Trust Authority. Official action can only be taken on items which appear on the agenda. The Trust Authority 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 Trust Authority may refer the matter to the Managing Director, 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 Trust Authority 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.