NOTICE OF MEETING
BARTLESVILLE COMMUNITY CENTER TRUST AUTHORITY
PERSONNEL COMMITTEE MEETING

Meeting Date
Thursday, October 8, 2026 at 11:00 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. Citizens to be heard regarding agenda items
III. Roll call and declaration of a quorum
IV. Managing Director's report on personnel changes, including front-of-house staffing adjustments during the first quarter and the hiring of additional part-time technical theater staff during the second quarter.
V. Review, discussion, and possible action to establish and approve FY 2025-2026 SMART goals for Managing Director Caitlyn Kraemer for performance evaluation and compensation purposes.
VI. Comments or inquiries from committee members
VII. Adjournment

Filed in the office of the City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma on October 5, 2026 at 4:02 p.m. and posted same day by 5:00 p.m.

Jason Muninger
Jason Muninger, CFO/City Clerk

/s/ Candice L Pullins
by Candice Pullins, Assistant City 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.