



City of Lawton

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

Library of Tomorrow Council Committee

Special Meeting Agenda

Friday, January 16, 2026

1:30 PM

Wayne Gilley Auditorium
Conference Room

Recommending Body

"Official action can only be taken on items listed on the agenda. As a recommending body, the Committee may review and discuss agenda items, propose and enact floor amendments, and then choose to make a recommendation to the City Council or provide direction to the City Manager. The Committee may also defer items for further review, refer matters to the City Attorney, or send items to standing committees, boards, commissions, or authorities for additional study. In some cases, items may be postponed to a later date or removed from the agenda entirely."

Purpose

To establish a shared understanding of the committee's charge, define the core function of the public library, consider duplication of services in the community, and set a disciplined framework for future meetings.

Meeting Called to Order

Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Roll Call and Introductions

Please answer with your name, role, and state in one sentence what you believe is the most important role of a public library in our community.

Business Items

1. **Committee Charge & Operating Principles- Chair Overview (High-level) (10 Minutes)**

Participant readiness question:

- *Do you agree that defining what the library must do should come before discussing where it is located or what it costs?*

2. **Where We Are Today — Shared Baseline (15 minutes)**

Staff overview (summary only):

- Current facility constraints and why full relocation is required for repairs
- What decisions have and have not been made
- Purpose of the committee process

Participant readiness question:

- *Is there any part of the current situation that you believe needs clearer public explanation as we move forward?*

3. **Defining the Core Function of the Public Library (15 minutes)**

Committee discussion — no locations, no costs

Participants should be prepared to comment on:

1. *What services must always be provided by a public library, regardless of location?*
2. *Which services are essential for:*
 - o Children and families*
 - o Teens and students*
 - o Adults and seniors*
 - o Workforce and job seekers*
3. *What functions define the library as a universally accessible civic institution?*

Outcome:

Consensus on core service categories that define the “Library of Tomorrow.”

4. **Duplication of Services & Community Specialization (15 minutes)**

Chair framing:

- Responsible stewardship includes understanding what services already exist in the community
- The goal is not to eliminate services, but to avoid unnecessary duplication and ensure the library focuses on what it does best
- Some functions may be better delivered by other entities with specialized facilities or expertise

Participants should be prepared to comment on:

1. *Are there library services that may overlap with services already provided elsewhere in the community?*
2. *Which library functions should remain uniquely public and library-based?*
3. *Are there functions that could reasonably be reduced, shared, or refocused if another entity is better equipped to deliver them?*
4. *How should duplication or specialization factor into evaluating long-term library options?*

Outcome:

Shared understanding of how duplication and specialization will be considered during evaluation.

5. **Evaluation Framework — Approving the Criteria Categories (10 minutes)**

(No scoring or ranking yet)

Proposed evaluation categories:

- Community service impact
- Accessibility and equity
- Duplication vs. complementarity of services
- Long-term flexibility (50-year horizon)

- Operational and governance risk
- Alignment with adopted City goals
- Responsible use of taxpayer resources

Participant readiness question:

- *Do these categories provide a fair and comprehensive framework for evaluating all options?*

6. **Work Plan, Meeting Rhythm & Between-Meeting Assignments (10 minutes)**

Determine meeting frequency (weekly or bi-weekly)

Between-Meeting Assignments

Committee members:

- Identify three “must-have” public library services
- Identify one service that may warrant duplication review
- Suggest community stakeholder groups for future engagement

Staff:

- Prepare library usage trends and operational overview
- Prepare a summary of current space and service utilization
- Identify known facility constraints at a high level

Public Comments (10 Minutes)

Public comments will be limited to 3 minutes per speaker. All comments must be related to the committee scope and process.

Confirm Next Meeting & Focus (5 Minutes)

Proposed focus for next meeting: Current Library Operations & Usage Trends.

Chair's Closing Statement

“Our task is not to make the library smaller or larger, but to make it smarter — by focusing on what a public library does best while respecting the services already available in our community.”

Adjournment

The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."