

METROPOLITAN LIBRARY SYSTEM

Ad Team Minutes

Meeting Date: September 28, 2005

Present:

Anne Fischer, Chair
Todd Olberding
Donna Morris
Jim Welch

Kay Bauman
Dana Morrow
Ernestine Clark
Lloyd Lovely

Denyveta Davis
Patrick Williams
Kim Terry
Ric Rea

Excused:

Karen Marriott

CURRENT ITEMS

- 1) Review of 2006 Holiday Closing Schedule.** The revised 2006 Holiday Closing Schedule was reviewed. The calendar will be presented to Commission at the October 13 meeting for approval.
- 2) Staff Recognition Event.** Donna handed out the list of honorees to be recognized at the annual Staff Recognition Dinner. The list will be split up among Ad Team members attending the dinner to assist in the introductions.
- 3) PLA Boot Camp.** Denyveta commented on the PLA Boot camp she recently attended. She handed out information materials from the week's sessions and activities.

REVIEW OF ACTION ITEMS

ACTION ITEMS WERE REVIEWED.

REPORTS

Outreach – Dana stated there was a great turnout at Septemberfest. Spoticus was there along with Tim Tingle.

CONSTRUCTION MANAGEMENT – Todd stated he has been working with the City on building issues.

DEVELOPMENT & VOLUNTEER SERVICES – Ernestine stated her office has been busy working on various projects. It's also time to renew Friends Memberships. Please send memberships to Marian Lecrone.

FINANCE & SUPPORT – Lloyd provided an update of the pension plan transfer. Funds from the old plan to the new plan will be transferred within the next week. Mass Mutual will be sending letters to all participants with online access information.

INFORMATION TECHNOLOGY – Anne stated the Gates Grant has been completed and was submitted last week.

LIBRARY COMMISSION – Donna stated the Library Retirement Pension Board Meeting has been scheduled for October 19. The Special Committee has been scheduled for October 27 @ 3:00 p.m. Both meetings will be held Downtown.

Donna stated that she and Karen will be visiting the Tulsa Library System on October 11 to view their “parenting collection”.

MARKETING & COMMUNICATIONS – Kim stated there will be a photo release form produced and copies will be in the camera bags.