

METROPOLITAN LIBRARY SYSTEM

Ad Team Minutes Meeting Date: July 2, 2008

Present:

Lloyd Lovely, Chair
Donna Morris
Jim Welch
Dana Morrow

Ric Rea
Todd Olberding
Anne Fischer

Karen Marriott
Kay Bauman
Patrick Williams

Excused:

Ernestine Clark
Candace McDaniel

Kim Terry

Denyvetta Davis

Calendar Review

The Finance Committee will be meeting in August to review the proposed Final Budget.

REPORTS

HUMAN RESOURCES – Ric reported there are 7 current openings within the system.

The Workers Compensation notice has been received from the rating service; the 3 year average is down to .95

Marketing and Communications prepared recruitment brochures for the Library Manager position at Ralph Ellison. Denyvetta took the brochures to the ALA conference in Anaheim.

MATERIALS & OUTREACH – Karen reported the committee for Literary Voices is currently looking for authors for the 2009 author dinner.

OUTREACH – Dana reported “Noon Tunes” is scheduled to begin the 1st Thursday in September.

Summer Reading is going well. Emily and Lisa will be attending the July Commission meeting to invite commission members to Library Night at the Ballpark.

LIBRARY OPERATIONS & PLANNING – Kay highlighted information on the workshops she attended at ALA in Anaheim. While in Anaheim, several Ad Team members visited the Cerritos Public Library. Kay will be working on a slideshow presentation to bring to a future Ad Team meeting.

CONSTRUCTION MANAGEMENT – Todd reported Allen Brown has provided sample artwork for a possible temporary sign to be displayed at the temporary location for the Ralph Ellison Library.

The Ralph Ellison project is scheduled to go out to bid next Tuesday, July 8.

Bids for the Service Center were received yesterday. A total of five bids were received. The lowest bidder was Atlas, located in Bixby.

Del City has put together a committee to review future plans for the Del City Community Center. The first meeting is scheduled for July 10.

ADMINISTRATION/COMMISSION – Donna reported Mayor Cornett has appointed a new commission member. Her name is Brenda Palmer and she replaces Dr. Ann Caine. Marguerite Ross' replacement is expected to be appointed in the next few weeks.

FINANCE & SUPPORT – Lloyd reported his office is currently working on closing out the fiscal year for 07-08.

The auditors will be here next month to begin the annual audit process.

Meeting adjourned at 10:10 a.m.