

# Administrative Team Minutes

June 16, 2010



## **Present:**

Jim Welch, Chair  
Todd Olberding  
Lloyd Lovely  
Kay Bauman

Candace McDaniel  
Anne Fischer  
Karen Marriott  
Patrick Williams

Ric Rea  
Dana Morrow  
Donna Morris

## **Excused:**

Denyvetta Davis

Kim Terry

## **NEW ITEMS**

### **ENTERTAINMENT – “THE BAUMAN FAMILY’S EUROPEAN ADVENTURE”**

Kay provided a slideshow presentation from her recent vacation to Europe.

### **“FABULOUS FIFTIES FILM FESTIVAL” – JIM**

Jimmy showed a promotional film from the 1950 City Bond Election entitled: “Shaping Our City”.

### **“A MORNING’S WORK (FRIDAY, JUNE 11)” – JIM**

Jimmy showed web cam video from the ground work for the future Northwest Library.

## **REPORTS**

**INFORMATION TECHNOLOGY** – IT is working on purchasing year end items.

**FACILITIES MAINTENANCE** – Patrick reported he will be meeting with the insurance adjuster tomorrow morning to look at WA, BE, BI, DN, SC & VI.

**HUMAN RESOURCES** – Ric handed out copies of the WellNet Interactive Health Management Program. Human Resources will soon be sending out a notice to all Health Plan Participants. The WellNet program will be effective July 1. The program is voluntary and completely confidential.

Ric reported the position vacancy report has been sent out via email.

Jana Hausberg will be transferring from Cataloging to Downtown.

**OUTREACH** – Dana reported “Juneteenth” will be Saturday at Ralph Ellison.

Outreach is planning for the Hispanic Expo which will take place in July.

Two Neighborhood Arts programs cancelled on Monday.

**LIBRARY OPERATIONS & PLANNING** – Stuart is working with Maintenance today and tomorrow installing the door counters. The information and statistics will be available online.

The LMS training email has been sent out.

Kay will be at the ALA conference next week.

**LIBRARY OPERATIONS (HEADQUARTERS)** – Candace reported the Neighborhood Arts programs have been going good with great turnouts in attendance.

The staff recognition committee will be doing filming today.

**CONSTRUCTION MANAGEMENT** – Todd provided construction updates for Southern Oaks, Capitol Hill and Del City.

**ADMINISTRATION/COMMISSION** – The commission meeting is Downtown tomorrow. Donna asked for anyone who parks in the alley to move their cars prior to the meeting, so Commissioners can park there.

Two commission reappointments have been received so far; Jim Shonts – Nicoma Park and Beth Toland – Warr Acres.

Donna will also be attending the ALA conference next week. Jimmy will be in charge while she is out.

Meeting adjourned @ 10:35 a.m.