

# Administrative Team Minutes

June 15, 2011



## **Present:**

Jim Welch, Chair  
Todd Olberding  
Lloyd Lovely  
Kay Bauman

Diane Sarantakos  
Ric Rea  
Karen Marriott  
Patrick Williams

Anne Fischer  
Dana Morrow  
Donna Morris  
Denyvetta Davis

## **Excused:**

Candace McDaniel

## **Guest:**

Emily Williams - OUT

## **NEW ITEMS**

Video Game Demonstration – Emily Williams, OUT

Emily Williams provided a video game demonstration which was designed by students at Oklahoma City Community College. The video game is currently on all children's computers within the system.

## **REPORTS**

**OUTREACH** – Dana reported Summer Reading is going great.

**LIBRARY OPERATIONS & PLANNING**– Kay and Stuart are continuing to meet with libraries and departments, and will be finishing up the meetings soon.

**LIBRARY OPERATIONS** – Denyvetta reported the Managers Meeting will be at Edmond this afternoon.

Denyvetta shared several customer Kudos from various library customers.

**CONSTRUCTION** – Todd reported demolition on Southern Oaks has begun.

The Northwest Library tours will be scheduled soon.

**ADMINISTRATION & COMMISSION** – Donna, Todd and new Del City Manager Tara met with the City Manager of Del City to discuss a future new Del City Library. A sales tax election will take place in August of 2012 which will help fund a new Del City Library if it passes.

**DEVELOPMENT** – Diane reported the Endowment Trust will have a retreat in July.

The bike rack was installed yesterday at Ralph Ellison.

Revisions are currently being made to the previously proposed “Jazzed at the Library” series.

**FACILITIES MAINTENANCE** – Patrick reported the Midwest City roof is about 50% complete.

Parking lot striping is currently underway at various locations.

**HUMAN RESOURCES** – Ric reported the vacancy report was emailed yesterday. Insurance re-enrollment forms are due in Human Resources tomorrow.

Meeting adjourned @ 10:05 a.m.