

Adult and Senior Services  
Programmer's Meeting Minutes  
September 8, 2004 @ Bethany 1:00 – 4:00pm

**CALL TO ORDER AND WELCOME:**

Anita Roesler, Senior Services Coordinator, welcomed all present to the meeting at 1:07 pm.

A delicious *Thank you* to Sharon Nolan for providing the refreshments and making the arrangements.

**ATTENDANCE:**

Sharon Nolan – BE  
Ann Meeks – BI  
Linda Gens – VI  
Darrie Breathwit – SO  
Ronna Davis – ED  
Marcia Findeiss – CT

Kelly Dalrymple - WA  
Anita Sanders – MWC  
Darlene Browers - DN  
Ruby Soutiere – Mat. Sel.  
Dana Morrow - OUT  
Rondia Banks – WA

**PROGRAMERS LIST:**

Anita passed around a programmer's list requesting correction and/or additions to names of program coordinators for each location.

**MOVIE LICENSING AGREEMENT:**

Anita presented a letter from Doug in marketing stating that our movie license is official. Starting September 1, 2004 we can show any movie (VHS or DVD) in our library with the exception of movies from 20<sup>th</sup> Century Fox and recorded movies from the TV. There is one major restriction with this agreement: We are not allowed to advertise any movie by title in the outside media. For further details or question please contact Doug in marketing.

Discussion generated about ideas on how we can use this licensing agreement. Ronna would like to extend coffee break at ED to include movies. Kelly from WA would like to take our films to area community centers and rest homes.

Discussion moved to movie projectors. The library system owns 4 projectors at this moment that can be shared. Contact BI, SO, MWC, and Maintenance. A suggestion was made to have a mini workshop on how to use the projectors at our next meeting.

**WINTER READFEST 2005 COMING UP:**

Last year we had over 700 people sign up. Way to go team!

*Sign-up gift:*

This year our sign-up gift will be a nylon book bag. The bag can roll up to fit inside a purse, glove box or cubby hole. It will have the MLS logo and Lifetime Reader's Society printed on the front of the bag.

*Dates:* February 1<sup>st</sup> – March 31<sup>st</sup> 2005

It was suggested to have an end party at each location. Drawing gifts could be presented at this time.

*Prizes:* Discussion on what type of prizes we would like for this year. There will be some gift cards to area restaurants, grocery stores, and book stores provided by Outreach. Other ideas presented were Oklahoma Art Museum, Western Heritage Museum, All purpose gift cards, gift cards to local Malls. It was suggested that each location contact local business for donations.

Discussion on how to give away the prizes. It was agreed upon that customers should be allowed to pick their own gift card. Anita will work on a drawing card that allows the customer to mark his preference.

*Programming ideas suggested for Feb/Mar:*

“Syndicated” an advice column

Save Savvy Senior

Bob, Bob and Margaret Sing along with Memory Lane

Mickey Sherman World War II program

### **Lifetime Reader’s Society:**

-A list was passed around with 649 names.

-The list is organized by library and then alphabetically by customer’s name.

-Anita will print labels for mailings. Please give her 2 weeks notice and provide a completion date for her.

-Continue signing people up and Anita will add names to the list as she can.

-Anita still has forms and bookmarks.

### **Hand-Outs:**

A handout was provided for OU Speakers Service. This list is also available at <http://www.ou.edu/admin/facsen/speakers.htm> If you would like to arrange for a speaker from this list contact Sonya Fallgatter at 325-6789.

Anita has a brochure for Sunbeam Family Services. They offer programs that last one hour or a series of programs through out several weeks.

Program includes:

Overview for care-givers

Creating healthy home care environments

Grief loss

How to hire a care giver

In home services

How to keep your mind strong

Caregiver services

And much more. Contact Anita for more information.

Banned Book Week is September 27 – October 1. You received posters and bookmarks and buttons for public service personnel in July.

**Retreat:**

Our retreat will be Wednesday, Jan 12, 2005 on the 4<sup>th</sup> floor in the Friends of the Library room of the Downtown library registration beginning at 9:15.

**Do not arrive before 9:00!**

**Training Ideas:**

- Projector equipment training for our movie presentations

- Chair Yoga

- Time management skills from a librarian's point of view

- Review new criteria for programming:

  - We did a quick overview at this time.

  - Suggestions were to have the presenter send you a written format or an e-mail of the presentation.

  - An author has to send donated material to material selection for consideration into the library system before the author can come and sign or sell materials in the library.

- Review how to handle customers in situations like

  - When a customer wants to purchase library material

  - When a customer wants to post flyers in the library

  - Review meeting room bookings

  - General rule of thumb is look for community non-profit organizations

- Box Lunches from City Bites will be provided for the retreat. Anita will e-mail selection list close to retreat date.

Ideas for workshop sessions are welcome from you all. Please send to Anita

Darlene Browers from the DN library let us know we can purchase balloons with the MLS Logo on one side and Oklahoma Reads Oklahoma on the other side from Walker Company on 6<sup>th</sup> Street in Oklahoma City.

  - 1,000 balloons cost approx \$300.00

  - This offer last for the next 18 months.

A spontaneous discussion occurred about the Collection Maintenance list provided to each branch by the Material Selection department. Ruby will take this discussion back to Material Selection department and an evaluation will be discussed on the process and time it takes to complete a shelf management list.

**NOVEMBER MEETING IS MOVED TO**

- NOVEMBER 17, At Village Library

- 1:00 – 4:00 pm

**SHARING:**

-Ann (BI) handed out flyers for a Territory Speaker Program at BI on Saturday Sept. 11. This program kicks off Hispanic Heritage Month with Speaker Cida S. Chase, a professor from OSU.

-Sharon (BE) handed out flyers for a Literary Tea on Sept. 16 at 7:30 pm. This tea is in honor of National Children's Book Month and customers are encouraged to come and share a favorite children or young adult book. Sue Clancy will present a small program on illustrating a children's book.

-Ruby (Mat Sel.) You may go to Metrolibrary.org and click on @your service and see the spot light on Hispanic American Heritage. Ruby reminded us to send in any special collection needs for our programs.

-Sharon (RE) via Anita passed out flyers for several programs coming up: Blood pressure check, free flu shots, Healthy Life with Chronic Health Conditions, and the Blues: not a normal part of aging.

-Kelly (WA) talked about the Genealogy program she will be conducting in October.

-Rondia (WA) talked about Sean Chandler author visit and October appreciation month at WA.

-Dana (Out Reach) On Sunday Sept. 12 the DN library will present "Indentured Daughters of Nepal: the Rescue presented by Olga Murray. And the 1<sup>st</sup> of November the Kahurangi Maori dance theatre of New Zealand will make the rounds to different branches.

-Darrie (SO) The Southern Oaks library will hold a library festival on Sept. 20<sup>th</sup>. The library has created "Made in Oklahoma Baskets" for gifts.

#### PRESENTERS:

Kristine Markers is Education Coordinator for the Oklahoma City Philharmonic. She presented a program called "Let's Talk About Music" where small ensembles from the Orchestra perform a variety of music from Mozart to the Beatles. The program is designed to reach adults who do not regularly attend Philharmonic concerts. The cost is from \$240.00 - \$400.00

You may contact Kristine at 232-7575 or e-mail [kristine@okcphilharmonic.org](mailto:kristine@okcphilharmonic.org) or web page [www.okcphilharmonic.org](http://www.okcphilharmonic.org)

Wayne McEvelly is a classical pianist who brings his piano performances of the master composers to public places including schools and libraries. He has several 1 hour programs including "Mozart Goes to School" and "The Romance of Chopin" He can also work with your library to present a series of performances over a 4 week period. Cost of program varies depending on length. Average price should be around \$400.00 for 1 hour. Mr. McEvelly can be reached at 473-0957 or e-mail: [wwres@earthlink.net](mailto:wwres@earthlink.net)