

Safety Committee
Meeting Minutes
May 24, 2011 – Ralph Ellison

Members Present: Kay Bauman, Denise Courts, Heidi Johnson, Chris Kennedy, Candace McDaniel, Phil Tolbert, Patrick Williams

Absent: Ric Rea

Guest: Michael Owens

- I. Reviewed past meeting minutes
- II. Heidi and Chris were welcomed as new members of the committee.
- III. Denise reported that there were no workers compensation cases during the last quarter.
Denise also reported that for the first time in the history of our Library System, we had 100% participation and completion of Safety Training for the 1st quarter of 2011.
- IV. Around the table:

Candace mentioned the new siren alarm system for stormy weather, and indicated that we may have an opportunity to see the system in action later today due to severe weather predictions.

Phil gave a progress report on the renovation of the Capitol Hill Library, and mentioned that relocation to a nearby place within the community was a third possibility under consideration. There were some continuing water problems at the Capitol Hill front entrance following the recent storm, resulting from last year's repair work.

Patrick Williams reported that the move for Southern Oaks was successful, with no known injuries. Elevator repair work was nearing completion at Capitol Hill and Belle Isle branches. He also highlighted some of the challenges at Belle Isle in repair of the roof. Repair work was also underway at Ralph Ellison to improve drainage near the front entrance.

Kay mentioned that managers had met recently to discuss new issues to anticipate as the Southern Oaks and Northwest Libraries are completed. They will have a sorter, and staff will have to adopt new backroom procedures for operating the equipment, etc. The layout of the library will also be different with both Circulation and Reference staff located at one central public desk.

- V. The committee then took a guided tour of the RE Library to complete a safety inspection. No problems were found.

Meeting adjourned: 11:30am

Next Meeting: 8/9/11 - Village