

Executive Director Donna Morris Announces Reorganization Plan

Dear Library Staff,

This past year has been an unusually busy year with the openings of Luther, Choctaw and Downtown. I have been so busy that I have not had as much an opportunity to visit library locations as I would have liked, so I was very pleased when the editor of Shelflife asked if I would contribute a regular question-and-answer column for the publication. I hope this method might give each of you an opportunity to ask questions that you have on your mind about library operations.



I hope this method might give each of you an opportunity to ask questions that you have on your mind about library operations. Reprinted below is the memo about the major organizational changes we are implementing. I would be happy to answer any questions about this change or other major issues. Please send your questions to Nancy Lytle. I look forward to hearing from you!

I know that everyone has been very anxious to learn of the proposed changes to our organizational structure and the vacant deputy director position.

As I have mentioned in ad team, it seems the appropriate time to make changes to our organizational structure is when someone in a key position leaves. It is much easier to make those changes without an incumbent in the position. That being said, it has not been an easy task.

I had a number of goals that were the driving force behind this reorganization. Some of these were the real need for the executive director to focus more time setting and planning long range goals, building community relationships, and improving communication within the organization by developing better lines of communication. The number one obstacle to these goals has been a lack of time on my part to do any of these things, and that is largely due to the number of people that I currently supervise and the constant interruptions and issues that are part of this supervision. Also, aligning our organization to support the library's mission in groups that might make this communication move more easily through the System was another objective.

Consequently, I am implementing changes that will move us to an organization that has four deputy executive directors, each with oversight for one of four major focuses of our System. These are Finance & Support, Library Operations, Materials and Outreach and Technology. By creating these positions, I plan to eliminate the director positions in Finance, Planning and Materials Services. The new deputy executive directors are directors who will continue with their current duties and their jobs will be upgraded to add the new duties assumed with the reorganization.

Reorganization Plan continued

Lloyd Lovely will become the Deputy Executive Director/Finance & Support which will involve oversight for Finance, Human Resources, Development and Volunteer Services, Construction Management and Facilities Maintenance.

Kay Bauman will be the Deputy Executive Director/ Library Operations and will supervise Planning, Branch Services and Marketing and Communication.

Karen Marriott will be the Deputy Executive Director/Materials & Outreach with oversight for Materials Selection, Cataloging, Technical Processing, Interlibrary Loan, Outreach, Children's Services and Services to Seniors.

Jim Welch will continue to serve as the Deputy Executive Director/Technology.

These upgrades were assigned based upon an evaluation of the existing directors and their areas of expertise related to education, experience and special projects.

The new organizational chart will be sent to each department via interlibrary mail.

I appreciate everyone's patience as this change has evolved and want to emphasize that, as with most ideas, it is subject to review and change as the ebb and flow of the organization dictates. Some things that seem to be a good idea might ultimately not turn out to be so, and we need to be able to respond with flexibility if needed.

Thank you again for your patience. The commission was notified Thursday, Nov. 18, at the commission meeting. These changes became effective on Monday, Nov. 22, 2004.



Deputy Director Judy Walden

A 27-Year Veteran of Metro Library Retires

OKLAHOMA CITY — In the words of a famous song by Maxwell Anderson and Kurt Weill, "...it's a long, long time, from May to December, but the days grow short, when you reach September."

It's also a long time from Feb. 1, 1977, to Oct. 30, 2004. Those are the dates of the beginning and end of Deputy Director **Judy Walden's** career with the Metropolitan Library System of Oklahoma County. And, yes, the days did seem to grow shorter the closer **Walden** got to her retirement D-Day.

"People ask me if after 27 years the approach of retirement didn't make me kind of sad," **Walden** said. "The only time I got a twinge was when someone said kind, nice things to me. Especially people I think of very, very highly."

It's obvious that just chatting about retirement doesn't upset her in any way. At the time of our chat, Walden was still sitting casually behind her desk — relaxed and smiling.

"The library hasn't seen the last of me yet," she promised. "I have visions of me jumping on my bike and riding down here to spend a few hours with our genealogy collection."

"I've just recently discovered the fun of genealogy. It's just flat-out detective work, like the reference work I did for so many years," marveled Walden. "You think I'd make a good detective? Naw, maybe not."

Walden was on the MLS staff for so long — as reference librarian, library manager, Public Services manager and deputy director — few of her colleagues realize she began her career in another library system.

"I worked in Amarillo for two years," said **Walden**. "My college minor was gerontology, and the Amarillo library needed a senior services librarian."

"But my sister lived in Oklahoma City then," she noted, "and I wanted to move to a city that wasn't too big but bigger than Amarillo and not as isolated. So I followed the work and came here."

Just as MLS didn't provide her with her first library job, librarianship wasn't **Walden's** first choice of occupation.

"I was in pre-med for awhile, but I just don't have the kind of mind you need for that. Chemistry ate my lunch. I've thought about becoming a vet, and I've assisted vets with some of their procedures."

"I even thought about becoming a letter carrier for the Post Office," she added with a smile. "I'm an active and outdoors person. I would have died behind a desk if the job hadn't been so interesting. Plus, when I moved downtown for an administrative job, I immediately gained five pounds."

After 27 years at MLS, **Walden** became something of an institution, and it's hard to imagine that she once considered leaving Metro.

"Yes, when money was really tight about 23 years ago and the system was cutting back hours of operation, I thought about moving into computer programming. But after the 1982 election, our income increased and things improved. I'm glad I stayed."

Throughout the years, Walden steadily moved up in the organization. She was asked to apply for positions of increasing responsibility, but as she rose in administration she found she missed working with the public on the front lines.

Through it all, however, she saw some important and encouraging changes in the state of libraries.

"What's impressed me the most? MLS' automation has always been state of the art, and now it's more



Judy Walden

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Walden Retires continued

Continued - Judy Walden Retirement



so than ever before," said **Walden**. "The improvement in our financial situation has been very welcome. A few years ago we began referring to people who use the library as 'customers' and not 'patrons.' That may not seem like such a big deal, but it indicates a real shift in the staff/user relationship and in the attitude of the library.

"Also, the availability of information through electronic sources — databases and the Internet. This has increased both the speed and volume of information available to the public."

Walden's last day was October 29, and her plans for retirement include combining her love of bird watching and playing golf with traveling and visiting courthouses in search of genealogical information. But she has no intentions of not visiting her local libraries.

"I'll probably be a huge pain, you know? See, I'll have the guts to say something if I don't like the service," she confided. "Not to be mean but just outspoken if it will help. I won't say anything in a hurtful way. I'll just have to keep on helping, if I can.

"I tell you, my favorite part of working in administration was the mentoring role I've been able to play," she added. "Helping people is motivating. Plus, it's helped me to grow. People are both annoying and enriching, and I wouldn't be who I am today if I hadn't had the opportunity to meet and work with so many different kinds. I gained in knowledge, but more importantly I gained in compassion and tolerance.

"Someone told me something once I've always remembered. It's my 'words to live by,' if that's not too corny. It's this: We all do the best we can with what we have. People don't intend to be or do evil. We all want to do the right thing, so don't attribute evil motives to what others do. Give the other guy a break. Be kind."

"Be kind" — it could be the wisest legacy a person could leave behind.

—Doug Bentin

RJN Downtown Library

Downtown Conference Room Named



OKLAHOMA CITY – **Lee B. Brawner**, the former executive director of the Metropolitan Library System, was honored Saturday, Oct. 23, for his years of service during a reception at Oklahoma City's new Ronald J. Norick Downtown Library.

During the ceremony, the System's board room – located on the third floor of the building – was renamed the Lee. B. Brawner Conference Room.

"We wanted to honor Lee for his dedication and years of hard work," said current MLS Executive Director **Donna Morris**. "That's why we chose to name this room after him."

Located next to **Morris'** office, the Lee B. Brawner Conference Room features a state-of-the-art audio-visual system and a 35-foot long bird's eye maple conference table, capable of seating 19.

"It is an absolutely gorgeous room," **Morris** said. "And it's fitting that it's named after **Lee**. He did so much to help bring this building about that we wanted to honor him in this way."

Morris said a plaque naming the room will be installed inside the area.

FYI

News from Your Staff Association

Report on Retirement Pension Board meeting

The Metropolitan Library Retirement Pension Board met on Nov. 3, 2004.

OFI Institutional, formally Windham Capital Management, presented an overview of the company, their investment process, portfolio analysis/performance and their economic, market and energy outlook.

The Metropolitan Library Retirement Pension Plan total market value as of Sept. 30, 2004, is \$16,022,123.

The Retirement Pension Board also met on Nov. 10, 2004.

Ken Culver, president, FBCD Consulting, Inc., presented the Actuarial Report: Annual Valuation as of July 1, 2004. The current plan assets as of July 1, 2004, were \$16,144,193. The present value of accrued benefits (liabilities) was \$14,061,334. This produces a benefit security ratio of 115%. The pension plan is more than 100% funded.

Ken Culver also presented the Retirement Plan Study. The Retirement Pension Board had previously asked Mr. Culver to research options concerning other retirement plans in the market.

Options included:

1. Continue Current Plan With No Changes
 - Note 1: Employer Normal Cost of Payroll has increased 116.01% from 1999 to 2004
 - Note 2: Contributions have increased 208.80% from '99 to '04
 - Note 3: Assets have increased 26.48% from '99 to '04
 - Note 4: Liabilities have increased 63.86% from '99 to '04
2. Tweak Current Plan
 - A. Increase Employee contribution from 3% post-tax to 5% pre-tax. (My note - it was stated that with this change there would be very little difference in take-home pay.)
 - B. Increase Normal Retirement Age from 62 to 65.
3. Freeze the Accrual in Current Plan and Start New Plan
 - Start a new plan in which Employer and the Employees contribute a fixed percent of the Employee's salary
4. Split and Start
 - Continue the current plan for employees 45 and older and implement the previously mentioned "tweak" and freeze the accrual of the monthly benefit in the current plan for employees less than age 45 and start new plan for employees less than age 45 in which Employer and the Employees contribute a fixed percent of the Employee's salary. (My note - the employee would assume the market risks.)
 - Note: Newly hired Employees would be covered under the new plan regardless of their age.

Mr. Culver asked for additional input from the Pension Board. Discussion followed. He stated that the cost associated with each option needs to be identified. He will require approximately 30 days for this. **Penny McCaleb**, chair, will set a date in early January 2005 for the next Pension Board meeting to address questions arising from these options. **Jim Welch**, member, would also like to see a poll of all full-time employees regarding these options.

Meeting adjourned.

Submitted by **Laura Tallant**, staff association representative to the Metropolitan Library Retirement Pension Board meetings.

PEOPLE

Edmond Library

Tea Party Held



I would like to brag about **Karen Lehr's** American Girl Tea party which is always a huge success. This is the 4th year she has held the event—always in early November. She allows 48 participants ages six to 12 to register, and it is filled within days of the opening of

the registration. (44 of the 48 came plus some parents, teen volunteers and two staff). Each girl then receives an individual invitation.

Participants dress for the occasion and most bring their American Doll or another doll.

Karen's programs are usually literature based and the emphasis here is on the American Girl series. Books are displayed along with the doll Felicity (Revolutionary War period). Felicity's has her own desk with ink well, etc. A real sterling silver tea service augments the display. The tables are set with lace tablecloths and real flowers (from Karen's amazing garden) attractively arranged in tea cups. Real teacups are also used and set at each place. **Karen** herself dresses up with a veiled hat and white gloves.

Upon entering Karen greets each girl individually with a handshake, introduces herself and encourages the child to respond by introducing themselves. The whole event is steeped in tradition, and **Karen** presents background information of the role such social events played in women's lives.

Participants make a historical craft, which this year was an adorable doll house table with lamp and flower vase. The lamp shade was paper from under a Russell Stover candy, and the table had legs made of golf tees with small beads at the bottom. **Karen** explains that in American Girl times most of the doll houses and furniture were hand made.

Karen sent out cute invitation cards, and a photographer from the *Edmond Sun* arrived without invitation as they have covered it in years past.

—Ann Alliota

Hello To

Terri Hoagland	Tech Proc., TP
Laura Parker	Page, ED
Kristina Brewer	Page, ED
Patricia Rivas	Circ Clerk, SO
Isabel Orozco	Page, CH
Jessica Lothrop	Page, DC

Goodbye To

Lisa Rodano	Page, ED
Karen Storm	Page, CT
Kristina Rimmer	Page, MC
Sarah Brockhaus	Page, SO
Leah London	Proj. Spc., OUT

Returning

Maryl Baird	Page, RE
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Moving Up

Nicole Campbell	From Page to Circ, CT
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Sympathy

To Cecil Peaden, BE, whose mother passed away Nov. 17.



December Birthdays



C. GEORGE NIEBANK, III	12/01	LISA BIRKLE RODANO	12/18
CHRISTOPHER RAND CARROLL	12/01	JASON E. EVANS	12/18
KIMBERLY A. RICKEY	12/02	GERALDINE PRICE	12/19
ABOLGHASEM SIAVASHI	12/03	STEPHEN C. PERRYMAN	12/19
MEGAN E. SMITH	12/03	LINDA S. GENS	12/20
MARY A. MAHAN	12/05	SUSAN K. BECKETT	12/20
CHARLEEN K. MILLER	12/06	TERI LYNN WOOLEY	12/22
JO NITA WHITE	12/07	JENNIFER CAROL ADKISSON	12/22
JENA ELIZABETH MULHOLLEN	12/08	ANGELA K. SANDERS	12/22
DEBORAH T. MONTGOMERY	12/09	DOUGLAS G. BENTIN	12/22
VICTORIA E. DIXON	12/10	SHARON S. WENZL	12/23
ALICIA M. RUZYCKI	12/12	JESSIE C. BISHOP	12/24
TRACI N. JINKENS	12/12	MARY E. TAYLOR	12/27
FAYE HORN	12/12	KIMBERLY A. EDWARDS	12/28
LORETTA G. FRANTZ	12/15	KACEY M. NORRIS	12/28
LINDA S. WINN	12/16	PHILLIP E. TOLBERT	12/28
B. J. WILLIAMS	12/17	VERONICA BERNAL	12/30
LORELEI KATHERINE SLATER	12/17		
ROSEMARY A. CZARSKI	12/18		

December Anniversaries

DARLENE R. QUINN	12/4/1979
SHARLOTT D. WHITE BROWN	12/2/1980
DOUGLAS G. BENTIN	12/26/1985
LOUISA M. SMITH	12/13/1988
ROSEMARY G. RYDEN	12/3/1996
EDWARD AHAD MARAND	12/1/1997
JOSHUA N. SCHELL	12/12/1997
JOAN G. KENDALL	12/20/1999
GERALDINE PRICE	12/27/1999
AMY KATHRYN UPCHURCH	12/29/1999
STEVE V. PALMER	12/4/2000
SHARON D. THOMPSON	12/11/2000
LINDA K. BIRCHETT	12/18/2000
GAIL GARLOCH	12/26/2000
JENNIFER M. HUNTER	12/26/2001
MARIAN JANE LECRONE	12/31/2001
DIANE RICE	12/23/2002
CHELSEA N. GRISSOM	12/23/2002
LIDIA ANGELES	12/8/2003

Shelflife

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Written and graphic contributions are welcomed. Please forward all comments to: Nancy Lytle, editor.

Nancy Lytle
Editor
Wanda Scott
Graphic Design

For more information contact: Marketing and Communications at 606-3853.



January Birthdays



LAURIE F. MACK-CLARK	1/02	JOE J. POE	1/19
RANDY E. WAYLAND	1/04	HELEN J. SHELTON	1/19
DARRYL G. FITZHUGH	1/04	GLENN E. WEBB JR	1/19
URSULA A. WARD	1/05	DOROTHY E. DUNLAP	1/20
DEBRA O. SPINDLE	1/05	EVELYN K. DAVIS	1/20
SALLY K. PHILLIPS	1/07	JOHN LEROY HILBERT	1/21
DENISE A. LUKES	1/07	KATHY S. MARQUIS	1/22
CAROL MOODY	1/08	KALYANI CHEKURI	1/23
CECIL L. PEADEN	1/09	JEAN M. ENGBRITSON	1/23
JAN M. REYNOLDS	1/10	ROSINA C. LANSDALE	1/24
PATRICIA E. WHISENHUNT	1/10	NGOC KIM NGUYEN	1/24
PETER L. ROBERSON	1/12	JESSICA L. SCHICK	1/24
MARILYN A. HUDSON	1/12	JAMES M. ANDERSON	1/26
JONATHAN D. ST.AUBIN	1/14	JOAN G. KENDALL	1/26
STEVEN B. JENKINS	1/14	LINDA MARIE ARMSTEAD	1/28
MARCIA J. FINDEISS	1/14	PAMELA L. BRANDT	1/28
ISAAC F. ONAOLAPO	1/15	SUSAN M. MONROE	1/30
TODD S. OLBERDING	1/18	LLOYD LOVELY	1/31
BEVERLY K. PHILLIPS	1/18		
RONNA C. DAVIS	1/19		



January Anniversaries

CAROL L. PROVINCE	1/6/1975	TIMOTHY D. HANNA	1/16/2001
KATRINA S. PRINCE	1/6/1985	MATTHEW S. SCHABEN JR.	1/22/2001
NANCY J. LYTLE	1/22/1985	KALYANI CHEKURI	1/7/2002
ELIZABETH C. HOLSHOUSER	1/21/1987	JENNIFER CAROL ADKISSON	1/7/2002
SYLVIA A. LAWSON	1/24/1989	SHARON G. BISH	1/7/2002
ERIC G. KING	1/9/1990	LAURA ELVIRA MCMURTRY	1/23/2002
JAMES E. NIMMO, JR.	1/18/1993	LUIS A. MUNOZ	1/31/2002
LOVINIA M. NICHOLS	1/5/1994	KELLEY E. HOFFMAN	1/21/2003
GREGORY W. BENNETT	1/21/1997	VICKIE L. STOVER	1/5/2004
DENISE A. LUKES	1/5/1998	ERICA Y. RUTLAND	1/6/2004
TIMOTHY D. FISHER	1/26/1998	LLOYD LOVELY	1/12/2004
LARRY G. JOHNSON	1/26/1998	RYAN BLAINE TAYLOR	1/20/2004
LISA L. WALKER	1/26/1998	PATRICK D. WILLIAMS	1/20/2004
VICTORIA E. DIXON	1/26/1998		
KATHY L. FRITSCH	1/27/1998		
CHRISTINE R. BASSETT	1/25/1999		
HEIDI MAE DANIEL-MORGAN	1/8/2001		
CODI M. BRAND	1/9/2001		
BOBBIE KAY BREWER	1/11/2001		

2005