



Liberty Tower

Summer 2006

Owner's Association

Computers are only as good as the information you put into them.

The first of June started pleasantly enough. Nice weather, pleasant surroundings, and then technology took hold. One week later, the LTOA front desk staff was able to rebuild our master files on residents and owners. This experience taught us a lot.

First, it reminds us that we need to have multiple backup files on multiple computers. Now we have three back up systems.

Two, it brings to light what many of us expected all along. Old computers fail. In the Spring newsletter we requested for a residential update in May and we got the usual response. "I'll get to that later. Or well....." Subsequently we were unable to update our new computer. Thanks for coming through for Round Two. Through diligent work, we now are

Our new front desk computer will make life at Liberty Tower a lot easier. But first, we need your help. We are updating all of our access card systems and that includes all resident information.

You will be asked to complete a Resident Information Listing for our computer access database. This information will replace the card files that we have used in the past. While the card system seems easy to use to the outsider, our front desk staff often has to "decipher" messages, old names, and try to decide which information is new or out of date. April, 2006 Newsletter



updated, and hopefully we will not experience another "tech" snafu. By the way, we have a "slightly used" 1994 Compac computer that the Smithsonian would not take. It is available for sale at top dollar. It would make a lovely paper weight or plant stand. Do not plug in. May cause frustration.

Lisa Hays Resigns As LTOA Manager

Lisa Hays started at Liberty Tower as a front desk clerk and through hard work and circumstance, found her way into the manager's office. She will be remembered for her efforts in cleaning up the backlog of managerial work left by previous managers and for her friendly smile. She has accepted a management position at a Physician's Clinic. Thanks Lisa for your dedicated efforts!

LTOA Team Management

With the opening of the Manager's position, LTOA has the opportunity to re-examine the administrative model that is used to operate our hi-rise condominium.

Many buildings like Liberty Tower use a front desk security and maintenance based system that emphasizes service and infrastructure over administrative duty. Liberty Tower is fortunate to have a core staff that is both knowledgeable and flexible in the duties they perform. The LTOA Execu-

tive Committee is currently taking turns in making sure that everyday operations run smoothly. This is helping the Board determine the best model for Liberty Tower. Our goal is to understand the requirement and needs of "LTOA Management" and bring to Liberty Tower the best possible person. We will not be making a quick decision, rather seek the best applicant and integrate our knowledge with their individual expertise.

Ask Kathy...

Kathleen Loether takes the helm of front desk management. Her new title of Front Desk Manager does not really change what she does for all of us, rather it reflects some additional duties. She will be managing both the front desk and housekeeping services and will work as a part of the LTOA Team Management plan. A fountain of information! Thanks Kathy!

BOARD OF DIRECTORS

- Bill R. Bland, President
- Mike Flynn, Vice-President
- David Somers, Secretary
- Joe Miller, Treasurer
- B. D. Tidmore, Member
- Virginia Walker, Member
- Scott Williams, Member

2006 PROJECT UPDATES

FRONT DESK: The new visitor entrance has been completed and the lobby has been updated.

LOBBY CANTEEN: The new canteen is stocked with good food and drink.

WIFI: Residents are starting to take advantage of our WIFI capabilities in the Lobby.

LIBRARY: The Library on 7 is now being used by various groups for study and meetings.

CLUB ROOMS: Freshly painted and ready for your reserved party.

FITNESS CENTER: Located on the Third Floor, this new facility will help you reinvigorate those tired muscles!

PAINT, PAINT, PAINT: Volunteers and our LTOA staff will be cleaning, painting and refreshing many areas of the building.

FLORAL OASIS: House and Grounds has done a superb job of making our home beautiful! Thanks!



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LTOA, continued:

LTOA TeamManagement has been developed to bring the expertise of our Board Members into the management grids of the building.

For example, B. D. Tidmore, Chair of the Liberty Tower Building Operations committee is also the owner of one of Tulsa's largest electrical companies and knows the ins and outs of city policies. He will serve as a consultant for Building Operations/Maintenance.

Other core officers are the LTOA Board President, Vice President, Board Secretary and Board Treasurer. Mike Flynn's legal and accounting expertise is essential to understanding the bottom line. Bill Bland and David Somers are both methods analysts in their professional fields. Joe Miller's accounting expertise keeps the budget in check. Each are willing and able to offer their areas of expertise to make our building a better place to live.

During the analysis phase, LTOA TeamManagement will bring Front Desk Manager Kathleen Loether, Maintenance Johnny Beaty, and Board Members together weekly to discuss issues relating to the upkeep and policies of the building. Strategic long term plans will be discussed as well as cost saving strategies. During this period the LTOA Executive Committee will be drafting a Job Description for the new "manager."

After the new "manager" is in place, weekly meetings between that person, Bland, Flynn, and Loether will continue to maintain a Master Plan for Liberty Tower. Expect positive results in the way we manage our building. Our goal is to make LT the best place to live in Tulsa.

It's that time of year again.... **KABOOM!**



Where is the best view for the Fourth of July Fireworks? LT, of course.

Normal Guest Entry policies will not be in effect on the evening of July 4th. Because of the large number of visitors we have every year, our phone system will often be busy and we will not be able to call you. To insure safety, we try to limit front desk calls to emergency issues. Please follow these guidelines:

IF YOU ARE EXPECTING VISITORS, YOU MUST PICK UP AND FILL OUT A GUEST LIST. THESE ARE AVAILABLE AT THE FRONT DESK.

YOU MUST GIVE THE FRONT DESK A COPY OF YOUR VISITOR LIST BY 5:00 PM ON THE FOURTH. ONLY VISITORS ON YOUR GUEST LIST WILL BE ADMITTED TO THE BUILDING. EXTRA SECURITY WILL BE IN THE LOBBY AREA TO EXPEDITE THEIR ARRIVAL.

ALL GUESTS ARE EXPECTED TO FOLLOW ENTRY PROCEDURES. BECAUSE OF THE LARGE NUMBER OF GUESTS, WE WILL NOT BE ABLE TO CALL YOU FOR GUESTS ENTRY. IF YOU HAVE UNEXPECTED GUESTS, THEY SHOULD CALL YOU, AND YOU CAN MEET THEM IN THE LOBBY.

THE TERRACE POOL DECK WILL BE OPEN FOR YOUR VIEWING PLEASURE. NO GLASS ARTICLES OR FOOD IS PERMITTED ON THE TERRACE. DO NOT PLACE ANY ARTICLE ON YOUR BALCONY RAILINGS. YOU ARE LIABLE FOR ANY INJURIES! THE CITY OF TULSA REGULATE FIREWORKS. NO FIREWORKS ARE PERMITTED INSIDE THE CITY LIMITS AND ESPECIALLY IN HI-RISE STRUCTURES.

Lets make sure everyone has a safe Fourth!

With any community, you always have a few residents that make life "interesting." Here is this month's TOP TEN LIST.



- 10: Your trash is not my trash. Bag It!
- 09: Cigarette Butts on the Terrace Deck.
- 08: Smelly Dinners for whole floor to "enjoy"
- 07: Yelling in the Hall at 2:00 in the morning
- 06: Talking/Screaming on the cell in the elevator
- 05: Not covering yourself in the elevator after that dip/drip in the pool...
- 04: Cant find one thing to be positive about. Watch Oprah or something...
- 03. Big Oil Drips in the garage. OPEC beware!
- 02: Indy 500 drivers in the garage. SLOW DOWN!
- 01: Not realizing that LT is the best place in Tulsa!

