

Committee Name	Purpose Statement	Committee Type	Conception Date	End Date	Active Committee	Lead
Access Cabinet	To serve as a sounding board and strategic planning team regarding Access tasks for the Public Services Division.	Selected	1/1/2019		YES	Tricia Andrews
Americans and the Holocaust	To plan and coordinate the Americans and the Holocaust exhibit following the guidelines outlined in the ALA grant received by the library system	Volunteered	1/7/2020		YES	Kellie Delaney
Black History Collection Planning Team	To develop a concrete mission and strategy for the Black History Collection that supports the MLS mission and core values.	Selected	1/1/2021		YES	Pauline Rodriguez-Atkins
Chromebook/hotspot workgroup	To standardize the checkout procedures across the system for Chromebooks and hotspots as the original grant restrictions were no longer in effect.	Volunteered	6/7/2021	10/4/2021	NO	Erin Bedford
Circulation Forum	To address concerns directly from front line staff and to encourage a culture of information sharing.	Selected	6/1/2020	12/31/2021	YES	Tricia Andrews
Circulation Forum Self-Care Subcommittee	Put together a list of shared and MLS resources and create a handout that can be shared with Circ Forum and each library/department.	Volunteered	4/6/2021		YES	Tricia Andrews
Communication Cabinet	To examine Metro Library's internal and external communication by identifying best practices for communication and providing training to build trust, champion transparency, and improve information across and within the organization.	Selected		10/1/2020	YES	Larry White
Damaged Items Workgroup	To determine how MLS will use the "damage item" feature in both CARL.X and CARL.Connect.	Volunteered	3/1/2021		YES	Tricia Andrews
Digital Outreach	To deliver library service while the library was closed during the pandemic. Staff from multiple departments met to coordinate the delivery of service and ensure our customers needs were met while we were in various stages of opening.	Position	3/1/2020		YES	Kellie Delaney
ED2 Planning	To provide a range of proposals for a second Edmond Library that meets the needs of the community within the MLS Long Range operating budget	Volunteered	6/1/2021	10/30/2021	NO	Risa Jensen-Jones
Essential Social Media Team	To deliver social media content and strategy to library customers.	Position	12/1/2020		YES	Kellie Delaney
Experience Passes	To establish and review the success of a pilot experience pass program, beginning with the OKC Museum of Art.	Selected	5/1/2019	5/31/2021	NO	Risa Jensen-Jones
FRBR	To establish best practices and talking points for transitioning to a FRBR view of the catalog	Volunteered	3/1/2021	8/3/2021	NO	Risa Jensen-Jones
LEAP	To have a library leadership development program that fosters camaraderie, builds participant confidence, and gathers knowledge of a variety of topics related to leadership and library management.	Volunteered	1/12/2020	1/13/2021	NO	Larry White
Missing Pieces Process	To modify the current missing pieces process to include a process for adding the manual fine before routing the item to Greg in CSD.	Volunteered	8/1/2020	3/1/2021	NO	Tricia Andrews
Oklahoma Contemporary Art Collection	To coordinate the addition of the Oklahoma Contemporary Art Reference Library	Selected	10/1/2020		YES	Judith Matthews
Operations, Security Advisory Group	To enable the work of Security to be more efficient, cost-minded and relevant to the short and long-term needs of the MLS.	Position	3/1/2021		YES	Chris Basler
Outdoor Programming Best Practices	To develop best practices to ensure consistency and provide guidance in reaching our customers through outdoor engagement activities.	Selected	4/14/2021	4/30/2021	NO	EPS/OES & Kellie Delaney
Pests in the Library	To ensure we have a smooth process for how to handle pests in the library, the workgroup was formed to gain perspective of frontline staff and make modifications as needed.	Volunteered	12/1/2020	12/31/2021	YES	Tricia Andrews
Policy and document planning for Sponsorships/P	To identify and create, as needed, procedures to support existing gift policies as well as procedures for the creation and maintenance of professional relationships on behalf of MLS when partners may expect or MLS may wish to provide recognition or resources.	Volunteered	4/1/2020		YES	Heather Zeoli
Public Services Onboarding Checklists	To update and simplify the onboarding checklists used in Public Services.	Volunteered	11/1/2020	5/31/2021	NO	Mark Schuster
Ralph Ellison Centennial Committee	The primary purpose of the Ralph Ellison Centennial Committee is to plan for and execute with the RE Library Manager and local staff, an accurate telling of the history of this branch, disseminating information regarding the Centennial system wide as well as to the larger community.	Selected	1/1/2021	12/31/2021	YES	Kimberly Francisco
Retrack: Genre Heading Workgroup	To update existing genre headings and add new ones to reflect current customer needs and publishing trends.	Volunteered	5/1/2018		YES	Devin McGhee
Safety Committee	To review safety issues across the system to ensure compliance with PEOSH and OSHA standards, and to provide up-to-date safety information and resources to the system to keep workers safe in the workplace.	Selected	11/1/2020		YES	Jeff Cover

Committee Name	Purpose Statement	Committee Type	Conception Date	End Date	Active Committee	Lead
Shelving Order Workgroup	To evaluate the shelving order guide as questions/concerns arise with the current shelving order guide, as issues arise.	Volunteered	8/1/2018	12/31/2021	YES	Tricia Andrews
Staff Day Committee	To complete tasks necessary for the coordination of Staff Day's events.	Volunteered	4/1/2019	10/11/2021	NO	Milissa Copeland
Strategic Focus Group	To provide insight, suggestions, and feedback on the strategic direction for the system.	Selected	10/1/2019		YES	Larry White
Summer Reading: Community & School Engagmer	To develop best practices for reaching the community to advertise and promote Summer Reading.	Volunteered	11/1/2018	9/30/2021	NO	Daniel Chesney
Summer Reading: In-Library Engagement Subcom	To manage systemwide displays, decor, collection integration, passive programming, and toolkit information for Summer Reading 2021.	Volunteered	11/1/2018	9/30/2021	NO	Scott Garrison
Summer Reading: Logistics Subcommittee	To manage Summer Reading supplies including: ordering, storing, and distrubution.	Volunteered	11/1/2018	9/30/2021	NO	Teresa Matthews
Summer Reading: Program Engagement Subcom	To manage decisions about prizes, Beanstack, programming, marketing, and website for Summer Reading 2021.	Volunteered	11/1/2018	9/30/2021	NO	Emily Williams
Summer Reading: Staff & Volunteer Engagement S	To manage staff training, volunteer training, internal communication, and additional staff and volunteer engagement as needed for Summer Reading 2021.	Volunteered	11/1/2018	9/30/2021	NO	Jessica Gonzalez
Summer Reading: Steering Committee	To provide overall support for Summer Reading subcommittees, monitor budget, identify potential risks, define and help achieve outcomes, and prioritize components as needed.	Volunteered	10/1/2018	9/30/2021	NO	Emily Williams
Summer Virtual Volunteer Team	To create, implement volunteer opportunities for summer volunteers to participate virtually.	Volunteered	1/7/2021	3/4/2021	NO	Heidi Port
System Access Trainer	To train MLS staff members on the access workshop series.	Volunteered	1/1/2019		YES	Milissa Copeland
Tailored Skills	To create resource lists for customers on a variety of topics using front-line staff expertise.	Volunteered	4/1/2021		YES	Katherine Hickey
Tailored Titles	To provide reading recommendations via personalized reading lists, genre-based email newsletters of new and recent titles, book talk videos, and personalized reading suggestions delivered on social media.	Volunteered	1/1/2019		YES	Tim Spindle
Wellness Champions Team	To build excitement and participation across the system in the wellness programs.	Selected	1/1/2019		YES	Stephany Dowd