



STAFF NEWSLETTER OF THE  
METROPOLITAN LIBRARY SYSTEM

January 15, 2018

# The MLS Friends of the Library Booksale

The Friends Booksale is coming! Booksale cheer is in the air, and Friends of the Library are everywhere.

There are over 700,000 books at the sale, over 40 categories of books, and some rare and first editions are also available. The two areas to purchase materials are the general area (hardbacks are \$1 and paperbacks are \$.50) and the Collector's Choice Area (books are

individually priced, but usually under \$10).

Friends of the Metropolitan Library System generously give proceeds from the Booksale back to MLS for services and programs. Some examples of projects sponsored by the Friends over the last year include staff scholarships for continuing education and over \$80,000 for the 2017 Summer Reading Program.

## How Can Staff Help?

### Volunteer

Staff can become Booksale volunteers, too! Friends volunteers get exclusive incentives.

**Shop Early** - Volunteers can shop the sale during the special volunteer shopping hours Thursday evening.

**Receive a Free Limited Edition Booksale T-Shirt** - Volunteers can show off their love and dedication to the library by wearing their Booksale t-shirt.

**Get Free Food** - The Friends of the Library provide volunteers with food and beverages during their shift.

**Pick Out Some Free Books** - Following the sale, volunteers and non-profits have the opportunity to pick-up leftover books for free.

**MAKE FRIENDS** - The Friends of the Library share a special comradeship and as a volunteer you get to

meet the volunteers who give back to the library all year. Booksale volunteers make a difference in the community by sharing a love of books and promoting literacy.



**Booksale is my favorite!**

### Box

**Box your library's withdrawn and gift materials from Feb. 1 - 28, 2018**

The Friends have twice as many books this year for the Booksale, so any newly collected materials will be held until next year. Boxes to store newly collected materials are available through maintenance. Bins will be available again after the Booksale is concluded.

## Spread the News

There's still time to become a Friends member and get the benefit of attending the members only pre-sale Friday, Feb. 23.

### Coming Up

**Commission: Long-Range Planning Committee Meeting**

Jan. 17

**M.E.T.R.O. Way Training**

Jan. 24

**SA Kids Fest Event**

Feb. 10

**Deadline to Complete Bloodborne Pathogens Safety Training**

Mar. 31

### Intranet Feed

#### Meeting Minutes

Leadership Team Minutes

Jan. 3, 2018

#### Learning Opportunities

Tech Training

EBSCO Micro Class Series

M.E.T.R.O. Way Training

#### Digital Dash Results

As of December 31st, we reached 96.2% of our Digital Dash goal.

#### Hoopla Checkouts Now 6 Per Month

#### Staff Association Event: Kids Fest

The sign-up form is now available for staff to get a ticket to Kids Fest on Saturday, Feb. 10, 2018.

#### Let's Talk About It, Oklahoma!

Oklahoma Humanities is sponsoring a Let's Talk About It, Oklahoma! at the Capitol Hill Library. This five month book club focuses on the theme Piecing the Quilt, Stirring the Stew: Ethnic American Women's Voice.

#### Calendar & Meeting Room

##### Satisfaction Surveys

We are looking to replace our existing calendar and meeting room software.

Approved policies and procedures in effect

#### What?

The 39th Annual Friends of the Metropolitan Library System Booksale

#### When?

Saturday, Feb. 24th and Sunday, Feb. 25th 9:00 AM to 5:30 PM

#### Where?

The Oklahoma State Fairgrounds in The Oklahoma Expo Building

#### Check out the Friends Website!

[www.supportmls.org/friends](http://www.supportmls.org/friends)

**"We grow smarter communities, one person at a time."**



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# Summer Reading 2018 Get Ready to Rock

June 1st - July 31st

Summer Reading is around the corner and the 2018 program is going to rock-the-house (*er...library*).

## What's in store for SRP this year?

Much of the Summer Reading program will be similar to last year with a few changes (*adjustments in the key of rock*).

## Reading for FUN

The focus this year will take library customers back to the classic way of rocking SRP - reading for the joy of reading.

"This year we did not want to

emphasize a specific number we needed to reach to be Summer Reading rockstars. Reading should be fun. We encourage reading program participants to log their time in Beanstack just as before but the focus will not be the number. The focus will be fun," Education and Program Development System-wide Children's Services Manager, Kristin Williamson said.

## The School Media Specialist Breakfast is Back

The event gives libraries and school media specialists the opportunity to connect and share ways to spread the word about SRP and other library

programs.

## EPD is Your One Stop Shop

Education and Program Development (EPD) will house all the SRP goodies such as bookmarks, posters, and reading logs.

## PRIZES

The prizes will be similar to last year. Children's prizes will be books and adult prizes will be Metro branded goodies.

## Some popular book titles on this year's prize list include:



## Wolfie the Bunny

is a picture book that tackles the topic of new siblings. A bunny family adopts a baby wolf, and the daughter bunny feels threatened by

a new sibling.

**Batman's Guide to Being Cool** is a middle-grade title with tips from the coolest bat in Gotham City on how to be a superhero.

**March Book One** is part of a trilogy of black and white graphic novels about the Civil Rights Movement from the perspective of Georgia Congressman John Lewis.

# Wellness Works Fitness Trackers and Gym Memberships Available



## wellness works

Make 2018 your fittest year yet by getting the most out of Metro's Wellness Works program!

Get ready for the February walking challenge! Library staff are eligible for discounted activity trackers and gym memberships through the Wellness Works program.

Wellness Works has partnered with Garmin International to offer Vivosmart 3® activity trackers to interested MLS staff.

Order your Garmin Vivosmart 3® activity tracker [HERE](#) for \$40 (Retail: \$100).

After submitting the order, send a check or money order (made payable to Metropolitan Library

System) to the Business Office no later than January 19, 2018. Devices will be distributed before our walking challenge in February.

If you're not sure what size to order, please refer to the measurement graphic in the [Jan. 1 issue of Shelf Life](#).

The Wellness Works program has also partnered with the YMCA of Greater OKC to offer library staff discounted memberships.

When you sign up through Wellness Works, your joining fees will be waived (up to a \$105 savings!) and your membership fee is deducted from your paychecks in two payments each month.

For more information about the YMCA's locations and programs, please check out their [website](#). If you would like to start a YMCA membership, just fill out and sign the application in the Wellness Works Jan. 9 email (please omit any payment information) and return it to Stephany Dowd in Organizational Development no later than January 20th to start your membership on February 1st.

The following table shows current YMCA membership rates for library staff.

**For more information contact:**  
Wellness Works  
(405) 606-3739

Memberships	Monthly Dues	Joining Fee
Youth (12 & Under)	\$10	N/A
Teen (ages 13-19)	\$20	N/A
Adult	\$40	<del>\$70.00</del>
Household	\$60	<del>\$105.00</del>
Household + 1 adult	\$80	<del>\$105.00</del>
Household + 2 adults	\$100	<del>\$105.00</del>
Household + 3 adults	\$120	<del>\$105.00</del>
Household + 4 adults	\$140	<del>\$105.00</del>

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## Access Training Workshops Coming Soon

The Access Training Workgroup recently launched a training program for Access staff. Workshop 1 sessions begin in early February.

Access Managers and Access Specialist IIs were enrolled through EduBrite and can click on the events tab in the EduBrite dashboard to enroll in the sessions that start Feb. 7th. Other high-priority staff at the libraries have now been enrolled for the first workshop as well.

The Access Managers' Training in January was successful and included topics such as reporting in CARLX and performing supervisor-level actions within CARLX.

The purpose of the training workgroup was to create a routine training schedule for all Access staff. The current plan includes three training workshops that each Access staff member would take. Each training session lasts about 2 hours.

Topic areas covered in each phase will include library accounts, circulation, and routine tasks and point of sale. Training manuals and worksheets have also been developed to supplement the trainings.

"While we transitioned to the desktop-based circulation system CARLX in 2014, and were trained at that time, since then, training has not been regularly available and CARLX is now starting the

transition to a cloud-based system. The development of a training plan to further train staff and introduce the new interface will provide current staff with clarity and future staff with the tools they need to succeed in their new position," Access Manager, Risa Sargent said.

Staff who do not have the opportunity to attend one of the spring sessions will have more opportunities for Access training after the close of Summer Reading.

## Weeding & collectionHQ

A training is also being created to better prepare Access staff for duties associated with the curating of their library's collection.

The goal of the training is to provide staff with the expertise needed to be empowered, confident and successful in their collection duties.



Last week a Survey was sent to all Access staff, encouraging them to give feedback for the development of the training.

To access the Weeding and collectionHQ survey click [HERE](#).

## The Librarians Guide to Homelessness: Body Language

Weekly Tip from The Librarian's Guide to Homelessness with Ryan Dowd:

### Body Language Part I

"...homeless individuals pay WAY more attention to non-verbal cues than you do. Specifically, they pay more attention to:

1. Body language
2. Vocal inflection
3. Volume

The reason is simple: If you don't have different words to convey nuanced meaning, you need other ways to do it. They compensate for an absence in nuance in the words by adding more nuance in body language. If I don't know the words



"impassé" or "standoff" I use the word "problem" and try to convey the rest with my body and face."

Watch the video [HERE](#).

A webinar course created by Ryan Dowd will also be available to staff in March titled, "Working with Individuals Affected by Homelessness".

## Library Volunteer Gets New Start in Career

Volunteering at the library brings with it the reward of helping others and supporting the library, but for one volunteer, it helped her make a new career choice.

Northwest Library volunteer Sherida Combs has volunteered for early childhood programs with Northwest Library for over four years. Combs' daughter, Keisha, also volunteers regularly.

"The library has provided me and my daughter great opportunities," Combs said.

Sherida was hired by Smart Start Central Oklahoma to teach classes just like the ones she assisted with as a library volunteer such as 123 Play with Me, Storytimes, Parachute

Play, and Music Time.

"I am so excited for Sherida and so pleased that the volunteer experience she received with us has helped her in her career," Northwest Youth Engagement Supervisor, Rondia Banks said.

Smart Start is a 501c3 non-profit organization dedicated to ensuring all children in Oklahoma County receive the smart start they need and deserve, according to their website.

To become a library volunteer customers can fill out the [volunteer registration](#), and check out [opportunities online](#) to volunteer at their local library.

Share Volunteer Stories from Your Library!  
Email [victoria.garten@metrolibrary.org](mailto:victoria.garten@metrolibrary.org)



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