



# ShelfLife

STAFF NEWSLETTER OF THE METROPOLITAN LIBRARY SYSTEM

September 2007

## Shopping, Anyone?

A new feature is coming to a CyberMARS near you. The MLS shopping cart will let customers create book lists, print bibliographies and much more.


"This new enhancement to CyberMARS," said **Stacy Schrank**, MLS Employment Development Coordinator, "will include the availability of a digital cart for placing materials you wish to keep track of as a sort of 'wish list' or 'bibliography'. This format is similar to other Websites which allow users to maintain a shopping cart of desired items. Customers will be able to add and delete items from their cart at any time with a maximum cart limit of **500** items."

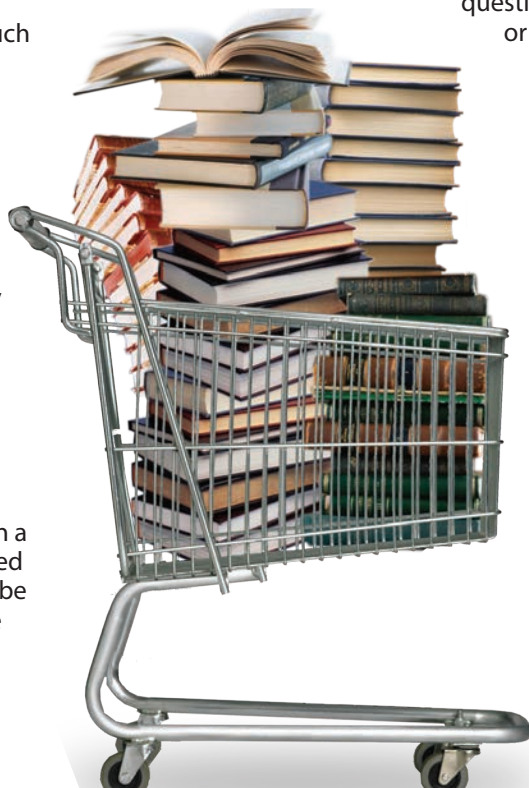
This new "shopping cart" feature will not only allow customers to print their "shopping cart" lists in various formats — they can also e-mail themselves a copy to themselves or anyone else. Print formats include standard and writing styles including APA and MLA or the option of the material's detailed description.

"While we anticipate little, if any, specific training on this new format," Stacy added, "we welcome any questions, comments or concerns you have as a staff

prior to this format going 'Live' to all customers. This is your opportunity to play an active role in helping us to achieve our goal of being 'an inviting, innovative link to the world' for all our customers."

While many libraries offer shopping cart as part of their

catalog system, MLS is one of the first to be able to print and e-mail multiple formats of the list. 



## What Does Ad Team Do?

Come on now! Everyone has asked that question. Who are they and what exactly do they do?? Well recently a couple of members of the initial Leadership MLS class decided to write some blogs specifically about this topic. Read on (reprinted by permission of **Emily Williams** and **Julie Ballou**).

### The Big Picture

By: Emily Williams

In attending Ad Team meetings over the last few months, I feel like the big picture of how our library systems works has been revealed to me. I mean, I thought I knew. But now I really get it.

It's in appreciating the details: like finding out how certain legislation can affect Human Resources, learning how IT decides what new technology to incorporate into our services, and truly understanding the contents of the budget report in the Commission packet. Everyone's jobs are so different, and so important to our success as a system! It's easy to take what everyone else does for granted, but maybe part of being a good leader is realizing that there's always more than meets the eye...

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## • MYSTERY PERSON •

Another mystery person to identify.

*Can you name him/her?*

Here are the clues for this person's favorites:

- Fav Movie:** *Wizard of Oz* (especially after seeing the musical *Wicked*)
- Fav Music:** Jazz (Louis Armstrong) and Gospel, (Mahalia Jackson)
- Fav Vacation(s):** Spain, Portugal and Morocco (2007) China (2001)
- Fav TV Show:** *Are You Being Served* and *Keeping Up Appearances*, and the old shows like *I Love Lucy*
- Fav Food:** Sweet potato pie
- Fav Season:** Spring
- Fav Hobbie:** Gardening and holiday (Christmas) decorating
- Fav Book(s):** Anything on gardening and home improvement
- Instrument Skills?** Plays the Piano

**Wants to do before he/she dies:** Retire and have time to return to a favorite vacations spot with enough memory to compare the two visits!

*See answer on page 5*

## What Does Ad Team Do?

*continued from page 1*

### Ad Team

By: Julie Ballou

Being able to sit in on these meetings has been a fascinating experience. First, the Ad Team doesn't do what I thought they did. I previously believed that it was a decision making group. What I have discovered is that it is actually more of a forum for each administrator to update and share news with the rest of the group.

I also now have the opportunity to view the library system from a different perspective.

Because I already made regular visits to various agencies, I have had the opportunity to see the diversity of locations and staff in our system and to hear a little of how they view things.

However, I did not have the perspective of hearing issues discussed from the point of view of Administration. Sitting in on Ad Team meetings has shown me another view of things, and I have enjoyed being able to see that bigger picture.

## United Way & Hawaiian Shirt Day?

Guys, remember Tom Selleck as "Magnum, P.I."? Remember those cool Hawaiian shirts he used to wear? Or what about Homer Simpson and that famous Hawaiian muumuu he sported in Episode 135 of *The Simpsons*?

Donate to the United Way during this year's MLS drive and you can take advantage of the four Theme Days the UW team is cooking up.

Pam Buchanan, Linda Hyams, Traci Jinkens, Betty Scott, and Deb Willis have dreamed up four ways you can dress for success and proudly show your colleagues and customers that you support the United Way.

So, if you think these Theme Days are for you — Hawaiian Shirt Day, Sports Shirt Day, Blue Jeans Day or Crazy Hat Day — sign up to contribute to United Way. You can have some fun and give some help to people who need it.



by Rick George



## Blood Borne Pathogens *Training*

As you know by now, this Metro Tech training session is required of all MLS employees. Much of it is just good ol' common sense, but it doesn't hurt to be reminded of the best ways to keep ourselves and our customers safe.

You probably also know that this session will satisfy your MLS safety training obligation for the third quarter of 2007—but what you might not know is that in order to get credit for having attended one of the sessions, you still need to fill out the Safety Training Report form, which is located on the Intranet under the Forms/Supplies heading.



## Lending Library Review:

### 212° The Extra Degree

by Sam Parker and Mac Anderson



*212° The Extra Degree* captures the essence of excellence in an unforgettable way... At 211° water is hot. At 212°, it boils.

And with boiling water, comes steam. And steam can power a locomotive. The

one extra degree makes the difference. This simple analogy reflects the ultimate definition of excellence. Because it's the one extra degree of effort, in business and life, that can separate the good from the great. This powerful book by S.L. Parker and Mac Anderson gives great examples, great quotes and great stories to illustrate the 212° concept. A warning...once you read it, it will be hard to forget.



## Fingerprints STAFF PROFILE



**Josh Schell**—Josh is a library assistant at the Village Library and is on his way to becoming a librarian by attending classes at OU. He started at MLS as a page at The Village in 1996, worked in tech processing for two and a half years, then back to The Village as a library assistant in 2006.

Outside the library, he spends time with his family, wife Misty and son Jackson, 10 months old. Travel is a hobby of his when he can get away. Key West was a favorite vacation he had last year.

Josh, who at one time was a police officer has been in the Oklahoma Air National Guard for nine years.

He just received the Choctaw Library Guild Scholarship and said, "My first job ever was with the Metropolitan Library System in 1996. I knew right away that librarianship was what I wanted to do for the rest of my life."

## Library Night at the Ballpark—A Home Run!

We know that it can be all too easy during the most hectic Summer at the Library days to lose track of the facts that a) we really do like children, and b) the little dears get a lot of good out of what we do for them.




But once the program is completed at the end of July, we can put our feet up in August and realize that the kids love

the events and fun, and, often, love us for putting it all together for them. (Not to mention how appreciative moms are because we gave them a little quiet time.)

Maybe the best way to feel that affection is attending Library Night at the Ballpark so we can see the excitement first hand.

"This year," said MLS Children's Services Coordinator **Lisa Wood**, "there were 8,182 in attendance at the ball game. Big numbers."

I'm sure that if they had the chance, kid and his/her family who showed up for the game would thank MLS librarians, staff and volunteers for making it happen. 

## DID YOU KNOW



This redesign of ShelfLife is courtesy of our new graphic designer **Rick George**! If you like it, be sure and send Rick a kudo, good job, etc.

## MLS: Your Inviting and Innovative Link to the World

**S**helfLife chatted with four highly innovative Managers of Library Operations about how they share and encourage involvement with the new vision statement with their staffs.

"Our success as a truly innovative organization," **Karen Bays** (ED) said, "depends on our ability to continually encourage and validate ideas from our co-workers, even though we will not be able to implement everything. Also, I think it's important to listen for the 'opportunity for improvement' hidden in every complaint."

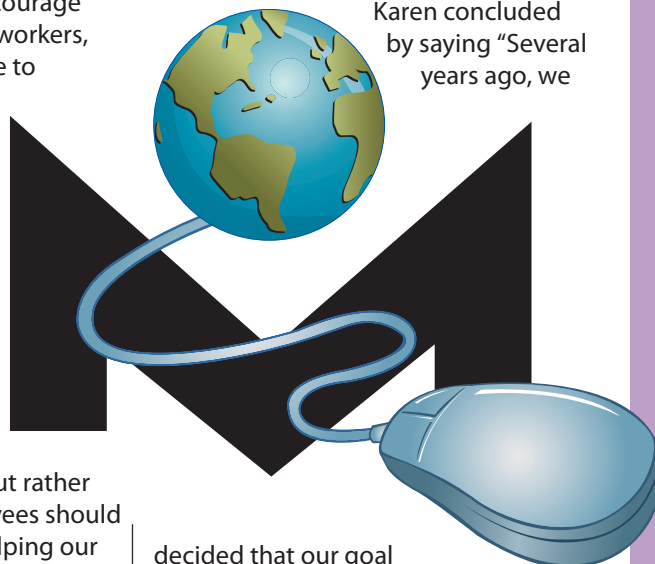
**LaVetta Dent** (VI) added to that by saying "I have shared this vision statement with my staff, but I am also trying to keep them reminded that this is not just a statement to be talked about in AdTeam meetings and staff meetings, but rather one that we as frontline employees should be living out each day when helping our customers."

**Phil Tolbert** (CH) said that CH is "constantly looking for ways to adapt the library to the new sources of information," and that whenever possible, he and the CH staff also mention new innovations within the library system when they go

out to promote the library in the surrounding community.

**Fariba Williams** (RE), too, suggested that including customers in the equation is essential. "It is my responsibility to recognize and share our new innovative vision with our customers."

Karen concluded by saying "Several years ago, we



decided that our goal in customer service was to try to help customers find their smiles. We are doing our job if customers walk away with positive feelings about the library."

## Donations in Honor/Memory

**H**ave you ever considered making a pledge to the United Way in the name of someone dear to you, perhaps even someone in your family who has received help from a United Way agency? Some staff members regularly dedicate the money they give to particular agencies in memory of a loved one. For instance, if your grandmother suffered with arthritis, you might ask that your pledge go to the Arthritis Foundation.

You will receive a form during the middle of September to be used for this way of giving. If you don't get a form, contact a member of the Donations in Honor Team—**Teresa Goggins** (PLA), **Traci Jinkens** (DEV), **Betty Scott** (BUS) or **Lisa Wood** (OUT). Any one of them will be happy to answer any questions you have about this type of giving, and see that you receive a form.



## 100 Years of Caring



Last year, UW raised \$16,521,471. And in our little neck of the woods, MLS raised over \$16,000 for the UW—completely shattering our fundraising goal! In fact, it was because of staff like you that we raised the second highest amount in all non-profits in Oklahoma!

In fact, **Donna Morris** reports that among non-profit organizations, MLS was also the leader in gains over 2005. When we say "MLS," we're talking about you and the people who work next to you.

It's going to be hard to beat how well we did last year, but we know that we can. We're going to have to dig deep again in 2007, and not just to maintain bragging rights. Due to the heavy rains of June 10 – July 25, Oklahoma County was declared a disaster area by the Federal Government. And just when we were starting to dry out along came Tropical Storm Erin, dumping rain on central Oklahoma and flooding cities and rural towns alike. Think about all the newscasts you viewed just a few

weeks ago of your neighbors being rescued by a boat... from the rooftops of their homes. Where do they turn for help? The United Way.

Community spirit is a part of us all, and that's why the Staff Volunteers are so prevalent at MLS. We know you love to support your community and that's why we support the United Way.



## BAKE SALE



How sweet it is . . . you might not want to wear a silly hat or Hawaiian shirt to work, but we know you like to eat, so here's your opportunity to support the United Way incentive and enjoy a sweet reward.



Cakes, pies, cookies, candy and breads will be offered at Silent Auction at FOCUS and all proceeds will benefit United Way. You'll have the chance to browse all the mouth-watering goodies and make your bid for your favorite confection. The winners will be announced at the end of the day.

If you are willing and able to bake something yummy to help make this event a success, please contact Candace McDaniel at 606-3728, or [cmcdaniel@metrolibrary.org](mailto:cmcdaniel@metrolibrary.org). Fabulous prizes will be awarded for the item that receives the highest bid.



## Trust and Motivation

Below are the "13 Behaviors of High Trust Leaders" taken from the recent Stephen M.R. Covey presentation in Oklahoma City:

### CHARACTER BEHAVIORS

1. Talk Straight
2. Demonstrate Respect
3. Create Transparency
4. Right Wrongs
5. Show Loyalty

### COMPETENCE BEHAVIORS

6. Deliver Results
7. Get Better
8. Confront Reality
9. Clarify Expectations
10. Practice Accountability

### CHARACTER & COMPETENCE BEHAVIORS

11. Listen First
12. Keep Commitments
13. Extend Trust

## Care a Little and Win Some Prizes

*"We came to you homeless, and a little scared, but not once were we ever judged for our circumstances. I would have never thought that there were people who would come and pick me up when I needed a ride. Or clothe my children when they didn't have anything to wear. Bring me furniture, and help me carry it up three flights of stairs, or just to listen when I needed someone to talk to. Thank you is not enough to someone who has changed your whole life." -Sarah, a United Way recipient.*

You make a difference!

You can help children and youth succeed, you can be a part of strengthening and supporting families, you can help improve access to health care for everyone, and you can help promote independence and economic self-sufficiency for the poor. These are all common focus areas for the United Way and you make a huge difference in people's lives through your contribution to United Way.

It's all about Caring Power. And MLS has tons of caring power. Last year we ranked second of all non-profits raising money for United Way of Central Oklahoma.

We think all that caring power should be rewarded. This year's United Way Super Prize Team—**Kellie Bradford, Teresa Goggins, Candace McDaniel, Heidi Johnson and Lisa Wood**—have lined up some prizes that will knock your socks off, including a weekend getaway, gift cards and so much more. You gotta love that! Plus there's opportunity to win a special prize by donating before Monday, September 24th. Check out the intranet for more info.

But more than prizes – you've gotta love the good your donation to United

Way will do for people in need in Oklahoma County.

So dig deep. A lot of people could sure use your help.



### MYSTERY PERSON IS:



**Phil Tolbert,**  
Manager of  
Library  
Operations, CH



## HELLO TO

Rick George .....	Graphic Designer, MAC
Ramina Golshani.....	Page, VI
Tim Hammond .....	Page, ED
Ron Harrison.....	Circ Clerk, DN
Heather Slutz.....	Circ Clerk, CT
Joey Shelton.....	Circ Clerk, MC
Kelly Argo .....	Circ Clerk, BI
Tierra Isbell.....	Page, RE
Shirley Martin.....	Assoc. Librarian, SO
Erika Salinas.....	Page, DN
Stan Taucer.....	Tech Asst., BI
Kacey Norris (rehire) .....	Page, ED

## PROMOTION

Felicia Hayes .....	From Tech Asst., RE, to Computer Operator, IT
Anna Todd.....	From Page, ED, to Mat. Sel. Div. Tech, MSL
Joshua Gerner.....	From Page, SO, to Conference Serv. Tech., LO
Stormy Lee .....	From Circ Clerk, HT to FT, WA

## TRANSFER

Thuy Nguyen.....	From Assoc. Librarian, HT, to Part Time, LO
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## GOODBYE TO

Pete Roberson .....	Mtc. Tech., MTC
John Ellis-Etchison .....	Tech Processor, TP
Dominique Nero.....	Page, RE
Jackie Brazeal.....	Assoc. Librarian, SO
Michael Baughman.....	Page, BI
Gray Hale .....	Page, ED
Jessica Hanlan-Prochazka .....	Page, WA
Jennifer Hunter .....	Page, SO
Lauren Abram .....	Page, SO
Catherine Wade.....	Page, MC

## RETIREMENT

Evelyn Davis.....	Spc. Collections Asst., DN
Ruth Butler .....	Circ Clerk, DN

## SYMPATHY

To Anita Roesler, OUT, whose sister died in Wichita, Kansas, in August.



*Rick George*



*Ramina Golshani*



*Tim Hammond*



*Ron Harrison*



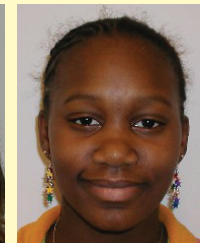
*Heather Slutz*



*Joey Shelton*



*Kelly Argo*



*Tierra Isbell*



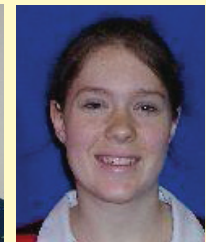
*Shirley Martin*



*Erika Salinas*



*Stan Taucer*



*Kacey Norris*



A snapshot from Phil Tolbert's (CH) Hispanic Expo on July 28. Phil and Lloyd Lovely, Bus. Ofc., and two masked lucha libra!



## Employee's Date-of-Hire for September

MARY J. PATTON	9/1/1971
KAREN MARRIOTT	9/6/1977
SUSIE L. BEASLEY	9/18/1978
FAYE HORN	9/10/1979
JONITA WHITE	9/25/1981
ROSEMARY A. CZARSKI	9/13/1982
ALMA LOUISE BROWN	9/16/1982
KAY L. BAUMAN	9/27/1982
RUTH M. BUTLER	9/17/1984
PAMELA S. BUCHANAN	9/10/1985
SUSAN E. RYAN	9/13/1989
SHIRLEY J. HENDERSON	9/3/1991
CHESTER KINZIE, JR.	9/6/1994
JANA C. HAUSBURG	9/11/1995
DEBBIE E. ROBERTUS	9/11/1995
ANN L. MEEKS	9/11/1995
CRYSTAL L. SUPPES	9/25/1995
JOYCE A. HELMS	9/24/1996
MARY E. TAYLOR	9/16/1999
JONATHAN D. ST.AUBIN	9/5/2000
LINDA A. FELTON	9/18/2000
ANGELA K. SANDERS	9/5/2001
D. DIANE SHARP	9/17/2001
ELIZABETH M. NEWLAND	9/10/2002
THOMAS P. GALLAGHER	9/16/2002
MATTHEW E. EVANS	9/17/2002
VAN R. BIELSTEIN	9/17/2002
STUART H. WILLIAMSON	9/19/2002
EMILY R. WILLIAMS	9/2/2003
BURTON D. THURMOND	9/16/2003
TERESA R. MATTHEWS	9/29/2003
MARY ANN JOHNSON	9/13/2004
AJAX S. C. DELVECKI	9/17/2004
C. GEORGE NIEBANK, III	9/27/2004
LAUREN ASHTON ABRAM	9/14/2005
EMILY K. GREEN	9/19/2005
CHRISTOPHER CARL CADE	9/11/2006
PENELOPE GREER BIRD	9/11/2006
JAMES R. SANDERS	9/11/2006
MATILDE ISABEL OLIVERA	9/18/2006
NICOLE DAWN CHANEY	9/26/2006
BRITTANY MARIE BARBER	9/28/2006

## September Birthdays

MARY L. STRASNER	9/1
TERESA R. MATTHEWS	9/1
DANIELLE D. WALKER	9/2
KIM ELLEN MACARTY	9/2
DEBORAH FAITH LEAL	9/2
AJAX S. C. DELVECKI	9/3
MEGAN MICHELLE ADKINS	9/3
KATHRYN A. WILLIAMS	9/4
RIKKI D. MARTIN	9/5
DARRIE J. BREATHWIT	9/6
PERRY A. WILSON	9/6
JACQULYN J. TAYLOR	9/8
BURTON D. THURMOND	9/9
JUSTIN L. MAGDELLINI	9/9
TULIN R. LAFOLLETTE	9/10
JAMELLE KEERON NAFF	9/10
MINOO DOLATABADI	9/11
LANNY B. MYERS	9/11
PRISCILLA M. DOSS	9/12
CANDACE LEE MCDANIEL	9/13
BARBARA JEAN O'DELL	9/13
CHERYL E. PERNELL	9/14
KENDRA WILLIAMS	9/14
VINCENT D. ARMIJO	9/14
RUBY J. SOUTIERE	9/15
KIMBERLY L. WADE	9/17
SAM G. HALE III	9/17
ROSEMARY G. RYDEN	9/19
ANGELA M. PAELTZ	9/19
SHIRLEY ANN WOLF	9/21
LIANA C. MICH	9/22
TINDLE J. ARNOLD	9/26
KAREN R. BRAY	9/27
DEBRA K. JACKSON	9/27
KAREN L. MARRIOTT	9/28
JOYCELIN KAY CARINDER	9/29
DAVID WILLIAM FRENCH	9/30

## Employee's Date-of-Hire for October

JIMMY C. WELCH	10/22/1970
FRANCIE L. PENDLETON	10/9/1972
RUBY J. SOUTIERE	10/1/1978
STEVEN B. JENKINS	10/5/1987
KAREN L. BAYS	10/2/1992
REGINA D. KIRKHAM	10/4/1993
CECIL L. PEADEN	10/18/1993
JOANNE SCHNEIDER	10/24/1994
JOYCE L. TALLANT	10/6/1998
LINDA J. HOLMBERG	10/22/1998
RONDIA K. BANKS	10/4/1999
LENA C. LOPER	10/5/1999
MARYANN M. HEARD	10/18/1999
LISA K. BRADLEY	10/22/1999
KAREN A. LEHR	10/1/2000
PATSY A. GLOVER	10/16/2000
TODD S. OLBERDING	10/1/2001
CHARLES S. ISAACS	10/1/2001
CHRISTY M. O'BRIEN	10/9/2001
RACHEL B. SMOOT	10/1/2002
SUSAN J HUTCHINS	10/7/2002
JENNIFER M. HUNTER	10/22/2002
MELISSA K. WEATHERS	10/28/2002
THUY THI MAI NGUYEN	10/30/2002
CANDELARIA NUNEZ	10/28/2003
ROSEMARY STAFFORD	10/4/2004
SHELDON L. BEACH	10/5/2004
JESSICA Y. LITTLE	10/12/2004
REBECCA L. PETERS	10/12/2004
WENDY J. GABRIELSON	10/13/2004
ERICA Y. RUTLAND	10/21/2004
KRISTIN WILLIAMSON	10/25/2004
PATRICIA RIVAS	10/26/2004
KATHRYN F. HATFIELD	10/3/2005
NICOLE E. BURESH	10/26/2005
CHARLES L. PETERS	10/16/2006
JEROD PAUL GERFEN	10/23/2006
SANDRA J. GONZAGA	10/24/2006
LI WANG	10/26/2006
BRENDA STOCKTON-HISS	10/26/2006
HARRY DUY HOANG	10/27/2006

## October Birthdays

LINDA A. TEMPLE	10/1
RENÉE M. LAUNEY	10/1
SHELDON BEACH	10/1
ANDREW R. TOLLY	10/2
JAMES R. SANDERS	10/3
REBECCA L. PETERS	10/3
LISA E. MYERS	10/4
JEROD PAUL GERFEN	10/4
DIANNE L. CARSON	10/5
KERRY STEWART HUBBS	10/5
STACEY MARIE O'NEIL	10/6
BARBARA K. BEASLEY	10/7

KRISTIN WILLIAMSON	10/7
GEORGE M. MARSHALL	10/8
LAVETTA KINSEY DENT	10/9
CHERYL ANN COLEMAN	10/11
HEATHER ELIZABETH SLUTZ	10/12
SHARON D. THOMPSON	10/14
CASEY JO BEACH	10/15
FANNIE M. HARSHBARGER	10/16
CHRISTOPHER L. LARWIG	10/17
MARY R. MCELROY	10/18
RONDIA K. BANKS	10/18
MARYL BAIRD	10/19

TONDA FAME KELLY	10/19
PAULINE RODRIGUEZ-ATKINS	10/20
MARGARET DIANA ANGELES	10/20
RUTH M. BUTLER	10/23
BRYAN CONNOR SMYTHE	10/24
REBECCA F. MASON	10/24
KELLIE J. BRADFORD	10/25
DARLENE R. QUINN	10/26
HA L. TRAN	10/27
LINDA A. FELTON	10/30
HEIDI A. PORT	10/30