# Report Statistical Annual FY07-08

# Metropolitan Library System

# TABLE OF CONTENTS

About This Report	3
Inventory History	4
Circulation History	5
Library Inventories	6
Library Circulations	7
Reserves History	8
Library Reserves	9
Library Cards	10
Inter-Library Loans	11
Program Attendance	12
Summer Reading	13
Computer Usage History	14
Library Computer Usage	15
Wireless Internet Access	16
Databases and Website	17
MLS Staff	
Conclusion	

#### ABOUT THIS REPORT

The Annual Statistical Report is a fixture of our yearly reporting practices. The Planning Department begins the process at the close of each fiscal year by gathering the past year's data from each agency. This information is first used to complete a report for the Oklahoma Department of Libraries (ODL). The ODL report, typically due in early October, is required for MLS to be eligible for state aid in the coming year (\$353,015 in FY07-08). It is also an important resource for completing the many other annual surveys and reports, including this one, that are submitted to various agencies and organizations thereafter.

The Annual Statistical Report is intended to provide a fiscal year summary to the staff and Commission and to serve as a record for reference in future years. Some elements of this report vary from year to year but, where possible, numbers are placed in historical context to illustrate multi-year trends. These trends are the result of a combination of factors that can be broadly classified as either stemming from library policies and available resources or as the effects of larger social, demographic, and/or technological trends.

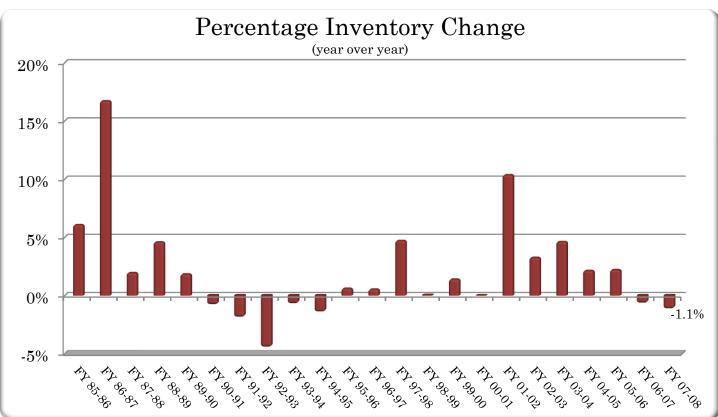
Sometimes these factors all work in tandem to produce clear effects. An example of this is the shift underway from VHS and cassette tapes to CDs and DVDs. Over the past year we have reduced our VHS holdings by 49.5% (or 13,035 volumes) and our cassette tape holdings by 32.8% (or 3,467 volumes). Consequently, circulation (the loaning of materials) in these areas was down drastically. There were 48.5% (172,394) fewer VHS circulations and 41.1% (39,760) fewer cassette tape circulations this year. To put this in perspective, combined, the magnitude of the decline in circulation of these two media formats is 92.8% as large as the total decline in circulation this year. Similarly, regarding inventory, the magnitude of the decline is 89.3% as large as the total decline in inventory.

We are offsetting these declines in VHS and cassette tapes by replacing withdrawn titles and adding new ones as they become available in new formats. Additionally, we are looking to the future as we expand our e-media collection of downloadable audio books to include titles that are now compatible with iPods. Our customers used this service to download materials 10,572 times in the past fiscal year.

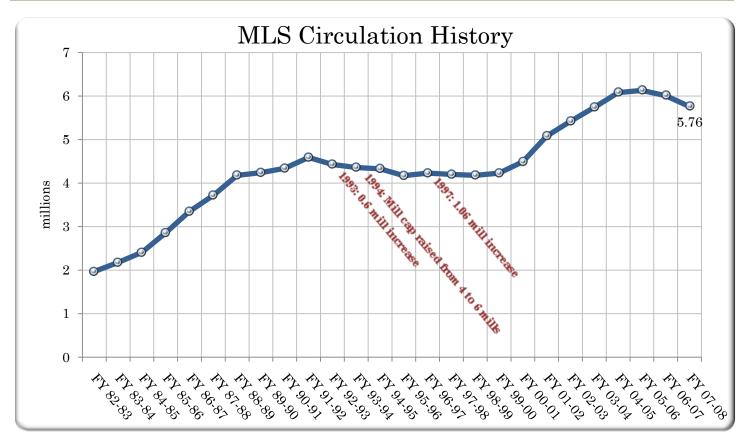
Finally, as we continue marketing the library to promote controlled and sustainable growth, there are often considerations, such as maintaining a current and diverse collection, which take precedence over maximizing circulation or other numbers. Therefore, while reading this report, it is important to regard the information presented herein as a balancing of the resources used to fulfill our mission of providing materials, services and programs to Oklahoma County's diverse community.

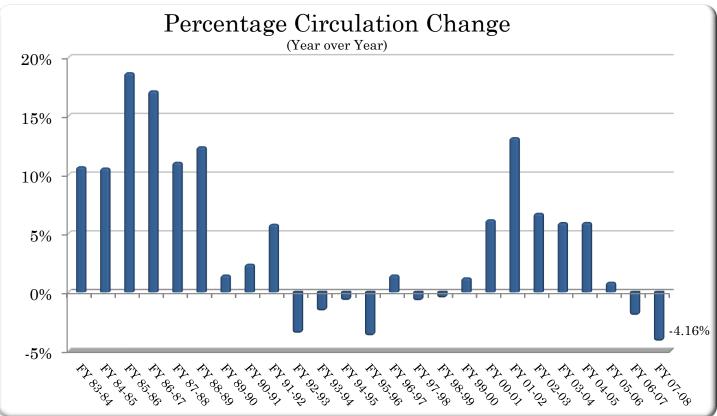
## **INVENTORY HISTORY**



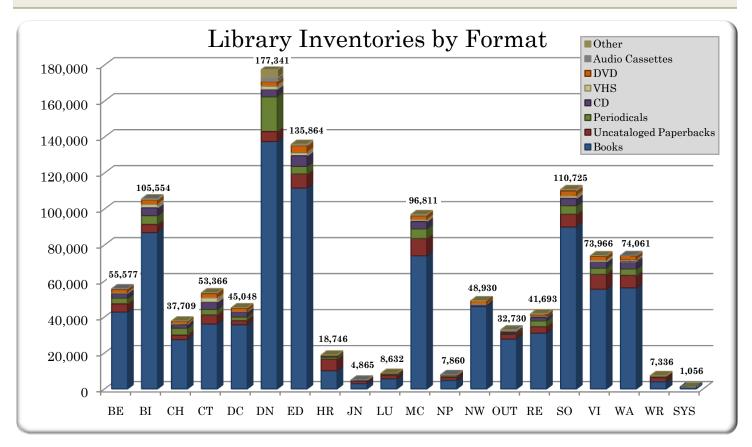


#### CIRCULATION HISTORY

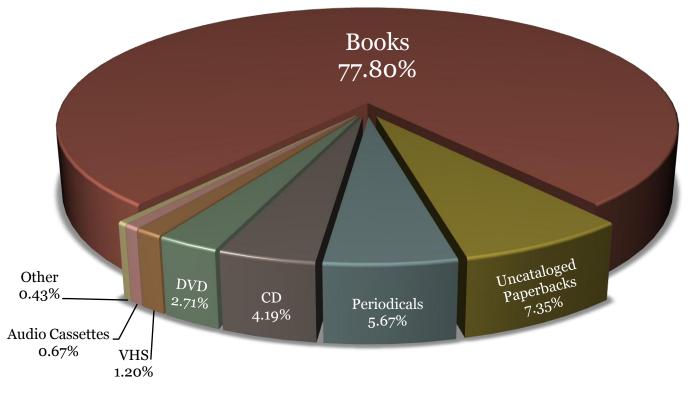




#### LIBRARY INVENTORIES

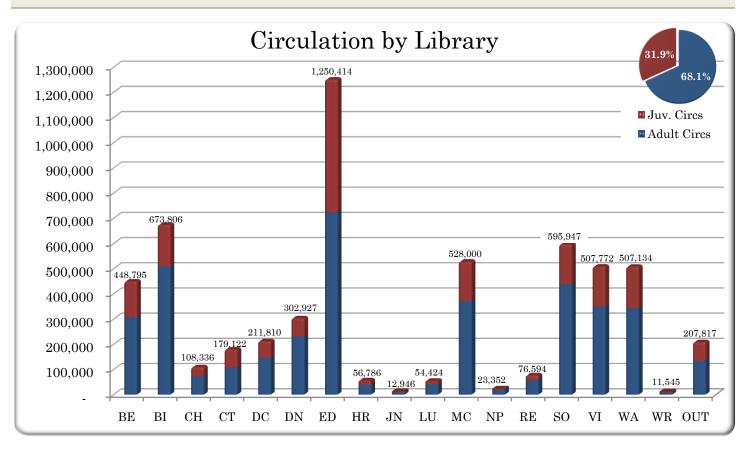


#### System Collection by Format

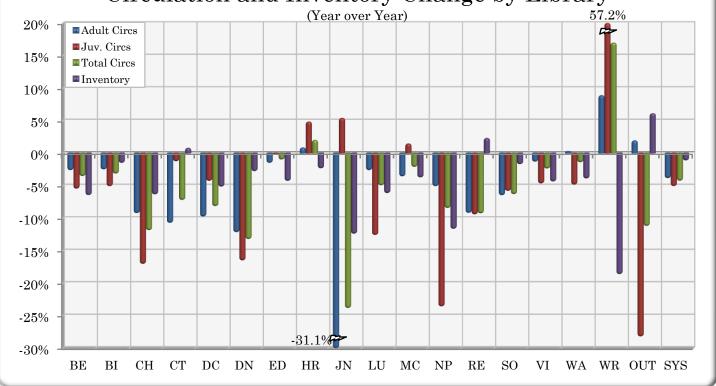


Document #55 MLC FY 2008-09 December 11, 2008

#### LIBRARY CIRCULATIONS

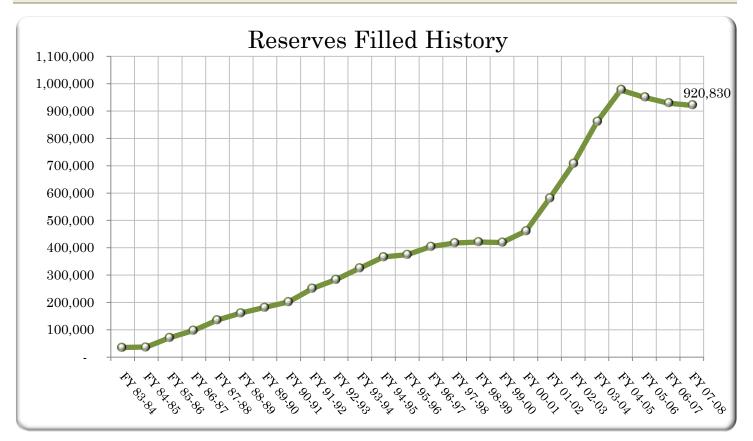


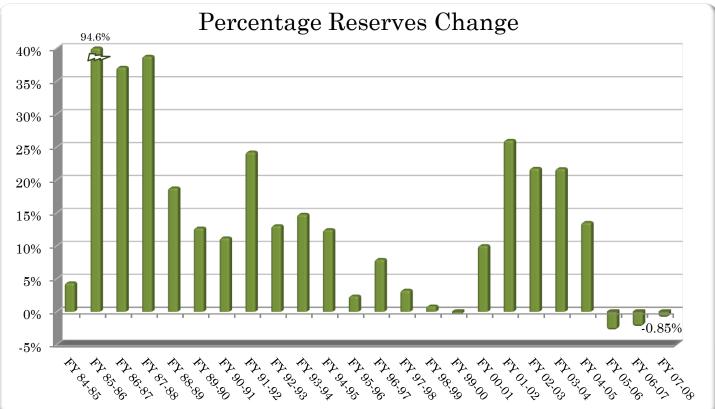
#### Circulation and Inventory Change by Library



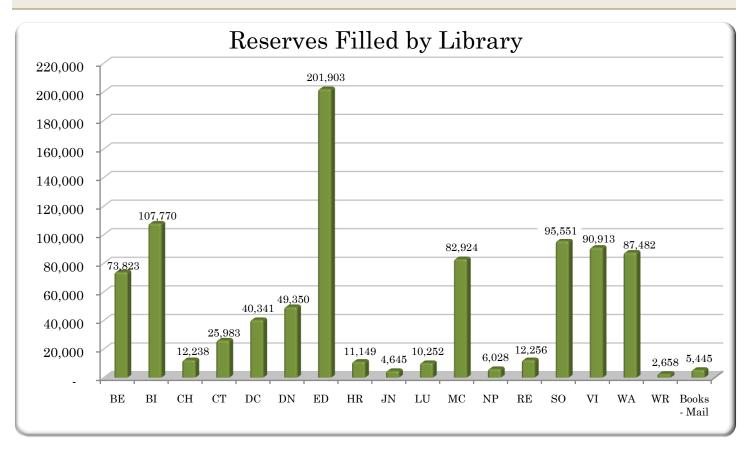
MLS – Annual Statistical Report MLC – December 11, 2008 Page 7 of 19

#### **RESERVES HISTORY**

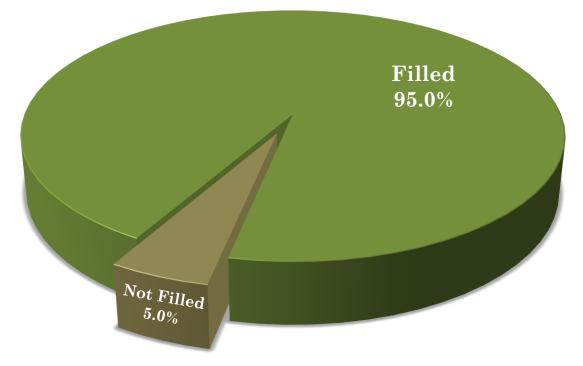




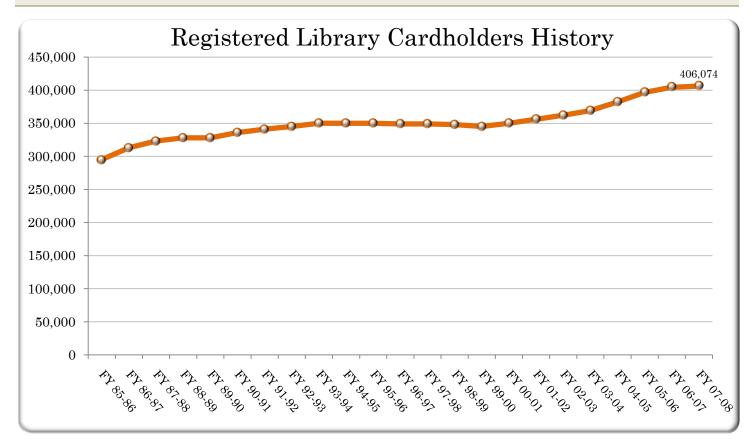
#### LIBRARY RESERVES

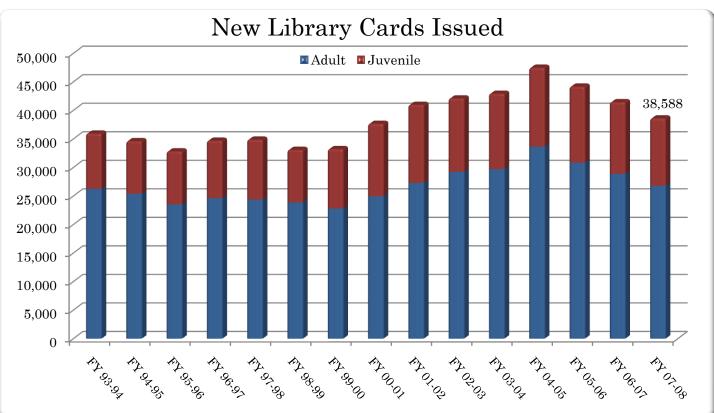


#### System Reserve Fill-Rate

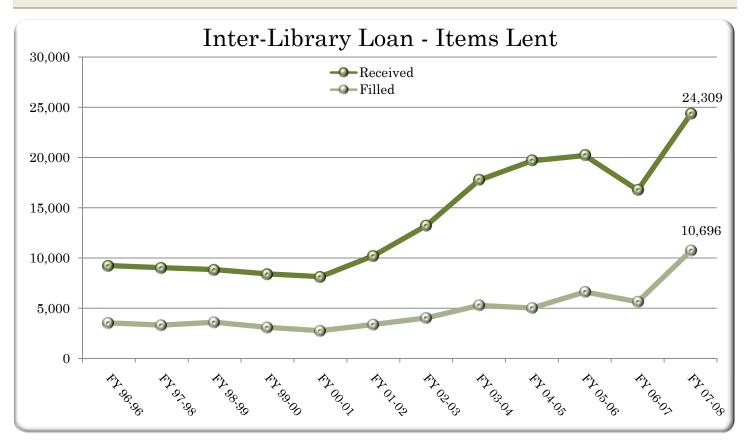


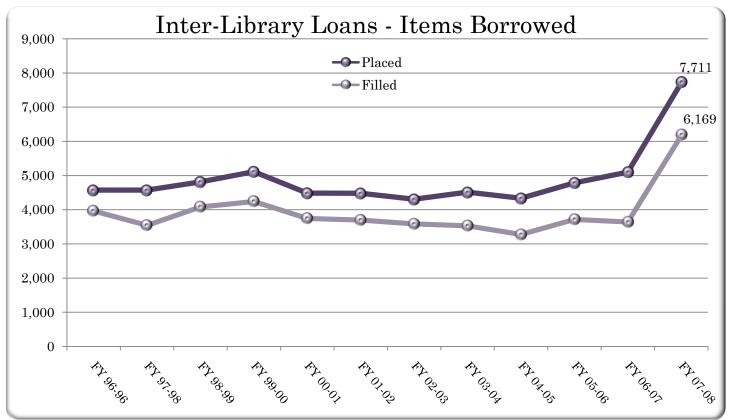
#### LIBRARY CARDS





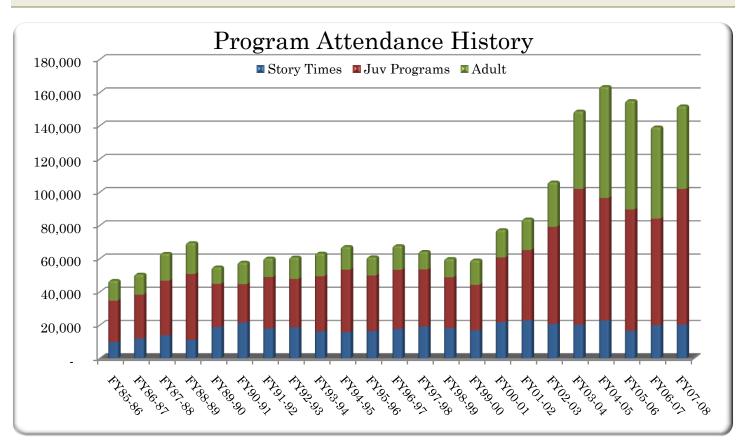
#### INTER-LIBRARY LOANS





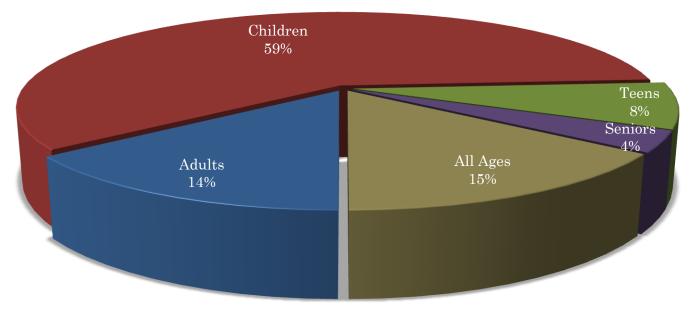
Document #55 MLC FY 2008-09 December 11, 2008

### PROGRAM ATTENDANCE

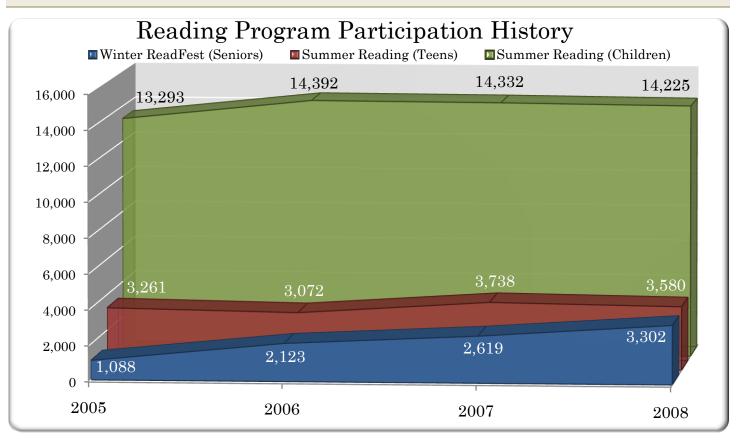


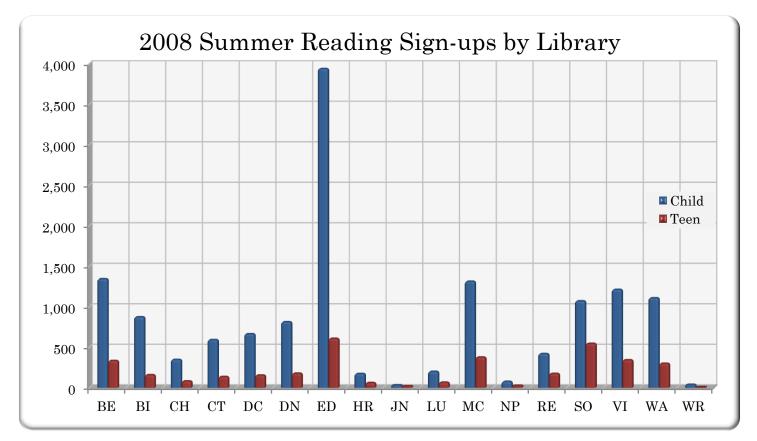
#### Program Attendence by Intended Audience

FY07-08 Total Attendance = 151,717



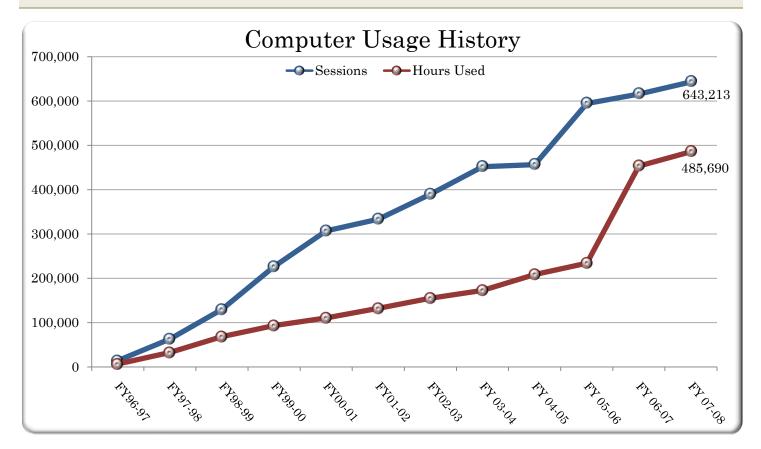
### SUMMER READING

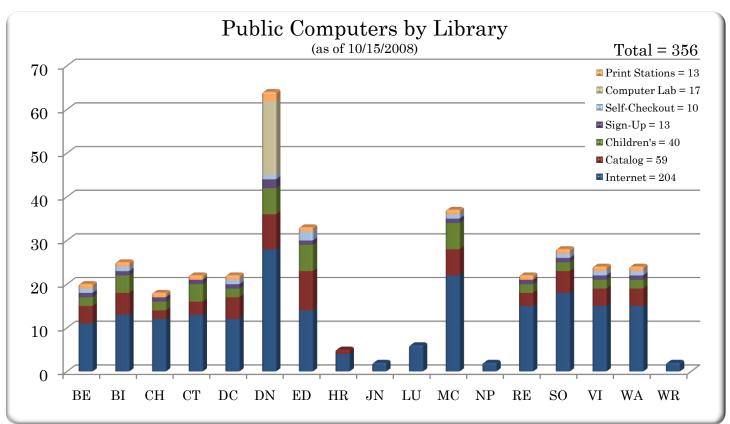




MLS – Annual Statistical Report MLC – December 11, 2008 Page 13 of 19

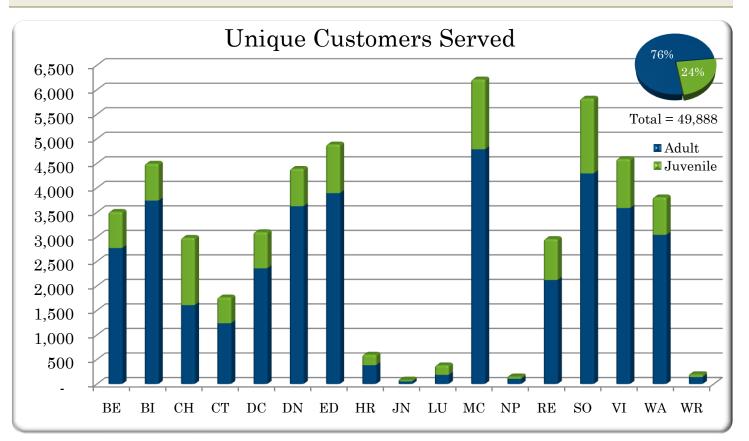
#### COMPUTER USAGE HISTORY

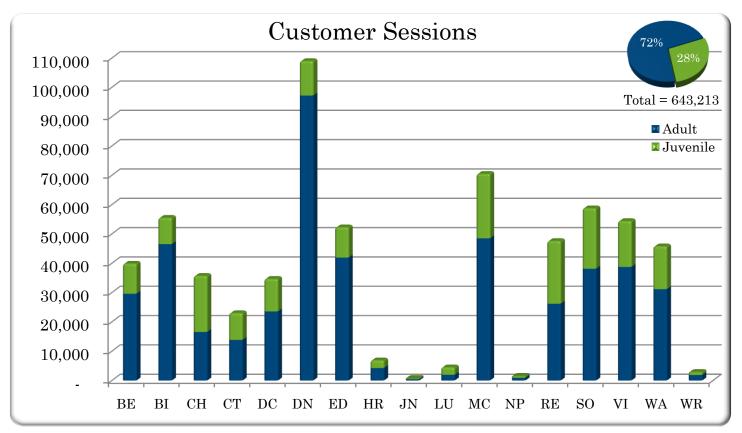




Page 14 of 19

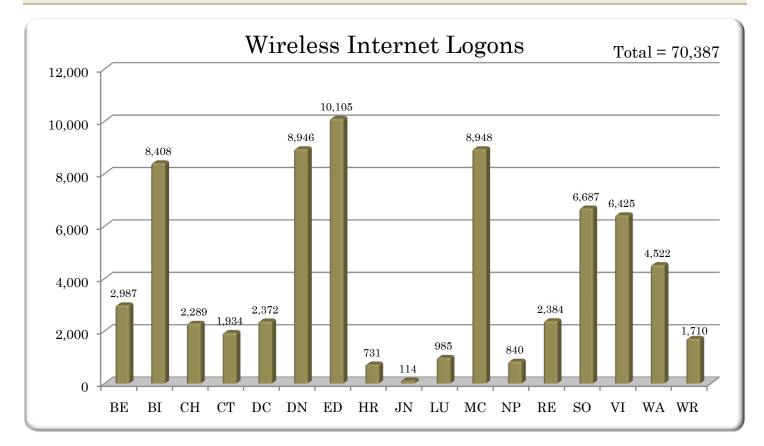
## LIBRARY COMPUTER USAGE

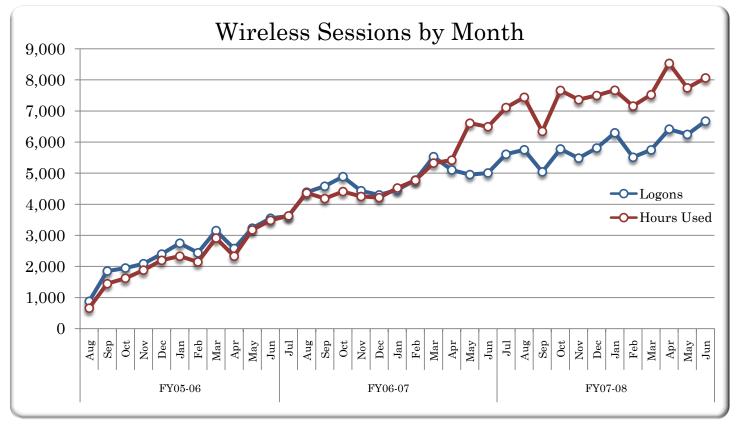




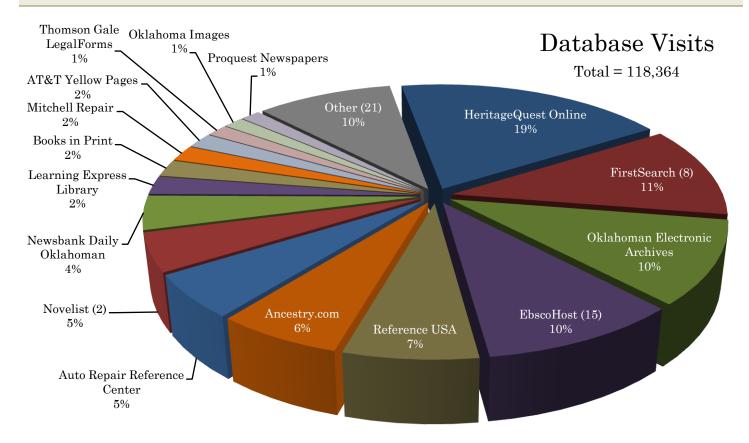
MLS – Annual Statistical Report MLC – December 11, 2008 Page 15 of 19

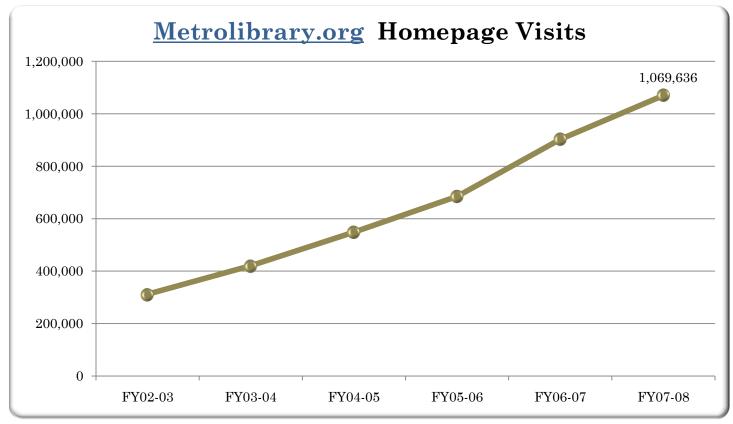
#### WIRELESS INTERNET ACCESS



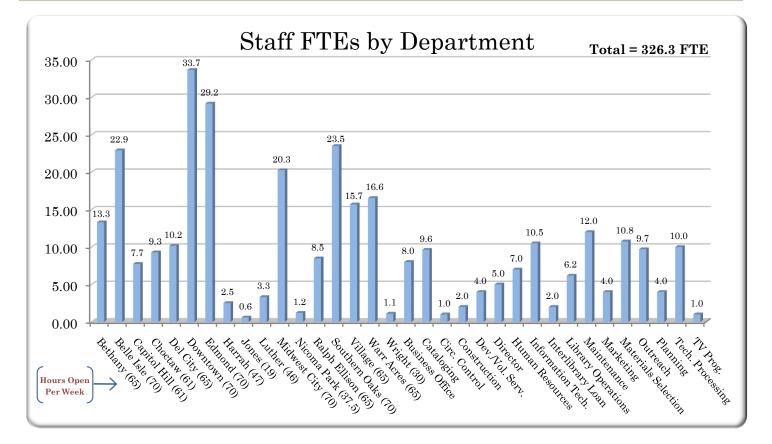


# DATABASES AND WEBSITE





#### MLS STAFF



	Staff FTEs by Position							
Library Manager		12.0						
Assist. Library Manager	5.0							
Librarian	]				44.5			
Associate Librarian			19.8					
Library Assistant	3.0							
Circulation Clerk	]	1				<b>D</b> 51.7		
Extension Specialist	7.	6						
Technology Assistant	8	3.2						
Page							<b>65</b> .0	
Directors		<b>—</b> 12.0						
Managers		<b>P</b> 11.0						
Coordinators		10.0						
Materials Selector	4.0							
Cataloger	4.1							
Tech. Processor	6.0							
IT Technician	4.0							
Maintenance Technician	8	.0						
Other Technicians	]		20.8					
Assistants & Specialists	]	16.	7					
Other		12.9		<u> </u>	<u> </u>			
	0 10	0 20	) 3	) 40	) 5(	) 60	70	

# CONCLUSION

The past year has been full of milestones for the Metropolitan Library System. Looking back reveals improvements and additions to virtually every service we provide. Many of the improvements to our facilities would not be possible without the continued support of Oklahoma County residents, 98% of whom value having a public library in their community<sup>1</sup>. With their support, nearly \$10 million was approved in the 2007 Oklahoma City bond package to fund the Northwest Library and renovations at the Belle Isle and Capitol Hill Libraries. These



projects are in addition to the new service center under construction, the ongoing renovation of the Ralph Ellison Library, and the renovations being prepared for the Southern Oaks Library.

Throughout the year we have actively taken steps to solidify and grow this base of support for the Metropolitan Library System by making our services more convenient, enjoyable, and relevant to customers in accordance with our new strategic plan. The Luther Library is now open to the public an additional twenty hours per week. RFID-tagged materials now allow our



staff to dispense with scanning barcodes and focus on customer interactions while checking out materials. Updated rules of conduct and staff trained on how to apply them are contributing to a more inviting atmosphere in our libraries. An innovative approach to programming is bringing in children to read to dogs and attracting teens with gaming programs and wizard rock concerts. The availability of RSS feeds enables our customers to now receive regular updates when new materials become available in topics of their

interest. Additionally, our e-media collection is being expanded to include formats that are compatible with the media players most commonly used by our customers.

While recent developments mark our achievements, it is our staff that continues to make the Metropolitan Library System great. Each morning, staff review and discuss principles aimed at improving our service to Oklahoma County. Our Leadership MLS classes I & II showcased and prepared new leaders that will help guide us into the future. At the *FOCUS 2007* staff development day, Lt. Gov. Jerri Askins inspired attendees with her personal account of the positive impact libraries have on their customers. At the Metropolitan Library System, we look forward to continuing this tradition of service.

Prepared by: Planning Services November 2008

<sup>&</sup>lt;sup>1</sup> MLS telephone survey of Oklahoma County, Jan-Feb 2008.