



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, August 27, 2015, 3:30 p.m.

Belle Isle Library

5501 N. Villa

Oklahoma City, OK 73112

(Telephone: 843-9601)

The Metropolitan Library System of Oklahoma County encourages participation from all patrons and citizens of Oklahoma County. If participation at any public meeting is not possible due to a disability, whether physical, hearing or speech related, please notify the office of the Executive Director (606-3726) at least forty-eight (48) hours prior to the scheduled public meeting to allow the Library to make necessary accommodations.

3:30 pm CALL TO ORDER AND ROLL CALL TO ESTABLISH QUORUM

Nancy Anthony, Chair

3:30 – 3:45 pm INTRODUCTIONS

- Document #09 – Presentation of Service Certificates for Library Staff – August 2015

COMMENTS FROM GENERAL PUBLIC (Limited to 3 minutes per speaker or 15 minutes total with time pro-rated among speakers. Preference will be given to residents of Oklahoma County. Persons signing up to address the Commission must list their residential address and indicate if they request to speak to a specific agenda item or to another Library Commission related topic or issue.) Please be advised that public seating is limited; seating capacity at the individual meeting sites vary in occupancy limits.

3:45 – 4:00 pm CONSENT DOCKET (#10 - #12)

- Document #10 – Approval of Minutes of July 16, 2015 Meeting
- Document #11 – Acceptance of Review of Expenditures for July 2015
- Document #12 – Contract Awards & Purchases
 - Item A: Copiers
 - Item B: Ford F-150 Pickup
 - Item C: Ford Transit Cargo Van

4:00 – 4:15 pm REPORT AND RECOMMENDATIONS FROM ADMINISTRATION

- Document #13 – Discussion, Consideration and Possible Action: Jones Library Revised Project Agreement
- Document #14 – Discussion, Consideration and Possible Action: Resolution of Commendation: Mr. Jose Jimenez

4:15 – 4:30 pm SPECIAL PRESENTATIONS

- Southern Oaks Community School project – Gary Cox, JD, Executive Director, OKC-County Health Department
- Share Your Story Presentation

4:30 – 4:40 pm INFORMATION REPORTS

- Document #15 – Library Usage Report

4:40 – 4:50 pm EXECUTIVE DIRECTOR'S REPORT

4:50 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS

NEXT COMMISSION MEETING DATE AND PLACE:

September 17, 2015

Del City Library, 4509 SE 15th St, Del City, OK 73115

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

The Friends of the Metropolitan Library System have underwritten a staff recognition service program recognizing staff who have been employed by the Library System for five years or more. The Friends provide an attractive pin with the library system logo and name for staff who have served five years. After 10 years, a ruby is added to the pin; subsequent rubies are added at 10, 15, 20 and 25-year intervals of service culminating with the addition of a diamond to the pin for 30 years of service. The Library System staff are presented with the pins at a special reception hosted by the Friends each year.

To complement that recognition of service in a formal way, the Metropolitan Library Commission of Oklahoma County presents service certificates of appreciation to Library System staff for these same increments of service. The staff to be presented with certificates will be recognized at each monthly meeting at which time the certificates are presented.

Library System staff receiving Certificates of Service in August 2015:

<u>Employees</u>	<u>Years of Service</u>
Alma Victoria Dunn, Library Aide, Del City Library	5
Jon D. Rollman, Library Analyst, Planning	5
Mary B. Long, Cataloger	5
Alexander Hinton, Inter-Library Loan Technician	5
Barbara M. Parr, Circulation Clerk, Southern Oaks Library	10
Angela L. Hill, Librarian, Capitol Hill Library	10
Terrie Lucille Thomas, Librarian, Belle Isle Library	10
Stephanie D. Gerling, Library Aide, Edmond Library	15

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY**

DATE: July 16, 2015

TIME: 3:30 pm

MEETING PLACE: Ralph Ellison Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 29, 2014. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Ralph Ellison Library and Downtown Library, 300 Park Avenue, Oklahoma City, on July 14, 2015, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Ralph Bullard
Fran Cory
Helene Harpman
Karen Helton
Brian Maughan
Penny McCaleb
Tracy McDaniel
Lori Nelson
Mukesh Patel
Kim Patterson
Judy Smith, Vice-Chair
Mary Sosa
Alyne Strube
Beth Toland
Susan Tucker
Sharon Voorhees
Nancy Anthony, Chair
Tim Rogers, Executive Director
(Secretary)

EXCUSED:

Allen Coffey, Disbursing Agent
Mick Cornett, Mayor of Oklahoma City
Cynthia Friedemann
Rozz Grigsby
Deanna Hannah
Jose Jimenez
Carolyn Leslie
Hugh Rice
Vanna Shaw
Jim Shonts

Estimate of general public and staff attending: 20

I. The meeting was called to order at 3:37 p.m. by Ms. Nancy Anthony, Chair.

Roll was called to establish a quorum. Present: Bullard, Cory, Harpman, Maughan, McCaleb, McDaniel, Nelson, Patel, Patterson, Smith, Sosa, Strube, Toland, Tucker, Voorhees, Anthony (Arrived: Helton 3:38 p.m.).

II. Ms. Anthony introduced Mr. Michael Gillespie, Library Manager I, Ralph Ellison Library. Mr. Gillespie welcomed the commission. The Ralph Ellison Library is working on increasing its involvement in the community. Discussion followed. Mr. Gillespie invited the commission to tour the library at the conclusion of today's meeting.

III. Ms. Anthony referred to the Presentation of Service Certificates for July 2015: Russell L. Pierce, Maintenance Technician, 15 years of service; David L. Mack, Maintenance Technician, 25 years of service.

Ms. Anthony also recognized the following employees who were unable to attend the meeting: Kristine Michelle Charter, Materials Selection Assistant, five years of service; Shren A. Sylvester, Administrative Specialist, Outreach, five years of service; Kimberly A. Rickey, Outreach Specialist, 15 years of service; Janet Brooks, Materials Selection Manager, 35 years of service.

IV. Ms. Anthony called for comments from the general public. There were none.

V. Ms. Anthony presented the Consent Docket: Document #02 – Approval of Minutes of June 18, 2015 Meeting; Document #03 - Acceptance of Review of Expenditures for June 2015; Document #04 – Contract Awards & Purchases; Document #05 – Request to Declare Equipment Surplus.

Ms. Anthony called for a motion.

Ms. Judy Smith moved to accept the consent docket. Ms. Sharon Voorhees seconded. Questions and discussion followed. Motion passed unanimously.

VI. Ms. Anthony referred to Document #06 – Discussion, Consideration, and Possible Action: Report and Recommendations – A & P Committee meeting, July 8, 2015.

Mr. Tim Rogers, Executive Director reported the A & P committee met and reviewed a recommended change to SH 300 - Employment Policy. Mr. Rogers explained the recommended change. Discussion followed.

The motion is to approve the recommendation from the Administrative & Personnel Committee for adoption to the Metropolitan Library System Policy & Procedure Manual revisions to SH 300 Employment Policy. A motion coming from committee requires no second. Motion passed unanimously.

VII. Ms. Anthony referred to Document #07 - Discussion, Consideration, and Possible Action: Jones Library Project – Request for Authorization to Provide Additional Funding as needed.

Mr. Rogers reported based on estimates from the architect for the Jones Library Project, the library is anticipating there will be cost increases for the work described in the specifications. Bids are due to the town of Jones by July 28th and Jones intends to award the contract at its next meeting on August 4th. After reviewing the approved FY 2015-16 preliminary budget, Library administration has determined that up to \$50,000 is available to be reallocated to the Jones Library project. In an effort to keep the project on schedule, Administration asks that the commission provide the executive director with the authorization to re-negotiate the Library's contribution to the project, not to exceed 30% or \$50,000. Discussion followed. The final dollar amount will be documented and an amendment to the project agreement will be presented to the commission at its August 27th meeting.

Ms. Anthony called for a motion.

Ms. Beth Toland moved to approve the executive director be authorized to offer, if needed, additional funding for the completion of the Jones Library project (including both Add Alternates), not to exceed \$50,000 or the previously agreed to percentage established in the Jones Project Agreement. Mr. Tracy McDaniel seconded. No further discussion; motion passed unanimously

VIII. Ms. Anthony presented Document #08 – MLS Annual Furniture & Equipment Inventory Report FY 2014-15.

IX. Ms. Anthony called on Mr. Rogers to present the Executive Director's Report.

Mr. Rogers attended an OKC-County Health Department Presentation to the OKC Parks Commission regarding a plan for a partnership for a Southern Oaks Community School project. Mr. Rogers handed out copies of the south campus, proposed schematic design. Discussion followed. Mr. Rogers will ask Gary Cox, executive director for the OKC-County Health Department to attend the August commission meeting to provide an overview of the proposed project.

Mr. Rogers and Mr. Todd Olberding spent the morning with the Bethany City Council, participating in architect interviews for a future new Bethany Library. Four interviews were conducted with four excellent candidates. The funding for the construction project will not be available until a successful ballot issue is completed. The anticipated election should take place sometime within the next 6 to 8 months. More information will be brought to the commission as it's available.

Mr. Rogers recently spoke at the Jones Kiwanis Club. The meeting was great and Jones is very excited about the Jones Library Project. He welcomed the opportunity to speak to other clubs and organizations.

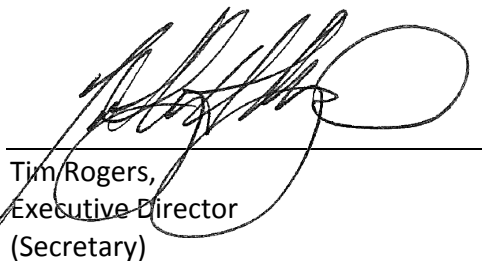
X. Ms. Anthony called for comments from the Commission. Questions and discussion followed.

Mrs. Anthony requested a Resolution of Commendation be brought to the commission to recognize Mr. Jose Jimenez for his years of service on the Library Commission. Mr. Jimenez recently resigned due to a job promotion which required him to relocate to New Haven, Connecticut.

Discussion followed.

The next regularly scheduled meeting will be held at the Belle Isle Library on August 27, 2015 at 3:30 p.m.

There being no further business, the meeting was adjourned at 4:08 p.m.



Tim Rogers,
Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

July 31, 2015

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of July 2015.

For comparison, 8.33% of the year has passed.

This is the first monthly report for 2015-16. The revenue budget and expenditure appropriations are based upon the Preliminary Budget approved by the Commission on June 18, 2015.

COMMISSION ACTION

That the Commission acknowledge the financial report of July 2015.

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STATEMENT OF FINANCIAL CONDITION

July 31, 2015

ASSETS

	Current Year	Previous Year
CASH	\$ 4,013,113.41	\$ 8,564,181.08
INVESTMENTS (Schedule attached)	22,121,732.04	18,036,050.08
PREPAID ACCOUNTS	25,000.00	25,000.00
TAXES RECEIVABLE: Ad Valorem Tax	33,763,191.88	32,198,569.00
Less: Reserve for Delinquent Tax	<u>-3,069,381.08</u>	<u>-2,927,143.00</u>
Budgeted Tax Revenue	30,693,810.80	29,271,426.00
Less: Tax Received	<u>0.00</u>	<u>0.00</u>
	30,693,810.80	29,271,426.00
Total Assets	<u>\$56,853,656.25</u>	<u>\$ 55,896,657.16</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$452,396.55	\$450,709.16
Current Year Purchase Orders Outstanding	256,621.37	809,113.27
Previous Year Purchase Orders Outstanding	558,588.57	835,893.31
Checks Outstanding	<u>406,889.69</u>	<u>229,219.33</u>
Total Liabilities	1,674,496.18	2,324,935.07

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	30,693,810.80	29,271,426.00
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FUND BALANCE:

Beginning of the Year	\$26,742,464.89	\$27,048,595.67
Add: Revenues		
Budgeted	61,000.00	60,000.00
Other	178,447.31	174,322.26
Less: Expenditures	<u>(2,496,562.93)</u>	<u>(2,982,621.84)</u>
Total Fund Balance	<u>24,485,349.27</u>	<u>24,300,296.09</u>

Total Liabilities, Deferred Revenue and Fund Balance	<u>\$56,853,656.25</u>	<u>\$ 55,896,657.16</u>
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT**

As of July 31, 2015

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	1/26/2015	10/26/2017	1.000%	\$ 97,415.15
CD - Municipal Emp. Credit Union	6/10/2015	6/10/2017	1.256%	240,000.00
CD - Weokie Credit Union	1/20/2015	1/20/2020	1.510%	124,808.36
CD - UMB Bank	2/18/2013	1/18/2016	0.850%	103,503.75
CD - National Bank of Commerce.	12/19/2013	12/19/2015	0.800%	240,000.00
CD - Kirkpatrick Bank, Edmond	12/12/2011	12/12/2016	1.980%	230,000.00
CD - BancFirst	7/28/2015	7/27/2018	1.700%	240,000.00
CD - First State Bank	3/20/2015	9/20/2016	1.000%	240,000.00
CD - Valliance Bank	9/6/2012	9/6/2015	1.000%	101,482.20
CD - SAFRA National Bank	1/15/2015	10/15/2015	0.400%	250,000.00
CD - Santander Bank NA	1/7/2015	10/7/2015	0.450%	250,000.00
Federal Home Loan Bank	5/21/2013	11/21/2018	1.000%	1,999,000.00
Freddie Mac	8/23/2012	8/23/2019	1.400%	2,000,000.00
Federal Home Loan Bank	12/28/2012	6/28/2018	1.050%	2,000,000.00
FNMA	12/27/2012	6/27/2019	1.250%	2,000,000.00
Federal Home Loan Bank	1/4/2013	3/27/2018	1.000%	2,000,388.89
Federal Home Loan Bank	2/8/2013	11/8/2018	1.050%	2,000,000.00
FNMA	3/28/2013	3/28/2018	1.000%	2,000,000.00
Freddie Mac	12/29/2014	12/29/2017	1.250%	3,000,000.00
Freddie Mac	1/5/2015	9/18/2015	0.180%	3,005,133.69
Total Investments				<u>\$ 22,121,732.04</u>

**METROPOLITAN LIBRARY SYSTEM
 GENERAL FUND
 STATEMENT OF REVENUES, BUDGET VS. ACTUAL
 As of July 31, 2015**

	Current Year				Previous Year			
	Budget	Current Month Receipts	Year To Date Receipts	Percent Budget Received	Budget	Current Month Receipts	Year To Date Receipts	Percent Budget Received
<u>BUDGETED:</u>								
Current Year Ad Valorem Tax	\$29,513,267.00	\$ -	\$ -	0.00%	\$29,271,426.00	\$ -	\$ -	0.00%
State Aid	251,518.50	-	-	0.00%	252,000.00	-	-	0.00%
Fines	495,000.00	61,000.00	61,000.00	12.32%	484,200.00	60,000.00	60,000.00	12.39%
Total Budgeted Revenue	\$ 30,259,785.50	\$ 61,000.00	\$ 61,000.00	0.20%	\$ 30,007,626.00	\$ 60,000.00	\$ 60,000.00	0.20%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 151,174.14	\$ 151,174.14			\$ 121,152.81	\$ 121,152.81	
Gifts and Lost Books Fees		0.00	0.00			0.00	0.00	
Investment Income		9,232.76	9,232.76			26,371.77	26,371.77	
Flexible Benefits Account Balance		0.00	0.00			0.00	0.00	
Sale of Surplus Equipment		0.00	0.00			312.50	312.50	
Insurance Reimbursements		0.00	0.00			0.00	0.00	
Miscellaneous		18,040.41	18,040.41			26,485.18	26,485.18	
Total Miscellaneous Revenue		\$ 178,447.31	\$ 178,447.31			\$ 174,322.26	\$ 174,322.26	
Total Revenue	\$ 30,259,785.50	\$ 239,447.31	\$ 239,447.31	0.79%	\$ 30,007,626.00	\$ 234,322.26	\$ 234,322.26	

**METROPOLITAN LIBRARY SYSTEM
SPECIAL FUNDS
STATEMENT OF REVENUES AND EXPENDITURES**

July 31, 2015

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 72,883.78	\$ 644.00	\$ 700.39	\$ 72,827.39
815 Fines	61,741.11	37,155.08	61,347.39	37,548.80
820 Copy	86,828.63	16,858.15	2,216.01	101,470.77
Total Revolving Funds	\$ 221,453.52	\$ 54,657.23	\$ 64,263.79	\$ 211,846.96
GRANTS:				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Special Grants</u>				
860 10/LET/Special Grant	14,840.00	14,840.00	11,975.90	2,864.10
862 10/OCCF/Village	500.00	500.00	250.00	250.00
893 14/OCCF/Harrah	265.00	543.80	0.00	543.80
899 11/LET/Young Professional Adv	3,000.00	4,200.75	2,511.63	1,689.12
909 15/OAC/Black History Month	5,000.00	0.00	5,000.00	(5,000.00)
910 15/OAC/Tuvan Throat Singers	5,000.00	0.00	5,000.00	(5,000.00)
911 15/OAC/Stinky Cheese Man	3,000.00	0.00	3,000.00	(3,000.00)
912 15/OAC/Roots of Af/Am Music	3,000.00	0.00	3,000.00	(3,000.00)
916 15/LET/Inasmuch Media Surfers	132,000.00	132,000.00	130,396.00	1,604.00
920 15/LET/After School at the Library	12,000.00	12,000.00	8,400.00	3,600.00
924 15/OAC/Comedy Theatre	3,000.00	0.00	3,500.00	(3,500.00)
926 15/CommFoun/Robotics Kits	2,500.00	2,500.00	0.00	2,500.00
933 12/LET/Aviation	5,738.00	5,738.00	2,603.94	3,134.06
934 15/ODL/Kid IS the Rocket	4,730.70	4,730.70	0.00	4,730.70
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
<u>Friends Grants</u>				
846 10 Public Art	3,000.00	4,500.00	3,997.43	502.57
876 14 Summer at the Library	71,000.00	71,000.00	70,931.60	68.40
892 14 Flat Screen TVs	4,000.00	4,000.00	3,003.00	997.00
897 14 Retirement Reception	6,000.00	6,000.00	6,000.00	0.00
903 15 Interactive Panels	2,500.00	2,500.00	2,500.00	0.00
904 15 Parent Child Book Club	1,500.00	1,500.00	1,402.77	97.23
905 15 Summer at the Library	71,000.00	71,000.00	65,388.66	5,611.34
907 15 Come Read with Me	15,000.00	15,000.00	5,353.48	9,646.52
908 15 Our World	40,000.00	40,000.00	20,728.26	19,271.74
913 15 Jones Library	15,000.00	15,000.00	0.00	15,000.00
918 15 Lobby Benches	500.00	500.00	500.00	0.00
921 15 Staff Appreciation Dinner	18,000.00	295.80	2,288.54	(1,992.74)
925 15 Legislative Day	700.00	0.00	304.14	(304.14)
931 15 XBOX Gaming	8,538.18	0.00	8,538.18	(8,538.18)
932 15 Children's Workstations	476.00	0.00	476.00	(476.00)
Total Grants				41,371.72
Total Special Funds				\$ 253,218.68

Metropolitan Library System
Statement of Encumbrances
Month of July 2015

FY-16

Personal Services

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
101	Salaries	1,298,235.36	1,298,235.36	6.90	18,815,219.00	17,516,983.64
102	Wages - Part time	.00	.00	.00	.00	.00
103	Payroll Taxes	95,608.90	95,608.90	7.20	1,327,654.00	1,232,045.10
109	Workers' Comp. Insurance	14,500.00	14,500.00	7.19	201,571.00	187,071.00
112	Group Insurance	257,508.19	257,508.19	7.27	3,544,075.00	3,286,566.81
113	Employees' Retirement	80,123.40	80,123.40	3.93	2,036,845.00	1,956,721.60
114	Unemployment Compensation	.00	.00	.00	30,000.00	30,000.00
Total Personal Services		1,745,975.85	1,745,975.85	6.73	25,955,364.00	24,209,388.15
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Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insuran	.00	.00	.00	302,290.00	302,290.00
205	Rent of Library Buildings	15,430.62	15,430.62	16.43	93,900.00	78,469.38
207	Janitorial Services	37,881.56	37,881.56	7.28	520,179.00	482,297.44
208	Maintenance of Facilities	24,068.14	24,068.14	5.21	462,072.00	438,003.86
211	Parking & Transportation	22,801.45	22,801.45	11.32	201,460.00	178,658.55
212	Travel Expenses	1,332.74	1,332.74	.98	136,000.00	134,667.26
213	Professional Services	11,752.86	11,752.86	2.24	524,020.00	512,267.14
214	Security Services	32,234.57	32,234.57	6.45	500,000.00	467,765.43
216	Telephone Services	16,129.79	16,129.79	4.34	371,832.00	355,702.21
217	Electrical Services	58,345.66	58,345.66	10.17	573,508.00	515,162.34
218	Gas Services	1,541.46	1,541.46	3.58	43,111.00	41,569.54
219	Water & Garbage Services	6,079.07	6,079.07	7.87	77,290.00	71,210.93
220	Veolia Energy Services	18,000.00	18,000.00	8.85	203,357.00	185,357.00
226	Memberships	6,360.00	6,360.00	14.92	42,633.00	36,273.00
230	Other Library-Related Services	24,767.17	24,767.17	4.52	547,826.00	523,058.83
231	Automation Contractual	47,863.30	47,863.30	6.18	774,976.00	727,112.70
236	Network Catalog Services	9,407.27	9,407.27	10.44	90,100.00	80,692.73
Total Contractual Services		333,995.66	333,995.66	6.11	5,464,554.00	5,130,558.34
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Metropolitan Library System
Statement of Encumbrances
Month of July 2015

FY-16

Maintenance & Operations - Commodities

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
301	Printing & Printing Supplies	43,476.48	43,476.48	27.00	161,000.00	117,523.52
302	Postage	4,382.09	4,382.09	1.81	242,430.00	238,047.91
303	Supplies	24,639.96	24,639.96	5.73	429,975.00	405,335.04
310	Maintenance Supplies	452.64	452.64	.53	85,000.00	84,547.36
312	Safety Supplies & Equipment	1,599.75	1,599.75	17.78	9,000.00	7,400.25
321	Gasoline & Oil	.00	.00	.00	50,000.00	50,000.00
322	Vehicle Parts & Repairs	3,024.11	3,024.11	10.08	30,000.00	26,975.89
330	Programming Activities	37,283.74	37,283.74	13.12	284,210.00	246,926.26
331	Other Commodities	737.18	737.18	3.46	21,300.00	20,562.82
Total Commodities		115,595.95	115,595.95	8.80	1,312,915.00	1,197,319.05
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Capital Outlays

401	Books & Materials	217,243.60	217,243.60	4.26	5,103,220.00	4,885,976.40
404	Government Documents	.00	.00	.00	5,850.00	5,850.00
405	Book Repairs & Bindings	.00	.00	.00	1,200.00	1,200.00
407	Periodicals & Subscriptions	2,572.00	2,572.00	1.33	192,930.00	190,358.00
408	Furniture, Fixtures, and Equip	7,153.21	7,153.21	4.42	161,664.00	154,510.79
409	Motor Vehicles	.00	.00	.00	54,000.00	54,000.00
410	Automation System & Equip.	71,275.66	71,275.66	19.06	374,000.00	302,724.34
450	Capital Projects	2,751.00	2,751.00	.05	5,543,973.00	5,541,222.00
490	Capital Reserves	.00	.00	.00	-390,252.64	-390,252.64
499	Reserve Carryover - Prior	.00	.00	.00	13,865,014.83	13,865,014.83
Total Capital Outlays		300,995.47	300,995.47	1.21	24,911,599.19	24,610,603.72
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Total Budget		2,496,562.93	2,496,562.93	4.33	57,644,432.19	55,147,869.26
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Monthly Journal Entries -- July 2015

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
1	1201	2014 Ad Valorem Tax	\$ 33,763,191.88	
	1251	Reserve for Delinquent Tax		\$ 3,069,381.08
	3900	Fund Balance	\$ 26,754,298.88	
	3401	Projected Mis. Revenue - State Aid	\$ 251,518.50	
	3403	Projected Mis. Revenue - Fines	\$ 495,000.00	
	3001	2014-15 Reserve for Appropriation		\$58,194,628.18
		Opening entry -- setting up appropriation based on preliminary budget approved by the Commission 6/18/15.		

Investments

2	1001	Cash	\$ 247,599.00	
	3602	Interest Income		\$ 7,599.00
	1101	Investments		\$ 240,000.00
		Matured CD from Stillwater National Bank		
3	1001	Cash	\$ 501,500.00	
	3602	Interest Income		\$ 1,500.00
	1101	Investments		\$ 500,000.00
		Matured investment FHLB 313378ly5		
4	1001	Cash	\$ 250,498.63	
	3602	Interest Income		\$ 498.63
	1101	Investments		\$ 250,000.00
		Matured CD from Bank of India		

Tax revenues

5	1001	Cash	\$ 22,142.85	
	3601	Prior year Tax		\$ 22,142.85
		Ad Valorem Tax apportioned by County for 6/22 to 6/30		
6	1001	Cash	\$ 86,034.75	
	3601	Prior year Tax		\$ 86,034.75
		Ad Valorem Tax apportioned by County for 7/1 to 7/15		
7	1001	Cash	\$ 42,996.54	
	3601	Prior year Tax		\$ 42,996.54
		Ad Valorem Tax apportioned by County for 7/1 to 7/15		

Miscellaneous revenue

8	1001	Cash		\$	18,890.41	
	3605	Mic. Reimbursements				\$ 18,890.41
		Insurance - Life:	57.60	YP refund	24.00	
		Ins.-Welch	979.46	LET	5,103.13	
		Ins.-Rea	1,068.90	Friends	2,858.32	
		Ins.-Patton	4,318.44	Rent	420.00	
		Fish	33.00			
		Chase	4,027.56	total	\$ 18,890.41	
		Miscellaneous revenues				

Fines

9	1001	Cash		\$	61,000.00	
	3403	Projected Mic. Revenue - Fines				\$ 61,000.00
		Fines transferred to General Fund in July				

Payable entries

10	3001	Current Year Reserv. for Appropriations.		\$	2,496,562.93	
	3011	Current Year P.O. Outstanding				\$ 2,496,562.93
	3002	Prior Year Reserv. for Appropriations.				\$ 452,636.97
	3012	Prior Year P.O. Outstanding		\$	452,636.97	
		Purchase orders issued or cancelled in July				
11	3011	Current Year P.O. Outstanding		\$	2,257,750.56	
	3012	Prior Year P.O. Outstanding		\$	612,665.56	
	3001	2014-15 Reserve for Appropriation		\$	5,285.51	
	3021	Current Year Warrants Outstanding				\$ 2,875,701.63
		Checks issued in July				
12	3021	Current Year Warrants Outstanding		\$	2,770,607.16	
	1001	Cash				\$ 2,770,607.16
		Checks cleared Bank in July				

Bank interest and fees

13	1001	Cash				\$ 364.87
	3602	Bank Fees		\$	414.55	
	3602	Interest Income				\$ 49.68
		Interest and fees from GF checking account				
14	8000	Special Fund Cash				\$ 239.32
	8815	Bank Fees		\$	242.39	
	8815	Interest Income				\$ 3.07
		Interest and fees from SF checking account				

Special funds

15	8000	Special Fund Cash	\$	54,796.66	
	8815	Fines			\$ 37,152.01
	8820	Copy			\$ 16,858.15
	8805	Gift/Lost Books			\$ 644.00
	8005				\$ 100.00
	8921				\$ 42.50
		Revenues of special funds received in July			
16	8000	Cash			\$ 108,565.54
	8815		\$	61,105.00	
	8820	Copy	\$	2,216.01	
	8805	Gift/Lost Books	\$	700.39	
	8921		\$	250.00	
	8932		\$	476.00	
	8931		\$	8,538.18	
	8903		\$	820.04	
	8905		\$	33,871.20	
	8918		\$	90.58	
	8897		\$	167.45	
	8907		\$	330.69	
		Expenditures of special funds in July			
17	3605		\$	850.00	
	1101				\$ 850.00
	3021		\$	11,260.52	
	3001		\$	6,548.48	
	3011				\$ 17,809.00
	3002		\$	240.42	
	3012				\$ 240.42
		Correction to entries 3, 11 and 12			
		Grand Total		<u>\$ 71,273,098.69</u>	<u>\$71,273,098.69</u>

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General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00001	City of Del City	Rent of Library Buildings	400.00	400.00
G-00002	U.S. Postal Service	Postage	220.00	220.00
G-00003	Apple-Eye Productions, LLC	Programming Activities	4,800.00	
		Programming Activities	1,200.00	6,000.00
G-00004	Samaritan Technologies	Automation Contractual	5,400.00	5,400.00
G-00005	Envisionware	Automation Contractual	725.00	725.00
G-00006	Cummins-Allison Corp	Maintenance of Facilities	354.00	354.00
G-00007	SmithKor Investments LLC	Rent of Library Buildings	7,315.31	7,315.31
G-00008	Bradford Industrial Supply	Maintenance of Facilities	46.19	46.19
G-00009	City of the Village	Water & Garbage Services	91.41	91.41
G-00010	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-00011	UNUM Life Insurance	Grp L-T Disab Ins Prm-JL	7,232.26	7,232.26
G-00012	Oklahoma Library Association	Memberships	1,350.00	1,350.00
G-00013	American Library Association	Memberships	186.00	186.00
G-00014	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00015	Urban Libraries Council	Memberships	3,000.00	3,000.00
G-00016	INTEGRIS Corporate Assistance	Group Insurance	1,006.00	1,006.00
G-00017	Ginger Waldrip	Programming Activities	100.00	100.00
G-00018	Susan Pierce	Programming Activities	1,550.00	
		Programming Activities	250.00	1,800.00
G-00019	Michael Corley	Programming Activities	295.00	295.00
G-00020	Oklahoma Museum Network	Programming Activities	175.00	
		Programming Activities	175.00	
		Programming Activites	175.00	525.00
G-00021	Postmaster	Postage	3,000.00	3,000.00
G-00022	Reduxion Theatre	Programming Activities	100.00	100.00
G-00023	Kelly D Smith	Programming Activities	60.00	60.00
G-00024	Waste Connections of Oklahoma	Water & Garbage Services	691.85	
		Garbage Services	55.05	746.90
G-00025	Panacean Systems	Professional Services	3,500.00	3,500.00
G-00026	Tyler Outdoor Advertising, LLC	Library-related Services	3,070.00	3,070.00
G-00027	Angie Walton	Professional Services	81.11	81.11
G-00028	C.O.T.P.A.	Parking	2,028.25	
		Parking	1,921.50	
		Parking	2,135.00	
		Parking	4,590.25	10,675.00
G-00029	Clear Channel Airports	Library-related Services	895.00	895.00
G-00030	The Children's Hospital	Programming Activities	3,000.00	3,000.00
G-00031	Mun. Employees Credit Union	Employee Cr Union Deducts	10,603.51	10,603.51
G-00032	United Way of Central Oklahoma	Employee Deductions	531.60	531.60
G-00033	HealthSmart Benefit Solutions	Employee Deductions	175.00	175.00
G-00034	Nationwide Retirement Solution	Employee Deductions	5,285.38	5,285.38
G-00035	Transamerica Premier Life	Employee Deductions	264.35	264.35
G-00036	Bank of Okla-Institutional	Employee Contrib -- DB PI	2,874.59	2,874.59
G-00037	Bank of Oklahoma	Employee Flexplan Deposit	5,148.32	5,148.32
G-00038	MassMutual Financial Group	Employee Contrib -- DC PI	22,551.19	
		Employer Contrib -- DC PI	39,929.46	62,480.65
G-00039	Vision Service Plan of	Employee Deductions	1,198.99	1,198.99
G-00040	Administrative Services	Employee Deductions	1,434.95	1,434.95
G-00041	UNUM Life Insurance	Employee Deductions	1,154.50	1,154.50
G-00042	Paycom Payroll LLC	Salaries	563,508.71	
		Group Insurance	1,375.00	

** Continued **

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-00042	Paycom Payroll LLC	Payroll Taxes	46,721.32	
		Automation	6,587.77	618,192.80
G-00043	Bank of Oklahoma	Employee Deductions	31,140.50	31,140.50
G-00044	City of Del City	Rent of Library Buildings	400.00	400.00
G-00045	Bradford Industrial Supply	Maintenance of Facilities	184.44	184.44
G-00046	O G & E	Electrical Services	156.09	
		Electrical Services	3,291.58	3,447.67
G-00047	Oklahoma Natural Gas Co.	Gas Services	32.37	32.37
G-00048	City of Oklahoma City	Water & Garbage Services	216.44	216.44
G-00049	Locke Supply Co.	Maintenance of Facilities	14.96	14.96
G-00050	City of Edmond	Electrical Services	5,281.06	5,281.06
G-00051	Oklahoma Historical Society	Periodicals/Subscriptions	105.00	105.00
G-00052	Oklahoma Library Association	Professional Services	65.00	65.00
G-00053	South OKC Chamber of Commerce	Memberships	325.00	325.00
G-00054	Blackbaud	Automation Contractual	5,250.00	5,250.00
G-00055	Journal Record Publishing	Periodicals/Subscriptions	1,512.00	
		Periodicals/Subscriptions	756.00	2,268.00
G-00056	Copelin's Office Center	Safety Supplies&Equipment	1,599.75	1,599.75
G-00057	Independent Stationers	Supplies	1,054.80	1,054.80
G-00058	Amigos Library Services	Network Catalog Services	3,500.00	3,500.00
G-00059	Harrah Chamber of Commerce	Library-related Services	200.00	200.00
G-00060	Kid Company Performing Arts LL	Programming Activities	100.00	100.00
G-00061	Michael Corley	Programming Activities	200.00	200.00
G-00062	Maricela Peraza	Programming Activities	50.00	50.00
G-00063	HR Specialist: Employment	Periodicals/Subscriptions	199.00	199.00
G-00064	Steve Crawford	Programming Activities	200.00	200.00
G-00065	Oklahoma Museum Network	Programming Activities	175.00	175.00
G-00066	Chase Card Services	Automation Contractual	15.00	15.00
G-00067	Amber Austin	Programming Activities	150.00	150.00
G-00068	City of Edmond	Water & Garbage Services	1,036.50	1,036.50
G-00069	Vision Service Plan of	Grp Vision Ins Prem-July	2,589.68	2,589.68
G-00070	Arts Council of Oklahoma City	Memberships	100.00	100.00
G-00071	John L. Hilbert	Programming Activities	32.79	32.79
G-00072	SmithKor Investments LLC	Rent of Library Buildings	7,315.31	7,315.31
G-00073	Rush Truck Center	Maintenance of Facilities	489.33	489.33
G-00074	G4S Secure Solutions	Security Services	4,063.91	4,063.91
G-00075	Darci Janzen	Programmiing Activities	240.00	240.00
G-00076	Personalized Prevention	Professional Services	707.00	707.00
G-00077	UNUM Life Insurance	Grp LTC Insurance Prm-JE	1,325.90	1,325.90
G-00078	ThyssenKrupp Elevator	Maintenance of Facilities	2,211.00	2,211.00
G-00079	Brandon Beckham	Memberships	99.00	99.00
G-00080	C.O.T.P.A.	Parking Vouchers	500.00	500.00
G-00082	Timothy H Rogers	Transportation	650.00	650.00
G-00083	Elise R Friese	Programming Activities	80.00	80.00
G-00084	WCA Waste Corporation	Waste & Garbage Services	36.25	
		Water & Garbage Services	36.25	72.50
G-00085	Paul Daniel Medina	Programming Activities	125.00	125.00
G-00086	Bradford Industrial Supply	Maintenance of Facilities	64.14	
		Maintenance of Facilities	193.31	
		Maintenance of Facilities	31.08	288.53
G-00087	City of Bethany	Water & Garbage Services	126.55	126.55

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00088	City of Oklahoma City	Water & Garbage Services	266.62	
		Water & Garbage Services	74.08	340.70
G-00089	Brodart Co.	Other Commodities	37.66	37.66
G-00090	Southwestern Stationers, Inc.	Supplies	434.16	
		Printing/Printing Supply	149.04	583.20
G-00091	Locke Supply Co.	Maintenance of Facilities	297.38	
		Maintenance of Facilities	31.96	329.34
G-00092	Demco	Supplies	13.79	
		Supplies	1,364.00	
		Supplies	25.73	1,403.52
G-00093	EBSCO Information Services	Books & Materials	6,670.00	6,670.00
G-00094	Hewlett-Packard Co.	Automation Contractual	7,716.25	7,716.25
G-00095	AT&T	Telephone Services	693.45	
		Telephone Services	842.68	
		Telephone Services	810.35	2,346.48
G-00096	Alma L. Brown	Programming Activities	149.92	149.92
G-00097	Edmond Chamber of Commerce	Memberships	385.00	385.00
G-00098	Standard & Poor's	Books & Materials	24,530.00	24,530.00
G-00099	Charles S. Isaacs	Telephone Services	35.00	35.00
G-00100	Taryn Kingery	Programming Activities	24.32	
		Programming Activities	23.19	
		Programming Activities	15.79	63.30
G-00101	United Refrigeration, Inc.	Maintenance of Facilities	694.09	694.09
G-00102	Independent Stationers	Supplies	8.24	8.24
G-00103	Mad Science of Oklahoma	Programming Activities	250.00	250.00
G-00104	Edgar Cruz, Inc.	Programming Activities	600.00	600.00
G-00105	Scott's Printing & Copying	Printing/Printing Supply	448.57	448.57
G-00106	Karen L.Litteral	Programming Activities	7.23	7.23
G-00107	Mergent Co., Inc.	Books & Materials	9,785.00	9,785.00
G-00108	Walker Companies	Supplies	232.10	232.10
G-00109	Lynda G. Bahr	Programming Activities	350.00	350.00
G-00110	Rotary Club of Oklahoma City	Other Commodities	125.00	
		Memberships	135.00	260.00
G-00111	Ginger Waldrip	Programming Activities	100.00	100.00
G-00112	OKC Zoo ZooZeum	Programming Activities	100.00	100.00
G-00113	Matthew Cotter	Telephone Services	35.00	35.00
G-00114	Melody A. Kellogg	Professional Services	25.00	25.00
G-00115	ProQuest	Books & Materials	4,755.00	
		Books & Materials	11,055.00	
		Books & Materials	16,635.00	32,445.00
G-00116	Newsbank	Books & Materials	20,205.00	20,205.00
G-00117	Oklahoma Museum Network	Programming Activities	175.00	
		Programming Activities	175.00	
		Programming Activities	175.00	
		Programming Activities	1,400.00	1,925.00
G-00118	Amazon/GE Money Bank	Printing Supplies	773.50	
		Supplies	71.00	
		Programming	685.68	1,530.18
G-00119	United Parcel Service	Postage	248.97	248.97
G-00120	Reduxion Theatre	Programming Activities	400.00	400.00
G-00121	John Kevin Dolan	Programming Activities	4,950.00	
		Programming Activities	550.00	5,500.00

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00122	AVL Systems Design	Automation Contractual	603.75	603.75
G-00123	Engineered Equipment Inc.	Maintenance of Facilities	90.96	90.96
G-00124	The Glass Specialists, Inc.	Maintenance of Facilities	2,400.00	2,400.00
G-00125	Library Ideas LLC	Books & Materials	71,250.00	71,250.00
G-00126	Cox Communications, Inc.	Telephone Service	426.56	
		Telephone Service	426.73	
		Telephone Service	12.94	866.23
G-00127	Baker & Taylor Books	Books & Materials	359.69	359.69
G-00128	Baker & Taylor Books	Books & Materials	1,377.36	1,377.36
G-00129	Baker & Taylor Books	Books & Materials	456.54	
		Books & Materials	374.99	831.53
G-00130	Rush Truck Center	Maintenance of Facilities	536.51	536.51
G-00131	G4S Secure Solutions	Security Services	9,393.43	9,393.43
G-00132	RB Floor Care Services Inc.	Janitorial Services	1,314.00	
		Janitorial Services	481.50	
		Janitorial Services	300.00	2,095.50
G-00133	Cheryl Coleman	Programming Activities	14.26	14.26
G-00134	Quik Print	Printing/Printing Supply	172.80	172.80
G-00135	Kiona Millirons	Programming Activities	100.00	100.00
G-00136	Savannah Mitchell	Programming Activities	250.00	250.00
G-00137	Mary J. Sholly	Other Commodities	159.08	159.08
G-00138	Amy Upchurch	Programming Activities	16.66	
		Programming Activities	18.19	
		Programming Activities	23.19	
		Programming Activities	8.30	66.34
G-00139	Comfort Inn @ Founders Towers	Programming Activities	375.00	375.00
G-00140	Cristy Gosset	Programming Activities	220.00	220.00
G-00141	Emily R Otero	Programming Activities	100.00	100.00
G-00142	W M Corp	Supplies	11,575.18	11,575.18
G-00143	Mark D Vance	Telephone Services	35.00	35.00
G-00144	Clear Channel Airports	Library-Related Services	895.00	895.00
G-00145	Air Compressor Supply Inc	Maintenance of Facilities	30.85	30.85
G-00146	Margarida Pires Woll	Programming Activities	80.00	80.00
G-00147	Christopher Stofel	Transportation	221.13	221.13
G-00148	Eric D Dabney	Programming Activities	200.00	200.00
G-00149	O G & E	Electrical Services	2,059.61	
		Electrical Services	4,278.77	6,338.38
G-00150	Oklahoma Natural Gas Co.	Gas Services	83.45	
		Gas Services	89.69	
		Gas Services	85.85	
		Gas Services	92.57	
		Gas Services	36.38	387.94
G-00151	City of Oklahoma City	Water & Garbage Services	880.31	880.31
G-00152	Locke Supply Co.	Maintenance of Facilities	16.57	16.57
G-00153	Lakeshore Learning Materials	Programming Activities	49.47	49.47
G-00154	Steve's Wholesale Distributors	Maintenance of Facilities	63.96	
		Maintenance of Facilities	28.86	92.82
G-00155	Contractors Supply Co.	Maintenance of Facilities	63.61	63.61
G-00156	MAC Systems, Inc.	Maintenance of Facilities	412.00	412.00
G-00157	Southern Hardlines, Inc.	Maintenance of Facilities	14.97	14.97
G-00158	University of Central Oklahoma	Other Commodities	30.00	30.00
G-00159	Preston Bell	Transportation	50.00	50.00

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00160	AT&T	Telephone Services	187.92	187.92
G-00161	David Newyear	Supplies	7.01	7.01
G-00162	RB Floor Care Services Inc.	Janitorial Services	363.00	
		Janitorial Services	659.00	1,022.00
G-00163	Lynda G. Bahr	Programming Activities	350.00	350.00
G-00164	Mun. Employees Credit Union	Employee Cr Union Deducts	10,653.51	10,653.51
G-00165	United Way of Central Oklahoma	Employee Deductions	531.60	531.60
G-00166	Nationwide Retirement Solution	Employee Deductions	5,285.38	5,285.38
G-00167	Transamerica Premier Life	Employee Deductions	264.35	264.35
G-00168	Bank of Okla-Institutional	Employee Contrib -- DB PI	2,917.01	2,917.01
G-00169	Bank of Oklahoma	Employee Flexplan Deposit	4,148.24	4,148.24
G-00170	MassMutual Financial Group	Employer Contrib -- DC PI	40,193.94	
		Employee Contrib -- DC PI	22,705.45	62,899.39
G-00171	Administrative Services	Employee Deductions	1,434.95	1,434.95
G-00172	Paycom Payroll LLC	Salaries	594,286.78	
		Payroll Taxes	48,887.58	
		Automation	6,572.09	649,746.45
G-00173	Bank of Oklahoma	Employee Deductions	10,136.50	10,136.50
G-00174	Bradford Industrial Supply	Maintenance of Facilities	52.50	52.50
G-00175	Grainger	Maintenance of Facilities	79.80	79.80
G-00176	O G & E	Electrical Services	2,009.80	
		Electrical Services	1,945.13	
		Electrical Services	12,839.03	
		Electrical Services	478.71	
		Electrical Services	4,763.07	
		Electrical Services	2,237.66	
		Electrical Services	306.04	24,579.44
G-00177	Oklahoma Natural Gas Co.	Gas Services	36.02	
		Gas Services	101.35	
		Gas Services	20.72	158.09
G-00178	City of Oklahoma City	Water & Garbage Services	47.87	
		Water & Garbage Services	463.19	
		Water & Garbage Services	57.24	568.30
G-00179	Southwestern Stationers, Inc.	Supplies	28.28	28.28
G-00180	Locke Supply Co.	Maintenance of Facilities	81.90	
		Maintenance of Facilities	39.58	
		Maintenance of Facilities	17.51	138.99
G-00181	Tech-Lock	Maintenance of Facilities	22.00	22.00
G-00182	Demco	Supplies	24.39	
		Supplies	60.04	84.43
G-00183	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-00184	City of Warr Acres	Water & Garbage Services	55.15	55.15
G-00185	Synergy Datacom Supply, Inc.	Automation Contractual	73.43	73.43
G-00186	AT&T	Telephone Services	142.10	142.10
G-00187	TDS Telecom	Telephone Services	1,298.39	1,298.39
G-00188	Taryn Kingery	Programming Activities	15.67	15.67
G-00189	Keystone Tape & Label, Inc.	Printing	986.76	986.76
G-00190	Greater Oklahoma City	Other Commodities	150.00	150.00
G-00191	HealthSmart Benefit Solutions	Grp Life Ad&D Ins Prm-JL	61,601.49	61,601.49
G-00192	INTEGRIS Corporate Assistance	Group Insurance	990.00	990.00
G-00193	Cheryll Jones	Programming Activities	32.13	32.13
G-00194	Scott's Printing & Copying	Printing	121.50	121.50

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00195	OKC Zoo ZooZeum	Programming Activities	100.00	
		Programming Activites	100.00	200.00
G-00196	Vickie Ross	Supplies	16.19	16.19
G-00197	Ingram Library Service	Books & Materials	112.60	
		Books & Materials	31.37	143.97
G-00198	Jana Hausburg	Supplies	15.11	15.11
G-00199	Oklahoma Museum Network	Programming Activities	175.00	175.00
G-00200	Oklahoma Building Services Inc	Janitorial Services	18,950.98	
		Janitorial Services	3,635.25	
		Janitorial Services	2,715.67	
		Janitorial Services	3,791.66	29,093.56
G-00201	Displays 2 Go	Supplies	216.99	216.99
G-00202	The Oklahoman Media Company	Classified Adv Sealed Bid	141.96	
		Legal Advertisement	199.00	340.96
G-00203	Steve Crawford	Programming Activities	175.00	175.00
G-00204	Oklahoma Museum Network	Programming Activities	350.00	350.00
G-00205	MAC Systems, Inc.	Maintenance of Facilities	414.00	
		Maintenance of Facilities	924.00	
		Maintenance of Facilities	216.00	1,554.00
G-00206	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-00207	Oklahoma County OSU Ext Ctr	Programming Activities	48.55	48.55
G-00208	Sally Gray	Supplies	27.09	27.09
G-00209	Amazon/GE Money Bank	Programming	82.70	
		Programming Supplies	101.44	
		Supplies	33.01	
		Programming Supplies	38.98	256.13
G-00210	United Parcel Service	Postage	458.07	458.07
G-00211	Reduxion Theatre	Programming Activities	100.00	100.00
G-00212	Baker & Taylor Entertainment	Books & Materials	129.75	129.75
G-00213	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-JE	181,387.86	181,387.86
G-00214	Walmart Community/GECRB	Programming Activities	53.66	53.66
G-00215	Oyate	Programming Activities	1,339.20	1,339.20
G-00216	Garcia Tire Service, Inc.	Maintenance of Facilities	15.00	15.00
G-00217	Pamela Buchanan	Mileage	17.42	17.42
G-00218	Darrie Breathwit	Programming Activities	89.49	89.49
G-00219	Engineered Equipment Inc.	Maintenance of Facilities	98.28	
		Maintenance of Facilities	492.94	591.22
G-00220	Sterling Gates	Programming Activities	3,840.00	3,840.00
G-00221	Morrison Supply Company	Maintenance of Facilities	24.18	24.18
G-00222	Cox Communications, Inc.	Telephone Service	12.84	12.84
G-00223	Baker & Taylor Books	Books & Materials	143.44	
		Books & Materials	2,118.09	
		Books & Materials	145.14	2,406.67
G-00224	Baker & Taylor Books	Books & Materials	1,262.92	
		Books & Materials	790.34	2,053.26
G-00225	Baker & Taylor Books	Books & Materials	1,029.22	1,029.22
G-00226	Eric King	Programming Activities	12.97	12.97
G-00227	Emily Williams	Other Commodities	68.00	68.00
G-00228	G4S Secure Solutions	Security Services	9,393.43	9,393.43
G-00229	Lloyd Lovely	Telephone Services	40.00	40.00
G-00230	Jean Wilburn	Mileage	6.84	6.84
G-00231	Kiona Millirons	Programming Activites	100.00	100.00

General Fund F.Y. 15-16

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00232	Stacy Schrank	Travel Expenses	1,131.99	1,131.99
G-00233	Baker & Taylor Entertainment	Books & Materials	393.06	393.06
G-00234	Crisis Prevention Institute,	Professional Services	3,638.00	3,638.00
G-00235	Express, Inc.	Supplies	1,991.91	1,991.91
G-00236	Society for Human Resource	Memberships	190.00	190.00
G-00237	Angie Walton	Supplies	21.66	21.66
G-00238	C.O.T.P.A.	Parking	2,028.25	
		Parking	1,921.50	
		Parking	2,028.25	
		Parking	4,697.00	10,675.00
G-00239	Signature Landscape LLC	Maintenance of Facilities	2,931.67	
		Maintenance of Facilities	2,081.67	5,013.34
G-00240	Jerry Bennett	Programming Activities	50.00	50.00
G-00241	H2O Plumbing Solutions LLC	Maintenance of Facilities	2,500.00	2,500.00
G-00242	City of Midwest City, Inc.	Water & Garbage Services	318.68	318.68
G-00243	Grainger	Maintenance of Facilities	472.96	472.96
G-00244	O G & E	Electrical Services	417.48	
		Electrical Services	2,381.63	2,799.11
G-00245	Oklahoma Natural Gas Co.	Gas Services	40.77	
		Gas Services	109.84	
		Gas Services	36.02	186.63
G-00246	City of Oklahoma City	Water & Garbage Services	442.97	442.97
G-00247	Locke Supply Co.	Maintenance of Facilities	80.33	
		Maintenance of Facilities	20.06	100.39
G-00248	Tech-Lock	Maintenance of Facilities	22.00	22.00
G-00249	Central Oklahoma Winnelson	Maintenance of Facilities	97.90	
		Maintenance of Facilities	155.90	253.80
G-00250	Whitton Supply Co.	Maintenance of Facilities	3.69	3.69
G-00251	United Refrigeration, Inc.	Maintenance of Facilities	694.09	694.09
G-00252	Independent Stationers	Supplies	235.53	
		Supplies	41.84	
		Supplies	57.80	335.17
G-00253	Scott's Printing & Copying	Printing/Printing Supply	167.70	167.70
G-00254	Ingram Library Service	Books & Materials	116.34	116.34
G-00255	OverDrive, Inc.	Books & Materials	19,176.86	
		Books & Materials	11,677.02	
		Network Catalog Services	175.00	31,028.88
G-00256	Ginger Waldrip	Programming Activities	100.00	100.00
G-00257	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-00258	Ingram Library Service	Books & Materials	245.45	245.45
G-00259	Quill Corporation	Supplies	58.92	58.92
G-00260	ProQuest	Network Catalog Services	1,738.00	1,738.00
G-00261	Cintas	Maintenance of Facilities	140.00	140.00
G-00262	Oklahoma County OSU Ext Ctr	Programming Activities	38.89	38.89
G-00263	Amazon/GE Money Bank	Automation	29.69	
		Automation	11.65	
		Programming Supplies	17.72	
		Supplies	24.00	
		Supplies	91.94	
		Maintenance of Facilities	179.90	
		Programming Supplies	78.91	
		Programming Supplies	26.51	460.32

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Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-00264	United Parcel Service	Postage	444.24	444.24
G-00265	Baker & Taylor Entertainment	Books & Materials	953.39	
		Books & Materials	2,040.36	2,993.75
G-00266	Walmart Community/GECRB	Programming Activities	3.88	
		Programming Supplies	83.38	87.26
G-00267	AVL Systems Design	Maintenance of Facilities	172.50	172.50
G-00268	C & D Faucet Parts Inc	Maintenance of Facilities	35.68	35.68
G-00269	Star Lighting and Supply	Maintenance of Facilities	191.76	191.76
G-00270	Cintas Corporation 064	Maintenance of Facilities	518.72	518.72
G-00271	Edie Daniel	Programming Activities	219.92	219.92
G-00272	Panacean Systems	Professional Services	3,500.00	3,500.00
G-00273	SMC Technologies, Inc	Maintenance of Facilities	125.00	125.00
G-00274	Baker & Taylor Books	Books & Materials	1,731.76	
		Books & Materials	1,748.81	3,480.57
G-00275	Baker & Taylor Books	Books & Materials	960.59	
		Books & Materials	4,678.60	5,639.19
G-00276	Baker & Taylor Books	Books & Materials	304.91	304.91
G-00277	Clarissa Sharp	Programming Activities	100.00	100.00
G-00278	Cisco Systems Capital CRP	Automation Contractual	662.29	662.29
G-00279	David Newyear	Supplies	9.68	
		Supplies	12.95	22.63
G-00280	G4S Secure Solutions	Security Services	9,383.80	9,383.80
G-00281	Superior Linen Service	Supplies	29.00	29.00
G-00282	RB Floor Care Services Inc.	Janitorial Services	301.50	
		Janitorial Services	300.00	
		Janitorial Services	300.00	
		Janitorial Services	644.00	
		Janitorial Services	2,660.00	4,205.50
G-00283	Ed Dillard	Telephone Services	35.00	35.00
G-00284	W M Corp	Supplies	1,821.50	1,821.50
G-00285	M & N Dealerships XII LLC	Vehicle Parts & Repairs	48.27	48.27
G-00286	Phillip Belt	Telephone Services	35.00	35.00
Total of FY 15-16 Warrants Issued				\$ 2,257,750.56

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05386	Bradford Industrial Supply	Maintenance of Facilities	27.87	
		Maintenance of Facilities	35.55	
		Maintenance of Facilities	35.83	99.25
G-05387	O G & E	Electrical Services	391.46	
		Electrical Services	3,006.27	3,397.73
G-05388	Southwestern Stationers, Inc.	Supplies	8.01	8.01
G-05389	Demco	Supplies	261.37	
		Supplies	165.02	426.39
G-05390	The University of Oklahoma	Printing/Printing Supply	685.00	685.00
G-05391	American Express	Professional Services	140.00	
		Professional Services	349.00	
		Automation Contractual	10.00	
		Programming Supplies	10.49	
		Other Commodities	91.95	
		Maintenance of Facilities	78.57	
		Other Commodities	100.95	
		Other Commodities	312.00	
		Programming Supplies	574.12	
		Programming	49.99	
		Postage	57.85	
		Supplies	448.00	
		Supplies	99.00	
		Automation Contractual	149.00	
		Programming Activities	199.99	
		Supplies	87.99	
		Automation Contractual	226.98	
		Programming Supplies	424.00	
		Supplies	111.01	
		Supplies	79.99	
		Programming Supplies	440.25	
		Travel Expenses	1,530.18	5,571.31
G-05392	Cheryl Mann	Transportation	52.40	52.40
G-05393	CompSource Mutual	Workers Comp Insurance	13,530.00	13,530.00
G-05394	Recorded Books, LLC	Books & Materials	3,043.60	3,043.60
G-05395	Anne G. Fischer	Travel Expenses	1,113.97	
		Transportation	53.67	1,167.64
G-05396	Independent Stationers	Supplies	8.72	8.72
G-05397	Janet Brooks	Transportation	9.86	9.86
G-05398	Cheryll Jones	Programming Activities	26.88	26.88
G-05399	Julie Ballou	Other Commodities	18.03	18.03
G-05400	Walker Companies	Supplies	47.24	47.24
G-05401	Building Specialties	Maintenance of Facilities	189.12	189.12
G-05402	Coughlan Companies, Inc.	Books & Materials	1,659.19	1,659.19
G-05403	Town of Luther	Water & Garbage Services	37.60	37.60
G-05404	Landon Holman	Transportation	41.18	41.18
G-05405	Susan Pierce	Programming Activities	448.00	
		Programming Activities	56.00	504.00
G-05406	Debbie Robertus	Transportation	59.06	59.06
G-05407	Displays 2 Go	Furniture	152.58	152.58
G-05408	Lisa Walker	Transportation	36.34	36.34
G-05409	Carol L. Roberts	Programming Activities	57.05	
		Programming Activities	133.26	190.31

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05410	City of Harrah Acct 02-0121-01	Water & Garbage Services	64.00	64.00
G-05411	Amazon/GE Money Bank	Programming	115.90	
		Automation	89.00	
		Programming	42.08	
		Supplies	29.99	
		Programming	268.44	545.41
G-05412	United Parcel Service	Postage	313.08	313.08
G-05413	City of Choctaw	Water & Garbage Services	82.96	82.96
G-05414	Andrew N. Soliven	Mileage	117.30	117.30
G-05415	Baker & Taylor Books	Books & Materials	645.87	645.87
G-05416	Baker & Taylor Entertainment	Books & Materials	1,885.70	1,885.70
G-05417	LaWana D. Morgan	Programming Activities	53.97	
		Transportation	23.69	77.66
G-05419	Pamela Buchanan	Telephone Services	35.00	
		Transportation	28.00	63.00
G-05420	John Rahhal	Transportation	48.29	48.29
G-05421	Cintas Corporation 064	Maintenance of Facilities	301.95	301.95
G-05422	Laura McMurtry	Telephone Services	35.00	
		Transportation	12.85	47.85
G-05423	Baker & Taylor Books	Books & Materials	1,132.67	
		Books & Materials	3,017.53	
		Books & Materials	1,183.29	
		Books & Materials	1,508.14	
		Books & Materials	2,058.82	
		Books & Materials	1,077.75	
		Books & Materials	349.87	10,328.07
G-05424	Baker & Taylor Books	Books & Materials	1,148.89	
		Books & Materials	645.37	
		Books & Materials	2,374.66	
		Books & Materials	780.11	4,949.03
G-05425	Maria Watkins	Transportation	42.60	42.60
G-05426	G4S Secure Solutions	Security Services	9,393.43	9,393.43
G-05427	Superior Linen Service	Supplies	29.00	29.00
G-05428	Jean Wilburn	Transportation	6.84	6.84
G-05429	Stacy Schrank	Travel Expenses	1,786.40	1,786.40
G-05430	The Terminix International Co.	Pest Control	744.00	
		Pest Control	470.00	
		Janitorial Services	251.00	1,465.00
G-05431	Candor Public Relations LLC	Library-Related Services	1,200.00	1,200.00
G-05432	O G & E	Electrical Services	1,742.71	
		Electrical Services	8,750.11	10,492.82
G-05433	Oklahoma Natural Gas Co.	Gas Services	82.64	
		Gas Services	88.13	170.77
G-05434	City of Oklahoma City	Water & Garbage Services	470.07	
		Water & Garbage Services	30.88	
		Water & Garbage Services	385.62	
		Water & Garbage Services	152.73	1,039.30
G-05435	Southwestern Stationers, Inc.	Supplies	127.80	127.80
G-05436	Locke Supply Co.	Maintenance of Facilities	37.23	37.23
G-05437	Demco	Supplies	184.32	
		Supplies	18.17	202.49
G-05438	The University of Oklahoma	Printing/Printing Supply	90.00	90.00

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Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05439	Standard Printing Co., Inc.	Supplies	510.00	
		Supplies	475.00	985.00
G-05440	Baker & Taylor Books	Books & Materials	2,404.61	2,404.61
G-05441	ABDO Publishing Company	Books & Materials	697.68	697.68
G-05442	Barbara Beasley	Transportation	33.12	33.12
G-05443	Upstart	Programming Supplies	54.75	54.75
G-05444	United Refrigeration, Inc.	Maintenance of Facilities	7.24	7.24
G-05445	Recorded Books, LLC	Books & Materials	854.40	
		Books & Materials	1,401.40	2,255.80
G-05446	Scott Rice Co. - OKC	Furniture	1,397.66	1,397.66
G-05447	Thorndike/Gale Group	Books & Materials	1,174.86	1,174.86
G-05448	Reliance Label Solutions, Inc	Supplies	2,761.95	2,761.95
G-05450	Independent Stationers	Supplies	627.48	627.48
G-05451	Full Circle Bookstore	Books & Materials	727.36	727.36
G-05452	Jonathan Willis	Transportation	51.52	51.52
G-05453	AT&T	Telephone Services	1,210.35	1,210.35
G-05454	Blackstone Audio Books	Books & Materials	76.00	76.00
G-05455	Cheryll Jones	Programming Activities	21.78	21.78
G-05456	A T & T Mobility	Telephone Services	179.15	179.15
G-05457	Scott's Printing & Copying	Printing/Printing Supply	460.82	460.82
G-05458	Brilliance Corporation	Books & Materials	1,294.48	
		Books & Materials	219.88	1,514.36
G-05459	Ingram Library Service	Books & Materials	820.67	
		Books & Materials	601.77	1,422.44
G-05460	Julie Ballou	Travel Expenses	1,084.84	1,084.84
G-05461	Information Today, Inc.	Books & Materials	282.05	282.05
G-05462	OverDrive, Inc.	Books & Materials	9,326.69	
		Books & Materials	12,856.74	
		Books & Materials	10,087.38	32,270.81
G-05463	Findaway World, LLC	Books & Materials	2,274.12	2,274.12
G-05464	Fuelman	Gasoline & Oil	2,729.05	
		Vehicle Parts & Repairs	240.67	2,969.72
G-05465	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-05466	Ingram Library Service	Books & Materials	685.44	
		Books & Materials	1,225.22	1,910.66
G-05467	Ruby Soutiere	Transportation	70.48	70.48
G-05468	Kelley Riha	Transportation	493.12	493.12
G-05469	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-05470	Chase Card Services	Automation Contractual	19.00	
		Travel Expenses	697.92	
		Travel Expenses	151.40	
		Telephone Services	10.57	
		Furniture	383.40	
		Supplies	141.07	
		Maintenance Supplies	478.56	
		Other Commodities	112.95	
		Other Commodities	308.00	
		Programming	1,591.78	
		Travel Expenses	200.00	
		Travel Expenses	883.32	
		Supplies	352.80	
		Programming	223.05	

** Continued **

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-05470	Chase Card Services	Programming	132.92	
		Programming	370.64	
		Automation	239.88	
		Automation	35.00	
		Automation	1,887.40	
		Memberships	225.00	
		Automation	472.35	
		Other Library Related Svc	139.98	
		Programming	20.94	
		Postage	99.85	
		Supplies	65.00	
		Professional Services	38.00	9,280.78
G-05471	Oklahoma County OSU Ext Ctr	Programming Activities	50.44	50.44
G-05472	ULINE	Supplies	168.37	168.37
G-05473	Amazon/GE Money Bank	Programming	271.22	
		Programming	203.93	
		Programming	94.78	
		Supplies	24.00	
		Supplies	21.77	
		Automation	4,366.20	
		Programming	318.98	
		Programming	187.97	
		Programming	79.62	
		Programming	265.21	
		Programming	321.31	
		Supplies	32.69	
		Supplies	23.07	
		Supplies	157.71	
		Supplies	154.07	6,522.53
G-05474	Landers Window	Janitorial Services	341.00	341.00
G-05475	United Parcel Service	Postage	471.63	
		Postage	12.34	483.97
G-05476	Oklahoma Press Service	Library-related Services	116.90	116.90
G-05477	Office Depot Credit Plan	Programming Supplies	168.88	
		Supplies	49.41	218.29
G-05478	Baker & Taylor Books	Books & Materials	4,071.76	4,071.76
G-05479	Baker & Taylor Entertainment	Books & Materials	1,769.93	
		Books & Materials	2,720.74	
		Books & Materials	1,756.68	
		Books & Materials	863.03	
		Books & Materials	1,385.68	8,496.06
G-05480	The Meadows	Library-Related Services	56.00	56.00
G-05481	Kimberly A Terry	Travel Expenses	1,581.66	1,581.66
G-05482	John L. Hilbert	Programming Activities	86.90	86.90
G-05483	AVL Systems Design	Automation	4,467.82	4,467.82
G-05484	Metro Monitor, Inc.	Library-related Services	95.00	95.00
G-05485	Darrie Breathwit	Transportation	33.96	33.96
G-05486	Kelly D Smith	Programming Activities	60.00	60.00
G-05487	Oklahoma Heritage Association	Books & Materials	214.01	214.01
G-05488	Tim Spindle	Travel Expenses	745.52	745.52
G-05489	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose	Amount
G-05490	Baker & Taylor Books	Books & Materials	1,241.02
		Books & Materials	1,056.29
		Books & Materials	2,967.97
		Books & Materials	3,369.33
		Books & Materials	1,717.24
		Books & Materials	1,290.72
		Books & Materials	2,683.14
		Books & Materials	1,751.90
		Books & Materials	4,793.56
		Materials & Books	3,568.40
		Books & Materials	3,340.49
		Books & Materials	2,090.68
		Books & Materials	1,989.66
		Books & Materials	1,997.33
		Books & Materials	335.62
			34,193.35
G-05491	Baker & Taylor Books	Books & Materials	1,374.92
		Books & Materials	2,434.02
		Books & Materials	2,710.87
		Books & Materials	1,049.24
		Books & Materials	2,409.46
			9,978.51
G-05492	Baker & Taylor Books	Books & Materials	106.44
		Books & Materials	1,045.93
			1,152.37
G-05493	Trak-1 Technology, Inc.	Professional Services	162.80
			162.80
G-05494	Meaghan Hunt Wilson	Travel Expenses	1,906.27
			1,906.27
G-05495	G4S Secure Solutions	Security Services	3,024.41
			3,024.41
G-05496	Lloyd Lovely	Travel Expenses	1,455.51
		Transportation	157.49
			1,613.00
G-05497	Nicoma Park Lumber Co	Maintenance of Facilities	58.35
			58.35
G-05498	Smart Technologies	Automation Contractual	250.00
			250.00
G-05499	Veolia Energy Oklahoma City,	Veolia Energy Services	21,814.01
			21,814.01
G-05500	Global Industrial Equipment	Supplies	147.85
			147.85
G-05501	Risa Sargent	Travel Expenses	371.50
			371.50
G-05502	The Terminix International Co.	Pest Control	744.00
		Pest Control	470.00
		Janitorial Services	251.00
		Maintenance of Facilities	3,045.00
		Maintenance of Facilities	149.00
			4,659.00
G-05503	Brandon Beckham	Transportation	221.28
			221.28
G-05504	Oklahoma Turnpike Authority	Turnpike Tolls	31.15
			31.15
G-05505	Timothy H Rogers	Travel Expenses	396.35
			396.35
G-05506	WCA Waste Corporation	Water & Garbage Services	2.50
			2.50
G-05507	12 Recovery Foundation, Inc.	Books & Materials	335.00
			335.00
G-05508	Ben Felder	Books & Materials	81.00
			81.00
G-05509	Gillian Knoke McFall	Transportation	57.27
			57.27
G-05510	Chase Card Services	Other Commodities	149.51
			149.51
G-05511	Bradford Industrial Supply	Maintenance of Facilities	71.37
			71.37
G-05512	O G & E	Electrical Services	3,736.65
			3,736.65
G-05513	Southwestern Stationers, Inc.	Supplies	33.54
		Printing/Printing Supply	510.00
		Programming Activities	3,225.60
			3,769.14
G-05514	Locke Supply Co.	Maintenance of Facilities	55.57
			55.57
G-05515	Demco	Programming Supplies	436.79
			436.79

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Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05516	Hewlett-Packard Co.	Automation Contractual	7,716.25	7,716.25
G-05517	Susan Ryan	Transportation	33.84	33.84
G-05518	Charles S. Isaacs	Transportation	97.87	97.87
G-05519	Recorded Books, LLC	Books & Materials	1,044.70	1,044.70
G-05520	Oklahoma Employment	Unemployment Compensation	3,795.12	3,795.12
G-05521	Thorndike/Gale Group	Books & Materials	3,044.00	3,044.00
G-05522	Live Oak Media	Books & Materials	204.79	204.79
G-05523	Randy Wayland	Transportation	29.67	29.67
G-05524	HealthSmart Benefit Solutions	Professional Services	1,572.00	1,572.00
G-05525	Staples Credit Plan	Supplies	28.05	28.05
G-05526	Independent Stationers	Safety Supplies	232.80	
		Supplies	985.92	1,218.72
G-05527	Lanny B. Myers	Telephone Services	35.00	35.00
G-05528	Edgar Cruz, Inc.	Programming Activities	200.00	200.00
G-05529	Blackstone Audio Books	Books & Materials	120.00	120.00
G-05530	OCLC, Inc.	Network Catalog Services	4,258.15	4,258.15
G-05531	Karen L. Litteral	Memberships	100.00	100.00
G-05532	Ingram Library Service	Books & Materials	748.98	
		Books & Materials	448.72	1,197.70
G-05533	Phyllis Davidson	Transportation	46.13	46.13
G-05534	OverDrive, Inc.	Books & Materials	8,173.69	8,173.69
G-05535	Findaway World, LLC	Books & Materials	2,532.38	
		Books & Materials	6,242.67	8,775.05
G-05536	Ingram Library Service	Books & Materials	955.37	
		Books & Materials	570.06	1,525.43
G-05537	Jana Hausburg	Transportation	36.80	36.80
G-05538	Pauline Rodriguez-Atkins	Travel Expenses	2,000.00	2,000.00
G-05539	Dell Marketing L.P.	Automation	7,689.55	7,689.55
G-05540	Southwest Paper - OKC	Maint Supplies	1,495.12	1,495.12
G-05541	Oklahoma County OSU Ext Ctr	Programming Activities	59.94	59.94
G-05542	Amazon/GE Money Bank	Programming	84.17	
		Supplies	125.83	
		Programming Activities	35.67	
		Programming	102.59	
		Programming	30.00	
		Programming Activities	35.97	
		Automation	112.15	526.38
G-05543	United Parcel Service	Postage	164.72	164.72
G-05544	Shren Sylvester	Transportation	17.71	17.71
G-05545	Office Depot Credit Plan	Supplies	37.94	
		Supplies	20.94	58.88
G-05546	Baker & Taylor Books	Books & Materials	790.16	
		Books & Materials	1,164.28	1,954.44
G-05547	Cox Communications, Inc.	Telephone Services	1,782.30	
		Telephone Services	1,968.40	3,750.70
G-05548	Baker & Taylor Entertainment	Books & Materials	2,679.20	
		Books & Materials	2,169.66	4,848.86
G-05549	Imagination Promotional Group	Printing/Printing Supply	5,876.56	5,876.56
G-05550	Cox Communications, Inc.	Telephone Services	1,508.95	1,508.95
G-05551	Baker & Taylor Books	Books & Materials	2,596.58	
		Books & Materials	2,498.66	
		Books & Materials	2,969.62	

** Continued **

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05551	Baker & Taylor Books	Books & Materials	3,637.17
		Books & Materials	1,738.23
		Books & Materials	316.59
		Books & Materials	2,308.64
		Books & Materials	1,518.80
		Books & Materials	2,689.25
		Books & Materials	2,367.09
		Books & Materials	830.19
		Books & Materials	94.54
			23,565.36
G-05552	Baker & Taylor Books	Books & Materials	1,324.84
		Books & Materials	776.80
		Books & Materials	2,028.27
		Books & Materials	820.72
		Books & Materials	415.17
			5,365.80
G-05553	Chase Card Services	Books & Materials	39.72
			39.72
G-05554	Emily Williams	Transportation	271.98
			271.98
G-05555	Lucas Color Card	Supplies	11,400.00
			11,400.00
G-05556	Quik Print	Printing/Printing Supply	54.40
			54.40
G-05557	Baker & Taylor Entertainment	Books & Materials	11.03
		Books & Materials	406.58
			417.61
G-05558	Mary J. Sholly	Transportation	169.30
			169.30
G-05559	Suzette V. Chang	Travel Expenses	429.20
		Travel Expenses	1,570.80
			2,000.00
G-05560	Chris Kennedy	Travel Expenses	476.70
		Travel Expenses	1,523.30
			2,000.00
G-05561	Russell Pierce	Telephone Services	35.00
			35.00
G-05562	Christopher Stofel	Transportation	627.57
			627.57
G-05563	Basis Consulting Engineers, LL	Maintenance of Facilities	771.25
			771.25
G-05564	Oklahoma Natural Gas Co.	Gas Services	82.64
			82.64
G-05565	Melody A. Kellogg	Transportation	434.15
			434.15
G-05566	Heidi A. Port	Transportation	118.47
			118.47
G-05567	4 Imprint	Supplies	568.19
			568.19
G-05568	Oklahoma County OSU Ext Ctr	Programming Activities	44.68
			44.68
G-05569	Rachel Kopchick	Travel Expenses	510.00
		Travel Expenses	1,388.37
			1,898.37
G-05570	The Terminix International Co.	Maintenance of Facilities	4,994.00
			4,994.00
G-05571	Oklahoma Natural Gas Co.	Gas Services	20.52
		Gas Services	43.10
		Gas Services	83.45
			147.07
G-05572	Demco	Programming	100.59
			100.59
G-05573	Baker & Taylor Books	Books & Materials	3,892.33
			3,892.33
G-05574	Recorded Books, LLC	Books & Materials	864.30
		Books & Materials	465.60
			1,329.90
G-05575	Reliance Label Solutions, Inc	Supplies	6,393.52
			6,393.52
G-05576	Matthew Bender	Books & Materials	2,615.25
			2,615.25
G-05577	HealthSmart Benefit Solutions	Group Insurance	389.00
			389.00
G-05578	Jonathan Willis	Telephone Services	35.00
			35.00
G-05579	Blackstone Audio Books	Books & Materials	300.00
			300.00
G-05580	Brilliance Corporation	Books & Materials	2,684.00
			2,684.00
G-05581	Ingram Library Service	Books & Materials	44.81
		Books & Materials	78.94
			123.75

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05582	Findaway World, LLC	Books & Materials	13,128.75	
		Books & Materials	812.88	13,941.63
G-05583	Russell Interiors	Furniture, Fixture, Equip	850.00	850.00
G-05584	Jana Hausburg	Travel Expenses	1,454.86	1,454.86
G-05585	Studio Architecture PC	Capital Projects	4,864.00	
		Capital Projects	12,225.00	17,089.00
G-05586	Ann Meeks	Travel Expenses	459.20	
		Travel Expenses	1,540.80	2,000.00
G-05587	Baker & Taylor Books	Books & Materials	884.85	884.85
G-05588	Baker & Taylor Entertainment	Books & Materials	1,397.66	
		Books & Materials	3,807.90	
		Books & Materials	2,871.44	8,077.00
G-05589	LaVetta Kinsey Dent	Travel Expenses	1,660.74	
		Transportation	123.98	1,784.72
G-05590	AVL Systems Design	Equipment	1,616.60	1,616.60
G-05591	Darrie Breathwit	Programming Activities	14.61	14.61
G-05592	Rondia K. Banks	Travel Expenses	1,500.80	1,500.80
G-05593	Baker & Taylor Books	Books & Materials	2,117.57	
		Books & Materials	1,808.15	
		Books & Materials	1,375.17	
		Books & Materials	1,598.16	
		Books & Materials	1,637.36	
		Books & Materials	1,117.91	
		Books & Materials	1,380.68	
		Books & Materials	2,596.67	
		Books & Materials	1,963.52	
		Books & Materials	1,786.97	
		Books & Materials	2,953.97	
		Books & Materials	177.05	20,513.18
G-05594	Baker & Taylor Books	Books & Materials	1,593.38	
		Books & Materials	772.53	
		Books & Materials	1,698.16	
		Books & Materials	961.05	5,025.12
G-05595	Stacy Schrank	Mileage	120.43	120.43
G-05596	SenSource, Inc.	Automation	14,260.60	14,260.60
G-05597	United States Treasury	Group Insurance	861.12	861.12
G-05598	Timothy H Rogers	Telephone Services	50.00	50.00
G-05599	Angie Walton	Transportation	224.67	224.67
G-05600	Signature Landscape LLC	Maintenance of Facilities	36.00	36.00
G-05601	Marc Checorski	Other Commodities	170.00	170.00
G-05602	Demco	Supplies	22.58	
		Supplies	50.15	72.73
G-05603	The University of Oklahoma	Printing/Printing Supply	55.00	55.00
G-05604	Recorded Books, LLC	Books & Materials	407.40	
		Books & Materials	464.40	871.80
G-05605	Copelin's Office Center	Supplies	414.72	414.72
G-05606	Shawver & Son	Automation	541.11	541.11
G-05607	Blackstone Audio Books	Books & Materials	630.00	
		Books & Materials	795.00	1,425.00
G-05608	Scott's Printing & Copying	Printing/Printing Supply	246.34	246.34
G-05609	XPEDX	Supplies	500.79	500.79
G-05610	OverDrive, Inc.	Books & Materials	1,754.69	1,754.69

General Fund F.Y. 14-15

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
G-05611	Findaway World, LLC	Books & Materials	965.42	
		Books & Materials	1,466.00	2,431.42
G-05612	Voss Lighting	Maintenance of Facilities	394.00	394.00
G-05613	PPBC, Inc	Library-related Services	3,500.00	3,500.00
G-05614	Center Point Large Print	Books & Materials	1,258.20	
		Books & Materials	1,174.32	2,432.52
G-05615	Joy E. Cavett	Programming Activities	50.00	50.00
G-05616	Amazon/GE Money Bank	Supplies	160.64	
		Programming Activities	12.12	
		Programming Activities	11.64	
		Programming Activities	24.34	
		Programming Activities	16.10	
		Programming Activities	14.46	
		Programming	20.59	259.89
G-05617	Baker & Taylor Books	Books & Materials	2,123.66	2,123.66
G-05618	Baker & Taylor Entertainment	Books & Materials	1,750.20	
		Books & Materials	172.64	1,922.84
G-05619	AVL Systems Design	Maintenance of Facilities	820.00	820.00
G-05620	Kelley Hoffman	Transportation	17.36	17.36
G-05621	Sarah Blaney	Transportation	197.76	197.76
G-05622	Baker & Taylor Books	Books & Materials	1,268.56	
		Books & Materials	1,634.70	
		Books & Materials	1,458.66	
		Books & Materials	83.14	
		Books & Materials	2,187.74	
		Books & Materials	2,704.23	
		Books & Materials	393.40	9,730.43
G-05623	Baker & Taylor Books	Books & Materials	378.63	
		Books & Materials	1,085.52	1,464.15
G-05624	Carl Corporation	Automation	74,169.00	74,169.00
G-05625	RB Floor Care Services Inc.	Janitorial Services	220.00	220.00
G-05626	PLS Foundation	Professional Services	200.00	200.00
G-05627	Matthew Logo Falepouono	Telephone Services	35.00	35.00
G-05628	iHeart + Entertainment Inc	Library-related Services	3,420.00	3,420.00
G-05629	Michelle Choquette	Professional Services	1,875.00	1,875.00
Total of FY 14-15 Warrants Issued				\$ 612,725.56

Special Funds

Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
S-20640	Oklahoma Tax Commission	Sales Tax	56.19	56.19
S-20641	Vasan Dimple	Lost & Paid Item Returned	10.95	10.95
S-20642	Ericka D. Jones	Lost & Paid Item Returned	96.95	96.95
S-20643	Margaret Francis-Rico	Lost & Paid Item Returned	13.95	13.95
S-20644	Lira Kynsey	Lost & Paid Books	109.50	109.50
S-20645	Brittany Gilman	Lost & Paid Books	30.90	30.90
S-20646	Oklahoma Tax Commission	Sales Tax	1,114.86	1,114.86
S-20647	Jereme Sampson	Lost & Paid Item Returned	11.95	11.95
S-20648	George D. Tousey	Lost & Paid Item Returne	27.00	27.00
S-20649	Dora Shaffer	Lost & Paid IItem Returned	21.95	21.95
S-20650	Chase Card Services	Fines Account	35.00	35.00
S-20651	Standley Systems	Copier Maintenance	3.39	3.39
S-20652	Chase Card Services	Friends Staff Recognition	250.00	250.00
S-20654	Demco	Friends Childrens Worksta	476.00	476.00
S-20655	Chase Card Services	XBOX Gaiming	8,538.18	8,538.18
S-20656	Friends of the Metro. Library	15/Interactive Panels	820.04	820.04
S-20657	Penn Square Mall	15/Summer @ Library	4,350.00	4,350.00
S-20658	Cumulus-Oklahoma City	15/Summer @ Library	1,410.00	1,410.00
S-20659	Vanessa J. Hart	Lost & Paid Item Returned	9.95	9.95
S-20660	Friday	15/Summer @ Library	2,700.00	2,700.00
S-20661	KTUZ	Summer at the Library	560.00	560.00
S-20662	Findaway World, LLC	15/Summer @ Library	346.73	346.73
S-20663	Barnes & Noble, Inc.	15/Summer @ Library	239.47	239.47
S-20664	Cox Media Oklahoma City	Summer at the Library	11,060.00	11,060.00
S-20665	Tyler Broadcasting Corporation	15/Summer @ Library	1,425.00	1,425.00
S-20666	Bart J. Cozzens	Lost & Paid Item Returned	16.95	16.95
S-20667	Magic 104.1 KMGL	15/Summer @ Library	1,360.00	1,360.00
S-20668	Cumulus- Oklahoma City	15/Summer @ Library	2,070.00	2,070.00
S-20669	KOCO	Summer at the Library	5,140.00	5,140.00
S-20670	Lindsay Bertram	Lost & Paid Item Returned	46.95	46.95
S-20671	Lessa Carel	Lost & Paid Item Returned	13.90	13.90
S-20672	Stephanie L. Naifeh	Lost & Paid Item Returned	12.95	12.95
S-20673	Elizabeth Albert	Lost & Paid Item Returned	11.95	11.95
S-20674	Chanel Plunkett	Lost & Paid Item Returned	3.95	3.95
S-20675	KTUZ-TV	15/Summer @ Library	550.00	550.00
S-20676	Cayden Perkins &/or Makenzy	Lost & Paid Item Returned	13.95	13.95
S-20677	Ryan C. Eyster	Lost & Paid Item Returned	13.95	13.95
S-20678	Metropolitan Library System	Transfer of Fines & Fees	61,000.00	61,000.00
S-20679	Friends of the Metro. Library	15/Lobby Benches	90.58	90.58
S-20680	Friends of the Metro. Library	14/Retirement Reception	167.45	167.45
S-20681	Tyler Broadcasting Corporation	15/Summer @ Library	1,140.00	1,140.00
S-20682	Magic 104.1 KMGL	15/Summer @ Library	1,520.00	1,520.00
S-20683	Reed J. Janzen &/or Amy Janzen	Lost & Paid Item Returned	10.00	10.00
S-20684	West Plains Public Library	Books Lost Account	28.95	28.95
S-20685	Angie Walton	15/Come Read With Me	28.02	
		15/ComeRead With Me	302.67	330.69
S-20686	Kathy McCracken	Room Rental Refund	70.00	70.00
S-20687	Standley Systems	Copier Maintenance	7.74	7.74
S-20688	Kandi K. Deaton	Lost & Paid Item Returned	9.95	9.95
S-20689	Jihua Ren	Lost & Paid Item Returned	11.95	11.95
S-20690	Anne J. Antonelli	Lost & Paid Item Returned	16.85	16.85
S-20691	Pamela Dongilli	Lost & Paid Item Returned	21.95	21.95

Special Funds


Warrant Register

July 2015

Number	Vendor/Payee	Purpose		Amount
S-20692	Anna K. Reisman	Lost & Paid Item Returned	36.95	36.95
S-20693	Bradley W. Bowman	Lost & Paid Item Returned	39.95	39.95
S-20694	Xerox Corp.	Copy Maintenance	14.00	
		Copier Maintenance	51.77	
		Copier Maintenance	117.98	
		Copier Maintenance	32.21	
		Copier Maintenance	8.23	
		Copier Maintenance	8.26	
		Copy Maintenance	40.90	
		Copy Maintenance	21.31	
		Copy Maintenance	54.86	
		Copy Maintenance	59.55	
		Copier Maintenance	49.07	
		Copier Maintenance	76.93	
		Copier Maintenance	36.22	
		Copier Maintenance	43.80	
		Copier Maintenance	51.17	
		Copier Maintenance	77.25	743.51
S-20695	Standley Systems	Copier Maintenance	5.65	
		Copier Maintenance	5.40	
		Copier Maintenance	41.19	
		Copier Maintenance	61.55	
		Copier Maintenance	10.14	
		Copier Maintenance	19.69	
		Copier Maintenance	19.45	
		Copier Maintenance	3.63	
		Copier Maintenance	4.70	
		Copier Maintenance	32.07	
		Copier Usage	38.18	
		Copier Usage	104.86	346.51
Total of Special Funds Warrants Issued				\$ 108,565.54

I, Tim Rogers, certify that:

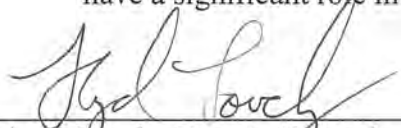
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered by these reports;
3. Based on my knowledge, the financial statements and other financial information included in these monthly reports, fairly present in all material respects the financial condition and results of operations as of, and for, the period presented;
4. The Library's other certifying officer and I have disclosed to the Board of Commissioners all significant deficiencies and material weaknesses in the design or operation of internal controls over financial reporting; and have disclosed any fraud, whether or not material, that involves management or other employees who have a significant role in financial reporting.


Tim Rogers, Executive Director


Date

I, Lloyd Lovely, certify that:

1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered by these reports;
3. Based on my knowledge, the financial statements and other financial information included in these monthly reports, fairly present in all material respects the financial condition and results of operations as of, and for, the period presented;
4. The Library's other certifying officer and I have disclosed to the Board of Commissioners all significant deficiencies and material weaknesses in the design or operation of internal controls over financial reporting; and have disclosed any fraud, whether or not material, that involves management or other employees who have a significant role in financial reporting.


Lloyd Lovely, Deputy Executive Director of Finance and Support


Date

CONTRACT AWARDS AND PURCHASES

The following recommendations for the Commission's approval are made in accordance with the Library System's purchasing policy. For additional information regarding these recommendations, please contact the Purchasing Officer at 606-3794.

ITEM A: COPIERS

The Library wishes to purchase three new Xerox W7225PT copiers and coin op vend towers for use in the public library areas. The copiers will replace copiers at the Del City, Ralph Ellison, and Village Libraries. The current copiers were purchased in 2010.

The Library's purchasing policy allows the Library to purchase from any state, GSA or national competitively bid contract. Xerox was awarded the contract for copiers under State Contract #SW171. The state contract pricing is shown below.

Model	Qty	Price	Total
Xerox W7225PT	3	\$5,431.00	\$16,293.00
710 Coin & Bill Vend Tower	3	\$2,500.00	\$7,500.00
Total			\$23,793.00

RECOMMENDATION:

That the Commission approve the purchase of the seven Xerox copiers and vend towers from Xerox Corporation in the amount of \$23,793.00. Funding for this purchase is available in special fund account 820.

CONTRACT AWARDS AND PURCHASES

(Cont'd)

ITEM B: FORD F-150 PICKUP

Provided for in the FY2015-16 budget is the request for a new Ford F-150 Pickup for the Maintenance Department. The truck will replace a 2005 Ford F-150.

The Library's purchasing policy allows the Library to purchase from any state contract, GSA or nationally bid contract. There is a state contract, SW035, for vehicle purchases. Bob Moore Ford is the state vendor for the Ford F-150.

The contract price is \$22,097.00.

RECOMMENDATION:

That the Commission approve the purchase of the Ford F-150 from Bob Moore Ford in the amount of \$22,097.00. Funding for the purchase is provided for in the FY15-16 budget, account 409.

CONTRACT AWARDS AND PURCHASES

(Cont'd)

ITEM C: FORD TRANSIT CARGO VAN

Provided for in the FY2015-16 budget is the request for a new Ford Transit Cargo Van for the Maintenance Department. The truck will replace a 2007 Chevy Service Truck.

The Library's purchasing policy allows the Library to purchase from any state contract, GSA or nationally bid contract. There is a state contract, SW035, for vehicle purchases. Bob Hurley Ford is the state vendor for the Ford Transit Cargo Van.

The contract price is \$27,803.06.

RECOMMENDATION:

That the Commission approve the purchase of the Ford Transit Cargo Van from Bob Hurley Ford in the amount of \$27,803.06. Funding for the purchase is provided for in the FY15-16 budget, account 409.

REPORT AND RECOMMENDATIONS FROM ADMINISTRATION

Jones Library

Project Agreement – Additional Funding Request

At the Commission meeting on July 16, 2015, Library staff communicated that the architect had issued an updated estimate that anticipated the probable costs for the work would exceed the approved budget. The schedule called for Jones to award the contract on August 8, 2015.

Based on the timing of need, Library administration asked and the Commission authorized the Executive Director to negotiate with Jones to provide additional funding of up to \$50,000 for this project.

Eleven bids were received on July 28th. All of the bids exceeded the approved budget. These were subsequently reviewed in detail by Jones, MLS and Studio Architects. A recommendation to award the contract to Bruce Johnson Construction Company was made on August 4th.

By approving the addition of \$93,000 and based upon MLS's additional commitment, the Town of Jones City reaffirmed their desire to do it right and awarded the contract.

Based upon negotiations with Jones and as authorized above, MLS has offered an additional \$37,000 for the Jones Library project. A breakdown of this funding is presented in more detail in the attached, marked-up Jones Project Agreement, Exhibit A, Revision 2.

Funding for this work has been provided for in the 2015-16 budget.

ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION:

Approve the Revised Project Agreement – Exhibit A, Revision 2 between the Town of Jones City and the Metropolitan Library Commission of Oklahoma County.

FUNDING OBLIGATIONS OF JONES

By the execution of this Exhibit A, Amendment 1, Jones acknowledges that it has increased its funding obligation for the Jones Library from \$678,000 to \$771,000 (an increase of \$ \$93,000).

FUNDING OBLIGATIONS OF MLS

- A. MLS shall provide to the City funding, from \$275,000 up to but not exceeding, \$312,000 (an increase of \$ 37,000) for the new Jones Library in accordance with the Project Agreement dated December 8, 2011, Amendment 1, dated August 22, 2013 and as described below:
- a. \$ 84,000 (an increase of \$ 9,000), for Architectural, Engineering, and Consulting design services required for the Jones Library Project including site survey, civil engineering, printing, consultants, site visitations and testing costs; and
 - b. \$ 228,000 (an increase of \$ 28,000) for construction as further described below.
 - c. The funding described above shall be provided to the City no later than 30 days prior to the execution of the contract for described work.
- B. These dollars shall not be used for the purchase of land or for any development outside of the tract of land set aside for the library.
- C. All MLS funds shall be placed in an interest bearing account and all interest earned shall be used for the construction of the Jones Library.
- D. Quarterly, the City shall provide MLS, an accounting of all funds held and expended on this project.

E. After completion of the project, the City shall return to MLS any unused funding provided by MLS. In no case shall the amount of funding provided by MLS exceed 30% of the construction costs. The project costs include all oversight, testing, design and construction. The cost used in this calculation excludes all land cost, all FF&E & all library materials cost any work not constructed on the library site.

IN WITNESS WHEREOF, the Metropolitan Library System adopts and approves this “Exhibit A” this _____ day of _____, 2015.

Metropolitan Library Commission

Chair

ATTEST:

MLC Secretary

IN WITNESS WHEREOF, The Town of Jones City adopts and approves this “Exhibit A” this _____ day of _____, 2015.

The Town of Jones City

Mayor

ATTEST:

City Clerk

Reviewed for form and legality this ____ day of _____, 2015.

Jones Municipal Counselor

RESOLUTION OF COMMENDATION FOR LIBRARY COMMISSIONER

Mr. Jose Jimenez

- WHEREAS,** Jose Jimenez, appointed April 1999, by Oklahoma City Mayor Kirk Humphreys, has served as a member of the Metropolitan Library Commission of Oklahoma County for 16 years; and,
- WHEREAS,** he has served steadfastly and in a variety of leadership roles for the Commission including terms on the Public Services Committee, Long-Range Planning Committee, Nominating Committee, and the Executive Director Search Committee; and,
- WHEREAS,** he served as chair of the Public Services Committee from 2000 to 2015 and has served as chair of the Nominating Committee from 2011 to 2015; and,
- WHEREAS,** he has been a strong advocate for library services, programs and resources during his tenure on the commission by his attendance at library events and activities and also at a wide variety of community events; and,
- WHEREAS,** he has been a calm reasoned voice of fairness and professionalism during the last 16 years on a variety of issues that have come before the commission, his support and wisdom have guided library staff and commission in their decision making.
- NOW, THEREFORE, BE IT RESOLVED** that the Metropolitan Library Commission of Oklahoma County recognizes and commends Mr. Jose Jimenez for his distinguished service on the Commission and his dedicated support of library services for the people of Oklahoma County.

**Approved this 27th day of August 2015
by the Metropolitan Library Commission
of Oklahoma County**

Nancy Anthony, chair
Metropolitan Library Commission
of Oklahoma County

Tim Rogers, executive director
Metropolitan Library System

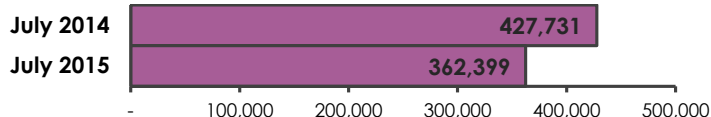
Metropolitan Library System

Usage Summary

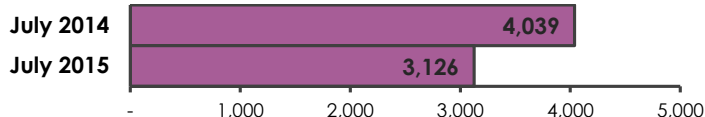
Month of July

FY2015-2016

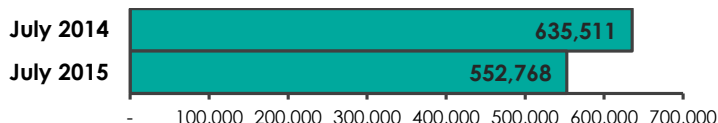
Registered Borrowers



New Borrowers



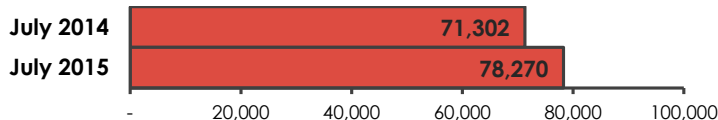
Checkouts



eBooks & eAudio



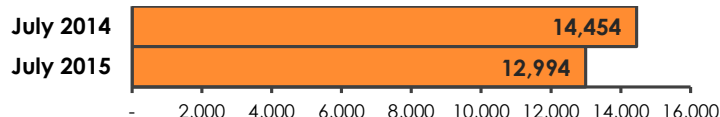
Computer Sessions



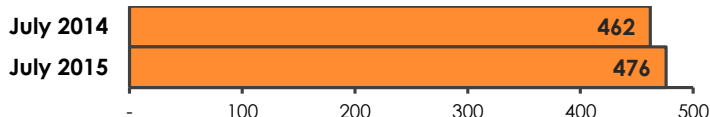
Wireless Sessions†

136,550

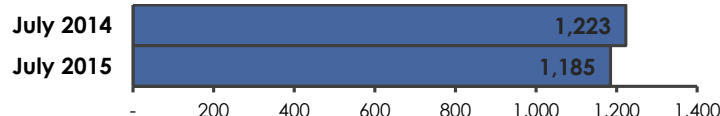
Program Attendance



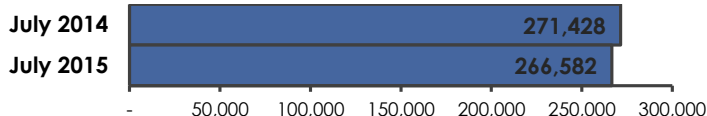
Programs



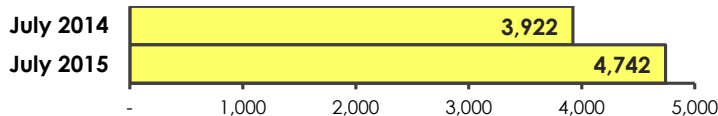
Room Reservations



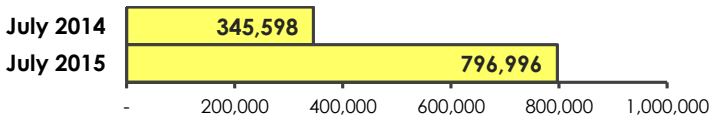
Library Visits



Social Media Interactions



Digital Sessions‡



† July 2014 wireless session counts are unavailable.

‡ catalog.metrolibrary.org session counts replaced CyberMARS logon counts beginning September 2014.

I. DEFINITIONS

Registered Borrowers

Count of individuals designated as primary, reciprocal, annual fee, school or outreach borrowers who retain library privileges and have physically or virtually interacted with the library system within the preceding 5 years.

New Borrowers

Count of individuals designated as primary, reciprocal, annual fee, school or outreach borrowers who have obtained library privileges within the specified timeframe.

Checkouts

Count of charges or renewals of physical or virtual items. (Includes Overdrive, Freegal and Zinio items)

eBooks & eAudio

Count of charges or renewals of virtual items within the specified timeframe. (Includes Overdrive)

Computer Sessions

Count of reservations placed by library customers for the in-house use of desktop computers.

Wireless Sessions

Count of logon instances by individuals accessing the World Wide Web via the library's Wi-Fi network.

Program Attendance

Count of attendance for publicly held programs of type 1, defined as being, "Metropolitan Library System programs or events for library staff or the public, which are initiated, authorized, produced, scheduled, promoted in whole or part by the library to accomplish its mission and strategic plan."

Programs

Count of publicly held programs of type 1. (See definition of type 1 under Program Attendance)

Room Reservations

Count of meeting room reservations placed for purposes other than those of type 1. (See definition of type 1 under Program Attendance)

Library Visits

Count of physical entries into library facilities open to the general public.

Social Media Interactions

Count of activities generated (e.g. comments, likes, shares, retweets, replies, follows, favorites) in response to social media content posted via Facebook, Twitter or Instagram.

Digital Sessions

Count of access instances by individuals with www.metrolibrary.org, catalog.metrolibrary.org, emedia.metrolibrary.org, jobs.metrolibrary.org, www.supportmls.org or metrolibrary.evanced.info and defined as being, "... the period time a user is actively engaged with [the] website..."

EXECUTIVE DIRECTOR'S REPORT

AUGUST 2015

In order to provide you with the information you need to govern the Library, I will break this report into several sections: 1) Projects, outlining work we're planning and implementing; 2) Personnel, providing you with information about our staff and volunteers; and 3) other Items of Interest, which may include news about financial, service, or other issues impacting the Library or the Commission. I will provide the Commission with an update during the monthly meeting when new or important information is available, and I may touch on other issues not discussed in the written report, but I will not read the report -- your time is too valuable for that. Of course, I will invite any and all questions you might have, and I look forward a lively exchange at the meeting next week.

Projects

1. Summer Reading Program

August 1st marked the end of this year's Summer Reading Program, and I'm happy to report we finished the program with 23,335 participants, an increase of more than 8% over last year. Two-thirds of the libraries saw individual increases, with Wright Library, Patience Latting Northwest Library, Almonte Library, and Nicoma Park Library all showing increases of at least 30%. While we showed a 9% increase in children's participation and overall participation, the largest growth came from adults, who posted a 25% increase over last year's numbers, with more than 5,500 participants. Among the kids, third graders were the largest age group participating again this year, though 12th graders, 10th graders, and Kindergarteners showed the largest increases in participation from last year with 27%, 20%, and 18%, respectively.

As far as the completion rates, we saw a slight decrease in the number of participants who completed on one goal (reading 20 minutes for 30 days in June or July), with the participants completing both goals (reading 20 minutes for 30 days in June AND July!) jumped an amazing 46%, from 2,200 to more than 3,220. Making their marks as true over-achievers, more than 2,000 people completed the third goal of an additional 600 minutes read, which resulted in the donation of more than 2,000 books to Ronald McDonald House in Oklahoma City.

Finally, I wanted to share that our participants reported that they read more than 78 million minutes during in nearly 4 million sessions in the two months of the Summer Reading Program. This is the equivalent of a person reading every minute of every day for more than 150 years.

2. Jones Library

On Tuesday, August 4th, Director of Construction Management Todd Olberding and I attended the Town of Jones City Council meeting at which the Council unanimously approved the bid submitted by Bruce Johnson Construction for \$869,500. While this increased the budget of the project a bit higher than we had originally planned, we are still under the \$50,000 authorized by the Commission at its last meeting. The revised Project Agreement is on the agenda for consideration at the August meeting. Please also remember to put Saturday, August 29th at 10am in your calendar, as we will be breaking ground that morning in Jones. An invitation was sent to the Commission and we expect to see a number of the members at the event.

3. Capitol Hill Library

At Capitol Hill we are awaiting a decision from Oklahoma City regarding the timing of the asbestos abatement contract. This work may be done as part of the general contractors work, or could be let as a separate contract. There is some belief that to let the contract separately will enable the project to get started quicker. Director of Construction Todd Olberding is moving ahead with the contracts for the temporary space to ensure that our relocation of the library's furniture and collections in no way slows down the project. We are hopeful to be out of the current library space in November or December of 2015.

4. Bethany Library

Library staff have worked with staff at the City of Bethany to develop a Memorandum of Agreement (MOA) to formalize the planning relationship that has begun around the Bethany Library project. The MOA will be presented to the Commission at the September meeting for approval, and it will likely stipulate that the Library will pay for the preliminary building program. The City is also in the process of finalizing a contract with Dewberry Associates, the architects that will perform the development of the building program.

5. Del City Library

Library staff have worked with staff at the City of Del City to develop a Memorandum of Agreement (MOA) to formalize the planning relationship that has begun around the Del City Library project. The MOA will be presented to the Commission at a future meeting for approval, and it will likely stipulate the Library's intention to create a preliminary building program as part of the larger planning process. The Library is in the process of finalizing a contract with Dewberry Associates, the architects that will perform the development of the building program.

6. Search Process for Managers and Department Heads

The Library has experienced several retirements and other departures from managerial and department head positions in the past few months, and in response the administration has implemented a new recruitment and hiring process. The new system uses a five-to-seven-person search committee composed of members of the Library's management team (and occasionally others) to define the specifics of what we are seeking in the new hire, where and how we should recruit candidates, who should be interviewed, and ultimately who should be appointed to the position. Assisting the search committee are several other groups of staff (and external partners, when appropriate) who will regularly interact with the incumbent, including peers, direct reports, and others. The search committee approach is somewhat labor-intensive, but we believe that this multi-dimensional approach enables us to make better, more informed decisions that will pay off in the long run. The process was used first in the hiring of the Bethany Library Manager (Erin Bedford), the Ralph Ellison Library Assistant Manager (Meghan Attalla), both Northwest Assistant Library Managers (Mark Schuster and Laura Sikes), and the is currently being used to fill the Development Director vacancy and the remaining Assistant Library Manager positions.

7. FY2015-16 Budget

We receive the final numbers from the County Assessors Office on August 13th, and Deputy Executive Director of Finance and Support Services Lloyd Lovely has been hard at work identifying changes to both the revenue and expenditure sides of the budget. It appears that growth came in slightly higher than we had projected, so staff will be making a budget revision presentation to a joint meeting of the Administration and Personnel Committee and the Finance Committee on Tuesday September 1, at

3:30pm (Ronald Norick Downtown Library, 4th floor, Rooms C&D). We assume that the Finance Committee will present the FY2015-16 for the full Commission's consideration at the September 17, 2015 meeting (in Del City).

8. Partnership with Oklahoma City Public Schools

As many of the Commission are aware, reading at an appropriate level continues to be a challenge of a large portion of our community. During a meeting to discuss reading and literacy objectives, OKCPS Superintendent Rob Neu and I agreed that we would spearhead a project that would put a library card in the hand of EVERY student attending a school in the district. To accomplish this, we will bypass our normal library card processes, enabling students to use their existing school IDs as their cards. While we have not hammered the details (some of which may require changes to current Library policy), I am certain that by giving our shared commitment to removing bureaucratic barriers that impact every child's access to library resources, we will begin to make progress toward our goal.

Personnel

- Joshua Jordan was promoted from Associate Librarian to Librarian at the Del City Library. Joshua has been with the system since 2012.
- Susan Evans was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Almonte Library. Susan has been with the system since 2015.
- Mary Guillory was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Almonte Library. Mary has been with the system since 2014.
- James Gordon was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Belle Isle Library. James has been with the system since 2005.
- Lily Wang was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Belle Isle Library. Lily has been with the system since 2006.
- Tim Rice was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Capitol Hill Library. Tim has been with the system since 2014.
- Gary Stotler was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Choctaw Library. Gary has been with the system since 2012.
- Sadie Woody was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Del City Library. Sadie has been with the system since 2013.
- Randall Baze was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Edmond Library. Randall has been with the system since 2013.
- Mary West was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Midwest City Library. Mary has been with the system since 2014.
- Roger Banker was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Midwest City Library. Roger has been with the system since 2009.
- Dochelle Whitley was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Ralph Ellison Library. Dochelle has been with the system since 2012.
- Chad Allen was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Southern Oaks Library. Chad has been with the system since 2012.
- Elaine Page was promoted from Public Computer Specialist (Part-Time) to Public Computer Specialist (Half-Time) at the Southern Oaks Library. Elaine has been with the system since 2013.
- Lisa Bradley was promoted from Librarian (.75) to Librarian (Full-Time) at the Downtown Library. Lisa has been with the system since 1999.
- Christian LeFlore was promoted from Help Desk Specialist (Half-Time) to Help Desk Specialist (.75) for Information Technology. Christian has been with the system since 2013.

- Angela Hill was promoted from Librarian (Half-Time) to Librarian (Full-Time) at the Capitol Hill Library. Angela has been with the system since 2005.
- Mary Callies was promoted from Extension Specialist (Part-Time) to Extension Specialist (Half-Time). Mary has been with the system since 2013.
- Elega Westfall was promoted from Library Aide to Circulation Clerk (Half-Time) at the Midwest City Library. Elega has been with the system since 2013.
- Keith Leach was hired as a Library Aide at the Edmond Library.
- Jordan Piel was hired as a Library Aide at the Northwest Library.
- Floyd Richardson was hired as a Public Computer Specialist at the Warr Acres Library.
- Linda Siavashpour was hired as a Library Aide at the Edmond Library.

State College hosted an open house last Friday for The Village @ State, the school's new on-campus apartments. **See page 2A**

SCHOOLS
Remembering Elaine Jackson



Staff photo by Jessica Phillips
Writer John Martin remembers former Mid-Del teacher Elaine Jackson who passed away last week in Florida. **See page 6A**

LOCAL
Superhero teacher



Staff photo by Jessica Phillips
Bill Gates, a writer for Comics, held several workshops on comic books last week. **See page 13A**
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showers and thunder-

92/68
sunny. Highs in the low 90s
lows in the upper 60s.

early Saturday morning after he tried to intervene during an altercation between his dad's death, "Chief Brandon Clabes said. Sharmain L. Stelly, 22, Chakara D. Redd, 26, and Larry D. Mathis, 23, were arrested in connection with the death of 51-year-old Mose Abasi Dennis, 19, is also wanted on murder and robbery charges in the case.

See MURDER, page 3A

A scaley good time



Kingston Lemons (Right) holds a snake Wednesday morning during Reptile and Amphibian Camp at the Midwest City Library.

Library hosts reptile and amphibian camp

By Jessica Phillips
Staff Writer

Children and adults got up close and personal with snakes and other reptiles and amphibians.

The Midwest City Library hosted the fifth annual Reptile and Amphibian Camp on Wednesday.

"We want to educate in a way people can understand," Librarian Suzette Chang said.

The library partnered with the Oklahoma City Herpetological Society to host the event. Children had opportunities to hold snakes, touch turtles and see an alligator, frogs and toads.

Attendees could create frog crafts with the Martin Park Nature Center and attend forums that discussed how to care for pet snakes and how to identify different kinds of

venomous snakes.

Chang said having the animals at the library allows children and adults to learn through touching and talking. The crafts were another way to encourage life-long learning.

"Ultimately, we want to decrease, if not get rid of, the fear," she said.



Children get to touch snakes and other lizards and amphibians Wednesday at the Midwest City Library.



Maxine Wheelan received the Lifetime Achievement Award earlier this month at the International conference.

MWC was honored for 50 years of service.

By Jeff Harrison
Managing Editor

A Midwest City woman recognized for her six decades of service as a member of the Alpha (ESA) International Service Award July 18 during the International Convention in Orlando, Fla.

As an active member of the service organization, Wheelan has raised money and awareness for the Children's Research Hospital at the Oklahoma School for the Deaf and helped sponsor the creation of the Midwest City.

Wheelan said she enjoys staying active in her community. "I like helping others by doing this then sitting at home," she said. Wheelan joined ESA in 1970 while working for the City of Midwest City. Virginia Crabtree, 70, is also a member of the organization.

See WHEELA

Violent crime drops, property crime rise in July

Midwest City Police Department reports 16 percent

July 30, 2015 6:59 pm /

and larceny of 1,212 motor vehicles

DC Comics writer leads workshop

By Jessica Phillips
Staff Writer

Comic book fans got a taste of what it takes to create characters and a story last week.

Sterling Gates, who writes for DC Comics, visited six metropolitan libraries to lead the Comic Book Writing Workshop.

Gates, a native of Tulsa and graduate of the University of Oklahoma, led a group of more than 10 people through a brainstorming session at the Southern Oaks Library on Friday. He also visited the Del City Library on Thursday evening.

Lindsay Jones, youth services librarian at the Del City Library, said 16 people attended that event.

"It went really well; we had kind of a wide range of ages there," she said. "I think a lot of the kids were really excited."

The workshop included developing a superhero, sidekick and super villain, along with their powers and a story outline. The workshop was an open format in which Gates asked participants for ideas.

The group at Southern Oaks developed a superhero named Mirage who had the ability to cast illusions. His sidekick was Mentallica who had the power of telekinesis. They battled villain Dr. Destructor, who fought with killer robots.

Gates is a freelance writer and has sold stories to DC Comics since 2007. He has written Supergirl, Man of Steel, Green Lantern Corps, New 52's Hawk and Dove, and Flashpoint. His most recent work is The Flash: Season Zero #24, which is available online now and will be released in print on Sept.

2.

Gates' parents owned a comic book store in Tulsa when he was a child and that helped motivate him to choose comic book writing as a career.

"I always wanted to work with superheroes in some capacity because I think they really speak to, they speak to us and they speak to readers as larger than life embodiments of what we experience in our day to day life, and I gravitated towards that," he said.

He relied on superheroes because they helped him through being bullied as a child.

"You know, when I was a kid, like I wanted superpowers. I wanted super speed. Because the bullies, the bullies at my school were on the track team, so I wanted super speed like The Flash so I could outrun them. And so I looked to those stories to help, help me sort of process that," he said.

These stories provided Gates comfort again later in life when his father died.

"When my father passed away I looked, I looked back at superhero stories to help me process grief. And so to be able to work with these characters, and hopefully help other people deal with their emotions just by telling a story about a super-powered teenager, that's probably the highlight (of this career), is having those opportunities."

In addition to comic books, Gates has worked with TV and film. He was the writer's room production assistant for TV's "Blade: The Series" in 2006. He wrote and produced The Posthuman Project, winner of "Best Oklahoma Film" at the deadCENTER Film Festival in 2014.



-Staff photo by Jessica Phillips

Sterling Gates is a freelance comic book writer from Tulsa and a graduate of the University of Oklahoma. He sold his first story to DC Comics in 2007. His most recent comic is The Flash: Season Zero #24, which is available online now and in print on Sept. 2.



-Staff photo by Jessica Phillips

Gates led a group of 10 through creating characters and writing a story at the Southern Oaks Library on Friday. The workshop was an open format in which participants could contribute ideas to the story. The group made a superhero named Mirage who fought villain Dr. Destructor.

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