



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, March 15, 2012, 3:30 p.m.
Midwest City Library
8143 E. Reno
Midwest City, OK 73110
(Telephone: 732-4828)

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

Fran Cory, Chair

3:30 – 3:45 pm INTRODUCTIONS

- Document #81 – Presentation of Service Certificates for Library Staff

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 (#82 - #84)

- Document #82 – Approval of Minutes of February 16, 2012 Meeting
- Document #83 – Acceptance of Review of Expenditures for February 2012
- Document #84 – Contract Awards and Purchases
 - Item A: Digital Microfilm Reader Printers
 - Item B: Automated Materials Handling (AMH) Equipment
 - Item C: Slatwall Displays
 - Item D: Summer Reading Materials
 - Item E: Window Shades

4:00 – 4:15 pm COMMITTEE REPORTS

- Document #85 – Discussion, Consideration, and Possible Action – Long-Range Planning Committee meeting minutes, February 27, 2012 ~ Penny McCaleb, chair

4:15 – 4:30 pm SPECIAL PRESENTATIONS

- Literary Voices – Suzie Symcox, Chair, Literary Voices

4:30 – 4:45 pm INFORMATION REPORTS

- Document #86 – MLS February 2012 Library Visits
- Document #87 – MLS February 2012 Circulation Report
- Document #88 – MLS February 2012 Computer Usage Report
- Document #89 – MLS February 2012 System Reserve Report

4:45 – 4:50 pm EXECUTIVE DIRECTOR'S REPORT

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

NEXT COMMISSION MEETING DATE AND PLACE:

April 19, 2012
Downtown Library, 300 Park Ave, Oklahoma City, OK 73102

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 March 2012:

<u>Employees</u>	<u>Years of Service</u>
Denise A. Courts, Benefits Specialist, Human Resources	25
Joe J. Poe, Security, Downtown Library	25
Jill L. Vessels, Cataloging Technician, Cataloging	25
Beverly A. Cunningham, Librarian, Southern Oaks Library	5
Jeffrey E. Fredericks, Circulation Clerk, Edmond Library	5
Rebecca F. Mason, Circulation Clerk, Warr Acres Library	5
Denise D. Ryan, Accounting Technician, Business Office	5

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

DATE: February 16, 2012 TIME: 3:30 pm

MEETING PLACE: Belle Isle Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County November 3, 2011. 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 Belle Isle Library and the Downtown Library, 300 Park Avenue, Oklahoma City, on February 14, 2012, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Bose' Akadiri
Nancy Anthony, Disbursing Agent
Ralph Bullard
Cynthia Friedemann
Rozz Grigsby
Deanna Hannah
Helene Harpman
Carolyn Leslie
Penny McCaleb
Tracy McGehee
Lori Nelson
Hugh Rice
Jim Shonts
Judy Smith, Vice-Chair
Alyne Strube
Beth Toland
Susan Tucker
Ray Vaughn
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma City
Tracy McDaniel
Brenda Palmer
Mekush Patel
Kim Patterson
Vanna Shaw
Greg Womack

Estimate of general public and staff attending: 17

- I.** The meeting was called to order at 3:31 p.m. by Mrs. Fran Cory, Chair.
- II.** Roll was called to establish a quorum. Present: Akadiri; Anthony; Bullard; Friedemann; Grigsby; Hannah; Harpman; Jiminez; Leslie; McCaleb; McGehee; Rice; Shonts; Smith; Strube; Toland; Tucker; Vaughn; Cory. (Arrived: Nelson, 3:36).
- III.** Mrs. Cory introduced Ms. Katrina Prince, Manager of the Bethany Library. Ms. Prince welcomed the Commission and provided them with information on the current events at Bethany.
- IV.** Mrs. Cory called for comments from the general public. There were none.
- V.** Mrs. Cory presented the Consent Docket: Document #74 – Approval of Minutes of January 19, 2012; Document #75 – Acceptance of Review of Expenditures for January 2012; Document #76 – Contract Awards & Purchases.

Mrs. Cory called for a motion.

Mrs. Alyne Strube moved to accept the consent docket. Mrs. Judy Smith seconded. Questions and discussion followed. Motion passed unanimously.

- VI.** Mrs. Cory referred to Special Presentations.

Mrs. Cory called on Mrs. Beth Toland, to provide information on the upcoming Booksale. Mrs. Toland handed out tickets and invited the commission to attend the presale party for the booksale on Friday, February 24th. This year will be the 33rd annual booksale and the Friends have given back almost 3 million dollars to the library system. Questions and Discussion followed.

Mrs. Cory called on Mrs. Emily Williams, Outreach Services to provide information on Teen Events in March. Mrs. Williams highlighted a couple of big teen events coming up in March. *After School at the Library* is a six week program, which is starting up at the end of March at six different libraries. It will bring arts and programming to teens that might not get it in their regular school day. Local artists will work with the teens on visual art, dance and creative movement, as well as video and film editing. March is also Teen Tech month, which is a national initiative the library system takes part in. We will be highlighting different technology based programming for teens, including robotics, video game tournaments, and art inspired by technology.

- VII.** Mrs. Cory called on Mrs. Morris to present the Information Reports.

- ⌘ Document #77 – MLS January 2012 Library Visits
- ⌘ Document #78 – MLS January 2012 Circulation Report
- ⌘ Document #79 – MLS January 2012 Computer Usage Report
- ⌘ Document #80 – MLS January 2012 System Reserve Report

Questions and discussion followed.

- VIII.** Mrs. Cory called on Mrs. Morris to present the Executive Director's Report.

Mrs. Morris reported Tuesday, May 22 is the selected date for the grand opening of the Northwest Library.

Mrs. Morris congratulated the Marketing and Communications department, who recently received notice that they have won two *ADDY® Awards*.

The Long-Range Planning Committee will be meeting on Monday, February 27th at the Belle Isle Library. The main agenda item will be updates on capital projects and potential new projects.

Mrs. Morris highlighted the expanded service hours for the library system, which will begin on May 7.

Mrs. Morris provided information on the selected Northwest Library Public Art, *Faducci, LLC* by Solomon Bassoff and Domenica Mottarella. It consists of four sculptures and is designed to represent Oklahoma state animals and intended to embody an appreciation of nature, while providing an atmosphere that encourages the pursuit of knowledge.

Mrs. Morris reported the Public Library Association conference, which takes place every other year, will be the week of March 12. Several directors, library managers, two librarians, and Mrs. Morris will be attending the conference. Since this meeting is being held the same week as the March commission meeting, Mr. Jim Welch will be serving as the MLC secretary in Mrs. Morris' absence.

IX. Mrs. Cory presented the Standing Committee assignments for 2012.

X. The next Commission meeting will be held at the Midwest City Library on March 15, 2012.

There being no further business, the meeting was adjourned at 4:03 pm.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

February 29, 2012

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of February 2012.

For comparison 66.66% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of February 2012.

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METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF FINANCIAL CONDITION

February 29, 2012

ASSETS

CASH		\$ 8,652,121.72
INVESTMENTS (Schedule attached)		28,907,424.39
PREPAID ACCOUNTS		30,000.00
TAXES RECEIVABLE: 2011-12 Ad Valorem Tax	29,988,898.00	
Less: Reserve for Delinquent Tax	<u>-2,726,263.00</u>	
Budgeted Tax Revenue	27,262,635.00	
Less: Tax Received	<u>-23,321,741.54</u>	
		3,940,893.46
Total Assets		<u>\$41,530,439.57</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2010-11 Reserve for Appropriations	\$282,622.96	
2011-12 Purchase Orders Outstanding	1,145,661.35	
2010-11 Purchase Orders Outstanding	28,040.00	
2011-12 Checks Outstanding	210,232.24	
2010-11 Checks Outstanding	42.00	
Total Liabilities		1,666,598.55

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	3,940,893.46
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FUND BALANCE:

Beginning of the Year	\$31,225,521.14	
Add: Revenues		
Budgeted	23,638,741.54	
Other	<u>1,564,227.23</u>	25,202,968.77
Less: Expenditures	<u>(20,505,542.35)</u>	
Total Fund Balance		35,922,947.56
Total Liabilities, Deferred Revenue and Fund Balance		<u>\$41,530,439.57</u>

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT

As of February 29, 2012

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	7/21/2009	7/21/2012	3.056%	\$ 95,006.20
CD - Municipal Emp. Credit Union	5/28/2010	5/28/2013	2.650%	240,000.00
CD - Weokie Credit Union	1/17/2010	1/18/2015	3.140%	106,899.93
CD - UMB Bank	3/18/2010	2/18/2013	2.000%	97,864.05
CD - Stillwater National Bank	5/23/2010	6/23/2012	2.000%	240,000.00
CD - National Bank of Commerce.	12/19/2011	12/19/2013	1.100%	240,000.00
CD - Kirkpatrick Bank, Edmond	12/12/2011	12/12/2016	1.980%	230,000.00
CD - Coppermark Bank	6/14/2010	4/14/2012	2.000%	96,787.60
CD - BancFirst	7/28/2009	7/27/2012	2.240%	240,000.00
CD - Interbank	11/9/2010	11/5/2013	2.000%	99,733.20
CD - Citizen's Bank of Edmond	7/2/2009	7/2/2014	2.810%	122,052.12
CD - Valliance Bank	3/5/2011	3/5/2012	1.600%	99,081.29
Fed Home LN BKS 08-13	1/22/2008	1/22/2013	4.000%	1,000,000.00
Fed Home LN BKS 12-16	7/27/2010	1/27/2016	2.000%	2,000,000.00
FNMA	9/30/2010	12/30/2015	2.000%	2,000,000.00
FNMA	9/21/2011	3/21/2016	1.220%	2,000,000.00
FNMA	9/28/2011	9/28/2016	1.400%	2,000,000.00
FNMA	9/21/2011	9/21/2016	1.500%	2,000,000.00
Federal Home Loan Bank	12/21/2011	12/21/2016	1.450%	2,000,000.00
Freddie Mac	12/28/2011	12/28/2015	1.050%	2,000,000.00
Freddie Mac	12/21/2011	12/21/2016	1.500%	2,000,000.00
Federal Home Loan Bank	12/21/2011	12/21/2015	1.100%	2,000,000.00
FNMA	12/29/2011	12/29/2017	1.510%	2,000,000.00
Freddie Mac	12/28/2011	6/28/2018	2.000%	2,000,000.00
Freddie Mac	1/25/2012	1/25/2016	1.000%	2,000,000.00
Federal Farm Credit Bank	1/11/2012	1/11/2016	1.050%	2,000,000.00
Total Investments				<u>\$ 28,907,424.39</u>

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL

February 1, 2012 to February 29, 2012

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2011 Ad Valorem Tax	\$27,262,635.00	\$ 725,104.61	\$23,321,741.54	85.54%
State Aid	290,807.00	-	-	0.00%
Fines	<u>474,660.00</u>	<u>31,000.00</u>	<u>317,000.00</u>	66.78%
Total Budgeted Revenue	<u>\$ 28,028,102.00</u>	<u>\$ 756,104.61</u>	<u>\$23,638,741.54</u>	84.34%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 228,600.66	\$ 1,028,786.03	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		562.77	277,947.18	
Flexible Benefits Account Balance		192.27	1,234.55	
Sale of Surplus Equipment		0.00	16,803.79	
Insurance Reimbursements		0.00	118,056.54	
Miscellaneous		<u>17,844.96</u>	<u>121,399.14</u>	
Total Miscellaneous Revenue		<u>\$ 247,200.66</u>	<u>\$ 1,564,227.23</u>	
Total Revenue	<u>\$ 28,028,102.00</u>	<u>\$ 1,003,305.27</u>	<u>\$25,202,968.77</u>	89.92%

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

February 29, 2012

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 36,199.66	\$ 5,398.42	\$ 709.55	\$ 40,888.53
810 Prepaid Fees	(9,624.01)	0.00	579.87	(10,203.88)
815 Fines	31,533.84	51,979.27	31,286.80	52,226.31
820 Copy	112,184.41	9,436.61	1,874.35	119,746.67
Total Revolving Funds	\$ 170,293.90	\$ 66,814.30	\$ 34,450.57	\$ 202,657.63

	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
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Special Grants

856 10/LET/Ralph Ellison Statuary	\$ 25,000.00	\$ 25,000.00	\$ 20,500.00	\$ 4,500.00
857 DN/LC Donations	92,529.29	92,529.29	90,798.91	1,730.38
860 10/LET/Special Grant	14,840.00	14,840.00	5,218.04	9,621.96
861 10/MWC/Florence Hughes Memorial	1,491.00	1,491.00	55.00	1,436.00
862 10/OCCF/Village	500.00	500.00	0.00	500.00
870 11/ODL/College Sweepstakes/DC	1,000.00	1,000.00	466.88	533.12
871 11/ODL/College Sweepstakes/CT	1,000.00	1,000.00	826.83	173.17
897 11/LET/Summer Reading	20,000.00	20,000.00	18,946.90	1,053.10
899 11/LET/Young Professional Adv	3,000.00	3,000.00	0.00	3,000.00
925 12/OAC/Black History Month	3,600.00	0.00	3,600.00	(3,600.00)
928 12/ODL/College/Saving	1,000.00	1,000.00	0.00	1,000.00
929 12/ODL/Early Literacy	2,500.00	2,500.00	2,263.11	236.89
931 12/ODL/Digital Inclusion	7,500.00	7,500.00	1,435.44	6,064.56
933 12/LET/Aviation	5,738.00	5,738.00	0.00	5,738.00
944 09/LET/Gift Materials	33,563.00	33,563.00	31,790.66	1,772.34
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
985 12/LET/Summer Reading	20,000.00	20,000.00	0.00	20,000.00
986 12/LET/ReadFest	10,000.00	10,000.00	9,905.46	94.54
987 12/LET/Read Y'all	3,000.00	3,000.00	0.00	3,000.00
989 12/LET/NW Grand Opening	5,000.00	5,000.00	0.00	5,000.00
990 12/LET/Commercials	12,000.00	12,000.00	0.00	12,000.00
991 12/LET/Programs-Technology	4,536.00	4,536.00	0.00	4,536.00

Grants - Friends of MLS, Previous Years

875 08 Public Art	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00
846 10 Public Art	3,000.00	3,000.00	0.00	3,000.00
849 10 MLS TV Ads	20,000.00	20,000.00	19,715.00	285.00
883 11 Lee Brawner Scholarships	18,000.00	18,000.00	14,628.42	3,371.58
887 11 NW Interactive-Children's	25,000.00	25,000.00	0.00	25,000.00

Grants - Friends of MLS, Current Fiscal Year

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
911 12 Staff Recognition	\$ 11,000.00	\$ 11,378.44	\$ 10,649.39	\$ 729.05
912 12 Summer at the Library	20,000.00	20,000.00	170.00	19,830.00
914 12 Lee Brawner Scholarships	12,000.00	12,000.00	5,818.51	6,181.49
915 12 Presenting Information	1,000.00	1,000.00	767.02	232.98
916 12 Bench and Bike Rack	11,000.00	11,000.00	790.40	10,209.60
917 12 After School Program	9,600.00	9,600.00	4,800.00	4,800.00
918 12 Noon Tunes	11,000.00	11,000.00	8,032.21	2,967.79
919 12 Our World Series	30,000.00	30,000.00	24,000.00	6,000.00
920 12 Open House NW Library	5,000.00	5,000.00	0.00	5,000.00
921 12 Children's Author Visit	10,392.00	10,392.00	0.00	10,392.00
922 12 Winter ReadFest	12,000.00	12,000.00	11,989.21	10.79
984 12 L.I.F.E.	7,500.00	7,500.00	7,699.35	(199.35)
Total Grants				<u>\$ 179,273.19</u>
Total Special Funds				<u><u>\$ 381,930.82</u></u>

Metropolitan Library System
Statement of Encumbrances
Month of February 2012

FY-12

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	978,595.41	8,042,894.01	60.26	13,347,084.00	5,304,189.99
102	Wages - Part-time	135,820.51	1,122,089.09	50.08	2,240,488.00	1,118,398.91
103	Payroll Taxes	81,811.01	669,848.38	59.63	1,123,302.00	453,453.62
109	Workers' Comp Insurance	15,531.00	124,987.00	62.69	199,369.00	74,382.00
112	Group Insurance	206,353.22	1,573,860.90	58.65	2,683,442.00	1,109,581.10
113	Employees' Retirement	62,809.02	1,622,531.49	84.68	1,916,108.00	293,576.51
114	Unemployment Compensation	.00	12,500.28	41.67	30,000.00	17,499.72
Total Personal Services		1,480,920.17	13,168,711.15	61.14	21,539,793.00	8,371,081.85
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Maintenance & Operations - Contractual Services

201	Bldg, Property & Auto Insur	50.00	169,050.50	75.80	223,018.00	53,967.50
202	Liability/Bonding Insurance	.00	6,808.00	51.67	13,175.00	6,367.00
205	Rent of Library Buildings	400.00	3,600.00	3.44	104,800.00	101,200.00
206	Rent of Equipment	.00	540.00	19.29	2,800.00	2,260.00
207	Janitorial Services	29,578.90	237,156.20	42.96	552,000.00	314,843.80
208	Maintenance of Facilities	17,202.49	301,926.16	51.72	583,720.00	281,793.84
211	Parking & Transportation	10,800.68	93,343.38	51.39	181,620.00	88,276.62
212	Travel Expenses	5,969.52	56,827.52	58.31	97,465.00	40,637.48
213	Professional Services	11,348.55	161,927.53	51.42	314,930.00	153,002.47
214	Security Services	28,851.61	224,264.98	52.33	428,523.00	204,258.02
216	Telephone Services	8,593.09	62,245.66	19.74	315,383.00	253,137.34
217	Electrical Services	28,943.92	328,950.18	50.72	648,504.00	319,553.82
218	Gas Services	7,163.73	29,693.69	38.50	77,117.00	47,423.31
219	Water & Garbage Services	3,318.96	45,432.04	68.33	66,494.00	21,061.96
220	Trigen Energy Services	9,127.73	124,547.26	62.90	198,000.00	73,452.74
226	Memberships	1,153.00	16,526.30	68.31	24,193.00	7,666.70
230	Other Library-Related Services	18,199.24	262,114.38	71.97	364,195.00	102,080.62
231	Automation Contractual	45,079.23	230,587.23	62.65	368,054.00	137,466.77
236	Network Catalog Services	4,217.35	44,242.02	56.27	78,625.00	34,382.98
Total Contractual Services		229,998.00	2,399,783.03	51.69	4,642,616.00	2,242,832.97
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Metropolitan Library System
Statement of Encumbrances
Month of February 2012

FY-12

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	12,101.17	76,741.01	36.04	212,950.00	136,208.99
302	Postage	24,018.06	141,885.38	48.82	290,650.00	148,764.62
303	Supplies	35,247.62	256,609.15	52.15	492,054.00	235,444.85
310	Maintenance Supplies	8,784.36	37,968.00	51.31	74,000.00	36,032.00
312	Safety Supplies & Equipment	.00	2,655.25	37.40	7,100.00	4,444.75
321	Gasoline & Oil	3,179.61	25,135.26	58.45	43,000.00	17,864.74
322	Vehicle Parts & Repairs	4,047.86	13,026.43	40.71	32,000.00	18,973.57
330	Programming Activities	20,508.58	120,982.51	43.22	279,903.00	158,920.49
331	Other Commodities	1,502.60	15,442.05	39.32	39,268.00	23,825.95
Total Commodities		109,389.86	690,445.04	46.94	1,470,925.00	750,479.96
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Capital Outlays

401	Books & Materials	354,788.67	2,573,609.43	47.56	5,410,800.00	2,837,190.57
404	Government Documents	.00	5,300.00	96.36	5,500.00	200.00
405	Book Repairs & Bindings	.00	.00	.00	2,100.00	2,100.00
407	Periodicals & Subscriptions	1,280.16	154,394.96	85.82	179,900.00	25,505.04
408	Furniture, Fixtures, & Equip	-488.62	523,331.45	21.79	2,401,207.00	1,877,875.55
409	Motor Vehicles	23,785.52	49,615.54	76.92	64,500.00	14,884.46
410	Automation System & Equipment	124,544.72	422,313.10	43.24	976,678.00	554,364.90
450	Capital Projects	187,538.80	518,038.65	16.06	3,225,963.00	2,707,924.35
490	Capital Reserves - Current	.00	.00	.00	162,270.84	162,270.84
499	Reserve Carryover - Prior	.00	.00	.00	19,171,370.30	19,171,370.30
Total Capital Outlays		691,449.25	4,246,603.13	13.44	31,600,289.14	27,353,686.01
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Total Budget		2,511,757.28	20,505,542.35	34.61	59,253,623.14	38,748,080.79
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Monthly Journal Entries – February 2012

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Tax revenues</u>				
139	1001	Cash	\$ 490,086.08	
	1201	Ad Valorem Tax - Current year		\$ 490,086.08
		Ad Valorem Tax apportioned by County for 1/23 to 1/31		
140	1001	Cash	\$ 226,848.96	
	3601	Prior year Tax	\$ 1,639.78	
	1201	Ad Valorem Tax - Current year		\$ 228,488.74
		Ad Valorem Tax apportioned by County for 1/16 to 1/31		
141	1001	Cash	\$ 236,780.23	
	1201	Ad Valorem Tax - Current year		\$ 236,658.31
	3601	Prior year Tax		\$ 121.92
		Ad Valorem Tax apportioned by County for 2/1 to 2/15		
<u>Miscellaneous revenue</u>				
142	1001	Cash	\$ 18,448.31	
	3611	Flex reimbursement		\$ 192.27
	3605	Mic. Reimbursements		\$ 18,256.04
		MLS grant reimb 201.98 Friends reimb 1,618.14		
		café rent 500.00 LET-postage 269.23		
		McGraw-Hill refund 188.71 Name badges 1.00		
		Insurance-R Rea 795.92 ILL/Cat copy money 28.86		
		Chickasaw refund 1,443.50 OBS refund 254.00		
		Independent-rebate 33.34 So rent refund 12,921.00		
		Bank error 0.36 Total \$ 18,256.04		
<u>Fines</u>				
143	1001	Cash	\$ 31,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 31,000.00
		Fines transferred to General Fund in February		
<u>Payable entries</u>				
144	3001	Current Year Reserv. for Appropriations.	\$ 2,511,917.62	
	3011	Current Year P.O. Outstanding		\$ 2,511,761.72
	3012	Prior Year P.O. Outstanding		\$ 155.90
		Purchase orders issued in February		
145	3011	Current Year P.O. Outstanding	\$ 2,283,712.91	
	3021	Current Year Warrants Outstanding		\$ 2,283,712.91
	3012	Prior Year P.O. Outstanding	\$ -	
	3022	Prior Year Warrants Outstanding		\$ -
		Checks issued in February		

146	3021	Current Year Warrants Outstanding	\$	2,258,355.14	
	1001	Cash			\$ 2,258,355.14
	3022	Prior Year Warrants Outstanding	\$	500.00	
	1001	Cash			\$ 500.00
		Checks cleared Bank in February			

Bank interest and fees

147	1001	Cash	\$	562.77	
	3602	Bank Fees	\$	395.69	
	3602	Interest Income			\$ 958.46
		Interest and fees from GF checking account			
148	8000	Special Fund Cash			\$ 128.45
	8815	Bank Fees	\$	166.90	
	8815	Interest Income			\$ 38.45
		Interest and fees from SF checking account			

Special funds

149	8000	Special Fund Cash	\$	66,195.98	
	8815	Fines			\$ 24,511.45
	8820	Copy			\$ 9,436.61
	8805	Gift/Lost Books			\$ 5,398.42
	8810	Prepaid Fees	\$	579.87	
	8815	Credit card receipts			\$ 27,429.37
		Revenues of special funds received in February			
150	8000				\$ 58,991.78
	8815	Fines	\$	31,119.90	
	8820	Copy	\$	1,874.35	
	8805	Gift/Lost Books	\$	709.55	
	8922		\$	1,550.87	
	8986		\$	1,399.96	
	8929		\$	218.70	
	8856		\$	9,874.45	
	8919		\$	8,644.00	
	8925		\$	3,600.00	
		Expenditures of special funds in February			

Corrections, adjustments, and miscellaneous

151	1201		\$	228,488.74	
	3601				\$ 1,639.78
	3601				\$ 228,488.74
	1201		\$	1,639.78	
		to correct je 140			
152	3605		\$	0.36	
	1001				\$ 0.36
		to correct bank error			

153	3605	\$	410.72	
	3001			\$ 410.72
				to correct outstanding purchase order total to actual
	Grand Total		<u>\$ 8,416,310.90</u>	<u>\$ 8,416,310.90</u>
			\$	-

General Fund F.Y. 11-12

Warrant Register

February 2012

Number	Vendor/Payee	Purpose	Amount
G-03047	Metropolitan Library System	Parking	6.00
		Professional Services	58.80
		Postage	99.57
		Supplies	63.05
		Programming Activities	64.47
		Programming Activities	24.65
		Other Commodities	13.05
			329.59
G-03048	City of Midwest City, Inc.	Water & Garbage Services	296.00
G-03049	O G & E	Electrical Services	2,016.74
		Electrical Services	15,824.52
			17,841.26
G-03050	Oklahoma Natural Gas Co.	Gas Services	960.26
		Gas Services	330.30
		Gas Services	1,505.52
			2,796.08
G-03051	City of Oklahoma City	Water & Garbage Services	44.01
		Water & Garbage Services	620.78
		Water & Garbage Services	153.55
			818.34
G-03052	Brodart, Inc.	Supplies	31.06
G-03053	Locke Supply Co.	Maintenance of Facilities	47.50
G-03054	Demco	Supplies	36.92
		Supplies	182.15
			219.07
G-03055	The University of Oklahoma	Printing/Printing Supply	505.00
G-03056	City of Warr Acres	Water & Garbage Services	51.95
G-03057	Synergy Datacom Supply, Inc.	Furniture, Fixtures, Equi	937.50
G-03058	AT&T	Telephone Services	140.78
G-03059	Standard Printing Co., Inc.	Supplies	1,347.50
G-03060	Donna Morris	Travel Expenses	1,157.25
G-03061	Central Oklahoma Winnelson	Maintenance of Facilities	170.19
G-03062	Bill Warren Office Products	Supplies	27.34
G-03063	ALA Order Fulfillment	Supplies	63.20
G-03064	CompSource Oklahoma	Worker's Comp Insurance	22,431.00
G-03065	American Library Assoc.	Programming Supplies	53.10
G-03066	Keystone Tape & Label, Inc.	Printing/ Printing Supply	293.56
G-03067	WCA Waste Corporation	Maintenance of Facilities	30.98
G-03068	FedEx	Automation Contractual	8.69
G-03069	Western Concepts Restaurant Gr	Programming Activities	750.00
G-03070	Reliance Label Solutions, Inc	Supplies	5,319.12
G-03071	JoNita Normore	Transportation	12.21
G-03072	Independent Stationers	Supplies	111.54
		Supplies	23.83
		Supplies	7.13
		Supplies	31.31
			173.81
G-03073	School of Metaphysics	Programming Activities	50.00
G-03074	Liberty Flags Inc.	Supplies	76.00
G-03075	Shawver & Son	Maintenance of Facilities	450.00
		Maintenance of Facilities	1,488.56
		Maintenance of Facilities	1,757.94
			3,696.50
G-03076	Diane Sarantakos	Travel Expenses	855.04
G-03077	Scott's Printing & Copying	Printing/Printing Supply	248.00
		Printing/Printing Supply	592.60
			840.60
G-03078	Hobby Lobby	Programming Activities	273.86
G-03079	Filtration Services Group, LLC	Maintenance of Facilities	211.56
		Maintenance of Facilities	39.72

** Continued **

General Fund F.Y. 11-12

Warrant Register

February 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03079	Filtration Services Group, LLC	Maintenance of Facilities	31.68	
		Maintenance of Facilities	47.52	330.48
G-03080	High-Tech-Tronics, Inc.	Maintenance of Facilities	344.25	344.25
G-03081	OverDrive, Inc fka	Network Catalog Services	5,844.00	5,844.00
G-03082	Michael Fresonke	Programming Activities	100.00	100.00
G-03083	Cummins Southern Plains, Ltd.	Maintenance of Facilities	342.86	342.86
G-03084	Pearl's Restaurant Group	Programming Activities	800.00	800.00
G-03085	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	91.50	91.50
G-03086	Meghan Attalla	Other Commodities	32.05	
		Programming Activities	94.92	126.97
G-03087	Voss Lighting	Maintenance of Facilities	53.70	53.70
G-03088	Kay L. Bauman	Travel Expenses	195.25	195.25
G-03089	Evans Hardware	Maintenance of Facilities	3.49	
		Maintenance of Facilities	22.44	
		Maintenance of Facilities	19.68	45.61
G-03090	Debbie Robertus	Transportation	11.10	11.10
G-03091	Jim Austin Sales	Maintenance of Facilities	23.40	23.40
G-03092	Batteries Sooner LLC	Maintenance of Facilities	33.75	33.75
G-03093	Debra Jackson	Transportation	10.92	10.92
G-03094	Associated Appliance, Inc.	Maintenance of Facilities	24.82	24.82
G-03095	Presort First Class	Postage	78.69	78.69
G-03096	Displays 2 Go	Supplies	326.82	
		Furniture	442.68	769.50
G-03097	OPUBCO Communications Group	Other Library Related Svc	69.10	69.10
G-03098	Kimberly Edwards	Supplies	61.85	61.85
G-03099	Heidi Johnson	Memberships	35.00	35.00
G-03100	UNUM Life Insurance	Grp L-T Disab Ins Prm-Feb	6,421.95	6,421.95
G-03101	Mutual Assurance	Grp Life AD&D Ins Prm-Feb	46,979.00	46,979.00
G-03102	Total Truck & Trailer	Vehicle Parts & Repairs	850.00	850.00
G-03103	National Institue of Business	Periodicals & Subscript.	97.00	97.00
G-03104	American Parking	Parking	130.00	130.00
G-03105	Contractors Supply Co.	Maintenance of Facilities	60.44	60.44
G-03106	Sharon A. Nolan	Programming Activities	78.85	78.85
G-03107	Deep Fork Dining Group	Programming Activities	650.00	650.00
G-03108	ULINE	Supplies	156.44	156.44
G-03109	Crowe & Dunlevy	Professional Services	760.00	760.00
G-03110	Alice Murphy	Supplies	16.00	
		Supplies	32.50	48.50
G-03111	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Feb	146,567.28	146,567.28
G-03112	Walmart Community/GEMB	Programming Activities	189.96	189.96
G-03113	John L. Hilbert	Programming Activities	56.04	
		Programming Activities	48.23	
		Programming Activities	59.53	163.80
G-03114	Garcia Tire Service, Inc.	Vehicle Parts & Repairs	450.05	450.05
G-03115	Oklahoma Food Cooperative	Programming Activities	672.75	672.75
G-03116	O'Reilly Automotive Stores,	Vehicle Parts & Repairs	80.45	80.45
G-03117	WorkPlace Pro	Programming Activities	99.50	99.50
G-03118	A Good Egg Dining Group	Programming Activities	650.00	650.00
G-03119	Star Lighting	Maintenance of Facilities	14.97	14.97
G-03120	2M Solutions, Inc	Maintenance of Facilities	1,480.02	1,480.02
G-03121	Susan H. Wood	Programming Activities	125.00	125.00

General Fund F.Y. 11-12

Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
G-03122	AT&T	Telephone Services	80.96	80.96
G-03123	Discount School Supply	Furniture, Fixtures&Equip	326.94	326.94
G-03124	Rush Truck Center	Maintenance of Facilities	55.32	55.32
G-03125	McAlester News Capital	Periodicals/Subscriptions	141.00	141.00
G-03126	Kone Inc	Maintenance of Facilities	865.00	865.00
G-03127	Cooper Bros., Inc.	Maintenance of Facilities	2,264.00	2,264.00
G-03128	COTPA	Parking & Transportation	1,168.00	
		Parking & Transportation	2,920.00	4,088.00
G-03129	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-03130	Global Industrial Equipment	Supplies	178.94	178.94
G-03131	Stacy Schrank	Travel Expenses	592.03	592.03
G-03132	Linda Cooper	Maintenance of Facilities	200.00	200.00
G-03133	Shopleet	Maintenance Supplies	263.06	263.06
G-03134	Crystal Easley	Transportation	3.66	3.66
G-03135	Bradford Industrial Suppl Corp	Maintenance of Facilities	60.82	60.82
G-03136	Oklahoma Natural Gas Co.	Gas Services	629.33	629.33
G-03137	City of Oklahoma City	Water & Garbage Services	26.56	
		Water & Garbage Services	265.43	
		Water & Garbage Services	129.94	421.93
G-03138	City of the Village	Water & Garbage Services	91.41	91.41
G-03139	Gale Research	Materials	1,494.85	1,494.85
G-03140	Baker & Taylor Books	Materials	2,842.60	2,842.60
G-03141	U.S. Postal Service	Postage	15,000.00	15,000.00
G-03142	American Express	Automation Contractual	69.95	
		Travel Expenses	1,073.95	
		Professional Services	38.00	1,181.90
G-03143	Charles S. Isaacs	Telephone Services	35.00	35.00
G-03144	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-03145	Recorded Books, LLC	Materials	1,707.60	1,707.60
G-03146	Denyveta Davis	Transportation	139.75	139.75
G-03147	Gale Group	Materials	836.21	836.21
G-03148	Anne G. Fischer	Telephone Services	50.00	50.00
G-03149	Walter Wayne McEvilly	Programming Activities	250.00	250.00
G-03150	Library Video Co.	Materials	1,228.15	1,228.15
G-03151	Commercial Concepts, Inc.	Maintenance of Facilities	1,150.25	1,150.25
G-03152	Blackstone Audio Books	Materials	882.00	882.00
G-03153	Random House, Inc	Materials	468.00	468.00
G-03154	Brilliance Corporation	Materials	5,729.33	5,729.33
G-03155	Ingram Library Service	Materials	1,024.43	1,024.43
G-03156	Tanaz Derakhshan	Transportation	5.00	5.00
G-03157	Audio Editions	Materials	672.45	672.45
G-03158	OverDrive, Inc fka	Materials	5,780.95	5,780.95
G-03159	Capstone	Materials	2,113.17	2,113.17
G-03160	AV Cafe Inc	Materials	646.88	646.88
G-03161	Ingram Library Service	Materials	1,303.07	1,303.07
G-03162	Evans Hardware	Maintenance of Facilities	24.68	24.68
G-03163	CDW Government, Inc.	Automation	1,248.15	1,248.15
G-03164	Batteries Sooner LLC	Maintenance of Facilities	184.30	184.30
G-03165	Associated Appliance, Inc.	Maintenance of Facilities	89.49	89.49
G-03166	American Benefit Systems, Inc.	Professional Services	1,368.75	1,368.75
G-03167	Sweet-Lee Sensational	Books & Materials	259.87	259.87
G-03168	A & E Business Products	Maintenance of Facilities	50.00	50.00

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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-03169	OTA	Professional Services	190.00	190.00
G-03170	AudioGo	Materials	211.20	211.20
G-03171	Amazon/GE Money Bank	Programming Activities	34.99	
		Programming Activities	19.49	
		Programming Activities	26.50	
		Supplies	453.32	
		Programming Activities	71.20	605.50
G-03172	Baker & Taylor Books	Materials	1,153.02	1,153.02
G-03173	Baker & Taylor Entertainment	Materials	2,546.09	
		Materials	5,548.68	8,094.77
G-03174	Cynthia Friedemann	Travel Expenses	612.16	612.16
G-03175	Pamela Buchanan	Telephone Services	35.00	35.00
G-03176	O'Reilly Automotive Stores,	Maintenance of Facilities	6.99	6.99
G-03177	John Utley	Transportation	19.98	
		Telephone Services	35.00	54.98
G-03178	Faith Centered Resources	Materials	165.03	165.03
G-03179	Baker & Taylor Books	Materials	658.88	
		Materials	1,682.06	
		Materials	2,311.68	
		Materials	3,305.87	
		Materials	3,837.23	
		Materials	5,023.96	16,819.68
G-03180	Baker & Taylor Books	Materials	1,534.97	
		Materials	1,693.09	
		Materials	4,876.87	
		Materials	4,170.68	
		Materials	1,960.94	14,236.55
G-03181	Baker & Taylor Books	Materials	2,462.41	2,462.41
G-03182	Global Industrial Equipment	Supplies	357.87	357.87
G-03183	Baker & Taylor Entertainment	Materials	1,412.23	1,412.23
G-03184	Mackin	Materials	1,049.16	1,049.16
G-03185	O G & E	Electrical Services	1,414.55	1,414.55
G-03186	Oklahoma Natural Gas Co.	Gas Services	102.02	
		Gas Services	1,067.79	1,169.81
G-03187	City of Oklahoma City	Water & Garbage Services	41.82	41.82
G-03188	Southwestern Stationers, Inc.	Printing/Printing Supply	5,267.00	5,267.00
G-03189	Locke Supply Co.	Maintenance of Facilities	21.26	21.26
G-03190	Tech-Lock	Maintenance of Facilities	250.00	250.00
G-03191	Emsco Electric Supply	Maintenance of Facilities	592.50	592.50
G-03192	The University of Oklahoma	Printing/Printing Supply	1,589.28	1,589.28
G-03193	Oklahoma Library Association	Professional Services	130.00	
		Professional Services	190.00	320.00
G-03194	Charles S. Isaacs	Transportation	61.33	61.33
G-03195	Upstart	Programming Activities	160.00	160.00
G-03196	Chester 'Jack' Kinzie, Jr.	Mileage	11.99	11.99
G-03197	Oklahoma City Museum of Art	Programming Activities	1,125.00	1,125.00
G-03198	Greater Oklahoma City	Other Commodities	50.00	50.00
G-03199	Del City Chamber of Commerce	Other Commodities	150.00	150.00
G-03200	Anne G. Fischer	Transportation	100.13	100.13
G-03201	Friday	Library-Related Services	1,220.00	1,220.00
G-03202	Copelin's Office Center	Supplies	392.40	392.40
G-03203	Independent Stationers	Other Library Related Svc	34.80	

** Continued **

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Warrant Register

February 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03203	Independent Stationers	Supplies	46.62	
		Supplies	36.74	118.16
G-03204	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-03205	Nancy Lytle	Mileage	108.38	108.38
G-03206	INTEGRIS Corporate Assistance	Group Insurance	950.00	950.00
G-03207	Debbie Langston	Programming Activities	60.00	60.00
G-03208	Jonathan Willis	Transportation	41.63	41.63
G-03209	Diane Sarantakos	Transportation	185.10	185.10
G-03210	Oklahoma History Center	Programming Activities	850.00	850.00
G-03211	Oklahoma Gazette	Library-Related Services	1,616.00	1,616.00
G-03212	A T & T Mobility	Telephone Services	86.45	86.45
G-03213	Scott's Printing & Copying	Printing/Printing Supply	477.50	
		Printing/Printing Supply	917.08	
		Printing/Printing Supply	184.98	1,579.56
G-03214	Hobby Lobby	Programming Activities	277.47	
		Programming Activities	53.81	331.28
G-03215	PAPERDIRECT	Supplies	27.97	27.97
G-03216	Phyllis Davidson	Transportation	14.84	14.84
G-03217	XPEDX	Supplies	1,614.80	1,614.80
G-03218	Summit Mailing Systems, Inc.	Rent of Equipment	270.00	
		Maintenance of Facilities	544.82	814.82
G-03219	Walker Companies	Supplies	29.95	29.95
G-03220	Neopost, Inc.	Maintenance of Facilities	260.00	260.00
G-03221	United States Postal Service	Postage	9,000.00	9,000.00
G-03222	Metro Parking Garage	Parking & Transportation	1,980.00	
		Parking & Transportation	1,080.00	3,060.00
G-03223	Victoria Dixon	Parking	108.38	108.38
G-03224	Jo Nita White	Transportation	16.10	16.10
G-03225	Russell Interiors	Maintenance of Facilities	90.00	90.00
G-03226	Ginger Waldrip	Programming Activities	100.00	100.00
G-03227	Matthew Cotter	Telephone Services	35.00	
		Telephone Services	35.00	70.00
G-03228	Melody A. Kellogg	Transportation	53.28	53.28
G-03229	Town of Luther	Water & Garbage Services	45.28	45.28
G-03230	Perry Publishing Co.	Library-Related Services	959.61	959.61
G-03231	Barnes & Noble, Inc.	Programming Activities	50.28	50.28
G-03232	Dana Beach	Parking	108.38	108.38
G-03233	Kay L. Bauman	Mileage	108.38	108.38
G-03234	Landon Holman	Transportation	56.61	56.61
G-03235	Angela Thornton	Transportation	39.41	39.41
G-03236	Oklahoma Museums Association	Programming Activities	125.00	125.00
G-03237	Home Depot Credit Services	Maintenance of Facilities	159.80	159.80
G-03238	Aletha Williams	Programming Activities	120.00	120.00
G-03239	Scholastic Inc	Programming Activities	13.64	13.64
G-03240	Southwest Paper - OKC	Supplies	2,512.00	
		Maintenance Supplies	3,036.78	
		Maintenance Supplies	50.40	5,599.18
G-03241	Oklahoma Zoological Society	Programming Activities	1,120.00	1,120.00
G-03242	Jeremy Titsworth	Transportation	8.61	8.61
G-03243	Contractors Supply Co.	Maintenance of Facilities	49.33	49.33
G-03244	Sharon A. Nolan	Programming Activities	67.26	67.26

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Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
G-03245	Ruby Soutiere	Transportation	15.95	15.95
G-03246	Kevin Colwell	Transportation	12.49	12.49
G-03247	ULINE	Supplies	216.61	216.61
G-03248	City of Harrah	Water & Garbage Services	58.75	58.75
G-03249	Amazon/GE Money Bank	Automation	146.72	
		Automation	102.87	249.59
G-03250	Darlene S. Browers	Supplies	88.84	88.84
G-03251	United Parcel Service	Postage	25.28	25.28
G-03252	City of Choctaw	Water & Garbage Services	46.07	46.07
G-03253	Vision Service Plan of	Grp Vision Ins Prem-Feb.	2,602.69	2,602.69
G-03254	Abolghasem Siavashi	Transportation	5.00	5.00
G-03255	Cheryl Pernell	Parking	108.38	108.38
G-03256	Walmart Community/GEMB	Other Commodities	18.48	
		Programming Activities	47.80	
		Programming Activities	162.03	
		Programming Activities	45.86	
		Programming Activities	17.42	291.59
G-03257	Garcia Tire Service, Inc.	Maintenance of Facilities	745.80	745.80
G-03258	Allied Waste Services #060	Water & Garbage Services	817.39	817.39
G-03259	Pamela Buchanan	Transportation	6.66	6.66
G-03260	Kevin Sendall	Mileage	38.30	38.30
G-03261	Cintas Corporation 064	Maintenance of Facilities	541.28	541.28
G-03262	Kelley Hoffman	Transportation	13.27	13.27
G-03263	Myers Landscape Management,	Maintenance of Facilities	1,445.00	
		Maintenance of Facilities	1,205.00	2,650.00
G-03264	Lloyd Lovely	Transportation	46.07	46.07
G-03265	Smart Technologies	Automation	24,777.05	24,777.05
G-03266	Global Industrial Equipment	Supplies	32.46	32.46
G-03267	Stacy Schrank	Parking	108.38	108.38
G-03268	Fox Building Supply	Maintenance of Facilities	12.37	12.37
G-03269	Dan Holman	Transportation	125.43	
		Telephone Services	37.74	163.17
G-03270	Provantage	Automation	218.54	
		Automation	3,638.65	3,857.19
G-03271	Tyler Outdoor Advertising, LLC	Library-related Services	2,160.00	2,160.00
G-03272	Crisis Prevention Institute,	Professional Services	100.00	100.00
G-03273	UNUM Life Insurance	Grp LTC Insurance Pm-Feb	1,567.30	1,567.30
G-03274	Lindsay Jones Egle	Transportation	23.59	23.59
G-03275	Strategic Government Resources	Memberships	175.00	175.00
G-03276	Bank of Oklahoma	Payroll Transmittal-Chks	37,150.50	
		Payroll Transmittal-Chks	17,335.89	
		Payroll Transmittal-Chks	110.00	54,596.39
G-03277	Bank of Oklahoma	Federal Withholding Tax	51,259.85	
		Federal Withholding Tax	4,538.00	55,797.85
G-03278	Oklahoma Tax Commission	State Withholding Tax	15,182.00	
		State Withholding Tax	924.00	16,106.00
G-03279	Mun. Employees Credit Union	Employee Cr Union Deducts	11,677.51	
		Employee Cr Union Deducts	87.50	11,765.01
G-03280	United Way of Central Oklahoma	Employee Deductions	593.81	
		Employee Deductions	69.25	663.06
G-03281	Clerk, U.S. District	Employee Deductions	78.82	
		Employee Deductions	78.82	

** Continued **

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-03281	Clerk, U.S. District	Employee Deductions	78.82 236.46
G-03282	United States Treasury	Employee Deductions	50.50 50.50
G-03283	Bank of America	Payroll Transmittal-DDep	279,564.73
		Payroll Transmittal-DDep	41,297.24
		Payroll Transmittal-DDep	1,155.00 322,016.97
G-03284	John Hardeman, Trustee	Employee Deductions	484.62 484.62
G-03285	Nationwide Retirement Solution	Employee Deductions	7,083.53 7,083.53
G-03286	Transamerica Worksite Mrktg.	Employee Deductions	385.68 385.68
G-03287	Metro Library Sys Pension Trst	Employee Contrib – DB PI	4,570.29 4,570.29
G-03288	Bank of Oklahoma	Employee Flexplan Deposit	31,905.14 31,905.14
G-03289	Bank of Oklahoma	Employee Soc/Sec Deposits	19,169.41
		Employee Soc/Sec Deposits	2,862.38
		Employee Medicare Deposit	6,618.05
		Employee Medicare Deposit	988.26
		Employer Soc/Sec Deposits	32,523.18
		Employer Medicare Deposit	7,606.13 69,767.41
G-03290	MassMutual Financial Group	Employee Contrib – DC PI	17,360.83
		Employer Contrib – DC PI	31,333.26 48,694.09
G-03291	Oklahoma Guaranteed	Employee Deductions	159.11 159.11
G-03292	ODHS Oklahoma Centralized	Employee Deductions	531.81 531.81
G-03293	Randall S. Fudge	Employee Deductions	123.05 123.05
G-03294	Administrative Services	Employee Deductions	1,367.02 1,367.02
G-03295	UNUM Life Insurance	Employee Deductions	1,593.40
		Employee Deductions	37.30 1,630.70
G-03296	Metropolitan Library System	Memberships	25.00
		Maintenance of Facilities	13.55
		Professional Services	76.00
		Other Commodities	33.79
		Programming Activities	72.78
		Programming Activities	75.74
		Supplies	76.73
		Supplies	27.09 400.68
G-03297	Grainger	Maintenance of Facilities	79.50 79.50
G-03298	O G & E	Electrical Services	1,578.96 1,578.96
G-03299	Oklahoma Natural Gas Co	Gas Services	394.27 394.27
G-03300	Brodart, Inc.	Supplies	16.39 16.39
G-03301	Highsmith	Programming Activities	175.70
		Programming Activities	15.45 191.15
G-03302	Hewlett-Packard Co.	Automation Contractual	7,128.70 7,128.70
G-03303	Oklahoma Library Association	Professional Services	345.00 345.00
G-03304	Baker & Taylor Books	Materials	65.70 65.70
G-03305	Recorded Books, LLC	Materials	4,927.80 4,927.80
G-03306	Del City Tag Agency	Materials	454.50 454.50
G-03307	Gale Group	Materials	2,957.08 2,957.08
G-03308	Salem Press Accounting Office	Materials	195.00 195.00
G-03309	Spaces, Inc.	Furniture	18,981.00 18,981.00
G-03310	Angie Paeltz	Transportation	28.22 28.22
G-03311	Independent Stationers	Supplies	45.35 45.35
G-03312	Oklahoma City Comm. College	Library-Related Services	125.00 125.00
G-03313	Full Circle Bookstore	Programming Activities	123.85
		Programming Activities	143.84 267.69

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Number	Vendor/Payee	Purpose		Amount
G-03314	Rosemary Czarski	Transportation	68.54	68.54
G-03315	Janet Brooks	Transportation	51.44	51.44
G-03316	Municipal Code Corporation	Materials	110.24	110.24
G-03317	Downtown College Consortium	Professional Services	80.00	80.00
G-03318	Blackstone Audio Books	Materials	657.00	657.00
G-03319	Cheryll Jones	Transportation	12.21	12.21
G-03320	Random House, Inc	Materials	1,592.00	1,592.00
G-03321	5th Street Garage	Parking	64.58	64.58
G-03322	Ingram Library Service	Materials	1,419.43	1,419.43
G-03323	Dana Morrow	Other Commodities	304.29	304.29
G-03324	Mergent Co., Inc.	Materials	1,342.50	1,342.50
G-03325	Summit Mailing Systems, Inc.	Maintenance of Facilities	255.95	255.95
G-03326	Walker Companies	Supplies	49.21	49.21
G-03327	Larry G. Johnson	Parking	108.38	108.38
G-03328	OverDrive, Inc fka	Materials	6,059.57	6,059.57
G-03329	AV Cafe Inc	Materials	1,516.10	1,516.10
G-03330	Ingram Library Service	Materials	1,506.03	1,506.03
G-03331	Voss Lighting	Maintenance of Facilities	66.00	66.00
G-03332	Jonathan W. LaPuzza	Security Services	375.00	375.00
G-03333	Jana Hausburg	Memberships	35.00	35.00
G-03334	Barnes & Noble, Inc.	Materials	872.28	872.28
G-03335	Center Point Large Print	Materials	1,116.18	1,116.18
G-03336	Jimmy Welch	Telephone Services	50.00	50.00
G-03337	Evans Hardware	Maintenance of Facilities	4.14	4.14
G-03338	Batteries Sooner LLC	Maintenance of Facilities	83.50	83.50
G-03339	Joseph D Slack	Capital Projects	4,500.00	4,500.00
G-03340	AudioGo	Materials	470.71	470.71
G-03341	Norman Supply Company	Maintenance of Facilities	10.68	10.68
G-03342	Info Group, Inc.	Materials	2,480.00	2,480.00
G-03343	Amazon/GE Money Bank	Supplies	40.02	
		Supplies	61.95	101.97
G-03344	Linda Jameson	Transportation	6.66	6.66
G-03345	Office Depot Credit Plan	Supplies	38.85	38.85
G-03346	Alice Murphy	Supplies	139.75	139.75
G-03347	Baker & Taylor Books	Materials	4,786.45	4,786.45
G-03348	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	1,260.00	3,083.95
G-03349	Baker & Taylor Entertainment	Materials	2,123.16	
		Materials	5,111.96	7,235.12
G-03350	Walmart Community/GEMB	Programming Activities	29.46	29.46
G-03351	Numara Software	Automation Contractual	1,025.41	1,025.41
G-03352	Clean-Pro Industries, Inc.	Materials	862.65	862.65
G-03353	American Library Association	Library-Related Services	210.75	210.75
G-03354	Star Lighting	Maintenance of Facilities	244.70	244.70
G-03355	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	
		Maintenance of Facilities	95.00	327.00
G-03356	Faith Centered Resources	Materials	836.58	836.58
G-03357	Cox Communications, Inc.	Telephone Service	994.01	994.01
G-03358	Securitas Security USA, Inc.	Security Services	5,910.15	
		Security Services	6,986.60	12,896.75
G-03359	Baker & Taylor Books	Materials	1,419.12	
		Materials	2,158.91	

** Continued **

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Number	Vendor/Payee ** Continued **	Purpose	Amount	Amount
G-03359	Baker & Taylor Books	Materials	1,519.53	
		Materials	4,950.63	
		Materials	2,872.07	
		Materials	6,982.68	
		Materials	2,254.06	22,157.00
G-03360	Baker & Taylor Books	Materials	1,911.21	
		Materials	4,916.69	
		Materials	3,367.68	
		Materials	2,712.00	12,907.58
G-03361	Baker & Taylor Books	Materials	2,060.53	2,060.53
G-03362	Maria Watkins	Transportation	19.83	19.83
G-03363	Emily Williams	Transportation	26.31	26.31
G-03364	Cooper Bros., Inc.	Maintenance of Facilities	1,381.00	
		Maintenance of Facilities	2,360.00	3,741.00
G-03365	Veolia Energy Oklahoma City,	Veolia Energy Services	9,127.73	9,127.73
G-03366	Teresa Matthews	Programming Activities	65.02	65.02
G-03367	Personalized Prevention	Professional Services	606.00	606.00
G-03368	Baker & Taylor Entertainment	Materials	281.32	281.32
G-03369	R. Justin Herwig	Transportation	82.97	82.97
G-03370	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-03371	Chris Kennedy	Transportation	32.19	32.19
G-03372	Kathy C. Brown	Programming Activities	43.75	43.75
G-03373	O G & E	Electrical Services	8,179.31	8,179.31
G-03374	City of Bethany	Water & Garbage Services	126.55	126.55
G-03375	Brodart, Inc.	Furniture	563.58	563.58
G-03376	AT&T	Telephone Services	675.35	
		Telephone Services	688.77	
		Telephone Services	965.08	2,329.20
G-03377	City of Edmond	Electrical Services	3,705.85	3,705.85
G-03378	Oklahoma Library Association	Professional Services	240.00	240.00
G-03379	United Refrigeration, Inc.	Maintenance of Facilities	7.27	7.27
G-03380	Independent Stationers	Supplies	15.32	
		Automation	177.20	192.52
G-03381	Great American Glass & Tinting	Maintenance of Facilities	175.22	175.22
G-03382	Employment Guide	Library-Related Services	381.00	381.00
G-03383	ALA Advance Registration	Professional Services	295.00	295.00
G-03384	Lakeshore Learning Materials	Programming Activities	20.88	20.88
G-03385	Haworth, Inc	Furniture	48,703.50	48,703.50
G-03386	Elizabeth M. Woodruff	Programming Activities	50.00	50.00
G-03387	Fuelman	Gasoline & Oil	3,179.61	
		Vehicle Parts & Repairs	134.22	3,313.83
G-03388	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	93.50	93.50
G-03389	Evans Hardware	Maintenance of Facilities	5.52	5.52
G-03390	Bank of America	Library-Related Services	1,444.28	1,444.28
G-03391	Cintas - Park Avenue	Maintenance of Facilities	76.26	76.26
G-03392	Chase Card Services	Travel Expenses	628.28	
		Telephone Services	109.34	
		Programming Activities	67.99	
		Maintenance of Facilities	558.01	
		Professional Services	225.00	
		Supplies	13.28	

** Continued **

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Number	Vendor/Payee ** Continued **	Purpose	Amount
G-03392	Chase Card Services	Supplies	18.47
		Equipment	949.47
		Programming Activities	50.68
		Programming Activities	37.30
		Supplies	28.75
		Other Library Related Svc	63.23
		Other Library Related Svc	48.03
		Travel Expenses	405.71
		Professional Services	325.00
		Automation	131.77
		Professional Services	130.00
		Programming Activities	114.00
		Professional Services	215.00
		Professional Services	595.00
		Programming Activities	725.10
		Programming	337.62
		Programming	498.75
		Programming Activities	849.15
		Supplies	28.81
		Travel	321.70
		Travel	210.00
G-03393	City of Edmond	Water & Garbage Svcs- Aug	341.98
G-03394	David Stanley Chevrolet	Vehicle Parts & Repairs	816.94
G-03395	Office Depot Credit Plan	Supplies	76.97
G-03396	Walmart Community/GEMB	Programming Activities	38.90
		Supplies	49.93
G-03397	Star Lighting	Maintenance of Facilities	168.02
		Maintenance of Facilities	56.70
G-03398	Karole Stout	Programming Activities	50.00
G-03399	Chase Card Services	Books & Materials	500.17
		Books & Materials	1,975.64
G-03400	Patsy Boyer	Programming Activities	150.00
G-03401	Chris Kennedy	Travel Expenses	995.82
G-03402	Metropolitan Library System	Automation Contractual	9.33
		Supplies	22.74
		Professional Services	19.00
		Programming Activities	129.86
G-03403	City of Del City	Rent of Library Buildings	400.00
G-03404	O G & E	Electrical Services	820.97
G-03405	Oklahoma Natural Gas Co.	Gas Services	509.83
G-03406	City of Oklahoma City	Water & Garbage Services	52.08
G-03407	Tech-Lock	Maintenance of Facilities	12.50
G-03408	Emsco Electric Supply	Maintenance of Facilities	114.77
G-03409	Demco	Supplies	43.32
		Supplies	99.63
G-03410	EBSCO Subscription Services	Periodicals/Subscriptions	1,077.00
		Periodicals/Subscriptions	30.16
G-03411	Gaylord Bros.	Supplies	24.04
		Supplies	71.02
G-03412	Highsmith	Supplies	48.06
G-03413	Oklahoma Library Association	Professional Services	120.00
	** Continued **		

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-03413	Oklahoma Library Association	Professional Services	155.00	275.00
G-03414	Weston Woods Accts Receivable	Materials	149.75	149.75
G-03415	Baker & Taylor Books	Materials	702.62	702.62
G-03416	American Library Association	Memberships	235.00	235.00
G-03417	United Refrigeration, Inc.	Maintenance of Facilities	73.94	73.94
G-03418	Recorded Books, LLC	Materials	26,027.96	26,027.96
G-03419	Kapco	Supplies	249.72	249.72
G-03420	Denyveta Davis	Travel Expenses	382.49	
		Travel Expenses	99.40	481.89
G-03421	Gale Group	Materials	882.87	882.87
G-03422	Independent Stationers	Supplies	1,436.04	1,436.04
G-03423	Jonathan Willis	Telephone Services	35.00	35.00
G-03424	USA Mobility Wireless, Inc	Telephone Services	109.34	109.34
G-03425	Oklahoma Gazette	Library-Related Services	3,232.00	3,232.00
G-03426	Random House, Inc	Materials	1,905.37	1,905.37
G-03427	Scott's Printing & Copying	Printing/Printing Supply	536.92	536.92
G-03428	OCLC, Inc.	Network Catalog Services	4,217.35	4,217.35
G-03429	Brilliance Corporation	Materials	1,308.44	1,308.44
G-03430	Filtration Services Group, LLC	Maintenance of Facilities	25.02	25.02
G-03431	Ingram Library Service	Materials	1,002.83	1,002.83
G-03432	OKC Biz	Periodicals/Subscriptions	27.00	27.00
G-03433	Albert Bostick	Programming Activities	900.00	
		Programming Activities	600.00	1,500.00
G-03434	Audio Editions	Materials	1,363.95	1,363.95
G-03435	OverDrive, Inc fka	Materials	13,778.79	13,778.79
G-03436	Tera McAmis	Transportation	17.76	17.76
G-03437	Linda Temple	Travel Expenses	443.20	443.20
G-03438	Chickasaw Telecom, Inc.	Automation	460.16	460.16
G-03439	Capstone	Materials	512.74	512.74
G-03440	AV Cafe Inc	Materials	396.14	396.14
G-03441	Ingram Library Service	Materials	2,131.30	2,131.30
G-03442	Grey House Publishing	Materials	433.05	433.05
G-03443	Voss Lighting	Maintenance of Facilities	947.60	947.60
G-03444	Thomson Reuters Tax & Acct Inc	Materials	1,990.00	1,990.00
G-03445	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-03446	Oklahoma Building Services, Inc	Janitorial Service - Aug	24,832.00	
		Janitorial Services - Aug	3,221.90	
		Pest Control Service -Aug	1,015.00	
		Pest Control Service-Aug	450.00	
		Pest Control Service-Aug	60.00	29,578.90
G-03447	Marianne's Rentals	Other Commodities	714.37	714.37
G-03448	CDW Government, Inc.	Automation	696.64	696.64
G-03449	Batteries Sooner LLC	Maintenance of Facilities	43.98	43.98
G-03450	Maricela Peraza	Programming Activities	100.00	100.00
G-03451	Patricia Ortiz	Mileage	15.56	15.56
G-03452	Harold Stout	Supplies	100.00	100.00
G-03453	Hudiburg Chevrolet, Inc.	Vehicle Parts & Repairs	3,096.70	3,096.70
G-03454	Dowell Parking Center	Parking	388.00	388.00
G-03455	Omnigraphics, Inc.	Materials	1,502.24	1,502.24
G-03456	AudioGo	Materials	3,668.32	3,668.32
G-03457	Kellie Delaney	Transportation	31.42	31.42

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Number	Vendor/Payee	Purpose		Amount
G-03458	Carol L. Roberts	Transportation	7.22	7.22
G-03459	ULINE	Equipment	605.95	605.95
G-03460	Amazon/GE Money Bank	Programming Activities	119.45	
		Supplies	18.73	
		Supplies	100.66	
		Programming	35.78	
		Supplies	57.83	
		Supplies	40.09	
		Supplies	45.81	418.35
G-03461	Erica Cecile Thomas	Programming Activities	200.00	200.00
G-03462	United Parcel Service	Postage	7.15	7.15
G-03463	Oklahoma Press Service	Library-related Services	180.80	180.80
G-03464	C. L. Frates & Co.	Bldg, Property & Auto Ins	50.00	50.00
G-03465	Alice Murphy	Programming Activities	351.50	351.50
G-03466	Baker & Taylor Books	Materials	1,729.74	1,729.74
G-03467	Baker & Taylor Entertainment	Materials	4,662.29	4,662.29
G-03468	DailyAccess Corporation	Professional Services	165.00	165.00
G-03469	Construction Building	Maintenance of Facilities	27.68	27.68
G-03470	MetroFamily Magazine	Library-related Services	1,449.00	1,449.00
G-03471	Preston Bell	Transportation	50.00	50.00
G-03472	Risa White	Transportation	20.54	20.54
G-03473	Thomas P. Gallagher	Transportation	25.00	25.00
G-03474	Donna Morris	Parking & Transportation	450.00	450.00
G-03475	Carol Hunter	Programming Activities	69.99	69.99
G-03476	Susan H. Wood	Programming Activities	250.00	250.00
G-03477	Faith Centered Resources	Materials	652.62	652.62
G-03478	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-03479	Janeal Walker	Transportation	3.77	3.77
G-03480	Baker & Taylor Books	Materials	1,151.22	
		Materials	1,379.03	
		Materials	1,245.75	
		Materials	2,741.41	
		Materials	3,831.26	
		Materials	1,924.58	
		Materials	6,236.14	18,509.39
G-03481	Baker & Taylor Books	Materials	983.67	
		Materials	6,236.45	
		Materials	10,538.19	
		Materials	2,357.61	20,115.92
G-03482	Baker & Taylor Books	Materials	1,693.23	1,693.23
G-03483	Tulin LaFollette	Transportation	11.10	11.10
G-03484	Kone Inc	Maintenance of Facilities	865.00	865.00
G-03485	COTPA	Parking	100.00	100.00
G-03486	Stacy Schrank	Transportation	82.19	82.19
G-03487	Joe H Shelton	Transportation	13.27	13.27
G-03488	Baker & Taylor Entertainment	Materials	510.88	510.88
G-03489	Tyler Outdoor Advertising, LLC	Library-Related Services	1,450.00	1,450.00
G-03490	Crisis Prevention Institute,	Professional Services	2,090.12	2,090.12
G-03491	Darin R. Smith	Transportation	50.00	50.00
G-03492	Jennifer I. Jones	Programming Activities	62.64	62.64
G-03493	Shoplet	Supplies	211.30	211.30
G-03494	Metropolitan Library System	Programming Activities	38.75	
	** Continued **			

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-03494	Metropolitan Library System	Programming Activities	39.58
		Programming Activities	28.17
		Postage	1.50
		Professionals Services	114.00
		Supplies	24.73
			246.73
G-03495	O G & E	Electrical Services	1,903.10
G-03496	Oklahoma Natural Gas Co.	Gas Services	440.34
		Gas Services	326.36
		Gas Services	700.64
			1,467.34
G-03497	City of Oklahoma City	Water & Garbage Services	359.72
		Water & Garbage Services	520.83
			880.55
G-03498	Demco	Supplies	37.10
		Supplies	81.92
		Supplies	4.41
			123.43
G-03499	Oklahoma Library Association	Professional Services	150.00
		Professional Services	155.00
			305.00
G-03500	ALA Order Fulfillment	Supplies	171.50
G-03501	American Library Association	Memberships	250.00
			250.00
G-03502	Independent Stationers	Supplies	37.27
			37.27
G-03503	Diane Sarantakos	Other Commodities	55.52
			55.52
G-03504	Filtration Services Group, LLC	Maintenance of Facilities	38.64
			38.64
G-03505	Julia Ballou	Transportation	20.37
			20.37
G-03506	Tera McAmis	Other Commodities	87.73
			87.73
G-03507	Cisco-Eagle, Inc.	Maintenance of Facilities	152.00
			152.00
G-03508	Angela Thornton	Travel Expenses	442.70
			442.70
G-03509	Southwest Paper - OKC	Supplies	1,554.10
			1,554.10
G-03510	Jerry's Contracting	Maintenance of Facilities	800.00
			800.00
G-03511	Novalco, Inc	Maintenance of Facilities	207.00
			207.00
G-03512	Amazon/GE Money Bank	Programming Activities	99.98
		Programming	16.89
		Programming Activities	4,147.83
			4,264.70
G-03513	Alice Murphy	Supplies	8.87
			8.87
G-03514	Upstate Networks, Inc.	Automation Contractual	183.63
			183.63
G-03515	Kimberly A Terry	Mileage	54.06
		Telephone Services	50.00
			104.06
G-03516	Sabre Technologies	Supplies	145.00
			145.00
G-03517	Bank of Oklahoma	Payroll Transmittal-Chks	37,866.95
		Payroll Transmittal-Chks	18,217.27
			56,084.22
G-03518	Bank of Oklahoma	Federal Withholding Tax	54,607.85
		Federal Withholding Tax	4,390.00
			58,997.85
G-03519	Oklahoma Tax Commission	State Withholding Tax	16,164.00
		State Withholding Tax	888.00
			17,052.00
G-03520	Mun. Employees Credit Union	Employee Cr Union Deducts	11,677.51
		Employee Cr Union Deducts	87.50
			11,765.01
G-03521	United Way of Central Oklahoma	Employee Deductions	593.81
		Employee Deductions	69.25
			663.06
G-03522	Clerk, U.S. District	Employee Deductions	77.11
		Employee Deductions	77.11
		Employee Deductions	77.11
			231.33
G-03523	United States Treasury	Employee Deductions	50.50
			50.50
G-03524	Bank of America	Payroll Transmittal-DDep	296,885.39
	** Continued **		

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-03524	Bank of America	Payroll Transmittal-DDep	40,141.73	337,027.12
G-03525	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-03526	Nationwide Retirement Solution	Employee Deductions	7,133.53	7,133.53
G-03527	Transamerica Worksite Mktg.	Employee Deductions	385.68	385.68
G-03528	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,577.80	4,577.80
G-03529	Bank of Oklahoma	Employee Flexplan Deposit	14,350.29	14,350.29
G-03530	Bank of Oklahoma	Employee Soc/Sec Deposits	20,041.93	
		Employee Soc/Sec Deposits	2,842.00	
		Employee Medicare Deposit	6,919.31	
		Employee Medicare Deposit	981.24	
		Employer Soc/Sec Deposits	33,781.35	
		Employer Medicare Deposit	7,900.35	72,466.18
G-03531	MassMutual Financial Group	Employee Contrib -- DC PI	17,426.25	
		Employer Contrib -- DC PI	31,475.76	48,902.01
G-03532	Oklahoma Guaranteed	Employee Deductions	156.04	156.04
G-03533	ODHS Oklahoma Centralized	Employee Deductions	531.81	531.81
G-03534	Randall S. Fudge	Employee Deductions	140.19	140.19
G-03535	Administrative Services	Employee Deductions	1,367.02	1,367.02
G-03536	Bradford Industrial Suppl Corp	Maintenance of Facilities	75.24	75.24
G-03537	O G & E	Electrical Services	14,869.92	14,869.92
G-03538	Oklahoma Natural Gas Co.	Gas Services	1,295.62	
		Gas Services	834.90	
		Gas Services	321.87	2,452.39
G-03539	City of Oklahoma City	Water & Garbage Services	183.30	
		Water & Garbage Services	38.06	221.36
G-03540	Brodart, Inc.	Supplies	140.74	
		Supplies	4,130.00	4,270.74
G-03541	Emsco Electric Supply	Maintenance of Facilities	194.95	
		Maintenance of Facilities	100.60	295.55
G-03542	Demco	Supplies	34.92	34.92
G-03543	Gale Research	Materials	3,932.55	3,932.55
G-03544	City of Warr Acres	Water & Garbage Services	51.95	51.95
G-03545	AT&T	Telephone Services	140.50	140.50
G-03546	Oklahoma Library Association	Professional Services	565.00	
		Professional Services	340.00	
		Professional Services	170.00	
		Professional Services	290.00	
		Professional Services	120.00	
		Professional Services	360.00	1,845.00
G-03547	Weston Woods Accts Receivable	Materials	458.62	458.62
G-03548	Baker & Taylor Books	Materials	233.29	233.29
G-03549	Central Oklahoma Winnelson	Maintenance of Facilities	42.70	42.70
G-03550	Mitchell Repair Information Co	Materials	13,491.00	13,491.00
G-03551	Bill Warren Office Products	Supplies	261.00	261.00
G-03552	TDS Telecom	Telephone Services	1,289.82	1,289.82
G-03553	American Library Association	Memberships	164.00	
		Memberships	164.00	328.00
G-03554	Recorded Books, LLC	Materials	1,136.92	1,136.92
G-03555	Gale Group	Materials	3,035.54	3,035.54
G-03556	Live Oak Media	Materials	323.65	323.65
G-03557	JoNita Normore	Mileage	10.55	10.55

General Fund F.Y. 11-12

Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
G-03558	Light Bulb Supply Co., Inc.	Maintenance of Facilities	313.85	313.85
G-03559	Independent Stationers	Supplies	88.16	
		Supplies	159.72	247.88
G-03560	Library Video Co.	Materials	349.65	349.65
G-03561	AVID Products	Automation	456.56	456.56
G-03562	Commercial Concepts, Inc.	Maintenance of Facilities	110.00	110.00
G-03563	Random House, Inc	Materials	549.25	549.25
G-03564	Brilliance Corporation	Materials	1,014.67	1,014.67
G-03565	Gateway Films/Vision Video	Materials	528.42	528.42
G-03566	Francie Pendleton	Mileage	24.42	24.42
G-03567	Filtration Services Group, LLC	Maintenance of Facilities	87.44	87.44
G-03568	Ingram Library Service	Materials	1,105.27	1,105.27
G-03569	Audio Editions	Materials	47.97	47.97
G-03570	Lakeshore Learning Materials	Furniture	539.35	539.35
G-03571	OverDrive, Inc fka	Materials	11,286.33	11,286.33
G-03572	Jo Nita White	Mileage	26.64	26.64
G-03573	DWe Williams	Programming Activities	1,256.00	1,256.00
G-03574	Mometrix Media, LLC	Materials	519.87	519.87
G-03575	Ingram Library Service	Materials	1,102.00	1,102.00
G-03576	Jonathan W. LaPuzza	Security Services	700.00	700.00
G-03577	Center Point Large Print	Materials	811.29	811.29
G-03578	Anita Roesler	Other Commodities	50.73	50.73
G-03579	J & B Graphics	Supplies	260.00	260.00
G-03580	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-03581	Evans Hardware	Maintenance of Facilities	9.98	
		Maintenance of Facilities	18.51	28.49
G-03582	Oklahoma Historical Society	Materials	559.86	559.86
G-03583	John Mark Dawson	Security Services	200.00	200.00
G-03584	Debbie Robertus	Mileage	6.16	6.16
G-03585	CDW Government, Inc.	Other Library Related Svc	1,116.20	1,116.20
G-03586	Batteries Sooner LLC	Maintenance of Facilities	32.94	32.94
G-03587	American Parking	Parking	130.00	130.00
G-03588	Books in Motion	Materials	39.67	39.67
G-03589	Metro Appliances & More	Maintenance of Facilities	953.00	953.00
G-03590	Info Group, Inc.	Materials	5,500.00	5,500.00
G-03591	Baker & Taylor Books	Materials	3,017.91	3,017.91
G-03592	Baker & Taylor Entertainment	Materials	1,354.76	
		Materials	2,735.97	
		Materials	4,178.20	8,268.93
G-03593	Walmart Community/GEMB	Programming Activities	87.02	87.02
G-03594	The Great Courses	Materials	61.00	61.00
G-03595	American Library Association	Library-Related Services	249.00	249.00
G-03596	AT&T	Telephone Services	79.70	79.70
G-03597	Securitas Security USA, Inc.	Security Services	6,901.11	
		Security Services	6,884.92	13,786.03
G-03598	Baker & Taylor Books	Materials	783.96	
		Materials	1,540.80	
		Materials	1,367.09	
		Materials	3,984.63	
		Materials	4,446.67	
		Materials	1,878.06	
		Materials	4,650.96	18,652.17

General Fund F.Y. 11-12

Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
G-03599	Baker & Taylor Books	Materials	755.80	
		Materials	1,481.62	
		Materials	3,846.44	
		Materials	6,434.03	
		Materials	5,889.92	18,407.81
G-03600	Daily Ardmoreite	Subscriptions	146.00	146.00
G-03601	Baker & Taylor Entertainment	Materials	785.82	785.82
G-03602	Anna Todd	Mileage	23.87	23.87
G-03603	Comfort Inn @ Founders Towers	Programming Activities	268.00	268.00
G-03604	Metro Parking Garage	Parking	53.00	53.00
Total of FY 11-12 Warrants Issued				\$ 2,283,712.91

General Fund F.Y. 10-11

Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
G-05984	School of Metaphysics	Programming Activities	50.00	50.00
G-05985	Oklahoma State Treasurer	Programming Activities	25.00	25.00
G-05986	Oklahoma State Treasurer	Mileage Expense	17.00	17.00
Total of FY 10-11 Warrants Issued				\$ 92.00

Special Funds

Warrant Register

February 2012

Number	Vendor/Payee	Purpose		Amount
S-17270	Stephanie K. Cassada	Lost & Paid Item Returned	16.25	16.25
S-17271	Timothy J. Wolf	Lost & Paid Item Returned	13.95	13.95
S-17272	Chandler K. Yates	Lost & Paid Item Returned	12.95	12.95
S-17273	Dorothy C. Weaver	Lost & Paid Item Returned	14.95	14.95
S-17274	Georgiana T. Peterson	Lost & Paid Item Returned	4.95	4.95
S-17275	Gabriela Alvarado	Lost & Paid Item Returned	3.00	3.00
S-17276	Kelli A. Davis	Lost & Paid Item Returned	7.95	7.95
S-17277	Ella J. Walters	Lost & Paid Item Returned	16.90	16.90
S-17278	Christie K. Ardoin	Lost & Paid Item Returned	14.85	14.85
S-17279	Mary M. Winn	Lost & Paid Item Returned	6.00	6.00
S-17280	Colleen M. Rauscher	Lost & Paid Item Returned	12.35	12.35
S-17281	Katielee Stewart	Lost & Paid Item Returned	3.00	3.00
S-17282	Yung-Un Choe	Lost & Paid Item Returned	58.10	58.10
S-17283	Danny Dinh Nguyen, Jr.	Lost & Paid Item Returned	11.00	11.00
S-17284	Aqib I. Raja	Lost & Paid Item Returned	3.00	3.00
S-17285	Karen Y. Stephens	Lost & Paid Item Returned	12.85	12.85
S-17286	Standley Systems	Copier Maintenance	65.77	
		Copier Maintenance	17.16	
		Copier Maintenance	40.32	
		Copier Maintenance	38.82	
		Copier Usage	210.50	
		Copier Usage	294.66	667.23
S-17287	ImageNet Consulting, LLC	Copier Maintenance	78.50	
		Copier Maintenance	36.00	
		Copier Maintenance	78.50	
		Copier Fund- Repair	267.66	460.66
S-17288	Weokie Credit Union	Winter Readfest	901.00	901.00
S-17289	National Cowboy & Western	Winter Readfest	1,200.00	1,200.00
S-17290	Ursula Lewis	Lost & Paid Item Returned	3.00	3.00
S-17291	Jennifer L. Marr	Lost & Paid Item Returned	16.95	16.95
S-17292	Lulaynowa Kassaye	Lost & Paid Item Returned	13.25	13.25
S-17293	Mina Moradi	Lost & Paid Item Returned	3.00	3.00
S-17294	Janet M. Bristow	Lost & Paid Item Returned	12.00	12.00
S-17295	Rebecca J. Warner	Lost & Paid Item Returned	26.95	26.95
S-17296	Viviana Lechuga	Lost & Paid Item Returned	3.00	3.00
S-17297	Sheron L. Rodgers	Lost & Paid Item Returned	12.95	12.95
S-17298	Kesha M. Warfield	Lost & Paid Item Returned	10.95	10.95
S-17299	Stacy R. Moore	Lost & Paid Item Returned	3.00	3.00
S-17300	Sylvestine Mahone	Lost & Paid Item Returned	7.95	7.95
S-17301	Crystal M. Heard	Lost & Paid Item Returned	3.00	3.00
S-17302	Vickie L. Sowards	Lost & Paid Item Returned	6.00	6.00
S-17303	Arian Bordbar	Lost & Paid Item Returned	5.40	5.40
S-17304	Lonesome Pine Regional Library	Gifts & Books Lost Account	32.00	32.00
S-17305	Metropolitan Library System	Transfer of Fines & Fees	31,000.00	31,000.00
S-17306	Chase Card Services	Fines Account	119.90	119.90
S-17307	Chase Card Services	Friends Winter Readfest	649.87	649.87
S-17308	Chase Card Services	12/ODL/Early Literacy	218.70	218.70
S-17309	Chase Card Services	LET ReadFest	199.96	199.96
S-17310	Lori M. Hyde	Lost & Paid Item Returned	12.35	12.35
S-17311	Oklahoma Tax Commission	State Sales Tax-January	59.85	59.85
S-17312	Ha Thi Ngan Trinh	Lost & Paid Book Returned	16.35	16.35
S-17313	Joshua C. Slaton	Lost & Paid Item Returned	28.75	28.75

Special Funds

Warrant Register


February 2012

Number	Vendor/Payee	Purpose		Amount
S-17314	Lionell A. Mangrum, Jr.	Lost & Paid Item Returned	14.75	14.75
S-17315	Kayla R. Musson	Lost & Paid Item Returned	3.00	3.00
S-17316	Rebecca A. Strobe	Lost & Paid Item Returned	3.00	3.00
S-17317	Twanesha Y. Washington	Lost & Paid Item Returned	16.95	16.95
S-17318	Ashley N. Mann	Lost & Paid Item Returned	3.00	3.00
S-17319	Blanca T. Saucedo	Lost & Paid Item Returned	31.95	31.95
S-17320	Ian A. Bass	Lost & Paid Item Returned	6.00	6.00
S-17321	Shari L. White	Lost & Paid Item Returned	3.00	3.00
S-17322	J. Grant Foreman	Lost & Paid Item Returned	15.95	15.95
S-17323	Laura I. Robles	Lost & Paid Item Returned	3.00	3.00
S-17324	Nayeli M. Coronado	Lost & Paid Item Returned	11.35	11.35
S-17325	Stacy D. Schrader	Lost & Paid Item Returned	13.95	13.95
S-17326	Briant L. Alexander	Lost & Paid Item Returned	15.95	15.95
S-17327	Weber County Library System	Payment for ILL Material	24.95	24.95
S-17328	Oklahoma Tax Commission	State Sales Tax-January	741.57	741.57
S-17329	Standley Systems	Copier Maintenance	4.89	4.89
S-17330	Metropolitan Library System	Ralph Ellison Statuary	201.98	201.98
S-17331	The University of Oklahoma	Ralph Ellison Statuary	389.00	389.00
S-17332	David L. Phelps	Ralph Ellison Statuary	9,000.00	9,000.00
S-17333	Candace McDaniel	Ralph Ellison Statuary	150.39	150.39
S-17334	Alice Murphy	Ralph Ellison Statuary	30.13	30.13
S-17335	Walmart Community/GEMB	Ralph Ellison Statuary	102.95	102.95
S-17336	Jerry A. Pickering	Lost & Paid Item Returned	20.95	20.95
S-17337	Chandler K. Yates	Lost & Paid Item Returned	3.00	3.00
S-17338	Helen L. Joyner	Lost & Paid Item Returned	14.95	14.95
S-17339	Greg L. Dufrene	Lost & Paid Item Returned	11.95	11.95
S-17340	Charlotte J. Edmonds	Lost & Paid Item Returned	23.00	23.00
S-17341	Molly R. Walden	Lost & Paid Item Returned	3.00	3.00
S-17342	Cheryl A. Robbins	Lost & Paid Item Returned	3.00	3.00
S-17343	Miriam J. Marlin	Lost & Paid Item Returned	3.00	3.00
S-17344	Chara S. Watson	Lost & Paid Item Returned	9.95	9.95
S-17345	Tomas Gonzalez, Jr.	Lost & Paid Item Returned	12.95	12.95
S-17346	Kimberly R. Ross	Lost & Paid Item Returned	8.35	8.35
S-17347	Catherine O. White	Lost & Paid Item Returned	6.00	6.00
S-17348	Carmel D. Litz	Lost & Paid Item Returned	6.95	6.95
S-17349	DWe Williams	12/Friends/Our World Seri	8,644.00	8,644.00
S-17350	DWe Williams	Black History Month	3,600.00	3,600.00

Total of Special Funds Warrants Issued \$ 59,064.83

I, Donna Morris, certify that:

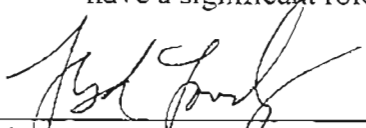
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered 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.


Donna Morris, Executive Director

3-8-12
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

3-8-12
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: DIGITAL MICROFILM READER PRINTERS

Provided for in the FY2011-12 budget is the request for Digital Microfilm Reader Printers. The library wishes to purchase 3 ScanPro 2000's to replace the current equipment that is ten years old.

This equipment will allow for printing to a network printer as opposed to having a printer for each unit. In addition it will have capability to allow the client to save images to a CD or flash drive and will have a much smaller footprint.

RK Black is the exclusive dealer for the ScanPro 2000 in Oklahoma.

Item	Quantity	Unit Cost	Total Cost
ScanPro 2000	3	\$8,778	\$26,334

RECOMMENDATION:

That the Commission approve the purchase of the ScanPro 2000 from RK Black in the amount of \$26,334. Funding for the purchase is provided for in the FY2011-12 budget, account 408.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM B: AUTOMATED MATERIALS HANDLING (AMH) EQUIPMENT

Provided for in the FY2011-12 budget is the request for RFID Automated Materials Handling (AMH) Equipment. This equipment will be used at the Southern Oaks Library that is currently under construction. This equipment will allow for automated sorting of materials being returned by customers.

Due to software already being developed for the Service Center AMH unit, Bibliotheca ITG is considered the sole source for this purchase.

Automated Materials Handling Equipment		
Item	Quantity	Total Cost
AMH Equipment	1	\$122,626.00
Shipping	1	\$3,678.43
Installation	1	\$5,000.00
Bins	14	\$18,383.40
Total Cost		\$149,687.83

RECOMMENDATION:

That the Commission approve the purchase of AMH equipment to Bibliotheca ITG in the amount of \$149,687.83. Funding for the purchase is provided for in the FY2011-12 budget, account 450.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM C: SLATWALL DISPLAYS

Provided for in the FY2011-12 budget is the request for Furniture, Fixtures, and Equipment for the Northwest Library. The original furniture plan provided by the architect included Slatwall Displays affixed to the shelving at various locations throughout the library.

To provide and install these displays, specifications were prepared and bids let for 14 days and were advertised for 2 days in the Oklahoman. Bid packets were sent to 8 prospective vendors.

A pre-bid conference was scheduled on February 29, 2012. One vendor attended.

A bid opening was held on March 7, 2012. Four bids were received. The tabulation is as follows:

Vendor	Total Bid
Commercial Concepts, Inc.	\$13,190.00
Colony Construction, Inc	\$16,353.00
Myers Ramsey Co.	\$17,476.53
Tesco Industries, LP	\$33,284.00

RECOMMENDATION:

That the Commission award the contract to provide and install Slatwall Displays for the Northwest Library to Commercial Concepts, Inc. in the amount of \$13,190.00. Funding for the purchase is provided for in the FY2011-12 budget, account 408.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM D: SUMMER READING MATERIALS

Provided for in the FY2011-12 budget is the request for materials for the Summer Reading Program.

A pre-bid conference was scheduled on March 1, 2012. No vendors attended.

A bid opening was held on March 7, 2012. Three bids were received. The tabulation is as follows:

Vendor	Total Bid
B&S Quality Printing	\$22,569.00
Southwest Stationers	\$28,827.00
University Printing Services	\$35,967.00

RECOMMENDATION:

That the Commission approve the purchase of the Summer Reading Materials to B&S Quality Printing in the amount of \$22,569.00. Funding for the purchase is provided for in the FY2011-12 budget, account 301.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM E: WINDOW SHADES

Provided for in the FY2011-12 budget is the request for Furniture, Fixtures, and Equipment for the Northwest Library. The original building plan included electric and roll up shades. However, there is one area that will require shades that were not included in the original plan.

At this point in the construction process, the City of Oklahoma City cannot execute another change order. To complete the shade installation the Library will be required to fund the additional shades.

Russell Interior has provided the shades to date as a subcontractor with Atlas Construction. To provide materials to match and continuity, Russell Interior is considered a sole source vendor for this project.

Russell Interior will provide and install 8 electric shades and 8 roll up shades for \$12,830.00.

RECOMMENDATION:

That the Commission award the contract to supply and install window shades to Russell Interior in the amount of \$12,830.00. Funding for the purchase is provided for in the FY2011-12 budget, account 408.

METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY

LONG-RANGE PLANNING COMMITTEE

MINUTES

DATE: Monday, February 27, 2012 TIME: 3:30 PM
MEETING PLACE: Belle Isle Library
5501 N. Villa
Oklahoma City, OK 73112
(405) 843-9601

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County, February 13, 2012. 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 Belle Isle Library and the Downtown Library, 300 Park Avenue, Oklahoma City, on February 23, 2012, in conformity with the Oklahoma Open Meeting Act.

COMMITTEE MEMBERS PRESENT:

Penny McCaleb, Chair
Deanna Hannah
Alyne Strube
Beth Toland
Susan Tucker

COMMITTEE MEMBERS EXCUSED:

Tracy McDaniel
Tracy McGehee

COMMISSION MEMBERS PRESENT:

Judy Smith

ESTIMATE OF OTHERS PRESENT: 8

I. The meeting was called to order at 3:30 p.m. by Mrs. Penny McCaleb, Chair.

Roll was called to establish a quorum. Present: Hannah, Strube, Toland, Tucker, McCaleb.

II. Mrs. McCaleb referred to the Discussion, Consideration, and Possible Action: Guidelines for Locating and Planning Library Facilities.

Mrs. Donna Morris reviewed and explained the Guidelines for Locating and Planning Library Facilities. Some changes have been made to the guidelines, and because they are not policy, it gives Administration the flexibility to make changes to the guidelines as they are needed. Three categories of libraries have been revised to: Full Service Libraries, Extension Libraries, and Express locations. Originally the three categories of libraries were: Library I, Library II, and Extension libraries. However, with the addition of Sunday hours that will be taking place beginning in May, there will not be much difference in what was a Library I and Library II. They are providing most of the same services and in some cases there are specialized collections at the smaller facilities. The Extension Libraries category, which is more related to the size of the community and building, has not changed. A new category, "Express Locations", has been added, which is a new type of facility we are exploring that we might want to establish. There has been some interest and dialog to keep the temporary Southern Oaks location open as an express location, once the renovation of the Walker location is completed and re-opened. Computer usage has been very heavy at the temporary location. New library card customers continue to use the temporary location. In the past four months alone, there have been 4500 new library card customers at the temporary Southern Oaks location. Express Locations will depend on what the need is at that location. It may or may not have a dedicated collection of materials; but would provide public computers for customers and serve as a reserve pickup location. Discussion with the City of Edmond has also taken place regarding a possible express location in the future. Questions and discussion followed.

Mrs. Morris highlighted the Outreach Activities, which provides limited library service through the Book Center locations and also Books by Mail. Book Centers provides rotating collections of about 200 materials at a variety of locations across the county. Questions and Discussion followed.

III. Mrs. McCaleb referred to the Discussion, Consideration, and Possible Action: Update and Review of Capital Projects.

Mrs. Morris called on Todd Olberding, Director of Construction Management, to review the Current Capital Projects. McCaleb called on Mrs. Donna Morris, Executive Director to report on the status of the Current Capital Projects.

NORTHWEST LIBRARY

The Grand Opening of the Northwest Library has been set for Tuesday, May 22 at 3:30. MLS expects to begin the move-in process on or around March 26.

SOUTHERN OAKS

Southern Oaks construction is moving along. MLS anticipates beginning the move-in phase after the conclusion of the Summer Reading program this year, with an opening expected in September.

SOUTHERN OAKS – TEMPORARY LOCATION – OTHER PROJECTS

MLS has found many new customers at the temporary location of the Southern Oaks Library. Staff is currently working with the owner of the shopping center to explore the possibility of maintaining a presence at this location to provide new and expanded services, as outlined in the FY 2011-12 budget.

JONES LIBRARY – OTHER PROJECTS

The project agreement with Jones has been finalized. MLS is in the process of finalizing some documentation for the process of hiring an architect. Once that documentation is completed, the process for interviewing architects can begin.

THE NEW DEL CITY LIBRARY – OTHER PROJECTS

Mr. Olberding attended the annual Chamber of Commerce Awards Dinner in Del City. At that event, the City Council unveiled its proposed 2012 Capital Campaign, which includes a 15,000 square foot, \$3 million library. This proposal will be presented to voters in August, and it's possible we could be looking at hiring an Architect by January 2013. Mrs. Morris stated the original intent was to expand the existing library; however since it is located in a flood zone, it cannot be expanded.

CAPITOL HILL LIBRARY – OTHER PROJECTS

As a requirement of the previous bond language, it was determined that the Capitol Hill Library will need to be renovated and that the parking issue be addressed. Oklahoma City is reviewing the different options to secure land adjacent to the library for parking and expansion. This is needed before a final building program can be developed and an Architect selected.

BELLE ISLE – OTHER PROJECTS

Unfortunately, the City isn't selling as many bonds as quickly as they had originally anticipated. The renovation for Belle Isle has been delayed. The design work is now anticipated to begin in 2015, with construction beginning in 2016.

EDMOND LIBRARY – ANTICIPATED PROJECTS

Mr. Olberding stated he and Mrs. Morris have recently visited with Edmond's Assistant City Manager, regarding the idea of opening an "express library" in a storefront location to alleviate some of the strain on the existing Edmond Library. The City continues to be open to this idea and has agreed to meet in the future to explore this possibility. Discussion does continue with Edmond regarding a proposed second library. Current city plans are to conduct some citizen focus groups over the next couple of years to determine all of the city's needs and priorities concerning capital projects. A potential election for these projects is most likely five years out.


Library staff and city officials are continuing to work on the ongoing parking problems at Edmond. The St. Mary's Church, which is east of the library, recently presented a long term expansion plan. The plan includes building a parking lot next to the library parking lot that would be leased to the city and used by the library on a long term basis. These potential plans would add 61 parking spaces adjacent to the library. It is anticipated that work would be completed in 12 months. The library system may be asked to contribute to that financial process. If that is the case, a proposal will be brought back to the Long-Range Planning Committee and Commission to provide a share of the funding for the additional parking as a partner in the project. Discussion followed.

BETHANY, VILLAGE, AND WARR ACRES LIBRARY – FUTURE NEEDS

Funds continue to be carried in the “Currently Identified Improvements” portion of the Capital Project Reserve account for Bethany, Village, and Warr Acres Library. It is expected Village and Warr Acres will be impacted with the opening of the Northwest Library. Staff will be analyzing that impact over the next year.

Questions and Discussion followed.

IV. No further business, Mrs. McCaleb adjourned the meeting at 4:29 p.m.



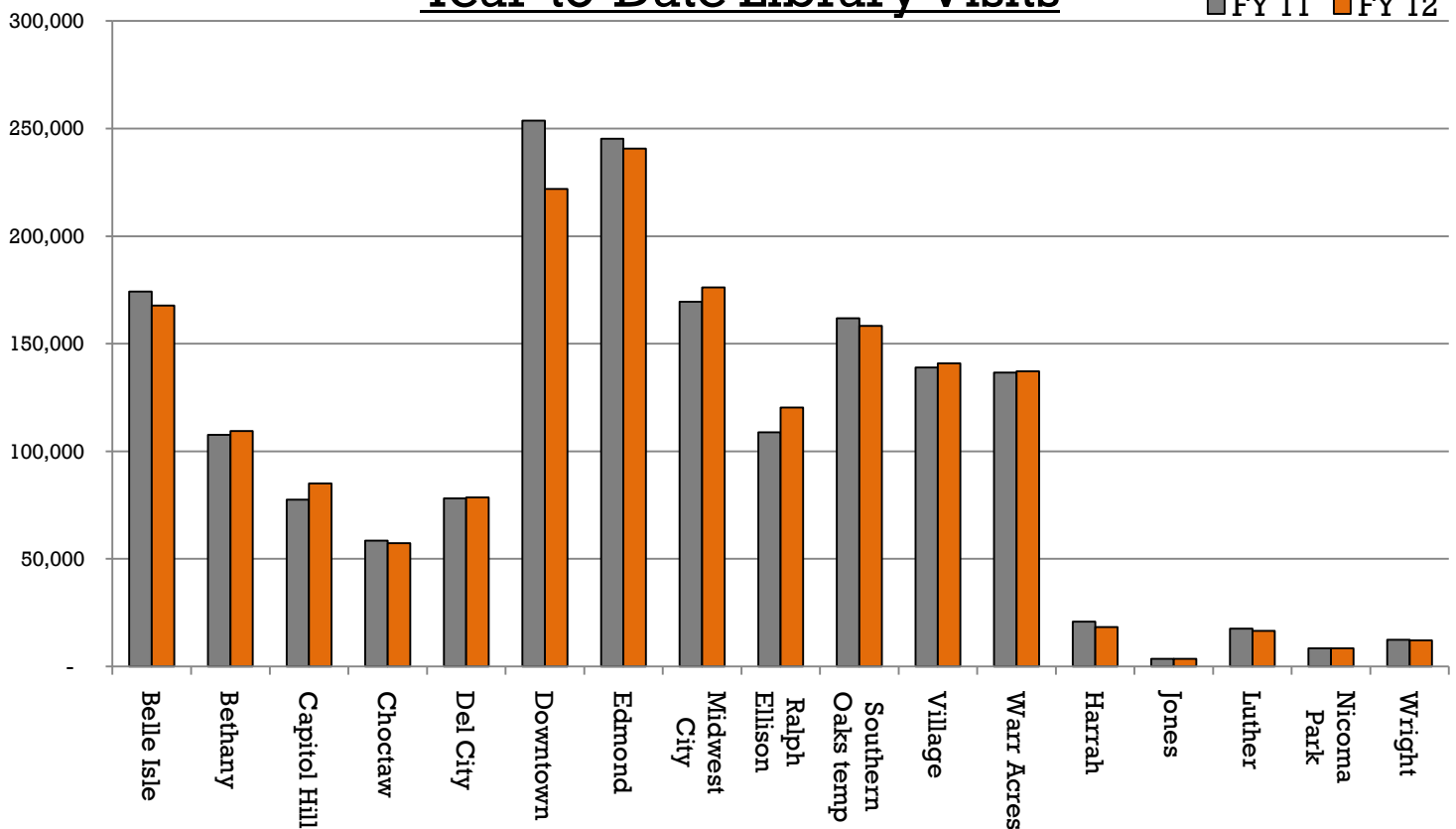
Donna Morris, Executive Director
(Secretary)

MLS Library Visits

July 1, 2011 - February 29, 2012 (66.67% of the 11-12 Fiscal Year)

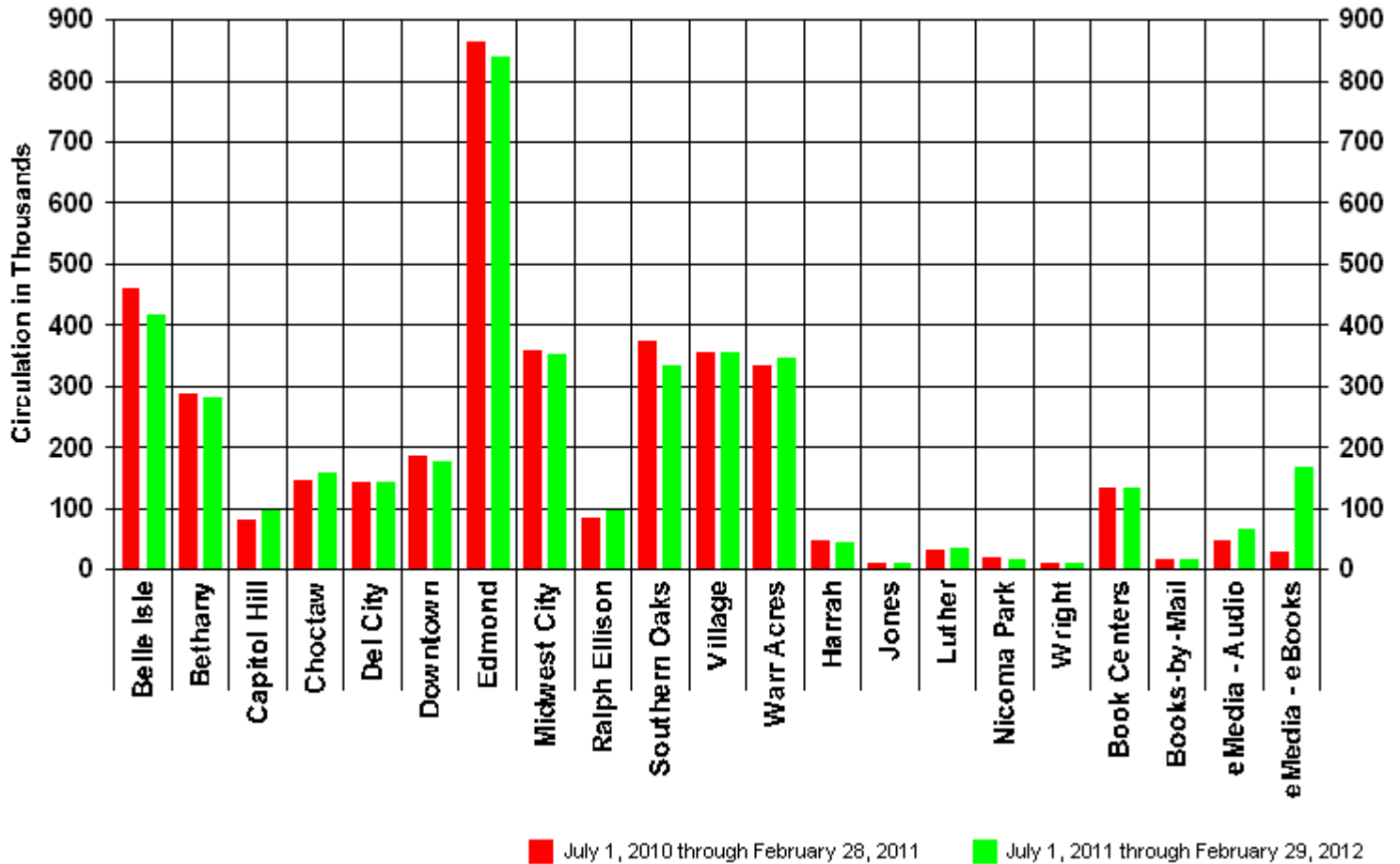
February	FY 11		FY 12		Pct. Change	
<u>Library</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>
Belle Isle	18,432	174,313	20,568	167,753	11.6%	-3.8%
Bethany	10,847	107,719	12,776	109,449	17.8%	1.6%
Capitol Hill	8,560	77,553	10,954	85,036	28.0%	9.6%
Choctaw	6,096	58,551	6,913	57,373	13.4%	-2.0%
Del City	7,381	78,115	9,461	78,605	28.2%	0.6%
Downtown	24,407	253,726	24,929	221,964	2.1%	-12.5%
Edmond	25,314	245,222	29,921	240,649	18.2%	-1.9%
Midwest City	16,235	169,455	20,899	176,226	28.7%	4.0%
Ralph Ellison	9,917	108,785	14,715	120,314	48.4%	10.6%
Southern Oaks temp	15,545	161,852	18,233	158,295	17.3%	-2.2%
Village	14,527	138,964	17,794	140,813	22.5%	1.3%
Warr Acres	13,717	136,567	16,433	137,230	19.8%	0.5%
Harrah	2,126	20,798	2,270	18,399	6.8%	-11.5%
Jones	317	3,533	386	3,524	21.8%	-0.3%
Luther	1,561	17,516	1,858	16,534	19.0%	-5.6%
Nicoma Park	873	8,463	1,060	8,406	21.5%	-0.7%
Wright	1,229	12,405	1,471	12,136	19.7%	-2.2%
Total	177,083	1,773,534	210,644	1,752,707	19.0%	-1.2%

Year-to-Date Library Visits



Circulation Gains and Losses

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)



Circulation Gains and Losses

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

FEBRUARY 29, 2012		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Belle Isle	11	39189	354712	11035	105299	50224	460011	
	12	38517	314356	12486	102818	51003	417174	
		-672	-40356	1451	-2481	779	-42837	-9.3
Bethany	11	22017	200423	8897	85129	30914	285552	
	12	21796	192909	9434	87340	31230	280249	
		-221	-7514	537	2211	316	-5303	-1.9
Capitol Hill	11	6041	54216	2797	27548	8838	81764	
	12	7165	58697	4675	35568	11840	94265	
		1124	4481	1878	8020	3002	12501	15.3
Choctaw	11	11168	91929	5864	52500	17032	144429	
	12	11603	97281	7609	60913	19212	158194	
		435	5352	1745	8413	2180	13765	9.5
Del City	11	10792	99087	3806	42155	14598	141242	
	12	11829	101745	4589	39690	16418	141435	
		1037	2658	783	-2465	1820	193	.1
Downtown	11	14802	142352	4102	43235	18904	185587	
	12	15303	134181	4944	42760	20247	176941	
		501	-8171	842	-475	1343	-8646	-4.7
Edmond	11	56551	510460	37685	351492	94236	861952	
	12	57883	474104	44481	363116	102364	837220	
		1332	-36356	6796	11624	8128	-24732	-2.9
Midwest City	11	28922	260898	9676	96785	38598	357683	
	12	29254	248516	12507	104419	41761	352935	
		332	-12382	2831	7634	3163	-4748	-1.3
Ralph Ellison	11	6240	62585	1499	20258	7739	82843	
	12	8113	72381	2285	24681	10398	97062	
		1873	9796	786	4423	2659	14219	17.2
Southern Oaks	11	30580	277164	10617	97283	41197	374447	
	12	28943	237024	12333	97055	41276	334079	
		-1637	-40140	1716	-228	79	-40368	-10.8
Village	11	27626	247025	10947	107929	38573	354954	
	12	27802	243256	12404	111477	40206	354733	
		176	-3769	1457	3548	1633	-221	-.1
Warr Acres	11	27121	236610	9655	95894	36776	332504	
	12	28701	243320	11698	101166	40399	344486	
		1580	6710	2043	5272	3623	11982	3.6

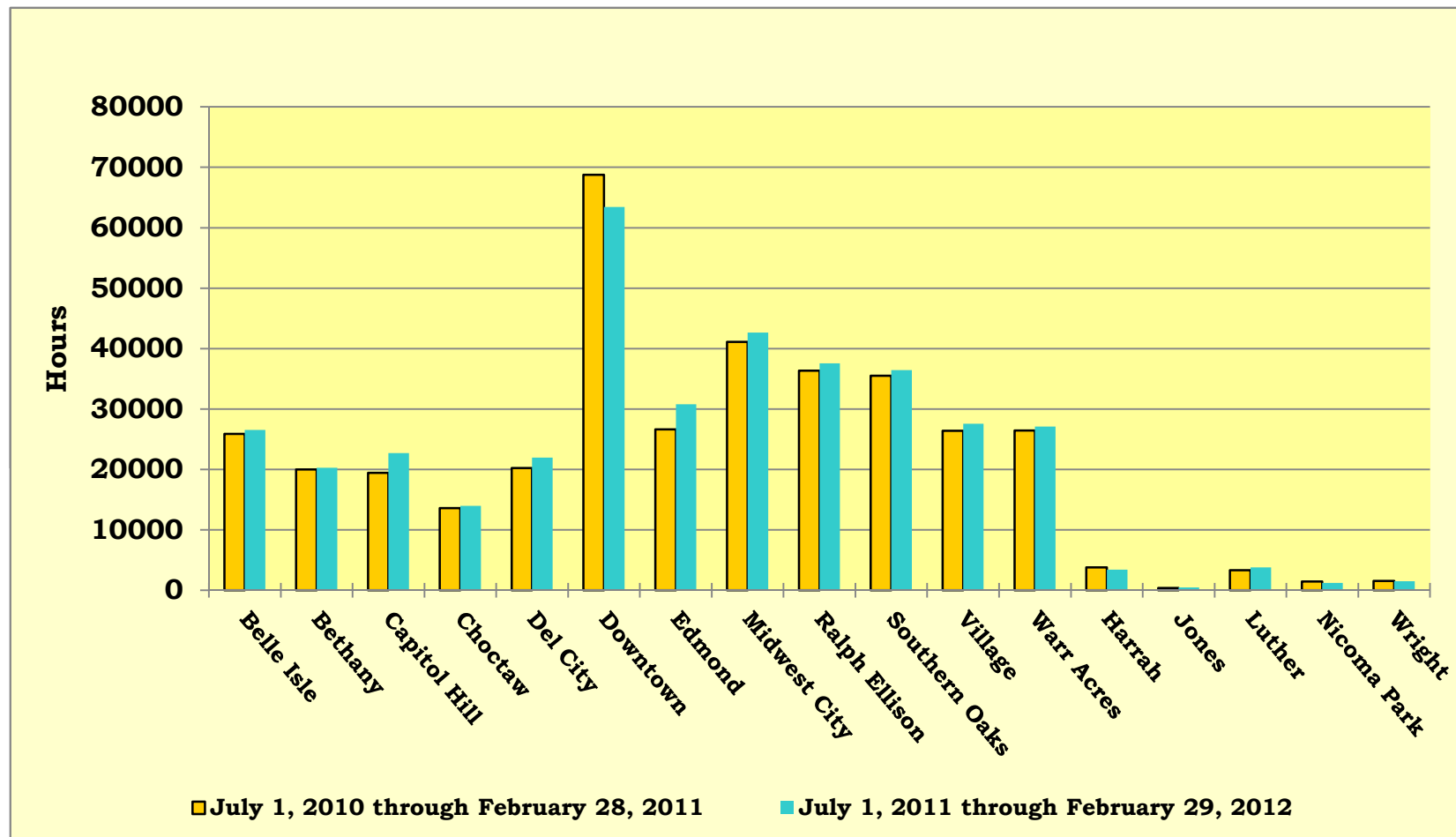
Circulation Gains and Losses

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

FEBRUARY 29, 2012		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
Harrah	11	3655	31745	1683	13833	5338	45578	
	12	3534	29926	1580	12461	5114	42387	
		-121	-1819	-103	-1372	-224	-3191	-7.0
Jones	11	818	6593	440	3740	1258	10333	
	12	761	6228	329	3119	1090	9347	
		-57	-365	-111	-621	-168	-986	-9.5
Luther	11	2271	23334	753	8140	3024	31474	
	12	2836	22959	1045	10001	3881	32960	
		565	-375	292	1861	857	1486	4.7
Nicoma Park	11	1669	15311	303	3884	1972	19195	
	12	1937	13108	432	3801	2369	16909	
		268	-2203	129	-83	397	-2286	-11.9
Wright	11	676	7805	224	2553	900	10358	
	12	825	5879	264	2384	1089	8263	
		149	-1926	40	-169	189	-2095	-20.2
<u>OTHER:</u>								
Book Centers	11	10205	81726	6278	50673	16483	132399	
	12	10501	83589	6199	50501	16700	134090	
		296	1863	-79	-172	217	1691	1.3
Books-by-Mail	11	1578	14797	0	0	1578	14797	
	12	1982	15984	0	0	1982	15984	
		404	1187	0	0	404	1187	8.0
eMedia - Audio	11	6091	47795	0	0	6091	47795	
	12	8277	64767	0	0	8277	64767	
		2186	16972	0	0	2186	16972	35.5
eMedia - eBooks	11	6984	29263	0	0	6984	29263	
	12	26323	167858	0	0	26323	167858	
		19339	138595	0	0	19339	138595	473.6
TOTALS	11	314996	2795830	126261	1208330	441257	4004160	
	12	343885	2828068	149294	1253270	493179	4081338	
		28889	32238	23033	44940	51922	77178	1.9

Total Computer Hours Used by Library

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)



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Total Computer Usage

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	233		3,462		2,698.78		3,372		33,892		25,878.19	
	12	235		4,074		3,286.65		3,417		33,959		26,547.74	
		2	.9	612	17.7	587.87	21.8	45	1.3	67	.2	669.55	2.6
BETHANY	11	172		2,272		1,921.86		2,643		25,553		20,013.55	
	12	202		2,993		2,441.26		2,857		25,794		20,263.09	
		30	17.4	721	31.7	519.40	27.0	214	8.1	241	.9	249.54	1.2
CAPITOL HILL	11	130		2,310		1,948.55		2,477		24,377		19,421.16	
	12	210		3,251		2,816.44		3,010		28,272		22,688.60	
		80	61.5	941	40.7	867.89	44.5	533	21.5	3,895	16.0	3,267.44	16.8
CHOCTAW	11	66		1,310		1,297.04		1,373		14,213		13,589.81	
	12	132		1,426		1,456.19		1,425		13,294		13,981.40	
		66	100.0	116	8.9	159.15	12.3	52	3.8	-919	-6.5	391.59	2.9
DEL CITY	11	156		1,889		1,810.92		2,461		23,917		20,205.96	
	12	180		2,876		2,573.81		2,482		28,120		21,947.82	
		24	15.4	987	52.2	762.89	42.1	21	.9	4,203	17.6	1,741.86	8.6
DOWNTOWN	11	171		7,821		5,625.26		3,256		88,080		68,764.47	
	12	201		9,162		7,944.59		3,136		79,059		63,449.50	
		30	17.5	1,341	17.1	2,319.33	41.2	-120	-3.7	-9,021	-10.2	-5,314.97	-7.7
EDMOND	11	199		3,152		2,755.21		3,383		31,662		26,616.94	
	12	244		4,047		3,999.32		3,617		33,963		30,807.80	
		45	22.6	895	28.4	1,244.11	45.2	234	6.9	2,301	7.3	4,190.86	15.7
MIDWEST CITY	11	308		4,444		3,995.51		4,862		48,720		41,088.00	
	12	382		5,851		5,040.94		5,003		52,760		42,661.34	
		74	24.0	1,407	31.7	1,045.43	26.2	141	2.9	4,040	8.3	1,573.34	3.8
RALPH ELLISON	11	185		3,459		3,435.96		3,167		44,525		36,364.00	
	12	234		4,850		4,255.90		3,768		47,259		37,543.58	
		49	26.5	1,391	40.2	819.94	23.9	601	19.0	2,734	6.1	1,179.58	3.2

Total Computer Usage

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	308		4,276		3,522.64		4,942		45,641		35,509.37	
	12	332		5,195		4,445.95		4,291		44,797		36,441.99	
		24	7.8	919	21.5	923.31	26.2	-651	-13.2	-844	-1.8	932.62	2.6
VILLAGE	11	229		3,188		2,606.74		3,678		33,503		26,414.89	
	12	279		3,883		3,322.75		3,958		34,056		27,555.75	
		50	21.8	695	21.8	716.01	27.5	280	7.6	553	1.7	1,140.86	4.3
WARR ACRES	11	204		3,076		2,529.49		3,097		34,074		26,428.00	
	12	228		3,813		3,233.93		3,189		35,230		27,074.41	
		24	11.8	737	24.0	704.44	27.8	92	3.0	1,156	3.4	646.41	2.4
HARRAH	11	21		469		392.14		407		4,513		3,776.78	
	12	39		475		402.27		403		4,013		3,427.99	
		18	85.7	6	1.3	10.13	2.6	-4	-1.0	-500	-11.1	-348.79	-9.2
JONES	11	2		29		31.19		50		450		377.56	
	12	1		53		59.24		53		492		478.12	
		-1	-50.0	24	82.8	28.05	89.9	3	6.0	42	9.3	100.56	26.6
LUTHER	11	14		351		306.76		467		4,115		3,330.78	
	12	29		341		352.19		393		3,915		3,785.53	
		15	107.1	-10	-2.8	45.43	14.8	-74	-15.8	-200	-4.9	454.75	13.7
NICOMA PARK	11	5		169		175.61		153		1,553		1,440.69	
	12	10		184		167.86		140		1,336		1,235.42	
		5	100.0	15	8.9	-7.75	-4.4	-13	-8.5	-217	-14.0	-205.27	-14.2
WRIGHT	11	10		162		131.57		142		1,840		1,551.17	
	12	9		246		185.14		196		1,944		1,511.31	
		-1	-10.0	84	51.9	53.57	40.7	54	38.0	104	5.7	-39.86	-2.6
TOTAL	11	2,413		41,839		35,185.23		39,930		460,628		370,771.32	
	12	2,947		52,720		45,984.43		41,338		468,263		381,401.39	
		534	22.1	10,881	26.0	10,799.20	30.7	1,408	3.5	7,635	1.7	10,630.07	2.9

Computer Usage by Adult Customers

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	195		2,984		2,320.56		2,837		28,828		22,104.30	
	12	200		3,543		2,864.85		2,878		29,785		23,397.34	
		5	2.6	559	18.7	544.29	23.5	41	1.4	957	3.3	1,293.04	5.8
BETHANY	11	142		1,888		1,592.41		2,144		20,826		16,344.20	
	12	167		2,499		2,043.82		2,343		20,893		16,465.28	
		25	17.6	611	32.4	451.41	28.3	199	9.3	67	.3	121.08	.7
CAPITOL HILL	11	87		1,236		1,152.09		1,498		11,772		10,373.44	
	12	140		1,913		1,780.76		1,853		14,700		12,782.18	
		53	60.9	677	54.8	628.67	54.6	355	23.7	2,928	24.9	2,408.74	23.2
CHOCTAW	11	46		857		793.60		1,005		9,699		8,987.32	
	12	102		1,017		1,012.58		1,031		9,162		9,101.38	
		56	121.7	160	18.7	218.98	27.6	26	2.6	-537	-5.5	114.06	1.3
DEL CITY	11	133		1,518		1,412.78		1,938		18,846		15,955.87	
	12	154		2,403		2,196.16		1,960		22,721		17,911.04	
		21	15.8	885	58.3	783.38	55.4	22	1.1	3,875	20.6	1,955.17	12.3
DOWNTOWN	11	150		7,516		5,392.10		2,815		83,223		64,857.09	
	12	183		8,836		7,646.54		2,760		75,675		60,651.99	
		33	22.0	1,320	17.6	2,254.44	41.8	-55	-2.0	-7,548	-9.1	-4,205.10	-6.5
EDMOND	11	165		2,754		2,404.99		2,827		26,993		22,606.64	
	12	214		3,516		3,447.26		3,046		28,840		26,114.75	
		49	29.7	762	27.7	1,042.27	43.3	219	7.7	1,847	6.8	3,508.11	15.5
MIDWEST CITY	11	259		3,284		3,030.15		3,877		36,253		31,192.26	
	12	303		4,680		4,104.90		3,987		39,369		32,477.15	
		44	17.0	1,396	42.5	1,074.75	35.5	110	2.8	3,116	8.6	1,284.89	4.1
RALPH ELLISON	11	143		2,369		2,461.67		2,395		27,343		23,889.54	
	12	177		3,382		2,999.59		2,797		30,619		25,703.84	
		34	23.8	1,013	42.8	537.92	21.9	402	16.8	3,276	12.0	1,814.30	7.6

Computer Usage by Adult Customers

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	251		2,987		2,480.02		3,717		31,584		25,042.98	
	12	273		3,721		3,276.34		3,193		31,428		26,226.33	
		22	8.8	734	24.6	796.32	32.1	-524	-14.1	-156	-.5	1,183.35	4.7
VILLAGE	11	190		2,472		2,047.68		2,940		25,376		20,243.96	
	12	228		3,123		2,690.86		3,187		25,477		20,790.74	
		38	20.0	651	26.3	643.18	31.4	247	8.4	101	.4	546.78	2.7
WARR ACRES	11	174		2,656		2,178.43		2,594		28,440		21,897.66	
	12	193		3,298		2,749.66		2,658		28,734		21,964.37	
		19	10.9	642	24.2	571.23	26.2	64	2.5	294	1.0	66.71	.3
HARRAH	11	14		315		270.90		278		3,010		2,491.26	
	12	29		300		199.07		283		2,519		1,958.37	
		15	107.1	-15	-4.8	-71.83	-26.5	5	1.8	-491	-16.3	-532.89	-21.4
JONES	11	2		25		26.09		33		361		316.40	
	12	1		52		58.49		36		437		443.42	
		-1	-50.0	27	108.0	32.40	124.2	3	9.1	76	21.1	127.02	40.1
LUTHER	11	10		204		179.81		246		1,983		1,640.90	
	12	24		249		259.87		226		2,271		2,195.44	
		14	140.0	45	22.1	80.06	44.5	-20	-8.1	288	14.5	554.54	33.8
NICOMA PARK	11	3		135		143.49		111		1,269		1,231.73	
	12	9		175		162.16		111		1,177		1,113.25	
		6	200.0	40	29.6	18.67	13.0		.0	-92	-7.2	-118.48	-9.6
WRIGHT	11	9		149		123.85		103		1,478		1,296.18	
	12	9		188		143.24		147		1,368		1,119.09	
			.0	39	26.2	19.39	15.7	44	42.7	-110	-7.4	-177.09	-13.7
TOTAL	11	1,973		33,349		28,010.62		31,358		357,284		290,471.73	
	12	2,406		42,895		37,636.15		32,496		365,175		300,415.96	
		433	21.9	9,546	28.6	9,625.53	34.4	1,138	3.6	7,891	2.2	9,944.23	3.4

Computer Usage by Minor Customers

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	38		478		378.22		535		5,064		3,773.89	
	12	35		531		421.80		539		4,174		3,150.40	
		-3	-7.9	53	11.1	43.58	11.5	4	.7	-890	-17.6	-623.49	-16.5
BETHANY	11	30		384		329.45		499		4,727		3,669.35	
	12	35		494		397.44		514		4,901		3,797.81	
		5	16.7	110	28.6	67.99	20.6	15	3.0	174	3.7	128.46	3.5
CAPITOL HILL	11	43		1,074		796.46		979		12,605		9,047.72	
	12	70		1,338		1,035.68		1,157		13,572		9,906.42	
		27	62.8	264	24.6	239.22	30.0	178	18.2	967	7.7	858.70	9.5
CHOCTAW	11	20		453		503.44		368		4,514		4,602.49	
	12	30		409		443.61		394		4,132		4,880.02	
		10	50.0	-44	-9.7	-59.83	-11.9	26	7.1	-382	-8.5	277.53	6.0
DEL CITY	11	23		371		398.14		523		5,071		4,250.09	
	12	26		473		377.65		522		5,399		4,036.78	
		3	13.0	102	27.5	-20.49	-5.1	-1	-.2	328	6.5	-213.31	-5.0
DOWNTOWN	11	21		305		233.16		441		4,857		3,907.38	
	12	18		326		298.05		376		3,384		2,797.51	
		-3	-14.3	21	6.9	64.89	27.8	-65	-14.7	-1,473	-30.3	-1,109.87	-28.4
EDMOND	11	34		398		350.22		556		4,669		4,010.30	
	12	30		531		552.06		571		5,123		4,693.05	
		-4	-11.8	133	33.4	201.84	57.6	15	2.7	454	9.7	682.75	17.0
MIDWEST CITY	11	49		1,160		965.36		985		12,467		9,895.74	
	12	79		1,171		936.04		1,016		13,391		10,184.19	
		30	61.2	11	.9	-29.32	-3.0	31	3.1	924	7.4	288.45	2.9
RALPH ELLISON	11	42		1,090		974.29		772		17,182		12,474.46	
	12	57		1,468		1,256.31		971		16,640		11,839.74	
		15	35.7	378	34.7	282.02	28.9	199	25.8	-542	-3.2	-634.72	-5.1

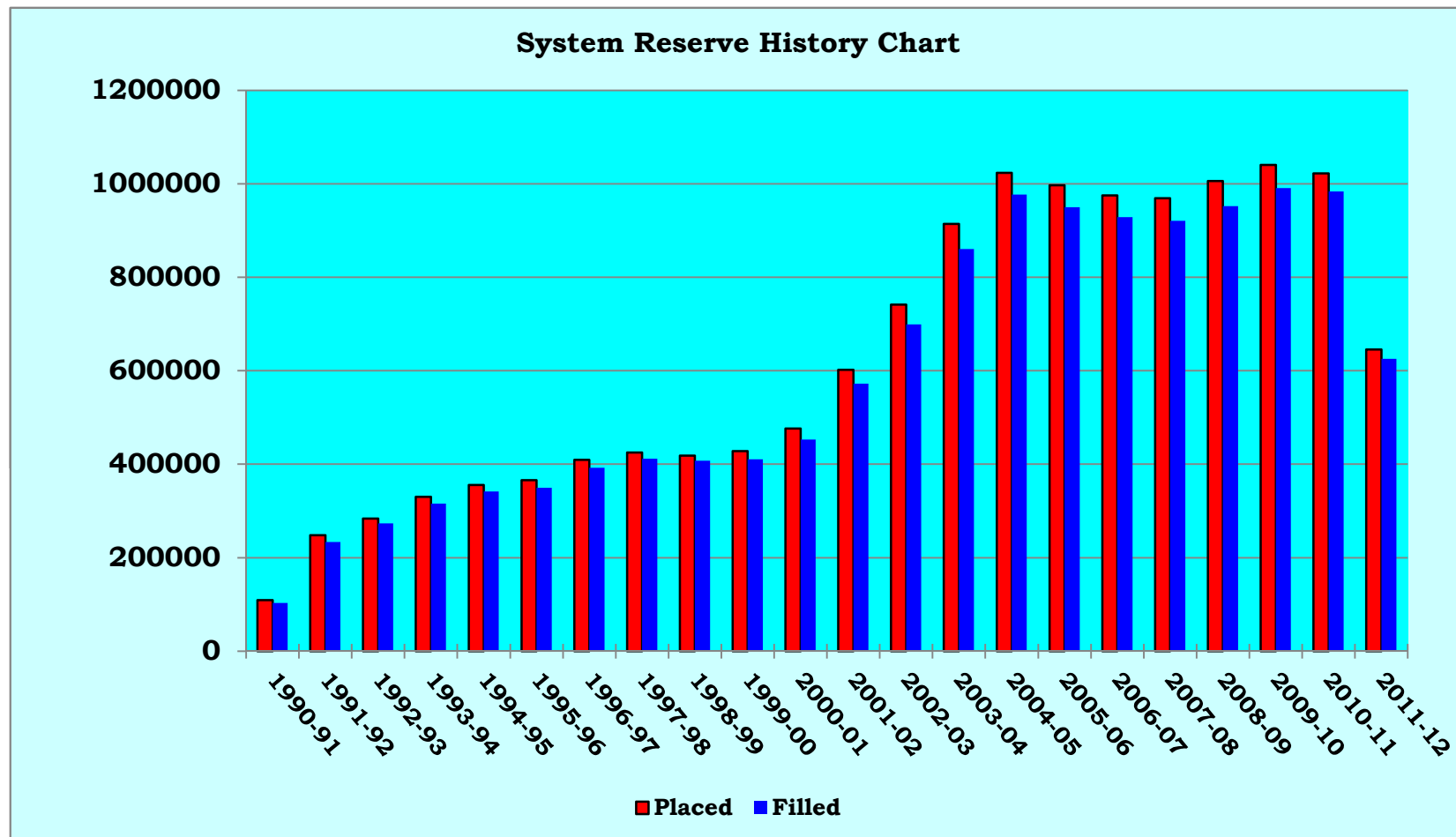
Computer Usage by Minor Customers

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	57		1,289		1,042.62		1,225		14,057		10,466.39	
	12	59		1,474		1,169.61		1,098		13,369		10,215.66	
		2	3.5	185	14.4	126.99	12.2	-127	-10.4	-688	-4.9	-250.73	-2.4
VILLAGE	11	39		716		559.06		738		8,127		6,170.93	
	12	51		760		631.89		771		8,579		6,765.01	
		12	30.8	44	6.1	72.83	13.0	33	4.5	452	5.6	594.08	9.6
WARR ACRES	11	30		420		351.06		503		5,634		4,530.34	
	12	35		515		484.27		531		6,496		5,110.04	
		5	16.7	95	22.6	133.21	37.9	28	5.6	862	15.3	579.70	12.8
HARRAH	11	7		154		121.24		129		1,503		1,285.52	
	12	10		175		203.20		120		1,494		1,469.62	
		3	42.9	21	13.6	81.96	67.6	-9	-7.0	-9	-.6	184.10	14.3
JONES	11			4		5.10		17		89		61.16	
	12			1		.75		17		55		34.70	
				-3	-75.0	-4.35	-85.3		.0	-34	-38.2	-26.46	-43.3
LUTHER	11	4		147		126.95		221		2,132		1,689.88	
	12	5		92		92.32		167		1,644		1,590.09	
		1	25.0	-55	-37.4	-34.63	-27.3	-54	-24.4	-488	-22.9	-99.79	-5.9
NICOMA PARK	11	2		34		32.12		42		284		208.96	
	12	1		9		5.70		29		159		122.17	
		-1	-50.0	-25	-73.5	-26.42	-82.3	-13	-31.0	-125	-44.0	-86.79	-41.5
WRIGHT	11	1		13		7.72		39		362		254.99	
	12			58		41.90		49		576		392.22	
		-1	-100.0	45	346.2	34.18	442.7	10	25.6	214	59.1	137.23	53.8
TOTAL	11	440		8,490		7,174.61		8,572		103,344		80,299.59	
	12	541		9,825		8,348.28		8,842		103,088		80,985.43	
		101	23.0	1,335	15.7	1,173.67	16.4	270	3.1	-256	-.2	685.84	.9

System Reserve Report

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)



System Reserves Report

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	11	8,842	83,661		8,275	79,608	
	12	8,484	72,756		8,308	69,803	
		-358	-10,905	-13.0	33	-9,805	-12.3
BETHANY	11	5,639	51,597		5,306	49,979	
	12	5,920	51,252		5,532	48,658	
		281	-345	-.7	226	-1,321	-2.6
CAPITOL HILL	11	862	8,986		898	8,691	
	12	1,046	9,677		1,050	9,455	
		184	691	7.7	152	764	8.8
CHOCTAW	11	2,299	19,448		2,172	18,733	
	12	2,310	18,717		2,257	18,069	
		11	-731	-3.8	85	-664	-3.5
DEL CITY	11	3,169	31,115		3,021	29,815	
	12	3,738	31,468		3,622	28,774	
		569	353	1.1	601	-1,041	-3.5
EDMOND	11	16,798	154,418		15,984	149,356	
	12	17,019	144,273		16,707	139,871	
		221	-10,145	-6.6	723	-9,485	-6.4
DOWNTOWN	11	3,650	34,561		3,455	32,931	
	12	3,771	34,263		3,754	33,011	
		121	-298	-.9	299	80	.2
MIDWEST CITY	11	6,501	58,609		6,101	56,304	
	12	6,200	54,507		5,943	52,854	
		-301	-4,102	-7.0	-158	-3,450	-6.1
RALPH ELLISON	11	1,173	10,823		1,050	10,399	
	12	1,407	11,545		1,358	11,065	
		234	722	6.7	308	666	6.4
SOUTHERN OAKS	11	7,187	68,449		6,820	65,553	
	12	6,928	56,248		6,740	54,108	
		-259	-12,201	-17.8	-80	-11,445	-17.5
VILLAGE	11	7,579	71,771		7,161	68,993	
	12	7,643	69,570		7,541	67,697	
		64	-2,201	-3.1	380	-1,296	-1.9
WARR ACRES	11	6,811	63,479		6,540	61,468	
	12	6,673	62,668		6,663	60,884	
		-138	-811	-1.3	123	-584	-1.0

System Reserves Report

July 1, 2011 through February 29, 2012 (66.67% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	11	1,087	9,902		1,130	9,577	
	12	859	7,644		804	7,374	
		-228	-2,258	-22.8	-326	-2,203	-23.0
JONES	11	373	2,816		384	2,758	
	12	328	3,093		357	3,086	
		-45	277	9.8	-27	328	11.9
LUTHER	11	756	8,276		807	7,956	
	12	910	8,156		913	8,027	
		154	-120	-1.4	106	71	.9
NICOMA PARK	11	524	4,966		482	4,840	
	12	510	4,197		472	4,043	
		-14	-769	-15.5	-10	-797	-16.5
WRIGHT	11	222	2,206		212	2,148	
	12	228	2,261		232	2,214	
		6	55	2.5	20	66	3.1
BOOKS-BY-MAIL	11	758	6,729		708	6,515	
	12	868	6,572		805	6,404	
		110	-157	-2.3	97	-111	-1.7
TOTAL	11	74,230	691,812		70,506	665,624	
	12	74,842	648,869		73,058	625,399	
		612	-42,943	-6.2	2,552	-40,225	-6.0

EXECUTIVE DIRECTOR'S REPORT

MARCH 2012

Human Resources has a new Director!

We are pleased to announce that we have a new Director of Human Resources. Lori Hedin started with MLS on February 27. She comes to us with over 14 years of comprehensive human resource experience with her most recent position as the Director of Human Resources for the McBride Clinic. She has a PHR certification (Certified Professional in Human Resources) and is a graduate of the University of Oklahoma. Please give Lori a warm welcome.

Oklahoma Library Association Conference

The Oklahoma Library Association will hold its annual conference at the Embassy Suites in Norman on March 28-30. There are a number of interesting programs planned on both Thursday and Friday, as well as pre-conferences on Wednesday. If any commissioners are interested in attending, please contact the Director's office.

Policy and Procedure Housekeeping

From time to time, verbiage in our policies and procedures need to be changed that are housekeeping in nature and at that time we bring those changes to the appropriate commission committee. We needed to make 2 minor changes to the Purchasing policy (SF200). One was a change in the petty cash reimbursement amount from \$50 to \$60. This was needed so that we could get up to four criminal background checks at one time so that staff did not have to make multiple trips. The other change is to add the language previously approved regarding state and GSA contracts to another section in the purchasing policy. We missed adding this same language to another section. Rather than having the finance committee meet to approve those minor changes, I asked committee chair, Nancy Anthony, if we could implement those changes now and review them in May when the Finance committee will meet. She agreed and said the committee would affirm them at that time.

Changes in Commission Meeting Locations

Because of the delay in the opening of the Northwest Library, we will switch the locations for the April and June meetings. On April 19th the meeting will be held at the Downtown Library and on June 21, we will meet at the Patience S. Latting Northwest Library.

Friends Booksale Scores Again!

I am happy to report that the Friends Annual Booksale was once again a rousing success raising just over \$230,000.00 (gross) in the 3 day sale at the Fairgrounds. The Friends would like to thank all of their wonderful volunteers and, of course, the hordes of shoppers who make the sale such a success each year.

Capital Projects Update

You should have all received a copy of the Long Range Planning Committee packet last week which provided an update on all projects that the library has on our radar screen. In addition to that information I wanted to give you a couple of new updates. On Friday March 9th, I met with former commissioner and current city councilman David Greenwell to talk about the Southern Oaks temporary location. David called and said he would like to discuss with us the possibility of keeping the "Almonte" location open after Southern Oaks re-opens. He has been hearing from a number of citizens in his ward who would like to see that location remain open. We were able to show him some

analysis that has been done by Jim Welch and Kay Bauman regarding that location. It is serving a fairly significant number of new customers who did not use the Southern Oaks Location: The analysis appears to show that this is a fairly large unserved area and so we are moving ahead to determine what it would take to keep that location open in terms of services, collection, staff and money. The property management firm is interested in discussing this with us. I have asked David for assistance in approaching the City as to sharing some of the potential lease costs.

And, several years ago, we had informed the Commission that when the Service Center land was purchased, we had asked the owner to keep us posted if he wanted to sell the additional land immediately to the west of the Service Center. His broker has contacted us with a proposal and we will be providing a counter proposal. These are preliminary discussions and if and when we have something concrete, it will, of course be brought to the commission.

DIRECTOR OUTREACH ACTIVITIES

- ♣ Attend Rotary 29 Club Meetings
- ♣ OLA Legislative Meeting
- ♣ Tour Northwest Library Site
- ♣ Friends Annual Booksale
- ♣ XChange Meeting
- ♣ Meeting with Edmond City Manager
- ♣ Literacy is For Everyone Advisory Board
- ♣ Spoke to Staff Association

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Baby Signs

Tuesday, April 3, 2012

Time: 6:00pm-7:30pm

Location: Belle Isle

Age: Parents & children 9-22 months

Baby signs teaches communication before babies are able to use words. This fun and interactive signing class teaches how to include signs naturally while interacting with your child through daily routines and play. Learn and practice approximately 50 signs. Facilitated by Tracy Goebel. Preregister at 425-4412. Co-sponsor: OCCHD.

Rabbit Rescue

Donations Accepted: April 2-30, 2012

Location: Ralph Ellison

All Ages

Help us get into the Spring and Easter spirit by sponsoring a rescued rabbit (or rabbits). We are collecting spare change to donate to Farm Sanctuary through www.changingthepresent.org. Those who donate will be able to enter their name in a drawing to win a prize.

Joyful Music: Michael Fresonke in Concert

Thursday, April 5, 2012

Time: 6:00pm- 7:00pm

Location: Choctaw

All Ages

Edmond native Michael Fresonke will present a guitar concert featuring works for solo classical guitar. The music moods will range from fun to spiritual. A highlight of the concert will be Fresonke's presentation of Little Suite in A Major, a work he recently composed and is recording.

Literacy Referral Service

Saturday, April 7, 14, 21 & 28, 2012

Time: 10:00am-Noon

Location: The Village

All Ages

Do you know someone who wants to improve their reading skills? Do you want to improve your reading skills? Literacy referrals are available at the Village Library every Saturday from 10am to Noon. Can't make this location or time? Call (405) 830-2790. Do you want to volunteer to tutor an adult or child? Go to www.okcliteracycoalition.org or www.supportmls.org. Co-sponsor: Oklahoma City Community Foundation, Oklahoma City Metro Literacy Coalition.

Babysitter Training

Saturday, April 14, 2012

Time: 10:00am- 4:00pm

Location: Bethany

Ages: 11-16

Thinking about babysitting to earn extra cash? In this class, an American Red Cross certified instructor will teach you how to care for children and infants. You will receive all training materials and at the completion of the class a Babysitter's Training Certificate. It's free to the first 15 people to register by visiting the reference desk or by calling 789-8363 Ext. 3. We'll even provide you with pizza for lunch. There's only room for 15, so make your reservations ASAP!

Rooftop Dogs Music Concert

Saturday, April 21, 2012

Time: 2:00pm- 3:00pm

Location: The Village

All Ages

The taxes are finished and Earth Day is coming. Time for some music that's a "little bit country and a little bit rock 'n roll." It's the Rooftop Dogs, a local band featuring some great musicians.

2nd Annual Downtown Library International Festival

Saturday, April 14, 2012

Time: 10:00am

All Ages

Please join us for a fun filled day for the whole family at the second annual Downtown Library International Festival. The festival will include musical and dance performances from around the world, crafts, and more. For more information please call the Downtown Library at 231-8650.

11:00 am – Hill Irish Dance School

11:45 am – Alegria Real

12:30 pm – Dances of Asia

1:15 pm – Brigade Bluegrass Band

2:00 pm – Mexica Explendor, Aztec Dancers

2:45 pm – Grupo AfroCaribeno

Much Ado About Nothing

Saturday, April, 7, 2012

Time: 1:00pm-4:00pm
Location: Warr Acres
Ages-Adults

Saturday, April 21, 2012
Time: 1:00pm-4:00pm
Location: Ralph Ellison
Age: 12-Adults

The very first production independently produced by founder and artistic director, Tyler Woods' *Much Ado About Nothing* was first performed in 2000 in Edmond, Oklahoma. Told with all of the love and care of the original production, Woods hopes to bring further innovation into this lively look at love and deceit set in 1860 Italy. You will love the Bard's beloved battle of wits." Audience members will find themselves full engaged and invested in this bright and vibrant story as they participate directly in the action: breaking down the 4th wall completely between actor and audience. Cosponsor: Reduxion Theatre, Oklahoma Arts Council, National Endowment for the Arts.

Richter Uzur Duo

Friday, April, 27, 2012
Time: 2:00pm-3:00pm
Location: Warr Acres
All Ages

Two highly skilled artists, classically trained and street-savvy, have pooled their love for music of all genres holding their own on a symphony orchestra stage or matching licks with a road house band. Enjoy music anywhere from Led Zeppelin to Bartok . . . from the Beatles to Rimsky-Korsakov . . . from Gershwin to their own unique tunes.

OKC library sculpture honors late author Ralph Ellison

BY MATT PATTERSON
Staff Writer
mpatterson@opubco.com

As an artist, one of David Phelps' favorite moments is the first time his work is shown to the rest of the world.

Phelps' latest sculpture, which honors Oklahoma City native and author Ralph Ellison, was unveiled Thursday at the northeast Oklahoma City library that bears his name.

Ellison's novel, "Invisible Man" published in 1952, addresses social and intellectual issues for blacks during the early 20th century and is the work he is best known for.

Ellison graduated from Douglass High School in 1932

and attended the Tuskegee Institute in Alabama. He died in 1994 at age 80.

Titled "The Invisible Royalty" the sculpture features a typewriter perched on a representation of a stack of books written by Ellison. The page coming out of the typewriter is the prologue for "Invisible Man" with a three-dimensional image of Ellison in the center of the page.

"One of the best parts of the whole process is being here and seeing the reaction," Phelps said. "I never saw this piece put together until we brought it down to the library. We assembled it here. It was a wonderful experience putting it together."

Educator Melvin Todd attended the unveiling and said he knew Ellison. His mother was in the author's graduating class and his father hunted rabbits during the Depression with Ellison near the current location of the library, something Ellison once wrote about.

"The sculpture is outstanding," Todd said. "I think he has caught the very spirit of the man. Ralph Ellison loved books and he loved libraries."

Phelps said he worked on the project for 14 months. The typewriter featured in the sculpture is a large replica of the one Ellison used to write his books. Phelps said he bought several models on eBay to use as guides.

Most of the sculpture is made from steel. The keys on the typewriter are made of porcelain. The three-dimensional effect of the piece was something that stood out to those who saw the unveiling.

"It has the effect of him turning and following you as you walk by," Phelps said. "It's a way to make the piece less static."

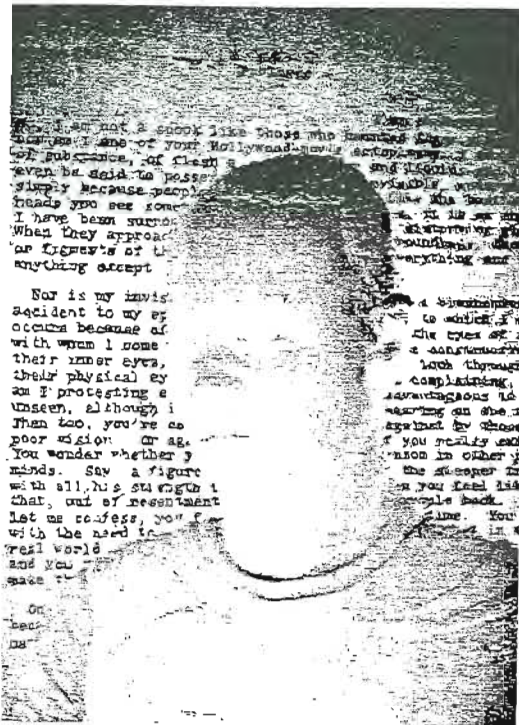
Phelps is a California native who moved to Oklahoma in 1980 and graduated from the University of Oklahoma.

Though his work is on display across the country, when he finally saw the Ellison piece fully assembled, he knew it was his favorite.

Todd said Ellison would probably love the sculpture. He said Ellison, who lived much of his adult life in New York City, enjoyed visiting Oklahoma City to see family and friends.

"He loved to be around the people he grew up with," Todd said.

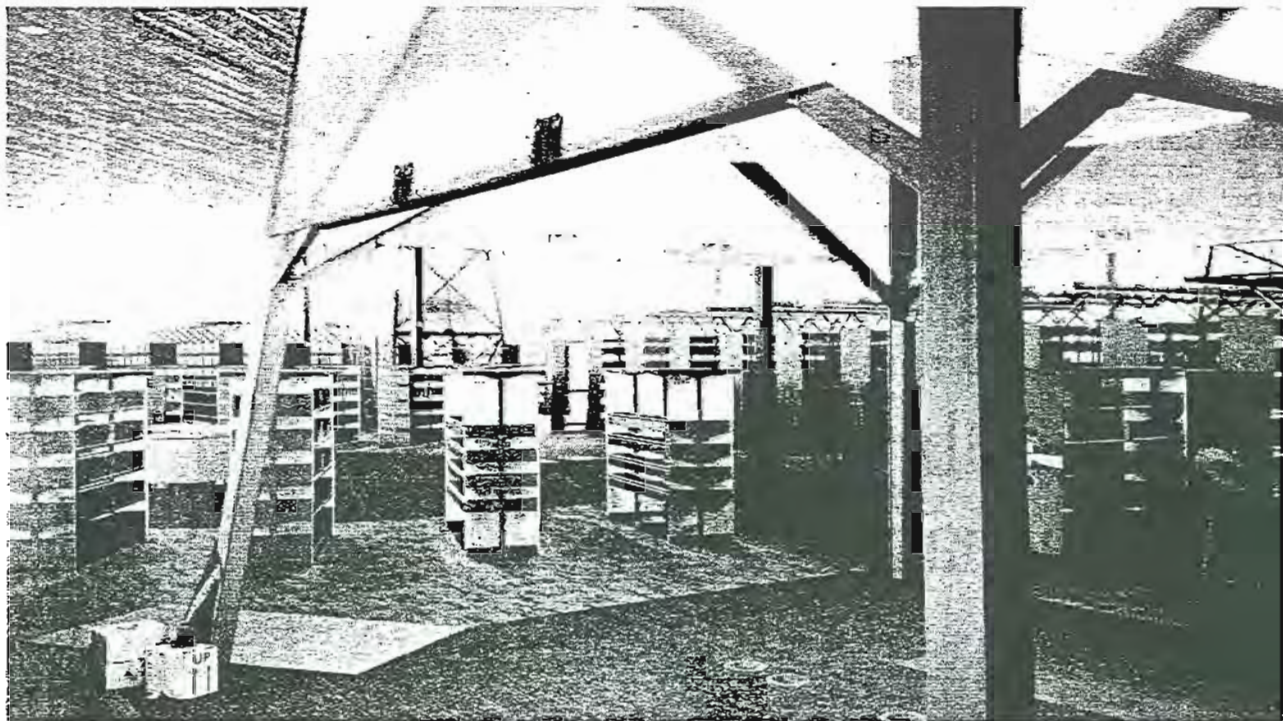
"Those people were so proud of him. When you can get people you grow up with to be proud of you, you've accomplished something."



The statue "The Invisible Royalty" is displayed Thursday at the Ralph Ellison Library in Oklahoma City.

PHOTO BY SARAH PHIPPS,
THE OKLAHOMAN

LIBRARY SET FOR MAY OPENING



Shelving has been installed at the new library, which will open in May.

PHOTOS BY MATT PATTERSON, THE OKLAHOMAN

BY MATT PATTERSON

Staff Writer
mpatterson@opubco.com

By now Julie Ballou is used to people asking her about the soon-to-be-opened Patience S. Latting Northwest Library.

Ballou is manager of the library, only there isn't much inside the building at 5600 NW 122 to manage right now.

From the outside, the 35,000-square-foot structure looks ready to open. But the inside reveals there's still work to be done before it opens in late May.

"People look at it from the outside and they think we're ready to move in," Ballou said. "We're not quite there yet, but everyone I have talked to in the community is excited about it either because of the way it looks or because it's close to where they live."

The library initially was expected to open in the fall of 2011. Then the opening was put off until March. Ballou knows people are

SCAN IT

Scan the QR code below to view a video related to this story.



eager to see the doors swing open and books on the shelves.

"It hasn't been any one thing," Ballou said. "It's been a lot of little things along the way. It started with some weather issues in the beginning and it's continued. But with a project this size that is to be expected."

Metro Library System marketing director Kim Terry said the new library will have several features other branches don't have, including an automated return system near the entrance. Patrons can place a book in the slot and it is

sorted electronically to selected bins. There's even a small window where people can watch the process.

"It's something similar to what we have in our service center, but not in a library up until now," Terry said. "It's something that we think people will like because it is very convenient."

Self-checkout stations

Visitors can already check out books through the library system's self-checkout at most branches. The new library will feature four checkout stations, and there also is a children's reading room that doubles as a safe room. There will be space for more than 40 public computers.

The library has a unique Oklahoma theme. Designed by the architectural firm Richard and Bauer, of Phoenix, the building has a roof that features glass oil derricks that function as sky lights. Inside the library the glass goes all the way to the floor, forming enclosed study rooms.

The end panels on the shelving feature scenes from Oklahoma including windmills and prairie land.

"When the library was being designed we wanted to incorporate thematic elements that were Oklahoma-oriented," Ballou said. "The wooden slat wall material in the building is also inspired by the Great Depression because people sometimes lived in houses made of packing crates."

With construction beginning to wind down, the next step will be moving materials into the new library. The shelves will hold more than 150,000 books and other materials. Moving them in will be a two-month process, she said.

"There is a lot to it," Ballou said. "We have been buying materials for several years. All of it will have to be brought over to this location and sorted and put in the proper place. It is a long process, but we're looking forward to getting started on it because it means we're getting ready to open."

MORE WORKERS ARE SOUGHT FOR BOOK SALE THIS WEEKEND



Volunteers continue their efforts to display thousands of books in Oklahoma Expo Hall at State Fair Park for this weekend's 33rd Annual Book Sale, sponsored by the Friends of the Library.

PHOTOS BY JIM BECKEL, THE OKLAHOMAN

BY ANNETTE PRICE
For The Oklahoman

Coordinators expect an army of more than 550 volunteers to descend on the Friends of the Library Book Sale this weekend and are still looking for more help.

Volunteers will be selling, sorting and stacking a half-million books at the Oklahoma Expo Hall at State Fair Park. Most books will sell for \$1 or less. Proceeds benefit the Metropolitan Library System.

"We are bulging at the seams right now with books," said volunteer Beth Toland, who works the information booth at the sale. "We have quite a few still on pallets that are just begging to be put out on tables as soon as we

HOW TO HELP

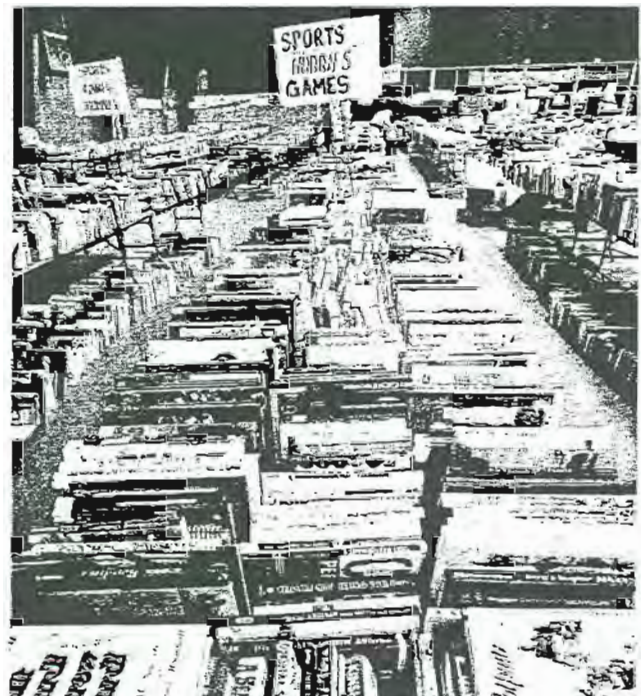
To volunteer, register on the Friends of the Library website at www.mlsfriends.org.

have a free spot."

The sale runs from 9 a.m. to 5 p.m. Saturday and Sunday. Admission to the sale is free those days.

A presale party for members will be from 5:30 to 9 p.m. Friday. Memberships can be purchased in the lobby from noon to 4 p.m. and again after 6 p.m. Annual dues are \$6 for seniors, and \$10 for individuals or families.

Toland advises shoppers to enter State Fair Park via Gate 5, off May Avenue.



Thousands of books are on display.