



## **METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY**

Thursday, May 17, 2012, 3:30 p.m.

The Village Library  
10307 N. Penn  
The Village, OK 73120  
(Telephone: 755-0710)

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 #99 – 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 (#100 - #102)**

- Document #100 – Approval of Minutes of April 19, 2012 Meeting
- Document #101 – Acceptance of Review of Expenditures for April 2012
- Document #102 – Contract Awards and Purchases
  - Item A: Cisco Data & Voice Network Equipment
  - Item B: Surveillance Equipment & Software

### **4:00 – 4:30 pm SPECIAL PRESENTATIONS**

- *Volunteer Appreciation* – Heidi Port, Volunteer Coordinator
- *Library Endowment Trust: Commission Appointed Trustees* - Jeri Towler, P.C. Attorney at Law; David Durrett, Governance Chair for Library Endowment Trust; Diane Sarantakos, Director of Development

### **4:30 – 4:45 pm INFORMATION REPORTS**

- Document #103 – MLS April 2012 Library Visits
- Document #104 – MLS April 2012 Circulation Report
- Document #105 – MLS April 2012 Computer Usage Report
- Document #106 – MLS April 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:***

June 21, 2012

Northwest Library, 5600 NW 122<sup>nd</sup> , OKC, OK 73132

## **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 May 2012:

<b><u>Employees</u></b>	<b><u>Years of Service</u></b>
Marilyn E. Backus, Materials Selector, Materials Selections	25
Tindle J. Arnold, Circulation Clerk, Choctaw Library	15
Heidi A. Port, Volunteer Coordinator, Development Services	15
Christopher L. Larwig, Graphic Designer/Video Editor, Marketing & Communications	10
Dianna L. Rupp, Circulation Clerk, Bethany Library	5
Timothy W. Daubenspeck, Library Aide, Bethany Library	5
Laura W. Winters, Library Aide, Edmond Library	5

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

DATE: April 19, 2012

TIME: 3:30 pm

MEETING PLACE: Downtown 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 Downtown Library, 300 Park Avenue, Oklahoma City, on April 17, 2012, in conformity with the Oklahoma Open Meeting Act §311.**

## **Members**

### **PRESENT:**

Bose' Akadiri  
Nancy Anthony, Disbursing Agent  
Deanna Hannah  
Helene Harpman  
Jose Jimenez  
Carolyn Leslie  
Penny McCaleb  
Tracy McGehee  
Hugh Rice  
Vanna Shaw  
Judy Smith, Vice-Chair  
Beth Toland  
Susan Tucker  
Greg Womack  
Fran Cory, Chair  
Donna Morris, Executive Director  
**(Secretary)**

### **EXCUSED:**

Ralph Bullard  
Mick Cornett, Mayor of Oklahoma City  
Cynthia Friedemann  
Rozz Grigsby  
Tracy McDaniel  
Lori Nelson  
Brenda Palmer  
Mekush Patel  
Kim Patterson  
Jim Shonts  
Alyne Strube  
Ray Vaughn

Estimate of general public and staff attending: 19

**I.** The meeting was called to order at 3:39 by Mrs. Fran Cory, Chair. Roll was called to establish a quorum. Present: Akadiri, Anthony, Hannah, Harpman, Jimenez, Leslie, McCaleb, McGehee, Rice, Shaw, Smith, Toland, Tucker, Womack, Cory.

**II.** Mrs. Cory introduced Ms. Angela Thornton, Manager of the Downtown Library. Ms. Thornton welcomed the commission and provided them with information on the current events at Downtown.

**III.** Mrs. Cory called for the Presentation of Service certificates for April 2012: Clyde D. Herrod, Associate Cataloger, Cataloging-30 years.

Although they were unable to attend the meeting, Mrs. Cory recognized the following employees for their years of service: Jean M. Wilburn, Circulation Clerk, Belle Isle Library - 20 years of service; Keri L. Cloud, Library Aide, Edmond Library - 10 years of service; Jeanette C. Mirll, Library Aide, Edmond Library - 5 years of service; Kevin R. Sendall, Circulation Clerk, Choctaw Library - 5 years of service.

**IV.** Mrs. Cory called for comments from the general public. There were none.

**V.** Mrs. Cory presented the Consent Docket: Document #91 – Approval of Minutes of the March 15, 2012 Meeting; Document #92 – Acceptance of Expenditures for March 2012; Document #93 – Contract Awards & Purchases.

Mrs. Cory called for a motion.

**Mr. Greg Womack moved to accept the consent docket. Mrs. Tracy McGehee seconded. Questions and Discussion followed.** *A correction was made to Item E: Furniture for Southern Oaks Library. The Recommendation was listed as Northwest Library, and should be Southern Oaks Library.* **Motion passed unanimously.**

**VI.** Mrs. Cory referred to Document #94 – Report & Recommendations from Administration; Discussion, Consideration, and Possible Action: Commission Elected Candidates to the Library Endowment Trust Board.

Mrs. Morris stated as a result of changes to IRS Regulations, the Library Endowment Trust recently changed its bylaws. The changes to the bylaws require the Library Commission appoint a majority of the Trustees to the Endowment Trust. The changes would make it easier to facilitate contributions from donors. The slate of candidates shall be presented to the Commission prior to the last meeting of the fiscal year of the Endowment Trust.

The Endowment Trust Board Governance Committee recommends the Commission approve the appointment of Craig Woodruff to the Library Endowment Trust. Mrs. Diane Sarantakos, Director of Development explained the process the governance committee uses in order to come up with candidates for the board.

Several commission members voiced their concern about the Library Commission being asked to appoint the majority of trustees without a provision to allow commission members input into the process. Questions and Discussion followed.

Mrs. Nancy Anthony suggested in moving forward, that a member of the commission be actively involved in the selection process for candidates of the Endowment Trust Board. Mrs. Penny McCaleb is the liaison for the Trust, but is not a voting member. Mrs. Morris stated she would research potential conflict of interest issues related to library commissioners also serving on the Library Endowment Trust.

Ms. Bose' Akadiri suggested background information on future candidates be presented to the commission at the time they are considered for appointment.

Mrs. Morris stated she would share the concerns of the commission with the trust and ask that a representative attend a future meeting to discuss the process moving forward.

**Mr. Hugh Rice moved to approve the appointment of Mr. Craig Woodruff to the Library Endowment Trust. Mrs. Nancy Anthony seconded. Motion passed unanimously.**

Mrs. Morris added that Administration will bring a list of the current Endowment Trust Board to the Commission as well.

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

- ⌘ Document #95 – MLS March 2012 Library Visits
- ⌘ Document #96 – MLS March 2012 Circulation Report
- ⌘ Document #97 – MLS March 2012 Computer Usage Report
- ⌘ Document #98 – MLS March 2012 System Reserve Report

Questions and discussion followed.

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

The library system's purchasing policy calls for an annual service evaluation of the primary book vendor and for an initiation of the competitive bid process if the current vendor fails to meet library needs. Mrs. Karen Marriott, Deputy Executive Director/Materials & Outreach has completed the evaluation of the primary book vendor, Baker & Taylor. Baker & Taylor has met or exceeded requirements of the current contract and continue to be the best option for the library system at this time. The current contract will remain in force due to their excellent performance.

The Purchasing policy allows the library to contract with employees or other associated individuals, for special services including artistic endeavors or books that the library might want to purchase for its collection. When one of these specific situations occurs, the Executive Director makes a disclosure to the commission at its regular meeting. There are two of these situations to report this month.

- We recently purchased copies of the book *IMPACT: Blacks in Oklahoma History* written by the spouse of an employee.
- Midwest City Library will be using relatives of employees for several programs in the upcoming months; a knitting program; a coupon program and a children's craft program.

Mrs. Morris congratulated Mr. Hugh Rice who was honored April 10 with the Lee B. Brawner award at the annual Literary Voices dinner. The dinner, featuring author and speaker Mary Higgins Clark, was a great success.

Mrs. Morris stated many exciting things are underway at Northwest Library. The library is close to substantial completion and customers are highly anticipating the grand opening date of May 22, 2012 at 3:30. We are currently working on the mailing list and invitations, which will be sent out in early May. There will be music, activities, and refreshments planned immediately after the ribbon cutting.

Construction remains on schedule at Southern Oaks Library. The new driveway is complete and the interior finishes are underway. We are on schedule to reopen in late August in the newly renovated building.

Mrs. Morris reminded commissioners of upcoming committee meetings. The Long-Range Planning Committee will be meeting on May 7 @ 3:30 p.m. at the Belle Isle Library. The Administrative & Personnel Committee will be meeting on May 21 @ 2:30 p.m. at the Belle Isle Library. The Finance Committee will be meeting on May 30 @ 3:30 pm. at the Downtown Library.

**IX.** Mrs. Cory called for comments from Commission members.

**X.** The next Commission meeting will be held at The Village Library on May 17, 2012.

There being no further business, the meeting was adjourned at 4:16 pm.



Donna Morris, Executive Director  
(Secretary)

## **FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES**

April 30, 2012

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

For comparison 83.33% of the fiscal year has passed.

### **COMMISSION ACTION**

That the Commission acknowledge the financial report of April 2012.

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**METROPOLITAN LIBRARY SYSTEM  
GENERAL FUND  
STATEMENT OF FINANCIAL CONDITION**

April 30, 2012

**ASSETS**

CASH	\$17,000,539.13
INVESTMENTS (Schedule attached)	21,151,010.03
PREPAID ACCOUNTS	30,000.00
<b>Total Assets</b>	<u><u>\$38,181,549.16</u></u>

**LIABILITIES, DEFERRED REVENUE AND FUND BALANCE**

LIABILITIES:

2010-11 Reserve for Appropriations	\$303,104.69	
2011-12 Purchase Orders Outstanding	1,389,885.98	
2010-11 Purchase Orders Outstanding	0.00	
2011-12 Checks Outstanding	195,231.27	
2010-11 Checks Outstanding	0.00	
<b>Total Liabilities</b>		1,888,221.94

FUND BALANCE:

Beginning of the Year		\$31,225,521.14	
Add: Revenues			
Budgeted	29,145,182.58		
Other	<u>1,737,269.00</u>	30,882,451.58	
Less: Expenditures		<u>(25,814,645.50)</u>	
<b>Total Fund Balance</b>			<u><u>36,293,327.22</u></u>
<b>Total Liabilities, Deferred Revenue and Fund Balance</b>			<u><u>\$38,181,549.16</u></u>

**METROPOLITAN LIBRARY SYSTEM  
GENERAL FUND  
SCHEDULE OF INVESTMENT**

**As of April 30, 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	4/14/2012	12/14/2013	1.100%	100,373.24
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 - First State Bank	3/20/2012	3/20/2014	1.220%	240,000.00
CD - Valliance Bank	3/5/2011	9/5/2012	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
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
Total Investments				<u>\$ 21,151,010.03</u>

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

**April 1, 2012 to April 30, 2012**

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<b><u>BUDGETED:</u></b>				
2011 Ad Valorem Tax	\$27,262,635.00	\$ 3,199,476.64	\$28,491,716.58	104.51%
State Aid	290,807.00	114,429.00	257,466.00	88.54%
Fines	<u>474,660.00</u>	<u>27,000.00</u>	<u>396,000.00</u>	83.43%
<b>Total Budgeted Revenue</b>	<u><u>\$ 28,028,102.00</u></u>	<u><u>\$ 3,340,905.64</u></u>	<u><u>\$29,145,182.58</u></u>	103.99%
<b><u>NOT BUDGETED:</u></b>				
Prior Years Taxes		\$ 71,018.85	\$ 1,132,620.83	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		12,197.09	332,214.33	
Flexible Benefits Account Balance		0.00	1,393.69	
Sale of Surplus Equipment		0.00	16,803.79	
Insurance Reimbursements		0.00	118,056.54	
Miscellaneous		<u>5,126.72</u>	<u>136,179.82</u>	
<b>Total Miscellaneous Revenue</b>		<u><u>\$ 88,342.66</u></u>	<u><u>\$ 1,737,269.00</u></u>	
<b>Total Revenue</b>	<u><u>\$ 28,028,102.00</u></u>	<u><u>\$ 3,429,248.30</u></u>	<u><u>\$30,882,451.58</u></u>	110.18%

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

**April 30, 2012**

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
<b>REVOLVING FUNDS:</b>				
805 Gifts/Lost Books	\$ 44,935.26	\$ 3,330.88	\$ 1,052.16	\$ 47,213.98
810 Prepaid Fees	(10,350.28)	0.00	201.60	(10,551.88)
815 Fines	27,737.66	24,791.22	29,560.28	22,968.60
820 Copy	126,357.57	9,739.52	1,894.38	134,202.71
<b>Total Revolving Funds</b>	<b>\$ 188,680.21</b>	<b>\$ 37,861.62</b>	<b>\$ 32,708.42</b>	<b>\$ 193,833.41</b>

	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	7,928.70	6,911.30
861 10/MWC/Florence Hughes Memoriz	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	999.58	0.42
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
924 12/OAC/Comedy Theatre	3,000.00	0.00	3,000.00	(3,000.00)
925 12/OAC/Black History Month	3,600.00	3,600.00	3,600.00	0.00
928 12/ODL/College Savings	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
934 12/MWC/Garden Restoration	25,000.00	25,000.00	0.00	25,000.00
935 12/Conoco/MWC	1,000.00	1,000.00	0.00	1,000.00
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	4,872.00	15,128.00
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	\$ 2,500.00	\$ 500.00
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

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
887 11 NW Interactive-Children's	25,000.00	25,000.00	25,000.00	0.00

**Grants - Friends of MLS, Current Fiscal Year**

911 12 Staff Recognition	\$ 11,000.00	\$ 11,385.94	\$ 10,659.39	\$ 726.55
912 12 Summer at the Library	20,000.00	20,000.00	17,821.10	2,178.90
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	1,237.34	9,762.66
917 12 After School Program	9,600.00	9,600.00	9,600.00	0.00
918 12 Noon Tunes	11,000.00	11,000.00	11,296.21	(296.21)
919 12 Our World Series	30,000.00	30,000.00	30,000.00	0.00
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	848.82	9,543.18
922 12 Winter ReadFest	12,000.00	12,000.00	11,989.21	10.79
984 12 L.I.F.E.	7,500.00	7,699.35	7,699.35	0.00

**Total Grants**

\$ 137,803.77

**Total Special Funds**

\$ 331,637.18

**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of April 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	985,853.46	10,012,861.23	75.02	13,347,084.00	3,334,222.77
102	Wages - Part-time	140,239.78	1,398,157.89	62.40	2,240,488.00	842,330.11
103	Payroll Taxes	82,720.81	834,800.10	74.32	1,123,302.00	288,501.90
109	Workers' Comp Insurance	14,875.00	154,846.00	77.67	199,369.00	44,523.00
112	Group Insurance	207,567.00	1,992,636.66	74.26	2,683,442.00	690,805.34
113	Employees' Retirement	63,441.20	1,749,653.94	91.31	1,916,108.00	166,454.06
114	Unemployment Compensation	1,678.08	14,178.36	47.26	30,000.00	15,821.64
Total Personal Services		1,496,375.33	16,157,134.18	75.01	21,539,793.00	5,382,658.82
		=====	=====		=====	=====

**Maintenance & Operations - Contractual Services**

201	Bldg, Property & Auto Insur	9,330.00	179,109.50	80.31	223,018.00	43,908.50
202	Liability/Bonding Insurance	.00	6,808.00	51.67	13,175.00	6,367.00
205	Rent of Library Buildings	10,295.84	14,295.84	13.64	104,800.00	90,504.16
206	Rent of Equipment	270.00	810.00	28.93	2,800.00	1,990.00
207	Janitorial Services	29,578.90	296,314.00	53.68	552,000.00	255,686.00
208	Maintenance of Facilities	39,125.62	380,541.02	65.19	583,720.00	203,178.98
211	Parking & Transportation	11,794.58	116,565.95	64.18	181,620.00	65,054.05
212	Travel Expenses	-612.87	62,811.35	64.45	97,465.00	34,653.65
213	Professional Services	2,955.60	174,522.44	55.42	314,930.00	140,407.56
214	Security Services	28,670.46	288,661.93	67.36	428,523.00	139,861.07
216	Telephone Services	13,527.07	84,920.15	26.93	315,383.00	230,462.85
217	Electrical Services	34,000.89	392,264.82	60.49	648,504.00	256,239.18
218	Gas Services	1,591.02	34,799.04	45.12	77,117.00	42,317.96
219	Water & Garbage Services	3,859.50	52,916.63	79.58	66,494.00	13,577.37
220	Trigen Energy Services	18,726.19	154,539.05	78.05	198,000.00	43,460.95
226	Memberships	778.00	17,795.83	73.56	24,193.00	6,397.17
230	Other Library-Related Services	9,871.42	289,019.75	79.36	364,195.00	75,175.25
231	Automation Contractual	30,606.66	249,994.51	67.92	368,054.00	118,059.49
236	Network Catalog Services	6,533.40	54,638.43	69.49	78,625.00	23,986.57
Total Contractual Services		250,902.28	2,851,328.24	61.42	4,642,616.00	1,791,287.76
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**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of April 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	14,083.36	149,044.04	69.99	212,950.00	63,905.96
302	Postage	1,429.23	161,647.22	55.62	290,650.00	129,002.78
303	Supplies	63,587.37	329,143.99	66.89	492,054.00	162,910.01
310	Maintenance Supplies	5,006.96	48,016.84	64.89	74,000.00	25,983.16
312	Safety Supplies & Equipment	.00	2,859.56	40.28	7,100.00	4,240.44
321	Gasoline & Oil	4,368.07	33,010.31	76.77	43,000.00	9,989.69
322	Vehicle Parts & Repairs	66.73	14,137.39	44.18	32,000.00	17,862.61
330	Programming Activities	14,083.26	148,039.35	52.89	279,903.00	131,863.65
331	Other Commodities	1,761.58	18,387.12	46.82	39,268.00	20,880.88
Total Commodities		104,386.56	904,285.82	61.48	1,470,925.00	566,639.18

**Capital Outlays**

401	Books & Materials	477,674.59	3,395,979.94	62.76	5,410,800.00	2,014,820.06
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	666.00	155,334.36	86.34	179,900.00	24,565.64
408	Furniture, Fixtures, & Equip	13,953.03	689,446.66	28.71	2,401,207.00	1,711,760.34
409	Motor Vehicles	38.50	50,811.50	78.78	64,500.00	13,688.50
410	Automation System & Equipment	12,564.31	437,972.41	44.84	976,678.00	538,705.59
450	Capital Projects	440,860.23	1,167,052.39	36.18	3,225,963.00	2,058,910.61
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		945,756.66	5,901,897.26	18.68	31,600,289.14	25,698,391.88
Total Budget		2,797,420.83	25,814,645.50	43.57	59,253,623.14	33,438,977.64

**Monthly Journal Entries -- April 2012**

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<b><u>Investments</u></b>				
177	1101	Investments	\$ 3,585.64	
	3602	Interest Income		\$ 3,585.64
		Interest on Coppermark Bank CD		
178	1001	Cash	\$ 2,006,358.33	
	1101	Investments		\$ 2,000,000.00
	3602	Interest Income		\$ 6,358.33
		Called Federal Farm Credit Bank		
<b><u>Tax revenues</u></b>				
179	1001	Cash	\$ 1,004,901.24	
	1201	Ad Valorem Tax - Current year		\$ 1,004,901.24
		Ad Valorem Tax apportioned by County for 3/26 to 3/30		
180	1001	Cash	\$ 71,041.29	
	1201	Ad Valorem Tax - Current year		\$ 23.06
	3601	Prior year Tax		\$ 71,018.23
		Ad Valorem Tax apportioned by County for 3/16 to 3/31		
181	1001	Cash	\$ 2,194,552.96	
	1201	Ad Valorem Tax - Current year		\$ 2,194,552.34
	3601	Prior year Tax		\$ 0.62
		Ad Valorem Tax apportioned by County for 4/01 to 4/15		
182	1001	Cash	\$ 114,429.00	
	3401	State Aid		\$ 114,429.00
		State Aid, 2nd payment		
<b><u>Miscellaneous revenue</u></b>				
183	1001	Cash	\$ 5,126.72	
	3605	Mic. Reimbursements		\$ 5,126.72
		Café rent 500.00 LET reimb \$ 212.60		
		OLA refund 286.80 LET reimb \$ 2,574.80		
		Phillips refund 108.38 LET reimb \$ 628.15		
		Name badges 3.00 Name badges \$ 1.00		
		Name badges 1.00 Abibow 15.27		
		R Rea insurance 795.72 Total \$ 5,126.72		
<b><u>Fines</u></b>				
184	1001	Cash	\$ 27,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 27,000.00
		Fines transferred from Special fund in April		

**Payable entries**

185	3001	Current Year Reserv. for Appropriations.	\$	2,778,912.87	
	3011	Current Year P.O. Outstanding			\$ 2,778,912.87
	3002	Prior Year Reserv. for Appropriations.			\$ 15,575.00
	3012	Prior Year P.O. Outstanding	\$	15,575.00	\$ -
		Purchase orders issued or cancelled in April			
186	3011	Current Year P.O. Outstanding	\$	2,706,603.57	
	3021	Current Year Warrants Outstanding			\$ 2,706,603.57
	3012	Prior Year P.O. Outstanding	\$	7,558.27	
	3022	Prior Year Warrants Outstanding			\$ 7,558.27
		Checks issued in April			
187	3021	Current Year Warrants Outstanding	\$	2,706,735.86	
	1001	Cash			\$ 2,706,735.86
	3022		\$	7,558.27	
	1001				\$ 7,558.27
		Checks cleared Bank in April			

**Bank interest and fees**

188	1001	Cash	\$	1,860.48	
	3602	Bank fees	\$	392.64	
	3602	Interest Income			\$ 2,253.12
		Interest and fees from GF checking account			
189	8000	Special Fund Cash			\$ 117.06
	8815	Bank fees	\$	170.28	
	8815	Interest income			\$ 53.22
		Interest and fees from SF checking account			

**Special funds**

190	8000	Special Fund Cash	\$	37,606.80	
	8815	Fines			\$ 24,738.00
	8820	Copy			\$ 9,739.52
	8805	Gift/Lost Books			\$ 3,330.88
	8810	Prepaid Fees	\$	201.60	
		Revenues of special funds received in April			

191	8000				\$ 69,051.99
	8815	Fines	\$	29,390.00	
	8820	Copy	\$	1,894.38	
	8805		\$	1,052.16	
	8917		\$	4,400.00	
	8887		\$	25,000.00	
	8916		\$	446.94	
	8912		\$	1,475.10	
	8911		\$	10.00	
	8871		\$	172.75	
	8875		\$	2,500.00	
	8860		\$	2,710.66	

Expenditures of special funds in April

**Corrections, adjustments, and miscellaneous**

192	3002	Miscellaneous revenue	\$	7,558.27	
	3012	Warrants outstanding			\$ 7,558.27
		To correct for cancelled prior year encumbrances			
193	1001	Cash	\$	18,507.95	
	3021				\$ 18,507.95
		To correct for voided checks			
		Grand Total	\$	13,785,289.03	\$13,785,289.03

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Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
G-04063	Metropolitan Library System	Automation Contractual	41.77	
		Postage	19.45	
		Supplies	111.47	
		Programming Activities	32.07	
		Programming Activities	77.55	282.31
G-04064	City of Midwest City, Inc.	Water & Garbage Services	347.28	347.28
G-04065	Bradford Industrial Suppl Corp	Maintenance of Facilities	21.45	21.45
G-04066	O G & E	Electrical Services	1,583.35	1,583.35
G-04067	Oklahoma Natural Gas Co.	Gas Services	336.29	336.29
G-04068	City of Oklahoma City	Water & Garbage Services	41.82	41.82
G-04069	Brodart, Inc.	Furniture and Equipment	906.44	906.44
G-04070	Southwestern Stationers, Inc.	Supplies	4.36	
		Supplies	157.80	162.16
G-04071	Locke Supply Co.	Maintenance of Facilities	76.00	76.00
G-04072	Demco	Supplies	16.43	16.43
G-04073	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-04074	Gaylord Bros.	Supplies	565.43	565.43
G-04075	Highsmith	Supplies	60.75	60.75
G-04076	The University of Oklahoma	Printing/Printing Supply	550.00	
		Printing/Printing Supply	2,735.00	
		Printing/Printing Supply	151.00	3,436.00
G-04077	Standard Printing Co., Inc.	Supplies	600.00	
		Supplies	868.50	1,468.50
G-04078	Oklahoma Library Association	Professional Services	155.00	155.00
G-04079	Weston Woods Accts Receivable	Materials	569.05	569.05
G-04080	Baker & Taylor Books	Materials	1,713.68	1,713.68
G-04081	Karen Marriott	Travel Expenses	924.88	924.88
G-04082	J. Siobhan Morava	Transportation	55.15	55.15
G-04083	Charles S. Isaacs	Transportation	77.70	77.70
G-04084	CompSource Oklahoma	Worker's Comp Insurance	14,991.00	14,991.00
G-04085	Barbara Beasley	Travel Expenses	571.61	571.61
G-04086	Upstart	Programming	82.50	82.50
G-04087	United Refrigeration, Inc.	Maintenance of Facilities	83.36	83.36
G-04088	Recorded Books, LLC	Materials	2,047.60	2,047.60
G-04089	The Penworthy Co.	Materials	1,624.48	1,624.48
G-04090	Gale Group	Materials	4,847.75	4,847.75
G-04091	Anong Nguyen	Programming Activities	400.00	400.00
G-04092	Loretta Hinkle	Programming Activities	375.00	375.00
G-04093	Anne G. Fischer	Transportation	234.32	234.32
G-04094	Independent Stationers	Supplies	22.03	
		Supplies	42.74	64.77
G-04095	Library Video Co.	Materials	224.60	224.60
G-04096	Jean Hill	Programming Activities	500.00	500.00
G-04097	Full Circle Bookstore	Programming Activities	39.16	
		Programming Activities	563.36	
		Programming Activities	180.00	
		Programming Activities	358.84	1,141.36
G-04098	Nancy Lytle	Transportation	33.86	33.86
G-04099	INTEGRIS Corporate Assistance	Group Insurance	956.00	956.00
G-04100	Diane Sarantakos	Transportation	99.35	99.35
G-04101	IPMA-HR	memberships	105.00	105.00
G-04102	Blackstone Audio Books	Materials	1,455.00	1,455.00

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Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
G-04103	Random House, Inc	Materials	491.25	491.25
G-04104	A T & T Mobility	Telephone Services	88.75	88.75
G-04105	Scott's Printing & Copying	Printing/Printing Supply	160.12	160.12
G-04106	Brilliance Corporation	Materials	3,109.39	3,109.39
G-04107	Francie Pendleton	Transportation	18.82	18.82
G-04108	ALA Advance Registration	Professional Services	215.00	215.00
G-04109	Filtration Services Group, LLC	Maintenance of Facilities	40.68	
		Maintenance of Facilities	131.16	
		Maintenance of Facilities	25.02	196.86
G-04110	Ingram Library Service	Materials	2,294.44	
		Materials	97.14	2,391.58
G-04111	Albert Bostick	Programming Activities	250.00	250.00
G-04112	Dana Morrow	Other Commodities	326.12	
		Other Commodities	69.03	
		Transportation	127.04	522.19
G-04113	Amy Nevius	Programming Activities	400.00	400.00
G-04114	Audio Editions	Materials	1,612.62	1,612.62
G-04115	Lakeshore Learning Materials	Programming Activities	314.76	314.76
G-04116	OverDrive, Inc fka	Materials	12,694.68	12,694.68
G-04117	Haworth, Inc	Furniture	48,703.50	48,703.50
G-04118	Findaway World, LLC	Materials	5,346.41	5,346.41
G-04119	FedEx Office	Programming Activities	10.00	10.00
G-04120	Metro Parking Garage	Parking & Transportation	2,070.00	
		Parking & Transportation	1,080.00	3,150.00
G-04121	DWe Williams	Programming Activities	100.00	100.00
G-04122	Ginger Waldrip	Programming Activities	100.00	100.00
G-04123	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	148.50	148.50
G-04124	AV Cafe Inc	Materials	1,066.91	1,066.91
G-04125	Specialty Roll Products	Maintenance Supplies	3,358.80	3,358.80
G-04126	Ingram Library Service	Materials	1,490.69	1,490.69
G-04127	Bharathi Srinivasan	Programming Activities	250.00	250.00
G-04128	Town of Luther	Water & Garbage Services	45.28	45.28
G-04129	Ling Y Miller	Programming Activities	100.00	100.00
G-04130	Dana Beach	Parking	108.38	108.38
G-04131	Made By Me Publications, Inc.	Programming Activities	100.00	100.00
G-04132	Anita Roesler	Travel Expenses	361.00	361.00
G-04133	Evans Hardware	Maintenance of Facilities	6.88	
		Maintenance of Facilities	8.19	
		Maintenance of Facilities	19.99	
		Maintenance of Facilities	11.57	46.63
G-04134	Heidi A. Port	Transportation	21.76	21.76
G-04135	Southwest Paper - OKC	Maintenance Supplies	175.00	175.00
G-04136	Steve's Wholesale Distributors	Maintenance of Facilities	7.99	
		Maintenance of Facilities	2.96	10.95
G-04137	OPUBCO Communications Group	Library-related Services	97.10	97.10
G-04138	Apple Inc.	Automation	2,490.00	2,490.00
G-04139	Lisa Walker	Transportation	64.33	64.33
G-04140	Jeremy Titsworth	Transportation	8.33	8.33
G-04141	Contractors Supply Co.	Maintenance of Facilities	3.93	3.93
G-04142	Cintas	Maintenance of Facilities	100.00	100.00
G-04143	Jerry's Contracting	Maintenance of Facilities	400.00	400.00
G-04144	Planner Pads, Co.	Supplies	48.94	48.94

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Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
G-04145	Jerry Amundsen Inc.	Furniture, Fixtures&Equip	2,252.00	2,252.00
G-04146	AudioGo	Materials	2,176.96	2,176.96
G-04147	Joy E. Cavett	Programming Activities	80.00	80.00
G-04148	Executive Coffee Service	Maintenance of Facilities	246.35	246.35
G-04149	Armando Rivera	Programming Activities	400.00	400.00
G-04150	Benton A Smith	Programming Activities	500.00	500.00
G-04151	David Vernon Bonham	Programming Activities	400.00	400.00
G-04152	Robert Wayne Cantwell	Programming Activities	100.00	100.00
G-04153	Rodger G Harris	Programming Activities	100.00	100.00
G-04154	Andrea Emmons	Transportation	24.59	
		Transportation	33.08	57.67
G-04155	Cintas Corporation 064	Maintenance of Facilities	1,803.05	1,803.05
G-04156	Kristie Ming Hwei Tan Ngo	Programming Activities	250.00	250.00
G-04157	Amber Austin	Programming Activities	50.00	50.00
G-04158	John Wood	Transportation	11.66	11.66
G-04159	City of Choctaw	Water & Garbage Services	77.10	77.10
G-04160	C. L. Frates & Co.	Auto Insurance	729.00	729.00
G-04161	Office Depot Credit Plan	Supplies	46.94	46.94
G-04162	Todd Olberding	Mileage	362.14	362.14
G-04163	Roy Ballou	Professional Services	1,450.00	1,450.00
G-04164	Ann Meeks	Transportation	23.31	23.31
G-04165	Baker & Taylor Books	Materials	3,912.19	3,912.19
G-04166	Baker & Taylor Entertainment	Materials	1,724.79	
		Materials	5,411.39	7,136.18
G-04167	Walmart Community/GEMB	Other Commodities	20.75	
		Programming Activities	19.75	
		Programming Activities	16.57	
		Supplies	148.91	
		Supplies	21.60	227.58
G-04168	Raindrop Foundation Inc	Programming Activities	400.00	400.00
G-04169	Allied Waste Services #060	Water & Garbage Services	821.61	821.61
G-04170	Pamela Buchanan	Transportation	61.33	61.33
G-04171	The Great Courses	Materials	94.90	94.90
G-04172	Pete Roberson	Mileage	79.25	79.25
G-04173	Getty Images (US), Inc.	Printing/Printing Supply	2,388.00	2,388.00
G-04174	Darrie Breathwit	Mileage	5.33	
		Programming Activities	64.47	
		Programming Activities	22.76	92.56
G-04175	Star Lighting	Maintenance of Facilities	279.60	279.60
G-04176	Cintas Corporation 064	Maintenance of Facilities	397.72	397.72
G-04177	Alison Harris	Programming Activities	70.00	70.00
G-04178	Faith Centered Resources	Materials	321.47	321.47
G-04179	Oklahoma City Police Dept.	Maintenance of Facilities	65.00	
		Maintenance of Facilities	195.00	260.00
G-04180	Myers Landscape Management,	Maintenance of Facilities	1,445.00	
		Maintenance of Facilities	1,205.00	2,650.00
G-04181	Baker & Taylor Books	Materials	1,296.87	
		Materials	2,367.46	
		Materials	2,979.55	
		Materials	2,651.44	
		Materials	3,807.40	
		Materials	6,534.62	

\*\* Continued \*\*

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April 2012

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-04181	Baker & Taylor Books	Materials	4,161.48
		Materials	6,520.46
		Materials	672.82
		Materials	2,912.92
G-04182	Baker & Taylor Books	Materials	1,951.07
		Materials	7,044.51
		Materials	6,795.99
		Materials	4,029.56
		Materials	361.79
		Materials	9,757.08
G-04183	Baker & Taylor Books	Travel Expenses	311.00
G-04184	Emily Williams	Programming Activities	350.00
G-04185	Timothy M. Ramsey	Parking & Transportation	1,168.00
G-04186	COTPA	Parking & Transportation	2,701.00
		Programming Activities	63.77
G-04187	Teresa Matthews	Automation Contractual	557.26
G-04188	ImageNet Consulting, LLC	Automation	567.15
G-04189	Provantage	Materials	558.92
G-04190	Mackin	Transportation	10.21
G-04191	Mary J. Sholly	Transportation	50.00
G-04192	Darin R. Smith	Maintenance of Facilities	550.00
G-04193	Linda Cooper	Maintenance of Facilities	1,650.00
		Travel Expenses	358.00
G-04194	Chris Kennedy	Furniture	28,172.62
G-04195	Knoll, Inc.	Furniture	607.09
		Professional Services	1,010.00
G-04196	ASIS International	Payroll Transmittal-Chks	37,046.25
G-04197	Bank of Oklahoma	Payroll Transmittal-Chks	16,484.67
		Payroll Transmittal-Chks	165.00
		Federal Withholding Tax	51,944.85
G-04198	Bank of Oklahoma	Federal Withholding Tax	4,496.00
		State Withholding Tax	15,342.00
G-04199	Oklahoma Tax Commission	State Withholding Tax	952.00
		Employee Cr Union Deducts	11,677.51
G-04200	Mun. Employees Credit Union	Employee Cr Union Deducts	87.50
		Employee Deductions	593.81
G-04201	United Way of Central Oklahoma	Employee Deductions	61.33
		Employee Deductions	78.82
G-04202	Clerk, U.S. District	Employee Deductions	78.82
		Employee Deductions	78.82
		Employee Deductions	78.82
G-04203	United States Treasury	Employee Deductions	50.50
G-04204	Bank of America	Payroll Transmittal-DDep	282,081.38
		Payroll Transmittal-DDep	43,816.50
		Payroll Transmittal-DDep	1,155.00
G-04205	John Hardeman, Trustee	Employee Deductions	484.62
G-04206	Nationwide Retirement Solution	Employee Deductions	6,894.44
G-04207	Transamerica Worksite Mrktg.	Employee Deductions	385.68
G-04208	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,616.25
G-04209	Bank of Oklahoma	Employee Flexplan Deposit	31,974.27
G-04210	Bank of Oklahoma	Employee Soc/Sec Deposits	19,324.00
		Employee Soc/Sec Deposits	2,935.64

\*\* Continued \*\*

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Warrant Register

April 2012

Number	Vendor/Payee	Purpose	Amount	
** Continued **				
G-04210	Bank of Oklahoma	Employee Medicare Deposit	6,671.49	
		Employee Medicare Deposit	1,013.52	
		Employer Soc/Sec Deposits	32,859.56	
		Employer Medicare Deposit	7,684.77	70,488.98
G-04211	MassMutual Financial Group	Employee Contrib -- DC PI	17,559.90	
		Employer Contrib -- DC PI	31,684.40	49,244.30
G-04212	Oklahoma Guaranteed	Employee Deductions	159.11	159.11
G-04213	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-04214	Randall S. Fudge	Employee Deductions	128.77	128.77
G-04215	Administrative Services	Employee Deductions	1,504.87	1,504.87
G-04216	UNUM Life Insurance	Employee Deductions	1,597.10	
		Employee Deductions	37.30	1,634.40
G-04217	UNUM Life Insurance	Grp L-T Disab Ins Prm-APR	6,330.79	6,330.79
G-04218	Mutual Assurance	Grp Life AD&D Ins Prm-APR	47,230.78	47,230.78
G-04219	Vision Service Plan of	Grp Vision Ins Prem-Apr.	2,658.53	2,658.53
G-04220	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-APR	147,212.64	147,212.64
G-04221	UNUM Life Insurance	Grp LTC Insurance Prm-APR	1,616.70	1,616.70
G-04222	Metropolitan Library System	Professional Services	129.63	
		Postage	22.00	
		Supplies	9.72	
		Supplies	9.10	
		Programming Activities	27.03	
		Programming Activities	71.48	
		Programming Activities	38.98	
		Other Commodities	64.38	372.32
G-04223	Grainger	Maintenance of Facilities	41.85	41.85
G-04224	O G & E	Electrical Services	1,608.77	
		Electrical Services	370.24	1,979.01
G-04225	Oklahoma Natural Gas Co.	Gas Services	240.29	
		Gas Services	153.83	394.12
G-04226	City of Oklahoma City	Water & Garbage Services	26.56	
		Water & Garbage Services	378.48	
		Water & Garbage Services	135.89	540.93
G-04227	City of the Village	Water & Garbage Services	91.41	91.41
G-04228	Southwestern Stationers, Inc.	Furniture	1,351.00	
		Supplies	862.50	
		Printing/Printing Supply	5,183.00	7,396.50
G-04229	R.K. Black, Inc.	Equipment	26,334.00	26,334.00
G-04230	Gaylord Bros.	Supplies	84.58	
		Supplies	100.30	184.88
G-04231	Highsmith	Programming Supplies	191.15	191.15
G-04232	The University of Oklahoma	Printing/Priting Supply	36.00	36.00
G-04233	Synergy Datacom Supply, Inc.	Supplies	8.00	8.00
G-04234	City of Edmond	Electrical Services	3,300.20	3,300.20
G-04235	Oklahoma Library Association	Memberships	109.00	109.00
G-04236	Oklahoma County Medical	Materials	20.85	20.85
G-04237	Baker & Taylor Books	Materials	103.19	103.19
G-04238	U.S. Postal Service	Postage	108.07	108.07
G-04239	American Express	Travel Expenses	667.02	
		Travel Expenses	523.05	
		Travel Expenses	1,082.88	

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Warrant Register

April 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-04239	American Express	Memberships	55.00	
		Programming Supplies	53.00	
		Automation Contractual	69.95	
		Professional Services	385.00	
		Professional Services	18.00	2,853.90
G-04240	Charles S. Isaacs	Telephone Services	35.00	35.00
G-04241	American Library Association	Memberships	235.00	235.00
G-04242	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-04243	Barbara Beasley	Transportation	20.26	20.26
G-04244	United Refrigeration, Inc.	Maintenance of Facilities	432.51	432.51
G-04245	Recorded Books, LLC	Materials	4,286.26	4,286.26
G-04246	Johnstone Supply	Maintenance of Facilities	491.15	
		Maintenance of Facilities	39.61	530.76
G-04247	Davis Pipe & Supply, Inc.	Maintenance of Facilities	72.67	72.67
G-04248	American Library Association	Materials	35.00	35.00
G-04249	Denyveta Davis	Transportation	148.81	148.81
G-04250	Gale Group	Materials	1,289.64	1,289.64
G-04251	Salem Press Accounting Office	Materials	465.00	465.00
G-04252	Friday	Library-related Services	1,360.00	1,360.00
G-04253	Independent Stationers	Supplies	83.72	
		Supplies	234.06	
		Supplies	13.87	
		Supplies	118.00	
		Supplies	41.31	
		Supplies	570.80	1,061.76
G-04254	Library Video Co.	Materials	199.60	199.60
G-04255	Nancy Lytle	Parking	108.38	108.38
G-04256	Commercial Concepts, Inc.	Furniture	8,585.30	8,585.30
G-04257	Debbie Langston	Programming Activities	60.00	60.00
G-04258	Jonathan Willis	Transportation	6.66	6.66
G-04259	Blackstone Audio Books	Materials	430.50	430.50
G-04260	Random House, Inc	Materials	854.89	854.89
G-04261	Scott's Printing & Copying	Printing/Printing Supply	1,174.62	1,174.62
G-04262	Brilliance Corporation	Materials	241.87	241.87
G-04263	Angela Hill	Transportation	12.92	12.92
G-04264	Gateway Films/Vision Video	Materials	1,030.40	1,030.40
G-04265	Karen L.Litteral	Programming Activities	117.79	117.79
G-04266	HAJOCA Oklahoma City	Maintenance of Facilities	1.33	1.33
G-04267	Ingram Library Service	Materials	551.14	551.14
G-04268	Albert Bostick	Programming Activities	300.00	300.00
G-04270	Audio Editions	Materials	3,072.34	3,072.34
G-04271	Larry G. Johnson	Parking	108.38	108.38
G-04272	OverDrive, Inc fka	Books & Materials	18,429.55	
		Materials	6,130.16	24,559.71
G-04273	Lynda G. Bahr	Mileage	149.24	
		Telephone Services	140.00	289.24
G-04274	Findaway World, LLC	Materials	6,346.29	6,346.29
G-04275	Tera McAmis	Mileage	97.13	97.13
G-04276	Victoria Dixon	Parking	108.38	108.38
G-04277	Linda Temple	Transportation	12.47	
		Transportation	10.55	23.02

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Number	Vendor/Payee	Purpose		Amount
G-04278	Fuelman	Gasoline & Oil	4,368.07	
		Vehicle Parts & Repairs	66.73	4,434.80
G-04279	Matthew Cotter	Telephone Services	35.00	35.00
G-04280	Jerod Gerfen	Transportation	38.85	38.85
G-04281	Ingram Library Service	Materials	1,857.52	1,857.52
G-04282	Beaver Express	Programming Activities	110.45	110.45
G-04283	Melody A. Kellogg	Transportation	38.85	38.85
G-04284	Jana Hausburg	Mileage	76.87	76.87
G-04285	Deli Partners of Little Rock	Professional Services	365.22	365.22
G-04286	Kay L. Bauman	Parking	108.38	108.38
G-04287	Landon Holman	Transportation	56.61	56.61
G-04288	Angela Thornton	Transportation	39.96	39.96
G-04289	Evans Hardware	Maintenance of Facilities	9.86	9.86
G-04290	Debbie Robertus	Transportation	20.31	20.31
G-04291	Batteries Sooner LLC	Maintenance of Facilities	166.17	166.17
G-04292	Debra Jackson	Transportation	13.76	13.76
G-04293	John D Taylor	Programming Activities	275.00	275.00
G-04294	Presort First Class	Postage	443.33	443.33
G-04295	Heidi A. Port	Supplies	39.01	39.01
G-04296	Southwest Paper - OKC	Maintenance Supplies	199.92	199.92
G-04297	OPUBCO Communications Group	Library-related services	58.55	58.55
G-04298	Kimberly Edwards	Travel Expenses	473.50	
		Travel Expenses	760.32	
		Travel Expenses	322.20	1,556.02
G-04299	Contractors Supply Co.	Maintenance of Facilities	3.49	3.49
G-04300	Jerry's Contracting	Maintenance of Facilities	2,350.00	2,350.00
G-04301	Sandra Harris Burden	Programming Activities	400.00	400.00
G-04302	InterfaceFlor	Carpeting	39,034.18	39,034.18
G-04303	Ruby Soutiere	Transportation	44.13	44.13
G-04304	Kelley Riha	Mileage	93.80	93.80
G-04305	Jerry Amundsen Inc.	Maintenance of Facilities	120.00	120.00
G-04306	Neofunds by Neopost	Postage	74.73	74.73
G-04307	AudioGo	Materials	1,058.78	1,058.78
G-04308	Insight Public Sector, Inc.	Automation	2,100.00	
		Automation	7,267.26	9,367.26
G-04309	Choctaw Chamber of Commerce	Library-related services	250.00	250.00
G-04310	City of Edmond	Water & Garbage Svcs- Aug	396.04	396.04
G-04311	Cafe do Brasil, Inc.	Programming Activities	400.00	400.00
G-04312	Krista Spencer	Programming Activities	25.00	25.00
G-04313	Courtney Penka	Programming Activities	25.00	25.00
G-04314	Academy of Leadership &	Professional Services	350.00	350.00
G-04315	Kevin Colwell	Transportation	19.98	19.98
G-04316	Murty S Pullela	Programming Activities	100.00	100.00
G-04317	ULINE	Furniture	1,963.01	1,963.01
G-04318	City of Harrah	Water & Garbage Services	58.75	58.75
G-04319	Amazon/GE Money Bank	Capital Projects	313.48	
		Programming Activities	31.90	
		Automation	71.89	
		Supplies	88.38	505.65
G-04320	Lisa M. Wood	Travel Expenses	363.00	363.00
G-04321	United Parcel Service	Postage	6.61	
		Postage	4.73	

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-04321	United Parcel Service	Postage	4.18	15.52
G-04322	Oklahoma Press Service	Library-related Services	190.70	190.70
G-04323	Abolghasem Siavashi	Transportation	5.00	5.00
G-04324	Alice Murphy	Supplies	26.00	26.00
G-04325	Baker & Taylor Books	Materials	5,890.36	5,890.36
G-04326	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	3,660.00	5,483.95
G-04327	Cheryl Pernel	Parking	108.38	108.38
G-04328	Upstate Networks, Inc.	Automation	935.55	935.55
G-04329	Baker & Taylor Entertainment	Materials	6,540.65	
		Materials	5,721.00	12,261.65
G-04330	Oklahoma Historical Society	Periodicals/Subscriptions	140.00	140.00
G-04331	Brad Richter	Programming Activities	4,500.00	4,500.00
G-04332	Walmart Community/GEMB	Other Commodities	40.22	40.22
G-04333	John L. Hilbert	Programming Activities	134.14	
		Programming Activities	50.05	
		Programming Activities	49.97	234.16
G-04334	USPS/BME	Postage	500.00	500.00
G-04335	Imagenation Promotional Group	Library-related Services	544.20	544.20
G-04336	Pamela Buchanan	Telephone Services	35.00	35.00
G-04337	The Great Courses	Materials	364.60	364.60
G-04338	Fred Pryor Seminars/	Professional Services	298.00	298.00
G-04339	Star Lighting	Maintenance of Facilities	385.70	
		Maintenance of Facilities	27.96	413.66
G-04340	John Utley	Telephone Services	35.00	
		Transportation	33.30	68.30
G-04341	Melissa Weathers	Transportation	37.98	37.98
G-04342	CMP Corporation	Maintenance of Facilities	66.23	
		Maintenance of Facilities	66.23	132.46
G-04343	Faith Centered Resources	Materials	925.12	925.12
G-04344	Cox Communications, Inc.	Telephone Service	1,013.71	1,013.71
G-04345	Target Bank	Supplies	36.09	36.09
G-04346	Securitas Security USA, Inc.	Security Services	6,659.34	6,659.34
G-04347	Baker & Taylor Books	Materials	1,641.10	
		Materials	982.31	
		Materials	2,339.58	
		Materials	5,034.30	
		Materials	9,541.00	
		Materials	573.26	20,111.55
G-04348	Baker & Taylor Books	Materials	1,522.72	
		Materials	775.74	
		Materials	3,950.06	
		Materials	7,707.29	13,955.81
G-04349	Maria Watkins	Transportation	23.71	23.71
G-04350	Trane Co.	Maintenance of Facilities	40.56	40.56
G-04351	Emily Williams	Transportation	52.14	
		Memberships	35.00	87.14
G-04352	The Daily Oklahoman Display	Library-Related Services	295.00	295.00
G-04353	Hooked on Phonics	Materials	4,265.44	4,265.44
G-04354	COTPA	Parking	500.00	500.00
G-04355	Oklahoma Impact Books	Programming Activities	50.00	50.00

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Number	Vendor/Payee	Purpose		Amount
G-04356	Kiona Millirons	Programming Activities	400.00	400.00
G-04357	Stacy Schrank	Professional Services	105.00	105.00
G-04358	Dan Holman	Telephone Services	37.73	
		Transportation	113.78	151.51
G-04359	Baker & Taylor Entertainment	Materials	1,060.93	1,060.93
G-04360	Provantage	Other Library Related Svc	299.23	299.23
G-04361	Sheldon Beach	Parking	108.38	108.38
G-04362	Tyler Outdoor Advertising, LLC	Library-related Services	2,160.00	
		Library-Related Services	1,450.00	3,610.00
G-04363	Gas & Supply	Maintenance of Facilities	10.06	10.06
G-04364	Anna Todd	Programming Activities	45.46	
		Programming Activities	7.22	
		Transportation	73.97	126.65
G-04365	Suzette V. Felton	Transportation	53.99	53.99
G-04366	Linda Cooper	Maintenance of Facilities	2,302.50	2,302.50
G-04367	Chris Kennedy	Transportation	20.81	20.81
G-04368	Comfort Inn @ Founders Towers	Programming Activities	402.00	402.00
G-04369	Kathy C. Brown	Programming Activities	43.75	43.75
G-04370	Chase Card Services	Supplies	5,000.00	
		Maintenance of Facilities	113.21	
		Programming	205.91	
		Supplies	21.09	
		Equipment	190.62	
		Automation	733.85	
		Automation	258.14	
		Programming Activities	60.00	
		Automation	29.99	
		Printing & Printing Suppl	68.45	
		Automation	369.14	
		Other Library Related Svc	15.00	
		Programming Activities	102.24	
		Travel Expenses	383.60	
		Travel Expenses	994.08	
		Automation	443.36	
		Automation	217.50	
		Automation	53.67	
		Other Library Related Svc	135.99	
		Supplies	27.69	
		Programming Activities	53.97	
		Programming Activities	510.90	
		Supplies	322.24	
		Programming	37.03	
		Programming Activities	66.00	
		Capital Projects	1,176.96	
		Supplies	379.05	
		Capital Projects	2,459.35	
		Professional Services	24.00	
		Professional Services	10.00	
		Professional Services	450.00	
		Library-Related Services	1,258.00	16,171.03
G-04372	Metropolitan Library System	Supplies	100.94	
		Programming Activities	63.83	

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-04372	Metropolitan Library System	Other Commodities	22.49
		Motor Vehicles	38.50
G-04373	Bradford Industrial Suppl Corp	Maintenance of Facilities	725.94
G-04374	O G & E	Electrical Services	9,033.18
		Electrical Services	913.19
G-04375	Oklahoma Natural Gas Co.	Gas Services	243.45
G-04376	City of Oklahoma City	Water & Garbage Services	440.92
G-04377	Brodart, Inc.	Supplies	109.90
G-04378	Dagwell Dixie Inc	Maintenance of Facilities	40.68
G-04379	Gaylord Bros.	Supplies	64.95
G-04380	Gale Research	Materials	15,884.00
G-04381	The University of Oklahoma	Printing/Printing Supply	327.00
G-04382	Hewlett-Packard Co.	Automation Contractual	7,128.70
G-04383	AT&T	Telephone Services	677.15
		Telephone Services	730.93
		Telephone Services	676.90
G-04384	Baker & Taylor Books	Materials	242.95
G-04385	Donna Morris	Telephone Services	50.00
G-04386	U.S. Postal Service	Postage	54.33
G-04387	Taryn Kingery	Programming Activities	52.82
G-04388	Upstart	Programming Activities	300.78
G-04389	United Refrigeration, Inc.	Maintenance of Facilities	90.85
G-04390	Infobase Learning	Materials	25,247.25
G-04391	Recorded Books, LLC	Materials	2,688.20
G-04392	Oklahoma Employment	Unemployment Compensation	1,678.08
G-04393	Oxford University Press	Materials	14,925.00
G-04394	Randy Wayland	Travel Expenses	316.00
G-04395	Harvey Janitorial Sales, Inc.	Maintenance Supplies	2,580.48
G-04396	Anne G. Fischer	Telephone Services	50.00
G-04397	Friday	Subscriptions	25.00
G-04398	Dreamscape Media LLC	Materials	359.94
G-04399	Copelin's Office Center	Supplies	573.80
G-04400	Independent Stationers	Supplies	91.53
		Supplies	39.69
		Supplies	152.18
		Supplies	28.32
G-04401	Library Video Co.	Materials	345.24
G-04402	Full Circle Bookstore	Programming Activities	275.88
G-04403	Janet Brooks	Transportation	76.12
G-04404	Amigos Library Services	Materials	18,197.00
G-04405	OHC of the Southwest, P.A.	Professional Services	79.00
G-04406	Employment Guide	Library-Related Services	381.00
G-04407	Blackstone Audio Books	Materials	714.00
G-04408	Random House, Inc	Materials	1,110.00
G-04409	Scott's Printing & Copying	Printing/Printing Supply	549.09
G-04410	OCLC, Inc.	Network Catalog Services	4,263.90
G-04411	Brilliance Corporation	Materials	923.66
G-04412	Filtration Services Group, LLC	Maintenance of Facilities	85.92
		Maintenance of Facilities	81.36
G-04413	Ingram Library Service	Materials	1,428.66
G-04414	XPEDX	Supplies	397.23
	** Continued **		

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Number	Vendor/Payee ** Continued **	Purpose		Amount
G-04414	XPEDX	Supplies	152.78	550.01
G-04415	Amy Nevius	Programming Activities	400.00	400.00
G-04416	Summit Mailing Systems, Inc.	Supplies	103.45	
		Rent of Equipment	270.00	
		Maintenance of Facilities	544.82	918.27
G-04417	Walker Companies	Printing/Printing Supply	363.00	363.00
G-04418	Audio Editions	Materials	175.14	175.14
G-04419	Lakeshore Learning Materials	Programming Activities	431.83	431.83
G-04420	OverDrive, Inc fka	Network Catalog Services	2,269.50	
		Materials	11,133.83	13,403.33
G-04421	Haworth, Inc	Furniture	48,651.60	
		Furniture	31,399.68	80,051.28
G-04422	Hannelore A. Chan	Programming Activities	125.00	125.00
G-04423	Metro Parking Garage	Parking	20.50	20.50
G-04424	Michael Fresonke	Programming Activities	100.00	100.00
G-04425	Linda Temple	Travel Expenses	964.23	
		Travel Expenses	182.57	1,146.80
G-04426	Porch School Supply	Supplies	423.52	423.52
G-04427	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	93.50	93.50
G-04428	AV Cafe Inc	Materials	5,760.12	5,760.12
G-04429	California Language Labs	Materials	313.92	313.92
G-04430	Ingram Library Service	Materials	2,006.02	2,006.02
G-04431	Jonathan W. LaPuzza	Security Services	700.00	700.00
G-04432	Jana Hausburg	Travel Expenses	321.00	321.00
G-04433	Barnes & Noble, Inc.	Materials	264.46	264.46
G-04434	Center Point Large Print	Materials	1,116.18	1,116.18
G-04435	Angela Thornton	Travel Expenses	491.67	491.67
G-04436	Jimmy Welch	Telephone Services	50.00	50.00
G-04437	Evans Hardware	Maintenance of Facilities	7.58	7.58
G-04438	John Mark Dawson	Security Services	150.00	150.00
G-04439	Tracey Thompson	Transportation	10.55	10.55
G-04440	Batteries Sooner LLC	Maintenance of Facilities	19.99	19.99
G-04441	McGraw - Hill Companies	Materials	8,696.37	8,696.37
G-04442	OPUBCO Communications Group	Library-Related Services	295.00	295.00
G-04443	Bank of America	Library-related Services	212.97	212.97
G-04444	Hewlett-Packard Co.	Automation	9,468.47	9,468.47
G-04446	Science Museum Oklahoma	Programming Activities	175.00	175.00
G-04447	AudioGo	Materials	529.50	529.50
G-04448	ULINE	Supplies	143.98	143.98
G-04449	Amazon/GE Money Bank	Programming Activities	430.72	
		Programming Activities	104.55	
		Supplies	45.09	
		Supplies	292.82	
		Supplies	15.48	
		Programming Activities	27.60	916.26
G-04450	Roaring Fork Associates, LLC	Rent of Library Buildings	4,947.92	4,947.92
G-04451	Linda Jameson	Transportation	4.44	4.44
G-04452	Baker & Taylor Books	Materials	734.02	734.02
G-04453	Baker & Taylor Entertainment	Materials	1,977.82	
		Materials	6,772.98	
		Materials	10.16	8,760.96

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Number	Vendor/Payee	Purpose		Amount
G-04454	Walmart Community/GEMB	Other Commodities	51.30	
		Supplies	93.46	
		Supplies	47.64	
		Supplies	41.65	234.05
G-04455	Preston Bell	Transportation	50.00	50.00
G-04456	Luann Sewell Waters	Programming Activities	100.00	100.00
G-04457	Danny Gordon Art, LLC	Programming Activities	150.00	150.00
G-04458	Donna Morris	Parking & Transportation	450.00	450.00
G-04459	Oklahoma Heritage Association	Materials	256.09	256.09
G-04460	Karole Stout	Programming Activities	200.00	200.00
G-04461	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-04462	Faith Centered Resources	Materials	1,436.96	1,436.96
G-04463	Securitas Security USA, Inc.	Security Services	6,931.58	6,931.58
G-04464	Baker & Taylor Books	Materials	947.11	
		Materials	1,582.64	
		Materials	1,323.05	
		Materials	3,961.15	
		Materials	2,792.55	
		Materials	2,491.95	
		Materials	4,989.13	18,087.58
G-04465	Baker & Taylor Books	Materials	1,358.24	
		Materials	1,757.12	
		Materials	3,222.85	
		Materials	6,254.97	
		Materials	3,107.70	15,700.88
G-04466	Baker & Taylor Books	Materials	6,827.99	6,827.99
G-04467	Trane Co.	Maintenance of Facilities	191.83	191.83
G-04468	Hooked on Phonics	Materials	42.85	42.85
G-04469	Veolia Energy Oklahoma City,	Veolia Energy Services	18,726.19	18,726.19
G-04470	Stacy Schrank	Transportation	84.66	84.66
G-04471	H I S Paints	Maintenance of Facilities	96.02	96.02
G-04472	Baker & Taylor Entertainment	Materials	721.94	721.94
G-04473	Mackin	Materials	996.57	996.57
G-04474	Blinds & Designs Too	Furn, Fixtures & Equip	1,985.00	1,985.00
G-04475	Anna Todd	Programming Activities	58.49	58.49
G-04476	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-04477	Shoplet	Programming Activities	65.84	65.84
G-04478	Bank of Oklahoma	Payroll Transmittal-Chks	38,676.02	
		Payroll Transmittal-Chks	17,253.64	55,929.66
G-04479	Bank of Oklahoma	Federal Withholding Tax	55,653.85	
		Federal Withholding Tax	4,442.00	60,095.85
G-04480	Oklahoma Tax Commission	State Withholding Tax	16,478.00	
		State Withholding Tax	897.00	17,375.00
G-04481	Mun. Employees Credit Union	Employee Cr Union Deducts	11,677.51	
		Employee Cr Union Deducts	87.50	11,765.01
G-04482	United Way of Central Oklahoma	Employee Deductions	593.81	
		Employee Deductions	63.83	657.64
G-04483	Clerk, U.S. District	Employee Deductions	78.14	
		Employee Deductions	78.14	
		Employee Deductions	78.14	234.42
G-04484	United States Treasury	Employee Deductions	50.50	50.50
G-04485	Bank of America	Payroll Transmittal-DDep	298,106.24	
	** Continued **			

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Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-04485	Bank of America	Payroll Transmittal-DDep	43,573.41	341,679.65
G-04486	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-04487	Nationwide Retirement Solution	Employee Deductions	6,894.44	6,894.44
G-04488	Transamerica Worksite Mktg.	Employee Deductions	385.68	385.68
G-04489	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,694.57	4,694.57
G-04490	Bank of Oklahoma	Employee Flexplan Deposit	14,121.84	14,121.84
G-04491	Bank of Oklahoma	Employee Soc/Sec Deposits	20,201.20	
		Employee Soc/Sec Deposits	2,954.30	
		Employee Medicare Deposit	6,974.28	
		Employee Medicare Deposit	1,019.94	
		Employer Soc/Sec Deposits	34,182.28	
		Employer Medicare Deposit	7,994.20	73,326.20
G-04492	MassMutual Financial Group	Employee Contrib -- DC PI	17,599.31	
		Employer Contrib -- DC PI	31,756.80	49,356.11
G-04493	Oklahoma Guaranteed	Employee Deductions	156.04	156.04
G-04494	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-04495	Randall S. Fudge	Employee Deductions	178.90	178.90
G-04496	Administrative Services	Employee Deductions	1,504.87	1,504.87
G-04497	Metropolitan Library System	Professional Services	139.00	
		Supplies	38.88	
		Programming Activities	76.33	
		Programming Activities	65.13	
		Programming Activities	19.31	
		Other Commodities	48.92	387.57
G-04498	City of Del City	Rent of Library Buildings	400.00	400.00
G-04499	Grainger	Maintenance of Facilities	175.14	
		Maintenance of Facilities	175.69	
		Maintenance of Facilities	160.87	511.70
G-04500	O G & E	Electrical Services	2,911.97	2,911.97
G-04501	Oklahoma Natural Gas Co.	Gas Services	107.08	
		Gas Services	232.61	
		Gas Services	42.32	
		Gas Services	49.01	
		Gas Services	35.00	466.02
G-04502	City of Bethany	Water & Garbage Services	126.55	126.55
G-04503	City of Oklahoma City	Water & Garbage Services	58.68	
		Water & Garbage Services	513.68	572.36
G-04504	Southwestern Stationers, Inc.	Supplies	357.00	357.00
G-04505	Demco	Supplies	787.13	787.13
G-04506	Gaylord Bros.	Supplies	242.10	242.10
G-04507	Gale Research	Materials	1,512.40	1,512.40
G-04508	City of Warr Acres	Water & Garbage Services	54.45	54.45
G-04509	Bill Warren Office Products	Furniture	1,300.00	1,300.00
G-04510	TDS Telecom	Telephone Services	1,289.84	1,289.84
G-04511	ALA Order Fulfillment	Programming Activities	102.60	102.60
G-04512	United Refrigeration, Inc.	Maintenance of Facilities	28.12	28.12
G-04513	Recorded Books, LLC	Materials	1,515.20	1,515.20
G-04514	Kasandra Dewbre-Burrows	Mileage	1.55	1.55
G-04515	Gale Group	Materials	8,691.71	8,691.71
G-04516	Jose Acevedo	Programming Activities	500.00	500.00
G-04517	BayScan Technologies	Automation System&Equip.	4,114.00	
	** Continued **			

General Fund F.Y. 11-12

Warrant Register

April 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-04517	BayScan Technologies	Automation System&Equip.	1,542.75	
		Automation Contractual	3,925.25	9,582.00
G-04518	Copelin's Office Center	Furniture	52,757.20	
		Supplies	1,517.50	
		Furniture	2,887.80	
		Furniture	1,479.00	58,641.50
G-04519	Library Video Co.	Materials	89.85	89.85
G-04520	Full Circle Bookstore	Materials	83.92	83.92
G-04521	OHC of the Southwest, P.A.	Professional Services	79.00	79.00
G-04522	Jonathan Willis	Telephone Services	35.00	35.00
G-04523	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-04524	Random House, Inc	Materials	40.00	40.00
G-04525	Scott's Printing & Copying	Printing/Printing Supply	736.12	736.12
G-04526	Brilliance Corporation	Materials	3,774.40	3,774.40
G-04527	Gateway Films/Vision Video	Materials	218.85	218.85
G-04528	A. Rifkin Co.	Supplies	252.06	252.06
G-04529	Ingram Library Service	Materials	10,096.69	
		Materials	560.12	10,656.81
G-04530	Dana Morrow	Programming Activities	108.36	108.36
G-04531	Audio Editions	Materials	441.42	441.42
G-04532	OverDrive, Inc fka	Materials	7,147.41	7,147.41
G-04533	Findaway World, LLC	Materials	1,853.97	1,853.97
G-04534	Vickie Ross	Transportation	22.20	22.20
G-04535	Ingram Library Service	Materials	1,071.45	1,071.45
G-04536	Center Point Large Print	Materials	209.70	209.70
G-04537	Critter Tales, Inc.	Programming Activities	80.00	80.00
G-04538	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-04539	Debbie Robertus	Transportation	27.36	27.36
G-04540	Batteries Sooner LLC	Maintenance of Facilities	134.44	
		Maintenance of Facilities	33.90	168.34
G-04541	Southwest Paper - OKC	Maintenance of Facilities	96.00	
		Maintenance Supplies	1,909.44	2,005.44
G-04542	Robert Howard Co.	Supplies	29.01	29.01
G-04543	Best Buy Business Advantage	Supplies	149.99	149.99
G-04544	ProQuest	Periodicals & Subscript.	103.00	103.00
G-04545	Contractors Supply Co.	Maintenance of Facilities	33.89	33.89
G-04546	Jerry's Contracting	Maintenance of Facilities	450.00	
		Maintenance of Facilities	850.00	1,300.00
G-04547	Hewlett-Packard Co.	Automation System	1,253.00	1,253.00
G-04548	Katrina Prince	Travel Expenses	778.61	778.61
G-04549	AudioGo	Materials	2,249.57	2,249.57
G-04550	ULINE	Supplies	668.75	668.75
G-04551	Amazon/GE Money Bank	Automation Contractual	1,559.00	
		Supplies	92.45	
		Supplies	38.78	1,690.23
G-04552	Gregory Bennett	Transportation	10.55	10.55
G-04553	Elana Capuccio	Materials	60.00	60.00

General Fund F.Y. 11-12

Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
G-04554	Ivy H Ryan	Programming Activities	200.00	200.00
G-04555	Upma Gulati	Programming Activities	100.00	100.00
G-04556	NeoPost USA Inc	Equipment	8,517.00	8,517.00
G-04557	Melissa Michie	Materials	171.00	171.00
G-04558	John Wood	Telephone Services	50.00	50.00
G-04559	Progressive Business Pub	Periodicals & Subscript.	299.00	299.00
G-04560	Baker & Taylor Books	Materials	1,285.95	1,285.95
G-04561	Upstate Networks, Inc.	Automation Contractual	415.50	415.50
G-04562	Baker & Taylor Entertainment	Materials	3,016.09	3,016.09
G-04563	Walmart Community/GEMB	Supplies	36.91	
		Supplies	55.75	
		Supplies	66.92	
		Programming Activities	10.39	169.97
G-04564	Kimberly A Terry	Telephone Services	100.00	100.00
G-04565	Thomas P. Gallagher	Transportation	25.00	25.00
G-04566	Darrie Breathwit	Mileage	19.76	19.76
G-04567	Melissa Weathers	Materials	65.03	65.03
G-04568	Susan H. Wood	Programming Activities	250.00	250.00
G-04569	AT&T	Telephone Services	79.66	79.66
G-04570	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-04571	Securitas Security USA, Inc.	Security Services	6,892.20	
		Security Services	6,370.96	13,263.16
G-04572	Baker & Taylor Books	Materials	1,077.80	
		Materials	1,462.93	
		Materials	1,280.31	
		Materials	2,577.82	
		Materials	3,279.48	
		Materials	2,952.46	
		Materials	7,528.26	
		Materials	4,281.55	24,440.61
G-04573	Baker & Taylor Books	Materials	1,689.70	
		Materials	1,430.92	
		Materials	3,501.02	
		Materials	9,063.35	
		Materials	881.07	16,566.06
G-04574	Baker & Taylor Books	Materials	31.05	31.05
G-04575	Sabre Technologies	Automation Contractual	6,425.00	
		Automation System&Equip.	5,958.00	
		Supplies	7,955.00	20,338.00
G-04576	Smart Technologies	Capital Projects - NW	8,063.75	8,063.75
G-04577	Cheryl Coleman	Programming Activities	162.00	162.00
G-04578	Kiona Millirons	Programming Activities	400.00	400.00
G-04579	Personalized Prevention	Professional Services	606.00	606.00
G-04580	Baker & Taylor Entertainment	Materials	2,549.45	2,549.45
G-04581	Mackin	Materials	335.64	335.64
G-04582	Knoll, Inc.	Furniture	9,452.80	
		Furniture	607.09	
		Furniture	1,294.38	11,354.27
G-04583	Environments, Inc.	Programming Activities	191.75	191.75
G-04584	Shoplet	Supplies	60.93	60.93
G-04585	Kathy C. Brown	Programming Activities	43.75	43.75
G-04586	Metropolitan Library System	Travel Expenses	7.00	

\*\* Continued \*\*

General Fund F.Y. 11-12

Warrant Register

April 2012

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-04586	Metropolitan Library System	Professional Services	38.00	
		Supplies	84.22	
		Supplies	27.14	
		Programming Activities	63.80	
		Programming Activities	65.69	
		Programming Activities	99.30	385.15
G-04587	O G & E	Electrical Services	14,884.10	14,884.10
G-04588	Oklahoma Natural Gas Co.	Gas Services	588.05	
		Gas Services	58.09	646.14
G-04589	Triangle/A & E	Capital Projects	92.96	
		Capital Projects	5.85	98.81
G-04590	Brodart, Inc.	Supplies	4,025.00	4,025.00
G-04591	Demco	Supplies	310.98	310.98
G-04592	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-04593	Gaylord Bros.	Furniture	125.63	125.63
G-04594	The University of Oklahoma	Printing/Printing Supply	385.00	385.00
G-04595	AT&T	Telephone Services	140.34	140.34
G-04596	Laurie F. Mack-Clark	Transportation	106.66	106.66
G-04597	ALA Order Fulfillment	Supplies	153.85	153.85
G-04598	CompSource Oklahoma	Worker's Comp Insurance	14,984.00	14,984.00
G-04599	Bill Veazey's Party Store	Programming Activities	67.97	67.97
G-04600	JoNita Normore	Transportation	6.66	6.66
G-04601	Kathy Sheesley	Transportation	19.99	19.99
G-04602	Friday	Periodicals/Subscriptions	25.00	25.00
G-04603	Copelin's Office Center	Supplies	603.20	603.20
G-04604	Independent Stationers	Supplies	27.15	27.15
G-04605	Walter Wayne McEvilly	Programmiong Activities	300.00	
		Programming Activities	200.00	500.00
G-04606	Commercial Concepts, Inc.	Furniture	4,975.84	
		Furniture	5,175.94	10,151.78
G-04607	Debbie Langston	Programming Activities	60.00	60.00
G-04608	OKC Biz	Periodicals/Subscriptions	54.00	54.00
G-04609	OSCPA	Professional Services	195.00	195.00
G-04610	Metro Parking Garage	Parking & Transporation	2,070.00	
		Parking & Transportation	1,080.00	3,150.00
G-04611	Chickasaw Telecom, Inc.	Automation	2,532.86	
		Automation Contractual	753.35	3,286.21
G-04612	General Lighting & Sign Serv.	Maintenance of Facilities	142.50	142.50
G-04613	Perry Publishing Co.	Periodicals/Subscriptions	20.00	20.00
G-04614	Barnes & Noble, Inc.	Programming Activities	234.12	234.12
G-04615	Deli Partners of Little Rock	Other Commodities	358.92	358.92
G-04616	Home Depot Credit Services	Maintenance of Facilities	162.40	162.40
G-04617	Marianne's Rentals	Programming Activities	49.25	49.25
G-04618	Southwest Paper - OKC	Supplies	3,768.00	3,768.00
G-04619	American Parking	Parking	130.00	130.00
G-04620	Contractors Supply Co.	Maintenance of Facilities	25.28	25.28
G-04621	MAC Systems, Inc.	Maintenance of Facilities	108.00	108.00
G-04622	Bank of Oklahoma	Group Insurance	241.56	241.56
G-04623	Dowell Parking Center	Parking	312.00	312.00
G-04624	Joy E. Cavett	Programming Activities	40.00	40.00
G-04625	ULINE	Supplies	77.71	77.71

General Fund F.Y. 11-12

Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
G-04626	Ford Audio-Video	Supplies	150.00	150.00
G-04627	C. L. Frates & Co.	Property Insurance	9,330.00	9,330.00
G-04628	Office Depot Credit Plan	Supplies	39.94	39.94
G-04629	Alice Murphy	Supplies	117.00	117.00
G-04630	Walmart Community/GEMB	Other Commodities	49.46	49.46
G-04631	Darrie Breathwit	Programming Activities	65.12	65.12
G-04632	Star Lighting	Maintenance of Facilities	110.00	110.00
G-04633	Cintas Corporation 064	Maintenance of Facilities	593.96	593.96
G-04634	University of Oklahoma	Professional Services	120.00	120.00
G-04635	Cox Communications, Inc.	Telephone Service	10.06	10.06
G-04636	Smart Technologies	Automation Contractual	5,607.98	
		Automation Contractual	5,618.86	11,226.84
G-04637	Erika Sterling	Maintenance of Facilities	367.73	367.73
Total of FY 11-12 Warrants Issued				\$ 2,706,603.57

General Fund F.Y. 10-11

**Warrant Register**

April 2012

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-05987	Insight Public Sector, Inc.	Automation	7,558.27	7,558.27
		Total of FY 10-11 Warrants Issued		\$ 7,558.27

Special Funds

Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
S-17411	Felicia L. Kizer	Lost & Paid Item Returned	17.95	17.95
S-17412	Mohammed Elhannouni	Lost & Paid Item Returned	33.00	33.00
S-17413	Jafeth Martinez	Lost & Paid Item Returned	11.95	11.95
S-17414	Carla Gaye Scott	Lost & Paid Item Returned	13.00	13.00
S-17415	Edgar J. Scott, II	Lost & Paid Item Returned	15.95	15.95
S-17416	Sarah L. Lewis	Lost & Paid Item Returned	6.65	6.65
S-17417	Melita D. Nero	Lost & Paid Item Returned	30.95	30.95
S-17418	Carolyn J. Smothers	Lost & Paid Item Returned	14.95	14.95
S-17419	Molly A. White	Lost & Paid Item Returned	6.95	6.95
S-17420	Kaye Thompson	Lost & Paid Item Returned	12.95	12.95
S-17421	Tyler L. Weldon	Lost & Paid Item Returned	16.95	16.95
S-17422	Nancy R. Sexton	Lost & Paid Item Returned	13.55	13.55
S-17423	Kristi L. Gilchrist	Lost & Paid Item Returned	9.95	9.95
S-17424	Amanda R. Sallee	Lost & Paid Item Returned	3.00	3.00
S-17425	Carri Dolan	After School Program	800.00	800.00
S-17426	Natasha Corso	After School Program	400.00	400.00
S-17427	Standley Systems	Copier Maintenance	55.95	
		Copier Maintenance	16.08	
		Copier Maintenance	35.17	
		Copier Maintenance	34.50	
		Copier Usage	290.65	
		Copier Usage	384.31	816.66
S-17428	ImageNet Consulting, LLC	Copier Maintenance	78.50	
		Copier Maintenance	36.00	
		Copier Maintenance	78.50	193.00
S-17429	Burgeon Group	Fixtures	25,000.00	25,000.00
S-17430	Martha J. Torres	Lost & Paid Item Returned	6.00	6.00
S-17431	Lucinda K. Stillinger	Lost & Paid Item Returned	9.95	9.95
S-17432	Alisha S. Patel	Lost & Paid Item Returned	18.95	18.95
S-17433	Jack C. Walters	Lost & Paid Item Returned	4.65	4.65
S-17434	Bourbon Reynolds-Posada	Lost & Paid Item Returned	15.25	15.25
S-17435	Dara A. Holmes	Lost & Paid Item Returned	14.45	14.45
S-17436	Morgan C. Simmons	Lost & Paid Item Returned	8.45	8.45
S-17437	Megan L. Whited	Lost & Paid Item Returned	21.85	21.85
S-17438	Billy R. Rogers	Lost & Paid Item Returned	4.95	4.95
S-17439	Sharon M. Sosa	Lost & Paid Item Returned	3.00	3.00
S-17440	Imagination Promotional Group	Fines Account	2,390.00	2,390.00
S-17441	Oklahoma Correctional	Bench & Bike Rack	446.94	446.94
S-17442	Chase Card Services	Friends Summer at Library	1,475.10	1,475.10
S-17443	Kim M. Cummings	Lost & Paid Item Returned	26.90	26.90
S-17444	Carol J. Wolf	Lost & Paid Item Returned	12.90	12.90
S-17445	Oklahoma Tax Commission	State Sales Tax-March	70.46	70.46
S-17446	Crystal D. Hoogeveen	Lost & Paid Item Returned	22.75	22.75
S-17447	Jenifer L. Cook	Lost & Paid Book Returned	14.95	14.95
S-17448	Sarah A. Shackford	Lost & Paid Item Returned	8.05	8.05
S-17449	Shirley A. Russell	Lost & Paid Item Returned	27.95	27.95
S-17450	William R. Struby	Lost & Paid Item Returned	25.95	25.95
S-17451	Barbara S. McKey	Lost & Paid Item Returned	19.95	19.95
S-17452	Kendiz B. Gramajo	Lost & Paid Item Returned	9.95	9.95
S-17453	Michael T. Heath	Lost & Paid Item Returned	12.35	12.35
S-17454	Dylan J. Anderson	Lost & Paid Item Returned	3.00	3.00
S-17455	Maxx A. Miles	Lost & Paid Item Returned	16.95	16.95

Special Funds

Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
S-17456	Obed M. Fraire	Lost & Paid Item Returned	15.95	15.95
S-17457	Monica R. Ervin-Adams	Lost & Paid Item Returned	24.95	24.95
S-17458	Jackie J. Castleberry	Lost & Paid Item Returned	32.25	32.25
S-17459	Akea S. Mosley	Lost & Paid Item Returned	26.85	26.85
S-17460	Maria E. Martinez	Lost & Paid Item Returned	3.00	3.00
S-17461	Michelle N. McKnight	Lost & Paid Item Returned	6.00	6.00
S-17462	Susan L. Goodwin	Lost & Paid Item Returned	3.00	3.00
S-17463	Nancy L. Anning	Lost & Paid Item Returned	46.00	46.00
S-17464	MTM Recognition Corporation	Staff Recognition	10.00	10.00
S-17465	Metropolitan Library System	Transfer of Fines & Fees	27,000.00	27,000.00
S-17466	Geoffrey L. Smith	After School Program	400.00	400.00
S-17467	Carri Dolan	After School Program	800.00	800.00
S-17468	Natasha Corso	After School Program	400.00	400.00
S-17469	Oklahoma Tax Commission	State Sales Tax-March	839.72	839.72
S-17470	ImageNet Consulting, LLC	Copy Fund	45.00	45.00
S-17471	Carol L. Roberts	11/ODL College Sweepstake	172.75	172.75
S-17472	Midwest City Municipal	08/Friends/Public Art	2,500.00	2,500.00
S-17473	Nancy P. Condit	Lost & Paid Item Returned	3.00	3.00
S-17474	Amy J. Stark	Lost & Paid Item Returned	14.95	14.95
S-17475	Amy L Palumbo	Lost & Paid Item Returned	3.00	3.00
S-17476	Darren K. Thompson	Lost & Paid Item Returned	25.95	25.95
S-17477	Lacey D. Hurst	Lost & Paid Item Returned	3.00	3.00
S-17478	Lallah G. White	Lost & Paid Item Returned	16.95	16.95
S-17479	Alondra Gomez	Lost & Paid Item Returned	5.95	5.95
S-17480	Bradley D. Schatzel	Lost & Paid Item Returned	3.00	3.00
S-17481	Brandon T. Burgess	Lost & Paid Item Returned	26.00	26.00
S-17482	Martha H. West	Lost & Paid Item Returned	8.10	8.10
S-17483	William P. Tunell	Lost & Paid Item Returned	32.00	32.00
S-17484	Phillip W. Cummings	Lost & Paid Item Returned	29.95	29.95
S-17485	Kayci D. Lewis	Lost & Paid Item Returned	3.00	3.00
S-17486	Christie J. Lanham	Lost & Paid Item Returned	3.00	3.00
S-17487	Derovations Corporation	Special Grant	2,710.66	2,710.66
S-17488	Scott A. Nachatilo	Lost & Paid Item Returned	9.00	9.00
S-17489	Dearian D. Thompson	Lost & Paid Item Returned	9.70	9.70
S-17490	Gwendolyn J. Hill	Lost & Paid Item Returned	9.95	9.95
S-17491	Michelle N. McKnight	Lost & Paid Item Returned	3.00	3.00
S-17492	Tracie D. Bartlett	Lost & Paid Item Returned	3.00	3.00
S-17493	Morgan C. Simmons	Lost & Paid Item Returned	10.05	10.05
S-17494	Anai A. Ochoa	Lost & Paid Item Returned	11.95	11.95
S-17495	Ashley M. Bazemore	Lost & Paid Item Returned	24.95	24.95
S-17496	Karen Celeste Flemming	Lost & Paid Item Returned	25.25	25.25
S-17497	Dominique Miller-Nichols	Lost & Paid Item Returned	6.00	6.00
S-17498	J. Lucille C. Warren	Lost & Paid Item Returned	12.75	12.75
S-17499	Russell A. Fox	Lost & Paid Item Returned	14.25	14.25
S-17500	Jeffrey B. Cole	Lost & Paid Item Returned	10.95	10.95
S-17501	Linda Sheets	Lost & Paid Item Returned	30.95	30.95
S-17502	Abby S. Maupin	Lost & Paid Item Returned	3.00	3.00
S-17503	Kathy J. Graham	Lost & Paid Item Returned	3.00	3.00
S-17504	Helene V. Myles	Lost & Paid Item Returned	14.95	14.95
S-17505	Julie A. Howard	Lost & Paid Item Returned	3.00	3.00
S-17506	Sunni F. Byerly	Lost & Paid Item Returned	3.00	3.00
S-17507	Geoffrey L. Smith	After School Program	400.00	400.00

Special Funds


Warrant Register

April 2012

Number	Vendor/Payee	Purpose		Amount
S-17508	Carri Dolan	After School Program	800.00	800.00
S-17509	Natasha Corso	After School Program	400.00	400.00
Total of Special Funds Warrants Issued				\$ 69,131.74

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

5-8-12  
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

MAY 8, 2012  
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: CISCO DATA & VOICE NETWORK EQUIPMENT**

Provided for in the FY2011-12 budget is funding to purchase data and voice network equipment for the Southern Oaks Library. Several pieces of their equipment are outdated so we are taking the opportunity of moving back to the remodeled location to go ahead and replace outdated equipment while adding other equipment that is needed.

Cisco Systems has all network related equipment that is on state contract, C070015. This equipment will provide data services for all computers, voice for all phones and wireless internet access for both staff and customer devices.

The equipment includes a Cisco 3945 router that will handle voice and data traffic from the Southern Oaks Library to the rest of the library network, one 3560-24 port POE switch for devices that require power over Ethernet, two 3560-48 port switches for computers, five wireless access points that will allow wireless access from anywhere in the library, and the installation and configuration of all equipment.

<b>Equipment</b>	<b>Quantity</b>	<b>Total Cost</b>
3945 Router	1	\$12,926.12
3560-24 POE Switch	1	\$ 3,477.60
3560-48 Switch	2	\$ 9,936.00
Air-1142 Access Point	7	\$ 3,089.48
1000Base-T SFP for connecting switches	6	\$ 1,471.77
Installation & configuration	1	\$ 5,360.00

### **RECOMMENDATION:**

That the Commission approve the purchase of Cisco Data & Voice networking equipment from Chickasaw Telecom in the amount of \$36,260.97. Funding for this project is included in the FY2011-12 budget, Account 450.

## **CONTRACT AWARDS AND PURCHASES**

(cont'd)

### **ITEM B: SURVEILLANCE EQUIPMENT & SOFTWARE**

Provided for in the FY2011-12 budget is funding to purchase surveillance equipment for the Southern Oaks. The library is moving towards having all surveillance systems use the newer IP technology for surveillance equipment and is what we plan to install at Southern Oaks Library as it will best meet the library system's needs.

Cisco Systems has IP-based surveillance equipment that is on state contract, C070015. As we are already using Cisco equipment for the library's networking equipment, this will also allow us to integrate the surveillance equipment into the existing network. It will provide access for the Security Manager to be able to view video from her computer without having to go to the library to review DVR footage.

The equipment being purchased includes all cameras, a media server for storing the video images, enough storage space for a minimum of two weeks of video footage, a switch for connecting the cameras and server into the network, and all related software.

### **RECOMMENDATION:**

That the Commission approve the purchase of Cisco Surveillance equipment and software from Chickasaw Telecom in the amount of \$22,927.94. Funding for this project is included in the FY2011-12 budget, Account 450.

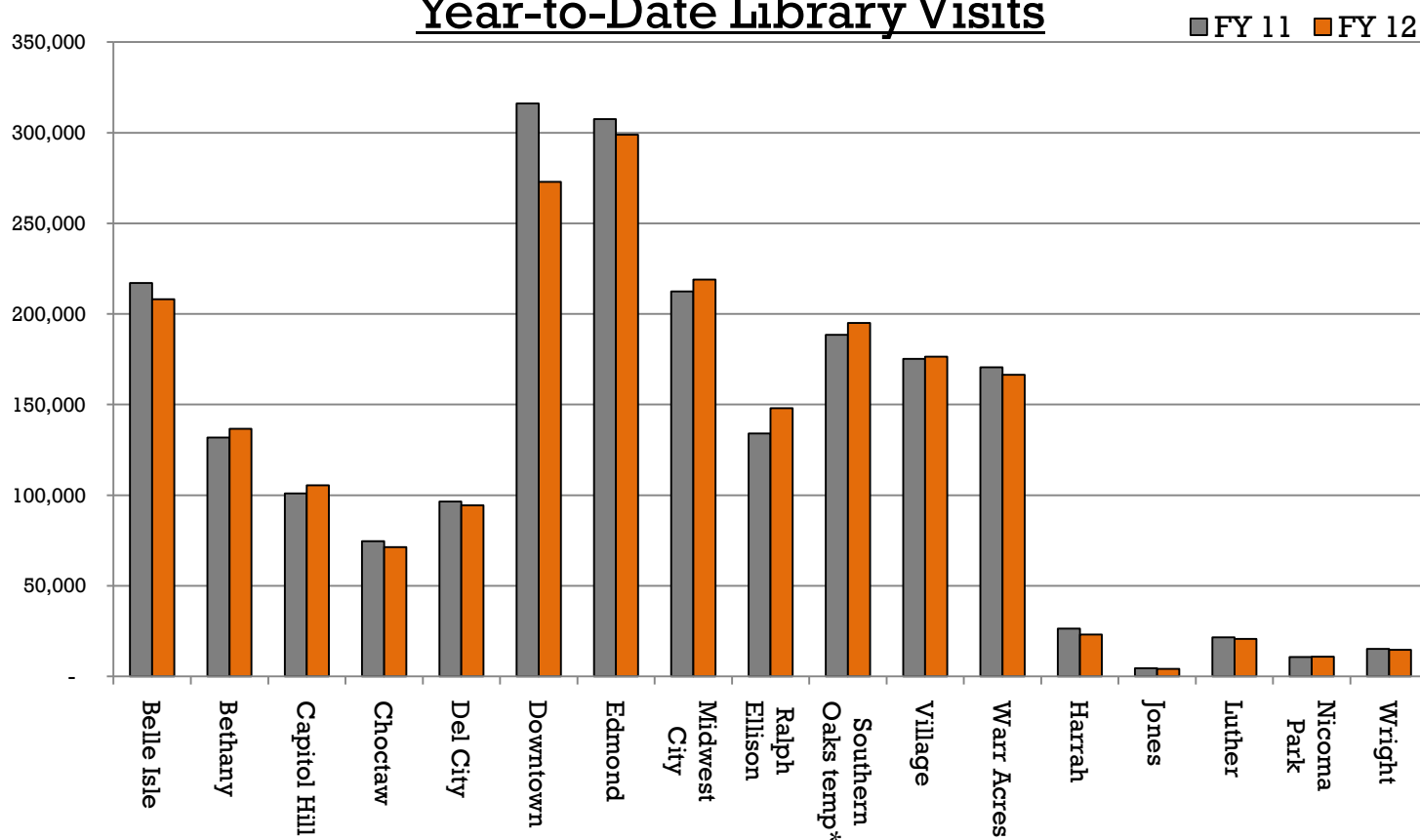
# MLS Library Visits

July 1, 2011 - April 30, 2012 (83.33% of the 11-12 Fiscal Year)

April	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	19,577	217,140	19,920	208,132	1.8%	-4.1%
Bethany	10,279	131,794	13,747	136,677	33.7%	3.7%
Capitol Hill	12,338	100,921	9,839	105,500	-20.3%	4.5%
Choctaw	7,725	74,664	6,713	71,315	-13.1%	-4.5%
Del City	8,919	96,438	6,451	94,353	-27.7%	-2.2%
Downtown	30,028	316,192	24,458	272,839	-18.5%	-13.7%
Edmond	28,689	307,433	28,128	298,829	-2.0%	-2.8%
Midwest City	20,140	212,388	20,630	218,946	2.4%	3.1%
Ralph Ellison	11,604	134,007	13,328	147,914	14.9%	10.4%
Southern Oaks temp*	4,799	188,427	17,797	195,043	270.9%	3.5%
Village	17,034	175,128	17,446	176,376	2.4%	0.7%
Warr Acres	16,698	170,613	12,239	166,401	-26.7%	-2.5%
Harrah	2,823	26,450	2,375	23,142	-15.9%	-12.5%
Jones	445	4,478	322	4,208	-27.5%	-6.0%
Luther	1,928	21,570	2,204	20,731	14.3%	-3.9%
Nicoma Park	1,147	10,735	1,119	10,923	-2.4%	1.7%
Wright	1,328	15,174	1,058	14,620	-20.3%	-3.6%
<b>Total</b>	<b>195,498</b>	<b>2,203,553</b>	<b>197,775</b>	<b>2,165,950</b>	<b>1.2%</b>	<b>-1.7%</b>

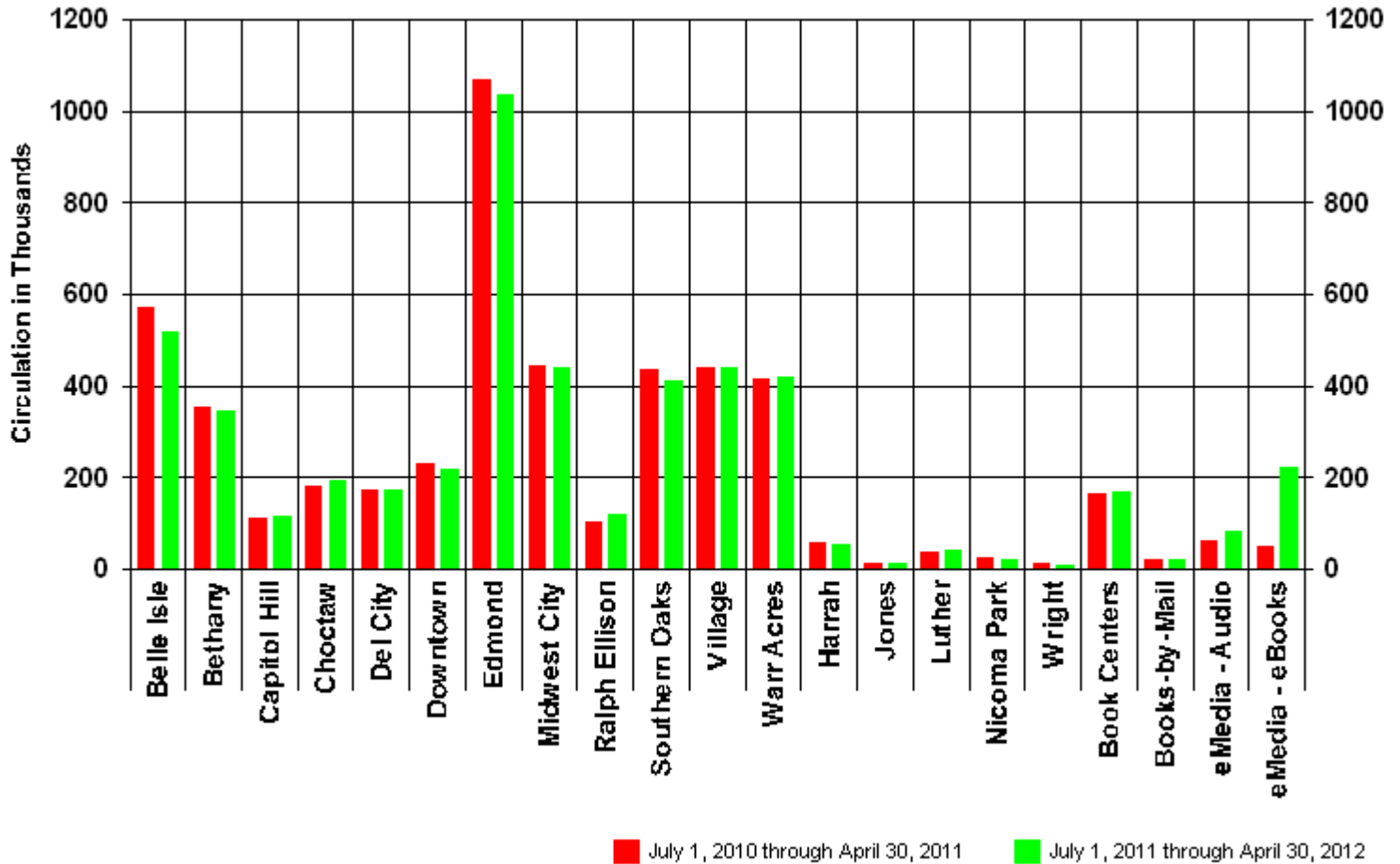
\* Southern Oaks Library was closed from April 4, 2011 - April 24, 2011, during the move to its temporary location.

## Year-to-Date Library Visits



## **Circulation Gains and Losses**

**July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)**





## **Circulation Gains and Losses**

**July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)**

<b>APRIL 30, 2012</b>		<b>ADULT MONTH</b>	<b>ADULT YEAR</b>	<b>JUVENILE MONTH</b>	<b>JUVENILE YEAR</b>	<b>TOTAL MONTH</b>	<b>TOTAL YEAR</b>	<b>%</b>
Belle Isle	11	39588	438768	12724	131231	52312	569999	
	12	37258	390262	12375	127536	49633	517798	
		<b>-2330</b>	<b>-48506</b>	<b>-349</b>	<b>-3695</b>	<b>-2679</b>	<b>-52201</b>	<b>-9.2</b>
Bethany	11	23352	249399	9035	104614	32387	354013	
	12	22832	238461	10563	108917	33395	347378	
		<b>-520</b>	<b>-10938</b>	<b>1528</b>	<b>4303</b>	<b>1008</b>	<b>-6635</b>	<b>-1.9</b>
Capitol Hill	11	10639	72581	5037	37133	15676	109714	
	12	6800	73177	3794	43897	10594	117074	
		<b>-3839</b>	<b>596</b>	<b>-1243</b>	<b>6764</b>	<b>-5082</b>	<b>7360</b>	<b>6.7</b>
Choctaw	11	10578	115208	6547	66680	17125	181888	
	12	10886	119416	7044	75623	17930	195039	
		<b>308</b>	<b>4208</b>	<b>497</b>	<b>8943</b>	<b>805</b>	<b>13151</b>	<b>7.2</b>
Del City	11	11896	123154	4172	51255	16068	174409	
	12	9079	122739	3514	48367	12593	171106	
		<b>-2817</b>	<b>-415</b>	<b>-658</b>	<b>-2888</b>	<b>-3475</b>	<b>-3303</b>	<b>-1.9</b>
Downtown	11	17003	177361	5056	53679	22059	231040	
	12	14188	164070	4462	52547	18650	216617	
		<b>-2815</b>	<b>-13291</b>	<b>-594</b>	<b>-1132</b>	<b>-3409</b>	<b>-14423</b>	<b>-6.2</b>
Edmond	11	57965	632764	39281	435622	97246	1068386	
	12	54990	586865	41773	448545	96763	1035410	
		<b>-2975</b>	<b>-45899</b>	<b>2492</b>	<b>12923</b>	<b>-483</b>	<b>-32976</b>	<b>-3.1</b>
Midwest City	11	31198	324577	10962	119145	42160	443722	
	12	29123	308468	12937	131189	42060	439657	
		<b>-2075</b>	<b>-16109</b>	<b>1975</b>	<b>12044</b>	<b>-100</b>	<b>-4065</b>	<b>-.9</b>
Ralph Ellison	11	7650	78504	1787	23914	9437	102418	
	12	8470	90053	2732	30070	11202	120123	
		<b>820</b>	<b>11549</b>	<b>945</b>	<b>6156</b>	<b>1765</b>	<b>17705</b>	<b>17.3</b>
Southern Oaks	11	10701	321877	3483	114087	14184	435964	
	12	26408	291344	10421	119553	36829	410897	
		<b>15707</b>	<b>-30533</b>	<b>6938</b>	<b>5466</b>	<b>22645</b>	<b>-25067</b>	<b>-5.7</b>
Village	11	29883	308684	11460	133113	41343	441797	
	12	28521	300827	12893	137822	41414	438649	
		<b>-1362</b>	<b>-7857</b>	<b>1433</b>	<b>4709</b>	<b>71</b>	<b>-3148</b>	<b>-.7</b>
Warr Acres	11	29199	298066	10972	118750	40171	416816	
	12	22017	296573	8775	122576	30792	419149	
		<b>-7182</b>	<b>-1493</b>	<b>-2197</b>	<b>3826</b>	<b>-9379</b>	<b>2333</b>	<b>.6</b>

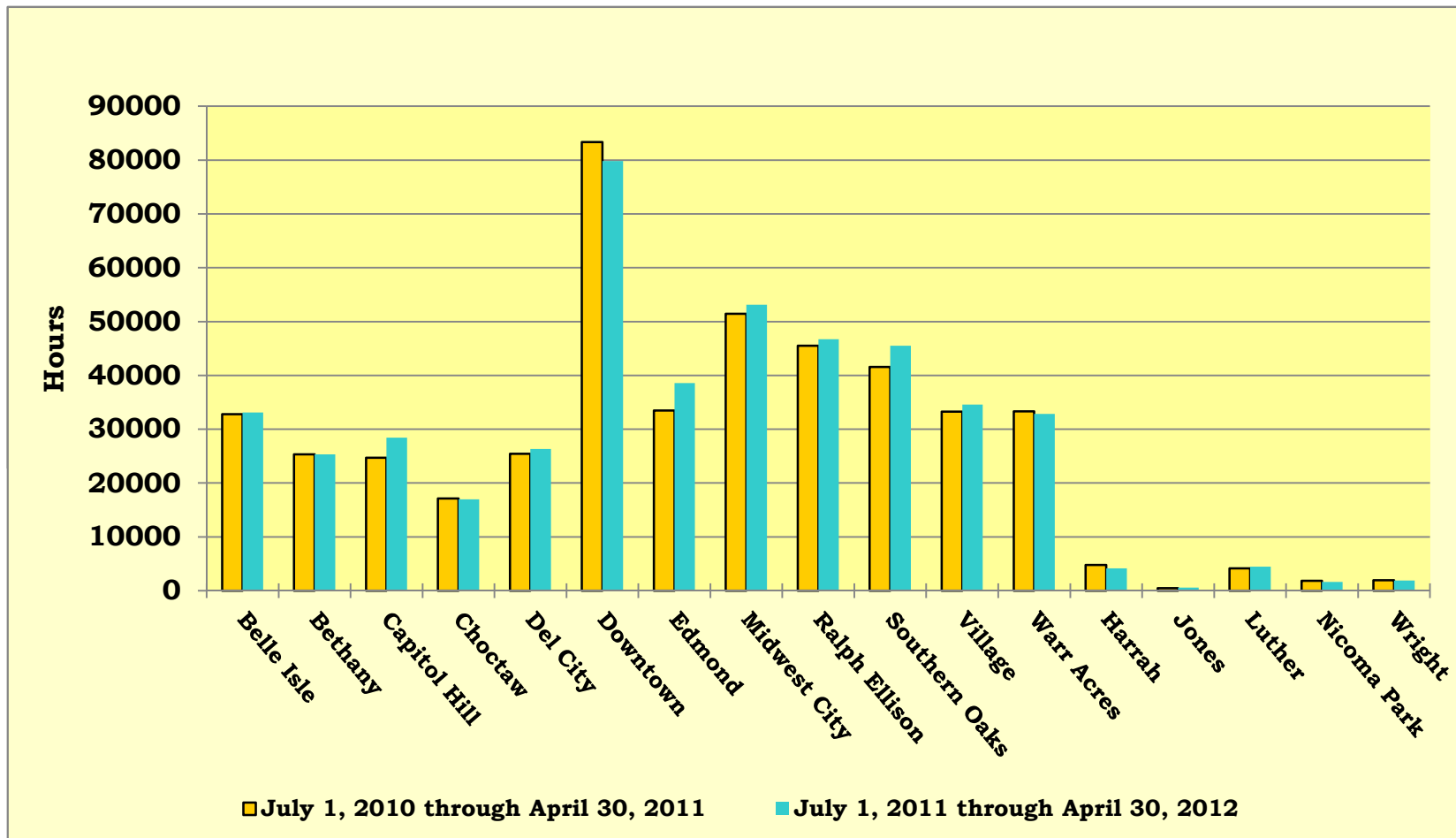
## **Circulation Gains and Losses**

**July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)**

<b>APRIL 30, 2012</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
<b><u>EXTENSION LIBRARIES:</u></b>								
Harrah	11	3650	39159	1697	17333	5347	56492	
	12	3304	36634	1346	15203	4650	51837	
		<b>-346</b>	<b>-2525</b>	<b>-351</b>	<b>-2130</b>	<b>-697</b>	<b>-4655</b>	<b>-8.2</b>
Jones	11	762	8268	310	4600	1072	12868	
	12	562	7323	299	3775	861	11098	
		<b>-200</b>	<b>-945</b>	<b>-11</b>	<b>-825</b>	<b>-211</b>	<b>-1770</b>	<b>-13.8</b>
Luther	11	2334	27989	803	9802	3137	37791	
	12	2434	28254	922	11988	3356	40242	
		<b>100</b>	<b>265</b>	<b>119</b>	<b>2186</b>	<b>219</b>	<b>2451</b>	<b>6.5</b>
Nicoma Park	11	1995	19342	545	4841	2540	24183	
	12	1610	16466	414	4859	2024	21325	
		<b>-385</b>	<b>-2876</b>	<b>-131</b>	<b>18</b>	<b>-516</b>	<b>-2858</b>	<b>-11.8</b>
Wright	11	801	9493	256	3198	1057	12691	
	12	548	7138	179	2816	727	9954	
		<b>-253</b>	<b>-2355</b>	<b>-77</b>	<b>-382</b>	<b>-330</b>	<b>-2737</b>	<b>-21.6</b>
<b><u>OTHER:</u></b>								
Book Centers	11	10074	102042	6414	63426	16488	165468	
	12	10485	104600	6202	62894	16687	167494	
		<b>411</b>	<b>2558</b>	<b>-212</b>	<b>-532</b>	<b>199</b>	<b>2026</b>	<b>1.2</b>
Books-by-Mail	11	2118	19019	0	0	2118	19019	
	12	2125	20313	0	0	2125	20313	
		<b>7</b>	<b>1294</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>1294</b>	<b>6.8</b>
eMedia - Audio	11	7652	62912	0	0	7652	62912	
	12	8366	81734	0	0	8366	81734	
		<b>714</b>	<b>18822</b>	<b>0</b>	<b>0</b>	<b>714</b>	<b>18822</b>	<b>29.9</b>
eMedia - eBooks	11	10109	48439	0	0	10109	48439	
	12	25939	220972	0	0	25939	220972	
		<b>15830</b>	<b>172533</b>	<b>0</b>	<b>0</b>	<b>15830</b>	<b>172533</b>	<b>356.2</b>
TOTALS	11	319147	3477606	130541	1492423	449688	4970029	
	12	325945	3505689	140645	1548177	466590	5053866	
		<b>6798</b>	<b>28083</b>	<b>10104</b>	<b>55754</b>	<b>16902</b>	<b>83837</b>	<b>1.7</b>

## Total Computer Hours Used by Library

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)



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## Total Computer Usage

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	239		4,244		3,321.75		3,876		42,877		32,810.75	
	12	233		3,903		3,189.83		3,867		41,990		33,099.82	
		<b>-6</b>	<b>-2.5</b>	<b>-341</b>	<b>-8.0</b>	<b>-131.92</b>	<b>-4.0</b>	<b>-9</b>	<b>-.2</b>	<b>-887</b>	<b>-2.1</b>	<b>289.07</b>	<b>.9</b>
BETHANY	11	196		3,168		2,569.38		3,052		32,072		25,316.33	
	12	181		3,285		2,510.33		3,234		32,154		25,321.21	
		<b>-15</b>	<b>-7.7</b>	<b>117</b>	<b>3.7</b>	<b>-59.05</b>	<b>-2.3</b>	<b>182</b>	<b>6.0</b>	<b>82</b>	<b>.3</b>	<b>4.88</b>	<b>.0</b>
CAPITOL HILL	11	259		3,530		2,669.62		2,915		31,098		24,713.86	
	12	190		3,248		2,780.32		3,424		35,065		28,417.46	
		<b>-69</b>	<b>-26.6</b>	<b>-282</b>	<b>-8.0</b>	<b>110.70</b>	<b>4.1</b>	<b>509</b>	<b>17.5</b>	<b>3,967</b>	<b>12.8</b>	<b>3,703.60</b>	<b>15.0</b>
CHOCTAW	11	86		1,757		1,740.73		1,565		17,840		17,119.42	
	12	73		1,331		1,400.73		1,565		16,063		17,000.72	
		<b>-13</b>	<b>-15.1</b>	<b>-426</b>	<b>-24.2</b>	<b>-340.00</b>	<b>-19.5</b>		<b>.0</b>	<b>-1,777</b>	<b>-10.0</b>	<b>-118.70</b>	<b>-.7</b>
DEL CITY	11	168		3,018		2,611.99		2,814		29,851		25,455.65	
	12	114		2,010		1,800.58		2,765		33,007		26,356.77	
		<b>-54</b>	<b>-32.1</b>	<b>-1,008</b>	<b>-33.4</b>	<b>-811.41</b>	<b>-31.1</b>	<b>-49</b>	<b>-1.7</b>	<b>3,156</b>	<b>10.6</b>	<b>901.12</b>	<b>3.5</b>
DOWNTOWN	11	212		9,192		6,976.95		3,686		107,560		83,326.65	
	12	191		9,169		8,009.87		3,526		97,172		79,831.45	
		<b>-21</b>	<b>-9.9</b>	<b>-23</b>	<b>-.3</b>	<b>1,032.92</b>	<b>14.8</b>	<b>-160</b>	<b>-4.3</b>	<b>-10,388</b>	<b>-9.7</b>	<b>-3,495.20</b>	<b>-4.2</b>
EDMOND	11	253		3,667		3,198.15		3,873		39,608		33,488.95	
	12	201		3,785		3,716.63		4,056		41,908		38,581.48	
		<b>-52</b>	<b>-20.6</b>	<b>118</b>	<b>3.2</b>	<b>518.48</b>	<b>16.2</b>	<b>183</b>	<b>4.7</b>	<b>2,300</b>	<b>5.8</b>	<b>5,092.53</b>	<b>15.2</b>
MIDWEST CITY	11	362		5,665		5,040.30		5,588		60,294		51,458.03	
	12	330		6,075		5,154.88		5,656		65,074		53,131.29	
		<b>-32</b>	<b>-8.8</b>	<b>410</b>	<b>7.2</b>	<b>114.58</b>	<b>2.3</b>	<b>68</b>	<b>1.2</b>	<b>4,780</b>	<b>7.9</b>	<b>1,673.26</b>	<b>3.3</b>
RALPH ELLISON	11	231		4,747		4,394.27		3,649		54,606		45,498.25	
	12	223		5,124		4,525.65		4,223		57,625		46,737.22	
		<b>-8</b>	<b>-3.5</b>	<b>377</b>	<b>7.9</b>	<b>131.38</b>	<b>3.0</b>	<b>574</b>	<b>15.7</b>	<b>3,019</b>	<b>5.5</b>	<b>1,238.97</b>	<b>2.7</b>

# Total Computer Usage

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	117		1,180		1,179.49		5,459		52,840		41,551.62	
	12	272		5,107		4,422.71		4,853		55,301		45,526.96	
		<b>155</b>	<b>132.5</b>	<b>3,927</b>	<b>332.8</b>	<b>3,243.22</b>	<b>275.0</b>	<b>-606</b>	<b>-11.1</b>	<b>2,461</b>	<b>4.7</b>	<b>3,975.34</b>	<b>9.6</b>
VILLAGE	11	276		4,002		3,295.40		4,231		41,757		33,258.16	
	12	288		4,102		3,376.58		4,515		42,558		34,580.47	
		<b>12</b>	<b>4.3</b>	<b>100</b>	<b>2.5</b>	<b>81.18</b>	<b>2.5</b>	<b>284</b>	<b>6.7</b>	<b>801</b>	<b>1.9</b>	<b>1,322.31</b>	<b>4.0</b>
WARR ACRES	11	232		4,180		3,381.11		3,605		42,470		33,305.08	
	12	187		2,984		2,400.32		3,594		42,412		32,826.70	
		<b>-45</b>	<b>-19.4</b>	<b>-1,196</b>	<b>-28.6</b>	<b>-980.79</b>	<b>-29.0</b>	<b>-11</b>	<b>-.3</b>	<b>-58</b>	<b>-.1</b>	<b>-478.38</b>	<b>-1.4</b>
HARRAH	11	24		617		508.84		458		5,765		4,795.89	
	12	27		414		346.49		448		4,870		4,159.97	
		<b>3</b>	<b>12.5</b>	<b>-203</b>	<b>-32.9</b>	<b>-162.35</b>	<b>-31.9</b>	<b>-10</b>	<b>-2.2</b>	<b>-895</b>	<b>-15.5</b>	<b>-635.92</b>	<b>-13.3</b>
JONES	11	4		62		53.47		59		569		490.84	
	12	1		37		40.02		57		570		557.05	
		<b>-3</b>	<b>-75.0</b>	<b>-25</b>	<b>-40.3</b>	<b>-13.45</b>	<b>-25.2</b>	<b>-2</b>	<b>-3.4</b>	<b>1</b>	<b>.2</b>	<b>66.21</b>	<b>13.5</b>
LUTHER	11	16		510		437.88		503		5,118		4,171.05	
	12	26		394		298.89		434		4,697		4,452.85	
		<b>10</b>	<b>62.5</b>	<b>-116</b>	<b>-22.7</b>	<b>-138.99</b>	<b>-31.7</b>	<b>-69</b>	<b>-13.7</b>	<b>-421</b>	<b>-8.2</b>	<b>281.80</b>	<b>6.8</b>
NICOMA PARK	11	9		175		186.02		176		1,935		1,820.05	
	12	10		225		240.46		165		1,742		1,627.68	
		<b>1</b>	<b>11.1</b>	<b>50</b>	<b>28.6</b>	<b>54.44</b>	<b>29.3</b>	<b>-11</b>	<b>-6.3</b>	<b>-193</b>	<b>-10.0</b>	<b>-192.37</b>	<b>-10.6</b>
WRIGHT	11	11		215		168.89		170		2,313		1,922.31	
	12	11		246		196.09		212		2,441		1,914.23	
			<b>.0</b>	<b>31</b>	<b>14.4</b>	<b>27.20</b>	<b>16.1</b>	<b>42</b>	<b>24.7</b>	<b>128</b>	<b>5.5</b>	<b>-8.08</b>	<b>-.4</b>
TOTAL	11	2,695		49,929		41,734.24		45,679		568,573		460,502.89	
	12	2,558		51,439		44,410.38		46,594		574,649		474,123.33	
		<b>-137</b>	<b>-5.1</b>	<b>1,510</b>	<b>3.0</b>	<b>2,676.14</b>	<b>6.4</b>	<b>915</b>	<b>2.0</b>	<b>6,076</b>	<b>1.1</b>	<b>13,620.44</b>	<b>3.0</b>

## Computer Usage by Adult Customers

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	212		3,636		2,861.11		3,267		36,654		28,166.59	
	12	207		3,481		2,871.32		3,280		36,967		29,296.27	
		<b>-5</b>	<b>-2.4</b>	<b>-155</b>	<b>-4.3</b>	<b>10.21</b>	<b>.4</b>	<b>13</b>	<b>.4</b>	<b>313</b>	<b>.9</b>	<b>1,129.68</b>	<b>4.0</b>
BETHANY	11	168		2,595		2,081.70		2,477		26,062		20,611.89	
	12	163		2,848		2,166.69		2,666		26,335		20,790.96	
		<b>-5</b>	<b>-3.0</b>	<b>253</b>	<b>9.7</b>	<b>84.99</b>	<b>4.1</b>	<b>189</b>	<b>7.6</b>	<b>273</b>	<b>1.0</b>	<b>179.07</b>	<b>.9</b>
CAPITOL HILL	11	191		2,213		1,735.77		1,820		15,563		13,583.50	
	12	137		1,943		1,777.37		2,128		18,435		16,129.22	
		<b>-54</b>	<b>-28.3</b>	<b>-270</b>	<b>-12.2</b>	<b>41.60</b>	<b>2.4</b>	<b>308</b>	<b>16.9</b>	<b>2,872</b>	<b>18.5</b>	<b>2,545.72</b>	<b>18.7</b>
CHOCTAW	11	66		1,210		1,155.50		1,155		12,358		11,709.07	
	12	60		962		981.39		1,149		11,298		11,387.08	
		<b>-6</b>	<b>-9.1</b>	<b>-248</b>	<b>-20.5</b>	<b>-174.11</b>	<b>-15.1</b>	<b>-6</b>	<b>-.5</b>	<b>-1,060</b>	<b>-8.6</b>	<b>-321.99</b>	<b>-2.7</b>
DEL CITY	11	135		2,430		2,100.79		2,228		23,628		20,178.68	
	12	101		1,689		1,531.20		2,192		26,776		21,601.42	
		<b>-34</b>	<b>-25.2</b>	<b>-741</b>	<b>-30.5</b>	<b>-569.59</b>	<b>-27.1</b>	<b>-36</b>	<b>-1.6</b>	<b>3,148</b>	<b>13.3</b>	<b>1,422.74</b>	<b>7.1</b>
DOWNTOWN	11	194		8,823		6,688.67		3,209		101,978		78,851.31	
	12	175		8,836		7,700.02		3,120		93,055		76,325.21	
		<b>-19</b>	<b>-9.8</b>	<b>13</b>	<b>.1</b>	<b>1,011.35</b>	<b>15.1</b>	<b>-89</b>	<b>-2.8</b>	<b>-8,923</b>	<b>-8.7</b>	<b>-2,526.10</b>	<b>-3.2</b>
EDMOND	11	219		3,239		2,795.03		3,248		33,902		28,536.66	
	12	176		3,237		3,150.32		3,420		35,672		32,719.61	
		<b>-43</b>	<b>-19.6</b>	<b>-2</b>	<b>-.1</b>	<b>355.29</b>	<b>12.7</b>	<b>172</b>	<b>5.3</b>	<b>1,770</b>	<b>5.2</b>	<b>4,182.95</b>	<b>14.7</b>
MIDWEST CITY	11	309		4,526		4,094.41		4,477		45,441		39,570.52	
	12	267		4,828		4,122.70		4,516		48,844		40,680.73	
		<b>-42</b>	<b>-13.6</b>	<b>302</b>	<b>6.7</b>	<b>28.29</b>	<b>.7</b>	<b>39</b>	<b>.9</b>	<b>3,403</b>	<b>7.5</b>	<b>1,110.21</b>	<b>2.8</b>
RALPH ELLISON	11	197		3,344		3,271.64		2,800		34,309		30,567.85	
	12	179		3,650		3,236.94		3,149		37,764		32,016.23	
		<b>-18</b>	<b>-9.1</b>	<b>306</b>	<b>9.2</b>	<b>-34.70</b>	<b>-1.1</b>	<b>349</b>	<b>12.5</b>	<b>3,455</b>	<b>10.1</b>	<b>1,448.38</b>	<b>4.7</b>

# Computer Usage by Adult Customers

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	83		851		868.37		4,122		36,721		29,429.16	
	12	211		3,797		3,351.21		3,622		38,996		32,932.27	
		<b>128</b>	<b>154.2</b>	<b>2,946</b>	<b>346.2</b>	<b>2,482.84</b>	<b>285.9</b>	<b>-500</b>	<b>-12.1</b>	<b>2,275</b>	<b>6.2</b>	<b>3,503.11</b>	<b>11.9</b>
VILLAGE	11	232		3,178		2,636.95		3,396		32,039		25,808.77	
	12	246		3,298		2,719.01		3,645		32,198		26,255.36	
		<b>14</b>	<b>6.0</b>	<b>120</b>	<b>3.8</b>	<b>82.06</b>	<b>3.1</b>	<b>249</b>	<b>7.3</b>	<b>159</b>	<b>.5</b>	<b>446.59</b>	<b>1.7</b>
WARR ACRES	11	194		3,620		2,925.42		3,012		35,719		27,844.47	
	12	157		2,467		1,948.73		3,001		34,610		26,583.22	
		<b>-37</b>	<b>-19.1</b>	<b>-1,153</b>	<b>-31.9</b>	<b>-976.69</b>	<b>-33.4</b>	<b>-11</b>	<b>-.4</b>	<b>-1,109</b>	<b>-3.1</b>	<b>-1,261.25</b>	<b>-4.5</b>
HARRAH	11	18		403		324.55		313		3,844		3,159.78	
	12	20		254		177.24		318		3,074		2,366.06	
		<b>2</b>	<b>11.1</b>	<b>-149</b>	<b>-37.0</b>	<b>-147.31</b>	<b>-45.4</b>	<b>5</b>	<b>1.6</b>	<b>-770</b>	<b>-20.0</b>	<b>-793.72</b>	<b>-25.1</b>
JONES	11	2		54		46.78		40		467		420.20	
	12	1		35		37.87		38		504		511.43	
		<b>-1</b>	<b>-50.0</b>	<b>-19</b>	<b>-35.2</b>	<b>-8.91</b>	<b>-19.0</b>	<b>-2</b>	<b>-5.0</b>	<b>37</b>	<b>7.9</b>	<b>91.23</b>	<b>21.7</b>
LUTHER	11	11		330		296.23		276		2,601		2,179.54	
	12	12		227		176.36		247		2,776		2,630.24	
		<b>1</b>	<b>9.1</b>	<b>-103</b>	<b>-31.2</b>	<b>-119.87</b>	<b>-40.5</b>	<b>-29</b>	<b>-10.5</b>	<b>175</b>	<b>6.7</b>	<b>450.70</b>	<b>20.7</b>
NICOMA PARK	11	6		148		160.01		130		1,577		1,556.72	
	12	8		181		199.75		131		1,516		1,443.95	
		<b>2</b>	<b>33.3</b>	<b>33</b>	<b>22.3</b>	<b>39.74</b>	<b>24.8</b>	<b>1</b>	<b>.8</b>	<b>-61</b>	<b>-3.9</b>	<b>-112.77</b>	<b>-7.2</b>
WRIGHT	11	10		195		155.86		128		1,898		1,630.63	
	12	10		200		163.64		161		1,767		1,445.24	
			<b>.0</b>	<b>5</b>	<b>2.6</b>	<b>7.78</b>	<b>5.0</b>	<b>33</b>	<b>25.8</b>	<b>-131</b>	<b>-6.9</b>	<b>-185.39</b>	<b>-11.4</b>
TOTAL	11	2,247		40,795		34,198.79		36,098		444,761		363,805.34	
	12	2,130		41,933		36,311.76		36,783		450,587		375,114.50	
		<b>-117</b>	<b>-5.2</b>	<b>1,138</b>	<b>2.8</b>	<b>2,112.97</b>	<b>6.2</b>	<b>685</b>	<b>1.9</b>	<b>5,826</b>	<b>1.3</b>	<b>11,309.16</b>	<b>3.1</b>

## Computer Usage by Minor Customers

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	27		608		460.64		609		6,223		4,644.16	
	12	26		422		318.51		587		5,023		3,803.55	
		<b>-1</b>	<b>-3.7</b>	<b>-186</b>	<b>-30.6</b>	<b>-142.13</b>	<b>-30.9</b>	<b>-22</b>	<b>-3.6</b>	<b>-1,200</b>	<b>-19.3</b>	<b>-840.61</b>	<b>-18.1</b>
BETHANY	11	28		573		487.68		575		6,010		4,704.44	
	12	18		437		343.64		568		5,819		4,530.25	
		<b>-10</b>	<b>-35.7</b>	<b>-136</b>	<b>-23.7</b>	<b>-144.04</b>	<b>-29.5</b>	<b>-7</b>	<b>-1.2</b>	<b>-191</b>	<b>-3.2</b>	<b>-174.19</b>	<b>-3.7</b>
CAPITOL HILL	11	68		1,317		933.85		1,095		15,535		11,130.36	
	12	53		1,305		1,002.95		1,296		16,630		12,288.24	
		<b>-15</b>	<b>-22.1</b>	<b>-12</b>	<b>-.9</b>	<b>69.10</b>	<b>7.4</b>	<b>201</b>	<b>18.4</b>	<b>1,095</b>	<b>7.0</b>	<b>1,157.88</b>	<b>10.4</b>
CHOCTAW	11	20		547		585.23		410		5,482		5,410.35	
	12	13		369		419.34		416		4,765		5,613.64	
		<b>-7</b>	<b>-35.0</b>	<b>-178</b>	<b>-32.5</b>	<b>-165.89</b>	<b>-28.3</b>	<b>6</b>	<b>1.5</b>	<b>-717</b>	<b>-13.1</b>	<b>203.29</b>	<b>3.8</b>
DEL CITY	11	33		588		511.20		586		6,223		5,276.97	
	12	13		321		269.38		573		6,231		4,755.35	
		<b>-20</b>	<b>-60.6</b>	<b>-267</b>	<b>-45.4</b>	<b>-241.82</b>	<b>-47.3</b>	<b>-13</b>	<b>-2.2</b>	<b>8</b>	<b>.1</b>	<b>-521.62</b>	<b>-9.9</b>
DOWNTOWN	11	18		369		288.28		477		5,582		4,475.34	
	12	16		333		309.85		406		4,117		3,506.24	
		<b>-2</b>	<b>-11.1</b>	<b>-36</b>	<b>-9.8</b>	<b>21.57</b>	<b>7.5</b>	<b>-71</b>	<b>-14.9</b>	<b>-1,465</b>	<b>-26.2</b>	<b>-969.10</b>	<b>-21.7</b>
EDMOND	11	34		428		403.12		625		5,706		4,952.29	
	12	25		548		566.31		636		6,236		5,861.87	
		<b>-9</b>	<b>-26.5</b>	<b>120</b>	<b>28.0</b>	<b>163.19</b>	<b>40.5</b>	<b>11</b>	<b>1.8</b>	<b>530</b>	<b>9.3</b>	<b>909.58</b>	<b>18.4</b>
MIDWEST CITY	11	53		1,139		945.89		1,111		14,853		11,887.51	
	12	63		1,247		1,032.18		1,140		16,230		12,450.56	
		<b>10</b>	<b>18.9</b>	<b>108</b>	<b>9.5</b>	<b>86.29</b>	<b>9.1</b>	<b>29</b>	<b>2.6</b>	<b>1,377</b>	<b>9.3</b>	<b>563.05</b>	<b>4.7</b>
RALPH ELLISON	11	34		1,403		1,122.63		849		20,297		14,930.40	
	12	44		1,474		1,288.71		1,074		19,861		14,720.99	
		<b>10</b>	<b>29.4</b>	<b>71</b>	<b>5.1</b>	<b>166.08</b>	<b>14.8</b>	<b>225</b>	<b>26.5</b>	<b>-436</b>	<b>-2.1</b>	<b>-209.41</b>	<b>-1.4</b>

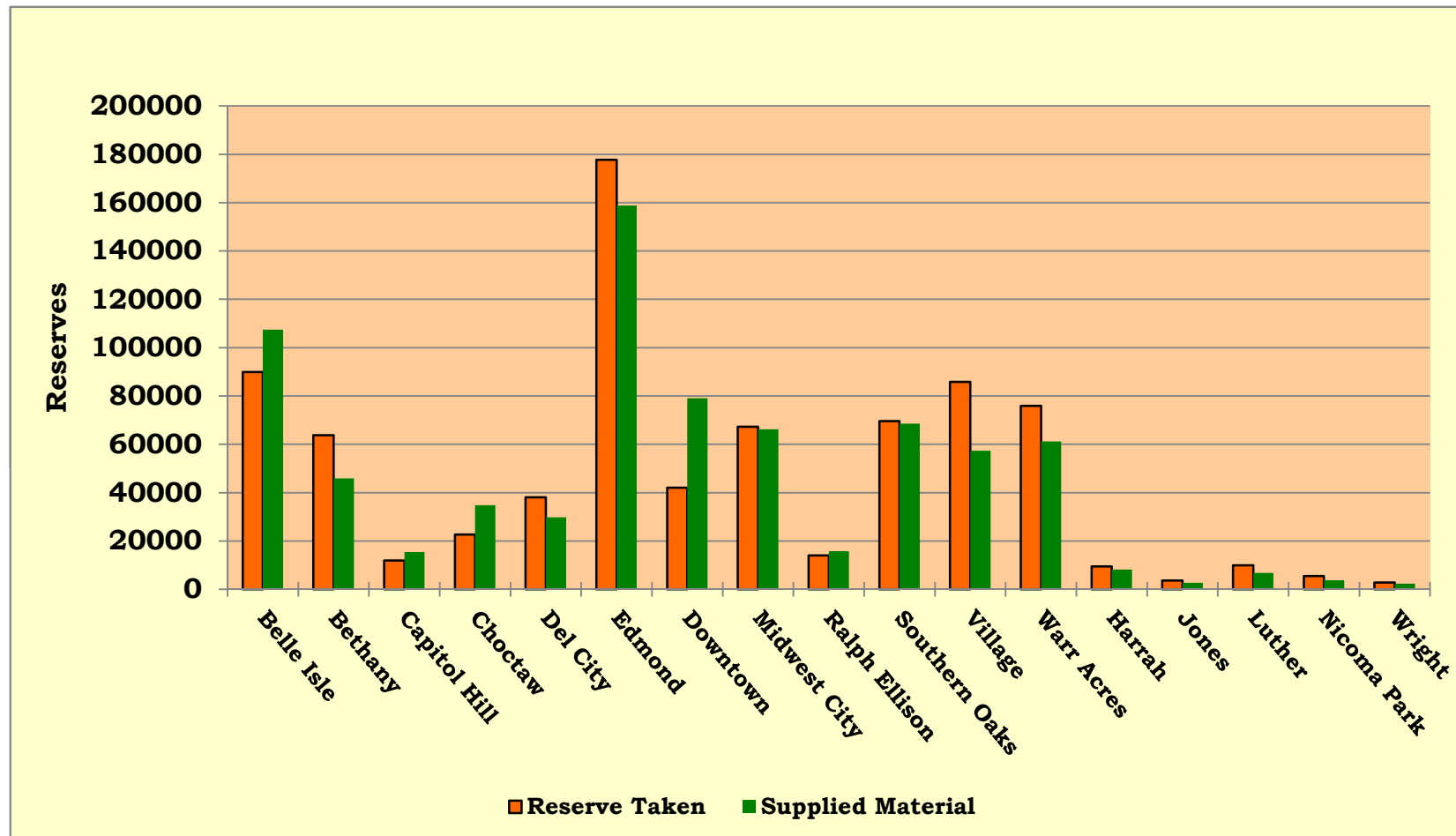
## Computer Usage by Minor Customers

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	34		329		311.12		1,337		16,119		12,122.46	
	12	61		1,310		1,071.50		1,231		16,305		12,594.69	
		<b>27</b>	<b>79.4</b>	<b>981</b>	<b>298.2</b>	<b>760.38</b>	<b>244.4</b>	<b>-106</b>	<b>-7.9</b>	<b>186</b>	<b>1.2</b>	<b>472.23</b>	<b>3.9</b>
VILLAGE	11	44		824		658.45		835		9,718		7,449.39	
	12	42		804		657.57		870		10,360		8,325.11	
		<b>-2</b>	<b>-4.5</b>	<b>-20</b>	<b>-2.4</b>	<b>-.88</b>	<b>-.1</b>	<b>35</b>	<b>4.2</b>	<b>642</b>	<b>6.6</b>	<b>875.72</b>	<b>11.8</b>
WARR ACRES	11	38		560		455.69		593		6,751		5,460.61	
	12	30		517		451.59		593		7,802		6,243.48	
		<b>-8</b>	<b>-21.1</b>	<b>-43</b>	<b>-7.7</b>	<b>-4.10</b>	<b>-.9</b>		<b>.0</b>	<b>1,051</b>	<b>15.6</b>	<b>782.87</b>	<b>14.3</b>
HARRAH	11	6		214		184.29		145		1,921		1,636.11	
	12	7		160		169.25		130		1,796		1,793.91	
		<b>1</b>	<b>16.7</b>	<b>-54</b>	<b>-25.2</b>	<b>-15.04</b>	<b>-8.2</b>	<b>-15</b>	<b>-10.3</b>	<b>-125</b>	<b>-6.5</b>	<b>157.80</b>	<b>9.6</b>
JONES	11	2		8		6.69		19		102		70.64	
	12			2		2.15		19		66		45.62	
		<b>-2</b>	<b>-100.0</b>	<b>-6</b>	<b>-75.0</b>	<b>-4.54</b>	<b>-67.9</b>		<b>.0</b>	<b>-36</b>	<b>-35.3</b>	<b>-25.02</b>	<b>-35.4</b>
LUTHER	11	5		180		141.65		227		2,517		1,991.51	
	12	14		167		122.53		187		1,921		1,822.61	
		<b>9</b>	<b>180.0</b>	<b>-13</b>	<b>-7.2</b>	<b>-19.12</b>	<b>-13.5</b>	<b>-40</b>	<b>-17.6</b>	<b>-596</b>	<b>-23.7</b>	<b>-168.90</b>	<b>-8.5</b>
NICOMA PARK	11	3		27		26.01		46		358		263.33	
	12	2		44		40.71		34		226		183.73	
		<b>-1</b>	<b>-33.3</b>	<b>17</b>	<b>63.0</b>	<b>14.70</b>	<b>56.5</b>	<b>-12</b>	<b>-26.1</b>	<b>-132</b>	<b>-36.9</b>	<b>-79.60</b>	<b>-30.2</b>
WRIGHT	11	1		20		13.03		42		415		291.68	
	12	1		46		32.45		51		674		468.99	
			<b>.0</b>	<b>26</b>	<b>130.0</b>	<b>19.42</b>	<b>149.0</b>	<b>9</b>	<b>21.4</b>	<b>259</b>	<b>62.4</b>	<b>177.31</b>	<b>60.8</b>
TOTAL	11	448		9,134		7,535.45		9,581		123,812		96,697.55	
	12	428		9,506		8,098.62		9,811		124,062		99,008.83	
		<b>-20</b>	<b>-4.5</b>	<b>372</b>	<b>4.1</b>	<b>563.17</b>	<b>7.5</b>	<b>230</b>	<b>2.4</b>	<b>250</b>	<b>.2</b>	<b>2,311.28</b>	<b>2.4</b>

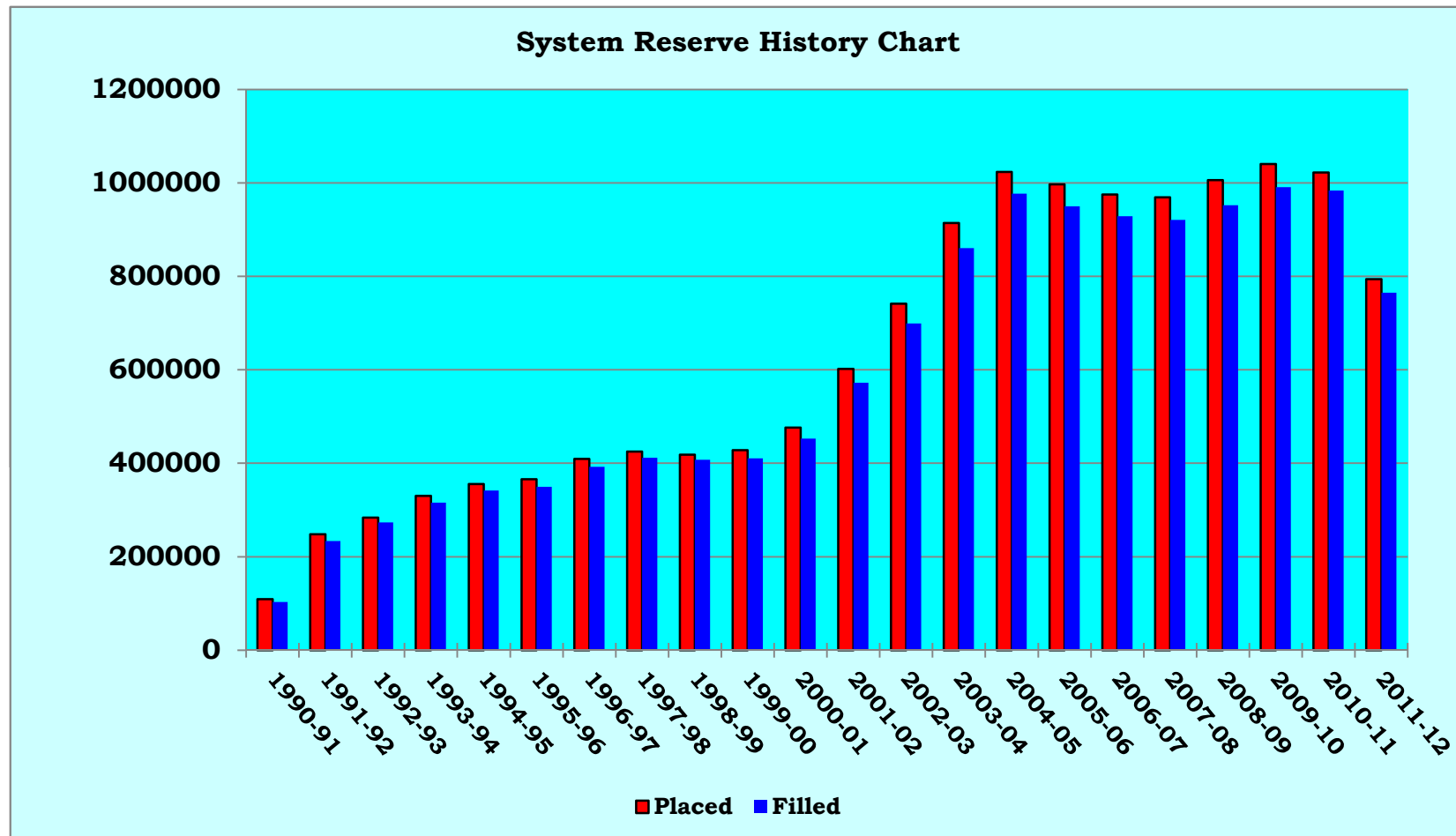
## System Reserve Report

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)



## System Reserve Report

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)



# System Reserves Report

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	11	9,681	104,088		9,284	98,938	
	12	8,346	89,956		7,829	85,545	
		<b>-1,335</b>	<b>-14,132</b>	<b>-13.6</b>	<b>-1,455</b>	<b>-13,393</b>	<b>-13.5</b>
BETHANY	11	5,970	64,266		5,710	61,987	
	12	6,281	63,785		5,768	60,142	
		<b>311</b>	<b>-481</b>	<b>-.7</b>	<b>58</b>	<b>-1,845</b>	<b>-3.0</b>
CAPITOL HILL	11	1,861	12,169		1,711	11,558	
	12	1,118	11,904		1,011	11,480	
		<b>-743</b>	<b>-265</b>	<b>-2.2</b>	<b>-700</b>	<b>-78</b>	<b>-.7</b>
CHOCTAW	11	2,374	24,325		2,271	23,417	
	12	2,008	22,686		1,907	21,730	
		<b>-366</b>	<b>-1,639</b>	<b>-6.7</b>	<b>-364</b>	<b>-1,687</b>	<b>-7.2</b>
DEL CITY	11	3,772	38,793		3,567	37,119	
	12	2,866	38,055		3,038	34,885	
		<b>-906</b>	<b>-738</b>	<b>-1.9</b>	<b>-529</b>	<b>-2,234</b>	<b>-6.0</b>
EDMOND	11	17,143	191,219		16,605	184,672	
	12	16,341	177,759		15,416	171,344	
		<b>-802</b>	<b>-13,460</b>	<b>-7.0</b>	<b>-1,189</b>	<b>-13,328</b>	<b>-7.2</b>
DOWNTOWN	11	4,191	43,451		4,114	41,404	
	12	3,803	42,046		3,563	40,290	
		<b>-388</b>	<b>-1,405</b>	<b>-3.2</b>	<b>-551</b>	<b>-1,114</b>	<b>-2.7</b>
MIDWEST CITY	11	6,706	72,974		6,385	70,064	
	12	6,369	67,291		5,914	64,922	
		<b>-337</b>	<b>-5,683</b>	<b>-7.8</b>	<b>-471</b>	<b>-5,142</b>	<b>-7.3</b>
RALPH ELLISON	11	1,129	13,113		1,087	12,632	
	12	1,089	14,059		1,077	13,531	
		<b>-40</b>	<b>946</b>	<b>7.2</b>	<b>-10</b>	<b>899</b>	<b>7.1</b>
SOUTHERN OAKS	11	3,067	78,789		4,206	75,683	
	12	6,273	69,597		5,900	66,664	
		<b>3,206</b>	<b>-9,192</b>	<b>-11.7</b>	<b>1,694</b>	<b>-9,019</b>	<b>-11.9</b>
VILLAGE	11	8,630	89,889		8,304	86,377	
	12	7,804	85,840		7,716	82,897	
		<b>-826</b>	<b>-4,049</b>	<b>-4.5</b>	<b>-588</b>	<b>-3,480</b>	<b>-4.0</b>
WARR ACRES	11	7,685	79,339		7,263	76,440	
	12	5,880	75,970		5,489	73,243	
		<b>-1,805</b>	<b>-3,369</b>	<b>-4.2</b>	<b>-1,774</b>	<b>-3,197</b>	<b>-4.2</b>

## System Reserves Report

July 1, 2011 through April 30, 2012 (83.33% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	11	1,239	12,393		1,147	11,917	
	12	894	9,428		858	9,078	
		<b>-345</b>	<b>-2,965</b>	<b>-23.9</b>	<b>-289</b>	<b>-2,839</b>	<b>-23.8</b>
JONES	11	318	3,582		350	3,499	
	12	272	3,672		277	3,646	
		<b>-46</b>	<b>90</b>	<b>2.5</b>	<b>-73</b>	<b>147</b>	<b>4.2</b>
LUTHER	11	790	10,014		844	9,700	
	12	802	9,944		837	9,778	
		<b>12</b>	<b>-70</b>	<b>-.7</b>	<b>-7</b>	<b>78</b>	<b>.8</b>
NICOMA PARK	11	523	6,209		528	6,035	
	12	568	5,509		580	5,227	
		<b>45</b>	<b>-700</b>	<b>-11.3</b>	<b>52</b>	<b>-808</b>	<b>-13.4</b>
WRIGHT	11	301	2,765		263	2,672	
	12	261	2,824		251	2,750	
		<b>-40</b>	<b>59</b>	<b>2.1</b>	<b>-12</b>	<b>78</b>	<b>2.9</b>
BOOKS-BY-MAIL	11	760	8,410		794	8,178	
	12	802	8,100		786	7,930	
		<b>42</b>	<b>-310</b>	<b>-3.7</b>	<b>-8</b>	<b>-248</b>	<b>-3.0</b>
TOTAL	11	76,140	855,788		74,433	822,292	
	12	71,777	798,429		68,217	765,086	
		<b>-4,363</b>	<b>-57,359</b>	<b>-6.7</b>	<b>-6,216</b>	<b>-57,206</b>	<b>-7.0</b>

## EXECUTIVE DIRECTOR'S REPORT

MAY 2012

### ***Patience S. Latting Northwest Library Grand Opening***

You should have received 2 different invitations regarding the official grand opening of our new Northwest Library which will be held on Tuesday May 22. The first is a formal invitation from the city of Oklahoma City for the ribbon cutting and dedication and the second invitation invites you to all of the special programming and events that will be held during the first opening week.

Next month, the commission meeting will be held at the Northwest Library and at that time we can give a big thank you to that outstanding Northwest staff that really have done an amazing amount of work to get the library ready to open – as well as a number of staff from across the system.

We expect Mayor Cornett in attendance as well as some members of Mrs. Latting's family.

### ***Building Digital Communities***

Earlier this month, we were happy to host a leadership summit on Building Digital Communities. This was a follow up program to the Digital Inclusion Forums that were held at the downtown library in the fall. The Institute of Museum and Library Services (IMLS), the International City/County Management Association, Web Junction and Tech Soup Global were testing the content and format for hosting these events across the country. The entire initiative was a result of the 2010 National Broadband Plan in which Congress directed the FCC to develop a plan to ensure that every American has "access to broadband capability." This plan recommended that the IMLS take the lead in supporting libraries and community-based organizations as they improve digital inclusiveness in their communities. It was an interesting and productive 2 days and I will be sharing more with you as we move forward to provide better access throughout our community.

### ***Diane Wins Election!***

Director of Development and Volunteer Services, Diane Sarantakos won election as a Trustee at large in the recent American Library Association, Association of Library Trustees, advocates and Friends. She will serve a 3 year term on the ALTAFF board. Congratulations to Diane!

### ***Upcoming meetings***

A reminder to all commission members that the Administrative and Personnel Committee will meet at 2:30, Monday, May 21 at the Belle Isle Library. The agenda will include the annual salaries and benefit report and the executive director evaluation.

The finance committee will meet on Wednesday, May 30<sup>th</sup> to review the preliminary budget for FY2012-13.

All commission members are invited to attend.

## ***DIRECTOR OUTREACH ACTIVITIES***

- ♣ Attend Rotary 29 Club Meetings
- ♣ OLA Legislative Meeting
- ♣ Attend ALA National Legislative Day/Washington, DC
- ♣ Attend Digital Inclusion Forum
- ♣ Tour Northwest Library Site

## ***FUTURE LIBRARY EVENTS OF SPECIAL NOTE***

### ***Neighborhood Arts Presents-Al Bostick-In the DreamTime***

Monday, June 4, 2012

Time: 2:00pm-2:45pm

Location: Capitol Hill

All Ages

An Aborigine Tale: At a time when the world was between fantasy and reality....It was called In The DreamTime...

Cosponsor: Arts Council of Oklahoma City, Oklahoma Arts Council, National Endowment for the Arts.

### ***Neighborhood Arts Presents - Sugar Free Allstars - Gettin' Funky and Dreamin' Big***

Monday, June 4, 2012

Time: 7:00pm-7:45pm

Location: Midwest City

All Ages

Ever dreamt of being a rock star? Well the Sugar Free Allstars have got the show for you! This two-piece band puts on a concert full of fun and funky tunes with so much interaction that EVERYONE gets to be part of the act!

Cosponsors: Arts Council of Oklahoma City, Oklahoma Arts Council, National Endowment for the Arts.

### ***Circle of Parents: Parental Support Group***

Thursday, June 7, 2012

Time: 10:00am-12:00pm

Location: Northwest

Adults

Sharing Ideas. Sharing Support.

A network of parent-led, self-help groups where parents and caregivers can share ideas, celebrate successes and address the challenges surrounding parenting. Anyone in a parenting role is welcome. Facilitated by a Child Development Specialist from Child Guidance, OKC-County Health Department. Cosponsor: OCCHD.

### ***OKC's Funniest Magician***

Friday, June 8, 2012

Time: 10:00am-11:00am

Location: Choctaw

All Ages

Laugh and be amazed by OKC's Funniest Magician.

### ***Revisiting History: The 91st Anniversary of the 1921 Tulsa Race Riots***

Saturday, June 9, 2012

Time: 1:00pm-5:00pm

Location: Ralph Ellison

Adults

The Tulsa Race Riots, a large-scale racially-motivated conflict between the white and black communities of Tulsa, Oklahoma, took place in the wealthiest African American community in the United States. This program will feature a documentary screening, reception, and live music by Reality and the New Era ([www.realityandthenewera.com](http://www.realityandthenewera.com)). There will also be giveaways and food provided by local restaurants. Presented by the Ralph Ellison Library and Gregory Jerome.

### ***Chinese Fine Arts Show***

Tuesday, June 12, 2012

Time: 7:00pm-8:00pm

Location: Edmond

All Ages

Tao Ling is bringing Chinese culture to you with her varied and entertaining performance. She will introduce you to a simplified form of Tai Chi; share Chinese music and song; present, in English and Chinese, her original play, The Conceited Lion; perform Chinese Tai Chi Fan Dances; and give a calligraphy demonstration. This promises to be an enjoyable and enlightening program for all ages. Seating is limited. Please register beginning May 14 by calling the library, 341-9282x3 or stop by the reference desk.

### ***Anything Can Happen Day***

Wednesday, June 20, 2012

Time: 10:30am-12:00pm

Location: Southern Oaks

Kids, Teens, Families

Join us for some summer fun at the library. Wednesdays in June & July we will offer a program or activity for kids and teens. Some days we will feature a performance, play, or demonstration and/or games and crafts. Join us each Wednesday from 10:30 am-12:00 noon for fun and festivities. No sign-up is required for this program.

### ***Neighborhood Arts presents - OKC Improv - "Theater of Dreams"***

Thursday, June 21, 2012

Time: 2:00pm-2:45pm

Location: Village

Much like dreams, there is no limit to what you can do in improvisational theater. With imagination and some basic skills you can be anyone, go anywhere, and do anything. Watch OKC Improv create exciting stories from audience suggestions.

### ***Basic Knitting Class***

Thursday, June 28, 2012

Time: 1:00pm-3:00pm

Location: Nicoma Park

Adults

Ladies of all ages are learning basic knitting every second and fourth Thursday. Come join us for fun! For more information please call 769-9452.