



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, November 15, 2012, 3:30 p.m.
Edmond Library
10 S. Boulevard
Edmond, OK 73034
(Telephone: 341-9282)

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 #46 – 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 (#47 - #48)

- Document #47 – Approval of Minutes of October 18, 2012 Meeting
- Document #48 – Acceptance of Review of Expenditures for October 2012

4:00 – 4:45 pm SPECIAL PRESENTATIONS

- *Endowment Trust – Quarterly Report* ~ Robert Clements, Endowment Trust President
- *Geographic Information System Study of Library Impact* ~ Jim Welch, Deputy Executive Director/Technology

4:45 – 4:50 pm INFORMATION REPORTS

- Document #49 – MLS October 2012 Library Visits
- Document #50 – MLS October 2012 Circulation Report
- Document #51 – MLS October 2012 Computer Usage Report
- Document #52 – MLS October 2012 System Reserve Report

4:50 – 4:55 pm EXECUTIVE DIRECTOR'S REPORT

4:55 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS

NEXT COMMISSION MEETING DATE AND PLACE:

December 13, 2012
Capitol Hill Library, 334 SW 26th, Oklahoma City, OK 73109

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 November 2012:

<u>Employees</u>	<u>Years of Service</u>
Denyveta Davis, Director of Library Operations	30
Randy E. Wayland, Manager of Library Operations II, Southern Oaks Library	30
Cheryl Ann Coleman, Associate Librarian, Warr Acres Library	10
John C. R. Utley, Computer Operations Supervisor, Information Technology	10
Kaeli M. Dunn, Library Aide, Del City Library	5
Brandon M. Rose, Library Aide, Edmond Library	5

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

DATE: October 18, 2012

TIME: 3:30 pm

MEETING PLACE: Southern Oak 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 Southern Oaks Library and Downtown Library, 300 Park Avenue, Oklahoma City, on October 16, 2012, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Bose' Akadari
Nancy Anthony, Disbursing Agent
Allen Coffey
Rozz Grigsby
Deanna Hannah
Helene Harpman
Jose Jimenez
Tracy McGehee
Hugh Rice
Judy Smith, Vice-Chair
Beth Toland
Susan Tucker
Stephanie West
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Ralph Bullard
Mick Cornett, Mayor of Oklahoma City
Cynthia Friedemann
Carolyn Leslie
Penny McCaleb
Tracy McDaniel
Lori Nelson
Mukesh Patel
Kim Patterson
Vanna Shaw
Jim Shonts
Alyne Strube
Ray Vaughn

Estimate of general public and staff attending: 17

I. The meeting was called to order at 3:32 p.m. by Mrs. Fran Cory, Chair.

Roll was called to establish a quorum. Present: Akadiri, Anthony, Coffey, Grigsby, Hannah, Harpman, Jimenez, McGehee, Rice, Smith, Toland, Tucker, West, Cory.

II. Mrs. Cory introduced Mr. Randy Wayland, Manager of Library Operations for Southern Oaks Library. Mr. Wayland welcomed the commission and provided information on current events at Southern Oaks. Mr. Wayland introduced Emily Canniff, the Assistant Manager at Southern Oaks.

Mrs. Cory introduced Mrs. Stephanie West, new commissioner appointed by the City of Edmond to replace Mr. Greg Womack.

Mrs. Cory congratulated Mrs. Donna Morris on being recognized by the Journal Record. In conjunction with their annual Woman of the Year Program, Mrs. Morris was recognized as one of 50 Women Making a Difference. This is the second consecutive year Mrs. Morris has been recognized.

III. Mrs. Cory called for Presentation of Service Certificates for October 2012: Francie Pendleton, Administrative Specialist, Director's Office ~ 40 years of service.

Mrs. Cory also recognized the following employees who were unable to attend the meeting: Steve B. Jenkins, Book Center Coordinator ~ 25 years of service; Susan J. Hutchins, Associate Librarian, Del City Library ~ 10 years of service; Jonathan Tolle, Circulation Clerk, Capitol Hill Library ~ 10 years of service; Melissa K. Weathers, Materials Selector, Materials Selection ~ 10 years of service; Carol Elaine Overton, Library Aide, Edmond 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 #33 – Approval of Minutes of September 20, 2012 Meeting; Document #34 – Acceptance of Expenditures for September 2012; Document #35 – Contract Awards & Purchases for September 2012; Document #36 – Request to Declare Vehicles Surplus.

Mrs. Cory stated a revision was made to Document #35, Item C: Professional Services Agreement for Library Services, page 2 of 6. The revised language was highlighted and presented to each commission member. Discussion followed.

Mrs. Cory called for a motion.

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

VI. Mrs. Cory referred to Document #37 – Minutes of A & P Committee Grievance Hearing October 3, 2012. There is no action needed from the A & P Committee Grievance Hearing.

VII. Mrs. Cory referred to Document #38 – Discussion, Consideration, and Possible Action: Acceptance of Annual Audit – Finley & Cook

Mr. Nate Atchison and Mr. Kyle Dover with Finley & Cook summarized the audit report. This is the second consecutive year Finley & Cook has conducted the audit. The audit went very smoothly, there were no significant audit findings. Questions and Discussion followed.

Mrs. Cory called for a motion.

Mrs. Nancy Anthony moved to accept the annual audit. Mr. Jose Jimenez seconded. Questions and discussion followed. Motion passed unanimously.

VIII. Mrs. Cory referred to Document #39 – Discussion, and Possible Action: Approval of Almonte Lease.

Mrs. Morris referred to the proposed Almonte Lease. Upon approval, the library will contract with Roaring Fork to lease space in the Almonte Shopping Center. The City has agreed to reimburse the library for the monthly lease costs of \$7031.25. Roaring Fork will build out the needed changes and repairs to reopen the library. Questions and Discussion followed.

Mrs. Cory asked for clarification if the monthly lease of \$7031.25 is inclusive of the build out costs. Mrs. Morris stated she believes that the amount is inclusive of the build out costs, but she will confirm and report back to the Commission.

Mr. Hugh Rice moved to approve the proposed lease agreement for the Almonte Library. Mrs. Tracy McGehee seconded. No further discussion; Motion passed unanimously.

IX. Mrs. Cory referred to Document #40 – Discussion, Consideration, and Possible Action: Approval of Metropolitan Library Commission Meeting Dates 2013.

Mrs. Cory called for a motion.

Mrs. Anthony moved to approve the regularly scheduled commission meeting dates for 2013. Mrs. Susan Tucker seconded. No further discussion; Motion passed unanimously.

X. Mrs. Cory referred to Document #41 – Discussion, Consideration, and Possible Action: Approval of MLS 2013 Holiday and Closing Schedule.

Mrs. Cory called for a motion.

Mrs. Anthony moved to approve the MLS 2013 Holiday and Closing Schedule. Mr. Rice seconded. No further discussion; Motion passed unanimously.

XI. Mrs. Cory referred to Special Presentation – *Share Your Story*, Diane Sarantakos, Development and Volunteer Services Director.

Mrs. Sarantakos presented two different “Share Your Story” videos of how the library has changed lives. One was of Audrey Streetman, Trustee for the Library Endowment Trust and the other was of Joe Slack, who was selected to create the public art for the newly renovated Southern Oaks Library. Mrs. Sarantakos encouraged commission members to contact her office if they would like to share their story. The stories are available on the library’s website.

XII. Mrs. Cory referred to the Information Reports.

- Document #42 – MLS September 2012 Library Visits Report
- Document #43 – MLS September 2012 Circulation Report
- Document #44 – MLS September 2012 Computer Usage Report
- Document #45 – MLS September 2012 System Reserve Report

Questions and Discussion followed.

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

Mrs. Morris stated the Commission will be doing a Resolution for Mr. Greg Womack, who served 12 years on the commission, as the Edmond Representative.

Mrs. Morris reported the library system has received a Gold Fit-Friendly Worksite Award from the Central Oklahoma American Heart Association.

Mrs. Morris thanked the Commission members who were able to attend the Grand Re-Opening of the Southern Oaks Library. She encouraged commissioners who were unable to attend the event, to take a look around the newly renovated library.

Mrs. Morris stated Mr. Lloyd Lovely has provided a detailed analysis of the energy costs for each library. The spreadsheets are prepared monthly in the business office, and are available electronically for anyone who is interested.

XIV. Mrs. Cory called for comments from Commissioners.

XV. The next Commission meeting will be held at the Edmond Library on November 15, 2012.

There being no further business, the meeting was adjourned at 4:29 pm.


Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

October 31, 2012

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

For comparison 33.33% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of October 2012.

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STATEMENT OF FINANCIAL CONDITION

October 31, 2012

Document #48
MLC FY 2012-13
November 15, 2012

ASSETS

	Current Year	Previous Year
CASH	\$ 1,494,214.15	\$ 6,231,323.59
INVESTMENTS (Schedule attached)	21,153,419.09	18,772,424.39
PREPAID ACCOUNTS	385,409.99	30,000.00
TAXES RECEIVABLE: Ad Valorem Tax	30,562,816.00	29,988,898.00
Less: Reserve for Delinquent Tax	<u>-2,778,438.00</u>	<u>-2,726,253.00</u>
Budgeted Tax Revenue	27,784,378.00	27,262,635.00
Less: Tax Received	<u>0.00</u>	<u>0.00</u>
	27,784,378.00	27,262,635.00
Total Assets	<u>\$50,817,421.23</u>	<u>\$ 52,296,382.98</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$367,640.81	\$171,665.49
Current Year Purchase Orders Outstanding	501,770.21	836,085.08
Previous Year Purchase Orders Outstanding	159,243.24	483,456.45
Checks Outstanding	203,770.84	97,599.83
Total Liabilities	1,232,425.10	1,588,806.85

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	27,784,378.00	27,262,635.00
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FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14
Add: Revenues		
Budgeted	182,000.00	183,000.00
Other	<u>888,354.75</u>	<u>880,614.27</u>
	1,070,354.75	1,063,614.27
Less: Expenditures	<u>(9,482,506.23)</u>	<u>(8,844,194.28)</u>
Total Fund Balance	<u>21,800,618.13</u>	<u>23,444,941.13</u>
Total Liabilities, Deferred Revenue and Fund Balance	<u>\$50,817,421.23</u>	<u>\$ 52,296,382.98</u>

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

As of October 31, 2012

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	7/24/2012	1/24/2015	1.000%	\$ 95,014.35
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	6/23/2012	6/23/2015	1.050%	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	7/28/2012	7/27/2015	1.200%	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	9/6/2012	9/6/2015	1.000%	101,482.20
Fed Home LN BKS 08-13	1/22/2008	1/22/2013	4.000%	1,000,000.00
FNMA	9/30/2010	12/30/2015	2.000%	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
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
FNMA	5/23/2012	11/23/2016	1.000%	2,000,000.00
Freddie Mac	8/7/2012	11/7/2017	1.000%	2,000,000.00
Freddie Mac	8/23/2012	8/23/2019	1.400%	2,000,000.00
Federal Home Loan Bank	8/21/2012	11/21/2017	1.030%	2,000,000.00
Total Investments				<u>\$ 21,153,419.09</u>

**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of October 31, 2012**

	Current Year				Previous Year			
	Budget	Current Month Receipts	Year To Date Receipts	Percent Budget Received	Budget	Current Month Receipts	Year To Date Receipts	Percent Budget Received
<u>BUDGETED:</u>								
Current Year Ad Valorem Tax	\$27,890,909.00	\$ -	\$ -	0.00%	\$27,262,635.00	\$ -	\$ -	0.00%
State Aid	257,466.60	-	-	0.00%	290,807.00	-	-	0.00%
Fines	481,194.00	37,000.00	182,000.00	37.82%	474,660.00	39,000.00	183,000.00	38.55%
Total Budgeted Revenue	<u>\$ 28,629,569.60</u>	<u>\$ 37,000.00</u>	<u>\$ 182,000.00</u>	0.64%	<u>\$ 28,028,102.00</u>	<u>\$ 39,000.00</u>	<u>\$ 183,000.00</u>	0.65%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 77,204.27	\$ 562,389.57			\$ 46,615.46	\$ 541,732.11	
Gifts and Lost Books Fees		0.00	50,000.00			0.00	0.00	
Investment Income		(10.14)	107,750.60			457.70	142,667.52	
Flexible Benefits Account Balance		0.00	0.00			0.00	0.00	
Sale of Surplus Equipment		16,401.26	16,401.26			11,122.79	16,593.79	
Insurance Reimbursements		0.00	0.00			0.00	118,056.54	
Miscellaneous		7,362.61	151,813.32			1,575.61	61,564.31	
Total Miscellaneous Revenue		<u>\$ 100,958.00</u>	<u>\$ 888,354.75</u>			<u>\$ 59,771.56</u>	<u>\$ 880,614.27</u>	
Total Revenue	<u>\$ 28,629,569.60</u>	<u>\$ 137,958.00</u>	<u>\$ 1,070,354.75</u>	3.74%	<u>\$ 28,028,102.00</u>	<u>\$ 98,771.56</u>	<u>\$ 1,063,614.27</u>	3.79%

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

October 31, 2012

	<u>BEGINNING OF MONTH</u>	<u>RECEIPTS</u>	<u>EXPEND.</u>	<u>ENDING BALANCE</u>
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 14,775.72	\$ 10,210.29	\$ 686.16	\$ 24,299.85
810 Prepaid Fees	(11,735.80)	0.00	5,966.21	(17,702.01)
815 Fines	37,680.83	50,551.45	38,410.55	49,821.73
820 Copy	42,256.82	11,047.05	1,071.68	52,232.19
Total Revolving Funds	\$ 82,977.57	\$ 71,808.79	\$ 46,134.60	\$ 108,651.76

GRANTS:	<u>GRANT AMOUNT</u>	<u>RECEIPTS TO DATE</u>	<u>EXPEND. TO DATE</u>	<u>ENDING BALANCE</u>
<u>Special Grants</u>				
860 10/LET/Special Grant	14,840.00	14,840.00	13,299.06	1,540.94
861 10/MWC/Florence Hughes Memorial	1,491.00	1,491.00	55.00	1,436.00
862 10/OCCF/Village	500.00	500.00	0.00	500.00
870 11/ODL/College Sweepstakes/DC	1,000.00	1,000.00	466.88	533.12
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
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
933 12/LET/Aviation	5,738.00	5,738.00	487.50	5,250.50
934 12/MWC/Garden Restoration	25,000.00	25,000.00	15,035.73	9,964.27
935 12/Conoco/MWC	1,000.00	1,000.00	0.00	1,000.00
936 12/Sonic/Books	25,000.00	25,000.00	25,000.00	0.00
944 09/LET/Gift Materials	33,563.00	33,563.00	33,355.05	207.95
949 13/Dollar General/Mother Goose	5,000.00	5,000.00	0.00	5,000.00
951 13/LET/WA Art	10,000.00	10,000.00	0.00	10,000.00
952 13/LET/Materials	13,315.00	13,315.00	0.00	13,315.00
954 13/OAC/Perpetual Motion Tour	3,600.00	0.00	3,600.00	(3,600.00)
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
986 12/LET/ReadFest	10,000.00	10,000.00	9,905.46	94.54
987 12/LET/Read Y'all	6,000.00	6,000.00	4,097.00	1,903.00
989 12/LET/NW Grand Opening	5,000.00	5,000.00	5,000.00	0.00
991 12/LET/Programs-Technology	4,536.00	4,536.00	4,536.00	0.00

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
911 12 Staff Recognition	\$ 11,000.00	\$ 11,385.94	\$ 10,901.26	\$ 484.68
916 12 Bench and Bike Rack	11,000.00	11,000.00	2,812.08	8,187.92
921 12 Children's Author Visit	10,392.00	10,392.00	5,856.72	4,535.28

Grants - Friends of MLS, Current Fiscal Year

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
945	13 Staff Recognition	11,000.00	11,239.02	2,798.61	8,440.41
946	13 Come Read with Me	60,181.00	60,181.00	3,339.64	56,841.36
947	13 Lee Brawner Scholarships	12,000.00	12,000.00	46.93	11,953.07
948	13 Summer at the Library	67,300.00	67,300.00	0.00	67,300.00
950	13 SO Grand Opening	2,000.00	2,000.00	1,409.61	590.39
953	13 Import-O-Matic	4,795.75	0.00	4,795.75	(4,795.75)
Total Grants					209,544.87
Total Special Funds					<u>\$ 318,196.63</u>

Metropolitan Library System
Statement of Encumbrances
Month of October 2012

FY-13

Personal Services

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
101	Salaries	1,016,942.84	4,057,511.66	28.12	14,431,382.00	10,373,870.34
102	Wages - Part-time	147,014.44	604,456.92	24.03	2,515,721.00	1,911,264.08
103	Payroll Taxes	84,671.86	340,605.46	28.17	1,209,170.00	868,564.54
109	Workers Comp Insurance	16,000.00	63,368.00	28.77	220,247.00	156,879.00
112	Group Insurance	216,620.92	869,871.53	30.21	2,879,887.00	2,010,015.47
113	Employees' Retirement	65,610.60	260,833.78	13.40	1,946,094.00	1,685,260.22
114	Unemployment Compensation	6,027.46	6,027.46	20.09	30,000.00	23,972.54
Total Personal Services		1,552,888.12	6,202,674.81	26.70	23,232,501.00	17,029,826.19

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	227,745.00	228,963.00	98.61	232,197.00	3,234.00
202	Liability/Life Insurance	.00	.00	.00	.00	.00
205	Rent of Library Buildings	7,431.25	23,875.01	25.18	94,800.00	70,924.99
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	32,609.80	130,019.20	24.81	524,000.00	393,980.80
208	Maintenance of Facilities	21,888.31	88,561.10	13.24	668,909.00	580,347.90
211	Parking & Transportation	10,556.48	46,460.90	26.31	176,600.00	130,139.10
212	Travel Expenses	7,361.73	15,809.31	14.14	111,826.00	96,016.69
213	Professional Services	30,688.58	75,631.38	22.94	329,651.00	254,019.62
214	Security Services	31,632.77	123,386.18	21.87	564,110.00	440,723.82
216	Telephone Services	10,143.22	59,390.18	18.20	326,363.00	266,972.82
217	Electrical Services	39,927.62	239,672.61	35.42	676,709.00	437,036.39
218	Gas Services	1,564.72	5,270.23	6.78	77,734.00	72,463.77
219	Water & Garbage Services	8,852.07	35,895.97	42.73	84,008.00	48,112.03
220	Veolia Energy Services	22,846.73	97,304.46	49.16	197,939.00	100,634.54
226	Memberships	1,808.50	10,959.50	43.15	25,399.00	14,439.50
230	Other Library-Related Services	15,865.35	61,540.09	16.19	380,091.00	318,550.91
231	Automation Contractual	29,872.65	76,136.02	18.43	413,007.00	336,870.98
236	Network Catalog Services	6,796.56	27,577.40	33.63	82,000.00	54,422.60
Total Contractual Services		507,591.34	1,346,452.54	27.12	4,965,343.00	3,618,890.46

Metropolitan Library System
Statement of Encumbrances
Month of October 2012

FY-13

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	7,102.46	34,589.56	15.41	224,450.00	189,860.44
302	Postage	20,368.99	85,337.26	29.65	287,850.00	202,512.74
303	Supplies	33,638.25	124,812.89	25.00	499,202.00	374,389.11
310	Maintenance Supplies	1,909.34	10,696.98	14.46	74,000.00	63,303.02
312	Safety Supplies & Equipment	86.71	986.71	23.49	4,200.00	3,213.29
321	Gasoline & Oil	4,500.46	17,284.31	33.24	52,000.00	34,715.69
322	Vehicle Parts & Repairs	198.47	8,625.30	26.95	32,000.00	23,374.70
330	Programming Activities	38,344.01	103,057.11	29.16	353,470.00	250,412.89
331	Other Commodities	182.38	5,998.16	13.43	44,650.00	38,651.84
Total Commodities		106,331.07	391,388.28	24.90	1,571,822.00	1,180,433.72

Capital Outlays

401	Books & Materials	475,411.61	1,111,345.35	20.20	5,502,560.00	4,391,214.65
404	Governmental Documents	.00	.00	.00	6,700.00	6,700.00
405	Book Repairs & Bindings	.00	.00	.00	1,900.00	1,900.00
407	Periodicals & Subscriptions	2,079.00	32,445.31	17.87	181,600.00	149,154.69
408	Furniture, Fixture, & Equip	43,828.53	59,400.34	17.66	336,342.00	276,941.66
409	Motor Vehicles	.00	.00	.00	60,000.00	60,000.00
410	Automation System & Equipment	.00	230,512.90	25.90	890,000.00	659,487.10
450	Capital Projects	37,703.82	108,286.70	1.86	5,828,633.00	5,720,346.30
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		559,022.96	1,541,990.60	12.04	12,807,735.00	11,265,744.40
Total Budget		2,725,833.49	9,482,506.23	22.27	42,577,401.00	33,094,894.77

Monthly Journal Entries -- October 2012

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Tax revenues</u>				
57	1001	Cash	\$ 77,204.27	
	3601	Prior year Tax		\$ 77,204.27
		Ad Valorem Tax apportioned by County for 9/17 to 9/28		
<u>Miscellaneous</u>				
58	1001	Cash	\$ 7,362.61	
	3605	Mic. Reimbursements		\$ 7,362.61
		ins-Courts 314.13 name badge 3.00		
		ins-J Johnson 1,337.20 Abibow 15.94		
		LET - personnel 2,475.00 Eastman Park 552.51		
		LET - postage 6.50 OLA lunches 132.63		
		Southwest Paper 120.00 Friends 1,905.70		
		café rent 500.00		
		total	7,362.61	
59	1001	Cash	\$ 16,401.26	
	3606	Surplus sales		\$ 16,401.26
		Surplus sale proceeds		
<u>Fines</u>				
60	1001	Cash	\$ 37,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 37,000.00
		Fines transferred from Special Funds in October		
<u>Payable entries</u>				
61	3001	Current Year Reserv. for Appropriations.	\$ 2,727,551.51	
	3011	Current Year P.O. Outstanding		\$ 2,727,551.51
	3002	Prior Year Reserv. for Appropriations.	\$ 15,327.90	
	3012	Prior Year P.O. Outstanding		\$ 15,327.90
		Purchase orders issued in October		
62	3011	Current Year P.O. Outstanding	\$ 2,656,881.77	
	3012	Prior Year P.O. Outstanding	\$ 116,620.60	
	3021	Warrants Outstanding		\$ 2,773,502.37
		Checks issued in October		
63	3021	Current Year Warrants Outstanding	\$ 3,251,241.49	
	1001	Cash		\$ 3,251,241.49
		Checks cleared Bank in October		

Bank interest and fees

64	1001	Cash		\$	10.14
	3602	Bank Fees	\$	499.96	
	3602	Interest Income		\$	489.82
		Interest and fees from GF checking account			
65	8000	Special Fund Cash		\$	201.56
	8815	Bank Fees	\$	254.55	
	8815	Interest Income		\$	52.99
		Interest and fees from SF checking account			

Special funds

66	8000	Special Fund Cash	\$	64,502.87	
	8815	Fines		\$	31,479.09
	8820	Copy		\$	11,047.05
	8805	Gift/Lost Books		\$	10,210.29
	8810	Prepaid Fees	\$	5,966.21	
	8936		\$	77.00	
	8937			\$	1,492.72
	8945		\$	1,701.74	
	8815	Credit card receipts		\$	19,019.37
	8815	Credit card expenses	\$	1,000.70	
		Revenues of special funds received in October			
67	8000	Special Fund Cash		\$	57,326.87
	8815	Fines	\$	37,155.30	
	8820	Copy	\$	1,071.68	
	8805	Gift/Lost Books	\$	686.16	
	8911		\$	241.87	
	8934		\$	2,097.50	
	8950		\$	859.61	
	8953		\$	4,795.75	
	8916		\$	165.74	
	8921		\$	682.46	
	8933		\$	487.50	
	8954		\$	3,600.00	
	8989		\$	947.30	
	8991		\$	4,536.00	
		Expenditures of special funds paid in October			

Corrections, adjustments, and miscellaneous

68	1102	Warrants outstanding	\$	355,409.99	
	3021	Warrants outstanding		\$	355,409.99
	3001	Reserve for appropriation		\$	1,737.81
	3605		\$	1,737.81	
		To record prepaid payroll deposit and prior year check adjustments			
		Grand Total		<u>\$ 9,394,069.11</u>	<u>\$ 9,394,069.11</u>

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-01216	Grainger	Maintenance of Facilities	113.50	113.50
G-01217	O G & E	Electric Services	359.54	359.54
G-01218	Oklahoma Natural Gas Co.	Gas Services	119.03	
		Gas Services	127.16	246.19
G-01219	City of Oklahoma City	Water & Garbage Services	37.21	
		Water & Garbage	148.84	
		Water & Garbage Services	71.88	257.93
G-01220	Brodart Co.	Furniture	244.80	244.80
G-01221	Locke Supply Co.	Maintenance of Facilities	24.75	
		Maintenance of Facilities	21.26	46.01
G-01222	Emsco Electric Supply	Maintenance of Facilities	286.01	286.01
G-01223	Gaylord Bros.	Supplies	52.07	
		Supplies	58.52	110.59
G-01224	Jessica Morris	Transportation	22.57	22.57
G-01225	Journal Record Publishing	Legal Advertising	116.20	116.20
G-01226	Gale Group	Materials	2,796.56	2,796.56
G-01227	Robert L. Hampton, Jr.-Charter	Maintenance of Facilities	450.00	450.00
G-01228	Anne G. Fischer	Transportation	98.51	98.51
G-01229	Independent Stationers	Supplies	9.96	9.96
G-01230	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-01231	Library Video Co.	Materials	618.90	618.90
G-01232	Full Circle Bookstore	Programming Activities	116.33	
		Materials	38.38	154.71
G-01233	Nancy Lytle	Parking	108.38	108.38
G-01234	Great American Glass & Tinting	Capital Projects	200.00	
		Maintenance of Facilities	323.25	523.25
G-01235	INTEGRIS Corporate Assistance	Group Insurance	998.00	998.00
G-01236	Diane Sarantakos	Memberships	109.00	
		Transportation	203.07	312.07
G-01237	Blackstone Audio Books	Materials	456.00	456.00
G-01238	Random House, Inc	Materials	890.00	890.00
G-01239	Scott's Printing & Copying	Printing/Printing Supply	3,500.11	3,500.11
G-01240	Brilliance Corporation	Materials	544.25	544.25
G-01241	Filtration Services Group, LLC	Maintenance of Facilities	299.52	
		Maintenance of Facilities	90.48	390.00
G-01242	Ingram Library Service	Materials	53.27	53.27
G-01243	Julie Ballou	Programming Activities	96.36	96.36
G-01244	Candace McDaniel	Capital Projects	180.33	
		Transportation	53.89	234.22
G-01245	Audio Editions	Materials	551.46	551.46
G-01246	OverDrive, Inc.	Materials	10,580.48	10,580.48
G-01247	Findaway World, LLC	Materials	2,414.98	2,414.98
G-01248	Tera McAmis	Transportation	11.77	11.77
G-01249	Victoria Dixon	Parking	108.38	108.38
G-01250	Capstone	Materials	7,763.16	7,763.16
G-01251	AV Cafe Inc	Materials	4,106.26	4,106.26
G-01252	Ingram Library Service	Materials	258.51	258.51
G-01253	Melody A. Kellogg	Transportation	21.65	21.65
G-01254	Town of Luther	Water & Garbage Services	45.28	45.28
G-01255	Vernon Library Supply	Equipment	728.72	728.72
G-01256	Center Point Large Print	Materials	71.88	71.88
G-01257	Landon Holman	Transportation	54.39	54.39

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-01258	J & B Graphics	Maintenance of Facilities	2,950.00	2,950.00
G-01259	Evans Hardware	Maintenance of Facilities	17.53	
		Maintenance of Facilities	17.27	34.80
G-01260	Batteries Sooner LLC	Maintenance of Facilities	202.22	202.22
G-01261	Displays 2 Go	Supplies	86.08	86.08
G-01262	Southwest Paper - OKC	Supplies	2,592.00	2,592.00
G-01263	OPUBCO Communications Group	Legal Notice	53.45	53.45
G-01264	Contractors Supply Co.	Maintenance of Facilities	54.09	54.09
G-01265	AudioGo	Materials	109.11	109.11
G-01266	4 Imprint	Library-related services	2,858.15	2,858.15
G-01267	City of Harrah	Water & Garbage Services	73.88	73.88
G-01268	Amazon/GE Money Bank	Programming Supplies	61.34	
		Supplies	43.91	105.25
G-01269	Crowe & Dunlevy	Professional Services	399.00	399.00
G-01270	John Wood	Transportation	60.33	60.33
G-01271	OL Service Professionals Inc	Capital Projects	707.40	707.40
G-01272	City of Choctaw	Water & Garbage Services	392.46	392.46
G-01273	Andrew N. Soliven	Parking	108.38	108.38
G-01274	Devin McGhee	Memberships	70.00	70.00
G-01275	Southern Hardlines, Inc.	Maintenance of Facilities	7.99	7.99
G-01276	James Reynolds	Programming Activities	54.00	54.00
G-01277	Baker & Taylor Entertainment	Materials	2,151.38	
		Materials	4,295.28	
		Materials	107.90	6,554.56
G-01278	Kimberly A Terry	Library-related Services	120.23	120.23
G-01279	Postage Clearing 134-731500	Postage	159.54	159.54
G-01280	Jason Young	Professional Services	2,500.00	2,500.00
G-01281	Perpetual Motion/Modern Dance	Programming Activities	5,000.00	5,000.00
G-01282	The Great Courses	Materials	50.00	50.00
G-01283	Barbara A. Johnson	Transportation	16.03	16.03
G-01284	Cintas Corporation 064	Maintenance of Facilities	472.36	472.36
G-01285	Downtown Tire & Auto Svc, Inc.	Gasoline & Oil	65.90	
		Vehicle Parts & Repairs	316.09	381.99
G-01286	CMP Corporation	Maintenance of Facilities	472.75	472.75
G-01287	Faith Centered Resources	Materials	205.81	205.81
G-01288	Baker & Taylor Books	Materials	3,649.80	
		Materials	3,623.62	
		Materials	2,674.85	
		Materials	5,641.07	
		Materials	4,433.64	
		Materials	8,236.95	
		Materials	7,332.55	
		Materials	7,084.16	
		Materials	338.22	43,014.86
G-01289	Baker & Taylor Books	Materials	1,357.80	
		Materials	1,879.96	
		Materials	8,452.25	
		Materials	5,957.94	
		Materials	4,270.74	21,918.69
G-01290	Baker & Taylor Books	Materials	1,385.25	1,385.25
G-01291	Cheryl Coleman	Transportation	41.63	41.63
G-01292	Baker & Taylor Entertainment	Materials	1,589.96	1,589.96

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Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-01293	Provantage	Other Library Related Svc	796.08	796.08
G-01294	Mackin	Materials	1,318.17	1,318.17
G-01295	Chris Kennedy	Transportation	14.99	14.99
G-01296	Matthew Maggiacomo	Programming Activities	500.00	500.00
G-01297	Bank of Oklahoma	Payroll Transmittal-Chks	32,322.64	
		Payroll Transmittal-Chks	15,241.79	
		Payroll Transmittal-Chks	110.00	47,674.43
G-01298	Bank of Oklahoma	Federal Withholding Tax	53,425.85	
		Federal Withholding Tax	4,451.00	57,876.85
G-01299	Oklahoma Tax Commission	State Withholding Tax	15,764.00	
		State Withholding Tax	905.00	16,669.00
G-01300	Mun. Employees Credit Union	Employee Cr Union Deducts	11,277.51	
		Employee Cr Union Deducts	87.50	11,365.01
G-01301	United Way of Central Oklahoma	Employee Deductions	585.81	
		Employee Deductions	20.50	606.31
G-01302	Clerk, U.S. District	Employee Deductions	80.32	
		Employee Deductions	80.32	
		Employee Deductions	80.32	240.96
G-01303	Mutual Assurance	Employee Deductions	172.50	172.50
G-01304	Bank of America	Payroll Transmittal-DDep	297,874.18	
		Payroll Transmittal-DDep	48,447.28	
		Payroll Transmittal-DDep	1,100.00	347,421.46
G-01305	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-01306	Nationwide Retirement Solution	Employee Deductions	6,724.44	6,724.44
G-01307	Transamerica Life Insurance Co	Employee Deductions	315.39	315.39
G-01308	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,031.63	4,031.63
G-01309	Bank of Oklahoma	Employee Flexplan Deposit	32,767.66	32,767.66
G-01310	Bank of Oklahoma	Employee Soc/Sec Deposits	19,552.15	
		Employee Soc/Sec Deposits	3,078.33	
		Employee Medicare Deposit	6,851.10	
		Employee Medicare Deposit	1,062.82	
		Employer Soc/Sec Deposits	33,407.08	
		Employer Medicare Deposit	7,913.81	71,865.29
G-01311	MassMutual Financial Group	Employee Contrib -- DC PI	18,075.67	
		Employer Contrib -- DC PI	32,547.81	50,623.48
G-01312	Pioneer Credit Recovery	Employee Deductions	158.52	158.52
G-01313	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-01314	Randall S. Fudge	Employee Deductions	153.85	153.85
G-01315	Administrative Services	Employee Deductions	1,450.21	1,450.21
G-01316	UNUM Life Insurance	Employee Deductions	1,292.30	
		Employee Deductions	37.30	1,329.60
G-01317	UNUM Life Insurance	Grp L-T Disab Ins Prem	6,487.74	6,487.74
G-01318	Mutual Assurance	Grp Life AD&D Ins Prem-Oct	48,181.28	48,181.28
G-01319	Vision Service Plan of	Grp Vision Ins Prem-Oct.	2,716.33	2,716.33
G-01320	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Oct	155,452.17	155,452.17
G-01321	UNUM Life Insurance	Grp LTC Ins Prem-Sept.	1,575.40	1,575.40
G-01322	Metropolitan Library System	Professional Services	57.00	
		Automation Contractual	29.75	
		Supplies	111.04	
		Supplies	56.60	
		Programming Activities	75.29	
		Programming Activities	110.94	

** Continued **

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-01322	Metropolitan Library System	Programming Activities	38.57	
		Programming Activities	17.25	
		Other Commodities	20.36	516.80
G-01323	O G & E	Electrical Services	3,232.97	3,232.97
G-01324	Oklahoma Natural Gas Co.	Gas Services	35.10	35.10
G-01325	Southwestern Stationers, Inc.	Printing/Printing Supply	639.00	639.00
G-01326	Locke Supply Co.	Maintenance of Facilities	173.92	
		Maintenance of Facilities	27.45	
		Maintenance of Facilities	13.89	
		Maintenance of Facilities	9.57	
		Maintenance of Facilities	531.84	756.67
G-01327	The University of Oklahoma	Printing/Printing Supply	4,317.77	4,317.77
G-01328	Oklahoma Library Association	Professional Services	60.00	60.00
G-01329	J. Siobhan Morava	Transportation	29.97	29.97
G-01330	Charles S. Isaacs	Telephone Services	35.00	
		Transportation	14.15	49.15
G-01331	Taryn Kingery	Transportation	20.76	20.76
G-01332	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-01333	Upstart	Supplies	76.00	76.00
G-01334	United Refrigeration, Inc.	Maintenance of Facilities	432.51	432.51
G-01335	Elizabeth Kessler	Transportation	5.55	5.55
G-01336	Janet Brooks	Transportation	42.33	42.33
G-01337	Debbie Langston	Programming Activities	60.00	60.00
G-01338	OHC of the Southwest, P.A.	Professional Services	83.00	83.00
G-01339	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-01340	A T & T Mobility	Telephone Services	86.91	86.91
G-01341	Scott's Printing & Copying	Programming Activities	128.60	
		Printing/Printing Supply	792.67	921.27
G-01342	Hobby Lobby	Programming Activities	27.71	27.71
G-01343	Phyllis Davidson	Transportation	20.39	20.39
G-01344	Larry G. Johnson	Parking	108.38	108.38
G-01345	Neopost, Inc.	Maintenance of Facilities	225.00	225.00
G-01346	Fuelman	Gasoline & Oil	4,500.46	
		Vehicle Parts & Repairs	123.48	4,623.94
G-01347	Kay L. Bauman	Parking	108.38	108.38
G-01348	Angela Thornton	Transportation	14.91	14.91
G-01349	Batteries Sooner LLC	Maintenance of Facilities	77.45	
		Maintenance of Facilities	42.25	
		Maintenance of Facilities	84.50	204.20
G-01350	Natasha Corso	Programming Activities	400.00	400.00
G-01351	Jerry's Contracting	Maintenance of Facilities	250.00	250.00
G-01352	Mailing Services -134730000	Printing/Printing Supply	27.17	27.17
G-01353	Ruby Soutiere	Transportation	19.85	19.85
G-01354	Kelley Riha	Transportation	199.97	
		Memberships	70.00	269.97
G-01355	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-01356	Amazon/GE Money Bank	Supplies	239.89	239.89
G-01357	United Parcel Service	Postage	698.62	698.62
G-01358	C. L. Frates & Co.	Bldg, Property & Auto Ins	218,199.00	
		Bldg, Property & Auto Ins	9,546.00	227,745.00
G-01359	Office Depot Credit Plan	Supplies	54.96	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-01359	Office Depot Credit Plan	Supplies	34.99
		Equipment	69.99
		Supplies	34.94
G-01360	YP	Library-related Services	940.80
G-01361	Cheryl Pernell	Parking	108.38
G-01362	AccuZip, Inc.	Automation Contractual	599.00
G-01363	Walmart Community/GEMB	Programming Activities	57.32
G-01364	Absolute Debris Services, Inc.	Capital Projects	2,100.00
G-01365	John L. Hilbert	Programming Activities	131.02
		Programming Activities	41.72
		Programming Activities	105.84
		Programming Activities	26.93
G-01366	Imagination Promotional Group	Programming Activities	264.32
G-01367	Allied Waste Services #060	Garbage Service	1,318.81
		Garbage Services	84.61
G-01368	Pamela Buchanan	Telephone Services	35.00
		Transportation	26.92
G-01369	Star Lighting	Maintenance of Facilities	924.16
G-01370	John Utley	Telephone Services	35.00
		Transportation	38.85
G-01371	Melissa Weathers	Transportation	16.64
G-01372	Oklahoma City Police Dept.	Maintenance of Facilities	195.00
G-01373	Janeal Walker	Transportation	20.09
G-01374	Securitas Security USA, Inc.	Security Services	7,548.31
		Security Services	7,092.59
		Security Services	465.36
G-01375	Juggle Whatever	Programming Activities	200.00
G-01376	R. Justin Herwig	Transportation	92.96
G-01377	Sheldon Beach	Travel Expenses	191.00
		Parking	108.38
G-01378	Kathy C. Brown	Programming Activities	43.75
G-01379	O G & E	Electrical Services	1,595.42
G-01380	Oklahoma Natural Gas Co.	Gas Services	83.23
G-01381	City of Oklahoma City	Water & Garbage Services	21.51
		Water & Garbage Services	685.73
		Water & Garbage Services	472.16
G-01382	City of the Village	Water & Garbage Services	91.41
G-01383	Emsco Electric Supply	Maintenance of Facilities	150.90
G-01384	Gale Research	Materials	2,084.34
G-01385	The University of Oklahoma	Printing/Printing Supply	8.01
G-01386	Baker & Taylor Books	Materials	4,321.23
G-01387	American Express	Supplies	436.68
		Furniture	139.00
		Professional Services	175.00
		Professional Services	333.00
		Travel	301.20
		Maint. Supplies	68.52
		Programming	74.00
		Programming	34.74
		Programming	117.20
		Supplies	394.39
	** Continued **		

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-01387	American Express	Programming	207.19	
		Automation Contractual	149.00	
		Automation Contractual	69.95	2,499.87
G-01388	Taryn Kingery	Programming Activities	64.79	64.79
G-01389	The Penworthy Co.	Materials	1,719.48	1,719.48
G-01390	Gale Group	Materials	3,615.65	3,615.65
G-01391	Live Oak Media	Materials	778.70	778.70
G-01392	Anne G. Fischer	Telephone Services	50.00	50.00
G-01393	Independent Stationers	Supplies	129.08	129.08
G-01394	Commercial Concepts, Inc.	Automation Contractual	675.80	675.80
G-01395	Shawver & Son	Maintenance of Facilities	1,187.03	1,187.03
G-01396	AT&T	Telephone Services	1,210.35	1,210.35
G-01397	Scott's Printing & Copying	Printing/Printing Supply	471.48	471.48
G-01398	Filtration Services Group, LLC	Maintenance of Facilities	40.68	
		Maintenance of Facilities	90.48	131.16
G-01399	Ingram Library Service	Materials	2,991.41	2,991.41
G-01400	Audio Editions	Materials	599.83	599.83
G-01401	OverDrive, Inc.	Materials	5,517.57	5,517.57
G-01402	Findaway World, LLC	Materials	29,307.41	29,307.41
G-01403	Ingram Library Service	Materials	1,228.08	1,228.08
G-01404	Evans Hardware	Maintenance of Facilities	13.90	13.90
G-01405	Westlake Hardware	Maintenance of Facilities	11.48	11.48
G-01406	Sandra Harris Burden	Programming Activities	300.00	300.00
G-01407	AudioGo	Materials	545.58	545.58
G-01408	Novalco, Inc	Maintenance of Facilities	222.00	222.00
G-01409	Andrea Emmons	Programming Activities	93.60	93.60
G-01410	Florencia M Briglie	Programming Activities	100.00	100.00
G-01411	Oklahoma Press Service	Library-related Services	141.20	141.20
G-01412	Baker & Taylor Books	Materials	4,528.06	4,528.06
G-01413	Baker & Taylor Entertainment	Materials	3,013.62	
		Materials	5,245.12	8,258.74
G-01414	Walmart Community/GEMB	Programming Activities	125.62	125.62
G-01415	Imagenation Promotional Group	Library-related Services	233.79	233.79
G-01416	The Great Courses	Materials	140.00	140.00
G-01417	Christian Book Distributors	Books & Materials	99.84	99.84
G-01418	Baker & Taylor Books	Materials	1,766.32	
		Materials	714.01	
		Materials	2,917.39	
		Materials	4,836.93	
		Materials	6,330.10	16,564.75
G-01419	Baker & Taylor Books	Materials	2,470.25	
		Materials	4,276.34	
		Materials	3,520.70	
		Materials	16.62	10,283.91
G-01420	Baker & Taylor Books	Materials	686.02	686.02
G-01421	Maria Watkins	Transportation	12.77	12.77
G-01422	McBride Clinic, Inc.	Professional Services	74.00	74.00
G-01423	Baker & Taylor Entertainment	Materials	1,197.23	1,197.23
G-01424	Mackin	Materials	825.66	825.66
G-01425	Tyler Outdoor Advertising, LLC	Library-related Services	3,510.00	3,510.00
G-01426	Polina M. Ezhkova Varner	Programming Activities	150.00	150.00

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G-01427	Metropolitan Library System	Programming Activities	66.00	66.00
G-01428	O G & E	Electrical Services	7,636.77	
		Electrical Services	2,674.27	
		Electrical Services	159.91	10,470.95
G-01429	Oklahoma Natural Gas Co.	Gas Services	31.84	31.84
G-01430	City of Oklahoma City	Water & Garbage Services	979.58	
		Water & Garbage Services	1,247.53	2,227.11
G-01431	Brodart Co.	Supplies	15.99	15.99
G-01432	Demco	Furniture	672.00	
		Supplies	101.75	
		Furniture	301.70	
		Supplies	17.33	1,092.78
G-01433	Journal Record Publishing Co.	Periodicals & Subscript.	756.00	
		Periodicals & Subscript.	756.00	
		Periodicals & Subscript.	189.00	
		Periodicals/Subscriptions	378.00	2,079.00
G-01434	Hewlett-Packard Co.	Automation Contractual	7,107.10	7,107.10
G-01435	AT&T	Telephone Services	683.16	
		Telephone Services	891.10	
		Telephone Services	733.88	2,308.14
G-01436	City of Edmond	Electrical Services	3,757.86	3,757.86
G-01437	Standard Printing Co., Inc.	Supplies	868.50	868.50
G-01438	Oklahoma Library Association	Professional Services	120.00	120.00
G-01439	Donna Morris	Telephone Services	50.00	50.00
G-01440	Central Oklahoma Winnelson	Maintenance of Facilities	815.64	815.64
G-01441	Upstart	Supplies	53.46	53.46
G-01442	Tyler Broadcasting Corporation	Library-Related Services	2,426.00	2,426.00
G-01443	Recorded Books, LLC	Materials	2,178.00	2,178.00
G-01444	Oklahoma Employment	Unemployment Compensation	6,027.46	6,027.46
G-01445	Rowman & Littlefield Pub. Co.	Materials	1,555.50	1,555.50
G-01446	City Bites	Programming Activities	40.00	40.00
G-01447	Gale Group	Materials	287.92	287.92
G-01448	Reliance Label Solutions, Inc	Supplies	5,909.40	5,909.40
G-01449	Council for Community	Materials	1,050.00	1,050.00
G-01450	Anne M. LaPuzza	Security Services	225.00	225.00
G-01451	Independent Stationers	Supplies	4.02	4.02
G-01452	Linda Hyams	Telephone Services	35.00	35.00
G-01453	Blackstone Audio Books	Materials	989.50	989.50
G-01454	Random House, Inc	Materials	1,239.75	1,239.75
G-01455	Scott's Printing & Copying	Printing/Printing Supply	186.89	186.89
G-01456	OCLC, Inc.	Network Catalog Services	3,973.56	3,973.56
G-01457	Gateway Films/Vision Video	Materials	1,267.19	1,267.19
G-01458	RSPT LLC	Materials	86.98	86.98
G-01459	Ingram Library Service	Materials	20.93	20.93
G-01460	Julie Ballou	Transportation	88.25	88.25
G-01461	Information Today, Inc.	Materials	1,472.75	1,472.75
G-01462	Audio Editions	Materials	874.62	874.62
G-01463	Lakeshore Learning Materials	Programming Activities	135.57	135.57
G-01464	OverDrive, Inc.	Materials	7,746.11	7,746.11
G-01465	Lynda G. Bahr	Telephone Services	35.00	
		Telephone Services	35.00	
		Telephone Services	35.00	105.00

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G-01466	Findaway World, LLC	Materials	4,866.48	4,866.48
G-01467	Ginger Waldrip	Programming Activities	200.00	200.00
G-01468	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	96.50	96.50
G-01469	AV Cafe Inc	Materials	70.38	70.38
G-01470	Ingram Library Service	Materials	458.74	458.74
G-01471	Jonathan W. LaPuzza	Security Services	150.00	150.00
G-01472	Jana Hausburg	Transportation	27.64	
		Memberships	70.00	97.64
G-01473	Center Point Large Print	Materials	1,281.54	1,281.54
G-01474	Angela Thornton	Programming Activities	182.29	182.29
G-01475	Jimmy Welch	Telephone Services	50.00	50.00
G-01476	Evans Hardware	Maintenance of Facilities	13.27	13.27
G-01477	John Mark Dawson	Security Services	150.00	150.00
G-01478	Joseph D Slack	Capital Projects	9,000.00	9,000.00
G-01479	Heidi A. Port	Supplies	14.09	
		Transportation	29.42	43.51
G-01480	OPUBCO Communications Group	Legal Adv. Retail Sale	84.25	84.25
G-01481	Bank of America	Library-related services	221.44	221.44
G-01482	Contractors Supply Co.	Maintenance of Facilities	17.61	17.61
G-01483	City of Edmond	Water & Garbage Services	971.16	971.16
G-01484	Sally Gray	Programming Activities	62.53	62.53
G-01485	First Advantage	Professional Services	30.00	30.00
G-01486	United Parcel Service	Postage	467.71	467.71
G-01487	James Reynolds	Programming Activities	78.75	78.75
G-01488	Baker & Taylor Books	Materials	636.47	636.47
G-01489	Cox Communications, Inc.	Telephone Services	2,764.00	
		Telephone Services	1,823.95	4,587.95
G-01490	Baker & Taylor Entertainment	Materials	1,343.18	
		Materials	6,418.16	
		Materials	461.58	8,222.92
G-01491	Daniel Fields	Programming Activities	61.96	
		Programming Activities	163.25	225.21
G-01492	Walmart Community/GEMB	Programming Activities	229.79	
		Programming Activities	95.74	
		Programming Activities	125.93	
		Supplies	77.76	529.22
G-01493	MetroFamily Magazine	Library-related services	1,449.00	1,449.00
G-01494	Kimberly A Terry	Telephone Services	50.00	
		Telephone Services	50.00	
		Telephone Services	50.00	
		Travel Expenses	214.20	
		Transportation	153.51	517.71
G-01495	O-matic Software LLC	Automation Contractual	1,164.98	1,164.98
G-01496	Shae Mitine	Memberships	27.50	27.50
G-01497	Imagenation Promotional Group	Library-related Services	328.97	328.97
G-01498	O'Reilly Automotive Stores,	Vehicle Parts & Repairs	12.99	12.99
G-01499	Donna Morris	Transportation	450.00	450.00
G-01500	Darrie Breathwit	Programming Activities	75.10	
		Programming Activities	68.72	
		Programming Activities	82.27	226.09
G-01501	Marquis Who's Who	Materials	1,569.00	1,569.00
G-01502	Timothy Reid Miller	Programming Activities	50.00	50.00

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G-01503	Cox Communications, Inc.	Telephone Services	1,014.76	1,014.76
G-01504	Baker & Taylor Books	Materials	2,053.71	
		Materials	1,724.25	
		Materials	1,189.65	
		Materials	1,281.20	
		Materials	6,610.32	
		Materials	4,378.12	
		Materials	1,788.05	
		Materials	2,623.10	21,648.40
G-01505	Baker & Taylor Books	Materials	1,081.83	
		Materials	3,705.77	
		Materials	3,753.93	8,541.53
G-01506	Baker & Taylor Books	Materials	2,305.99	2,305.99
G-01507	Chase Card Services	Books & Materials	170.03	170.03
G-01508	Juggle Whatever	Programming Activities	125.00	125.00
G-01509	Kone Inc	Maintenance of Facilities	865.00	865.00
G-01510	Sabre Technologies	Supplies	7,025.00	7,025.00
G-01511	Lisa Bradley	Memberships	70.00	70.00
G-01512	Baker & Taylor Entertainment	Materials	1,192.50	1,192.50
G-01513	Mackin	Materials	989.52	989.52
G-01514	Savannah Mitchell	Programming Activities	150.00	150.00
G-01515	Mary J. Sholly	Transportation	101.01	101.01
G-01516	Lindsay Jones Egle	Transportation	28.08	28.08
G-01517	Shoplet	Supplies	90.58	90.58
G-01518	Metropolitan Library System	Professional Services	57.00	
		Supplies	82.11	
		Supplies	64.24	
		Programming Activities	87.13	
		Programming Activities	114.67	
		Programming Activities	123.24	
		Programming Activities	39.99	
		Other Commodities	108.61	676.99
G-01519	O G & E	Electrical Services	3,429.26	3,429.26
G-01520	Oklahoma Natural Gas Co.	Gas Services	140.46	140.46
G-01521	City of Bethany	Water & Garbage Services	121.41	121.41
G-01522	City of Oklahoma City	Water & Garbage Services	176.98	176.98
G-01523	Brodart Co.	Supplies	6,775.00	6,775.00
G-01524	Locke Supply Co.	Maintenance of Facilities	21.30	
		Maintenance of Facilities	11.87	
		Maintenance of Facilities	7.16	40.33
G-01525	Forest Building Materials	Maintenance of Facilities	4.38	4.38
G-01526	Demco	Supplies	81.58	
		Furniture	1,043.38	1,124.96
G-01527	Oklahoma Library Association	Supplies	45.00	45.00
G-01528	Susie Beasley	Memberships	70.00	70.00
G-01529	ALA Order Fulfillment	Supplies	61.95	61.95
G-01530	Staples Advantage	Supplies	69.04	69.04
G-01531	Independent Stationers	Supplies	46.51	
		Supplies	25.18	71.69
G-01532	Full Circle Bookstore	Programming Activities	57.60	
		Programming Activities	179.88	237.48
G-01533	OHC of the Southwest, P.A.	Professional Services	83.00	83.00

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Number	Vendor/Payee	Purpose		Amount
G-01534	USA Mobility Wireless, Inc	Telephone Services	95.18	95.18
G-01535	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-01536	Filtration Services Group, LLC	Maintenance of Facilities	50.78	50.78
G-01537	Employment Technologies Corp	Professional Services	450.00	450.00
G-01538	Tera McAmis	Transportation	35.91	35.91
G-01539	Meghan Attalla	Memberships	70.00	70.00
G-01540	Robyn Lewis	Programming Activities	100.00	100.00
G-01541	Anita Roesler	Transportation	90.41	90.41
G-01542	Debbie Robertus	Memberships	70.00	70.00
G-01543	Quill Corporation	Other Library Related Svc	226.45	226.45
G-01544	Westlake Hardware	Maintenance of Facilities	37.45	37.45
G-01545	Chase Card Services	Library-related Services	200.00	
		Supplies	64.83	
		Capital Projects	99.99	
		Capital Projects	396.64	
		Professional Services	243.00	
		Other Commodities	107.63	
		Supplies	54.69	
		Maintenance of Facilities	62.63	
		Postage	91.75	
		Automation	684.95	
		Other Library Related Svc	404.00	
		Postage	227.75	
		Other Library Related Svc	447.97	
		Professional Services	333.00	
		Automation	494.00	
		Programming	36.75	
		Travel Expenses	486.21	
		Supplies	61.63	
		Library-Related Services	100.00	
		Programming Activities	30.04	
		Other Library Related Svc	100.00	4,727.46
G-01546	Carol L. Roberts	Transportation	18.87	18.87
G-01547	Amazon/GE Money Bank	Supplies	8.73	8.73
G-01548	John Wood	Telephone Services	50.00	50.00
G-01549	Andrew N. Soliven	Transportation	33.97	33.97
G-01550	Office Depot Credit Plan	Supplies	124.96	124.96
G-01551	Rose Rock Development Inc	Maintenance of Facilities	475.00	475.00
G-01552	Walmart Community/GEMB	Programming Activities	38.45	
		Programming Activities	12.00	
		Supplies	164.91	
		Programming Activities	170.37	385.73
G-01553	University of Oklahoma	Professional Services	525.00	525.00
G-01554	CareerTrack	Professional Services	149.00	149.00
G-01555	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-01556	Securitas Security USA, Inc.	Security Services	7,243.90	
		Security Services	698.04	7,941.94
G-01557	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-01558	Provantage	Automation	173.04	173.04
G-01559	Bank of Oklahoma	Payroll Transmittal-Chks	35,426.20	
		Payroll Transmittal-Chks	16,033.35	51,459.55
G-01560	Bank of Oklahoma	Federal Withholding Tax	57,763.85	
	** Continued **			

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G-01560	Bank of Oklahoma	Federal Withholding Tax	4,586.00	62,349.85
G-01561	Oklahoma Tax Commission	State Withholding Tax	16,981.00	
		State Withholding Tax	966.00	17,947.00
G-01562	Mun. Employees Credit Union	Employee Cr Union Deducts	11,277.51	
		Employee Cr Union Deducts	87.50	11,365.01
G-01563	United Way of Central Oklahoma	Employee Deductions	585.81	
		Employee Deductions	20.50	606.31
G-01564	Clerk, U.S. District	Employee Deductions	78.60	
		Employee Deductions	78.60	
		Employee Deductions	78.60	235.80
G-01565	Bank of America	Payroll Transmittal-DDep	316,204.98	
		Payroll Transmittal-DDep	47,861.69	364,066.67
G-01566	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-01567	Nationwide Retirement Solution	Employee Deductions	6,724.44	6,724.44
G-01568	Transamerica Life Insurance Co	Employee Deductions	315.39	315.39
G-01569	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,169.10	4,169.10
G-01570	Bank of Oklahoma	Employee Flexplan Deposit	14,222.91	14,222.91
G-01571	Bank of Oklahoma	Employee Soc/Sec Deposits	20,647.92	
		Employee Soc/Sec Deposits	3,096.23	
		Employee Medicare Deposit	7,230.62	
		Employee Medicare Deposit	1,068.95	
		Employer Soc/Sec Deposits	35,051.14	
		Employer Medicare Deposit	8,299.83	75,394.69
G-01572	MassMutual Financial Group	Employee Contrib -- DC PI	18,352.64	
		Employer Contrib -- DC PI	33,062.79	51,415.43
G-01573	Pioneer Credit Recovery	Employee Deductions	155.27	155.27
G-01574	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-01575	Randall S. Fudge	Employee Deductions	178.48	178.48
G-01576	Administrative Services	Employee Deductions	1,450.21	1,450.21
G-01577	Metropolitan Library System	Professional Services	87.82	
		Postage	40.75	
		Supplies	23.82	
		Programming Activities	87.68	
		Programming Activities	102.88	342.95
G-01578	Bradford Industrial Supply	Maintenance of Facilities	118.43	118.43
G-01579	Grainger	Maintenance of Facilities	64.90	
		Maintenance of Facilities	40.50	105.40
G-01580	O G & E	Electrical Services	14,389.57	
		Electrical Services	3,656.59	
		Electrical Services	433.71	
		Electrical Services	3,637.56	22,117.43
G-01581	Oklahoma Natural Gas Co.	Gas Services	105.26	
		Gas Services	92.26	
		Gas Services	98.79	
		Gas Services	43.21	
		Gas Services	91.65	
		Gas Services	86.76	517.93
G-01582	City of Oklahoma City	Water & Garbage Services	54.15	
		Water & Garbage Services	727.28	781.43
G-01583	Brodart Co.	Supplies	29.33	29.33
G-01584	Southwestern Stationers, Inc.	Supplies	8.66	8.66

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Number	Vendor/Payee	Purpose		Amount
G-01585	Locke Supply Co.	Maintenance of Facilities	17.15	17.15
G-01586	Emsco Electric Supply	Maintenance of Facilities	150.90	150.90
G-01587	Demco	Supplies	42.91	42.91
G-01588	EBSCO Subscription Services	Materials	17,010.00	17,010.00
G-01589	City of Warr Acres	Water & Garbage Services	51.95	51.95
G-01590	Baker & Taylor Books	Materials	6,648.52	6,648.52
G-01591	Central Oklahoma Winnelson	Maintenance of Facilities	35.50	35.50
G-01592	TDS Telecom	Telephone Services	1,302.84	1,302.84
G-01593	Recorded Books, LLC	Materials	3,753.67	3,753.67
G-01594	Greater Oklahoma City	Professional Services	100.00	100.00
G-01595	Gale Group	Materials	3,998.74	3,998.74
G-01596	Kathy Sheesley	Transportation	17.00	17.00
G-01597	Crestline	Programming	251.30	251.30
G-01598	Angie Paeltz	Transportation	29.64	29.64
G-01599	Independent Stationers	Other Library Related Svc	120.05	
		Supplies	1,134.00	
		Other Library Related Svc	1,017.03	
		Other Library Related Svc	250.27	
		Supplies	982.80	
		Supplies	27.84	
		Supplies	20.40	
		Supplies	12.46	3,564.85
G-01600	School of Metaphysics	Programming Activities	225.00	225.00
G-01601	Full Circle Bookstore	Programming Activities	107.88	107.88
G-01602	Jonathan Willis	Telephone Services	35.00	35.00
G-01603	Oracle America, Inc.	Professional Services	4,548.00	4,548.00
G-01604	Blackstone Audio Books	Materials	961.00	961.00
G-01605	Cheryll Jones	Programming Activities	60.50	60.50
G-01606	Ingram Library Service	Materials	1,554.53	1,554.53
G-01607	Mergent Co., Inc.	Materials	1,420.00	1,420.00
G-01608	Audio Editions	Materials	1,607.36	1,607.36
G-01609	OverDrive, Inc.	Network Catalog Services	2,823.00	
		Materials	11,081.00	13,904.00
G-01610	Haworth, Inc	Capital Projects	572.64	572.64
G-01611	Lynda G. Bahr	Transportation	292.32	292.32
G-01612	Findaway World, LLC	Materials	9,017.67	9,017.67
G-01613	Norman Transcript	Advertisement Retail Sale	74.00	74.00
G-01614	Mometrix Media, LLC	Materials	125.96	125.96
G-01615	Ginger Waldrip	Programming Activities	100.00	100.00
G-01616	Evans Enterprises Inc-OKC	Maintenance of Facilities	85.09	85.09
G-01617	Ingram Library Service	Materials	606.39	606.39
G-01618	General Lighting & Sign Serv.	Maintenance of Facilities	421.82	421.82
G-01619	Deli Partners of Little Rock	Professional Services	132.63	132.63
G-01620	Angela Thornton	Programming Activities	194.90	194.90
G-01621	J & B Graphics	Capital Projects	1,145.00	1,145.00
G-01622	Evans Hardware	Maintenance of Facilities	109.71	109.71
G-01623	Batteries Sooner LLC	Maintenance of Facilities	68.21	
		Maintenance of Facilities	29.98	98.19
G-01624	OPUBCO Communications Group	Advertisement-Retail Sale	186.15	186.15
G-01625	Jerry's Contracting	Maintenance of Facilities	2,400.00	2,400.00
G-01626	Sandra Harris Burden	Programming Activities	300.00	300.00
G-01627	MAC Systems, Inc.	Maintenance of Facilities	200.00	

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-01627	MAC Systems, Inc.	Maintenance of Facilities	108.00	308.00
G-01628	Dowell Parking Center	Parking & Transportation	312.00	312.00
G-01629	Envisionware	Automation Contractual	6,106.51	6,106.51
G-01630	Norman Supply Company	Maintenance of Facilities	305.66	305.66
G-01631	Amazon/GE Money Bank	Supplies	26.69	26.69
G-01632	Roaring Fork Associates, LLC	Rent of Library Buildings	4,947.92	
		Rent of Library Buildings	7,031.25	11,979.17
G-01633	United Parcel Service	Postage	434.56	434.56
G-01634	Linda Jameson	Transportation	21.48	21.48
G-01635	Office Depot Credit Plan	Supplies	99.31	
		Supplies	37.14	136.45
G-01636	H&C OKC West, LLC	Professional Services	16,158.00	
		Professional Services	114.00	16,272.00
G-01637	Denise Lukes	Transportation	5.99	5.99
G-01638	Alice Murphy	Supplies	169.00	169.00
G-01639	James Reynolds	Programming Activities	81.00	81.00
G-01640	Baker & Taylor Books	Materials	5,634.79	5,634.79
G-01641	Baker & Taylor Entertainment	Materials	2,270.61	
		Materials	3,358.64	5,629.25
G-01642	Walmart Community/GEMB	Programming Activities	201.34	
		Other Commodities	43.99	
		Programming Activities	5.68	
		Programming Activities	30.64	
		Programming Activities	29.73	
		Programming Activities	66.19	
		Programming Activities	44.09	421.66
G-01643	Megan Cox	Programming Activities	160.00	160.00
G-01644	Aberdeen Parts Store LLC	Materials	128.70	128.70
G-01645	Mukremm Kilic	Programming Activities	50.00	50.00
G-01646	Zero to Three	Programming	148.50	148.50
G-01647	Triple B Media LLC	Advertisement-Retail Sale	72.00	72.00
G-01648	The Meadows	Library-related Services	38.16	
		Automation Contractual	38.16	76.32
G-01649	Perpetual Motion/Modern Dance	Programming Activities	1,400.00	1,400.00
G-01650	John L. Hilbert	Programming Activities	131.09	
		Programming Activities	15.70	146.79
G-01651	Preston Bell	Transportation	50.00	50.00
G-01652	The New York Times	Materials	6,426.42	6,426.42
G-01653	H & C OKC Hilton, LLC	Professional Services	112.74	
		Professional Services	310.80	423.54
G-01654	Randall W Myster	Professional Services	25.59	25.59
G-01655	Susan Monroe	Transportation	12.21	12.21
G-01656	Logan Joseph Fish	Programming Activities	50.00	50.00
G-01657	Jessica Betz	Programming Activities	250.00	250.00
G-01658	Garcia Tire Service, Inc.	Vehicle Parts & Repairs	12.00	12.00
G-01659	Thomas P. Gallagher	Transportation	25.00	25.00
G-01660	Star Lighting	Maintenance of Facilities	43.04	
		Maintenance of Facilities	279.60	
		Maintenance of Facilities	279.60	602.24
G-01661	Oklahoma Heritage Association	Materials	62.33	62.33
G-01662	Susan H. Wood	Programming Activities	250.00	250.00

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Number	Vendor/Payee	Purpose		Amount
G-01663	AT&T	Telephone Services	88.06	88.06
G-01664	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-01665	Baker & Taylor Books	Materials	3,292.46	
		Materials	863.43	
		Materials	900.84	
		Materials	1,976.51	
		Materials	3,171.01	
		Materials	3,088.48	
		Materials	5,000.62	
		Materials	2,584.02	
		Materials	6,959.77	27,837.14
G-01666	Baker & Taylor Books	Materials	591.64	
		Materials	1,383.27	
		Materials	1,490.78	
		Materials	7,380.40	10,846.09
G-01667	Baker & Taylor Books	Materials	577.49	577.49
G-01668	Sheet Metal Service	Maintenance of Facilities	207.41	207.41
G-01669	Tulin LaFollette	Transportation	58.61	58.61
G-01670	Brandy C Jackson	Programming Activities	230.00	230.00
G-01671	Smart Technologies	Automation Contractual	1,114.99	1,114.99
G-01672	COTPA-Sheridan & Walker	Parking & Transportation	1,168.00	
		Parking & Transportation	2,190.00	
		Parking & Transportation	1,168.00	
		Parking & Transportation	2,190.00	6,716.00
G-01673	Veolia Energy Oklahoma City,	Veolia Energy Services	22,846.73	22,846.73
G-01674	Kiona Millirons	Programming Activities	100.00	100.00
G-01675	Joe H Shelton	Transportation	24.20	24.20
G-01676	Denise D. Ryan	Transportation	39.13	39.13
G-01677	Baker & Taylor Entertainment	Materials	689.90	689.90
G-01678	Anna Todd	Programming Activities	120.56	120.56
G-01679	Polina M. Ezhkova Varner	Programming Activities	225.00	225.00
G-01680	Chris Kennedy	Programming Activities	139.96	139.96
G-01681	Kathy C. Brown	Programming Activities	43.75	43.75
G-01682	City of Del City	Rent of Buildings	400.00	400.00
G-01683	O G & E	Electrical Services	314.99	
		Electrical Services	2,924.07	3,239.06
G-01684	Oklahoma Natural Gas Co.	Gas Services	145.78	
		Gas Services	152.39	
		Gas Services	35.80	
		Gas Services	32.54	366.51
G-01685	Locke Supply Co.	Maintenance of Facilities	18.04	
		Maintenance of Facilities	40.79	
		Maintenance of Facilities	7.65	
		Maintenance of Facilities	53.91	120.39
G-01686	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-01687	Gaylord Bros.	Supplies	233.40	233.40
G-01688	AT&T	Telephone Services	141.46	141.46
G-01689	Central Oklahoma Winnelson	Maintenance of Facilities	159.82	159.82
G-01690	U.S. Postal Service	Postage	190.00	190.00
G-01691	American Library Association	Memberships	240.00	240.00
G-01692	Barbara Beasley	Programming Activities	150.00	150.00
G-01693	Recorded Books, LLC	Materials	5,679.15	5,679.15

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-01694	Gale Group	Materials	2,502.45	2,502.45
G-01695	Live Oak Media	Materials	399.15	399.15
G-01696	Independent Stationers	Supplies	40.98	
		Supplies	33.08	
		Supplies	36.97	
		Supplies	13.54	124.57
G-01697	Library Video Co.	Materials	119.90	119.90
G-01698	Debbie Langston	Programming Activities	105.00	105.00
G-01699	Blackstone Audio Books	Materials	304.00	304.00
G-01700	Random House, Inc	Materials	2,239.14	2,239.14
G-01701	Seasonal Living at Flower City	Furn, Fix. & Equip	3,499.93	3,499.93
G-01702	Francie Pendleton	Transportation	12.77	12.77
G-01703	Filtration Services Group, LLC	Maintenance of Facilities	258.84	
		Maintenance of Facilities	135.72	394.56
G-01704	Ingram Library Service	Materials	2,452.49	
		Materials	1,257.57	3,710.06
G-01705	Julie Ballou	Memberships	70.00	70.00
G-01706	Audio Editions	Materials	1,358.45	1,358.45
G-01707	OverDrive, Inc.	Materials	8,800.79	8,800.79
G-01708	Findaway World, LLC	Materials	8,373.47	8,373.47
G-01709	Metro Parking Garage	Parking	20.50	20.50
G-01710	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	93.50	93.50
G-01711	Evans Enterprises Inc-OKC	Maintenance of Facilities	83.00	83.00
G-01712	AV Cafe Inc	Materials	225.14	225.14
G-01713	Angel M Thrasher-Banker	Programming Activities	100.00	100.00
G-01714	Ingram Library Service	Materials	421.79	421.79
G-01715	Center Point Large Print	Materials	738.18	738.18
G-01716	Susan Pierce	Programming Activities	448.00	
		Programming Activities	56.00	
		Programming Activities	2,000.00	2,504.00
G-01717	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-01718	Oklahoma Building Services, Inc	Pest Control Service	1,015.00	
		Pest Control Service	450.00	
		Pest Control Service	205.00	1,670.00
G-01719	Carri Dolan	Programming Activities	800.00	800.00
G-01720	Debbie Robertus	Transportation	8.66	8.66
G-01721	Michael Corley	Programming Activities	219.00	219.00
G-01722	Natasha Corso	Programming Activities	400.00	400.00
G-01723	Contractors Supply Co.	Maintenance of Facilities	10.04	10.04
G-01724	Jerry's Contracting	Maintenance of Facilities	750.00	750.00
G-01725	Sharon A. Nolan	Programming Activities	185.42	185.42
G-01726	Oklahoma Center for Nonprofits	Memberships	500.00	500.00
G-01727	Ramier Shaik	Programming Activities	1,864.00	1,864.00
G-01728	MAC Systems, Inc.	Maintenance of Facilities	126.00	126.00
G-01729	Norman Supply Company	Maintenance of Facilities	468.88	468.88
G-01730	Sally Gray	Programming Activities	300.00	300.00
G-01731	Amazon/GE Money Bank	Supplies	17.99	17.99
G-01732	United Parcel Service	Postage	3.56	3.56
G-01733	Rose Rock Development Inc	Maintenance of Facilities	1,695.00	
		Maintenance of Facilities	1,485.00	3,180.00
G-01734	Baker & Taylor Books	Materials	884.85	884.85
G-01735	Baker & Taylor Entertainment	Materials	1,252.02	

** Continued **

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-01735	Baker & Taylor Entertainment	Materials	3,838.36	
		Materials	4,131.68	9,222.06
G-01736	Daniel Fields	Programming Activities	57.50	
		Programming Activities	66.57	124.07
G-01737	LaVetta Kinsey Dent	Supplies	140.56	140.56
G-01738	Walmart Community/GEMB	Programming Activities	150.23	
		Supplies	38.36	188.59
G-01739	LaWana D. Morgan	Transportation	34.54	34.54
G-01740	Alliance Electrical Services	Capital Projects	258.12	258.12
G-01741	Alma Dunn	Transportation	5.99	5.99
G-01742	Northwest Fence	Maintenance of Facilities	350.00	350.00
G-01743	S & S Textiles	Programming Activities	157.15	157.15
G-01744	Construction Industries Board	Professional Services	75.00	75.00
G-01745	Papa John's Pizza	Programming Activities	72.50	72.50
G-01746	Cox Communications, Inc.	Telephone Service	10.06	10.06
G-01747	Baker & Taylor Books	Materials	3,775.18	
		Materials	1,008.44	
		Materials	1,579.10	
		Materials	1,914.04	
		Materials	2,454.27	
		Materials	6,463.79	
		Materials	4,232.84	
		Materials	3,024.69	
		Materials	6,687.98	
		Materials	442.83	31,583.16
G-01748	Baker & Taylor Books	Materials	744.10	
		Materials	1,633.70	
		Materials	1,394.14	
		Materials	2,758.65	
		Materials	927.08	7,457.67
G-01749	Baker & Taylor Books	Materials	488.87	488.87
G-01750	Smart Technologies	Automation Contractual	620.00	
		Automation Contractual	620.00	
		Automation Contractual	1,244.50	2,484.50
G-01751	Kiona Millirons	Programming Activities	400.00	400.00
G-01752	Stacy Schrank	Transportation	44.25	44.25
G-01753	Baker & Taylor Entertainment	Materials	1,582.29	1,582.29
G-01754	Mackin	Materials	397.35	397.35
G-01755	Shoplet	Supplies	102.18	102.18
G-01756	Metropolitan Library System	Professional Services	57.00	
		Automation Contractual	6.00	
		Supplies	64.86	
		Supplies	93.28	
		Programming Activities	71.11	
		Programming Activities	62.24	
		Programming Activities	145.83	
		Programming Activities	81.78	
		Programming Activities	9.75	
		Other Commodities	47.42	639.27
G-01757	City of Midwest City, Inc.	Water & Garbage Services	1,187.35	1,187.35
G-01758	O G & E	Electrical Services	1,813.21	1,813.21

General Fund F.Y. 12-13

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-01759	Oklahoma Natural Gas Co.	Gas Services	265.79	265.79
G-01760	City of Oklahoma City	Water & Garbage Services	20.63	
		Water & Garbage Services	58.15	
		Water & Garbage	172.53	251.31
G-01761	Brodart Co.	Supplies	3,794.00	3,794.00
G-01762	Southwestern Stationers, Inc.	Printing/Printing Supply	236.00	236.00
G-01763	Synergy Datacom Supply, Inc.	Supplies	13.06	13.06
G-01764	Central Oklahoma Winnelson	Maintenance of Facilities	52.74	52.74
G-01765	U.S. Postal Service	Postage	15,000.00	15,000.00
G-01766	Barbara Beasley	Transportation	51.62	51.62
G-01767	JoNita Normore	Transportation	35.21	35.21
G-01768	Anne M. LaPuzza	Security Services	375.00	375.00
G-01769	Independent Stationers	Supplies	2.88	2.88
G-01770	Southwest Solutions Group, Inc	Supplies	294.40	294.40
G-01771	Scott's Printing & Copying	Printing/Printing Supply	107.93	
		Printing/Printing Supply	315.54	423.47
G-01772	Candace McDaniel	Furn, Fix, & Equip	177.50	177.50
G-01773	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-01774	Oklahoma Building Services, Inc	Janitorial Services	25,166.98	
		Janitorial Services	3,606.15	
		Janitorial Services	2,026.67	30,799.80
G-01775	Lisa Kay Camacho	Security Services	162.50	162.50
G-01776	Oklahoma Center for Nonprofits	Professional Services	160.00	160.00
G-01777	Amazon/GE Money Bank	Other Library Related Svc	27.22	
		Other Library Related Svc	239.44	266.66
G-01778	United Parcel Service	Postage	533.79	533.79
G-01779	2M Solutions, Inc	Equipment	263.65	
		Equipment	263.65	527.30
G-01780	Securitas Security USA, Inc.	Security Services	6,469.35	
		Security Services	583.03	
		Security Services	7,319.96	
		Security Services	698.04	15,070.38
G-01781	Smart Technologies	Automation Contractual	504.99	
		Automation Contractual	539.99	1,044.98
G-01782	Mary Ann Johnson	Memberships	70.00	70.00
G-01783	Lindsay Jones Egle	Transportation	35.08	35.08
Total of FY 12-13 Warrants Issued				\$ 2,657,019.09

General Fund F.Y. 11-12

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
G-06212	Recorded Books, LLC	Materials	386.17	386.17
G-06213	Audio Editions	Materials	555.64	555.64
G-06214	Ingram Library Service	Materials	247.44	247.44
G-06215	MAC Systems, Inc.	Maintenance of Facilities	317.00	317.00
G-06216	Crowe & Dunlevy	Professional Services	378.00	378.00
G-06217	Baker & Taylor Books	Materials	5,526.16	5,526.16
G-06218	Baker & Taylor Entertainment	Materials	1,764.86	1,764.86
G-06219	Baker & Taylor Books	Materials	2,550.40	
		Materials	1,791.24	
		Materials	1,369.31	5,710.95
G-06220	Baker & Taylor Books	Materials	1,445.21	1,445.21
G-06221	Scott Rice Co. - OKC	Capital Projects	26,385.44	26,385.44
G-06222	Copelin's Office Center	Capital Projects	345.00	345.00
G-06223	American Express	Programming Activities	159.98	159.98
G-06224	Ingram Library Service	Materials	163.75	163.75
G-06225	Ingram Library Service	Materials	51.44	51.44
G-06226	Baker & Taylor Books	Materials	526.72	526.72
G-06227	Baker & Taylor Entertainment	Materials	474.68	474.68
G-06228	Baker & Taylor Books	Materials	896.30	896.30
G-06229	Baker & Taylor Books	Materials	783.87	783.87
G-06230	Recorded Books, LLC	Materials	164.40	164.40
G-06231	Random House, Inc	Materials	989.17	989.17
G-06232	Hardesty Team	Capital Projects	31,410.00	31,410.00
G-06233	Baker & Taylor Books	Materials	618.67	618.67
G-06234	Baker & Taylor Entertainment	Materials	1,245.91	1,245.91
G-06235	Baker & Taylor Books	Materials	1,439.57	
		Materials	426.32	1,865.89
G-06236	Baker & Taylor Books	Materials	810.48	810.48
G-06237	Recorded Books, LLC	Materials	693.00	693.00
G-06238	Gale Group	Materials	186.84	186.84
G-06239	Ingram Library Service	Materials	74.20	74.20
G-06240	Audio Editions	Materials	1,919.58	1,919.58
G-06241	Ingram Library Service	Materials	39.09	39.09
G-06242	J & B Graphics	Signage	19,499.40	19,499.40
G-06243	Baker & Taylor Entertainment	Materials	93.51	93.51
G-06244	Baker & Taylor Books	Materials	1,290.44	1,290.44
G-06245	Baker & Taylor Books	Materials	600.75	600.75
G-06246	Atlas General Contractors, LLC	Furn, Fixtures, & Equip	2,400.00	2,400.00
G-06247	Recorded Books, LLC	Materials	519.40	519.40
G-06248	Audio Editions	Materials	287.94	287.94
G-06249	MAC Systems, Inc.	Equipment	4,929.00	4,929.00
G-06250	Baker & Taylor Entertainment	Materials	233.74	233.74
G-06251	Baker & Taylor Books	Materials	442.68	442.68
G-06252	Baker & Taylor Books	Materials	187.90	187.90
Total of FY 11-12 Warrants Issued				\$ 116,620.60

Special Funds

Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
S-18015	Candace McDaniel	12 Staff Recognition	56.87	56.87
S-18016	Standley Systems	Copier Maintenance	127.18	
		Copier Maintenance	10.49	
		Copier Maintenance	39.91	
		Copier Maintenance	23.29	200.87
S-18017	Robert L. Hampton, Jr.-Charter	MWC Garden Restoration	1,722.50	1,722.50
S-18018	Candace McDaniel	SO Grand Opening	434.61	434.61
S-18019	Patrick Carl Womack	SO Grand Opening	200.00	200.00
S-18020	Savannah Mitchell	SO Grand Opening	125.00	125.00
S-18021	Classen School of Advanced	SO Grand Opening	100.00	100.00
S-18022	O-matic Software LLC	13/Import-O-Matic	4,795.75	4,795.75
S-18023	Roger B. Rensvold	Lost & Paid Item Returned	3.00	3.00
S-18024	Micah A. Stirling	Lost & Paid Item Returned	36.00	36.00
S-18025	John J. Read	Lost & Paid Item Returned	3.00	3.00
S-18026	Tanya D. Hite	Lost & Paid Item Returned	29.95	29.95
S-18027	Rachel N. Bussert	Lost & Paid Item Returned	16.95	16.95
S-18028	Karrie Jo Terrell	Lost & Paid Item Returned	36.90	36.90
S-18029	Libby Sutton	Lost & Paid Item Returned	12.95	12.95
S-18030	Demetra L. Proby	Lost & Paid Item Returned	4.75	4.75
S-18031	Jyoti Jagtap	Lost & Paid Item Returned	6.95	6.95
S-18032	Tarae M. McDonald	Lost & Paid Item Returned	3.00	3.00
S-18033	Angelica Martinez	Lost & Paid Item Returned	11.95	11.95
S-18034	Sally A. McCurry	Lost & Paid Item Returned	13.95	13.95
S-18035	Thanh Cong Ta	Lost & Paid Item Returned	14.95	14.95
S-18036	Maria D. Hernandez	Lost & Paid Item Returned	3.00	3.00
S-18037	University of Oklahoma	Gifts & Books Lost Acct.	67.00	67.00
S-18038	Oklahoma Correctional	Friends Bench & Bike Rack	165.74	165.74
S-18039	Metropolitan Library System	Friends/Children's Author	14.00	14.00
S-18040	Metropolitan Library System	Fines Account	37,000.00	37,000.00
S-18041	American Express	Children's Author	668.46	668.46
S-18042	Mary E. Tevington	Lost & Paid Item Returned	21.95	21.95
S-18043	Holly A. Easttom	Lost & Paid Item Returned	12.90	12.90
S-18044	Rachel G. Sine	Lost & Paid Item Returned	3.00	3.00
S-18045	Megan A. Meyer Hanner	Lost & Paid Item Returned	15.95	15.95
S-18046	Reagan D. McCormick	Lost & Paid Item Returned	14.00	14.00
S-18047	Faryq B. Abudullah	Lost & Paid Item Returned	9.95	9.95
S-18048	Barbara A. Hawkins	Lost & Paid Item Returned	3.00	3.00
S-18049	Gerogia L. Seres	Lost & Paid Item Returned	3.95	3.95
S-18050	Alicia A. Roberts	Lost & Paid Item Returned	30.95	30.95
S-18051	Hafsa Ishaq	Lost & Paid Item Returned	5.05	5.05
S-18052	Annielee M. Finch	Lost & Paid Item Returned	11.85	11.85
S-18053	Chase Card Services	Fines Account	155.30	155.30
S-18054	Hobby Lobby	LET Aviation	187.50	187.50
S-18055	Derrick D Butler	MWC Garden Restoration	375.00	375.00
S-18056	Oklahoma Tax Commission	State Sales Tax-September	53.02	53.02
S-18057	Jo McCoy	Lost & Paid Item Returned	24.95	24.95
S-18058	Perry E. Gilfillan	Lost & Paid Item Returned	17.95	17.95
S-18059	Melvin Latham	Lost & Paid Item Returned	23.60	23.60
S-18060	Angela D. Bellingham	Lost & Paid Item Returned	15.00	15.00
S-18061	Darron C. Arnold	Lost & Paid Item Returned	26.95	26.95
S-18062	Melissa C. Kimbrough	Lost & Paid Item Returned	3.00	3.00
S-18063	Alexandria D. Worthington	Lost & Paid Item Returned	3.00	3.00

Special Funds


Warrant Register

October 2012

Number	Vendor/Payee	Purpose		Amount
S-18064	Jordan M. Garcia	Lost & Paid Item Returned	26.95	26.95
S-18065	Rachael Renee Peck	Lost & Paid Item Returned	16.95	16.95
S-18066	Ashlyn F. Gunkel	Lost & Paid Item Returned	3.00	3.00
S-18067	Ruth D. Wright	Lost & Paid Item Returned	16.55	16.55
S-18068	Patty C. Kimberley	Lost & Paid Item Returned	9.95	9.95
S-18069	Kade A. Jackson	Lost & Paid Item Returned	11.95	11.95
S-18070	Autumn L. Cagle	Lost & Paid Item Returned	3.00	3.00
S-18071	Rodrigo Covarrubias, Jr.	Lost & Paid Item Returned	10.85	10.85
S-18072	Oklahoma Tax Commission	State Sales Tax-September	775.19	775.19
S-18073	Standley Systems	Copier Maintenance	7.80	7.80
S-18074	ImageNet Consulting, LLC	Copier Maintenance	87.82	87.82
S-18075	Perpetual Motion/Modern Dance	Perpetual Motion Dance	3,600.00	3,600.00
S-18076	Jerry A. Pickering	Lost & Paid Item Returned	26.95	26.95
S-18077	Kim M. Cummings	Lost & Paid Item Returned	15.95	15.95
S-18078	Oklahoma Dept. of Libraries	Gifts & Books Lost	125.54	125.54
S-18079	Tulsa City/County Library	Gifts & Books Lost	35.00	35.00
S-18080	Ruth D. Wright	Lost & Paid Item Returned	4.65	4.65
S-18081	Tykesha L. Miller	Lost & Paid Item Returned	3.00	3.00
S-18082	Lena Do	Lost & Paid Item Returned	3.00	3.00
S-18083	Christina G. Keeling	Lost & Paid Item Returned	24.55	24.55
S-18084	Mellisa L. Cullum	Lost & Paid Item Returned	7.15	7.15
S-18085	MTM Recognition Corporation	Staff Recog. Banquet Exp	80.00	80.00
S-18086	Amie L Sellers	LET Aviation	300.00	300.00
S-18087	Spaces, Inc.	LET/NW Grant	947.30	947.30
S-18088	Ramier Shaik	LET/Materials	4,536.00	4,536.00
S-18089	MTM Recognition Corporation	Staff Recog. Banquet Exp	105.00	105.00
Total of Special Funds Warrants Issued				\$ 57,550.02

I, Donna Morris, certify that:

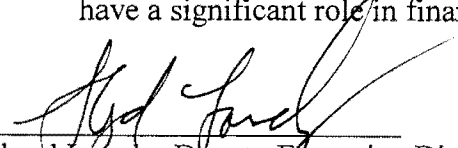
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

11-9-12
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.

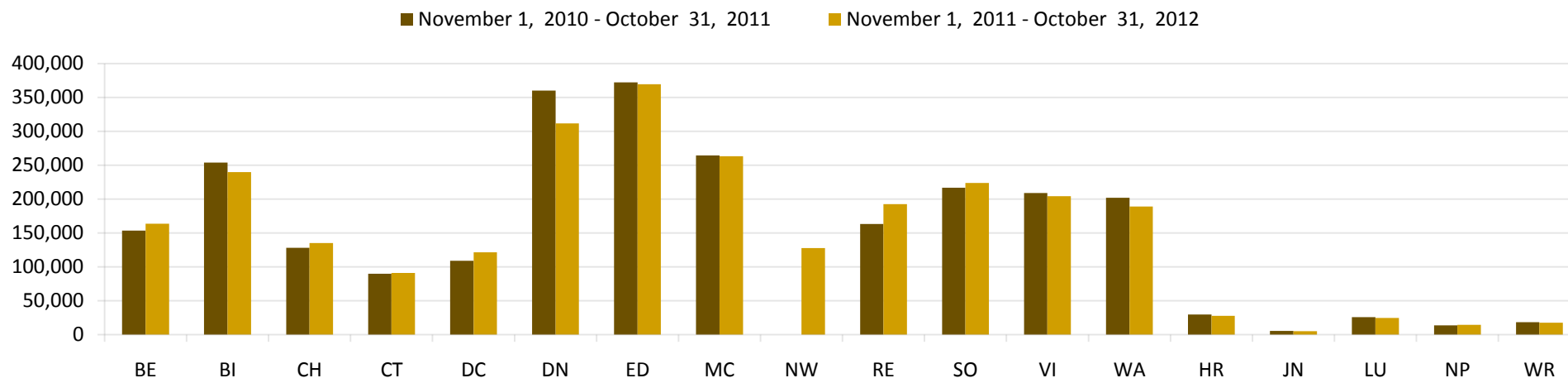

Lloyd Lovely, Deputy Executive Director of Finance and Support

11-8-12
Date

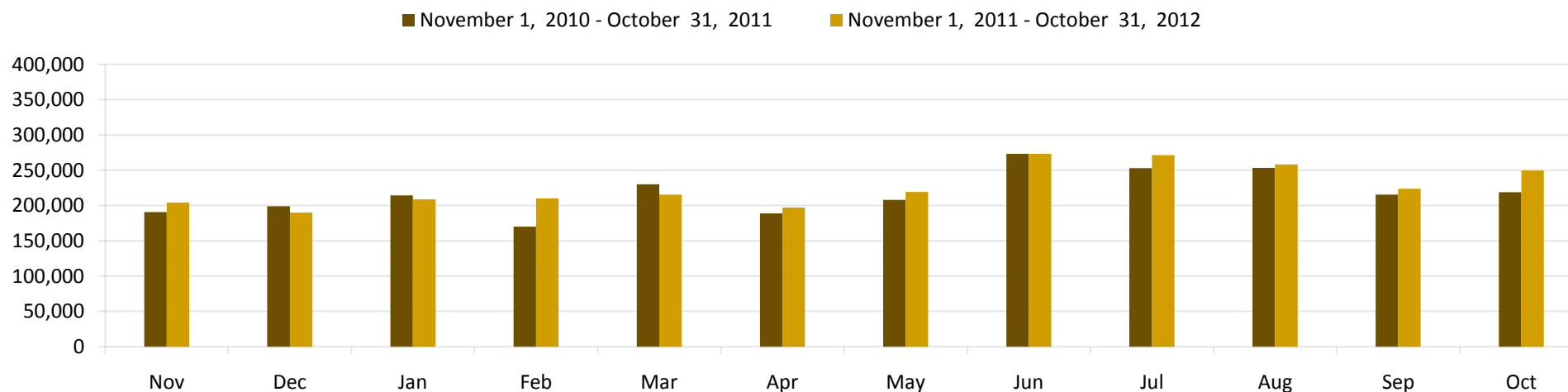
Library Visits Report

System Summary

Visits by Library



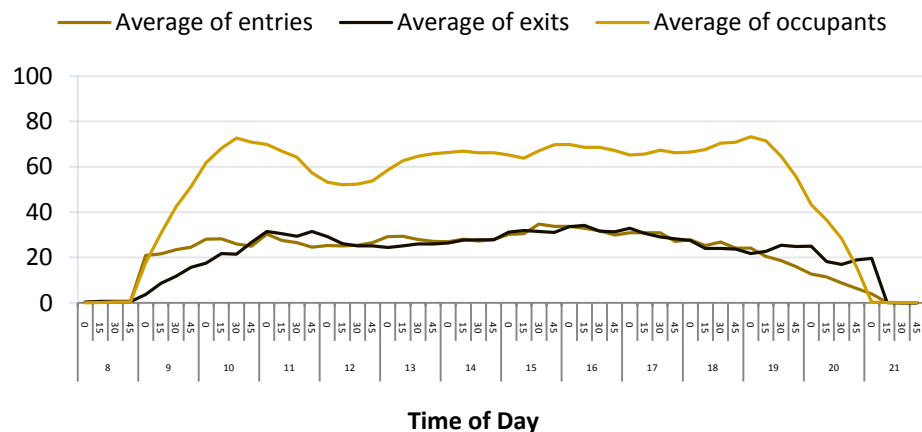
Visits by Month



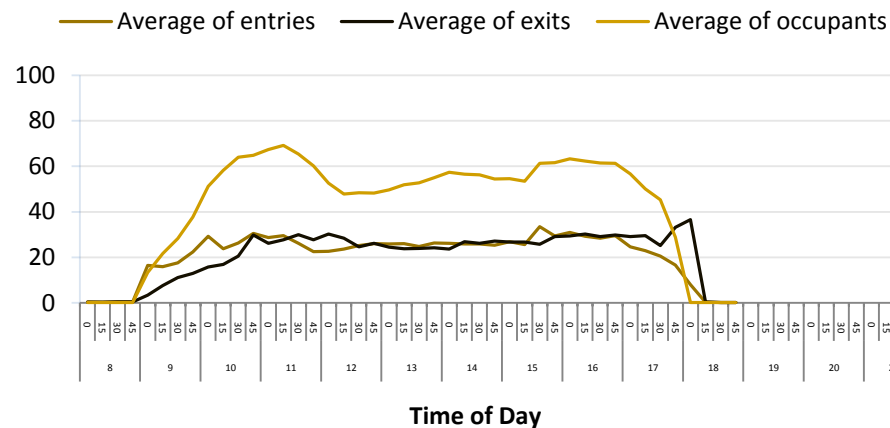
Library Visits Report

Visits Profile: ED

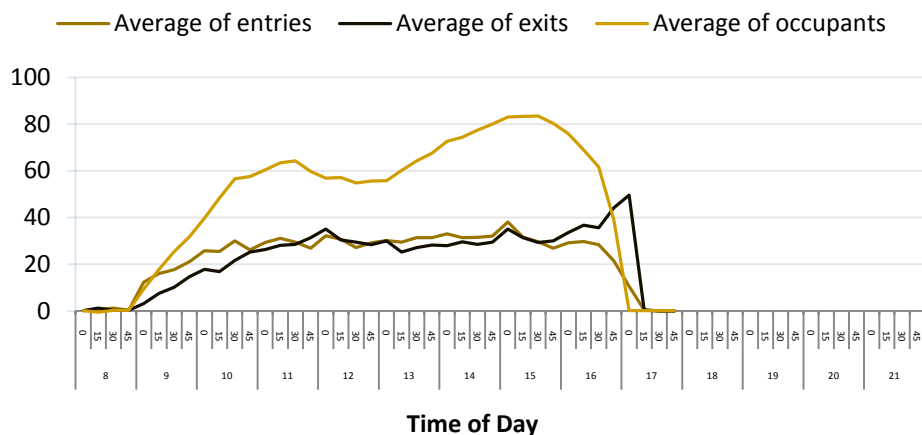
Monday - Thursday
(Trailing Twelve Months)



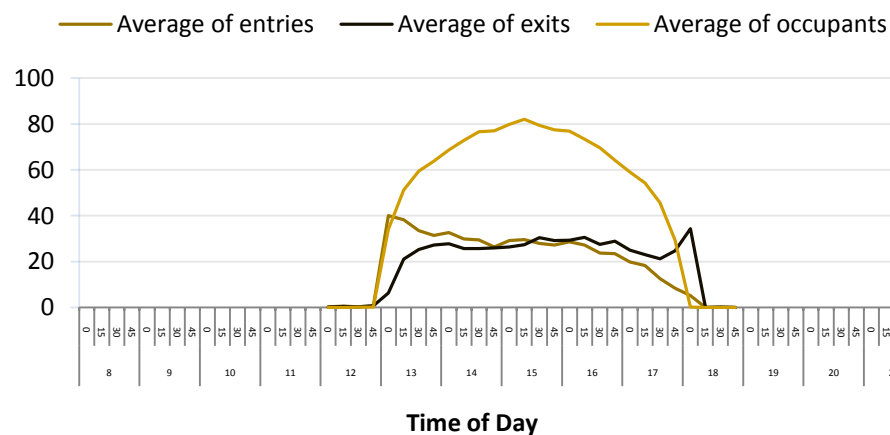
Friday
(Trailing Twelve Months)



Saturday
(Trailing Twelve Months)



Sunday
(Trailing Twelve Months)



Library Visits Report

Data

July 1, 2012 - October 31, 2012 (33.33% of the 12-13 Fiscal Year)

		<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>FYTD Total</u>
BI	FY12	22,714	25,210	21,178	21,200	20,197	18,423	20,647	20,621	20,459	19,920	20,337	19,344	90,302
	FY13	19,684	20,518	19,840	19,763	-	-	-	-	-	-	-	-	79,804
	%	-13.3%	-18.6%	-6.3%	-6.8%									-11.6%
BE	FY12	16,525	15,844	13,379	13,529	12,624	11,836	12,935	12,776	13,482	13,747	11,048	17,694	59,277
	FY13	16,408	14,583	12,823	13,764	-	-	-	-	-	-	-	-	57,578
	%	-0.7%	-8.0%	-4.2%	1.7%									-2.9%
CH	FY12	10,042	11,205	10,300	11,582	10,466	9,687	10,830	10,954	10,625	9,839	11,205	11,791	43,128
	FY13	11,751	12,690	13,965	11,278	-	-	-	-	-	-	-	-	49,685
	%	17.0%	13.3%	35.6%	-2.6%									15.2%
CT	FY12	8,410	7,976	7,617	7,109	6,490	6,160	6,816	6,962	7,228	6,713	7,941	9,504	31,111
	FY13	9,167	8,206	7,478	8,530	-	-	-	-	-	-	-	-	33,380
	%	9.0%	2.9%	-1.8%	20.0%									7.3%
DC	FY12	10,365	11,054	9,557	9,584	9,654	8,928	9,644	9,461	9,297	6,451	9,857	13,412	40,559
	FY13	12,301	11,238	10,155	11,098	-	-	-	-	-	-	-	-	44,792
	%	18.7%	1.7%	6.3%	15.8%									10.4%
DN	FY12	34,380	34,266	27,714	27,466	25,745	23,459	24,006	24,929	26,398	23,905	24,348	26,164	123,825
	FY13	28,393	29,480	26,945	27,824	-	-	-	-	-	-	-	-	112,642
	%	-17.4%	-14.0%	-2.8%	1.3%									-9.0%
ED	FY12	37,611	33,871	29,621	29,275	27,804	23,892	28,654	29,921	30,052	28,128	30,273	38,864	130,378
	FY13	38,203	33,006	29,711	30,763	-	-	-	-	-	-	-	-	131,683
	%	1.6%	-2.6%	0.3%	5.1%									1.0%
MC	FY12	25,287	25,380	22,111	22,226	20,723	18,880	20,721	20,899	22,089	20,630	20,606	25,399	95,004
	FY13	25,032	24,228	20,677	23,176	-	-	-	-	-	-	-	-	93,113
	%	-1.0%	-4.5%	-6.5%	4.3%									-2.0%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	-
	FY13	26,552	22,353	21,191	22,414	-	-	-	-	-	-	-	-	92,510
	%													
RE	FY12	17,028	18,189	13,981	14,917	13,288	14,055	14,646	14,253	14,272	13,328	14,352	19,205	64,114
	FY13	19,398	19,333	16,247	20,278	-	-	-	-	-	-	-	-	75,256
	%	13.9%	6.3%	16.2%	35.9%									17.4%

Library Visits Report

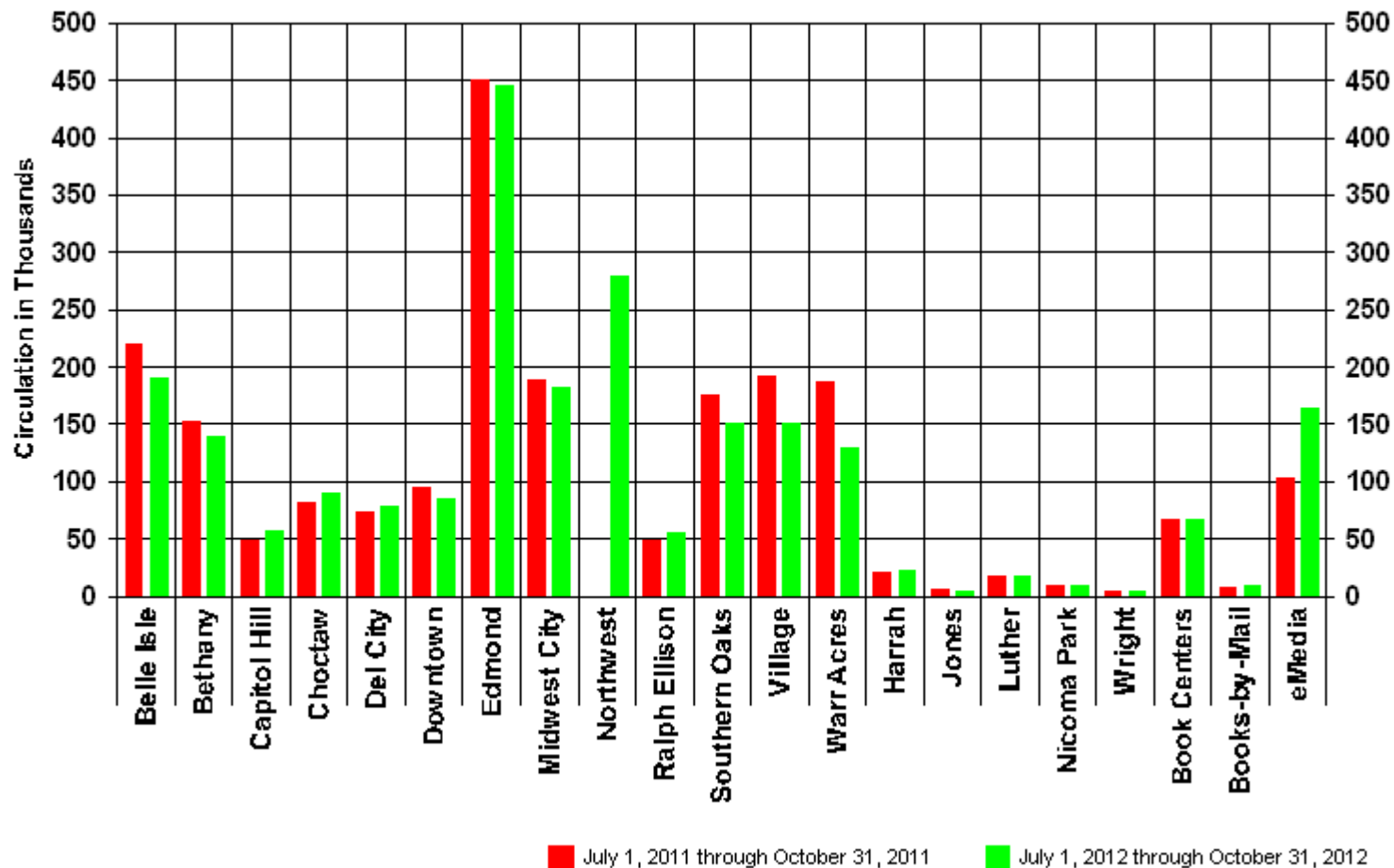
Data

July 1, 2012 - October 31, 2012 (33.33% of the 12-13 Fiscal Year)

		<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>FYTD Total</u>
SO	FY12	21,258	21,911	19,219	21,137	18,548	18,350	19,639	18,233	18,950	17,797	18,749	21,594	83,525
	FY13	21,700	20,986	7,711	21,557	-	-	-	-	-	-	-	-	71,955
	%	2.1%	-4.2%	-59.9%	2.0%									-13.9%
VI	FY12	20,343	20,349	17,490	17,292	15,872	14,936	16,737	17,794	18,117	17,446	16,827	18,814	75,474
	FY13	18,823	17,358	15,621	16,034	-	-	-	-	-	-	-	-	67,836
	%	-7.5%	-14.7%	-10.7%	-7.3%									-10.1%
WA	FY12	20,789	20,103	17,055	15,976	15,638	14,292	16,253	16,433	16,932	12,239	17,380	16,236	73,923
	FY13	16,706	16,314	14,778	15,682	-	-	-	-	-	-	-	-	63,480
	%	-19.6%	-18.8%	-13.3%	-1.8%									-14.1%
HR	FY12	2,329	2,551	1,647	2,327	2,243	2,444	2,321	2,070	2,368	2,375	2,578	2,584	8,854
	FY13	2,011	2,294	2,194	2,311	-	-	-	-	-	-	-	-	8,809
	%	-13.6%	-10.1%	33.2%	-0.7%									-0.5%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	1,886
	FY13	501	483	411	528	-	-	-	-	-	-	-	-	1,923
	%	-11.6%	10.4%	11.1%	3.1%									2.0%
LU	FY12	2,607	2,537	2,004	2,151	1,923	1,719	1,821	1,938	1,993	2,204	2,257	2,256	9,299
	FY13	2,072	2,489	1,974	1,892	-	-	-	-	-	-	-	-	8,427
	%	-20.5%	-1.9%	-1.5%	-12.0%									-9.4%
NP	FY12	1,294	1,114	1,113	968	966	1,032	884	1,057	1,505	1,119	1,435	1,706	4,489
	FY13	1,479	1,306	986	1,071	-	-	-	-	-	-	-	-	4,843
	%	14.3%	17.2%	-11.4%	10.6%									7.9%
WR	FY12	1,598	1,333	1,262	1,552	1,524	1,716	1,800	1,519	1,427	1,058	1,251	1,507	5,744
	FY13	1,283	1,509	1,187	1,684	-	-	-	-	-	-	-	-	5,663
	%	-19.7%	13.2%	-6.0%	8.5%									-1.4%
SYS	FY12	253,144	253,330	215,617	218,802	204,139	190,178	208,859	210,207	215,557	197,222	219,328	273,343	940,892
	FY13	271,465	258,373	223,894	249,647	-	-	-	-	-	-	-	-	1,003,380
	%	7.2%	2.0%	3.8%	14.1%									6.6%

Circulation Gains and Losses

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)



Circulation Gains and Losses

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

OCTOBER 31, 2012		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Belle Isle	12	38872	163495	13644	57014	52516	220509	
	13	33872	140226	12695	49629	46567	189855	
		-5000	-23269	-949	-7385	-5949	-30654	-13.9
Bethany	12	23788	102953	10953	50049	34741	153002	
	13	22528	92181	11244	47036	33772	139217	
		-1260	-10772	291	-3013	-969	-13785	-9.0
Capitol Hill	12	7237	30217	4766	17862	12003	48079	
	13	8023	33477	6090	23457	14113	56934	
		786	3260	1324	5595	2110	8855	18.4
Choctaw	12	11248	49962	7462	31982	18710	81944	
	13	14084	53401	9295	36541	23379	89942	
		2836	3439	1833	4559	4669	7998	9.8
Del City	12	12307	52936	4691	20987	16998	73923	
	13	13539	54853	5439	23350	18978	78203	
		1232	1917	748	2363	1980	4280	5.8
Downtown	12	16710	71568	5452	23748	22162	95316	
	13	15174	61266	5482	23024	20656	84290	
		-1536	-10302	30	-724	-1506	-11026	-11.6
Edmond	12	57201	249372	45943	201743	103144	451115	
	13	56851	238001	47945	207770	104796	445771	
		-350	-11371	2002	6027	1652	-5344	-1.2
Midwest City	12	31236	130774	13849	57369	45085	188143	
	13	30131	124724	14012	58083	44143	182807	
		-1105	-6050	163	714	-942	-5336	-2.8
Northwest	12	0	0	0	0	0	0	
	13	35601	155720	28498	123398	64099	279118	
		35601	155720	28498	123398	64099	279118	100.0
Ralph Ellison	12	9036	36777	2979	12491	12015	49268	
	13	9523	39506	4039	15491	13562	54997	
		487	2729	1060	3000	1547	5729	11.6
Southern Oaks	12	30295	123833	13434	51237	43729	175070	
	13	28616	101987	14388	49037	43004	151024	
		-1679	-21846	954	-2200	-725	-24046	-13.7
Village	12	30152	130004	14044	62345	44196	192349	
	13	24109	100835	11670	49742	35779	150577	
		-6043	-29169	-2374	-12603	-8417	-41772	-21.7
Warr Acres	12	30108	129863	12840	56452	42948	186315	
	13	23058	93277	9098	36371	32156	129648	
		-7050	-36586	-3742	-20081	-10792	-56667	-30.4

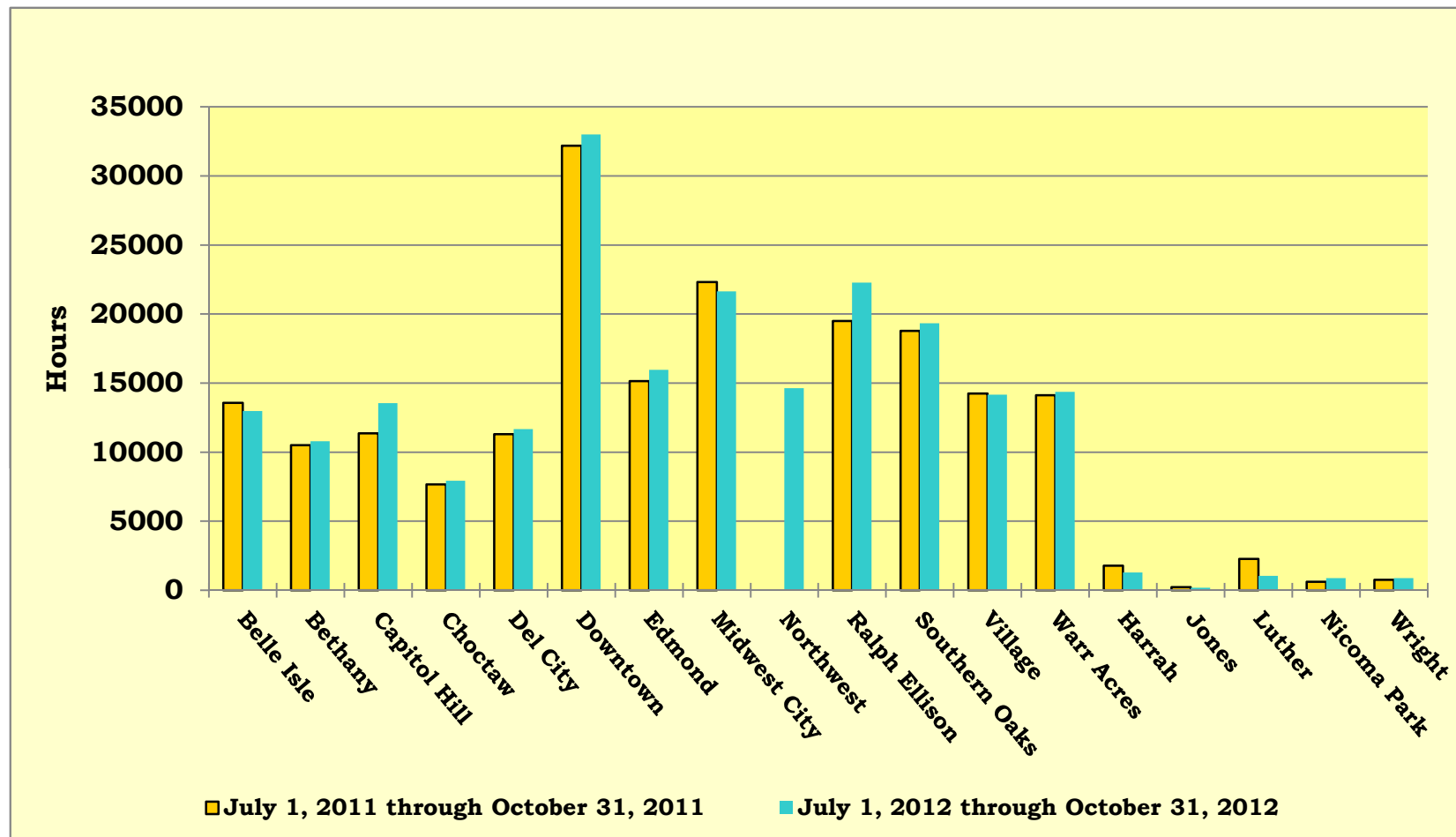
Circulation Gains and Losses

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

OCTOBER 31, 2012		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
Harrah	12	3910	14443	1692	6007	5602	20450	
	13	4131	15212	1810	6503	5941	21715	
		221	769	118	496	339	1265	6.2
Jones	12	736	3175	447	1845	1183	5020	
	13	724	2810	540	2073	1264	4883	
		-12	-365	93	228	81	-137	-2.7
Luther	12	2776	11876	1237	5712	4013	17588	
	13	2488	10897	1268	6235	3756	17132	
		-288	-979	31	523	-257	-456	-2.6
Nicoma Park	12	1515	6433	397	2049	1912	8482	
	13	1699	6650	501	2099	2200	8749	
		184	217	104	50	288	267	3.1
Wright	12	592	2916	389	1251	981	4167	
	13	652	2382	413	1424	1065	3806	
		60	-534	24	173	84	-361	-8.7
<u>OTHER:</u>								
Book Centers	12	10484	41490	6317	25373	16801	66863	
	13	10600	42239	6352	25314	16952	67553	
		116	749	35	-59	151	690	1.0
Books-by-Mail	12	1868	8128	0	0	1868	8128	
	13	1922	8970	0	0	1922	8970	
		54	842	0	0	54	842	10.4
eMedia	12	27109	102550	0	0	27109	102550	
	13	38983	163543	0	0	38983	163543	
		11874	60993	0	0	11874	60993	59.5
TOTALS	12	347180	1462765	160536	685516	507716	2148281	
	13	376308	1542157	190779	786577	567087	2328734	
		29128	79392	30243	101061	59371	180453	8.4

Total Computer Hours Used by Library

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)



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Total Computer Usage

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	313		4,276		3,374.68		2,373		17,732		13,565.51	
	13	350		4,215		3,332.92		2,359		16,102		12,976.08	
		37	11.8	-61	-1.4	-41.76	-1.2	-14	-.6	-1,630	-9.2	-589.43	-4.3
BETHANY	12	240		3,312		2,547.55		1,964		13,667		10,510.06	
	13	297		3,320		2,758.18		1,996		13,237		10,797.37	
		57	23.8	8	.2	210.63	8.3	32	1.6	-430	-3.1	287.31	2.7
CAPITOL HILL	12	334		3,774		2,971.75		1,994		14,742		11,366.00	
	13	345		4,142		3,425.06		2,181		17,063		13,555.82	
		11	3.3	368	9.8	453.31	15.3	187	9.4	2,321	15.7	2,189.82	19.3
CHOCTAW	12	128		1,720		1,747.89		989		7,331		7,659.49	
	13	137		1,990		1,965.62		1,007		7,269		7,933.13	
		9	7.0	270	15.7	217.73	12.5	18	1.8	-62	-.8	273.64	3.6
DEL CITY	12	260		3,651		2,765.22		1,685		14,627		11,299.28	
	13	335		3,668		2,915.61		1,968		14,936		11,680.02	
		75	28.8	17	.5	150.39	5.4	283	16.8	309	2.1	380.74	3.4
DOWNTOWN	12	283		9,961		8,111.41		2,273		41,767		32,180.68	
	13	300		10,745		8,433.08		2,090		41,446		33,013.63	
		17	6.0	784	7.9	321.67	4.0	-183	-8.1	-321	-.8	832.95	2.6
EDMOND	12	376		4,198		3,975.06		2,533		17,783		15,154.19	
	13	364		4,209		4,013.17		2,445		16,933		15,964.04	
		-12	-3.2	11	.3	38.11	1.0	-88	-3.5	-850	-4.8	809.85	5.3
MIDWEST CITY	12	532		6,988		5,516.82		3,491		28,821		22,318.80	
	13	545		6,732		5,447.46		3,500		27,639		21,637.35	
		13	2.4	-256	-3.7	-69.36	-1.3	9	.3	-1,182	-4.1	-681.45	-3.1
NORTHWEST	12					.00						.00	
	13	396		4,000		4,360.10		2,366		14,429		14,633.43	
		396	100.0	4,000	100.0	4,360.10	100.0	2,366	100.0	14,429	100.0	14,633.43	100.0
RALPH ELLISON	12	350		5,897		4,700.99		2,658		25,298		19,492.65	
	13	407		7,223		5,678.89		2,886		27,986		22,270.44	
		57	16.3	1,326	22.5	977.90	20.8	228	8.6	2,688	10.6	2,777.79	14.3

Total Computer Usage

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	406		5,981		4,670.03		2,887		23,620		18,780.20	
	13	808		8,473		7,551.19		3,156		23,262		19,343.21	
		402	99.0	2,492	41.7	2,881.16	61.7	269	9.3	-358	-1.5	563.01	3.0
VILLAGE	12	404		4,226		3,404.33		2,763		18,146		14,252.25	
	13	369		4,118		3,510.94		2,663		17,239		14,169.69	
		-35	-8.7	-108	-2.6	106.61	3.1	-100	-3.6	-907	-5.0	-82.56	-.6
WARR ACRES	12	273		4,544		3,422.15		2,168		19,044		14,126.11	
	13	342		4,707		3,774.79		2,107		18,274		14,369.77	
		69	25.3	163	3.6	352.64	10.3	-61	-2.8	-770	-4.0	243.66	1.7
HARRAH	12	44		497		428.00		278		2,089		1,775.25	
	13	45		403		325.48		271		1,592		1,293.94	
		1	2.3	-94	-18.9	-102.52	-24.0	-7	-2.5	-497	-23.8	-481.31	-27.1
JONES	12	8		75		66.10		42		250		225.78	
	13	3		45		32.47		36		196		188.38	
		-5	-62.5	-30	-40.0	-33.63	-50.9	-6	-14.3	-54	-21.6	-37.40	-16.6
LUTHER	12	35		477		456.51		292		2,414		2,277.23	
	13	34		300		243.32		250		1,296		1,044.86	
		-1	-2.9	-177	-37.1	-213.19	-46.7	-42	-14.4	-1,118	-46.3	-1,232.37	-54.1
NICOMA PARK	12	9		175		169.00		94		629		607.98	
	13	24		240		251.27		114		837		871.61	
		15	166.7	65	37.1	82.27	48.7	20	21.3	208	33.1	263.63	43.4
WRIGHT	12	16		235		182.77		132		960		755.52	
	13	26		323		240.28		127		1,131		884.53	
		10	62.5	88	37.4	57.51	31.5	-5	-3.8	171	17.8	129.01	17.1
TOTAL	12	4,011		59,987		48,510.26		28,616		248,920		196,346.98	
	13	5,127		68,853		58,259.83		31,522		260,867		216,627.30	
		1,116	27.8	8,866	14.8	9,749.57	20.1	2,906	10.2	11,947	4.8	20,280.32	10.3

Computer Usage by Adult Customers

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	267		3,736		2,951.78		1,991		15,524		11,942.36	
	13	293		3,594		2,868.27		1,986		13,946		11,381.12	
		26	9.7	-142	-3.8	-83.51	-2.8	-5	-.3	-1,578	-10.2	-561.24	-4.7
BETHANY	12	190		2,656		2,051.35		1,601		10,745		8,268.00	
	13	238		2,762		2,300.48		1,625		11,150		9,163.78	
		48	25.3	106	4.0	249.13	12.1	24	1.5	405	3.8	895.78	10.8
CAPITOL HILL	12	192		1,803		1,551.75		1,197		7,054		5,923.24	
	13	221		2,075		1,833.62		1,358		8,617		7,273.35	
		29	15.1	272	15.1	281.87	18.2	161	13.5	1,563	22.2	1,350.11	22.8
CHOCTAW	12	89		1,282		1,319.90		714		5,373		5,524.10	
	13	93		1,315		1,335.15		709		5,078		5,546.20	
		4	4.5	33	2.6	15.25	1.2	-5	-.7	-295	-5.5	22.10	.4
DEL CITY	12	209		2,998		2,297.25		1,313		11,711		9,039.54	
	13	244		2,582		2,079.04		1,485		10,581		8,331.61	
		35	16.7	-416	-13.9	-218.21	-9.5	172	13.1	-1,130	-9.6	-707.93	-7.8
DOWNTOWN	12	252		9,459		7,685.37		1,990		39,710		30,551.51	
	13	282		10,350		8,116.71		1,885		39,537		31,534.95	
		30	11.9	891	9.4	431.34	5.6	-105	-5.3	-173	-.4	983.44	3.2
EDMOND	12	312		3,542		3,349.87		2,140		15,120		12,907.88	
	13	304		3,549		3,259.82		2,040		14,240		13,162.88	
		-8	-2.6	7	.2	-90.05	-2.7	-100	-4.7	-880	-5.8	255.00	2.0
MIDWEST CITY	12	438		5,214		4,218.69		2,806		20,765		16,403.70	
	13	434		5,032		4,076.18		2,746		19,926		15,730.16	
		-4	-.9	-182	-3.5	-142.51	-3.4	-60	-2.1	-839	-4.0	-673.54	-4.1
NORTHWEST	12					.00						.00	
	13	318		3,437		3,769.38		1,849		12,076		12,435.86	
		318	100.0	3,437	100.0	3,769.38	100.0	1,849	100.0	12,076	100.0	12,435.86	100.0
RALPH ELLISON	12	270		3,747		3,196.21		1,943		15,645		12,896.70	
	13	325		4,826		3,900.10		2,136		18,025		14,706.97	
		55	20.4	1,079	28.8	703.89	22.0	193	9.9	2,380	15.2	1,810.27	14.0

Computer Usage by Adult Customers

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	299		4,107		3,306.35		2,124		16,148		13,263.33	
	13	513		4,729		4,530.41		2,230		14,387		12,446.71	
		214	71.6	622	15.1	1,224.06	37.0	106	5.0	-1,761	-10.9	-816.62	-6.2
VILLAGE	12	334		2,996		2,439.34		2,233		13,464		10,651.15	
	13	308		3,174		2,635.52		2,158		13,062		10,396.93	
		-26	-7.8	178	5.9	196.18	8.0	-75	-3.4	-402	-3.0	-254.22	-2.4
WARR ACRES	12	240		3,685		2,792.47		1,809		15,419		11,415.38	
	13	295		3,604		2,880.13		1,763		13,690		10,597.47	
		55	22.9	-81	-2.2	87.66	3.1	-46	-2.5	-1,729	-11.2	-817.91	-7.2
HARRAH	12	32		278		216.44		198		1,334		1,064.60	
	13	42		335		220.14		210		1,253		874.70	
		10	31.3	57	20.5	3.70	1.7	12	6.1	-81	-6.1	-189.90	-17.8
JONES	12	6		65		60.55		29		210		202.67	
	13	2		38		30.33		26		169		176.34	
		-4	-66.7	-27	-41.5	-30.22	-49.9	-3	-10.3	-41	-19.5	-26.33	-13.0
LUTHER	12	19		320		299.27		157		1,333		1,289.81	
	13	22		172		132.94		140		707		530.36	
		3	15.8	-148	-46.3	-166.33	-55.6	-17	-10.8	-626	-47.0	-759.45	-58.9
NICOMA PARK	12	9		161		156.01		80		554		538.64	
	13	18		211		226.59		90		752		807.07	
		9	100.0	50	31.1	70.58	45.2	10	12.5	198	35.7	268.43	49.8
WRIGHT	12	14		160		129.14		94		683		563.33	
	13	20		285		217.24		90		947		770.88	
		6	42.9	125	78.1	88.10	68.2	-4	-4.3	264	38.7	207.55	36.8
TOTAL	12	3,172		46,209		38,021.74		22,419		190,792		152,445.94	
	13	3,972		52,070		44,412.05		24,526		198,143		165,867.34	
		800	25.2	5,861	12.7	6,390.31	16.8	2,107	9.4	7,351	3.9	13,421.40	8.8

Computer Usage by Minor Customers

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	46		540		422.90		382		2,208		1,623.15	
	13	57		621		464.65		373		2,156		1,594.96	
		11	23.9	81	15.0	41.75	9.9	-9	-2.4	-52	-2.4	-28.19	-1.7
BETHANY	12	50		656		496.20		363		2,922		2,242.06	
	13	59		558		457.70		371		2,087		1,633.59	
		9	18.0	-98	-14.9	-38.50	-7.8	8	2.2	-835	-28.6	-608.47	-27.1
CAPITOL HILL	12	142		1,971		1,420.00		797		7,688		5,442.76	
	13	124		2,067		1,591.44		823		8,446		6,282.47	
		-18	-12.7	96	4.9	171.44	12.1	26	3.3	758	9.9	839.71	15.4
CHOCTAW	12	39		438		427.99		275		1,958		2,135.39	
	13	44		675		630.47		298		2,191		2,386.93	
		5	12.8	237	54.1	202.48	47.3	23	8.4	233	11.9	251.54	11.8
DEL CITY	12	51		653		467.97		372		2,916		2,259.74	
	13	91		1,086		836.57		483		4,355		3,348.41	
		40	78.4	433	66.3	368.60	78.8	111	29.8	1,439	49.3	1,088.67	48.2
DOWNTOWN	12	31		502		426.04		283		2,057		1,629.17	
	13	18		395		316.37		205		1,909		1,478.68	
		-13	-41.9	-107	-21.3	-109.67	-25.7	-78	-27.6	-148	-7.2	-150.49	-9.2
EDMOND	12	64		656		625.19		393		2,663		2,246.31	
	13	60		660		753.35		405		2,693		2,801.16	
		-4	-6.3	4	.6	128.16	20.5	12	3.1	30	1.1	554.85	24.7
MIDWEST CITY	12	94		1,774		1,298.13		685		8,056		5,915.10	
	13	111		1,700		1,371.28		754		7,713		5,907.19	
		17	18.1	-74	-4.2	73.15	5.6	69	10.1	-343	-4.3	-7.91	-.1
NORTHWEST	12					.00						.00	
	13	78		563		590.72		517		2,353		2,197.57	
		78	100.0	563	100.0	590.72	100.0	517	100.0	2,353		2,197.57	100.0
RALPH ELLISON	12	80		2,150		1,504.78		715		9,653		6,595.95	
	13	82		2,397		1,778.79		750		9,961		7,563.47	
		2	2.5	247	11.5	274.01	18.2	35	4.9	308	3.2	967.52	14.7

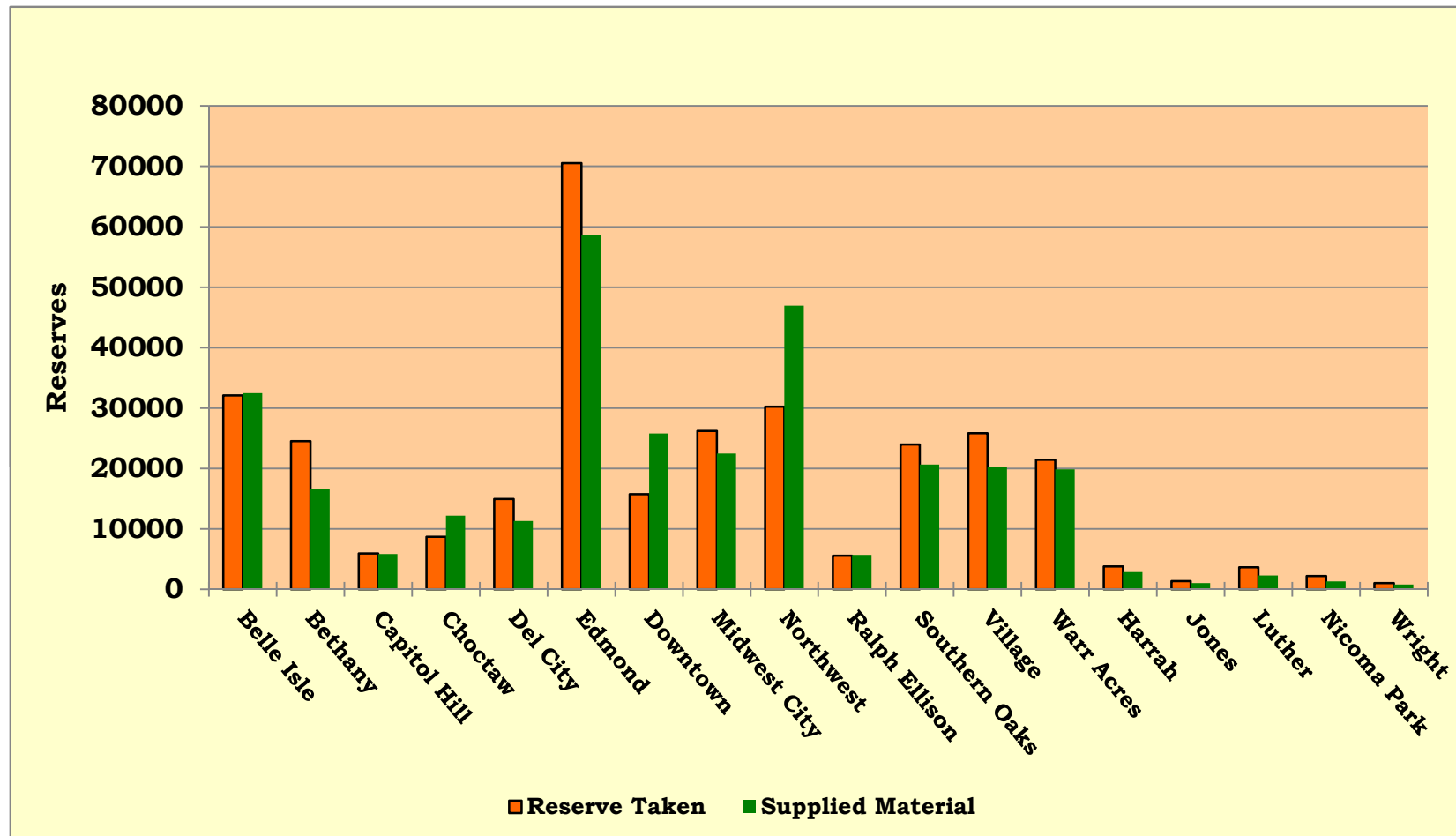
Computer Usage by Minor Customers

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	107		1,874		1,363.68		763		7,472		5,516.87	
	13	295		3,744		3,020.78		926		8,875		6,896.50	
		188	175.7	1,870	99.8	1,657.10	121.5	163	21.4	1,403	18.8	1,379.63	25.0
VILLAGE	12	70		1,230		964.99		530		4,682		3,601.10	
	13	61		944		875.42		505		4,177		3,772.76	
		-9	-12.9	-286	-23.3	-89.57	-9.3	-25	-4.7	-505	-10.8	171.66	4.8
WARR ACRES	12	33		859		629.68		359		3,625		2,710.73	
	13	47		1,103		894.66		344		4,584		3,772.30	
		14	42.4	244	28.4	264.98	42.1	-15	-4.2	959	26.5	1,061.57	39.2
HARRAH	12	12		219		211.56		80		755		710.65	
	13	3		68		105.34		61		339		419.24	
		-9	-75.0	-151	-68.9	-106.22	-50.2	-19	-23.8	-416	-55.1	-291.41	-41.0
JONES	12	2		10		5.55		13		40		23.11	
	13	1		7		2.14		10		27		12.04	
		-1	-50.0	-3	-30.0	-3.41	-61.4	-3	-23.1	-13	-32.5	-11.07	-47.9
LUTHER	12	16		157		157.24		135		1,081		987.42	
	13	12		128		110.38		110		589		514.50	
		-4	-25.0	-29	-18.5	-46.86	-29.8	-25	-18.5	-492	-45.5	-472.92	-47.9
NICOMA PARK	12			14		12.99		14		75		69.34	
	13	6		29		24.68		24		85		64.54	
		6	100.0	15	107.1	11.69	90.0	10	71.4	10	13.3	-4.80	-6.9
WRIGHT	12	2		75		53.63		38		277		192.19	
	13	6		38		23.04		37		184		113.65	
		4	200.0	-37	-49.3	-30.59	-57.0	-1	-2.6	-93	-33.6	-78.54	-40.9
TOTAL	12	839		13,778		10,488.52		6,197		58,128		43,901.04	
	13	1,155		16,783		13,847.78		6,996		62,724		50,759.96	
		316	37.7	3,005	21.8	3,359.26	32.0	799	12.9	4,596	7.9	6,858.92	15.6

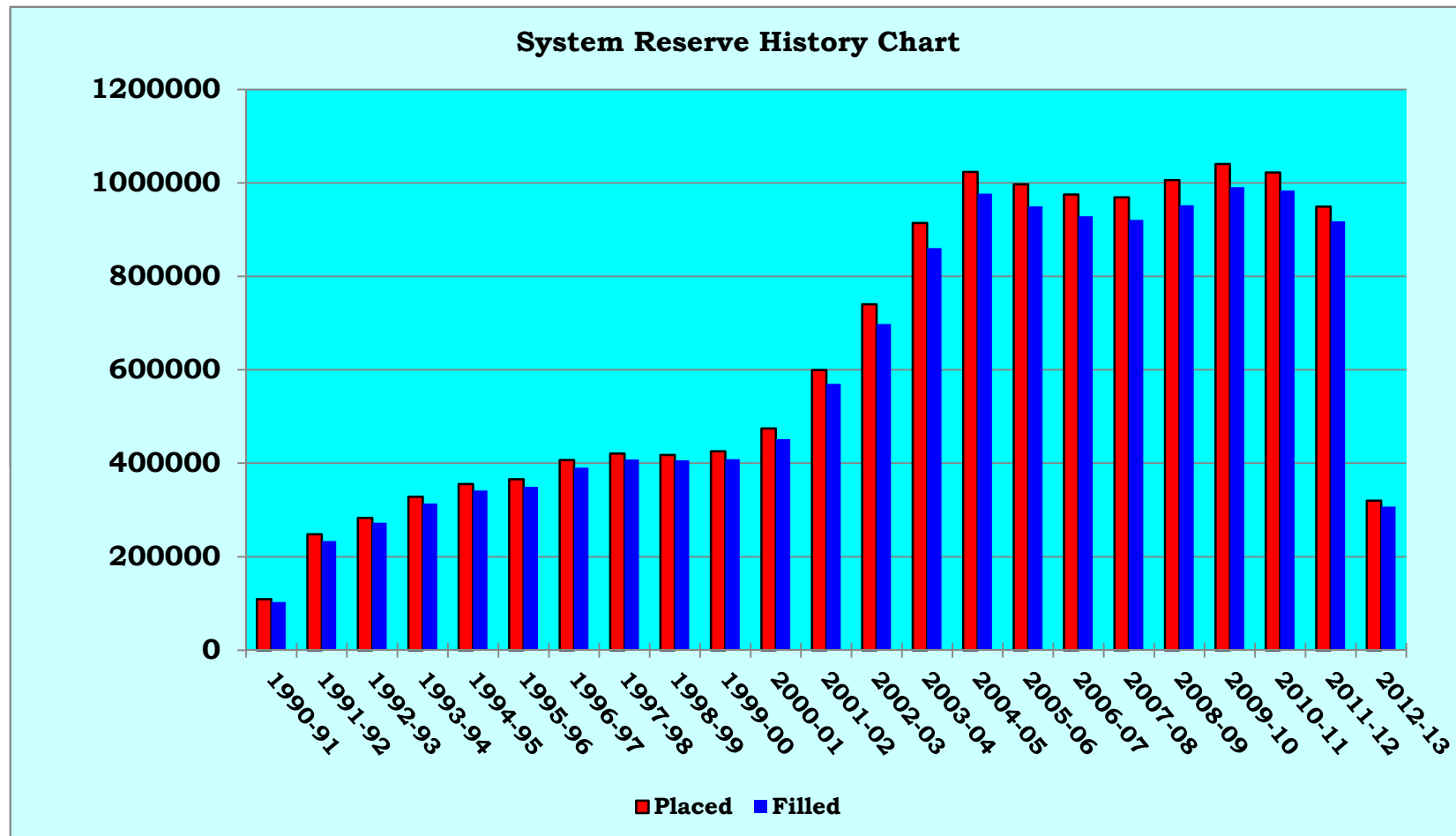
System Reserve Report

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	12	8,850	38,626		8,409	36,864	
	13	7,634	32,115		7,318	30,428	
		-1,216	-6,511	-16.9	-1,091	-6,436	-17.5
BETHANY	12	6,251	27,126		5,812	25,468	
	13	5,715	24,511		5,446	23,133	
		-536	-2,615	-9.6	-366	-2,335	-9.2
CAPITOL HILL	12	1,140	5,211		1,107	5,091	
	13	1,344	5,930		1,371	5,705	
		204	719	13.8	264	614	12.1
CHOCTAW	12	2,180	9,831		2,061	9,429	
	13	2,279	8,679		2,193	8,288	
		99	-1,152	-11.7	132	-1,141	-12.1
DEL CITY	12	3,690	16,478		3,485	14,799	
	13	3,387	14,955		3,380	14,128	
		-303	-1,523	-9.2	-105	-671	-4.5
EDMOND	12	17,644	76,984		16,816	74,173	
	13	16,777	70,528		16,673	67,979	
		-867	-6,456	-8.4	-143	-6,194	-8.4
DOWNTOWN	12	4,104	18,082		3,813	17,269	
	13	3,403	15,739		3,398	15,028	
		-701	-2,343	-13.0	-415	-2,241	-13.0
MIDWEST CITY	12	6,745	28,520		6,290	27,380	
	13	6,117	26,225		6,101	25,368	
		-628	-2,295	-8.0	-189	-2,012	-7.3
NORTHWEST	12						
	13	7,151	30,225		6,976	28,618	
		7,151	30,225		6,976	28,618	
RALPH ELLISON	12	1,390	5,755		1,371	5,539	
	13	1,321	5,571		1,331	5,444	
		-69	-184	-3.2	-40	-95	-1.7
SOUTHERN OAKS	12	6,943	29,220		6,717	27,824	
	13	6,484	23,962		6,235	22,919	
		-459	-5,258	-18.0	-482	-4,905	-17.6
VILLAGE	12	8,556	37,658		8,278	35,961	
	13	5,844	25,831		5,943	24,946	
		-2,712	-11,827	-31.4	-2,335	-11,015	-30.6

System Reserves Report

July 1, 2012 through October 31, 2012 (33.33% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
WARR ACRES	12	7,794	33,803		7,396	32,526	
	13	5,015	21,432		4,991	20,645	
		-2,779	-12,371	-36.6	-2,405	-11,881	-36.5
HARRAH	12	1,041	3,883		940	3,698	
	13	1,032	3,766		1,011	3,656	
		-9	-117	-3.0	71	-42	-1.1
JONES	12	447	1,586		421	1,546	
	13	355	1,355		336	1,319	
		-92	-231	-14.6	-85	-227	-14.7
LUTHER	12	1,045	4,218		1,055	4,193	
	13	855	3,630		837	3,624	
		-190	-588	-13.9	-218	-569	-13.6
NICOMA PARK	12	502	2,179		544	2,039	
	13	447	2,215		479	2,166	
		-55	36	1.7	-65	127	6.2
WRIGHT	12	252	1,091		235	1,054	
	13	212	1,016		201	950	
		-40	-75	-6.9	-34	-104	-9.9
TOTAL	12	79,343	343,596		75,498	328,071	
	13	76,169	320,701		75,046	307,279	
		-3,174	-22,895	-6.7	-452	-20,792	-6.3

EXECUTIVE DIRECTOR'S REPORT

NOVEMBER 2012

Almonte Update

At its regular meeting on Tuesday, November 6, 2012, the Oklahoma City Council approved the professional services agreement with the Metropolitan Library System to provide library services in the Almonte shopping center. As mentioned last month, LaVetta Dent has transferred from the Village to Almonte as Manager of Library Operations and job announcements for librarian positions were opened this week. In addition, we had an architect review the plans for the build out of the space and the plans are close to being finalized for these changes. We have selected a couple of carpet samples and are reviewing our furniture needs. Materials Selection is purchasing materials and we are working on other tasks related to opening this new facility.

Last month the question was asked about the rebuild cost and if it was part of the Lease agreement. I erroneously said I believed it to be incorporated into the monthly rental cost, but that is not correct. In the lease under Item 41, it specifies that a sum of \$75,000 be deposited in an escrow account to take care of renovations. The money for renovations to the space was included in the MLS budget and that is what was deposited into the escrow account.

Jones Update

On Friday, November 9, library staff and Jones officials and stakeholders will be meeting with Studio Architects and Architect Danielle Wrightson of Dewberry, Davis, to work on programming issues for the new library and also to develop a master plan with expansion possibilities for the library that will be needed in the future. This will enable us to place the planned 3,000 sq ft library on the optimum location for the site both for the short term and a potential expansion over the long term.

Northwest Design Architects visit Northwest Library

We were fortunate to have a visit from Architect Jim Richard and Interior Designer Kelly Bauer last week. Their firm Richard + Bauer were the design architects for the Northwest Library and collaborated with LWPB on the original design. They were unable to attend the grand opening and this was their first visit to the completed library. It gave us the opportunity to meet as a group with them and other library staff to critique the building and discuss what worked well and what we might do differently. It was a productive and informative meeting and they are delighted with how the library turned out.

Public Library Directors Meet

Last week, the public library directors in the state of Oklahoma held their annual retreat in Bartlesville, OK. This group includes directors from library systems and municipal libraries from all over the state. Our focus this year was to discuss some of the early childhood learning initiatives such as Smart Start: the Campaign for Grade Level Reading and Common Core. These programs originate in the public schools; but public libraries have to be prepared to support and provide supplemental materials and expertise. We also heard a report on Digital Literacy and Libraries; a proposed One Book, One state grant opportunity and a Legislative update. Senator John Ford and Representative Earl Sears, both from Bartlesville, closed the 2 day retreat with an overview of the upcoming legislative session. They answered questions for the group, but also had a number of questions for us concerning library services in the state. They were engaging and interested in what libraries do in their communities and for our citizens and it was a real treat to visit with them.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Attended Library Endowment Task Force Meeting
- Attend Library Endowment Trust Meeting
- Attend PLDC Conference in Bartlesville
- Master Planning Meeting with Jones Library
- Attended Warr Acres Public Art Project Meeting

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Jan Auld's Christmas

Location: Midwest City

All Ages

Display- Dec: 1-31, Library hours

The Midwest City Library is pleased to welcome local artist Jan Auld during the month of December. Ms. Auld will display her whimsical Christmas artwork in the Lobby Gallery throughout the month. The exhibit is free and open to the public all library hours.

"A Christmas Carol" by Charles Dickens

Saturday, December 1, 2012

Time: 2:00pm-3:00pm

Location: Northwest

All Ages

Celebrate the season with Scrooge, Cratchit, Marley, the Ghosts and Tiny Tim as Shakespeare in the Park presents their delightful version of the popular tale. Bring your whole family for a Saturday afternoon of love, and laughter to kick-off the holiday spirit.

Cowboy Jim Garling Performs

Sunday, December 2, 2012

Time: 2:30pm-3:00pm

Location: Belle Isle

All Ages

Join Cowboy Jim Garling as he performs songs and tells stories from the trail. Get ready for the holiday season as he sings a few cowboy Christmas songs too.

eBooks 101

Tuesday, December 4, 2012

Time: 10:00am-12:00pm

Location: Midwest City

Adults

Join Jerod for a step-by-step instructional session on how to check out library eBooks for your eReader, tablet computer or smart phone. To attend, please register at 405-732-4828 or contact the Information Desk.

Family Game Night

Thursday, December 6, 2012

Time: 6:30pm-8:30pm

Location: Village

All Ages

Bring your whole family (all ages) to the library to play all kinds of games! Light refreshments and games will be provided. Please pre-register by calling 755-0710 or visiting the Information Desk.

Holiday Open House

Saturday, December 8, 2012

Time: 1:00pm-4:00pm

Location: Capitol Hill

All Ages

Stop by for a day of fun, holiday style. Free photos with Santa (appointment required), holiday themed art, give-a-ways, and live music. Don't miss this annual Capitol Hill tradition.

Call 634-6308 to reserve your spot on Santa's lap.

Holly Jolly Holiday Party

Saturday, December 15, 2012

Time: 1:00pm-4:00pm

Location: Ralph Ellison

All Ages

Join us for a ho-ho-ho holiday party where we will make crafts to get you in the spirit of the season, take a picture with Santa, receive a free gift, and eat some delicious holiday treats. Gifts, craft supplies, and treats are first come, first serve. Please bring your own camera if you want to take a picture with Santa.

Cosponsor: Special Friends of the Ralph Ellison Library.