



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, January 17, 2013, 3:30 p.m.
Ralph Ellison Library
2000 NE 23rd
Oklahoma City, OK 73111
(Telephone: 424-1437)

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 #53 – 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 (#54 - #57)

- Document #54 – Approval of Minutes of November 15, 2012 Meeting
- Document #55 – Acceptance of Review of Expenditures for November 2012
- Document #56 – Acceptance of Review of Expenditures for December 2012
- Document #57 – Contract Awards and Purchases
 - Item A: Anti-Virus, Anti-Spyware and Filtering Software Subscriptions
 - Item B: Microcomputers

4:00 – 4:15 pm COMMITTEE REPORTS

- Document #58 – Minutes of A & P Committee meeting, November 28, 2012
- Document #59 – Discussion, Consideration, and Possible Action – Report and Recommendations from Nominating Committee ~ Jose Jimenez, chair

4:15 – 4:30 pm SPECIAL PRESENTATIONS

- Literary Voices – Carol Troy, Chair, Literary Voices
- EBook Ad – Kim Terry, Marketing & Communications Director
- Winter ReadFest – Anita Roesler, Adult Services Coordinator, Outreach

4:30 – 4:45 pm INFORMATION REPORTS (#60 - #69)

- Document #60 – MLS Strategic Plan - Year 5 Highlights & End Point Evaluation Survey Results – Kay Bauman, Deputy Executive Director/Library Operations
- Document #61 – MLS 2012 Annual Report
- Document #62 – MLS November 2012 Library Visits
- Document #63 – MLS November 2012 Circulation Report
- Document #64 – MLS November 2012 Computer Usage Report
- Document #65 – MLS November 2012 System Reserve Report
- Document #66 – MLS December 2012 Library Visits
- Document #67 – MLS December 2012 Circulation Report
- Document #68 – MLS December 2012 Computer Usage Report
- Document #69 – MLS December 2012 System Reserve Report

4:45 – 4:55 pm EXECUTIVE DIRECTOR'S REPORT

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

- Request by Commission Chair for 2013 MLC Standing Committee assignments

NEXT COMMISSION MEETING DATE AND PLACE:

February 21, 2013
Del City Library, 4509 SE 15th, Del City, OK 73115

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

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

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

Library System staff receiving Certificates of Service in December 2012 & January 2013:

Employees

Years of Service

DECEMBER 2012

Edward Ahad Marand, Circulation Clerk, Edmond Library	15
Diane Rice, Librarian, The Village Library	10
Dennis D. Delano, Extension Specialist, Luther Library	5
Grant E. Yokley, Extension Specialist, Luther Library	5
Sharon L. Young, Circulation Clerk, Edmond Library	5

JANUARY 2013

James E Nimmo, Jr., Library Aide, Downtown Library	20
Victoria E. Dixon, Librarian, Downtown Library	15
Timothy D. Fisher, Librarian, Downtown Library	15
Kathy L. Fritsch, Library Aide, Belle Isle Library	15
Larry "Buddy" Johnson, Okla. Collection Coordinator, Downtown Library	15
Denise A. Lukes, Materials Selection Technician, Materials Selection	15
Lisa Walker, Purchasing Specialist, Business Office	15
Kelley E. Hoffman, Benefits Manager, Human Resources	10
Geraldine E. Adams, Librarian, Southern Oaks Library	5
Deborah Austin-Munden, Circulation Clerk, The Village Library	5
Adelaida "Ada" Herrerias, Library Aide, Del City Library	5

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

DATE: November 15, 2012 TIME: 3:30 pm

MEETING PLACE: Edmond 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 Edmond Library and Downtown Library, 300 Park Avenue, Oklahoma City, on November 12, 2012, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Bose' Akadari
Nancy Anthony, Disbursing Agent
Allen Coffey
Penny McCaleb
Tracy McGehee
Mukesh Patel
Hugh Rice
Vanna Shaw
Jim Shonts
Judy Smith, Vice-Chair
Alyne Strube
Beth Toland
Susan Tucker
Ray Vaughn
Stephanie West
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Ralph Bullard
Mick Cornett, Mayor of Oklahoma City
Cynthia Friedemann
Rozz Grigsby
Deanna Hannah
Helene Harpman
Jose Jimenez
Carolyn Leslie
Tracy McDaniel
Lori Nelson
Kim Patterson

Estimate of general public and staff attending: 18

I. The meeting was called to order at 3:39 p.m. by Mrs. Fran Cory, Chair.

Roll was called to establish a quorum. Present: Akadiri, Anthony, Coffey, McCaleb, McGehee, Patel, Rice, Shaw, Shonts, Smith, Strube, Toland, Tucker, Vaughn, West, Cory.

II. Mrs. Cory introduced Ms. Melody Kellogg, Manager of Library Operations for the Edmond Library. Ms. Kellogg, welcomed the Commission and provided details of events at the Edmond Library.

Mrs. Cory introduced special guests Mr. Larry Stevens, City Manager of Edmond and Mr. Steve Commons, Assistant City Manager of Edmond. Mr. Stevens thanked the Metropolitan Library System for its partnership with the City of Edmond. The City of Edmond has been working with Mrs. Donna Morris and Mr. Todd Olberding extensively concerning the potential of an additional Edmond Library facility, and it has been included in the City of Edmond Strategic Plan. The City of Edmond continues to work with the library system to address the current parking issue at the Edmond Library.

III. Mrs. Cory called for Presentation of Service Certificates for November 2012: Denyvetta Davis, Director of Library Operations ~ 30 years of service; John Utley, Computer Operations Supervisor, Information Technology ~ 10 years of service; Brandon Rose, Library Aide, Edmond Library ~ 5 years of service.

Mrs. Cory also recognized the following employees who were unable to attend the commission meeting: Randy Wayland, Manager of Library Operations II, Southern Oaks Library ~ 30 years of service; Cheryl Ann Coleman, Associate Librarian, Warr Acres Library ~ 10 years of service; Kaeli Dunn, Library Aide, Del City Library ~ 10 years of service; Serina Garcia-Freeman, Library Aide, Midwest City Library ~ 10 years of service.

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

V. Mrs. Cory presented the Consent Docket: Document #47 – Approval of Minutes of October 18, 2012; Document #48 –Acceptance of Review of Expenditures for October 2012. Mrs. Cory called for a motion.

Mrs. Beth Toland moved to accept the consent docket. Mrs. Alyne Strube seconded.

Mrs. Toland referred to page 3 and page 5 of document #48. She highlighted a discrepancy in the current year budgeted tax revenue. Mr. Lloyd Lovely explained the discrepancy appears to be one of the documents was not updated to reflect the final budget numbers. The discrepancy will be corrected.

No further discussion; motion passed unanimously.

VI. Mrs. Cory referred to Special Presentations: Endowment Trust – Quarterly Report ~ Robert Clements, Endowment Trust President.

Mr. Clements provided a brief history of the Library Endowment Trust. The Trust was established as a 501(c)(3) in 1986 and distributes a portion of its funds back to the library system to enhance library services, programs and unbudgeted needs. The largest fundraiser put on by the Trust is the annual Literary Voices event. Mr. Clements provided a history of the various authors who have participated in the annual event. He also highlighted several library needs the Trust has helped to fund and explained the future goals of the organization.

Mrs. Cory thanked Mr. Clements for his presentation to the Commission.

Mrs. Cory referred to Special Presentations: Geographic Information System Study of Library Impact - Jim Welch, Deputy Executive Director/Technology.

Mr. Welch presented a slideshow of various maps detailing the service areas in the library system. In the past year there have been 180,000 unique users in the county who have used library services. A map for each library location was shown with data depicting patterns of use for the individual libraries. The number of unique customers each library location had within the past year was provided as well as the percentage of customers residing outside a three mile radius for the specific location. Next, Mr. Welch showed a series of library specific maps with data depicting customers who reside within a three mile radius. The maps also provided data on how the various libraries within the system impact one another. Discussion followed.

Mr. Welch concluded his presentation and stated the Geographic Information Study of Library Impact shows services provided by the Metropolitan Library System significantly adds value to the quality of life throughout Oklahoma County.

Mrs. Morris thanked Mr. Welch for developing and analyzing the data. Moving forward the data can be used to help make decisions regarding services to provide to library customers.

VII. Mrs. Cory referred to the Information Reports.

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

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

Mrs. Morris called on Ms. Denyveta Davis to introduce the newest member of the MLS staff. Ms. Davis introduced Mr. Aaron Bluitt, Assistant Director of Library Operations.

Mrs. Morris stated the Oklahoma City Council has approved the professional services agreement with the library system to provide library services in the Almonte Shopping Center. LaVetta Dent has transferred from the Village to Almonte as Manager of Library Operations.

On Friday, November 9, library staff and Jones officials and stakeholders met 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.

IX. Mrs. Cory called for comments from Commissioners. Questions and discussion followed.

X. The next Commission meeting will be held at the Capitol Hill Library on December 13, 2012.

There being no further business, the meeting was adjourned at 4:41 pm.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

November 30, 2012

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

For comparison 41.67% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of November 2012.

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STATEMENT OF FINANCIAL CONDITION

November 30, 2012

ASSETS

	Current Year	Previous Year
CASH	\$ 1,449,890.91	\$ 5,939,571.09
INVESTMENTS (Schedule attached)	19,153,419.09	16,772,424.39
PREPAID ACCOUNTS	30,000.00	341,266.53
TAXES RECEIVABLE: Ad Valorem Tax	30,562,816.00	29,988,898.00
Less: Reserve for Delinquent Tax	-2,778,438.00	-2,726,263.00
Budgeted Tax Revenue	27,784,378.00	27,262,635.00
Less: Tax Received	-831,231.48	-618,246.38
	26,953,146.52	26,644,388.62
Total Assets	\$47,586,456.52	\$ 49,697,650.63

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$364,745.78	\$166,603.19
Current Year Purchase Orders Outstanding	282,140.54	1,017,366.70
Previous Year Purchase Orders Outstanding	83,933.50	309,215.95
Checks Outstanding	271,349.72	185,261.72
Total Liabilities	1,002,169.54	1,678,447.56

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	26,953,146.52	26,644,388.62
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FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14
Add: Revenues		
Budgeted	1,062,231.48	842,246.38
Other	1,104,123.07	968,156.79
Less: Expenditures	(12,747,983.70)	(11,661,109.86)
Total Fund Balance	19,631,140.46	21,374,814.45

Total Liabilities, Deferred Revenue and Fund Balance	\$47,586,456.52	\$ 49,697,650.63
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT
As of November 30, 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
Total Investments				<u>\$ 19,153,419.09</u>

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of November 30, 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	\$27,784,378.00	\$ 831,231.48	\$ 831,231.48	2.99%	\$27,262,635.00	\$ 618,246.38	\$ 618,246.38	2.27%
State Aid	257,465.70	-	-	0.00%	290,807.00	-	-	0.00%
Fines	450,000.00	49,000.00	231,000.00	51.33%	474,660.00	41,000.00	224,000.00	47.19%
Total Budgeted Revenue	\$ 28,491,843.70	\$ 880,231.48	\$ 1,062,231.48	3.73%	\$ 28,028,102.00	\$ 659,246.38	\$ 842,246.38	3.01%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 80,376.26	\$ 642,765.83			\$ 64,670.06	\$ 606,402.17	
Gifts and Lost Books Fees		62,000.00	112,000.00			0.00	0.00	
Investment Income		32,055.20	139,805.80			20,278.58	162,946.10	
Flexible Benefits Account Balance		0.00	0.00			0.00	0.00	
Sale of Surplus Equipment		18,773.00	35,174.26			210.00	16,803.79	
Insurance Reimbursements		0.00	0.00			0.00	118,056.54	
Miscellaneous		22,563.86	174,377.18			2,383.88	63,948.19	
Total Miscellaneous Revenue		\$ 215,768.32	\$ 1,104,123.07			\$ 87,542.52	\$ 968,156.79	
Total Revenue	\$ 28,491,843.70	\$ 1,095,999.80	\$ 2,166,354.55	7.60%	\$ 28,028,102.00	\$ 746,788.90	\$ 1,810,403.17	

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

November 30, 2012

	<u>BEGINNING OF MONTH</u>	<u>RECEIPTS</u>	<u>EXPEND.</u>	<u>ENDING BALANCE</u>
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 24,299.85	\$ 3,762.27	\$ 25,236.71	\$ 2,825.41
810 Prepaid Fees	(17,702.01)	0.00	400.35	(18,102.36)
815 Fines	49,821.73	43,594.13	50,440.41	42,975.45
820 Copy	52,232.19	9,272.40	41,741.32	19,763.27
Total Revolving Funds	\$ 108,651.76	\$ 56,628.80	\$ 117,818.79	\$ 47,461.77

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	10,588.40	4,251.60
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	18,327.73	6,672.27
935 12/Conoco/MWC	1,000.00	1,000.00	0.00	1,000.00
944 09/LET/Gift Materials	33,563.00	33,563.00	33,441.37	121.63
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	925.38	12,389.62
954 13/OAC/Perpetual Motion Tour	3,600.00	0.00	3,600.00	(3,600.00)
955 13/OAC/Genticorum	2,744.00	0.00	2,744.00	(2,744.00)
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

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	11,385.94	0.00
916 12 Bench and Bike Rack	11,000.00	11,000.00	5,522.74	5,477.26
921 12 Children's Author Visit	10,392.00	10,392.00	5,856.72	4,535.28

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Grants - Friends of MLS, Current Fiscal Year</u>					
945	13 Staff Recognition	11,000.00	11,299.02	11,239.02	60.00
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	4,795.75	4,795.75	0.00
958	13 CH Book Purchase	2,000.00	2,000.00	0.00	2,000.00
Total Grants					200,427.83
Total Special Funds					<u>\$ 247,889.60</u>

Metropolitan Library System
Statement of Encumbrances
Month of November 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	1,551,019.30	5,608,530.96	38.86	14,431,382.00	8,822,851.04
102	Wages - Part-time	224,859.44	829,316.36	32.97	2,515,721.00	1,686,404.64
103	Payroll Taxes	131,408.22	472,013.68	39.04	1,209,170.00	737,156.32
109	Workers Comp Insurance	18,474.00	81,842.00	37.16	220,247.00	138,405.00
112	Group Insurance	217,270.49	1,087,142.02	37.75	2,879,887.00	1,792,744.98
113	Employees' Retirement	99,647.68	360,481.46	18.52	1,946,094.00	1,585,612.54
114	Unemployment Compensation	.00	6,027.46	20.09	30,000.00	23,972.54
Total Personal Services		2,242,679.13	8,445,353.94	36.35	23,232,501.00	14,787,147.06

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	626.00	229,589.00	98.88	232,197.00	2,608.00
202	Liability/Life Insurance	.00	.00	.00	.00	.00
205	Rent of Library Buildings	7,431.25	31,306.26	33.02	94,800.00	63,493.74
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	32,469.80	162,489.00	31.01	524,000.00	361,511.00
208	Maintenance of Facilities	50,089.92	139,354.32	20.83	668,909.00	529,554.68
211	Parking & Transportation	11,311.57	57,772.47	32.71	176,600.00	118,827.53
212	Travel Expenses	-46.30	15,763.01	14.10	111,826.00	96,062.99
213	Professional Services	33,515.75	109,147.13	33.11	329,651.00	220,503.87
214	Security Services	41,884.51	165,270.69	29.30	564,110.00	398,839.31
216	Telephone Services	11,358.60	70,748.78	21.68	326,363.00	255,614.22
217	Electrical Services	36,746.86	276,419.47	40.85	676,709.00	400,289.53
218	Gas Services	2,911.90	8,182.13	10.53	77,734.00	69,551.87
219	Water & Garbage Services	8,901.85	44,797.82	53.33	84,008.00	39,210.18
220	Veolia Energy Services	15,833.44	113,137.90	57.16	197,939.00	84,801.10
226	Memberships	1,505.00	12,464.50	49.07	25,399.00	12,934.50
230	Other Library-Related Services	165,169.36	226,759.45	59.66	380,091.00	153,331.55
231	Automation Contractual	47,655.77	123,791.79	29.97	413,007.00	289,215.21
236	Network Catalog Services	5,459.00	33,036.40	40.29	82,000.00	48,963.60
Total Contractual Services		472,824.28	1,820,030.12	36.65	4,965,343.00	3,145,312.88

Metropolitan Library System
Statement of Encumbrances
Month of November 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	13,732.64	48,322.20	21.53	224,450.00	176,127.80
302	Postage	20,489.46	105,826.72	36.76	287,850.00	182,023.28
303	Supplies	38,190.97	164,790.86	33.01	499,202.00	334,411.14
310	Maintenance Supplies	8,266.89	18,963.87	25.63	74,000.00	55,036.13
312	Safety Supplies & Equipment	89.87	1,076.58	25.63	4,200.00	3,123.42
321	Gasoline & Oil	3,975.64	21,259.95	40.88	52,000.00	30,740.05
322	Vehicle Parts & Repairs	231.08	8,856.38	27.68	32,000.00	23,143.62
330	Programming Activities	7,801.38	110,808.49	31.35	353,470.00	242,661.51
331	Other Commodities	5,710.42	11,708.58	26.22	44,650.00	32,941.42
Total Commodities		98,488.35	491,613.63	31.28	1,571,822.00	1,080,208.37

Capital Outlays

401	Books & Materials	318,460.40	1,429,805.75	25.98	5,502,560.00	4,072,754.25
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	124,520.35	156,965.66	86.43	181,600.00	24,634.34
408	Furniture, Fixture, & Equip	16,838.18	76,238.52	22.67	336,342.00	260,103.48
409	Motor Vehicles	.00	.00	.00	60,000.00	60,000.00
410	Automation System & Equipment	-12,370.82	218,142.08	24.51	890,000.00	671,857.92
450	Capital Projects	1,547.30	109,834.00	1.88	5,828,633.00	5,718,799.00
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		448,995.41	1,990,986.01	15.55	12,807,735.00	10,816,748.99
Total Budget		3,262,987.17	12,747,983.70	29.94	42,577,401.00	29,829,417.30

Monthly Journal Entries -- November 2012

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
69	1001	Cash	\$ 2,017,093.78	
	3602	Interest Income		\$ 17,093.78
	1101	Investments		\$ 2,000,000.00
		Sold investment Freddie Mac 3134g3dw7		
70	1001	Cash	\$ 5,150.00	
	3602	Interest Income		\$ 5,150.00
		Interest on Federal Home Loan Bank 313380bp1		
71	1001	Cash	\$ 10,000.00	
	3602	Interest Income		\$ 10,000.00
		Interest on Fannie Mae 3136g0hl8		
<u>Tax revenues</u>				
72	1001	Cash	\$ 80,289.33	
	1201	Ad Valorem Tax - Current year		\$ 3.43
	3601	Prior year Tax		\$ 80,285.90
		Ad Valorem Tax apportioned by County for 10/16 to 10/31		
73	1001	Cash	\$ 831,318.41	
	3601	Prior year Tax		\$ 90.36
	1201	Ad Valorem Tax - Current year		\$ 831,228.05
		Ad Valorem Tax apportioned by County for 11/1 to 11/15		
<u>Miscellaneous</u>				
74	1001	Cash	\$ 20,826.86	
	3605	Mic. Reimbursements		\$ 20,826.86
		Friends 1,453.15 Abibow 18.79		
		café rent 500.00 LET-postage 191.40		
		Independent-rebate 28.52 Consortium 3,205.00		
		Tyler - refund 225.00 State of OK 15,005.00		
		Spoticus 200.00 total \$ 20,826.86		
75	1001	Cash	\$ 18,773.00	
	3606	Surplus Sale		\$ 18,773.00
		Vehicle and late sale items		

Fines

76	1001	Cash	\$	49,000.00	
	3403	Projected Mic. Revenue - Fines			\$ 49,000.00
		Fines transferred to General Fund in November			
77	1001	Cash	\$	22,000.00	
	3613	Mic. Revenue - Gifts/Books			\$ 22,000.00
		Gift funds transferred to General Fund in November			
78	1001	Cash	\$	40,000.00	
	3613	Miscellaneous revenue - Copies			\$ 40,000.00
		Copy funds transferred to General Fund in November			

Payable entries

79	3001	Current Year Reserv. for Appropriations.	\$	3,263,740.47	
	3011	Current Year P.O. Outstanding			\$ 3,263,740.47
	3002	Prior Year Reserv. for Appropriations.	\$	2,895.03	
	3012	Prior Year P.O. Outstanding			\$ 2,895.03
		Purchase orders issued in November			
80	3011	Current Year P.O. Outstanding	\$	3,483,370.14	
	3012	Prior Year P.O. Outstanding	\$	78,204.77	
	3021	Warrants Outstanding			\$ 3,561,574.91
		Checks issued in November			
81	3021	Warrants Outstanding	\$	3,138,586.04	
	1001	Cash			\$ 3,138,586.04
		Checks cleared Bank in November			

Bank interest and fees

82	1001	Cash			\$ 188.58
	3602	Bank Fees	\$	401.69	
	3602	Interest Income			\$ 213.11
		Interest and fees from GF checking account			
83	8000	Special Fund Cash			\$ 183.34
	8815	Bank Fees	\$	229.46	
	8815	Interest Income			\$ 46.12
		Interest and fees from SF checking account			

Special funds

84	8000	Special Fund Cash	\$	61,970.33	
	8815	Fines			\$ 25,455.98
	8820	Copy			\$ 9,272.40
	8805	Gift/Lost Books			\$ 3,762.27
	8810	Prepaid Fees	\$	400.35	
	8945				\$ 60.00
	8953				\$ 4,795.75
	8958				\$ 2,000.00
	8860				\$ 2,710.66
	8916		\$	2,710.66	
	8815		\$	1,067.75	
	8815	Credit card receipts			\$ 18,092.03
		Revenues of special funds received in November			
85	8000				\$ 132,094.02
	8815	Fines	\$	49,143.20	
	8820	Copy	\$	41,741.32	
	8805	Gift/Lost Books	\$	25,236.71	
	8911		\$	484.68	
	8944		\$	86.32	
	8945		\$	8,440.41	
	8955		\$	2,744.00	
	8934		\$	3,292.00	
	8952		\$	925.38	
		Expenditures of special funds in November			

Corrections, adjustments, and miscellaneous

86	3021		\$	355,409.99	
	1102				\$ 355,409.99
		To reverse prior month's prepaid entry			
87	3001		\$	3,474.81	
	3605				\$ 3,474.81
		To record voided checks			
88	3403		\$	31,194.00	
	3401				\$ 1.00
	3001				\$ 31,193.00
		To correct amount budgeted for fines and State aid			
89	3001		\$	62,388.00	
	3403				\$ 62,388.00
		To correct entry 88			
		Grand Total		\$ 13,650,200.89	\$13,650,200.89

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-01784	Bank of Oklahoma	Payroll Transmittal-Chks	32,703.43	
		Payroll Transmittal-Chks	16,207.28	
		Payroll Transmittal-Chks	110.00	49,020.71
G-01785	Bank of Oklahoma	Federal Withholding Tax	54,454.85	
		Federal Withholding Tax	4,707.00	59,161.85
G-01786	Oklahoma Tax Commission	State Withholding Tax	16,113.00	
		State Withholding Tax	957.00	17,070.00
G-01787	Mun. Employees Credit Union	Employee Cr Union Deducts	11,287.51	
		Employee Cr Union Deducts	87.50	11,375.01
G-01788	United Way of Central Oklahoma	Employee Deductions	600.81	
		Employee Deductions	18.00	618.81
G-01789	Clerk, U.S. District	Employee Deductions	80.32	
		Employee Deductions	80.32	
		Employee Deductions	80.32	240.96
G-01790	Mutual Assurance	Employee Deductions	172.50	172.50
G-01791	Bank of America	Payroll Transmittal-DDep	303,712.82	
		Payroll Transmittal-DDep	50,597.17	
		Payroll Transmittal-DDep	1,100.00	355,409.99
G-01792	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-01793	Nationwide Retirement Solution	Employee Deductions	6,734.44	6,734.44
G-01794	Transamerica Life Insurance Co	Employee Deductions	350.05	350.05
G-01795	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,193.62	4,193.62
G-01796	Bank of Oklahoma	Employee Flexplan Deposit	33,570.59	33,570.59
G-01797	Bank of Oklahoma	Employee Soc/Sec Deposits	19,913.82	
		Employee Soc/Sec Deposits	3,230.64	
		Employee Medicare Deposit	6,975.95	
		Employee Medicare Deposit	1,115.33	
		Employer Soc/Sec Deposits	34,165.63	
		Employer Medicare Deposit	8,091.29	73,492.66
G-01798	MassMutual Financial Group	Employee Contrib -- DC PI	18,339.89	
		Employer Contrib -- DC PI	32,999.87	51,339.76
G-01799	Pioneer Credit Recovery	Employee Deductions	158.52	158.52
G-01800	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-01801	Randall S. Fudge	Employee Deductions	137.46	137.46
G-01802	Administrative Services	Employee Deductions	1,473.41	1,473.41
G-01803	UNUM Life Insurance	Employee Deductions	1,315.90	
		Employee Deductions	37.30	1,353.20
G-01804	UNUM Life Insurance	Grp L-T Disab Ins Prem	6,529.51	6,529.51
G-01805	CompSource Oklahoma	Workers Comp Insurance	18,707.00	18,707.00
G-01806	Mutual Assurance	Grp Life AD&D Ins Prm-Nov	48,489.05	48,489.05
G-01807	Vision Service Plan of	Grp Vision Ins Prem-Nov.	2,634.50	2,634.50
G-01808	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Nov	155,804.23	155,804.23
G-01809	UNUM Life Insurance	Grp LTC Ins Prem-Nov.	1,591.20	1,591.20
G-01810	Jennifer Bounds	Staf Recognition	500.00	500.00
G-01812	Gale Research	Materials	1,915.81	1,915.81
G-01813	The University of Oklahoma	Materials	25.00	25.00
G-01814	Baker & Taylor Books	Materials	5,722.06	5,722.06
G-01815	Recorded Books, LLC	Materials	3,510.00	3,510.00
G-01816	Gale Group	Materials	960.26	960.26
G-01817	LexisNexis Matthew Bender	Materials	131.74	131.74
G-01818	Center for Economic	Materials	375.00	375.00
G-01819	Random House, Inc	Materials	1,987.50	1,987.50

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-01820	Brilliance Corporation	Materials	1,666.46	1,666.46
G-01821	Information Today, Inc.	Materials	2,928.40	2,928.40
G-01822	Audio Editions	Materials	159.92	159.92
G-01823	OverDrive, Inc.	Materials	563.51	563.51
G-01824	Findaway World, LLC	Materials	316.72	316.72
G-01825	Capstone	Materials	1,879.51	1,879.51
G-01826	Ingram Library Service	Materials	656.45	656.45
G-01827	Grey House Publishing	Materials	442.05	442.05
G-01828	AudioGo	Materials	4,189.95	4,189.95
G-01829	Baker & Taylor Books	Materials	2,855.47	2,855.47
G-01830	Baker & Taylor Entertainment	Materials	2,914.96	
		Materials	2,622.62	
		Materials	3,111.24	8,648.82
G-01831	Sanford Tag Agency	Materials	413.95	413.95
G-01832	The Great Courses	Materials	1,369.15	1,369.15
G-01833	Baker & Taylor Books	Materials	1,545.04	
		Materials	2,064.81	
		Materials	2,191.88	
		Materials	4,614.56	
		Materials	3,425.08	
		Materials	1,997.13	15,838.50
G-01834	Baker & Taylor Books	Materials	1,010.02	
		Materials	1,280.54	
		Materials	1,674.71	
		Materials	1,380.07	5,345.34
G-01835	Baker & Taylor Books	Materials	2,414.32	2,414.32
G-01836	Baker & Taylor Entertainment	Materials	20.36	20.36
G-01837	Bradford Industrial Supply	Maintenance of Facilities	118.43	118.43
G-01838	Federal Corporation	Maintenance of Facilities	85.18	85.18
G-01839	O G & E	Electrical Services	2,669.05	
		Electric Services	263.21	2,932.26
G-01840	Oklahoma Natural Gas Co.	Gas Services	123.86	
		Gas Services	44.58	
		Gas Services	120.84	289.28
G-01841	Locke Supply Co.	Maintenance of Facilities	31.33	
		Maintenance of Facilities	13.54	
		Maintenance of Facilities	7.77	52.64
G-01842	Tech-Lock	Maintenance of Facilities	15.90	15.90
G-01843	Demco	Furniture	572.89	572.89
G-01844	Gaylord Bros.	Supplies	440.06	440.06
G-01845	Donna Morris	Travel Expenses	300.57	
		Professional Services	25.00	325.57
G-01846	Bill Warren Office Products	Supplies	2,309.00	2,309.00
G-01847	Charles S. Isaacs	Telephone Services	35.00	
		Transportation	40.79	75.79
G-01848	Taryn Kingery	Programming Activities	82.85	82.85
G-01849	Mullin Plumbing West Division	Maintenance of Facilities	93.50	93.50
G-01850	Denyveta Davis	Transportation	185.03	185.03
G-01851	Copelin's Office Center	Supplies	1,339.80	1,339.80
G-01852	Independent Stationers	Supplies	10.77	10.77
G-01853	Priscilla Doss	Transportation	20.41	20.41
G-01854	Full Circle Bookstore	Programming Activities	13.59	13.59

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-01855	ID Wholesaler	Supplies	256.00	256.00
G-01856	INTEGRIS Corporate Assistance	Group Insurance	1,012.00	1,012.00
G-01857	Debbie Langston	Programming Activities	60.00	60.00
G-01858	OHC of the Southwest, P.A.	Professional Services	83.00	83.00
G-01859	Shawver & Son	Maintenance of Facilities	146.11	146.11
G-01860	Downtown College Consortium	Professional Services	80.00	80.00
G-01861	Diane Sarantakos	Mileage	136.25	136.25
G-01862	Edgar Cruz, Inc.	Programming Activities	200.00	200.00
G-01863	AT&T	Telephone Services	1,210.35	1,210.35
G-01864	Filtration Services Group, LLC	Maintenance of Facilities	40.68	
		Maintenance of Facilities	161.28	201.96
G-01865	Julie Ballou	Transportation	75.52	75.52
G-01866	Candace McDaniel	Other Commodities	64.92	64.92
G-01867	Haworth, Inc	Capital Projects	572.64	572.64
G-01868	Finley & Cook	Professional Services	8,100.00	8,100.00
G-01869	Employment Technologies Corp	Professional Services	800.00	800.00
G-01870	Victoria Dixon	Parking	108.38	108.38
G-01871	Matthew Cotter	Telephone Services	35.00	35.00
G-01872	Meghan Attalla	Programming Activities	143.70	143.70
G-01873	Melody A. Kellogg	Transportation	78.81	78.81
G-01874	Town of Luther	Water & Garbage Services	45.28	45.28
G-01875	Barnes & Noble, Inc.	Programming Activities	68.45	68.45
G-01876	Landon Holman	Mileage	69.93	69.93
G-01877	Angela Thornton	Transportation	29.75	29.75
G-01878	Pauline Rodriguez-Atkins	Travel Expenses	77.98	77.98
G-01879	Evans Hardware	Maintenance of Facilities	54.47	
		Maintenance of Facilities	11.58	66.05
G-01880	Debbie Robertus	Transportation	8.66	8.66
G-01881	Batteries Sooner LLC	Maintenance of Facilities	77.05	77.05
G-01882	Debra Jackson	Transportation	12.32	12.32
G-01883	Judith Howard	Programming Activities	250.00	250.00
G-01884	Heidi A. Port	Transportation	46.01	46.01
G-01885	Southwest Paper - OKC	Maintenance Supplies	516.48	516.48
G-01886	Steve's Wholesale Distributors	Maintenance of Facilities	16.07	16.07
G-01887	OPUBCO Communications Group	Legal Advertisement	276.90	
		Legal Advertisement	191.70	468.60
G-01888	Lisa Walker	Mileage	20.33	20.33
G-01889	Jerry's Contracting	Maintenance of Facilities	425.00	425.00
G-01890	Ruby Soutiere	Mileage	34.78	34.78
G-01891	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-01892	MAC Systems, Inc.	Maintenance of Facilities	222.00	222.00
G-01893	American Solutions	Supplies	8,650.50	8,650.50
G-01894	Joy E. Cavett	Programming Activities	40.00	40.00
G-01895	Andrea Emmons	Programming Activities	47.62	
		Programming Activities	66.99	
		Programming Activities	12.08	126.69
G-01896	ULINE	Supplies	86.71	86.71
G-01897	City of Harrah	Water & Garbage Services	77.95	77.95
G-01898	Amazon/GE Money Bank	Programming	75.12	
		Programming	38.46	
		Supplies	29.00	
		Automation	24.40	

** Continued **

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose	Amount	Amount
** Continued **				
G-01898	Amazon/GE Money Bank	Automation	33.55	
		Supplies	46.37	
		Supplies	29.45	
		Library-related Services	164.76	441.11
G-01899	Roaring Fork Associates, LLC	Rent of Library Buildings	7,031.25	7,031.25
G-01900	Sara Alavi	Professional Services	300.00	300.00
G-01901	City of Choctaw	Water & Garbage Services	124.10	124.10
G-01902	Andrew N. Soliven	Mileage	51.89	
		Parking	108.38	160.27
G-01903	Devin McGhee	Transportation	66.82	
		Programming Activities	90.00	156.82
G-01905	Petroleum Club of Oklahoma	Staff Recognition	674.91	674.91
G-01906	Anthony Tyre Williamson	Programming Activities	200.00	200.00
G-01907	Walmart Community/GEMB	Programming Activities	65.45	
		Programming Activities	62.18	
		Supplies	29.91	157.54
G-01908	Megan Cox	Programming Activities	80.00	80.00
G-01909	John L. Hilbert	Programming Activities	70.62	
		Programming Activities	21.10	91.72
G-01910	Mary Long	Travel Expenses	93.24	93.24
G-01911	Margaret Jean Manners	Memberships	51.00	51.00
G-01912	Garcia Tire Service, Inc.	Maintenance of Facilities	8.00	
		Maintenance of Facilities	27.00	35.00
G-01913	Erin Bedford	Memberships	70.00	70.00
G-01914	Allied Waste Services #060	Garbage Service	1,125.51	
		Garbage Services	84.78	1,210.29
G-01915	Pamela Buchanan	Transportation	39.41	39.41
G-01916	Darrie Breathwit	Mileage	32.86	32.86
G-01917	Barbara A. Johnson	Transportation	26.64	26.64
G-01918	John Rahhal	Mileage	90.02	90.02
G-01919	Scott Delsigne	Programming Activities	200.00	200.00
G-01920	Cintas Corporation 064	Maintenance of Facilities	858.20	858.20
G-01921	Julia McConnell	Memberships	70.00	70.00
G-01922	Rondia K. Banks	Memberships	70.00	70.00
G-01923	Kelley Hoffman	Transportation	20.12	20.12
G-01924	Rush Truck Center	Maintenance of Facilities	99.68	99.68
G-01925	Trane Co.	Maintenance of Facilities	164.67	164.67
G-01926	Emily Williams	Transportation	17.15	17.15
G-01927	Lloyd Lovely	Transportation	118.77	118.77
G-01928	Christopher Carroll	Transportation	148.63	148.63
G-01929	R. Justin Herwig	Transportation	133.76	133.76
G-01930	Savannah Mitchell	Programming Activities	100.00	100.00
G-01931	Chris Kennedy	Transportation	41.63	41.63
G-01932	Regina Fields	Mileage	8.33	8.33
G-01933	Enye Media, LLC	Programming Activities	500.00	500.00
G-01934	Les Productions Du Moulin	Programming	4,956.00	4,956.00
G-01935	Bank of Oklahoma	Programmin	3,300.00	3,300.00
G-01936	Metropolitan Library System	Professional Services	38.00	
		Postage	71.50	
		Supplies	15.80	
		Programming Activities	78.75	

**** Continued ****

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee ** Continued **	Purpose	Amount
G-01936	Metropolitan Library System	Programming Activities	128.53
		Programming Activities	93.46
		Other Commodities	49.00
			475.04
G-01937	Oklahoma Natural Gas Co.	Gas Services	32.07
G-01938	City of Oklahoma City	Water & Garbage Services	27.71
		Water & Garbage Services	704.33
		Water & Garbage Services	487.46
			1,219.50
G-01939	City of the Village	Water & Garbage Services	91.41
G-01940	Triangle/A & E	Printing/Printing Supply	194.00
G-01941	Southwestern Stationers, Inc.	Supplies	966.32
G-01942	Forest Building Materials	Maintenance of Facilities	74.79
G-01943	Gale Research	Materials	1,846.80
G-01944	Alma L. Brown	Transportation	5.94
G-01945	Oklahoma Library Association	Professional Services	480.00
G-01946	Baker & Taylor Books	Materials	944.58
G-01947	J. Siobhan Morava	Transportation	51.88
G-01948	American Express	Professional Services	333.00
		Other Library-Related Ser	330.00
		Programming	183.11
		Memberships	290.00
		Automation Contractual	149.00
		Automation Contractual	69.95
		Professional Services	2.00
			1,357.06
G-01949	Bill Warren Office Products	Supplies	1,317.28
G-01950	Keystone Tape & Label, Inc.	Printing/Printing Supply	259.56
G-01951	Recorded Books, LLC	Materials	4,579.16
G-01952	Kasandra Dewbre-Burrows	Transportation	17.21
G-01953	Gale Group	Materials	1,114.32
G-01954	Live Oak Media	Materials	329.45
G-01955	Staples Advantage	Supplies	55.92
		Supplies	19.88
			75.80
G-01956	Anne G. Fischer	Telephone Services	50.00
G-01957	BayScan Technologies	Automation	6,520.20
G-01958	Friday	Library-related Services	900.00
G-01959	Angie Paeltz	Transportation	18.87
G-01960	Anne M. LaPuzza	Security Services	375.00
G-01961	Rosemary Czarski	Transportation	68.27
G-01962	Nancy Lytle	Parking	108.38
G-01963	Janet Brooks	Transportation	42.61
G-01964	Linda Hyams	Transportation	121.55
		Transportation	42.74
			164.29
G-01965	Random House, Inc	Materials	513.75
G-01966	A T & T Mobility	Telephone Services	87.27
G-01967	Brilliance Corporation	Materials	4,669.48
G-01968	Karen L.Litteral	Transportation	7.16
G-01969	Ingram Library Service	Materials	606.50
G-01970	Phyllis Davidson	Transportation	14.84
G-01971	Albert Bostick	Programming Activities	250.00
G-01972	Dana Morrow	Other Commodities	96.83
G-01973	Audio Editions	Materials	213.10
G-01974	Larry G. Johnson	Parking	108.38

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-01975	OverDrive, Inc.	Materials	5,926.67	5,926.67
G-01976	Building Specialties	Maintenance of Facilities	110.16	110.16
G-01977	Findaway World, LLC	Materials	13,351.60	13,351.60
G-01978	Employment Technologies Corp	Professional Services	460.00	460.00
G-01979	Tera McAmis	Programming Activities	44.32	44.32
G-01980	Metro Parking Garage	Parking Transponder	20.50	20.50
G-01981	Rotary Club of Oklahoma City	Memberships	135.00	
		Other Commodities	125.00	260.00
G-01982	Capstone	Materials	2,097.47	2,097.47
G-01983	AV Cafe Inc	Materials	182.01	182.01
G-01984	Ingram Library Service	Materials	579.93	579.93
G-01985	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-01986	John Mark Dawson	Security Services	150.00	150.00
G-01987	Carri Dolan	Programming Activities	600.00	600.00
G-01988	Natasha Corso	Programming Activities	400.00	400.00
G-01989	Lisa Kay Camacho	Security Services	312.50	312.50
G-01990	Jerry's Contracting	Maintenance of Facilities	450.00	
		Maintenance of Facilities	250.00	700.00
G-01991	Kelley Riha	Transportation	184.76	184.76
G-01992	AudioGo	Materials	506.64	506.64
G-01993	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-01994	Carol L. Roberts	Transportation	50.23	50.23
G-01995	Kevin Colwell	Transportation	19.98	19.98
G-01996	ULINE	Supplies	335.04	335.04
G-01997	First Advantage	Professional Services	24.50	24.50
G-01998	City of Choctaw	Water	342.27	342.27
G-01999	Devin McGhee	Transportation	20.70	20.70
G-02000	Office Depot Credit Plan	Supplies	59.97	
		Library-Related Services	54.66	114.63
G-02001	Baker & Taylor Books	Materials	3,168.21	3,168.21
G-02002	Cox Communications, Inc.	Telephone Services	2,764.00	
		Telephone Services	1,823.95	4,587.95
G-02003	Cheryl Pernell	Parking	108.38	108.38
G-02004	Moir Productions	Materials	92.00	92.00
G-02005	Baker & Taylor Entertainment	Materials	1,249.49	
		Materials	4,703.73	5,953.22
G-02006	LaWana D. Morgan	Transportation	27.61	27.61
G-02007	Alliance Electrical Services	Capital Projects	1,483.00	
		Capital Projects	2,500.00	
		Capital Projects	491.00	4,474.00
G-02008	Pamela Buchanan	Telephone Services	35.00	35.00
G-02009	John Utley	Telephone Services	35.00	
		Transportation	31.08	66.08
G-02010	Melissa Weathers	Transportation	62.31	62.31
G-02011	Oklahoma Insurance Dept.	Books & Materials	1,120.00	1,120.00
G-02012	Cox Communications, Inc.	Telephone Services	1,076.16	1,076.16
G-02013	Securitas Security USA, Inc.	Security Services	7,447.90	
		Security Services	698.04	8,145.94
G-02014	Baker & Taylor Books	Materials	1,332.53	
		Materials	1,455.30	
		Materials	1,709.10	
		Materials	4,100.98	

** Continued **

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-02014	Baker & Taylor Books	Materials	2,039.61
		Materials	2,602.71
		Materials	3,234.62
		Materials	14,656.43
		Materials	1,033.19
		Materials	2,144.84
		Materials	1,759.57
		Materials	11,464.77
		Materials	1,612.66
		Materials	2,438.43
G-02016	Baker & Taylor Books	Materials	2,438.43
G-02017	Stacy Schrank	Transportation	41.06
		Transportation	38.03
G-02018	Baker & Taylor Entertainment	Materials	1,356.61
G-02019	Mackin	Materials	850.67
G-02020	Polina M. Ezhkova Varner	Programming Activities	150.00
G-02021	Kathy C. Brown	Programming Activities	43.75
G-02022	Bank of Oklahoma	Payroll Transmittal-Chks	35,378.50
		Payroll Transmittal-Chks	16,141.24
		Federal Withholding Tax	57,696.85
		Federal Withholding Tax	4,648.00
		State Withholding Tax	17,029.00
		State Withholding Tax	959.00
G-02025	Mun. Employees Credit Union	Employee Cr Union Deducts	11,287.51
		Employee Cr Union Deducts	87.50
G-02026	United Way of Central Oklahoma	Employee Deductions	588.81
		Employee Deductions	20.50
G-02027	Clerk, U.S. District	Employee Deductions	78.60
		Employee Deductions	78.60
		Employee Deductions	78.60
		Employee Deductions	78.60
G-02028	Mutual Assurance	Employee Deductions	2.50
G-02029	Bank of America	Payroll Transmittal-DDep	318,256.30
		Payroll Transmittal-DDep	50,559.35
		Employee Deductions	484.62
G-02031	Nationwide Retirement Solution	Employee Deductions	6,734.44
G-02032	Transamerica Life Insurance Co	Employee Deductions	350.05
G-02033	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,159.23
G-02034	Bank of Oklahoma	Employee Flexplan Deposit	14,768.37
G-02035	Bank of Oklahoma	Employee Soc/Sec Deposits	20,912.91
		Employee Soc/Sec Deposits	3,265.87
		Employee Medicare Deposit	7,322.58
		Employee Medicare Deposit	1,127.53
		Employer Soc/Sec Deposits	35,692.72
		Employer Medicare Deposit	8,450.11
G-02036	MassMutual Financial Group	Employee Contrib -- DC PI	18,503.43
		Employer Contrib -- DC PI	33,280.03
G-02037	Pioneer Credit Recovery	Employee Deductions	155.27
G-02038	ODHS Oklahoma Centralized	Employee Deductions	488.90
G-02039	Randall S. Fudge	Employee Deductions	150.93
G-02040	Administrative Services	Employee Deductions	1,473.41
G-02041	Federal Corporation	Maintenance of Facilities	227.00
		Maintenance of Facilities	46.15

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Number	Vendor/Payee	Purpose		Amount
G-02042	Grainger	Maintenance of Facilities	215.55	215.55
G-02043	O G & E	Electrical Services	5,175.73	
		Electrical Services	2,581.90	
		Electrical Services	1,060.11	
		Electrical Services	1,659.43	
		Electrical Services	2,776.30	
		Electrical Services	135.29	13,388.76
G-02044	Oklahoma Natural Gas Co.	Gas Services	432.66	432.66
G-02045	City of Bethany	Water & Garbage Services	131.69	131.69
G-02046	City of Oklahoma City	Water & Garbage Services	973.38	
		Water & Garbage Services	2,177.58	3,150.96
G-02047	Brodart Co.	Furniture	703.80	
		Supplies	317.08	1,020.88
G-02048	Southwestern Stationers, Inc.	Supplies	1,382.40	1,382.40
G-02049	Locke Supply Co.	Maintenance of Facilities	8.73	8.73
G-02050	Demco	Supplies	56.11	
		Supplies	36.65	
		Supplies	89.20	181.96
G-02051	EBSCO Subscription Services	Periodicals & Subscript.	11,110.88	
		Periodicals & Subscript.	36,383.33	
		Periodicals & Subscript.	15,987.60	
		Periodicals & Subscript.	16,160.52	
		Periodicals & Subscript.	11,054.67	
		Periodicals & Subscript.	8,309.55	
		Periodicals & Subscript.	3,301.47	
		Periodicals & Subscript.	6,862.35	
		Periodicals & Subscript.	3,043.13	
		Periodicals & Subscript.	2,072.47	
		Periodicals & Subscript.	7,038.63	121,324.60
G-02052	Gaylord Bros.	Supplies	45.84	45.84
G-02053	The University of Oklahoma	Printing/Printing Supply	90.00	90.00
G-02054	Journal Record Publishing Co.	Periodicals & Subscriptio	189.00	189.00
G-02055	Hewlett-Packard Co.	Automation Contractual	7,107.10	7,107.10
G-02056	AT&T	Telephone Services	679.37	
		Telephone Services	838.33	
		Telephone Services	733.86	2,251.56
G-02057	City of Edmond	Electrical Services	3,339.90	3,339.90
G-02058	Central Oklahoma Winnelson	Maintenance of Facilities	98.14	98.14
G-02059	Bill Warren Office Products	Supplies	496.80	496.80
G-02060	ALA Order Fulfillment	Programming	245.40	245.40
G-02061	Taryn Kingery	Travel Expenses	264.00	264.00
G-02062	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-02063	Blackbaud	Automation Contractual	7,758.51	7,758.51
G-02064	The Edmond Sun	Periodical & Subscription	86.40	86.40
G-02065	Reliance Label Solutions, Inc	Supplies	2,752.90	2,752.90
G-02066	Spaces, Inc.	Furniture	1,683.00	1,683.00
G-02067	U.S. Postmaster	Postage	56.00	56.00
G-02068	Harmony Business Supplies	Supplies	1,973.06	1,973.06
G-02069	Independent Stationers	Supplies	20.18	
		Programming	114.01	134.19
G-02070	KTUZ Radio	Library-related Services	1,520.00	1,520.00
G-02071	Shawver & Son	Maintenance of Facilities	222.36	222.36

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Number	Vendor/Payee	Purpose		Amount
G-02072	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-02073	Scott's Printing & Copying	Printing/Printing Supply	1,081.22	
		Printing/Printing Supply	75.00	
		Printing/Printing Supply	804.75	1,960.97
G-02074	OCLC, Inc.	Network Catalog Services	3,878.00	3,878.00
G-02075	Hobby Lobby	Programming Activities	129.98	
		Programming Activities	105.10	235.08
G-02076	Filtration Services Group, LLC	Maintenance of Facilities	90.48	
		Maintenance of Facilities	38.16	128.64
G-02077	Candace McDaniel	Other Commodities	84.20	84.20
G-02078	Bottom Line Personal	Periodicals & Subscript.	39.00	39.00
G-02079	Fuelman	Gasoline & Oil	3,975.64	
		Vehicle Parts & Repairs	74.72	4,050.36
G-02080	MTM Recognition Corporation	Other Commodities	15.00	15.00
G-02081	Ginger Waldrip	Programming Activities	200.00	200.00
G-02082	Jana Hausburg	Transportation	48.95	48.95
G-02083	Barnes & Noble, Inc.	Periodicals & Subscript.	2,881.35	2,881.35
G-02084	Dana Beach	Travel Expenses	264.00	264.00
G-02085	Anita Roesler	Transportation	102.06	102.06
G-02086	Jimmy Welch	Telephone Services	50.00	50.00
G-02087	Evans Hardware	Maintenance of Facilities	23.16	
		Maintenance of Facilities	7.08	30.24
G-02088	Tracey Thompson	Memberships	70.00	70.00
G-02089	Batteries Sooner LLC	Maintenance of Facilities	7.95	
		Maintenance of Facilities	319.60	
		Maintenance of Facilities	24.45	
		Maintenance of Facilities	179.96	531.96
G-02090	Westlake Hardware	Maintenance of Facilities	9.99	9.99
G-02091	OPUBCO Communications Group	Legal Advertisement	138.75	138.75
G-02092	Patterson Medical Supply, Inc.	Safety Supplies	26.30	
		Supplies	194.05	220.35
G-02093	Cintas	Maintenance of Facilities	125.00	125.00
G-02094	MAC Systems, Inc.	Maintenance of Facilities	714.30	714.30
G-02095	Chase Card Services	Supplies	57.97	
		Supplies	11.95	
		Travel	310.00	
		Travel Expenses	417.20	
		Programming	45.14	
		Maint. of Fac	492.38	
		Supplies	52.16	
		Programming	18.81	
		Supplies	65.00	
		Automation	1,200.00	
		Programming	123.98	
		Equipment	611.00	
		Supplies	12.35	
		Other Commodities	279.93	
		Professional Services	199.00	3,896.87
G-02096	Bibliotheca ITG, LLC	Automation Contractual	19,512.60	19,512.60
G-02097	City of Edmond	Water & Garbage Services	489.45	489.45
G-02098	ULINE	Supplies	106.54	
		Supplies	100.68	207.22

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Number	Vendor/Payee	Purpose		Amount
G-02099	Florencia M Briglie	Programming Activities	150.00	150.00
G-02100	United Parcel Service	Postage	616.81	
		Postage	387.15	1,003.96
G-02101	Office Depot Credit Plan	Supplies	17.04	17.04
G-02102	Tyler Broadcasting Corporation	Library-related Services	750.00	750.00
G-02103	Alice Murphy	Supplies	32.50	
		Supplies	65.00	97.50
G-02105	Walmart Community/GEMB	Programming Activities	36.00	
		Programming Activities	107.44	
		Programming Activities	96.99	
		Programming Activities	41.92	
		Programming Activities	49.30	331.65
G-02106	MetroFamily Magazine	Library-related Services	1,449.00	1,449.00
G-02107	John L. Hilbert	Programming Activities	55.60	
		Programming Activities	61.95	
		Programming Activities	8.95	126.50
G-02108	Hydronic Systems, Inc.	Maintenance of Facilities	39.70	39.70
G-02109	Emily Hatheway	Programming Activities	150.00	150.00
G-02110	Lisa Hubbert	Programming Activities	75.00	75.00
G-02111	Donna Morris	Transportation	450.00	450.00
G-02112	Star Lighting	Maintenance of Facilities	125.90	
		Maintenance of Facilities	118.50	244.40
G-02113	Cultural Surroundings	Capital Projects	1,147.30	1,147.30
G-02114	Susan H. Wood	Programming Activities	380.00	380.00
G-02115	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	
		Maintenance of Facilities	95.00	327.00
G-02116	Chase Card Services	Books & Materials	216.14	
		Books & Materials	217.37	
		Books & Materials	109.69	543.20
G-02117	Emily Williams	Transportation	33.69	33.69
G-02118	Jevon Doolin	Transportation	17.93	17.93
G-02119	Smart Technologies	Automation Contractual	585.00	
		Automation Contractual	585.00	
		Automation Contractual	1,170.00	2,340.00
G-02120	Veolia Energy Oklahoma City,	Veolia Energy Services	15,833.44	15,833.44
G-02121	Subway Sandwiches & Salads	Programming Activities	76.00	76.00
G-02122	Kiona Millirons	Programming Activities	400.00	
		Programming Activities	100.00	500.00
G-02123	McBride Clinic, Inc.	Professional Services	148.00	148.00
G-02124	Oklahoma Shakespeare in the	Programming Activities	2,000.00	2,000.00
G-02125	H I S Paints	Maintenance of Facilities	78.24	78.24
G-02126	Provantage	Automation	411.30	
		Automation	370.32	781.62
G-02127	Tyler Outdoor Advertising, LLC	Library-related Services	3,510.00	3,510.00
G-02128	Mary J. Sholly	Transportation	76.42	76.42
G-02129	Kathy Fritsch	Transportation	4.72	4.72
G-02130	O G & E	Electrical Services	194.58	194.58
G-02131	Oklahoma Natural Gas Co.	Gas Services	204.85	204.85
G-02132	City of Oklahoma City	Water & Garbage Services	185.73	185.73
G-02133	Demco	Supplies	110.01	110.01
G-02134	Gaylord Bros.	Equipment	910.97	910.97
G-02135	ALA Order Fulfillment	Programming	245.40	245.40

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Number	Vendor/Payee	Purpose		Amount
G-02136	Kathy Sheesley	Transportation	16.65	16.65
G-02137	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-02138	Shawver & Son	Maintenance of Facilities	725.40	725.40
G-02139	USA Mobility Wireless, Inc	Telephone Services	95.18	95.18
G-02140	Cheryll Jones	Transportation	21.76	21.76
G-02141	Dana Morrow	Other Commodities	289.70	289.70
G-02142	Evans Hardware	Maintenance of Facilities	24.84	24.84
G-02143	Debbie Robertus	Transportation	14.65	14.65
G-02144	Southwest Paper - OKC	Maintenance Supplies	5,269.62	
		Maintenance Supplies	120.00	5,389.62
G-02145	Steve's Wholesale Distributors	Maintenance of Facilities	33.28	33.28
G-02146	Contractors Supply Co.	Maintenance of Facilities	18.47	18.47
G-02147	Sharon A. Nolan	Programming Activities	90.12	
		Programming Activities	58.77	148.89
G-02148	Hydronic Systems, Inc.	Maintenance of Facilities	1,453.54	1,453.54
G-02149	Mary Reynolds	Programming Activities	100.00	100.00
G-02150	Star Lighting	Maintenance of Facilities	753.30	753.30
G-02151	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-02152	Securitas Security USA, Inc.	Security Services	7,627.29	
		Security Services	698.04	8,325.33
G-02153	Emily Williams	Travel Expenses	298.00	298.00
G-02154	Kone Inc	Maintenance of Facilities	865.00	865.00
G-02155	Sabre Technologies	Automation	3,750.00	3,750.00
G-02156	H I S Paints	Maintenance of Facilities	59.37	
		Maintenance of Facilities	44.88	104.25
G-02157	Sheldon Beach	Parking	108.38	108.38
G-02158	O G & E	Electrical Services	10,873.44	
		Electrical Services	2,556.77	13,430.21
G-02159	Oklahoma Natural Gas Co.	Gas Services	92.31	
		Gas Services	104.49	
		Gas Services	49.75	
		Gas Services	131.02	
		Gas Services	88.00	465.57
G-02160	City of Oklahoma City	Water & Garbage Services	54.15	54.15
G-02161	Brodart Co.	Supplies	1,030.00	1,030.00
G-02162	Forest Building Materials	Maintenance of Facilities	127.97	127.97
G-02163	Demco	Supplies	203.64	203.64
G-02164	Standard Printing Co., Inc.	Supplies	1,737.00	1,737.00
G-02165	Jessica Morris	Transportation	22.57	22.57
G-02166	Cheryl Mann	Transportation	39.85	39.85
G-02167	Upstart	Supplies	37.40	37.40
G-02168	Recorded Books, LLC	Materials	891.00	891.00
G-02169	Gale Group	Materials	10,184.34	10,184.34
G-02170	Hunter's Battery Warehouse	Maintenance of Facilities	179.36	179.36
G-02171	LexisNexis Matthew Bender	Materials	131.74	131.74
G-02172	Board of County Commissioners	Library-related Services	154,122.27	154,122.27
G-02173	Liberty Flags Inc.	Supplies	109.90	109.90
G-02174	Jonathan Willis	Telephone Services	35.00	35.00
G-02175	Linda Hyams	Telephone Services	35.00	35.00
G-02176	Random House, Inc	Materials	87.50	87.50
G-02177	Brilliance Corporation	Materials	2,124.06	2,124.06
G-02178	Ingram Library Service	Materials	2,092.45	2,092.45

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Number	Vendor/Payee	Purpose		Amount
G-02179	Candace McDaniel	Furn, Fix, & Equip	383.09	383.09
G-02180	Audio Editions	Materials	1,398.82	1,398.82
G-02181	OverDrive, Inc.	Materials	6,810.33	6,810.33
G-02182	Positive Promotions	Supplies	454.38	454.38
G-02183	AV Cafe Inc	Materials	1,233.13	1,233.13
G-02184	Ingram Library Service	Materials	2,777.46	2,777.46
G-02185	Center Point Large Print	Materials	3,502.68	3,502.68
G-02186	Kay L. Bauman	Parking	108.38	108.38
G-02187	Scholastic Library	Materials	1,695.89	1,695.89
G-02188	Batteries Sooner LLC	Maintenance of Facilities	270.38	
		Maintenance of Facilities	6.29	
		Maintenance of Facilities	23.98	300.65
G-02189	American Benefit Systems, Inc.	Professional Services	1,356.25	1,356.25
G-02190	Bank of America	Library-related Services	296.42	296.42
G-02191	Contractors Supply Co.	Maintenance of Facilities	63.14	63.14
G-02192	Andrea Emmons	Programming Activities	63.35	63.35
G-02193	Carol L. Roberts	Memberships	70.00	70.00
G-02194	John Wood	Telephone Services	50.00	50.00
G-02195	C. L. Frates & Co.	Insurance	626.00	626.00
G-02196	Baker & Taylor Books	Materials	3,775.28	3,775.28
G-02197	Baker & Taylor Entertainment	Materials	2,583.41	
		Materials	2,945.31	5,528.72
G-02198	Elisabeth Wright	Travel Expenses	264.00	264.00
G-02199	Walmart Community/GEMB	Supplies	22.39	
		Programming Activities	170.29	192.68
G-02200	Preston Bell	Transportation	50.00	50.00
G-02201	Richard Rasmussen	Programming Activities	100.00	100.00
G-02202	John Rahhal	Travel Expenses	193.03	
		Memberships	220.00	413.03
G-02203	2M Solutions, Inc	Equipment	658.00	658.00
G-02204	Winner's Circle, Inc.	Professional Services	150.00	150.00
G-02205	Baker & Taylor Books	Materials	903.44	
		Materials	1,713.84	
		Materials	844.40	
		Materials	2,460.05	
		Materials	3,418.77	
		Materials	1,574.13	
		Materials	8,006.74	
		Materials	9,426.82	28,348.19
G-02206	Baker & Taylor Books	Materials	1,018.36	
		Materials	1,431.72	
		Materials	9,774.43	
		Materials	963.91	13,188.42
G-02207	Baker & Taylor Books	Materials	772.70	772.70
G-02208	Baker & Taylor Entertainment	Materials	2,081.94	2,081.94
G-02209	Mackin	Materials	232.77	232.77
G-02210	Crisis Prevention Institute,	Professional Services	100.00	100.00
G-02211	Strategic Government Resources	Memberships	175.00	175.00
G-02212	Shopleet	Supplies	177.60	
		Maintenance Supplies	135.56	313.16
G-02213	Metropolitan Library System	Parking	7.00	
		Professional Services	38.00	

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Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-02213	Metropolitan Library System	Postage	24.40	
		Supplies	35.65	
		Programming Activities	186.50	291.55
G-02214	City of Del City	Rent of Buildings	400.00	400.00
G-02215	O G & E	Electrical Services	249.21	
		Electrical Services	1,991.26	2,240.47
G-02216	Oklahoma Natural Gas Co.	Gas Services	311.88	
		Gas Services	468.22	
		Gas Services	48.68	
		Gas Services	29.49	858.27
G-02217	City of Oklahoma City	Water & Garbage Services	776.88	776.88
G-02218	Brodart Co.	Supplies	265.00	265.00
G-02219	Demco	Supplies	153.11	153.11
G-02220	The University of Oklahoma	Printing	9,042.00	9,042.00
G-02221	City of Warr Acres	Water & Garbage Services	46.95	46.95
G-02222	Weston Woods Accts Receivable	Materials	539.55	539.55
G-02223	Baker & Taylor Books	Materials	4,756.04	4,756.04
G-02224	Donna Morris	Telephone Services	50.00	
		Telephone Services	50.00	100.00
G-02225	TDS Telecom	Telephone Services	1,302.84	1,302.84
G-02226	ALA Order Fulfillment	Programming	31.95	31.95
G-02227	Recorded Books, LLC	Materials	789.40	789.40
G-02228	Gale Group	Materials	1,451.25	1,451.25
G-02229	DVA, Inc	Materials	112.40	112.40
G-02230	Hunter's Battery Warehouse	Maintenance of Facilities	79.95	79.95
G-02231	JoNita Normore	Mileage	9.70	9.70
G-02232	Midwest City	Memberships	220.00	220.00
G-02233	Copelin's Office Center	Supplies	55.13	55.13
G-02234	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-02235	Library Video Co.	Materials	1,116.90	1,116.90
G-02236	Liberty Flags Inc.	Supplies	92.60	92.60
G-02237	Shawver & Son	Maintenance of Facilities	387.05	387.05
G-02238	Cheryll Jones	Mileage	17.21	17.21
G-02239	Random House, Inc	Materials	750.00	750.00
G-02240	Scott's Printing & Copying	Printing	993.88	
		Printing	80.80	1,074.68
G-02241	Brilliance Corporation	Materials	942.23	942.23
G-02242	Hobby Lobby	Furniture, Fixture	203.63	
		Programming Activities	46.91	250.54
G-02243	Ingram Library Service	Materials	1,092.85	1,092.85
G-02244	James E. Garling	Programming Activities	350.00	350.00
G-02245	Audio Editions	Materials	2,414.12	2,414.12
G-02246	Findaway World, LLC	Materials	11,077.71	11,077.71
G-02247	Chickasaw Telecom, Inc.	Automation	114,180.48	
		Automation	3,084.50	
		Automation	11,008.10	
		Automation	14,092.60	
		Automation	11,625.00	
		Automation	11,625.00	
		Automation	11,625.00	
		Automation	3,729.30	

** Continued **

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-02247	Chickasaw Telecom, Inc.	Automation	3,729.30	
		Automation	3,729.30	
		Automation	3,729.30	
		Automation	3,729.30	
		Automation	3,729.30	
		Automation	14,796.30	
		Automation Contractual	282.50	214,695.28
G-02248	Ginger Waldrip	Programming Activities	100.00	100.00
G-02249	AV Cafe Inc	Materials	1,481.13	1,481.13
G-02250	Elizabeth L. Wilson	Transportation	6.11	6.11
G-02251	Ingram Library Service	Materials	1,385.29	1,385.29
G-02252	Susan Pierce	Programming Activities	448.00	448.00
G-02253	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-02254	Oklahoma Building Services, Inc	Janitorial Services	25,166.98	
		Janitorial Services	3,606.15	
		Janitorial Services	2,026.67	
		Pest Control Service	1,015.00	
		Pest Control Service	450.00	
		Pest Control Service	205.00	32,469.80
G-02255	Southwest Paper - OKC	Supplies	2,592.00	2,592.00
G-02256	Westlake Hardware	Maintenance of Facilities	6.58	6.58
G-02257	Patterson Medical Supply, Inc.	Supplies	53.00	53.00
G-02258	Jerry's Contracting	Maintenance of Facilities	300.00	
		Maintenance of Facilities	880.00	1,180.00
G-02259	Sharon A. Nolan	Programming Activities	104.10	104.10
G-02260	Mailing Services -134730000	Postage	14.76	14.76
G-02261	MAC Systems, Inc.	Maintenance of Facilities	394.00	394.00
G-02262	Dowell Parking Center	Parking & Transportation	312.00	312.00
G-02263	Sam's Club	Memberships	105.00	105.00
G-02264	Westquip, Inc	Maintenance of Facilities	247.28	247.28
G-02265	4 Imprint	Other Library Services	100.00	100.00
G-02266	Carol L. Roberts	Programming Activities	66.72	66.72
G-02267	United Parcel Service	Postage	1,133.58	1,133.58
G-02268	Oklahoma Press Service	Library Related Services	172.70	172.70
G-02269	Rose Rock Development Inc	Maintenance of Facilities	1,695.00	
		Maintenance of Facilities	1,485.00	3,180.00
G-02270	Baker & Taylor Books	Materials	2,609.04	2,609.04
G-02271	Baker & Taylor Entertainment	Materials	1,105.82	
		Materials	769.55	
		Materials	4,615.91	
		Materials	3,125.45	9,616.73
G-02272	Walmart Community/GEMB	Programming Activities	116.64	
		Safety Supplies&Equipment	89.87	
		Programming Activities	79.57	286.08
G-02273	Thomas P. Gallagher	Transportation	25.00	25.00
G-02274	Community Playthings	Supplies	340.00	340.00
G-02275	Darrie Breathwit	Programming Activities	92.85	92.85
G-02276	Phillip M. Mitchell	Programming Activities	500.00	500.00
G-02277	American Library Association	Library Related Services	234.75	234.75
G-02278	Oklahoma City Ad Club	Memberships	300.00	300.00
G-02279	Scott Delsigne	Programming Activities	200.00	200.00

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-02280	Faith Centered Resources	Materials	69.98	69.98
G-02281	Budget Flag & Banner	Maint. of Facilities	176.25	176.25
G-02282	AT&T	Telephone Services	88.11	88.11
G-02283	Cox Communications, Inc.	Telephone Service	10.06	10.06
G-02284	Baker & Taylor Books	Materials	839.55	
		Materials	1,257.28	
		Materials	2,720.36	
		Materials	1,038.70	
		Materials	1,944.85	
		Materials	6,866.52	14,667.26
G-02285	Baker & Taylor Books	Materials	904.71	
		Materials	2,719.75	
		Materials	2,336.28	5,960.74
G-02286	Baker & Taylor Books	Materials	1,742.76	1,742.76
G-02287	Meaghan Hunt Wilson	Travel Expenses	264.00	264.00
G-02288	Smart Technologies	Automation Contractual	874.99	
		Automation contractual	680.00	1,554.99
G-02289	COTPA-Sheridan & Walker	Parking & Transportation	1,168.00	
		Parking & Transportation	2,229.56	3,397.56
G-02290	Cheryl Coleman	Travel Expenses	264.00	264.00
G-02291	Kiona Millirons	Programming Activities	400.00	400.00
G-02292	Baker & Taylor Entertainment	Materials	2,381.24	2,381.24
G-02293	Provantage	Automation	561.37	561.37
G-02294	Careerbuilder, LLC	Library Related Services	419.00	419.00
G-02295	Kyle Dillingham, LLC	Materials	180.00	180.00
G-02296	Lindsay Jones Egle	Transportation	33.41	33.41
G-02297	Donna Hilton	Programming Activities	100.00	100.00
G-02298	Martha Stallings	Programming Activities	125.00	125.00
G-02299	Kathy C. Brown	Programming Activities	43.75	43.75
G-02300	Bank of Oklahoma	Payroll Transmittal-Chks	36,003.96	
		Payroll Transmittal-Chks	15,056.09	51,060.05
G-02301	Bank of Oklahoma	Federal Withholding Tax	60,764.85	
		Federal Withholding Tax	4,194.00	64,958.85
G-02302	Oklahoma Tax Commission	State Withholding Tax	17,900.00	
		State Withholding Tax	865.00	18,765.00
G-02303	Mun. Employees Credit Union	Employee Cr Union Deducts	11,287.51	
		Employee Cr Union Deducts	87.50	11,375.01
G-02304	Clerk, U.S. District	Employee Deductions	78.60	
		Employee Deductions	78.60	
		Employee Deductions	78.60	235.80
G-02305	Bank of America	Payroll Transmittal-DDep	335,371.13	
		Payroll Transmittal-DDep	46,909.10	382,280.23
G-02306	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-02307	Nationwide Retirement Solution	Employee Deductions	6,734.44	6,734.44
G-02308	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,232.07	4,232.07
G-02309	Bank of Oklahoma	Employee Soc/Sec Deposits	21,634.62	
		Employee Soc/Sec Deposits	2,987.45	
		Employee Medicare Deposit	7,629.80	
		Employee Medicare Deposit	1,031.39	
		Employer Soc/Sec Deposits	36,347.17	
		Employer Medicare Deposit	8,661.30	78,291.73
G-02310	MassMutual Financial Group	Employee Contrib -- DC PI	18,521.04	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-02310	MassMutual Financial Group	Employer Contrib -- DC PI	33,367.78	51,888.82
G-02311	Pioneer Credit Recovery	Employee Deductions	153.34	153.34
G-02312	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-02313	Randall S. Fudge	Employee Deductions	137.46	137.46
G-02314	Metropolitan Library System	Parking	6.00	
		Professional Services	102.00	
		Automation Contractual	29.85	
		Supplies	91.77	
		Programming Activities	66.90	
		Programming Activities	35.80	
		Programming Activities	141.68	474.00
G-02315	City of Midwest City, Inc.	Water & Garbage Services	632.95	632.95
G-02316	O G & E	Electrical Services	1,255.55	1,255.55
G-02317	Oklahoma Natural Gas Co.	Gas Services	573.01	573.01
G-02318	City of Oklahoma City	Water & Garbage Services	45.75	
		Water & Garbage	147.73	193.48
G-02319	Southwestern Stationers, Inc.	Supplies	413.80	413.80
G-02320	AT&T	Telephone Services	141.26	141.26
G-02321	U.S. Postal Service	Postage	15,000.00	15,000.00
G-02322	CompSource Oklahoma	Workers Comp Insurance	12,567.00	12,567.00
G-02323	Upstart	Supplies	147.41	
		Supplies	7.60	155.01
G-02324	WCA Waste Corporation	Maintenance of Facilities	233.04	233.04
G-02325	Copelin's Office Center	Supplies	102.30	102.30
G-02326	Angie Paeltz	Transportation	27.75	27.75
G-02327	Anne M. LaPuzza	Security Services	150.00	150.00
G-02328	Independent Stationers	Supplies	5.95	5.95
G-02329	Debbie Langston	Programming Activities	60.00	60.00
G-02330	Scott's Printing & Copying	Printing/Printing Supply	399.93	399.93
G-02331	Hobby Lobby	Furn, Fix & Equip	15.97	15.97
G-02332	Candace McDaniel	Furn, Fixt, & Equip	611.45	611.45
G-02333	Dana Morrow	Transportation	167.11	167.11
G-02334	Walker Companies	Supplies	255.00	
		Library-related Services	195.00	
		Printing/Printing Supply	887.50	
		Printing/Printing Supply	60.00	1,397.50
G-02335	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-02336	Michael Fresonke	Programming Activities	100.00	100.00
G-02337	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	93.50	93.50
G-02338	Matthew Cotter	Telephone Services	35.00	35.00
G-02339	Elizabeth L. Wilson	Memberships	70.00	70.00
G-02340	Barbara Caballero	Programming Activities	200.00	200.00
G-02341	Evans Hardware	Maintenance of Facilities	58.18	58.18
G-02342	Carri Dolan	Programming Activities	800.00	800.00
G-02343	Southwest Paper - OKC	Maintenance Supplies	636.48	636.48
G-02344	Lisa Kay Camacho	Security Services	325.00	325.00
G-02345	Jerry's Contracting	Maintenance of Facilities	1,000.00	1,000.00
G-02346	MAC Systems, Inc.	Maintenance of Facilities	272.00	
		Maintenance of Facilities	189.00	461.00
G-02347	Joy E. Cavett	Programming Activities	40.00	40.00

General Fund F.Y. 12-13

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-02348	Westquip, Inc	Maintenance of Facilities	65.27	
		Maintenance of Facilities	75.27	140.54
G-02349	Walgreen Co.	Professional Services	4,350.00	4,350.00
G-02350	Hard Edge Design, Inc.	Other Commodities	3,132.73	3,132.73
G-02351	Amazon/GE Money Bank	Supplies	241.48	
		Supplies	12.64	
		Programming	71.48	325.60
G-02352	Ford Audio-Video	Automation	1,551.64	
		Automation	355.49	1,907.13
G-02353	University of Oklahoma	Professional Services	6,750.00	6,750.00
G-02354	James Reynolds	Programming Activities	69.00	69.00
G-02355	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	12.00
G-02356	Gary Good Entertainment &	Programming Activities	450.00	450.00
G-02357	Cintas Corporation 064	Maintenance of Facilities	577.22	577.22
G-02358	Susan H. Wood	Programming Activities	125.00	125.00
G-02359	Kelley Hoffman	Transportation	17.73	17.73
G-02360	Securitas Security USA, Inc.	Security Services	7,880.38	
		Security Services	698.04	
		Security Services	7,883.54	
		Security Services	729.20	17,191.16
G-02361	Beatriz Meyer	Programming Activities	494.00	494.00
G-02362	Maria Watkins	Transportation	19.70	19.70
G-02363	Sabre Technologies	Supplies	130.00	130.00
G-02364	Personalized Prevention	Professional Services	10,500.00	10,500.00
G-02365	H I S Paints	Maintenance of Facilities	14.66	14.66
G-02366	Savannah Mitchell	Programming Activities	200.00	200.00
G-02367	JobDig/LinkUp	Library-related Services	590.00	590.00
G-02368	Knoll, Inc.	Furniture	3,066.82	3,066.82
Total of FY 12-13 Warrants Issued				\$ 3,483,370.14

General Fund F.Y. 11-12

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
G-06253	Spaces, Inc.	Capital Projects	1,588.00	1,588.00
G-06254	Chickasaw Telecom, Inc.	Automation	10,065.69	10,065.69
G-06256	Baker & Taylor Entertainment	Materials	411.36	411.36
G-06257	Baker & Taylor Books	Materials	287.48	287.48
G-06258	Ingram Library Service	Nooks & Materials	53.48	53.48
G-06259	AT&T	Capital Projects	5,157.09	5,157.09
G-06260	Ingram Library Service	Materials	104.14	104.14
G-06261	Baker & Taylor Books	Materials	163.95	163.95
G-06262	Baker & Taylor Books	Materials	236.45	236.45
G-06263	Scott Rice Co. - OKC	Capital Projects	29,837.19	29,837.19
G-06264	Construction Building	Capital Projects	2,467.24	2,467.24
G-06265	Ingram Library Service	Materials	87.67	87.67
G-06266	Chickasaw Telecom, Inc.	Capital Projects	16,394.40	16,394.40
G-06267	Ingram Library Service	Materials	34.88	34.88
G-06268	Baker & Taylor Entertainment	Materials	151.13	151.13
G-06269	Baker & Taylor Books	Materials	479.75	479.75
G-06270	Baker & Taylor Books	Materials	26.31	26.31
G-06271	Audio Editions	Materials	335.88	335.88
G-06272	Baker & Taylor Entertainment	Materials	453.39	453.39
G-06273	Baker & Taylor Books	Materials	69.29	69.29
G-06274	Ford Audio-Video	Capital Projects	9,800.00	9,800.00
Total of FY 11-12 Warrants Issued				\$ 78,204.77

Special Funds

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
S-18090	Petroleum Club of Oklahoma	Staff Recognition	484.68	484.68
S-18092	Melanie H. Lawrence	Lost & Paid Item Returned	3.00	3.00
S-18093	Tam M. Smith	Lost & Paid Item Returned	3.00	3.00
S-18094	Oklahoma Dept. of Libraries	Books Lost Account	53.97	53.97
S-18095	Rebecca F. Douglas	Lost & Paid Item Returned	25.95	25.95
S-18096	Andrea S. Robinson	Lost & Paid Item Returned	3.00	3.00
S-18097	Alexander D. Flynn	Lost & Paid Item Returned	24.00	24.00
S-18098	Blaise C. Bittle	Lost & Paid Item Returned	11.15	11.15
S-18099	John W. Bruton	Lost & Paid Item Returned	12.00	12.00
S-18100	Abigail G. Hamlin	Lost & Paid Item Returned	20.95	20.95
S-18101	Tatum McLean	Lost & Paid Item Returned	3.95	3.95
S-18102	Linda K. Buxton	Lost & Paid Item Returned	11.95	11.95
S-18103	Alexis J. Aldrich	Lost & Paid Item Returned	40.50	40.50
S-18104	Pat M. Coutts	Lost & Paid Item Returned	34.95	34.95
S-18105	Zachary K. Siddiqui	Lost & Paid Item Returned	11.95	11.95
S-18106	Kyndal R. Toombs	Lost & Paid Item Returned	3.00	3.00
S-18107	Marjorie J. Forehand	Lost & Paid Item Returned	29.95	29.95
S-18108	Annie S. Garwood	Lost & Paid Item Returned	13.25	13.25
S-18109	Alicia D. Eads	Lost & Paid Item Returned	22.95	22.95
S-18110	Erin G. Bell	Lost & Paid Item Returned	3.00	3.00
S-18111	Jana R. High	Lost & Paid Item Returned	7.05	7.05
S-18112	Eastern New Mexico University	Books Lost Account	60.00	60.00
S-18113	Standley Systems	Copier Usage	254.34	
		Copier Usage	336.14	
		Copier Maintenance	52.51	
		Copier Maintenance	5.61	
		Copier Maintenance	18.11	
		Copier Maintenance	12.37	679.08
S-18114	ImageNet Consulting, LLC	Copier Maintenance	82.43	
		Copier Maintenance	37.80	
		Copier Maintenance	82.43	202.66
S-18115	Baker & Taylor Books	Materials	43.16	43.16
S-18116	Petroleum Club of Oklahoma	Staff Recognition	8,440.41	8,440.41
S-18117	Southeastern Public Library	Books Lost Account	107.95	107.95
S-18118	Northern Kentucky Univ	Books Lost Account	110.00	110.00
S-18119	Les Productions Du Moulin	OAC Genticorum Grant	2,744.00	2,744.00
S-18120	Oklahoma Tax Commission	State Sales Tax-October	58.21	
		State Sales Tax-October	1,319.89	1,378.10
S-18121	Janna E. O'Connor	Lost & Paid Item Returned	14.95	14.95
S-18122	Sherry L. Klechka	Lost & Paid Item Returned	25.00	25.00
S-18123	Lillian Kobzdej	Lost & Paid Item Returned	13.95	13.95
S-18124	Sherholis M. Henry	Lost & Paid Item Returned	3.00	3.00
S-18125	Amy Elizabeth Wade	Lost & Paid Item Returned	11.95	11.95
S-18126	Hannah M. Dabney	Lost & Paid Item Returned	16.95	16.95
S-18127	Hunter L. Dabney	Lost & Paid Item Returned	28.00	28.00
S-18128	Devra D. Favata	Lost & Paid Item Returned	3.00	3.00
S-18129	Leeroy Lewis	Lost & Paid Item Returned	6.45	6.45
S-18130	Gay L. Pasley	Lost & Paid Item Returned	3.00	3.00
S-18131	Kelli L. Kenyon	Lost & Paid Item Returned	3.00	3.00
S-18132	Suzette N. Hadden	Lost & Paid Item Returned	3.00	3.00
S-18134	Imagination Promotional Group	MLS LOGO Wear	454.40	454.40
S-18135	Oklahoma Tax Commission	State Sales Tax-October	756.80	756.80

Special Funds

Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
S-18136	PAR Sprinkler, Inc.	MWC Garden Restoration	2,100.00	2,100.00
S-18137	Baker & Taylor Books	Materials	43.16	43.16
S-18138	Metropolitan Library System	Fines Account	49,000.00	49,000.00
S-18139	Metropolitan Library System	Transfer of Fund	22,000.00	22,000.00
S-18140	Metropolitan Library System	Transfer of Fines & Fees	40,000.00	40,000.00
S-18141	Amber A. Steele	Lost & Paid Item Returned	4.65	4.65
S-18142	Cole L. Chappell	Lost & Paid Item Returned	6.60	6.60
S-18143	Cynthia M. Brownfield	Lost & Paid Item Returned	15.95	15.95
S-18144	Michelle L. Love	Lost & Paid Item Returned	14.65	14.65
S-18145	Tia R. Bates-Mukes	Lost & Paid Item Returned	13.25	13.25
S-18146	Blake A. Uhlig	Lost & Paid Item Returned	9.95	9.95
S-18147	Cynthia L. Bracht	Lost & Paid Item Returned	23.00	23.00
S-18148	Lizabeth A. Whitson	Lost & Paid Item Returned	24.00	24.00
S-18149	Lisa D. Lang	Lost & Paid Item Returned	27.30	27.30
S-18150	Sherrie E. Davis	Lost & Paid Item Returned	3.00	3.00
S-18151	Olivia P. Winn	Lost & Paid Item Returned	3.00	3.00
S-18152	Trae Z. Pierce	Lost & Paid Item Returned	21.80	21.80
S-18153	Sheila M. Dewey	Lost & Paid Item Returned	3.00	3.00
S-18154	Jocelyn M. Viviani	Lost & Paid Item Returned	3.95	3.95
S-18155	Vipa Bunnark	Lost & Paid Item Returned	3.00	3.00
S-18156	Kimberly F. Copeland	Lost & Paid Item Returned	27.90	27.90
S-18157	Jessica A. Bond	Lost & Paid Item Returned	12.95	12.95
S-18158	Kaden S. Kremer	Lost & Paid Item Returned	11.95	11.95
S-18159	Chase Card Services	Fines Account	143.20	143.20
S-18160	Standley Systems	Copier Maintenance	9.48	9.48
S-18161	Robert L. Hampton, Jr.-Charter	MWC Garden Restoration	659.00	
		MWC Garden Restoration	533.00	1,192.00
S-18162	Damian L. Stanart	Lost & Paid Item Returned	9.00	9.00
S-18163	ImageNet Consulting, LLC	Copier Maintenance	93.30	93.30
S-18164	Center Point Large Print	Materials	666.21	666.21
S-18165	Baker & Taylor Books	Materials	155.53	155.53
S-18166	Lisa D. Lang	Lost & Paid Item Returned	3.00	3.00
S-18167	Amanda May	Lost & Paid Item Returned	20.95	20.95
S-18168	Carrie Burleson	Lost & Paid Item Returned	3.00	3.00
S-18169	Sam Mills	Lost & Paid Item Returned	25.65	25.65
S-18170	Mary E. Merwin	Lost & Paid Item Returned	21.95	21.95
S-18171	Olivia SL McDaniel	Lost & Paid Item Returned	3.00	3.00
S-18172	Brandon J. Penry	Lost & Paid Item Returned	3.00	3.00
S-18173	Alexis K.M. McDaniel	Lost & Paid Item Returned	3.00	3.00
S-18174	James B. Roberts	Lost & Paid Item Returned	16.65	16.65
S-18175	Glenn M. Wegner	Lost & Paid Item Returned	13.95	13.95
S-18176	Stephanie J. Ary	Lost & Paid Item Returned	18.95	18.95
S-18177	Amber R. Nelson	Lost & Paid Item Returned	3.00	3.00
S-18178	Emily E. Lane	Lost & Paid Item Returned	14.95	14.95
S-18179	Sara K. Meyers	Lost & Paid Item Returned	16.95	16.95
S-18180	Matthew A. Grim	Lost & Paid Item Returned	4.10	4.10
S-18181	Laura M. Rooms	Lost & Paid Item Returned	4.55	4.55
S-18182	Nichell Garcia	Lost & Paid Item Returned	16.95	16.95
S-18183	Ingram Library Service	Materials	92.58	92.58
S-18184	Baker & Taylor Books	Materials	11.06	11.06
S-18185	Fort Worth Library	Books Lost Account	19.95	19.95
S-18186	Robert L. Caldwell	Lost & Paid Item Returned	67.75	67.75

Special Funds

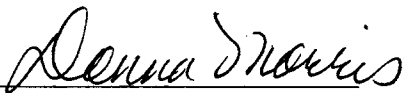
Warrant Register

November 2012

Number	Vendor/Payee	Purpose		Amount
S-18187	Traci L. Nyberg	Lost & Paid Item Returned	10.25	10.25
S-18188	Tulsa City/County Library	Lost Books Account	39.79	39.79
S-18189	Alexis K.M. McDaniel	Lost & Paid Item Returned	3.00	3.00
S-18190	Saen L. Hokenson	Lost & Paid Item Returned	15.95	15.95
S-18191	Teshala R. Carter	Lost & Paid Item Returned	14.95	14.95
S-18192	Tyler J. Dudley	Lost & Paid Item Returned	3.00	3.00
S-18193	Camden P. Watson	Lost & Paid Item Returned	3.00	3.00
S-18194	Jennifer D. Moss	Lost & Paid Item Returned	13.95	13.95
S-18195	Cassi A. Craig	Lost & Paid Item Returned	26.95	26.95
S-18196	Erik J. Jackson II	Lost & Paid Item Returned	3.00	3.00
S-18197	Angel Ramis	Lost & Paid Item Returned	11.15	11.15
S-18198	Aleshia K. Graham	Lost & Paid Item Returned	6.35	6.35
S-18199	Keith A. Mitchell	Lost & Paid Item Returned	3.00	3.00
S-18200	Deborah A. Fedder	Lost & Paid Item Returned	11.95	11.95
S-18201	Floricela Calderon	Lost & Paid Item Returned	18.95	18.95
S-18202	New Castle-Henry County Public	Books Lost Account	20.95	20.95
Total of Special Funds Warrants Issued			\$	132,165.92

I, Donna Morris, certify that:

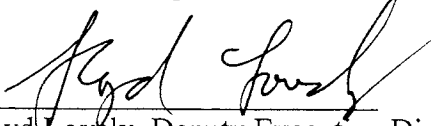
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

12-7-12
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

12-6-12
Date

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

December 31, 2012

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

For comparison 50.00% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of December 2012.

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STATEMENT OF FINANCIAL CONDITION

December 31, 2012

ASSETS

	Current Year	Previous Year
CASH	\$ 7,386,333.80	\$ 7,519,483.50
INVESTMENTS (Schedule attached)	19,153,419.09	24,907,424.39
PREPAID ACCOUNTS	30,000.00	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>-2,726,263.00</u>
Budgeted Tax Revenue	27,784,378.00	27,262,635.00
Less: Tax Received	<u>-9,959,630.21</u>	<u>-13,736,695.51</u>
	17,824,747.79	13,525,939.49
Total Assets	<u><u>\$44,394,500.68</u></u>	<u><u>\$ 45,982,847.38</u></u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$370,101.88	\$286,806.50
Current Year Purchase Orders Outstanding	258,534.95	1,222,380.13
Previous Year Purchase Orders Outstanding	52,644.47	55,717.69
Checks Outstanding	158,737.50	311,207.45
Total Liabilities	840,018.80	1,876,111.77

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	17,824,747.79	13,525,939.49
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FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14
Add: Revenues		
Budgeted	10,232,630.21	13,995,695.51
Other	1,233,455.16	1,175,902.59
Less: Expenditures	<u>(15,949,120.89)</u>	<u>(15,816,323.12)</u>
Total Fund Balance	<u>25,729,734.09</u>	<u>30,580,796.12</u>

Total Liabilities, Deferred Revenue and Fund Balance	<u><u>\$44,394,500.68</u></u>	<u><u>\$ 45,982,847.38</u></u>
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT**

As of December 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	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
Federal Home Loan Bank	12/28/2012	6/28/2018	1.050%	2,000,000.00
FNMA	12/27/2012	6/27/2019	1.250%	2,000,000.00
Total Investments				<u>\$ 19,153,419.09</u>

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of December 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	\$27,784,378.00	\$ 9,128,398.73	\$ 9,959,630.21	35.85%	\$27,262,635.00	\$ 13,118,449.13	\$ 13,736,695.51	50.39%
State Aid	257,465.70	-	-	0.00%	290,807.00	-	-	0.00%
Fines	450,000.00	42,000.00	273,000.00	60.67%	474,660.00	35,000.00	259,000.00	54.57%
Total Budgeted Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 9,170,398.73</u>	<u>\$ 10,232,630.21</u>	35.91%	<u>\$ 28,028,102.00</u>	<u>\$ 13,153,449.13</u>	<u>\$ 13,995,695.51</u>	49.93%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 44,246.30	\$ 714,561.32			\$ 128,521.73	\$ 734,923.90	
Gifts and Lost Books Fees		0.00	112,000.00			0.00	0.00	
Investment Income		45,828.05	185,633.85			74,177.97	237,124.07	
Flexible Benefits Account Balance		3,231.33	3,231.33			1,042.28	1,042.28	
Sale of Surplus Equipment		70.00	35,244.26			0.00	16,803.79	
Insurance Reimbursements		0.00	0.00			0.00	118,056.54	
Miscellaneous		8,407.22	182,784.40			4,003.82	67,952.01	
Total Miscellaneous Revenue		<u>\$ 101,782.90</u>	<u>\$ 1,233,455.16</u>			<u>\$ 207,745.80</u>	<u>\$ 1,175,902.59</u>	
Total Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 9,272,181.63</u>	<u>\$ 11,466,085.37</u>	40.24%	<u>\$ 28,028,102.00</u>	<u>\$ 13,361,194.93</u>	<u>\$ 15,171,598.10</u>	

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

December 31, 2012

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 2,825.41	\$ 3,501.90	\$ 7,949.80	\$ (1,622.49)
810 Prepaid Fees	(18,102.36)	123.29	0.00	(17,979.07)
815 Fines	42,975.45	41,320.97	43,400.85	40,895.57
820 Copy	19,763.27	9,362.50	4,653.47	24,472.30
Total Revolving Funds	\$ 47,461.77	\$ 54,308.66	\$ 56,004.12	\$ 45,766.31

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Special Grants</u>				
860 10/LET/Special Grant	14,840.00	14,840.00	11,920.90	2,919.10
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	18,327.73	6,672.27
935 12/Conoco/MWC	1,000.00	1,000.00	0.00	1,000.00
944 09/LET/Gift Materials	33,563.00	33,563.00	33,563.28	(0.28)
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	7,944.65	5,370.35
954 13/OAC/Perpetual Motion Tour	3,600.00	0.00	3,600.00	(3,600.00)
955 13/OAC/Genticorum	2,744.00	2,744.00	2,744.00	0.00
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

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
916 12 Bench and Bike Rack	11,000.00	11,000.00	6,803.36	4,196.64
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

945 13 Staff Recognition	11,000.00	11,299.02	11,239.02	60.00
946 13 Come Read with Me	60,181.00	60,181.00	5,616.08	54,564.92

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
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
958 13 CH Book Purchase	2,000.00	2,000.00	1,998.09	1.91
959 13 AL Renovation	25,000.00	25,000.00	0.00	25,000.00
Total Grants				214,143.00
Total Special Funds				<u>\$ 259,909.31</u>

Metropolitan Library System
Statement of Encumbrances
Month of December 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	1,045,192.49	6,653,723.45	46.11	14,431,382.00	7,777,658.55
102	Wages - Part-time	156,032.99	985,349.35	39.17	2,515,721.00	1,530,371.65
103	Payroll Taxes	87,562.71	559,576.39	46.28	1,209,170.00	649,593.61
109	Workers Comp Insurance	14,000.00	95,842.00	43.52	220,247.00	124,405.00
112	Group Insurance	224,900.66	1,312,042.68	45.56	2,879,887.00	1,567,844.32
113	Employees' Retirement	1,142,332.85	1,502,814.31	77.22	1,946,094.00	443,279.69
114	Unemployment Compensation	.00	6,027.46	20.09	30,000.00	23,972.54
Total Personal Services		2,670,021.70	11,115,375.64	47.84	23,232,501.00	12,117,125.36

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	.00	229,589.00	98.88	232,197.00	2,608.00
202	Liability/Life Insurance	.00	.00	.00	.00	.00
205	Rent of Library Buildings	7,431.25	38,737.51	40.86	94,800.00	56,062.49
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	32,329.80	194,818.80	37.18	524,000.00	329,181.20
208	Maintenance of Facilities	25,708.54	164,912.86	24.65	668,909.00	503,996.14
211	Parking & Transportation	11,168.61	68,919.35	39.03	176,600.00	107,680.65
212	Travel Expenses	2,230.12	17,993.13	16.09	111,826.00	93,832.87
213	Professional Services	20,611.05	127,308.18	38.62	329,651.00	202,342.82
214	Security Services	34,132.60	199,403.29	35.35	564,110.00	364,706.71
216	Telephone Services	12,367.81	83,116.59	25.47	326,363.00	243,246.41
217	Electrical Services	34,420.29	310,839.76	45.93	676,709.00	365,869.24
218	Gas Services	3,737.61	11,919.74	15.33	77,734.00	65,814.26
219	Water & Garbage Services	7,640.15	52,437.97	62.42	84,008.00	31,570.03
220	Veolia Energy Services	4,376.49	117,514.39	59.37	197,939.00	80,424.61
226	Memberships	4,323.00	16,787.50	66.10	25,399.00	8,611.50
230	Other Library-Related Services	11,374.51	238,133.96	62.65	380,091.00	141,957.04
231	Automation Contractual	35,001.62	155,087.41	37.55	413,007.00	257,919.59
236	Network Catalog Services	4,051.08	37,087.48	45.23	82,000.00	44,912.52
Total Contractual Services		250,904.53	2,064,606.92	41.58	4,965,343.00	2,900,736.08

Metropolitan Library System
Statement of Encumbrances
Month of December 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	8,918.37	57,240.57	25.50	224,450.00	167,209.43
302	Postage	4,968.66	110,795.38	38.49	287,850.00	177,054.62
303	Supplies	19,111.28	184,002.14	36.86	499,202.00	315,199.86
310	Maintenance Supplies	8,789.21	27,723.72	37.46	74,000.00	46,276.28
312	Safety Supplies & Equipment	.00	1,076.58	25.63	4,200.00	3,123.42
321	Gasoline & Oil	3,361.37	24,621.32	47.35	52,000.00	27,378.68
322	Vehicle Parts & Repairs	.00	8,856.38	27.68	32,000.00	23,143.62
330	Programming Activities	15,467.52	126,026.01	35.65	353,470.00	227,443.99
331	Other Commodities	3,125.74	14,784.32	33.11	44,650.00	29,865.68
Total Commodities		63,742.15	555,126.42	35.32	1,571,822.00	1,016,695.58

Capital Outlays

401	Books & Materials	210,864.93	1,631,869.89	29.66	5,502,560.00	3,870,690.11
404	Governmental Documents	1,500.00	1,500.00	22.39	6,700.00	5,200.00
405	Book Repairs & Bindings	.00	.00	.00	1,900.00	1,900.00
407	Periodicals & Subscriptions	6,015.48	162,981.14	89.75	181,600.00	18,618.86
408	Furniture, Fixture, & Equip	-2,352.65	73,885.87	21.97	336,342.00	262,456.13
409	Motor Vehicles	.00	.00	.00	60,000.00	60,000.00
410	Automation System & Equipment	6,908.36	225,050.44	25.29	890,000.00	664,949.56
450	Capital Projects	9,202.81	118,724.57	2.04	5,828,633.00	5,709,908.43
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		232,138.93	2,214,011.91	17.29	12,807,735.00	10,593,723.09
Total Budget		3,216,807.31	15,949,120.89	37.46	42,577,401.00	26,628,280.11

Monthly Journal Entries -- December 2012

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
90	1001	Cash	\$ 2,010,500.00	
	1101	Investments		\$ 2,000,000.00
	3602	Interest Income		\$ 10,500.00
		Investment 3134g3fr6 called		
91	1001	Cash	\$ 2,015,000.00	
	1101	Investments		\$ 2,000,000.00
	3602	Interest Income		\$ 15,000.00
		Investment 3134g3ce8 called		
92	1101	Investments	\$ 2,000,000.00	
	1001	Cash		\$ 2,000,000.00
		Purchased Investment 313381mx0		
93	1101	Investments	\$ 2,000,000.00	
	1001	Cash		\$ 2,000,000.00
		Purchased investment - 3136g17c7		
94	1001	Cash	\$ 20,000.00	
	3602	Interest Income		\$ 20,000.00
		Investment 3136fph9		
<u>Tax revenues</u>				
95	1001	Cash	\$ 1,710,316.62	
	1201	Ad Valorem Tax - Current year		\$ 1,638,533.02
	3601	Prior year Tax		\$ 71,783.60
		Ad Valorem Tax apportioned by County for 11/16 to 11/30		
96	1001	Cash	\$ 1,254,970.51	
	1201	Ad Valorem Tax - Current year		\$ 1,254,970.51
		Ad Valorem Tax apportioned by County for 12/1 to 12/7		
97	1001	Cash	\$ 3,360,186.97	
	1201	Ad Valorem Tax - Current year		\$ 3,360,186.97
		Ad Valorem Tax apportioned by County for 12/10 to 12/14		
98	1001	Cash	\$ 16.31	
	3601	Prior year Tax		\$ 11.89
	1201	Ad Valorem Tax - Current year		\$ 4.42
		Ad Valorem tax apportioned by County for 12/1 to 12/14		
99	1001	Cash	\$ 2,874,703.81	
	1201	Ad Valorem Tax - Current year		\$ 2,874,703.81
		Ad Valorem tax apportioned by County for 12/17 to 12/21		

Miscellaneous revenue

100	1001	Cash		\$	11,346.34		
	3605	Mic. Reimbursements				\$	8,115.01
	3611	Flex Benefits Balance				\$	3,231.33
		Friends's reimb	\$ 1,664.80	Café Rent	\$ 500.00		
		BOA cashiers chk	\$ 368.55	Abibow	\$ 16.84		
		Insurance-Lehr	\$ 2,005.80	Chase refund	\$ 1,512.12		
		name badges	\$ 3.00	LET reimb	\$ 99.60		
		Friends's reimb	\$ 1,944.30				
		Total		\$	8,115.01		
101	1001	Cash		\$	70.00		
	3606	Surplus Sale				\$	70.00
		Late sale items					

Fines

102	1001	Cash		\$	42,000.00		
	3403	Projected Mic. Revenue - Fines				\$	42,000.00
		Fines transferred to General Fund in December					

Payable entries

103	3001	Current Year Reserv. for Appropriations.		\$	3,207,784.79		
	3011	Current Year P.O. Outstanding				\$	3,207,784.79
	3002	Prior Year Reserv. for Appropriations.				\$	5,356.10
	3012	Prior Year P.O. Outstanding		\$	5,356.10		
		Purchase orders issued in December					
104	3011	Current Year P.O. Outstanding		\$	3,224,812.25		
	3012	Prior Year P.O. Outstanding		\$	25,939.80		
	3021	Current Year Warrants Outstanding				\$	3,250,752.05
		Checks issued in December					
105	3021	Current Year Warrants Outstanding		\$	3,363,801.49		
	1001	Cash				\$	3,363,801.49
		Checks cleared Bank in December					

Bank interest and fees

106	1001	Cash		\$	328.05		
	3602	Bank Fees		\$	397.38		
	3602	Interest Income				\$	725.43
		Interest and fees from GF checking account					
107	8000	Special Fund Cash				\$	157.62
	8815	Bank Fees		\$	201.21		
	8815	Interest Income				\$	43.59
		Interest and fees from SF checking account					

Special funds

108	8000	Special Fund Cash	\$	80,968.73	
	8815	Fines			\$ 25,535.54
	8820	Copy			\$ 9,362.50
	8805	Gift & Lost Books			\$ 3,501.90
	8810	Prepaid Acct			\$ 123.29
	8955				\$ 2,744.00
	8959				\$ 25,000.00
	8815	Credit card receipts			\$ 15,741.84
	8815	Credit card expenses	\$	1,040.34	
		Revenues of special funds			
109	8000	Special Fund Cash			\$ 68,791.40
	8815	Fines	\$	42,159.30	
	8820	Copy	\$	4,653.47	
	8805	Gift & Lost Books	\$	7,949.80	
	8952		\$	7,019.27	
	8944		\$	121.91	
	8860		\$	1,332.50	
	8916		\$	1,280.62	
	8958		\$	1,998.09	
	8946		\$	2,276.44	
		Expenditures of special funds			

Corrections, adjustments, and miscellaneous

110	1001		\$	805.77	
	3021				\$ 437.22
	3012				\$ 6.87
	3011				\$ 69.47
	3605				\$ 292.21
		To record changes in AP balances			
				<u>\$ 27,279,337.87</u>	<u>\$ 27,279,337.87</u>

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General Fund F.Y. 12-13

Warrant Register

December 2012

Number	Vendor/Payee	Purpose		Amount
G-02369	O G & E	Electric Services	228.34	
		Electrical Services	1,165.34	1,393.68
G-02370	Oklahoma Natural Gas Co.	Gas Services	180.05	
		Gas Services	97.19	277.24
G-02371	City of Oklahoma City	Water & Garbage Services	18.08	18.08
G-02372	Gaylord Bros.	Supplies	75.54	75.54
G-02373	Highsmith	Supplies	88.56	88.56
G-02374	UNUM Life Insurance	Grp L-T Disab Ins Prem	6,606.34	6,606.34
G-02375	Tina Clark	Programming Activities	120.00	120.00
G-02376	Baker & Taylor Books	Materials	3,521.03	3,521.03
G-02377	Central Oklahoma Winnelson	Maintenance of Facilities	6.08	
		Maintenance of Facilities	958.68	964.76
G-02378	American Express	Travel Expenses	735.54	
		Library-related services	19.00	
		Supplies	65.00	
		Programming	59.46	
		Automation Contractual	149.00	
		Travel Expenses	367.77	
		Professional Services	4.00	
		Automation Contractual	69.95	1,469.72
G-02379	Standard & Poor's	Materials	12,071.30	12,071.30
G-02380	Yancy Forbes	Security Services	162.50	162.50
G-02381	Gale Group	Materials	92.21	92.21
G-02382	Sam Moore Architect	Capital Projects	1,892.50	1,892.50
G-02383	Hunter's Battery Warehouse	Maintenance of Facilities	40.50	40.50
G-02384	Anne G. Fischer	Transportation	70.49	70.49
G-02385	Full Circle Bookstore	Materials	378.11	378.11
G-02386	INTEGRIS Corporate Assistance	Group Insurance	1,002.00	1,002.00
G-02387	OHC of the Southwest, P.A.	Professional Services	83.00	83.00
G-02388	Jonathan Willis	Transportation	33.58	33.58
G-02389	Hamco of Western PA	Maintenance Supplies	2,222.50	2,222.50
G-02390	AT&T	Telephone Services	1,210.35	1,210.35
G-02391	Random House, Inc	Materials	30.00	30.00
G-02392	Ingram Library Service	Materials	1,311.95	1,311.95
G-02393	OverDrive, Inc.	Materials	5,647.93	5,647.93
G-02394	Findaway World, LLC	Materials	3,426.64	3,426.64
G-02395	Capstone	Materials	3,614.55	3,614.55
G-02396	Ingram Library Service	Materials	260.98	260.98
G-02397	Grey House Publishing	Materials	575.75	575.75
G-02398	Town of Luther	Water & Garbage Services	45.28	45.28
G-02399	Barnes & Noble, Inc.	Materials	1,098.55	1,098.55
G-02400	Vernon Library Supply	Supplies	2,300.00	2,300.00
G-02401	Center Point Large Print	Materials	82.68	82.68
G-02402	Landon Holman	Transportation	54.39	54.39
G-02403	John Mark Dawson	Security Services	375.00	375.00
G-02404	CDW Government, Inc.	Other Library Related Svc	428.60	428.60
G-02405	Lisa Walker	Transportation	42.52	42.52
G-02406	Lisa Kay Camacho	Security Services	250.00	250.00
G-02407	Contractors Supply Co.	Maintenance of Facilities	7.96	7.96
G-02408	Cintas	Maintenance of Facilities	100.00	100.00
G-02409	Steve Crawford	Programming Activities	200.00	
		Programming Activities	225.00	425.00

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Number	Vendor/Payee	Purpose		Amount
G-02410	AudioGo	Materials	720.96	720.96
G-02411	City of Harrah	Water & Garbage Services	83.64	83.64
G-02412	Amazon/GE Money Bank	Supplies	84.38	84.38
G-02413	United Parcel Service	Postage	185.26	185.26
G-02414	City of Choctaw	Water & Garbage Services	56.43	56.43
G-02415	Baker & Taylor Books	Materials	5,825.42	5,825.42
G-02416	Baker & Taylor Entertainment	Materials	2,966.95	
		Materials	8,252.51	11,219.46
G-02417	Lisa Hubbert	Programming Activities	75.00	75.00
G-02418	Allied Waste Services #060	Garbage Service	1,167.89	
		Garbage Services	87.98	1,255.87
G-02419	Pamela Buchanan	Transportation	32.75	32.75
G-02420	Aaron Bluitt	Transportation	124.67	124.67
G-02421	Shaw, Pervis Caddo	Security Services	250.00	250.00
G-02422	Faith Centered Resources	Materials	69.98	69.98
G-02423	Baker & Taylor Books	Materials	2,011.97	
		Materials	1,723.67	
		Materials	1,555.19	
		Materials	2,399.47	
		Materials	3,495.00	
		Materials	3,438.27	
		Materials	676.93	15,300.50
G-02424	Baker & Taylor Books	Materials	1,179.54	
		Materials	603.67	
		Materials	1,509.73	
		Materials	355.47	3,648.41
G-02425	Clarissa Sharp	Programming Activities	120.00	120.00
G-02426	Sabre Technologies	Supplies	50.00	50.00
G-02427	Cheryl Coleman	Programming Activities	87.80	87.80
G-02428	Kiona Millirons	Programming Activities	200.00	200.00
G-02429	Baker & Taylor Entertainment	Materials	286.27	286.27
G-02430	R. Justin Herwig	Transportation	78.26	78.26
G-02431	Michael Price	Programming Activities	200.00	200.00
G-02432	Metropolitan Library System	Professional Services	19.00	
		Programming Activities	120.50	
		Programming Activities	63.69	
		Programming Activities	26.28	
		Professional Services	19.00	
		Postage	18.00	
		Supplies	48.16	
		Programming Activities	51.76	
		Other Commodities	61.06	427.45
G-02433	Federal Corporation	Maintenance of Facilities	10.67	10.67
G-02434	O G & E	Electrical Services	4,718.69	
		Electrical Services	1,531.80	6,250.49
G-02435	Oklahoma Natural Gas Co.	Gas Services	252.47	252.47
G-02436	City of Oklahoma City	Water & Garbage Services	355.96	355.96
G-02437	City of the Village	Water & Garbage Services	91.41	91.41
G-02438	Triangle/A & E	Capital Projects	15.00	15.00
G-02439	Brodart Co.	Supplies	1,252.00	
		Supplies	642.09	
		Supplies	4,025.00	5,919.09

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Number	Vendor/Payee	Purpose		Amount
G-02440	Locke Supply Co.	Maintenance of Facilities	32.58	32.58
G-02441	Tech-Lock	Maintenance of Facilities	1,089.00	
		Maintenance of Facilities	103.00	1,192.00
G-02442	EBSCO Subscription Services	Periodicals/Subscriptions	5,414.24	
		Periodicals/Subscriptions	306.34	
		Materials	3,360.00	9,080.58
G-02443	Hewlett-Packard Co.	Automation Contractual	7,107.10	7,107.10
G-02444	AT&T	Telephone Services	680.22	
		Telephone Services	838.33	
		Telephone Services	733.86	2,252.41
G-02445	City of Edmond	Electrical Services	3,035.25	3,035.25
G-02446	The Newspress	Periodicals/Subscriptions	153.00	153.00
G-02447	Charles S. Isaacs	Telephone Services	35.00	
		Transportation	142.91	177.91
G-02448	Taryn Kingery	Programming Activities	69.26	69.26
G-02449	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-02450	Phillip Tolbert	Supplies	47.69	47.69
G-02451	The Penworthy Co.	Materials	2,057.00	2,057.00
G-02452	Denyveta Davis	Transportation	112.00	112.00
G-02453	Gale Group	Materials	1,372.59	1,372.59
G-02454	The Edmond Sun	Periodicals/Subscriptions	116.90	116.90
G-02455	Friday	Library-related Services	1,680.00	1,680.00
G-02456	Hal Leonard Corporation	Materials	459.19	459.19
G-02457	Independent Stationers	Supplies	42.94	42.94
G-02458	Walter Wayne McEvilly	Programming Activities	600.00	600.00
G-02459	Full Circle Bookstore	Materials	545.44	545.44
G-02460	Rosemary Czarski	Mileage	26.92	26.92
G-02461	Nancy Lytle	Parking	108.38	108.38
G-02462	Janet Brooks	Transportation	15.08	15.08
G-02463	Marpro Label Inc.	Supplies	5,867.10	5,867.10
G-02464	Great American Glass & Tinting	Maintenance of Facilities	2,005.76	2,005.76
G-02465	KTUZ Radio	Library-related Services	1,676.00	1,676.00
G-02466	Diane Sarantakos	Transportation	112.67	112.67
G-02467	Linda Hyams	Transportation	67.93	67.93
G-02468	Blackstone Audio Books	Materials	516.00	516.00
G-02469	A T & T Mobility	Telephone Services	95.87	95.87
G-02470	Hobby Lobby	Programming Activities	69.91	
		Programming Activities	31.39	
		Programming Activities	30.91	132.21
G-02471	Francie Pendleton	Transportation	8.33	8.33
G-02472	Ingram Library Service	Materials	875.89	875.89
G-02473	Phyllis Davidson	Transportation	17.34	17.34
G-02474	Walker Companies	Printing/Printing Supply	520.00	520.00
G-02475	Audio Editions	Materials	1,200.95	1,200.95
G-02476	Lakeshore Learning Materials	Supplies	35.10	35.10
G-02477	OverDrive, Inc.	Books & Materials	8,800.79	
		Materials	11,366.21	20,167.00
G-02478	Findaway World, LLC	Materials	712.62	712.62
G-02479	Victoria Dixon	Parking	108.38	108.38
G-02480	Fuelman	Gasoline & Oil	3,361.37	3,361.37
G-02481	Capstone	Materials	34.19	34.19
G-02482	Ginger Waldrip	Programming Activities	200.00	
	** Continued **			

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-02482	Ginger Waldrip	Programming Activities	200.00	400.00
G-02483	S & S Promotions, Inc.	Equipment	315.40	315.40
G-02484	Ingram Library Service	Materials	807.87	807.87
G-02485	Melody A. Kellogg	Transportation	43.85	43.85
G-02486	Jana Hausburg	Transportation	18.54	18.54
G-02487	Peter Krauss	Maintenance of Facilities	170.00	170.00
G-02488	Kay L. Bauman	Parking	108.38	108.38
G-02489	Anita Roesler	Transportation	79.64	79.64
G-02490	Carri Dolan	Programming Activities	200.00	200.00
G-02491	Marianne's Rentals	Programming Activities	50.00	50.00
G-02492	Earl's Rib Palace	Other Commodities	182.00	182.00
G-02493	Debbie Robertus	Transportation	15.98	15.98
G-02494	Heidi A. Port	Transportation	35.63	35.63
G-02495	Skillpath Seminars	Professional Services	149.00	149.00
G-02496	Contractors Supply Co.	Maintenance of Facilities	52.14	52.14
G-02497	Sharon A. Nolan	Programming Activities	124.11	124.11
G-02498	Ruby Soutiere	Transportation	8.88	8.88
G-02499	Clearfield Company	Materials	283.85	283.85
G-02500	U.S. Postmaster	Postage	56.00	56.00
G-02501	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-02502	Bank of Oklahoma	Group Insurance	600.00	600.00
G-02503	Andrea Emmons	Programming Activities	85.38	
		Programming Activities	8.12	
		Transportation	10.55	104.05
G-02504	City of Edmond	Water & Garbage Services	744.93	744.93
G-02505	Kevin Colwell	Transportation	5.00	5.00
G-02506	U.S. Postmaster	Postage	56.00	56.00
G-02507	Amazon/GE Money Bank	Supplies	21.86	21.86
G-02508	United Parcel Service	Postage	452.75	452.75
G-02509	Andrew N. Soliven	Parking	108.38	108.38
G-02510	Abolghasem Siavashi	Transportation	14.99	14.99
G-02511	Devin McGhee	Transportation	18.80	18.80
G-02512	Office Depot Credit Plan	Other Library Related Svc	49.91	49.91
G-02513	Alice Murphy	Supplies	13.00	13.00
G-02514	Rose Rock Development Inc	Maint of Facilities	287.50	287.50
G-02515	Baker & Taylor Books	Materials	2,043.25	2,043.25
G-02516	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	2,764.00	4,587.95
G-02517	Cheryl Pernell	Parking	108.38	108.38
G-02518	Baker & Taylor Entertainment	Materials	1,691.53	
		Materials	3,303.71	
		Materials	1,544.67	6,539.91
G-02519	Daniel Fields	Supplies	89.97	89.97
G-02520	DailyAccess Corporation	Professional Services	9,371.00	9,371.00
G-02521	Walmart Community/GEMB	Programming Activities	9.88	
		Supplies	33.82	
		Supplies	25.64	
		Programming Activities	50.38	
		Programming Activities	37.06	
		Programming Activities	6.00	162.78
G-02522	S & S Textiles	Programming Activities	157.15	157.15

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Number	Vendor/Payee	Purpose		Amount
G-02523	Pamela Buchanan	Telephone Services	35.00	35.00
G-02524	Lucynda E Olberding	Programming Activities	75.00	75.00
G-02525	Laura Franklin	Programming Activities	75.00	75.00
G-02526	Fire Suppression Specialist, L	Maintenance of Facilities	1,247.36	
		Maintenance of Facilities	359.00	1,606.36
G-02527	Kevin Sendall	Transportation	11.66	11.66
G-02528	Star Lighting	Maintenance of Facilities	226.62	226.62
G-02529	John Utley	Telephone Services	35.00	
		Transportation	79.92	114.92
G-02530	Susan H. Wood	Programming Activities	125.00	125.00
G-02531	Rondia K. Banks	Programming Activities	160.40	160.40
G-02532	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-02533	Cox Communications, Inc.	Telephone Services	1,036.85	1,036.85
G-02534	Target Bank	Supplies	77.82	77.82
G-02535	Greater Oklahoma City	Memberships	250.00	250.00
G-02536	Janeal Walker	Transportation	8.11	8.11
G-02537	Securitas Security USA, Inc.	Security Services	6,327.88	
		Security Services	581.70	6,909.58
G-02538	Baker & Taylor Books	Materials	1,028.04	
		Materials	3,303.75	
		Materials	4,133.48	
		Materials	2,489.10	
		Materials	10,584.65	
		Materials	255.45	21,794.47
G-02539	Baker & Taylor Books	Materials	1,697.41	
		Materials	1,905.45	3,602.86
G-02540	Baker & Taylor Books	Materials	360.41	360.41
G-02541	Emily Williams	Transportation	30.36	30.36
G-02542	Stacy Schrank	Memberships	70.00	70.00
G-02543	Baker & Taylor Entertainment	Materials	1,037.79	1,037.79
G-02544	Provantage	Automation	252.58	252.58
G-02545	Mackin	Materials	12.99	12.99
G-02546	Sheldon Beach	Parking	108.38	108.38
G-02547	Sarah Baker	Programming Activities	150.00	150.00
G-02548	ASIS International	Memberships	150.00	150.00
G-02549	Kathy C. Brown	Programming Activities	43.75	43.75
G-02550	Bank of Oklahoma	Payroll Transmittal-Chks	34,557.91	
		Payroll Transmittal-Chks	15,146.45	
		Payroll Transmittal-Chks	110.00	49,814.36
G-02551	Bank of Oklahoma	Federal Withholding Tax	54,480.85	
		Federal Withholding Tax	4,776.00	59,256.85
G-02552	Oklahoma Tax Commission	State Withholding Tax	16,175.00	
		State Withholding Tax	956.00	17,131.00
G-02553	Mun. Employees Credit Union	Employee Cr Union Deducts	11,289.51	
		Employee Cr Union Deducts	87.50	11,377.01
G-02554	United Way of Central Oklahoma	Employee Deductions	585.81	
		Employee Deductions	20.50	606.31
G-02555	Clerk, U.S. District	Employee Deductions	80.32	
		Employee Deductions	80.32	
		Employee Deductions	80.32	240.96
G-02556	Mutual Assurance	Employee Deductions	180.00	180.00
G-02557	Bank of America	Payroll Transmittal-DDep	306,170.26	
	** Continued **			

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-02557	Bank of America	Payroll Transmittal-DDep	52,061.49	
		Payroll Transmittal-DDep	1,155.00	359,386.75
G-02558	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-02559	Nationwide Retirement Solution	Employee Deductions	6,734.44	6,734.44
G-02560	Transamerica Life Insurance Co	Employee Deductions	350.05	350.05
G-02561	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,196.22	4,196.22
G-02562	Bank of Oklahoma	Employee Flexplan Deposit	34,146.09	34,146.09
G-02563	Bank of Oklahoma	Employee Soc/Sec Deposits	20,663.12	
		Employee Soc/Sec Deposits	3,251.76	
		Employee Medicare Deposit	7,352.34	
		Employee Medicare Deposit	1,122.65	
		Employer Soc/Sec Deposits	35,302.80	
		Employer Medicare Deposit	8,475.08	76,167.75
G-02564	MassMutual Financial Group	Employee Contrib -- DC PI	18,717.21	
		Employer Contrib -- DC PI	33,632.33	52,349.54
G-02565	Pioneer Credit Recovery	Employee Deductions	158.45	158.45
G-02566	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-02567	Randall S. Fudge	Employee Deductions	153.85	153.85
G-02568	Administrative Services	Employee Deductions	1,503.27	1,503.27
G-02569	UNUM Life Insurance	Employee Deductions	1,315.90	
		Employee Deductions	37.30	1,353.20
G-02570	Mutual Assurance	Grp Life AD&D Ins Prm-DEC	49,824.55	49,824.55
G-02571	Vision Service Plan of	Grp Vision Ins Prem-Dec.	2,761.22	2,761.22
G-02572	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-DEC	161,260.65	161,260.65
G-02573	UNUM Life Insurance	Grp LTC Ins Prem-DEC.	1,580.90	1,580.90
G-02574	Metropolitan Library System	Parking	7.00	
		Professional Services	19.00	
		Supplies	197.65	
		Programming Activities	222.29	
		Other Commodities	42.76	488.70
G-02575	Grainger	Maintenance of Facilities	333.36	333.36
G-02576	O G & E	Electrical Services	2,566.79	
		Electrical Services	964.38	
		Electrical Services	2,691.00	
		Electrical Services	111.92	6,334.09
G-02577	Oklahoma Natural Gas Co.	Gas Services	33.74	
		Gas Services	446.82	480.56
G-02578	City of Bethany	Water & Garbage Services	126.55	126.55
G-02579	City of Oklahoma City	Water & Garbage Services	750.83	
		Water & Garbage Services	27.71	
		Water & Garbage Services	549.33	
		Water & Garbage Services	183.18	
		Water & Garbage Services	1,724.98	3,236.03
G-02580	Brodart Co.	Supplies	90.98	
		Supplies	2,450.00	2,540.98
G-02581	Southwestern Stationers, Inc.	Supplies	8.47	
		Printing/Printing Supply	672.00	680.47
G-02582	Demco	Supplies	28.89	28.89
G-02583	Gale Research	Materials	2,168.28	2,168.28
G-02584	Highsmith	Supplies	73.80	73.80
G-02585	The University of Oklahoma	Printing/Printing Supply	4,222.00	4,222.00

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Number	Vendor/Payee	Purpose		Amount
G-02586	Superintendent of Documents	Govenmental Documents	1,500.00	1,500.00
G-02588	Synergy Datacom Supply, Inc.	Supplies	39.67	39.67
G-02589	Oklahoma Library Association	Professional Services	60.00	60.00
G-02590	South OKC Chamber of Commerce	Programming Activities	300.00	300.00
G-02591	Weston Woods Accts Receivable	Materials	659.45	659.45
G-02592	Baker & Taylor Books	Materials	1,388.58	1,388.58
G-02593	Central Oklahoma Winnelson	Maintenance of Facilities	173.66	173.66
G-02594	U.S. Postal Service	Professional Services	55.74	55.74
G-02595	ABDO Publishing Company	Materials	2,194.80	2,194.80
G-02596	J. Siobhan Morava	Transportation	84.59	
		Other Commodities	125.00	209.59
G-02597	John R. Day	Transportation	47.06	47.06
G-02598	Recorded Books, LLC	Materials	6,339.73	6,339.73
G-02599	Oklahoma Genealogical Society	Professional Services	35.00	35.00
G-02600	Gale Group	Materials	127.04	127.04
G-02601	Anne G. Fischer	Telephone Services	50.00	50.00
G-02602	Friday	Subscription	25.00	25.00
G-02603	Independent Stationers	Supplies	43.08	43.08
G-02604	Library Video Co.	Materials	724.10	724.10
G-02605	AVID Products	Automation	915.10	915.10
G-02606	Commercial Concepts, Inc.	Capital Projects	1,200.00	1,200.00
G-02607	OHC of the Southwest, P.A.	Professional Services	166.00	166.00
G-02608	USA Mobility Wireless, Inc	Telephone Services	95.18	95.18
G-02609	Random House, Inc	Materials	1,716.00	1,716.00
G-02610	Scott's Printing & Copying	Printing/Printing Supply	1,006.91	
		Printing/Printing Supply	847.99	
		Printing/Printing Supplie	475.79	
		Printing/Printing Supply	1,173.68	3,504.37
G-02611	OCLC, Inc.	Network Catalog Services	4,051.08	4,051.08
G-02612	Brilliance Corporation	Materials	2,792.85	2,792.85
G-02613	MPLC	Programming Activities	165.76	165.76
G-02614	Hobby Lobby	Supplies	17.45	17.45
G-02615	Ingram Library Service	Materials	1,405.74	1,405.74
G-02616	Julie Ballou	Transportation	19.76	19.76
G-02617	Audio Editions	Materials	2,147.13	2,147.13
G-02618	Larry G. Johnson	Parking	108.38	108.38
G-02619	OverDrive, Inc.	Materials	6,598.82	6,598.82
G-02620	Findaway World, LLC	Materials	11,121.61	11,121.61
G-02621	Hannelore A. Chan	Programming Activities	150.00	150.00
G-02622	Positive Promotions	Programming	82.65	82.65
G-02623	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-02624	AV Cafe Inc	Materials	651.02	651.02
G-02625	Ingram Library Service	Materials	291.34	291.34
G-02626	Barnes & Noble, Inc.	Materials	405.89	405.89
G-02627	Center Point Large Print	Materials	1,108.50	1,108.50
G-02628	Jimmy Welch	Telephone Services	50.00	50.00
G-02629	J & B Graphics	Capital Projects	490.00	490.00
G-02630	Karen Casey	Transportation	6.22	6.22
G-02631	Oklahoma Building Services, Inc	Janitorial Services	25,166.98	
		Janitorial Services	3,606.15	
		Janitorial Services	2,026.67	
		Pest Control Service	1,015.00	

** Continued **

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Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-02631	Oklahoma Building Services, Inc	Pest Control Service	450.00	
		Pest Control Service	205.00	32,469.80
G-02632	CDW Government, Inc.	Library-related Services	149.96	149.96
G-02633	Joseph D Slack	Capital Projects	4,500.00	4,500.00
G-02634	Robert Howard Co.	Supplies	395.70	395.70
G-02635	National Cowboy & Western	Other Commodities	2,185.00	2,185.00
G-02636	Bank of America	Direct Deposit Fees	233.04	233.04
G-02637	Metro Library Sys Pension Trst	Employees' Retirement	1,074,744.00	1,074,744.00
G-02638	Kelley Riha	Transportation	94.96	94.96
G-02639	MAC Systems, Inc.	Maintenance of Facilities	209.00	209.00
G-02640	Dowell Parking Center	Parking & Transportation	312.00	312.00
G-02641	Chase Card Services	Programming	267.50	
		Programming	112.30	
		Supplies	35.00	
		Supplies	89.93	
		Equipment	598.00	
		Maintenance of Facilities	570.00	
		Programming	73.00	
		Automation	109.90	
		Travel Expenses	90.81	
		Programming	95.38	
		Programming	29.71	
		Supplies	27.45	
		Supplies	319.32	
		Supplies	140.84	
		Programming	15.00	
		Programmain	76.98	
			57.42	
		Supplies	96.56	
		Automation Contractual	59.95	
		Supplies	136.25	
		Maintenance of Facilities	399.93	
		Equipment	387.00	
		Equipment	398.99	4,187.22
G-02642	Andrea Emmons	Programming Activities	133.80	133.80
G-02643	City of Midwest City	Maintenance of Facilities	5,500.00	5,500.00
G-02644	Amazon/GE Money Bank	Supplies	55.07	
		Supplies	36.57	91.64
G-02645	First Advantage	Professional Services	27.00	27.00
G-02646	United Parcel Service	Postage	580.90	580.90
G-02647	Oklahoma Press Service	Library-related Services	151.10	151.10
G-02648	AAA Landscape, Inc.	Capital Projects	75.00	75.00
G-02649	Shren Sylvester	Transportation	22.20	22.20
G-02650	Alice Murphy	Supplies	87.75	87.75
G-02651	Rose Rock Development Inc	Maintenance of Facilities	1,695.00	
		Maintenance of Facilities	1,485.00	3,180.00
G-02652	James Reynolds	Programming Activities	27.00	27.00
G-02653	Baker & Taylor Entertainment	Materials	1,219.48	
		Materials	1,414.84	
		Materials	4,300.43	
		Materials	4,030.84	

** Continued **

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Warrant Register

December 2012

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-02653	Baker & Taylor Entertainment	Materials	754.12	11,719.71
G-02654	Walmart Community/GEMB	Programming Activities	52.18	
		Other Commodities	49.77	
		Supplies	18.76	
		Programming Activities	223.11	
		Programming Activities	45.84	389.66
G-02655	LaWana D. Morgan	Transportation	13.89	13.89
G-02656	Alliance Electrical Services	Capital Projects	2,223.00	2,223.00
G-02657	John L. Hilbert	Programming Activities	59.52	
		Programming Activities	45.43	104.95
G-02658	AVL Systems Design	Capital Projects	24,053.13	24,053.13
G-02659	Lucynda E Olberding	Programming Activities	75.00	75.00
G-02660	Sabrina Littleaxe	Mileage	22.31	22.31
G-02661	Metro Monitor, Inc.	Library-related Services	95.00	95.00
G-02662	Insignia Signs, Inc.	Library-related Services	3,499.00	3,499.00
G-02663	Donna Morris	Transportation	450.00	450.00
G-02664	Star Lighting	Maintenance of Facilities	95.52	95.52
G-02665	Melissa Weathers	Transportation	6.51	6.51
G-02666	Scott Delsigne	Programming Activities	100.00	100.00
G-02667	Faith Centered Resources	Materials	2,824.59	2,824.59
G-02668	Christian Book Distributors	Books & Materials	37.47	
		Books & Materials	39.96	77.43
G-02669	Baker & Taylor Books	Materials	998.47	
		Materials	705.27	
		Materials	2,308.32	
		Materials	2,121.98	
		Materials	2,160.71	
		Materials	1,584.72	9,879.47
G-02670	Baker & Taylor Books	Materials	712.43	
		Materials	1,499.44	
		Materials	1,657.00	3,868.87
G-02671	Baker & Taylor Books	Materials	1,478.14	1,478.14
G-02672	Chase Card Services	Books & Materials	826.10	
		Books & Materials	383.90	1,210.00
G-02673	Trane Co.	Maintenance of Facilities	80.64	80.64
G-02674	Sheet Metal Service	Maintenance of Facilities	330.00	
		Maintenance of Facilities	308.00	638.00
G-02675	Baker & Taylor Entertainment	Materials	998.89	998.89
G-02676	Picture This Photography	Programming Activities	1,647.50	1,647.50
G-02677	Tyler Outdoor Advertising, LLC	Library-related Services	3,510.00	3,510.00
G-02678	Knoll, Inc.	Capital Projects	568.42	568.42
G-02679	Lindsay Jones Egle	Memberships	70.00	70.00
G-02680	Comfort Inn @ Founders Towers	Programming Activities	1,206.00	1,206.00
G-02681	Kaeli Dunn	Transportation	7.88	7.88
G-02682	City of Del City	Rent of Buildings	400.00	400.00
G-02683	Bradford Industrial Supply	Maintenance of Facilities	51.04	51.04
G-02684	O G & E	Electrical Services	12,442.18	
		Electrical Services	2,165.01	14,607.19
G-02685	City of Oklahoma City	Water & Garbage Services	57.58	57.58
G-02686	Southwestern Stationers, Inc.	Supplies	102.00	102.00
G-02687	Tech-Lock	Maintenance of Facilities	5.00	5.00

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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-02688	Alma L. Brown	Programming Activities	73.86	
		Programming Activities	33.54	107.40
G-02689	Independent Stationers	Supplies	86.56	
		Supplies	10.22	96.78
G-02690	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-02691	Great American Glass & Tinting	Maintenance of Facilities	345.60	345.60
G-02692	Linda Hyams	Telephone Services	35.00	35.00
G-02693	Filtration Services Group, LLC	Maintenance of Facilities	90.48	
		Maintenance of Facilities	38.64	
		Maintenance of Facilities	385.80	
		Maintenance of Facilities	96.08	611.00
G-02694	James E. Nimmo	Transportation	150.00	150.00
G-02695	John Mark Dawson	Security Services	150.00	150.00
G-02696	CDW Government, Inc.	Automation	21,606.44	
		Automation	2,013.63	23,620.07
G-02697	Batteries Sooner LLC	Maintenance of Facilities	35.98	
		Maintenance of Facilities	25.16	61.14
G-02698	Southwest Paper - OKC	Maintenance Supplies	207.30	207.30
G-02699	Steve's Wholesale Distributors	Maintenance of Facilities	83.85	83.85
G-02700	Westlake Hardware	Maintenance of Facilities	21.55	21.55
G-02701	Heidi Johnson	Memberships	70.00	70.00
G-02702	Lisa Kay Camacho	Security Services	325.00	325.00
G-02703	Jerry's Contracting	Maintenance of Facilities	1,680.00	1,680.00
G-02704	United Parcel Service	Postage	209.31	209.31
G-02705	John Wood	Telephone Services	50.00	50.00
G-02706	Consolidated Plastics Co., Inc	Maintenance of Facilities	144.54	144.54
G-02707	LaVetta Kinsey Dent	Supplies	87.18	87.18
G-02708	Walmart Community/GEMB	Programming Activities	166.64	
		Supplies	39.88	
		Programming Activities	5.82	
		Programming Activities	55.82	268.16
G-02709	Barnum Plumbing, Inc.	Maintenance of Facilities	378.00	378.00
G-02710	Preston Bell	Transportation	50.00	50.00
G-02711	Quest Corporation	Capital Projects	1,380.00	1,380.00
G-02712	Roberto Soto	Professional Services	75.00	
		Professional Services	80.00	155.00
G-02713	Star Lighting	Maintenance of Facilities	95.49	95.49
G-02714	2M Solutions, Inc	Equipment	1,648.00	1,648.00
G-02715	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-02716	Securitas Security USA, Inc.	Security Services	6,881.08	
		Security Services	631.56	
		Security Services	7,973.45	
		Security Services	675.24	16,161.33
G-02717	Kone Inc	Maintenance of Facilities	865.00	865.00
G-02718	Veolia Energy Oklahoma City,	Veolia Energy Services	10,676.49	10,676.49
G-02719	Chris Kennedy	Other Commodities	233.29	233.29
G-02720	Kathy C. Brown	Programming Activities	43.75	43.75
G-02721	Bank of Oklahoma	Payroll Transmittal-Chks	36,184.92	
		Payroll Transmittal-Chks	15,411.19	51,596.11
G-02722	Bank of Oklahoma	Federal Withholding Tax	58,204.85	
		Federal Withholding Tax	4,762.00	62,966.85
G-02723	Oklahoma Tax Commission	State Withholding Tax	17,261.00	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

December 2012

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-02723	Oklahoma Tax Commission	State Withholding Tax	979.00	18,240.00
G-02724	Mun. Employees Credit Union	Employee Cr Union Deducts	12,039.51	
		Employee Cr Union Deducts	87.50	12,127.01
G-02725	United Way of Central Oklahoma	Employee Deductions	585.81	
		Employee Deductions	20.50	606.31
G-02726	Clerk, U.S. District	Employee Deductions	78.60	
		Employee Deductions	78.60	
		Employee Deductions	78.60	235.80
G-02727	Bank of America	Payroll Transmittal-DDep	324,992.54	
		Payroll Transmittal-DDep	52,908.87	377,901.41
G-02728	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-02729	Nationwide Retirement Solution	Employee Deductions	6,734.44	6,734.44
G-02730	Transamerica Life Insurance Co	Employee Deductions	350.05	350.05
G-02731	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,165.89	4,165.89
G-02732	Bank of Oklahoma	Employee Flexplan Deposit	14,696.10	14,696.10
G-02733	Bank of Oklahoma	Employee Soc/Sec Deposits	20,572.12	
		Employee Soc/Sec Deposits	3,301.68	
		Employee Medicare Deposit	7,402.33	
		Employee Medicare Deposit	1,139.90	
		Employer Soc/Sec Deposits	35,242.44	
		Employer Medicare Deposit	8,542.39	76,200.86
G-02734	MassMutual Financial Group	Employee Contrib -- DC PI	18,910.26	
		Employer Contrib -- DC PI	33,956.52	52,866.78
G-02735	Pioneer Credit Recovery	Employee Deductions	155.27	155.27
G-02736	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-02737	United States Treasury	Employee Deductions	75.00	75.00
G-02738	Randall S. Fudge	Employee Deductions	167.75	167.75
G-02739	Administrative Services	Employee Deductions	1,503.27	1,503.27
G-02740	Metropolitan Library System	Parking	10.00	
		Professional Services	68.01	
		Postage	62.00	
		Supplies	75.06	
		Programming Activities	50.37	
		Programming Activities	70.29	
		Programming Activities	40.26	
		Other Commodities	9.02	385.01
G-02741	Grainger	Maintenance of Facilities	122.22	
		Maintenance of Facilities	40.50	162.72
G-02742	O G & E	Electrical Services	225.11	
		Electrical Services	1,665.60	1,890.71
G-02743	Oklahoma Natural Gas Co.	Gas Services	402.27	
		Gas Services	84.05	
		Gas Services	185.30	
		Gas Services	675.31	
		Gas Services	277.76	
		Gas Services	70.36	
		Gas Services	74.77	
		Gas Services	87.13	
		Gas Services	158.31	
		Gas Services	90.46	2,105.72
G-02744	City of Oklahoma City	Water & Garbage Services	888.48	888.48

General Fund F.Y. 12-13

Warrant Register

December 2012

Number	Vendor/Payee	Purpose		Amount
G-02745	City of Warr Acres	Water & Garbage Services	53.20	53.20
G-02746	AT&T	Telephone Services	141.26	141.26
G-02747	TDS Telecom	Telephone Services	1,302.84	1,302.84
G-02748	Barbara Beasley	Postage	72.00	72.00
G-02749	Independent Stationers	Maintenance Supplies	195.25	
		Supplies	29.36	224.61
G-02750	Jonathan Willis	Telephone Services	35.00	35.00
G-02751	Diane Sarantakos	Transportation	98.27	98.27
G-02752	Cheryll Jones	Programming Activities	117.17	117.17
G-02753	Julie Ballou	Transportation	52.06	
		Programming Activities	66.54	118.60
G-02754	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-02755	Elizabeth L. Wilson	Transportation	8.33	8.33
G-02756	Vernon Library Supply	Supplies	826.03	826.03
G-02757	Dana Beach	Programming Activities	80.70	80.70
G-02758	Susan Pierce	Programming Activities	504.00	
		Programming Activities	2,000.00	2,504.00
G-02759	Atlas Business Solutions, Inc.	Automation Contractual	750.00	750.00
G-02760	Southwest Paper - OKC	Maintenance Supplies	2,451.52	
		Maintenance Supplies	6,372.24	8,823.76
G-02761	Sally Gray	Programming Activities	102.50	102.50
G-02762	Amazon/GE Money Bank	Supplies	159.59	
		Supplies	153.36	312.95
G-02763	Roaring Fork Associates, LLC	Rent of Library Buildings	7,031.25	7,031.25
G-02764	Hydronic Systems, Inc.	Maintenance of Facilities	261.46	261.46
G-02765	Thomas P. Gallagher	Transportation	25.00	25.00
G-02766	MSC Technologies	Automation Contractual	3,809.00	3,809.00
G-02767	AT&T	Telephone Services	88.11	88.11
G-02768	Cox Communications, Inc.	Telephone Service	10.06	10.06
G-02769	Meaghan Hunt Wilson	Memberships	70.00	70.00
G-02770	Sabre Technologies	Supplies	10,566.00	10,566.00
G-02771	COTPA-Sheridan & Walker	Parking & Transportation	1,168.00	
		Parking & Transportation	2,311.66	3,479.66
G-02772	Joe H Shelton	Transportation	34.63	34.63
G-02773	City of Midwest City, Inc.	Water & Garbage Services	427.03	427.03
G-02774	O G & E	Electrical Services	225.48	
		Electrical Services	1,108.40	1,333.88
G-02775	City of Oklahoma City	Water & Garbage Services	58.15	
		Water & Garbage	141.53	199.68
G-02776	Brodart Co.	Supplies	1,344.00	1,344.00
G-02777	Demco	Supplies	33.13	
		Supplies	119.96	
		Supplies	187.15	
		Supplies	35.88	376.12
G-02778	American Library Association	Memberships	169.00	
		Memberships	2,690.00	
		Memberships	489.00	3,348.00
G-02779	Denyveta Davis	Transportation	60.86	60.86
G-02780	Independent Stationers	Supplies	56.00	56.00
G-02781	International Foundation	Memberships	295.00	295.00
G-02782	Summit Mailing Systems, Inc.	Postage	443.95	443.95

General Fund F.Y. 12-13

Warrant Register

December 2012

Number	Vendor/Payee	Purpose		Amount
G-02783	Matthew Cotter	Telephone Services	35.00	35.00
G-02784	Angela Thornton	Transportation	13.60	13.60
G-02785	Movie Licensing USA	Programming Activities	2,884.00	2,884.00
G-02786	Southwest Paper - OKC	Maintenance Supplies	172.75	172.75
G-02787	Amber Austin	Programming Activities	100.00	100.00
G-02788	SignTec	Maintenance of Facilities	525.00	
		Maintenance of Facilities	525.00	1,050.00
G-02789	Devin McGhee	Other Commodities	112.37	112.37
G-02790	Todd Olberding	Transportation	698.63	
		Other Commodities	129.95	
		Telephone Services	42.37	870.95
G-02791	Alice Murphy	Programming Activities	225.00	225.00
G-02792	Consolidated Plastics Co., Inc	Maintenance of Facilities	164.63	164.63
G-02793	Daniel Fields	Postage	9.00	
		Programming Activities	107.27	
		Programming Activities	82.56	
		Programming Activities	73.79	272.62
G-02794	Walmart Community/GEMB	Supplies	47.88	47.88
G-02795	Construction Building	Maintenance of Facilities	882.00	882.00
G-02796	Hydronic Systems, Inc.	Maintenance of Facilities	125.14	125.14
G-02797	Imagenation Promotional Group	Other Commodities	343.72	343.72
G-02798	Star Lighting	Maintenance of Facilities	167.61	167.61
G-02799	Kelley Hoffman	Transportation	21.66	21.66
G-02800	Smart Technologies	Automation Contractual	220.00	220.00
G-02801	Cheryl Coleman	Programming Activities	106.27	
		Postage	8.75	
		Programming Activities	74.83	189.85
G-02802	Oklahoma Department of Labor	Maintenance of Facilities	50.00	50.00
Total of FY 12-13 Warrants Issued				\$ 3,233,834.77

General Fund F.Y. 11-12

Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-06275	Chickasaw Telecom, Inc.	Capital Projects	11,407.77	11,407.77
G-06276	Baker & Taylor Books	Materials	9.40	9.40
G-06277	Baker & Taylor Books	Materials	16.11	16.11
G-06278	Salem Press Accounting Office	Materials	364.00	364.00
G-06279	Ingram Library Service	Materials	294.56	294.56
G-06280	Baker & Taylor Entertainment	Materials	215.90	215.90
G-06281	Cultural Surroundings	Capital Projects	7,319.70	
		Capital Projects	4,284.86	
		Capital Projects	1,038.30	
		Capital Projects	79.10	12,721.96
G-06282	InterfaceFlor	Capital Projects	385.00	385.00
G-06283	Andrea Emmons	Transportation	57.67	57.67
G-06284	Todd Olberding	Transportation	119.10	
		Professional Services	185.00	
		Travel Expenses	931.75	1,235.85
Total of FY 11-12 Warrants Issued				\$ 26,708.22

Special Funds

Warrant Register

December 2012

Number	Vendor/Payee	Purpose		Amount
S-18203	USBSMG	Automation Supplies	6,015.00	6,015.00
S-18204	Standley Systems	Copier Maintenance	67.43	
		Copier Maintenance	9.04	
		Copier Maintenance	24.73	
		Copier Maintenance	19.02	
		Copier Maintenance	5.46	
		Copier Usage	258.39	
		Copier Usage	298.32	682.39
S-18205	ImageNet Consulting, LLC	Copier Maintenance	82.43	
		Copier Maintenance	37.80	
		Copier Maintenance	82.43	202.66
S-18206	Baker & Taylor Books	Materials	24.90	24.90
S-18207	Oklahoma Tax Commission	State Sales Tax-November	1,538.20	
		State Sales Tax-November	48.15	1,586.35
S-18208	Linda K. Buxton	Lost & Paid Item Returned	10.95	10.95
S-18209	Lauren K. F. Shores	Lost & Paid Item Returned	9.95	9.95
S-18210	Jameson T. Fitzgerald	Lost & Paid Item Returned	3.00	3.00
S-18211	Jake J. Swathwood	Lost & Paid Item Returned	9.95	9.95
S-18212	Cara L. Grant	Lost & Paid Item Returned	10.95	10.95
S-18213	Sharon E. Schwidder	Lost & Paid Item Returned	3.00	3.00
S-18214	Charles B. Youmans	Lost & Paid Item Returned	21.95	21.95
S-18215	Jeff K. Chadwick	Lost & Paid Item Returned	3.00	3.00
S-18217	Stephanie M. York	Lost & Paid Item Returned	15.95	15.95
S-18218	Keith R. Campbell	Lost & Paid Item Returned	3.00	3.00
S-18219	Metropolitan Library System	Fines Account	42,000.00	42,000.00
S-18220	Oklahoma Tax Commission	State Sales Tax-November	667.55	667.55
S-18221	Standley Systems	Equipment	2,499.00	2,499.00
S-18222	Baker & Taylor Books	Materials	121.91	121.91
S-18223	Gale Group	Materials	3,039.82	3,039.82
S-18224	Baker & Taylor Books	Materials	135.56	135.56
S-18225	Baker & Taylor Books	Materials	1,529.57	1,529.57
S-18226	Robert L. Hampton, Jr.-Charter	10/LET Special Grant	1,332.50	1,332.50
S-18227	Grace Castleberry	Lost & Paid Item Returned	3.00	3.00
S-18228	Micah A. Stirling	Lost & Paid Item Returned	12.95	12.95
S-18229	Hannah M. Sherwin	Lost & Paid Item Returned	7.95	7.95
S-18230	Tammy L. Scales	Lost & Paid Item Returned	6.95	6.95
S-18231	Janice L. Hartley	Lost & Paid Item Returned	21.95	21.95
S-18232	Daniel K. Glass	Lost & Paid Item Returned	3.00	3.00
S-18233	Michelle R. Alger	Lost & Paid Item Returned	5.95	5.95
S-18234	B. J. Lowe	Lost & Paid Item Returned	3.00	3.00
S-18235	Tara N. Brown	Lost & Paid Item Returned	8.95	8.95
S-18236	Ruby J. Buckley	Lost & Paid Item Returned	3.00	3.00
S-18237	Tao Sai-Lever	Lost & Paid Item Returned	3.00	3.00
S-18238	Mena Ganesan	Lost & Paid Item Returned	17.75	17.75
S-18239	Jolly S. Poulo	Lost & Paid Item Returned	15.45	15.45
S-18240	Aarann R. Kincheloe	Lost & Paid Item Returned	9.95	9.95
S-18241	Rachel A. Buls	Lost & Paid Item Returned	6.00	6.00
S-18242	Emilee A. Michie	Lost & Paid Item Returned	7.95	7.95
S-18243	Jayne A. Shover	Lost & Paid Item Returned	9.95	9.95
S-18244	Chase Card Services	Fines Account	159.30	159.30
S-18245	Chase Card Services	Friends Bench & Bike Rack	799.98	799.98
S-18246	Standley Systems	Copier Maintenance	7.34	7.34

Special Funds


Warrant Register

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Number	Vendor/Payee	Purpose		Amount
S-18247	ImageNet Consulting, LLC	Copier Maintenance	102.63	102.63
S-18248	Gale Group	Materials	695.79	695.79
S-18249	Center Point Large Print	Materials	1,273.20	1,273.20
S-18250	Baker & Taylor Books	Materials	320.43	320.43
S-18251	Scholastic Library	Friends/CH Book Purchase	1,998.09	1,998.09
S-18252	Carol J. Wolf	Lost & Paid Item Returned	22.00	22.00
S-18253	Sarah J. Roberts	Lost & Paid Item Returned	12.95	12.95
S-18254	Rachel G. Sine	Lost & Paid Item Returned	3.00	3.00
S-18255	Hunter D. Colquitt	Lost & Paid Item Returned	3.00	3.00
S-18256	Kandi R. Stucky	Lost & Paid Item Returned	16.95	16.95
S-18257	Hermenegildo C. Antonio	Lost & Paid Item Returned	14.95	14.95
S-18258	Shannon L. Phelps	Lost & Paid Item Returned	14.25	14.25
S-18259	Jonathan D. Musgrove	Lost & Paid Item Returned	24.95	24.95
S-18260	Kulsoom I. Ghias	Lost & Paid Item Returned	3.00	3.00
S-18261	Bonita D. Spinner	Lost & Paid Item Returned	21.20	21.20
S-18262	Cecil B. Swearingen	Lost & Paid Item Returned	8.30	8.30
S-18263	Edith L. Newman	Lost & Paid Item Returned	3.00	3.00
S-18264	Larra A. Willis	Lost & Paid Item Returned	44.20	44.20
S-18265	Andrea L. Bair	Lost & Paid Item Returned	3.00	3.00
S-18266	Standley Systems	Copier Maintenance	4.10	4.10
S-18267	Barnes & Noble, Inc.	13/Friends Come Read	2,276.44	2,276.44
S-18268	Oklahoma Correctional	Friends/Bench & Bike Rack	480.64	480.64
S-18269	Wichita Public Library	Books Lost Account	18.95	18.95
S-18270	Standley Systems	Copier Usage	197.10	
		Copier Usage	290.70	487.80
Total of Special Funds Warrants Issued				\$ 68,895.10

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

1-11-13
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

1-11-13
Date

CONTRACT AWARDS AND PURCHASES

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

ITEM A: ANTI-VIRUS, ANTI-SPYWARE AND FILTERING SOFTWARE SUBSCRIPTIONS

Provided for in the FY2012-13 budget is the request to renew our anti-virus, anti-spyware, and Internet Filtering subscriptions. All of these subscriptions must remain in force for continued protection of library computers and network as well as to continue filtering for Internet Access. We will also be purchasing a second filtering gateway appliance so that we do not experience an outage if the primary appliance goes down. This is a critical part of our operations since all computers in the system are filtered through this appliance.

All of these products are McAfee products and are now available on the National Joint Powers Alliance (NJPA) contract. CDW-G is a vendor that sells from this contract. The table below breaks out the pricing for these products:

Anti-virus, anti-spyware, filtering subscriptions & Filtering Appliance	
Item	Price
Anti-virus/anti-spyware subscription (850 computers)	\$10,155.00
Filtering Subscription	11,451.44
Web Gateway appliance	2,013.63
Total cost	\$23,620.07

These items were purchased off the competitively bid NJPA contract in December in order to ensure coverage did not lapse.

RECOMMENDATION:

That the Commission accept the purchase of the McAfee anti-virus, anti-spyware, filtering subscriptions and filtering appliance from CDW-G. Funding for the purchase is provided for in the FY2012-13 budget, accounts 231 & 410.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM B: MICROCOMPUTERS

Provided for in the FY2012-13 budget is the request for microcomputers. These computers will be used for the Almonte Library as well as the normally scheduled technology replacement cycle. This includes both staff and public computers. The library will be purchasing 226 computers for this fiscal year. We will later purchase an additional 50 computers to replace the children's computers. The children's computers are not part of this purchase as we plan to purchase touch screen computers for the children's areas.

The Library's purchasing policy allows the Library to purchase off of any state, GSA or other nationally competitively bid contract. The State of Oklahoma still participates in the Western States Contracting Alliance for computers under State Contract #SW206

CDW-G has a competitively bid contract through the National Joint Powers Alliance which includes Hewlett-Packard products. Dell participates in the State Contract pricing. The Library's specification for computers was developed and this specification was then priced with each vendor's contract price. The table below shows the results:

Computers with Monitors	
Vendor	Price Each
Hewlett-Packard (CDW-G)	\$ 877.53
Dell	\$ 890.52

RECOMMENDATION:

That the Commission approve the purchase of 226 microcomputers to CDW-G for the purchase of Hewlett-Packard computers in the amount of \$198,321.78. Funding for the purchase is provided for in the FY2012-13 budget, account 410.

**METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY**

ADMINISTRATIVE & PERSONNEL COMMITTEE

MINUTES

DATE: Wednesday, November, 28 2012 TIME: 3:30 PM
MEETING PLACE: Downtown Library
300 Park Avenue
Oklahoma City, OK 73102
(405) 231-8650

Written public notice of the time, date and place of this meeting was given to the County Clerk of Oklahoma County, November 9, 2012. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Downtown Library, 300 Park Avenue, Oklahoma City, on November 26, 2012, in conformity with the Oklahoma Open Meeting Act

COMMITTEE MEMBERS PRESENT:

Bose' Akadiri
Ralph Bullard
Cynthia Friedemann
Helene Harpamn
Mukesh Patel
Hugh Rice, Chair

COMMITTEE MEMBERS EXCUSED:

OTHERS PRESENT:

Ellington H. Woody Sr., Grievant
Roosevelt Milton
Lloyd Lovely, Deputy Executive Director/Finance & Support
Michael Owens, Manager of Library Operations, Ralph Ellison
Lori Piccolo, Director of Human Resources
Maria Watkins, Executive Assistant

I. The meeting was called to order at 3:36 p.m. by Mr. Hugh Rice, Chair. Roll was called to establish a quorum. Present: Akadiri, Bullard, Harpman, Patel, Rice (Arrived: Friedemann, 3:42 p.m).

The grievant, Mr. Ellington H. Woody, Sr. was present and accompanied by Mr. Roosevelt Milton.

II. Mr. Rice explained the purpose and conduct for the grievance hearing.

III. Mr. Rice called on Mr. Woody to address the committee and explain his request to be reinstated. Mr. Woody described his position and duties as a Public Computer Specialist at the Ralph Ellison Library. Discussion followed.

Committee members present were given the opportunity to ask questions of Mr. Woody. Questions and Discussion followed.

Mr. Rice provided others in attendance the opportunity to address the Committee as well. Discussion followed.

IV. Mr. Rice called for a motion to move into Executive Session to review the grievance of Ellington H. Woody Sr., Public Computer Specialist, Ralph Ellison Library in accordance with the Grievance Procedure of the Metropolitan Library System and render the final decision, regarding employment of said employee, to be implemented by the Executive Director, pursuant to the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes § 307, (B)(1)

Ms. Helene Harpman moved to go into Executive Session. Ms. Bose' Akadiri seconded. No further discussion. Motion passed unanimously.

Mr. Rice asked for everyone except the Committee to leave the room.

The Committee went into Executive Session at 4:14 p.m.

In Open Meeting, Mr. Mukesh Patel moved to reconvene. Mr. Ralph Bullard seconded. No further discussion. Motion passed unanimously.

The Committee reconvened at 4:54 p.m.

V. Mr. Rice called for a motion.

Mr. Ralph Bullard moved to affirm the recommendation for termination of Mr. Ellington H. Woody, Sr. Ms. Akadiri seconded.

For the record, Mr. Rice stated, all parties need to understand the issue and evidence before the Committee was that several efforts were made for Mr. Woody to meet with Human Resources and he

failed to do so. The other matters brought up in the hearing were not relevant to the employee's termination. Mr. Rice continued that statements were made in the hearing regarding fairness to the employee. The committee asked that the record reflect the committee made every effort to fairly review the documentation and listen to the statements of all parties.

Motion passed unanimously.

VI. There being no further business, the meeting was adjourned at 4:57 p.m.

Maria Watkins,
Executive Assistant to the Executive Director

Nominating Committee Report

Cynthia Friedemann
Beth Toland
Jose Jimenez

The nominating committee met by telephone conference on Monday, December 10th to discuss the recommendations of officers for the 2013 term of the Metropolitan Library Commission.

The nominating committee has contacted each of the selected officers and confirmed that they have agreed to serve. The nominating committee is recommending the following individuals to be presented to the Metropolitan Library Commission for approval.

Chair:	Fran Cory
Vice Chair	Judy Smith
Disbursing Agent:	Nancy Anthony

This recommendation is presented as our report for the Metropolitan Library Commission meeting on Thursday, January 17, 2013.



STRATEGIC PLAN 2007-2012

WHERE ARE WE NOW?

Year 5 Highlights



We strive to be your inviting, innovative link to the World!

Satisfying Curiosity: Lifelong Learning

Goal: All ages realize their library offers topics in a variety of formats they find captivating and enriching to their lives.

January 2012

Playaways, the all-in-one audiobook are available to borrow. The six pilot libraries to house Playaway collections are Capitol Hill, Del City, Downtown, Northwest, Village and Warr Acres.

February 2012

A community survey is conducted in the city of Edmond by the Edmond Sun newspaper regarding the best place for free entertainment. The results of the survey found that the Edmond Library is the best place for free entertainment due to the available programming and access to internet for all ages.

The new & improved Winter Readfest is a month long reading program and is now for adults aged 19 and over.

May 2012

Digital signage is in place at Northwest Library. The signs include "What's Happening" at the library that day and have the ability to provide weather coverage in case of severe weather.

June 2012

A Summer Reading Game, emphasizing fun and achievement, is introduced in the summer reading program. Additionally, the Early Childhood designation provides increased attention and emphasis for early childhood participation.

June 2012

The library's city-wide outreach program "Come Read with Me" has a record number of both volunteers and children participants. The program pairs volunteers with children to enjoy reading in a relaxing environment after school and during the summer at places that provide child care.

July 2012

A total of 17,967 children participate in Summer Reading - 3,643 early childhood, 11,387 children, and 2,937 teens.



Goal: Residents see their library as a resource for introductions to an assortment of cultural, civic and/or community interests.

November 2011

The largest number of MLS "Volunteer All-Stars" walk in the Heartwalk 2011 with 198 staff and family of staff walking. The OK Regional Food Bank Food Drive collection increases over 53% from 2010. The United Way Campaign is again a big success. Staff volunteers raise \$20,831.28.

December 2011

OKC and the Library Commission ask Patience S. Latting, former mayor of OKC, to be the namesake for the Northwest Library that will open in the spring.

The Choctaw Library is involved in the Christmas on Main Street planning as well as working the event, which included a children's craft program.

February 2012

Friends of the Library's annual booksale raises \$230,000, with over \$200,000 donated back to MLS for special projects.

The Marketing Department wins two ADDY awards for posters: DIY Valentines (or Anti-Valentines) and The Zombie Attack! ... I Can't Believe I Shot That: IV.

Friends of the Metropolitan Library System the Library Endowment Trust unveil the statue "The Invisible Royalty" at the Ralph Ellison Library: [Northeast Oklahoma City library sculpture honors author Ralph Ellison](#)

Regular library children's musical performers, Sugar Free Allstars, win a Grammy for Best Children's Album.



March 2012

Almost 1000 people participant in Black History Month.

April 2012

Mary Higgins Clark, legendary suspense novelist, visits Oklahoma City as the guest speaker at the 10th annual Literary Voices fundraising dinner benefitting the Library Endowment Trust. During her visit she also filmed an interview for use in the "Share Your Stories" project where she discussed her life and career and the impact of books and reading on individuals' lives.

Over 1,000 visitors attended the 2012 International Festival at the Downtown Library.

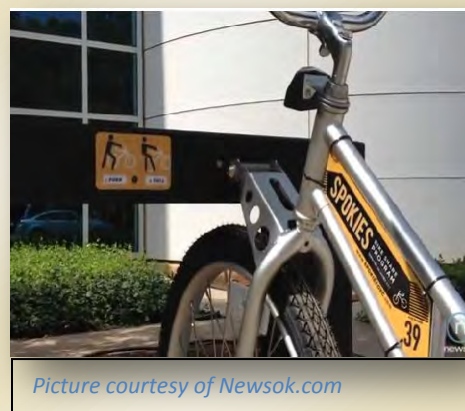
May 2012

Spokies, the OKC bike racks initiative, is dedicated in front of the Downtown Library as a great indicator of community partnerships.

The Midwest City Library receives a grant from the Midwest City Hospital Authority to renovate its south-facing garden to include sensory elements and seating adding an inviting and comfortable space for customers to visit, relax, and learn.

June 2012

Capitol Hill Library is selected by the state treasurer's office to host a College Savings 5/29 Sweepstakes kick off. The state treasurer, Ken Miller, and two Thunder girls read to children in the library.



Visit a Comfortable Place: Public & Virtual Places

Goal: All ages appreciate their library for its designated places for quiet reading or studying and as a place for social or business activities.

December 2011

The holiday open house at the Downtown Library hosts over 400 people with seven other library locations present.

March 2012

Prior to the opening of the Northwest Library, staff begins working at various libraries around the system as part of their orientation and training.

May 2012

An automated materials handling machine at the Northwest Library sorts returned materials in the book return chute, checks them in and then sorts them into seven different bins. These bins are divided into general shelving areas in the library and expedite the process of making materials available again to customers.

A modified delivery schedule is implemented to streamline deliveries and make best use of driver time and distribute materials and information in a timelier manner. This change also decreases customer wait times and disseminates information to staff for quicker customer service.



June 2012

Staff attends training throughout the year, including the Oklahoma Library Association conference in Norman, the Public Library Association meeting in Philadelphia, PA, and the Joint Conference of Librarians of Color in Kansas City, KS.

Marketing highlights departments and job positions in the Info Magazine throughout the year for customers to know more about what happens behind the scenes.

The Village Library staff analyzes their processes and makes modifications so that library materials are now accessible to customers within 12-24 hours after being returned.

Diane Sarantakos, Director of Development, wins an election to serve a three-year term as a Trustee at large for the Association of Library Trustees, Advocates, Friends and Foundations (ALTAFF) board.

Anne Fischer, Stacy Schrank & Kay Bauman present at the American Library Association Conference during the Library Information and Technology Association's (LITA) session *Current Technologies in Libraries: Flash Presentations* highlighting our iWeed, iFind, and iBrowse applications for the iPad.

Kim Terry presents at the American Library Association Conference: *Is It Time to Reevaluate Your Library's Marketing?*



Goal: All ages can expect friendly guidance on how to locate the best information resources to meet their requests or needs.

November 2011

The Library Event Coordinator position pilots at both the Northwest and Downtown libraries. This position focuses on programming and meeting room use.

December 2011

The Metropolitan Library Commission accepts the extensive class and comp study recommendations. This ensures that positions within the library system and benefits for our employees are up to date for the market. The library system wants to stay current in the library field in order to draw the best and brightest employees.

May 2012

The Northwest Library implements a new service desk model that includes more Express Checkout computers for customers to use. Additionally, phones are answered in the workroom ensuring the staff on the public service floor focus on those customers who are physically present. These are big changes from the rest of our libraries and are designed to streamline the service points.

June 2012

Staff writes reviews over popular materials for our customers in Info Magazine.

During this year, a total of 889 *Ask a Librarian* questions were answered, more than 733 new Facebook likes were received and 506 Twitter updates were retweeted a total of 209 times.

Connect to the Online World: Public Internet Access

Goal: All ages discover that their library has current equipment, tools and training for the public to responsibly access the digital world.

November 2011

Planning Services department purchases a variety of current eReaders to train staff and customers. They begin offering training sessions at Barnes and Noble locations throughout Oklahoma City and staff at many of our libraries begin offering similar sessions at their locations.

May 2012

Several tables now have power receptacles for laptop users for easy access at Bethany, Belle Isle, Capitol Hill, Choctaw, Downtown, Edmond, Northwest, Village, and Warr Acres.

Goal: Adults understand that using the Internet is beneficial to development for all ages.

December 2011

Several libraries develop flyers detailing websites that are helpful to parents in finding appropriate websites to use with their children.

February 2012

The Edmond Library holds a class for customers wanting to learn how to borrow eMedia from the library.

March 2012

Marketing, Planning Services, & Outreach create a Pinterest account and page.

These departments work on curating content specifically for our customer base. Pins originate from our catalog and awesome sites around the web. Specialized boards are available for specific types of content including Summer Reading, Titanic, Steampunk, Downtown Abbey, and more.

May 2012

Northwest Library staff offer information about teen computer sign up to customers in that age range to ensure that customers are aware of that resource.

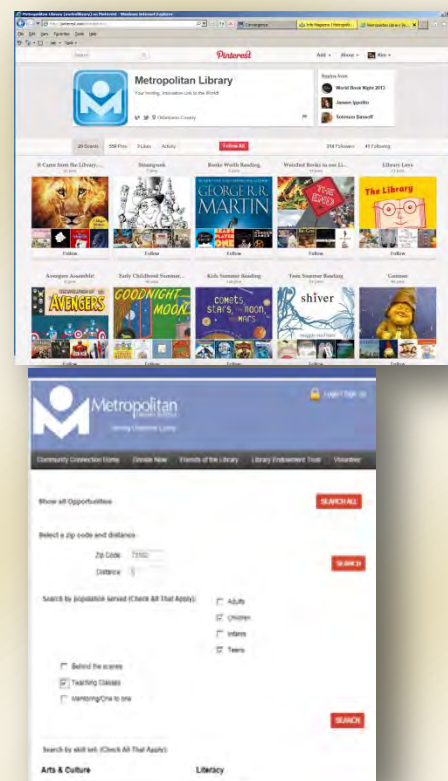
June 2012

Materials Selection adds 16 databases during FY11-12.

Goal: All ages recognize and use their library's website and its resources as an extension of the physical library.

January 2012

Several departments collaborate and create a tax forms page which is available as one stop shop for forms that can be printed in the library for free.



May 2012

Volunteers can search for places to serve the Metropolitan Library System online by location, zip code, opportunities, or by just viewing all opportunities. New and established volunteers can also track their service hours.

June 2012

The Oklahoma Room continues to grow their virtual presence.

All Goals

November 2011

Managers of Library Operations create innovation plans designed to assist in addressing elements of our Strategic Plan.

December 2011

The city of Jones and the Commission of the Library System determine that building a permanent library in Jones is a viable and needed asset. The city of Jones commits to the funds needed to ensure they have this much needed resource in their community.

April 2012

As approved in the FY 12 budget, MLS adds operating hours at all 12 full-service libraries, 5 extension libraries as well as open a new full-service library. These new hours offer a system-wide consistency for customers enhancing their visiting experience.



STRATEGIC PLAN 2007-2012

Endpoint Evaluation

Survey Results



Overview

As of June 30, 2012, our 2007-2012 strategic plan officially concluded. In order to gauge the efficacy of our efforts, a third and final telephone opinion poll was conducted, replicating the 2008 baseline survey. The 2012 poll was conducted once again, by the University of Oklahoma Public Opinion Learning Laboratory, which placed 50,423 calls to 8,104 randomly generated and unique telephone numbers within Oklahoma County, between August 11 and October 25, 2012.

In all, 1,067 Oklahoma County residents, ages 18 and older, voluntarily completed the questionnaire in its entirety, providing a 95% level of confidence for the obtained results. Comparing these results to those obtained from the 2008 baseline study allows us to objectively evaluate the effectiveness of our efforts and determine our success in achieving the four main components at the heart of the 2007-2012 strategic plan:

1. Satisfy Curiosity: Lifelong Learning
2. Visit a Comfortable Place: Public and Virtual Places
3. Know How to Find, Evaluate & Use Information: Information Fluency
4. Connect to the Online World: Public Internet Access

Twenty-two questions corresponding to one of these four components were asked of each respondent. Each of these questions specifically sought to elicit either the level of public awareness of the services we provide, the nature of public sentiment with regard to those services, or the degree to which customers and non-customers are satisfied with their Metropolitan Library System. These responses, when compared to those of the 2008 baseline study, represent a view of our efforts to affect public perception and awareness of the services we provide in many areas. While some areas improved more than others, virtually every element of the 2007-2012 strategic plan has demonstrated some degree of statistically significant, favorable change, the results of which are summarized here.

Survey Results

There is no doubt that public library service remains a highly valued element in Oklahoma County. The most overwhelming response to any survey question came when interviewees responded to this statement: "I value having a public library in the community." The fact that an overwhelming 98% of survey respondents agreed with this statement in 2008 is eclipsed only by the fact that this degree of enthusiasm has remained statistically unchanged for five years.

Satisfying Curiosity: Lifelong Learning

A goal of this plan has been to ensure that all ages realize their library offers topics in a variety of formats they find captivating and enriching to their lives. Survey questions asking about library sponsored events, music CDs, audio books, online subscriptions and services we provide 24 hours a day, 7 days a week each clearly demonstrated statistically significant, favorable change in community awareness. Respondents citing

awareness of these services ranged from 65%-81%, largely due to the growth of these services as well as coordinated marketing efforts and countless conversations between staff and customers. (See Figure 1.)

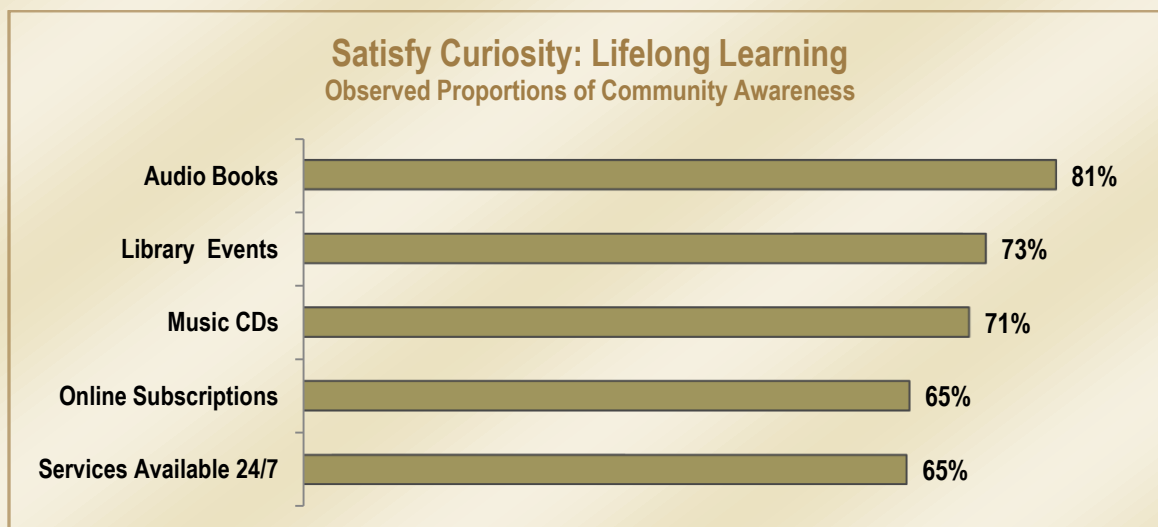


Figure 1. Satisfy curiosity: lifelong learning. The above figure depicts the observed level of community awareness of those services presenting significant change in the 2012 study.

Visit a Comfortable Place: Public & Virtual Places

The community's perception that the library provides inviting environments for quiet reading or studying garnered the second and third-highest levels of agreement in the 2008 and 2012 surveys respectively. Though the 2012 survey showed a statistically significant decline in the proportion of residents who strongly agree with this perception, there have been coordinated efforts in recent years to expand the public's perception of library service beyond "merely" being a quiet place to read and check out books. This is especially true of efforts to appeal to teen audiences, with events such as gaming nights and wizard rock concerts. In contrast, Capitol Hill Library's designation of an afternoon meeting space for their noisier guests and the new Northwest Library's glassed in oil derricks are excellent examples of how libraries throughout the system are designing spaces for the purpose of balancing these worthwhile, competing interests. The results of this component of the strategic plan remain highly favorable, receiving 89% agreement in 2012, and helping to reaffirm that this is what most of our customers continue to expect.

Know How to Find, Evaluate & Use Information: Information Fluency

The public's agreement that library staff is up-to-date and knowledgeable about sources of information maintained the highly favorable levels observed in 2008. Similarly, the public's perception of their ability to find and evaluate the information they need, and that library staff members take the time to understand their needs, maintained the high levels of favorable sentiment observed in the baseline study. Though these perceptions did not constitute a statistically significant change over the course of the plan, the fact that more than 80% of community respondents agree with these favorable perceptions suggests a considerable degree of consensus in the success of this plan component.

Connect to the Online World: Public Internet Access

The significant gains observed in awareness of library services available 24/7 and access to the library's online subscriptions speak to the increasing degree in which the residents of Oklahoma County recognize and use their library's website and its resources as an extension of the physical library. The addition of a new Manager of Web Development and Support, web enhancements, most notably to CyberMars and metrolibrary.org, and a social media presence that has kept pace with that of Facebook, Twitter, Pinterest,

YouTube and Vimeo, have greatly increased our ability to promote awareness of the variety of services we provide. Additionally, 84% of survey respondents were aware that the library offers access to computer workstations connected to the Internet, a favorable result, though not a significant change from 2008.

Within responses related to the public's perception that their library has current equipment, tools and training for the public to responsibly access the digital world, an apparent differentiation among household income exists in 2012 not present in 2008. Upper and middle income households' favorable perceptions of our computers fell, while those of lower and lower-middle income remained steady. Interestingly, upper-middle income households' favorable perceptions of our computers rose. It could be that while our computer equipment is perceived as more sufficient to meet the needs of lower and lower-middle income households, the technological expectations of the upper and middle income groups may simply be advancing at a faster pace, though the fact that the upper-middle income range deviates from this pattern is of interest.

Finally, in 2008, roughly 60% of survey respondents reported being either strongly or somewhat aware that the library offers wireless Internet access and in 2012 that awareness level grew to 78%. This increase in awareness constitutes the most statistically significant, favorable change observed by the endpoint study.

Conclusion

The results obtained through the 2007-2012 strategic plan endpoint study are consistent with having positively affected public perception and awareness of the services we provide in many areas. The countless actions taken, large and small, have made a measureable, positive impact on the public's awareness of the services we provide, and maintained the favorable nature of their sentiment with regard to those services. Although, our continued dedication to facilitating the free flow of information and ideas by providing access to materials, services and programs to Oklahoma County's diverse population, is now as important as ever, as we close this chapter and turn to the next.



The MLS Tradition of Greatness Continued in 2011-2012

Every year about this time we at the Metropolitan Library System pause for a quick look back at our achievements in the year just completed, then take a deep breath and get ready to accomplish even more in the year to come. Getting better all the time is one of our most notable traditions. Just take a look at our success as reflected in usage stats:

- New Cards Issued: 42,611
- Total Registered Borrowers: 408,504
- Total Circulation: 6,237,809
- Total Library Visits: 2,661,643
- Total Program Attendance: 167,755
- Total Programs: 8,735
- Library Internet Computer Users: 692,985

In FY 2011-2012 we continue to improved our digital presence by adding new databases. We've offered free digital checkouts for new and classic books for a few years, but now customers with most eReaders can check out eBooks wirelessly, without having to cable the eReader to the computer and sync.

In addition to new services, we also treat our most recognizable and popular programs as works in progress. We introduced some innovative features to our annual Summer Reading festival, including a Summer Reading

Game and a book of coupons for a variety of well-received reading incentives.

The most excitement in 2012 was generated by the Grand Opening of the new Patience S. Latting Northwest Library at 5600 NW 122nd Street, and the re-opening of the renovated Southern Oaks Library at 6900 S. Walker. The Northwest Library was the realization of a dream. A long time in the making, the library received rave reviews from the hundreds of people who now think of it as their library home.

More new and renovated libraries are on the horizon. We're working with the City of Jones for a new, permanent library building in that community, and Capitol Hill Library will soon enjoy a re-do as well.

A bonus advantage from the Southern Oaks renovation came in the form of the Almonte Library, the temporary replacement for the closed Southern Oaks. We were blown away to discover that within a ten month period, the Almonte location had 5,606 new customers that had not used any of the Metropolitan Libraries previously. Now Almonte is closed for renovations and will re-open in early 2013 as a new library.

As you can see, nothing slows us down for long. Creating the best public library service in Oklahoma is what we do. It's a long distance marathon, and we're still on our first wind.

MLS Commission

Fran Cory, Chair
Judy Smith, Vice Chair
Nancy Anthony, Disbursing Agent
Donna Morris, Secretary

Bose Akadiri	Tracy McGehee
Ralph Bullard	Lori Nelson
Allen Coffey	Brenda Palmer
Cynthia Friedemann	Mukesh Patel
Rozz Grigsby	Kim Patterson
Deanna Hannah	Vanna Shaw
Helene Harpman	Kim Shonts
Jose Jimenez	Alyne Strube
Carolyn Leslie	Beth Toland
Penny McCaleb	Susan Tucker
Tracy McDaniel	Stephanie West

Ex Officio
OKC Mayor Mick Cornett
County Commissioner Ray Vaughn

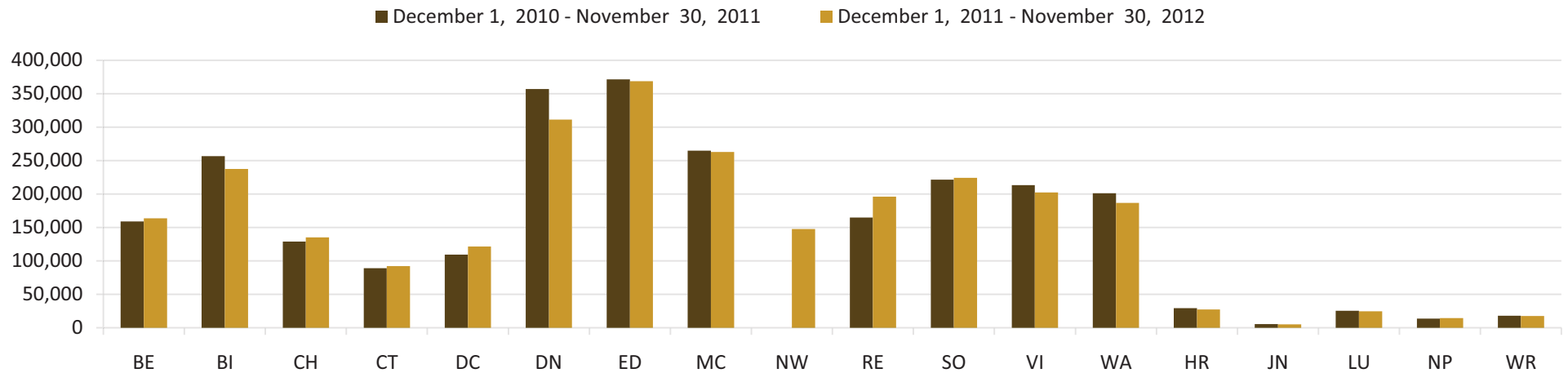
Financial Information - Budgetary Basis

	FY 2011-12	FY 2010-11
Revenues		
Property Taxes	\$30,251,610.47	\$29,272,678.20
Fines, Fees, & Gifts, etc.	500,000.00	647,400.00
State Aid	286,073.00	354,928.30
Investment Income	421,542.81	621,340.06
Miscellaneous Revenues	292,447.16	558,094.60
Total Revenues	\$31,751,673.44	\$31,454,441.16
Beginning Fund Balance Forward	\$12,054,150.84	\$11,070,696.69
Reserves for future capital and other projects	\$19,171,370.30	\$19,270,320.31
Total Revenues & Balance Forward	\$62,977,194.58	\$61,795,458.16
Expenditures		
Personnel	\$19,873,731.80	\$18,784,534.20
Maintenance & Operations	4,563,531.42	4,776,878.95
Books & Materials	5,553,256.14	4,842,743.44
Capital Outlays	731,442.77	162,876.30
Capital Improvements	2,040,725.03	2,002,904.13
Total Expenditures	\$32,762,687.16	\$30,569,937.02
Ending Fund Balance	10,880,866.28	12,054,150.84
Reserves for future capital and other projects	\$19,333,641.14	\$19,171,370.30
Total Expenditures and Ending Balance	\$62,977,194.58	\$61,795,458.16

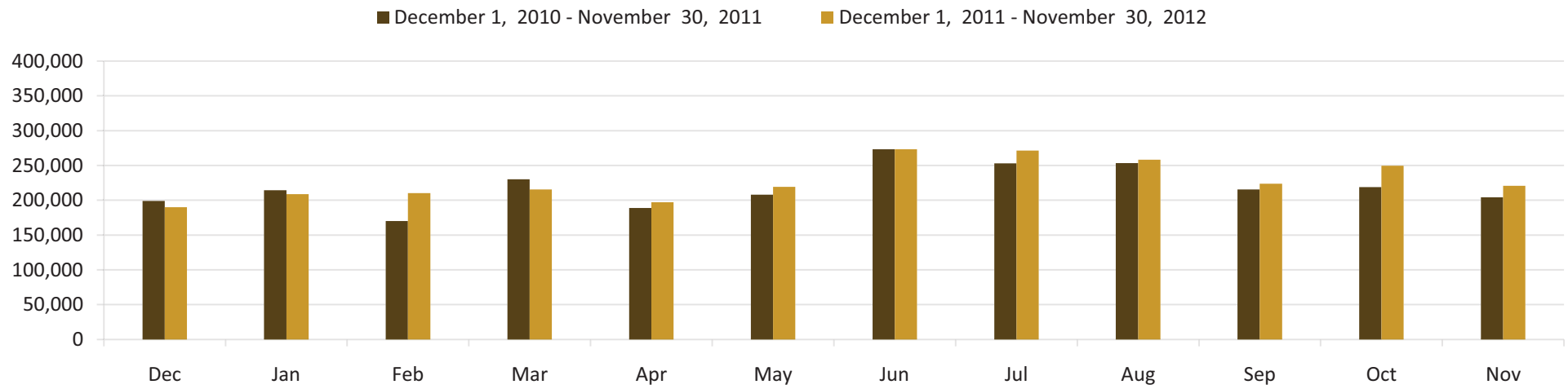
Library Visits Report

System Summary

Visits by Library



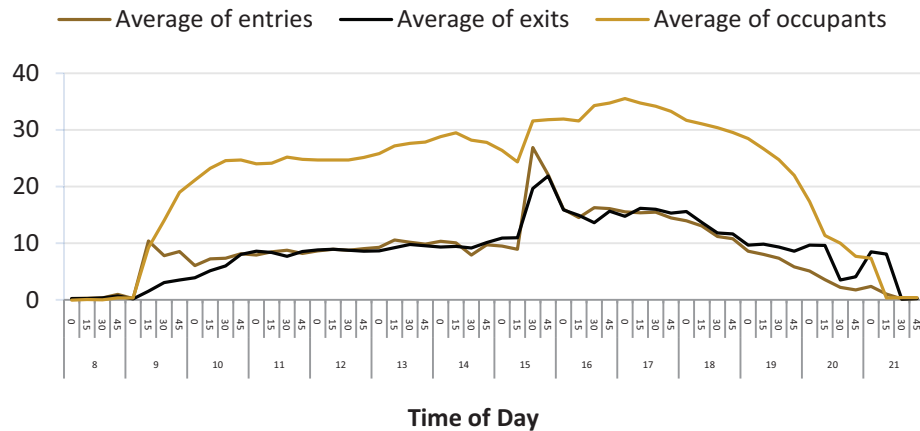
Visits by Month



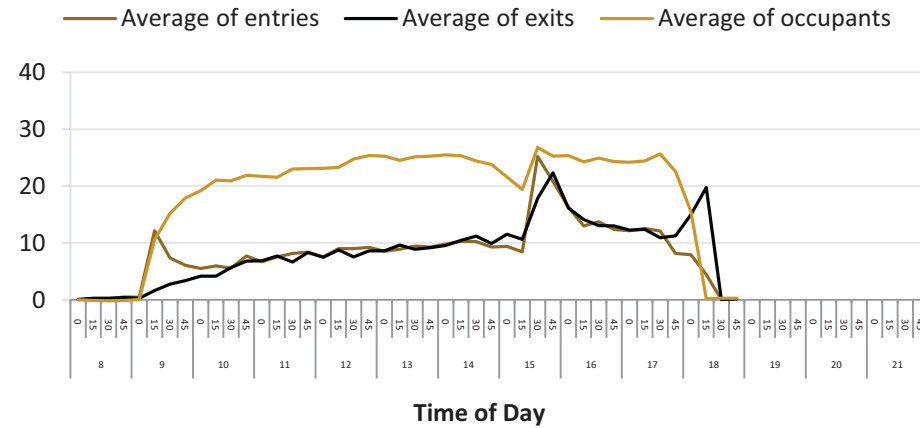
Library Visits Report

Visits Profile: CH

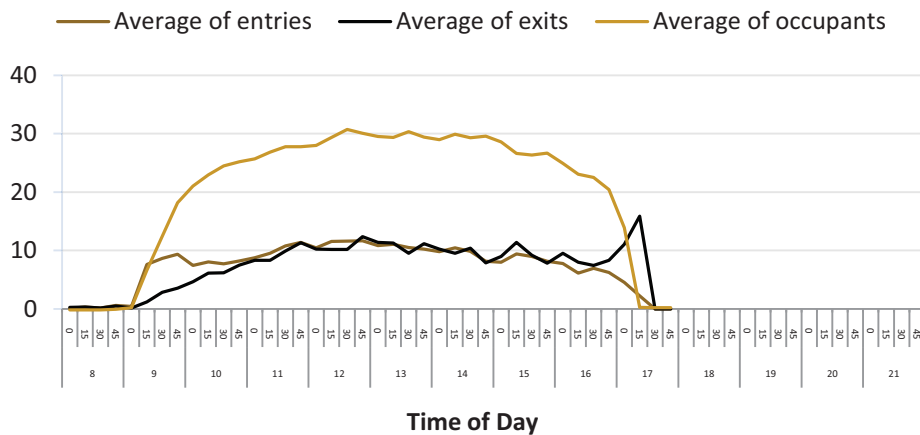
Monday - Thursday
(Trailing Twelve Months)



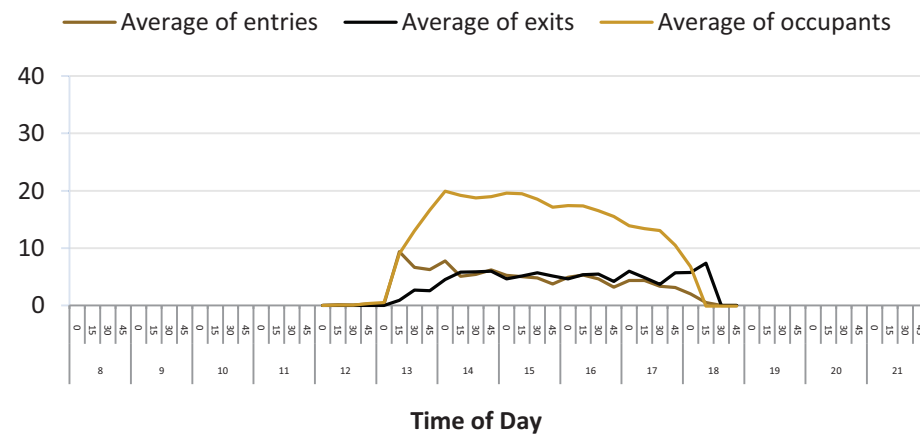
Friday
(Trailing Twelve Months)



Saturday
(Trailing Twelve Months)



Sunday
(Trailing Twelve Months)



Library Visits Report

Data

July 1, 2012 - November 30, 2012 (41.67% 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	110,499
	FY13	19,684	20,518	19,840	19,763	17,726	-	-	-	-	-	-	-	97,530
	%	-13.3%	-18.6%	-6.3%	-6.8%	-12.2%								-11.7%
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	71,901
	FY13	16,408	14,583	12,823	13,764	12,619	-	-	-	-	-	-	-	70,197
	%	-0.7%	-8.0%	-4.2%	1.7%	0.0%								-2.4%
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	53,594
	FY13	11,751	12,690	13,965	11,278	10,524	-	-	-	-	-	-	-	60,209
	%	17.0%	13.3%	35.6%	-2.6%	0.6%								12.3%
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	37,601
	FY13	9,167	8,206	7,478	8,530	7,309	-	-	-	-	-	-	-	40,689
	%	9.0%	2.9%	-1.8%	20.0%	12.6%								8.2%
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	50,213
	FY13	12,301	11,238	10,155	11,098	9,778	-	-	-	-	-	-	-	54,570
	%	18.7%	1.7%	6.3%	15.8%	1.3%								8.7%
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	149,570
	FY13	28,393	29,480	26,945	27,824	25,236	-	-	-	-	-	-	-	137,878
	%	-17.4%	-14.0%	-2.8%	1.3%	-2.0%								-7.8%
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	158,181
	FY13	38,203	33,006	29,711	30,763	27,169	-	-	-	-	-	-	-	158,853
	%	1.6%	-2.6%	0.3%	5.1%	-2.3%								0.4%
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	115,727
	FY13	25,032	24,228	20,677	23,176	20,529	-	-	-	-	-	-	-	113,642
	%	-1.0%	-4.5%	-6.5%	4.3%	-0.9%								-1.8%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	-
	FY13	26,552	22,353	21,191	22,414	19,712	-	-	-	-	-	-	-	112,222
	%													
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	77,402
	FY13	19,398	19,333	16,247	20,278	16,643	-	-	-	-	-	-	-	91,899
	%	13.9%	6.3%	16.2%	35.9%	25.3%								18.7%

Library Visits Report

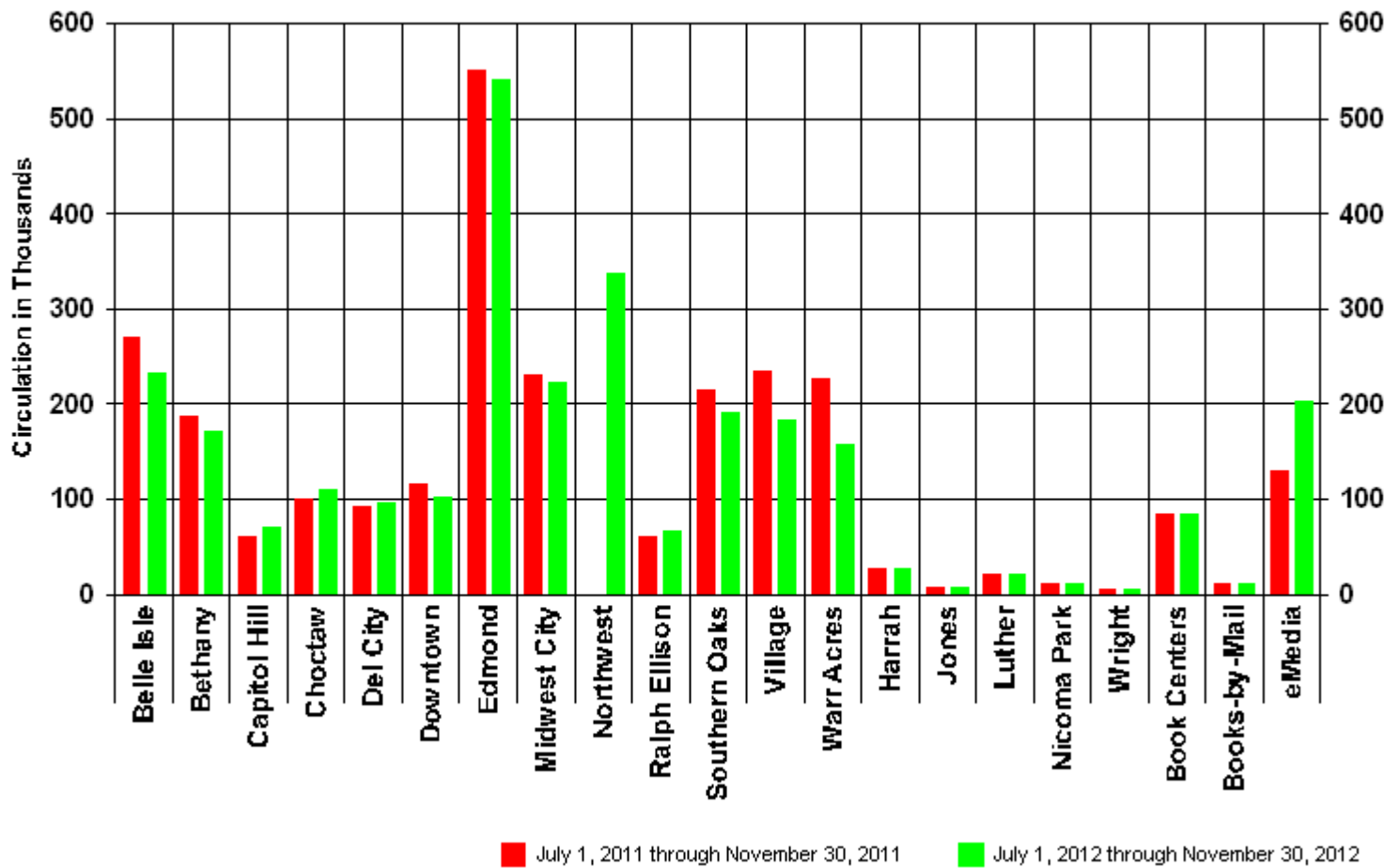
Data

July 1, 2012 - November 30, 2012 (41.67% 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	102,073
	FY13	21,700	20,986	7,711	21,557	19,016	-	-	-	-	-	-	-	90,970
	%	2.1%	-4.2%	-59.9%	2.0%	2.5%								-10.9%
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	91,346
	FY13	18,823	17,358	15,621	16,034	13,878	-	-	-	-	-	-	-	81,714
	%	-7.5%	-14.7%	-10.7%	-7.3%	-12.6%								-10.5%
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	89,561
	FY13	16,706	16,314	14,778	15,682	13,496	-	-	-	-	-	-	-	76,976
	%	-19.6%	-18.8%	-13.3%	-1.8%	-13.7%								-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	11,097
	FY13	2,011	2,294	2,194	2,311	1,959	-	-	-	-	-	-	-	10,768
	%	-13.6%	-10.1%	33.2%	-0.7%	-12.7%								-3.0%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	2,322
	FY13	501	483	411	528	386	-	-	-	-	-	-	-	2,309
	%	-11.6%	10.4%	11.1%	3.1%	-11.6%								-0.6%
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	11,222
	FY13	2,072	2,489	1,974	1,892	1,862	-	-	-	-	-	-	-	10,290
	%	-20.5%	-1.9%	-1.5%	-12.0%	-3.2%								-8.3%
NP	FY12	1,294	1,114	1,113	968	966	1,032	884	1,057	1,505	1,119	1,435	1,706	5,455
	FY13	1,479	1,306	986	1,071	990	-	-	-	-	-	-	-	5,833
	%	14.3%	17.2%	-11.4%	10.6%	2.5%								6.9%
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	7,268
	FY13	1,283	1,509	1,187	1,684	1,848	-	-	-	-	-	-	-	7,511
	%	-19.7%	13.2%	-6.0%	8.5%	21.3%								3.3%
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	1,145,031
	FY13	271,465	258,373	223,894	249,647	220,680	-	-	-	-	-	-	-	1,224,060
	%	7.2%	2.0%	3.8%	14.1%	8.1%								6.9%

Circulation Gains and Losses

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



Circulation Gains and Losses

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

NOVEMBER 30, 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	37359	200854	12047	69061	49406	269915	
	13	30540	170766	11252	60881	41792	231647	
		-6819	-30088	-795	-8180	-7614	-38268	-14.2
Bethany	12	22973	125926	10261	60310	33234	186236	
	13	20639	112820	10407	57443	31046	170263	
		-2334	-13106	146	-2867	-2188	-15973	-8.6
Capitol Hill	12	7250	37467	4525	22387	11775	59854	
	13	7415	40892	4935	28392	12350	69284	
		165	3425	410	6005	575	9430	15.8
Choctaw	12	11389	61351	7308	39290	18697	100641	
	13	11870	65271	8068	44609	19938	109880	
		481	3920	760	5319	1241	9239	9.2
Del City	12	12845	65781	5060	26047	17905	91828	
	13	12120	66973	4653	28003	16773	94976	
		-725	1192	-407	1956	-1132	3148	3.4
Downtown	12	15975	87543	5064	28812	21039	116355	
	13	14025	75291	4395	27419	18420	102710	
		-1950	-12252	-669	-1393	-2619	-13645	-11.7
Edmond	12	55664	305036	43146	244889	98810	549925	
	13	53257	291258	42402	250172	95659	541430	
		-2407	-13778	-744	5283	-3151	-8495	-1.5
Midwest City	12	29855	160629	12200	69569	42055	230198	
	13	27559	152283	12528	70611	40087	222894	
		-2296	-8346	328	1042	-1968	-7304	-3.2
Northwest	12	0	0	0	0	0	0	
	13	32727	188447	25776	149174	58503	337621	
		32727	188447	25776	149174	58503	337621	100.0
Ralph Ellison	12	8975	45752	2835	15326	11810	61078	
	13	7844	47350	3143	18634	10987	65984	
		-1131	1598	308	3308	-823	4906	8.0
Southern Oaks	12	27711	151544	11594	62831	39305	214375	
	13	28052	130039	12325	61362	40377	191401	
		341	-21505	731	-1469	1072	-22974	-10.7
Village	12	28448	158452	13043	75388	41491	233840	
	13	22541	123376	10493	60235	33034	183611	
		-5907	-35076	-2550	-15153	-8457	-50229	-21.5
Warr Acres	12	28499	158362	11732	68184	40231	226546	
	13	21012	114289	7538	43909	28550	158198	
		-7487	-44073	-4194	-24275	-11681	-68348	-30.2

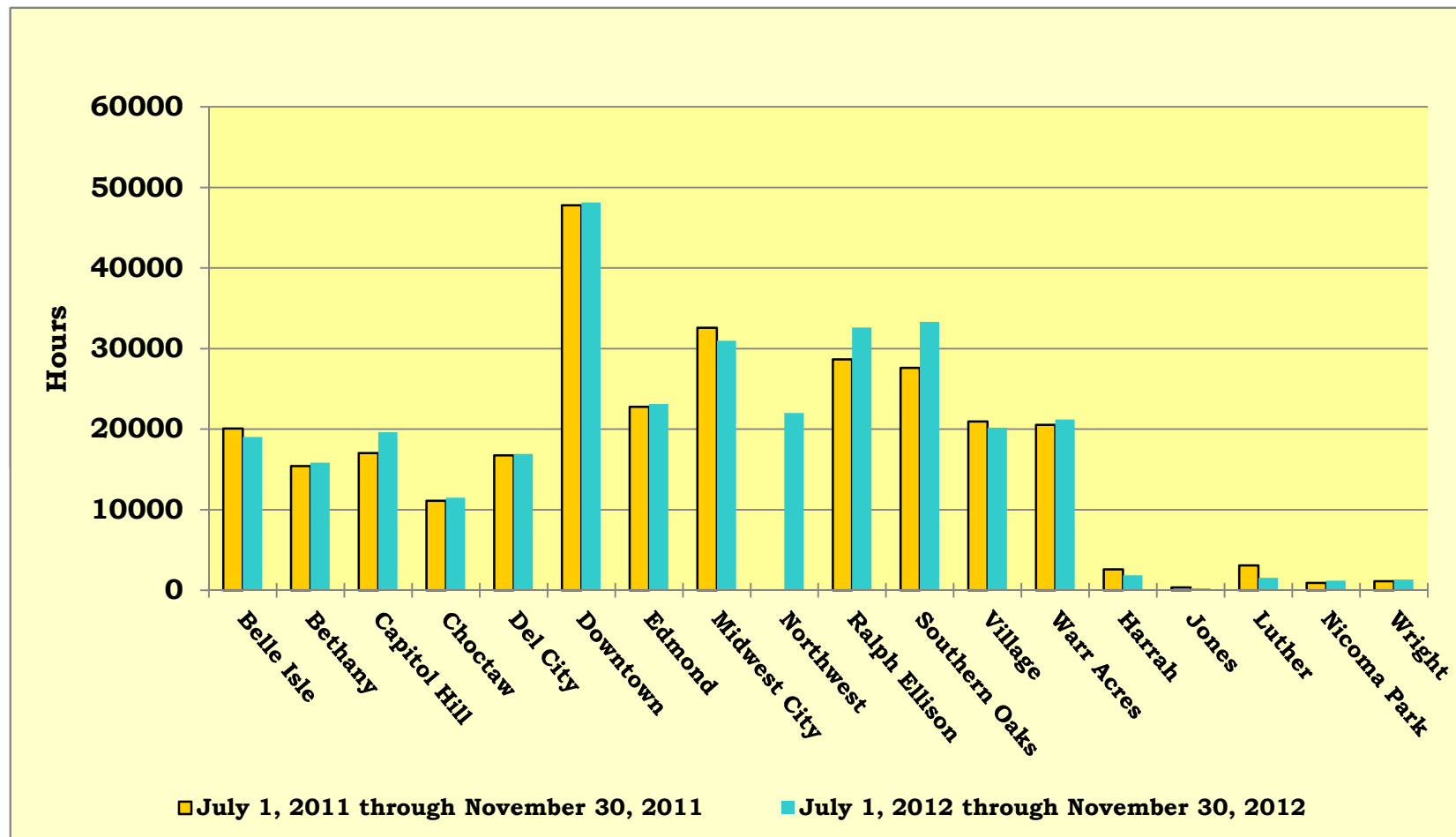
Circulation Gains and Losses

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

NOVEMBER 30, 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	3894	18337	1952	7959	5846	26296	
	13	3669	18881	2026	8529	5695	27410	
		-225	544	74	570	-151	1114	4.2
Jones	12	703	3878	385	2230	1088	6108	
	13	728	3538	549	2622	1277	6160	
		25	-340	164	392	189	52	.9
Luther	12	2925	14801	1299	7011	4224	21812	
	13	2648	13545	1112	7347	3760	20892	
		-277	-1256	-187	336	-464	-920	-4.2
Nicoma Park	12	1739	8172	404	2453	2143	10625	
	13	1589	8239	580	2679	2169	10918	
		-150	67	176	226	26	293	2.8
Wright	12	522	3438	280	1531	802	4969	
	13	713	3095	285	1709	998	4804	
		191	-343	5	178	196	-165	-3.3
<u>OTHER:</u>								
Book Centers	12	10516	52006	6340	31713	16856	83719	
	13	10600	52839	6372	31686	16972	84525	
		84	833	32	-27	116	806	1.0
Books-by-Mail	12	1917	10045	0	0	1917	10045	
	13	2007	10977	0	0	2007	10977	
		90	932	0	0	90	932	9.3
eMedia	12	26337	128887	0	0	26337	128887	
	13	38430	201973	0	0	38430	201973	
		12093	73086	0	0	12093	73086	56.7
TOTALS	12	335496	1798261	149475	834991	484971	2633252	
	13	349985	1892142	168839	955416	518824	2847558	
		14489	93881	19364	120425	33853	214306	8.1

Total Computer Hours Used by Library

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



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Total Computer Usage

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	255		3,951		3,263.39		2,883		25,768		20,065.07	
	13	205		3,551		3,010.47		2,809		23,290		19,022.03	
		-50	-19.6	-400	-10.1	-252.92	-7.8	-74	-2.6	-2,478	-9.6	-1,043.04	-5.2
BETHANY	12	222		2,951		2,448.33		2,407		19,737		15,406.90	
	13	198		2,843		2,453.65		2,440		19,127		15,821.94	
		-24	-10.8	-108	-3.7	5.32	.2	33	1.4	-610	-3.1	415.04	2.7
CAPITOL HILL	12	231		3,489		2,861.44		2,501		21,601		17,031.77	
	13	253		3,274		3,026.50		2,705		23,769		19,612.50	
		22	9.5	-215	-6.2	165.06	5.8	204	8.2	2,168	10.0	2,580.73	15.2
CHOCTAW	12	89		1,559		1,694.57		1,181		10,429		11,103.16	
	13	91		1,618		1,701.48		1,201		10,572		11,479.87	
		2	2.2	59	3.8	6.91	.4	20	1.7	143	1.4	376.71	3.4
DEL CITY	12	188		3,601		2,716.88		2,087		21,848		16,731.12	
	13	216		2,986		2,563.82		2,430		21,158		16,941.48	
		28	14.9	-615	-17.1	-153.06	-5.6	343	16.4	-690	-3.2	210.36	1.3
DOWNTOWN	12	191		9,125		7,771.56		2,692		60,665		47,785.21	
	13	180		9,011		7,359.24		2,507		60,230		48,141.14	
		-11	-5.8	-114	-1.2	-412.32	-5.3	-185	-6.9	-435	-.7	355.93	.7
EDMOND	12	248		3,601		3,725.93		3,075		25,493		22,780.84	
	13	271		3,419		3,358.99		2,990		24,314		23,138.81	
		23	9.3	-182	-5.1	-366.94	-9.8	-85	-2.8	-1,179	-4.6	357.97	1.6
MIDWEST CITY	12	364		6,043		5,079.23		4,214		41,095		32,585.62	
	13	373		5,048		4,495.97		4,267		38,507		30,987.65	
		9	2.5	-995	-16.5	-583.26	-11.5	53	1.3	-2,588	-6.3	-1,597.97	-4.9
NORTHWEST	12					.00						.00	
	13	269		3,418		3,524.20		2,996		21,503		21,992.49	
		269	100.0	3,418	100.0	3,524.20	100.0	2,996	100.0	21,503	100.0	21,992.49	100.0
RALPH ELLISON	12	263		6,166		4,770.85		3,224		36,485		28,654.62	
	13	240		6,167		5,083.91		3,481		40,516		32,634.77	
		-23	-8.7	1	.0	313.06	6.6	257	8.0	4,031	11.0	3,980.15	13.9

Total Computer Usage

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	367		5,372		4,407.93		3,602		34,310		27,605.54	
	13	472		7,689		6,999.21		4,193		38,806		33,306.51	
		105	28.6	2,317	43.1	2,591.28	58.8	591	16.4	4,496	13.1	5,700.97	20.7
VILLAGE	12	275		4,056		3,395.96		3,354		26,154		20,959.42	
	13	246		3,081		2,867.25		3,248		23,892		20,189.22	
		-29	-10.5	-975	-24.0	-528.71	-15.6	-106	-3.2	-2,262	-8.6	-770.20	-3.7
WARR ACRES	12	235		3,893		3,116.08		2,664		27,119		20,538.31	
	13	219		3,893		3,343.85		2,564		26,362		21,208.99	
		-16	-6.8		.0	227.77	7.3	-100	-3.8	-757	-2.8	670.68	3.3
HARRAH	12	31		544		460.00		342		3,060		2,608.79	
	13	24		321		272.13		328		2,296		1,866.16	
		-7	-22.6	-223	-41.0	-187.87	-40.8	-14	-4.1	-764	-25.0	-742.63	-28.5
JONES	12	1		57		59.20		49		366		342.07	
	13	6		43		29.63		45		281		249.79	
		5	500.0	-14	-24.6	-29.57	-49.9	-4	-8.2	-85	-23.2	-92.28	-27.0
LUTHER	12	23		427		406.84		342		3,229		3,079.58	
	13	23		269		217.47		297		1,856		1,544.01	
			.0	-158	-37.0	-189.37	-46.5	-45	-13.2	-1,373	-42.5	-1,535.57	-49.9
NICOMA PARK	12	14		149		137.29		116		946		912.75	
	13	11		156		120.08		141		1,216		1,208.78	
		-3	-21.4	7	4.7	-17.21	-12.5	25	21.6	270	28.5	296.03	32.4
WRIGHT	12	26		246		189.93		172		1,433		1,115.09	
	13	9		267		226.78		154		1,693		1,345.45	
		-17	-65.4	21	8.5	36.85	19.4	-18	-10.5	260	18.1	230.36	20.7
TOTAL	12	3,023		55,230		46,505.41		34,905		359,738		289,305.86	
	13	3,306		57,054		50,654.63		38,796		379,388		320,691.59	
		283	9.4	1,824	3.3	4,149.22	8.9	3,891	11.1	19,650	5.5	31,385.73	10.8

Computer Usage by Adult Customers

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	229		3,517		2,909.10		2,438		22,586		17,669.33	
	13	166		3,047		2,579.54		2,360		20,087		16,576.93	
		-63	-27.5	-470	-13.4	-329.56	-11.3	-78	-3.2	-2,499	-11.1	-1,092.40	-6.2
BETHANY	12	196		2,417		2,009.53		1,976		15,727		12,302.49	
	13	161		2,270		1,938.95		1,986		15,927		13,209.80	
		-35	-17.9	-147	-6.1	-70.58	-3.5	10	.5	200	1.3	907.31	7.4
CAPITOL HILL	12	148		1,734		1,496.61		1,530		10,617		9,074.04	
	13	171		1,851		1,750.10		1,698		12,414		10,879.47	
		23	15.5	117	6.7	253.49	16.9	168	11.0	1,797	16.9	1,805.43	19.9
CHOCTAW	12	67		1,100		1,175.99		853		7,546		7,919.58	
	13	58		1,071		1,042.94		846		7,276		7,789.41	
		-9	-13.4	-29	-2.6	-133.05	-11.3	-7	-.8	-270	-3.6	-130.17	-1.6
DEL CITY	12	160		2,872		2,219.94		1,644		17,426		13,425.43	
	13	162		2,138		1,832.37		1,832		14,960		12,070.82	
		2	1.3	-734	-25.6	-387.57	-17.5	188	11.4	-2,466	-14.2	-1,354.61	-10.1
DOWNTOWN	12	162		8,721		7,441.85		2,356		57,828		45,498.42	
	13	167		8,797		7,179.12		2,271		57,915		46,311.12	
		5	3.1	76	.9	-262.73	-3.5	-85	-3.6	87	.2	812.70	1.8
EDMOND	12	202		3,069		3,152.09		2,593		21,620		19,321.36	
	13	225		2,980		2,883.49		2,504		20,608		19,231.34	
		23	11.4	-89	-2.9	-268.60	-8.5	-89	-3.4	-1,012	-4.7	-90.02	-.5
MIDWEST CITY	12	270		4,506		3,847.01		3,379		30,088		24,364.28	
	13	296		3,794		3,388.16		3,377		28,252		22,896.39	
		26	9.6	-712	-15.8	-458.85	-11.9	-2	-.1	-1,836	-6.1	-1,467.89	-6.0
NORTHWEST	12					.00						.00	
	13	205		2,906		3,039.42		2,328		18,092		18,799.03	
		205	100.0	2,906	100.0	3,039.42	100.0	2,328	100.0	18,092	100.0	18,799.03	100.0
RALPH ELLISON	12	193		3,858		3,162.59		2,391		23,017		19,299.78	
	13	189		4,386		3,677.10		2,602		26,817		22,113.06	
		-4	-2.1	528	13.7	514.51	16.3	211	8.8	3,800	16.5	2,813.28	14.6

Computer Usage by Adult Customers

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	292		3,758		3,135.25		2,660		23,799		19,717.58	
	13	336		4,502		4,332.51		2,998		23,463		21,231.81	
		44	15.1	744	19.8	1,197.26	38.2	338	12.7	-336	-1.4	1,514.23	7.7
VILLAGE	12	211		2,790		2,335.57		2,698		19,133		15,388.88	
	13	210		2,430		2,112.80		2,650		18,331		14,928.10	
		-1	-5	-360	-12.9	-222.77	-9.5	-48	-1.8	-802	-4.2	-460.78	-3.0
WARR ACRES	12	193		3,081		2,464.68		2,226		21,842		16,524.05	
	13	183		2,810		2,311.89		2,155		19,637		15,432.86	
		-10	-5.2	-271	-8.8	-152.79	-6.2	-71	-3.2	-2,205	-10.1	-1,091.19	-6.6
HARRAH	12	22		356		290.98		242		1,948		1,560.21	
	13	18		269		204.63		254		1,832		1,293.56	
		-4	-18.2	-87	-24.4	-86.35	-29.7	12	5.0	-116	-6.0	-266.65	-17.1
JONES	12	1		57		59.20		33		317		310.96	
	13	6		42		29.11		34		249		234.98	
		5	500.0	-15	-26.3	-30.09	-50.8	1	3.0	-68	-21.5	-75.98	-24.4
LUTHER	12	13		266		217.31		190		1,843		1,741.18	
	13	10		153		107.98		167		1,056		811.98	
		-3	-23.1	-113	-42.5	-109.33	-50.3	-23	-12.1	-787	-42.7	-929.20	-53.4
NICOMA PARK	12	8		126		123.12		94		834		820.14	
	13	7		136		109.27		108		1,094		1,122.97	
		-1	-12.5	10	7.9	-13.85	-11.2	14	14.9	260	31.2	302.83	36.9
WRIGHT	12	20		147		123.61		125		985		811.22	
	13	7		249		219.17		114		1,455		1,201.14	
		-13	-65.0	102	69.4	95.56	77.3	-11	-8.8	470	47.7	389.92	48.1
TOTAL	12	2,387		42,375		36,164.43		27,428		277,156		225,748.93	
	13	2,577		43,831		38,738.55		30,284		289,465		246,134.77	
		190	8.0	1,456	3.4	2,574.12	7.1	2,856	10.4	12,309	4.4	20,385.84	9.0

Computer Usage by Minor Customers

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	26		434		354.29		445		3,182		2,395.74	
	13	39		504		430.93		449		3,203		2,445.10	
		13	50.0	70	16.1	76.64	21.6	4	.9	21	.7	49.36	2.1
BETHANY	12	26		534		438.80		431		4,010		3,104.41	
	13	37		573		514.70		454		3,200		2,612.14	
		11	42.3	39	7.3	75.90	17.3	23	5.3	-810	-20.2	-492.27	-15.9
CAPITOL HILL	12	83		1,755		1,364.83		971		10,984		7,957.73	
	13	82		1,423		1,276.40		1,007		11,355		8,733.03	
		-1	-1.2	-332	-18.9	-88.43	-6.5	36	3.7	371	3.4	775.30	9.7
CHOCTAW	12	22		459		518.58		328		2,883		3,183.58	
	13	33		547		658.54		355		3,296		3,690.46	
		11	50.0	88	19.2	139.96	27.0	27	8.2	413	14.3	506.88	15.9
DEL CITY	12	28		729		496.94		443		4,422		3,305.69	
	13	54		848		731.45		598		6,198		4,870.66	
		26	92.9	119	16.3	234.51	47.2	155	35.0	1,776	40.2	1,564.97	47.3
DOWNTOWN	12	29		404		329.71		336		2,837		2,286.79	
	13	13		214		180.12		236		2,315		1,830.02	
		-16	-55.2	-190	-47.0	-149.59	-45.4	-100	-29.8	-522	-18.4	-456.77	-20.0
EDMOND	12	46		532		573.84		482		3,873		3,459.48	
	13	46		439		475.50		486		3,706		3,907.47	
			.0	-93	-17.5	-98.34	-17.1	4	.8	-167	-4.3	447.99	12.9
MIDWEST CITY	12	94		1,537		1,232.22		835		11,007		8,221.34	
	13	77		1,254		1,107.81		890		10,255		8,091.26	
		-17	-18.1	-283	-18.4	-124.41	-10.1	55	6.6	-752	-6.8	-130.08	-1.6
NORTHWEST	12					.00						.00	
	13	64		512		484.78		668		3,411		3,193.46	
		64	100.0	512	100.0	484.78	100.0	668	100.0	3,411		3,193.46	100.0
RALPH ELLISON	12	70		2,308		1,608.26		833		13,468		9,354.84	
	13	51		1,781		1,406.81		879		13,699		10,521.71	
		-19	-27.1	-527	-22.8	-201.45	-12.5	46	5.5	231	1.7	1,166.87	12.5

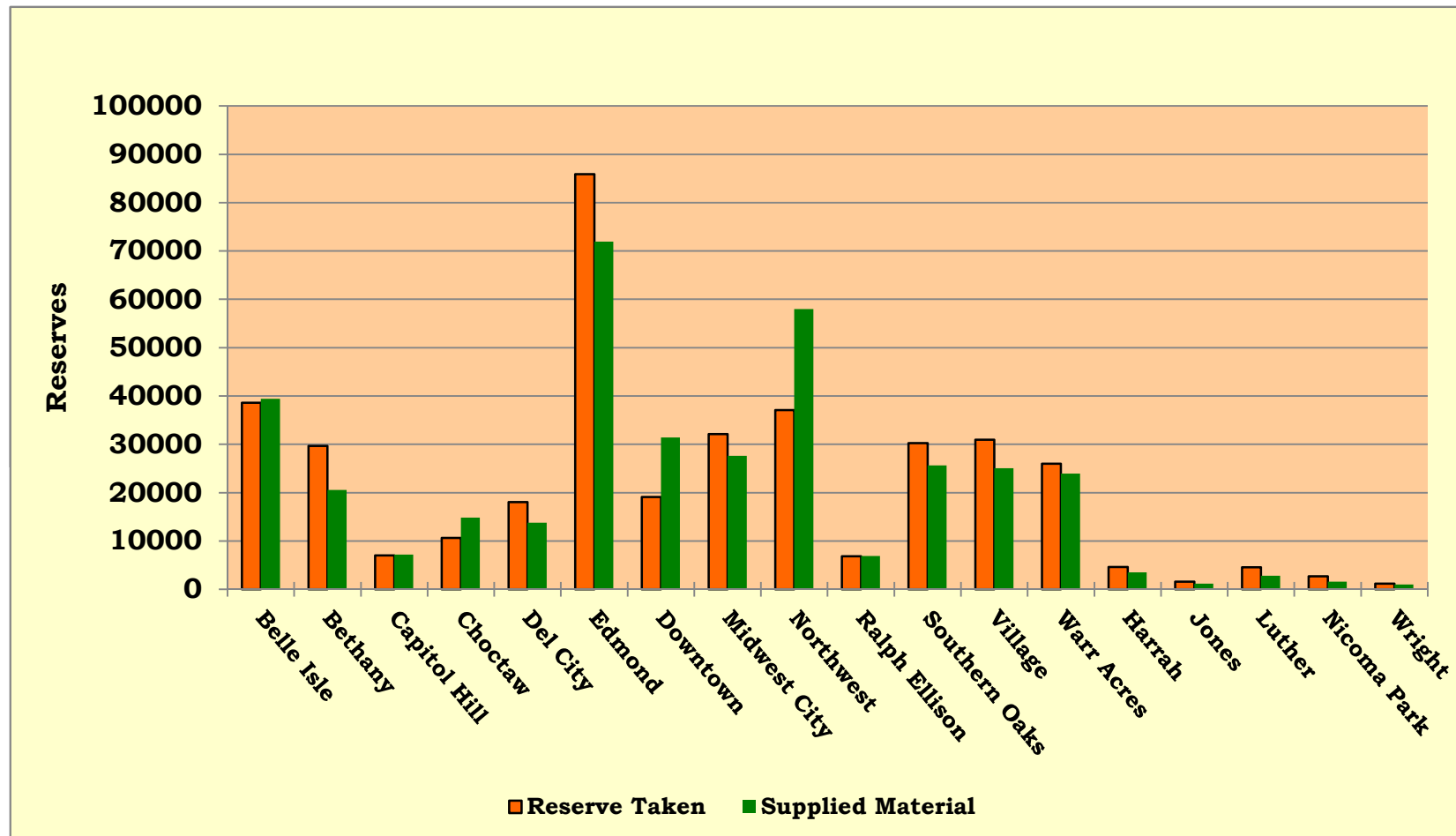
Computer Usage by Minor Customers

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	75		1,614		1,272.68		942		10,511		7,887.96	
	13	136		3,187		2,666.70		1,195		15,343		12,074.70	
		61	81.3	1,573	97.5	1,394.02	109.5	253	26.9	4,832	46.0	4,186.74	53.1
VILLAGE	12	64		1,266		1,060.39		656		7,021		5,570.54	
	13	36		651		754.45		598		5,561		5,261.12	
		-28	-43.8	-615	-48.6	-305.94	-28.9	-58	-8.8	-1,460	-20.8	-309.42	-5.6
WARR ACRES	12	42		812		651.40		438		5,277		4,014.26	
	13	36		1,083		1,031.96		409		6,725		5,776.13	
		-6	-14.3	271	33.4	380.56	58.4	-29	-6.6	1,448	27.4	1,761.87	43.9
HARRAH	12	9		188		169.02		100		1,112		1,048.58	
	13	6		52		67.50		74		464		572.60	
		-3	-33.3	-136	-72.3	-101.52	-60.1	-26	-26.0	-648	-58.3	-475.98	-45.4
JONES	12					.00		16		49		31.11	
	13			1		.52		11		32		14.81	
			100.0	1	100.0	.52	100.0	-5	-31.3	-17	-34.7	-16.30	-52.4
LUTHER	12	10		161		189.53		152		1,386		1,338.40	
	13	13		116		109.49		130		800		732.03	
		3	30.0	-45	-28.0	-80.04	-42.2	-22	-14.5	-586	-42.3	-606.37	-45.3
NICOMA PARK	12	6		23		14.17		22		112		92.61	
	13	4		20		10.81		33		122		85.81	
		-2	-33.3	-3	-13.0	-3.36	-23.7	11	50.0	10	8.9	-6.80	-7.3
WRIGHT	12	6		99		66.32		47		448		303.87	
	13	2		18		7.61		40		238		144.31	
		-4	-66.7	-81	-81.8	-58.71	-88.5	-7	-14.9	-210	-46.9	-159.56	-52.5
TOTAL	12	636		12,855		10,340.98		7,477		82,582		63,556.93	
	13	729		13,223		11,916.08		8,512		89,923		74,556.82	
		93	14.6	368	2.9	1,575.10	15.2	1,035	13.8	7,341	8.9	10,999.89	17.3

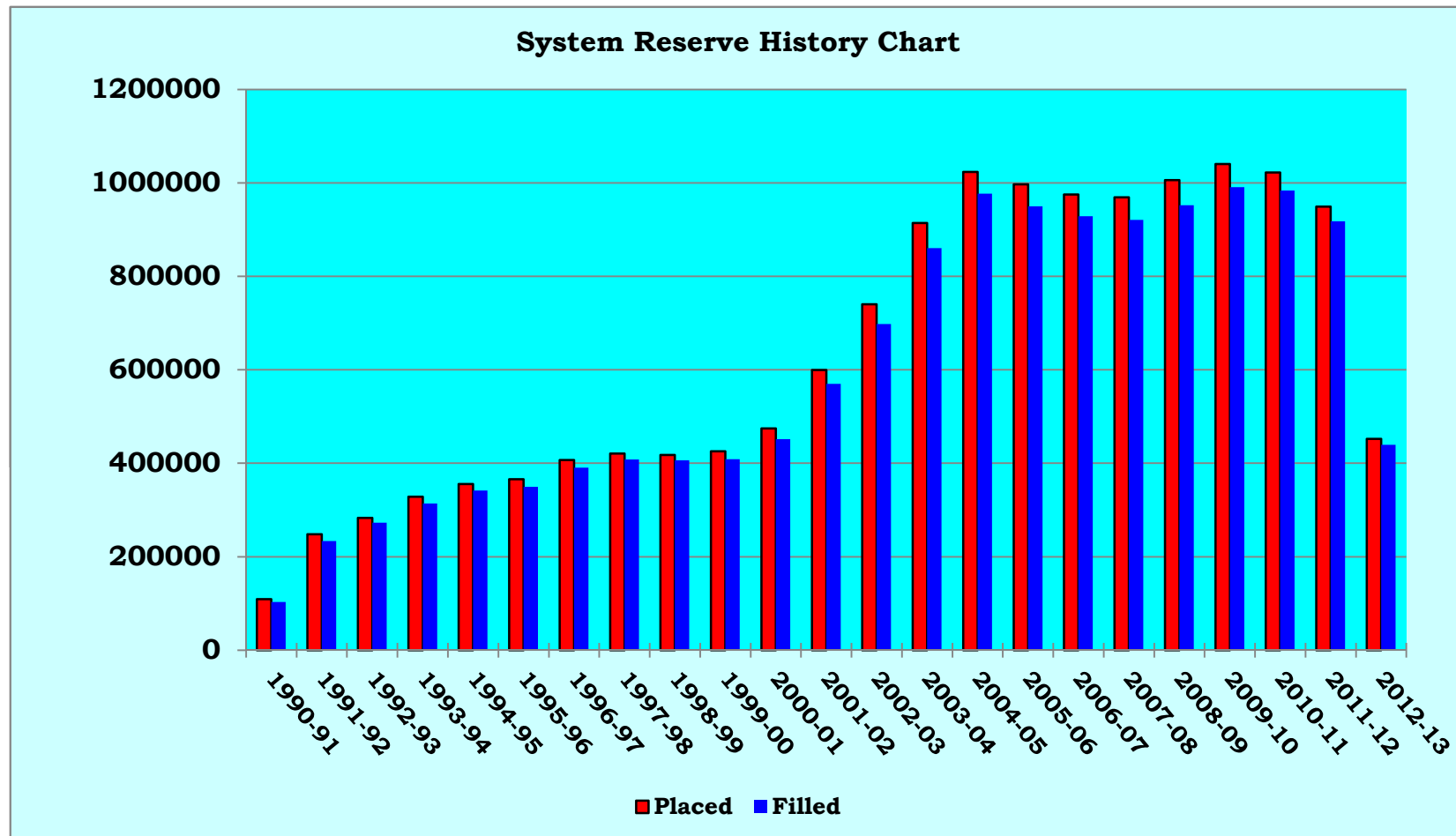
System Reserve Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	12	8,292	46,944		8,114	44,976	
	13	6,481	38,616		6,565	36,993	
		-1,811	-8,328	-17.7	-1,549	-7,983	-17.7
BETHANY	12	5,895	33,067		5,851	31,318	
	13	5,102	29,666		5,080	28,213	
		-793	-3,401	-10.3	-771	-3,105	-9.9
CAPITOL HILL	12	1,180	6,393		1,126	6,217	
	13	1,096	7,034		1,142	6,847	
		-84	641	10.0	16	630	10.1
CHOCTAW	12	2,041	11,882		1,959	11,388	
	13	1,938	10,622		2,009	10,297	
		-103	-1,260	-10.6	50	-1,091	-9.6
DEL CITY	12	3,712	20,199		3,406	18,205	
	13	3,054	18,026		3,044	17,172	
		-658	-2,173	-10.8	-362	-1,033	-5.7
EDMOND	12	16,557	93,600		16,458	90,630	
	13	15,300	85,905		15,203	83,182	
		-1,257	-7,695	-8.2	-1,255	-7,448	-8.2
DOWNTOWN	12	3,699	21,819		3,769	21,038	
	13	3,295	19,069		3,318	18,346	
		-404	-2,750	-12.6	-451	-2,692	-12.8
MIDWEST CITY	12	6,689	35,223		6,691	34,071	
	13	5,889	32,142		5,810	31,178	
		-800	-3,081	-8.7	-881	-2,893	-8.5
NORTHWEST	12						
	13	6,809	37,066		6,728	35,345	
		6,809	37,066		6,728	35,345	
RALPH ELLISON	12	1,262	7,024		1,243	6,781	
	13	1,262	6,842		1,176	6,620	
			-182	-2.6	-67	-161	-2.4
SOUTHERN OAKS	12	6,585	35,825		6,483	34,307	
	13	6,253	30,243		6,210	29,128	
		-332	-5,582	-15.6	-273	-5,179	-15.1
VILLAGE	12	7,971	45,672		8,035	43,996	
	13	5,119	30,979		5,350	30,296	
		-2,852	-14,693	-32.2	-2,685	-13,700	-31.1

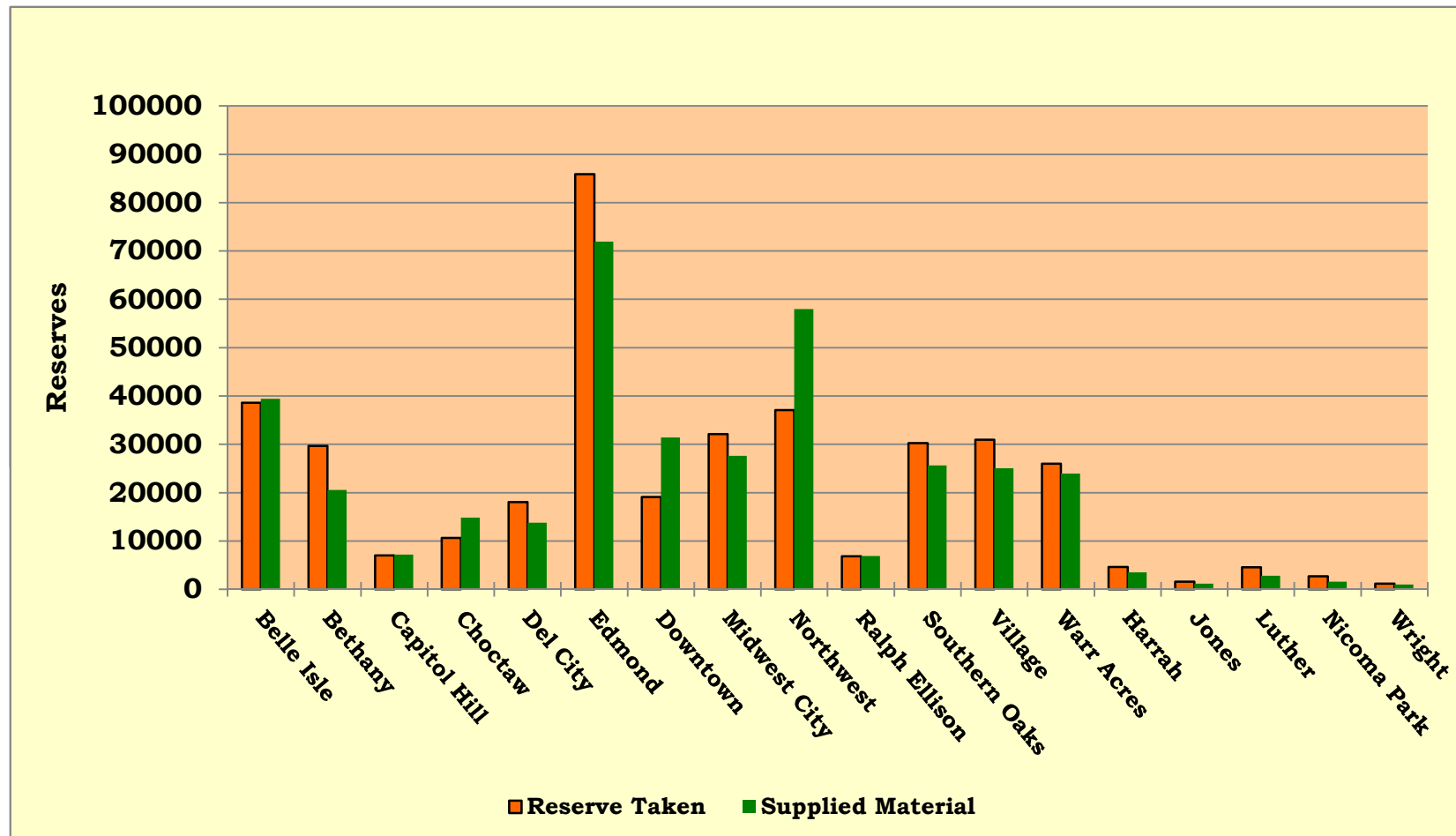
System Reserves Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
WARR ACRES	12	7,511	41,369		7,521	40,047	
	13	4,510	25,978		4,564	25,209	
		-3,001	-15,391	-37.2	-2,957	-14,838	-37.1
HARRAH	12	929	4,815		950	4,648	
	13	865	4,634		895	4,551	
		-64	-181	-3.8	-55	-97	-2.1
JONES	12	405	1,991		409	1,955	
	13	246	1,603		245	1,564	
		-159	-388	-19.5	-164	-391	-20.0
LUTHER	12	1,105	5,333		1,051	5,244	
	13	891	4,534		891	4,515	
		-214	-799	-15.0	-160	-729	-13.9
NICOMA PARK	12	483	2,664		530	2,569	
	13	481	2,696		457	2,623	
		-2	32	1.2	-73	54	2.1
WRIGHT	12	251	1,344		244	1,298	
	13	151	1,167		180	1,130	
		-100	-177	-13.2	-64	-168	-12.9
TOTAL	12	75,385	419,327		74,666	402,732	
	13	69,456	390,552		69,556	376,833	
		-5,929	-28,775	-6.9	-5,110	-25,899	-6.4

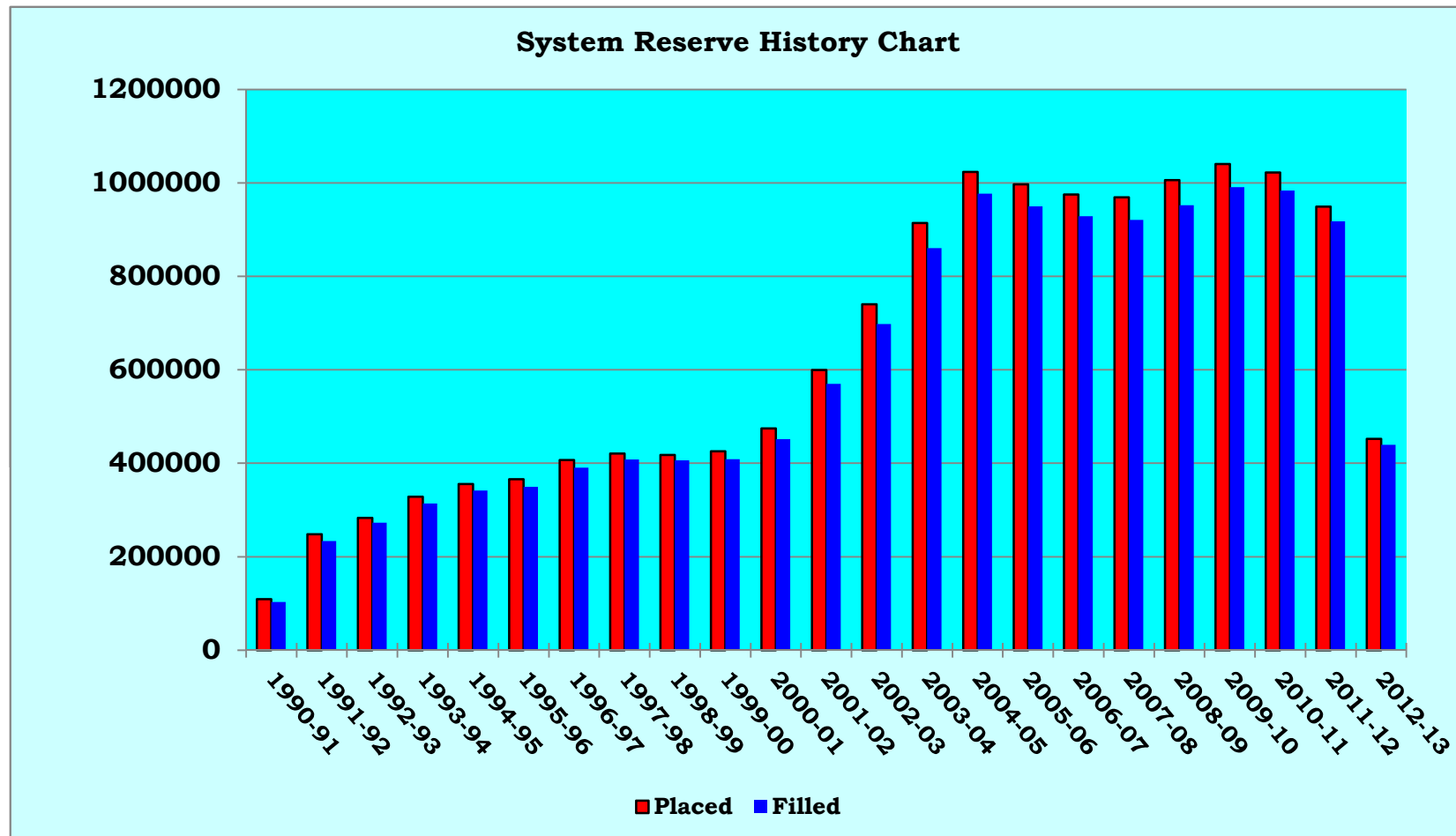
System Reserve Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	12	8,292	46,944		8,114	44,976	
	13	6,481	38,616		6,565	36,993	
		-1,811	-8,328	-17.7	-1,549	-7,983	-17.7
BETHANY	12	5,895	33,067		5,851	31,318	
	13	5,102	29,666		5,080	28,213	
		-793	-3,401	-10.3	-771	-3,105	-9.9
CAPITOL HILL	12	1,180	6,393		1,126	6,217	
	13	1,096	7,034		1,142	6,847	
		-84	641	10.0	16	630	10.1
CHOCTAW	12	2,041	11,882		1,959	11,388	
	13	1,938	10,622		2,009	10,297	
		-103	-1,260	-10.6	50	-1,091	-9.6
DEL CITY	12	3,712	20,199		3,406	18,205	
	13	3,054	18,026		3,044	17,172	
		-658	-2,173	-10.8	-362	-1,033	-5.7
EDMOND	12	16,557	93,600		16,458	90,630	
	13	15,300	85,905		15,203	83,182	
		-1,257	-7,695	-8.2	-1,255	-7,448	-8.2
DOWNTOWN	12	3,699	21,819		3,769	21,038	
	13	3,295	19,069		3,318	18,346	
		-404	-2,750	-12.6	-451	-2,692	-12.8
MIDWEST CITY	12	6,689	35,223		6,691	34,071	
	13	5,889	32,142		5,810	31,178	
		-800	-3,081	-8.7	-881	-2,893	-8.5
NORTHWEST	12						
	13	6,809	37,066		6,728	35,345	
		6,809	37,066		6,728	35,345	
RALPH ELLISON	12	1,262	7,024		1,243	6,781	
	13	1,262	6,842		1,176	6,620	
			-182	-2.6	-67	-161	-2.4
SOUTHERN OAKS	12	6,585	35,825		6,483	34,307	
	13	6,253	30,243		6,210	29,128	
		-332	-5,582	-15.6	-273	-5,179	-15.1
VILLAGE	12	7,971	45,672		8,035	43,996	
	13	5,119	30,979		5,350	30,296	
		-2,852	-14,693	-32.2	-2,685	-13,700	-31.1

System Reserves Report

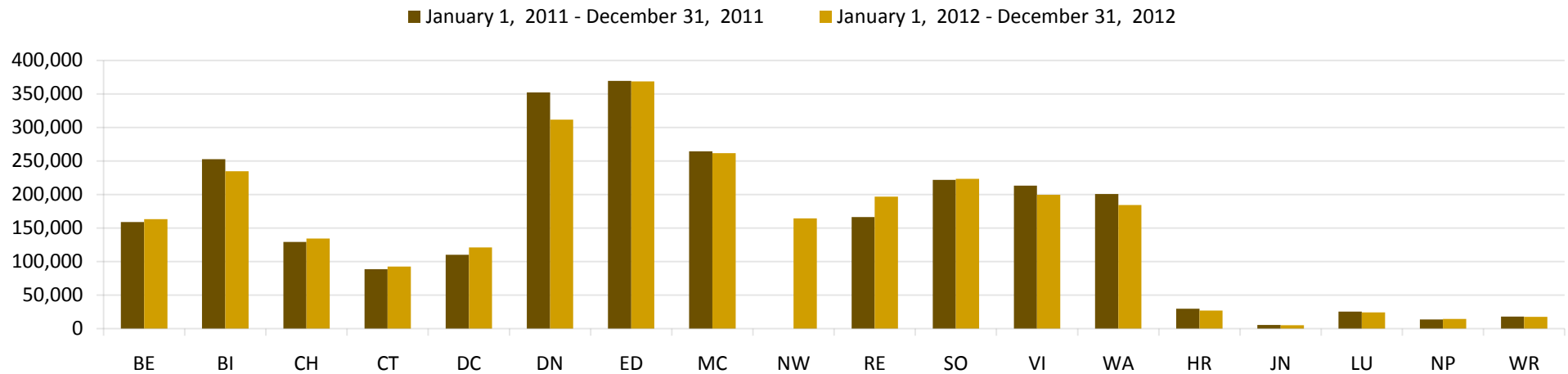
July 1, 2012 through November 30, 2012 (41.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
WARR ACRES	12	7,511	41,369		7,521	40,047	
	13	4,510	25,978		4,564	25,209	
		-3,001	-15,391	-37.2	-2,957	-14,838	-37.1
HARRAH	12	929	4,815		950	4,648	
	13	865	4,634		895	4,551	
		-64	-181	-3.8	-55	-97	-2.1
JONES	12	405	1,991		409	1,955	
	13	246	1,603		245	1,564	
		-159	-388	-19.5	-164	-391	-20.0
LUTHER	12	1,105	5,333		1,051	5,244	
	13	891	4,534		891	4,515	
		-214	-799	-15.0	-160	-729	-13.9
NICOMA PARK	12	483	2,664		530	2,569	
	13	481	2,696		457	2,623	
		-2	32	1.2	-73	54	2.1
WRIGHT	12	251	1,344		244	1,298	
	13	151	1,167		180	1,130	
		-100	-177	-13.2	-64	-168	-12.9
TOTAL	12	75,385	419,327		74,666	402,732	
	13	69,456	390,552		69,556	376,833	
		-5,929	-28,775	-6.9	-5,110	-25,899	-6.4

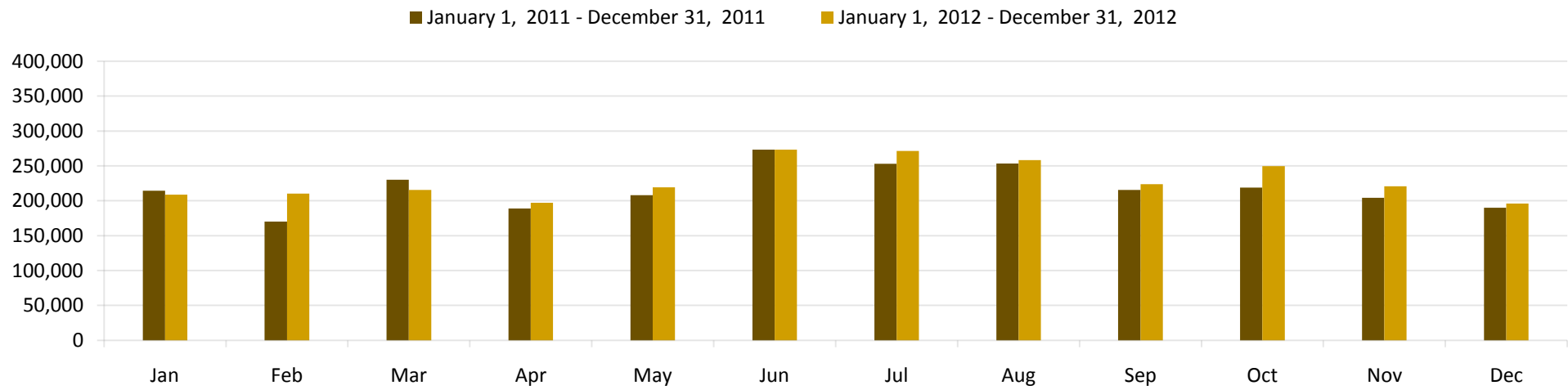
Library Visits Report

System Summary

Visits by Library



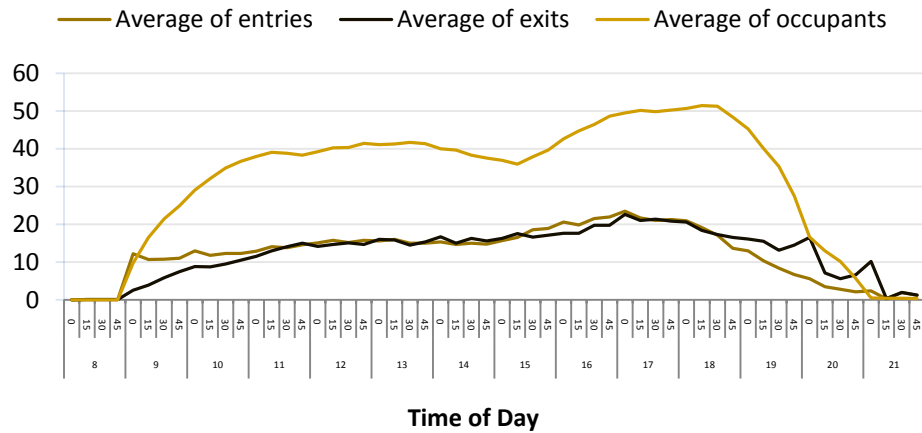
Visits by Month



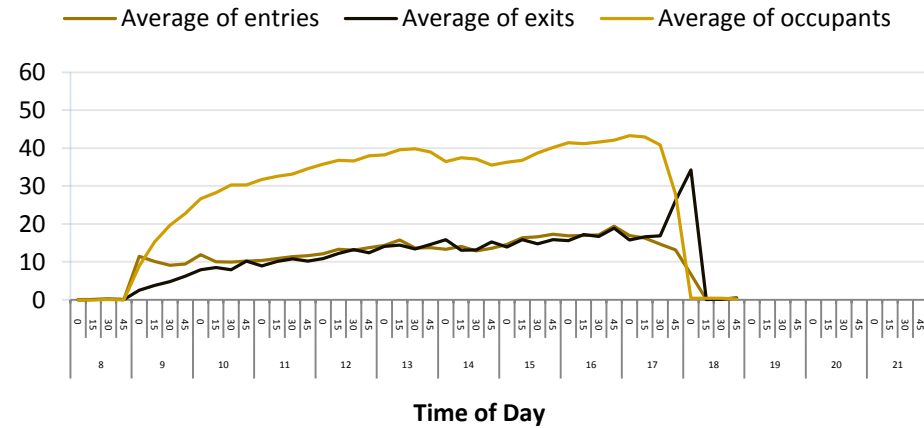
Library Visits Report

Visits Profile: RE

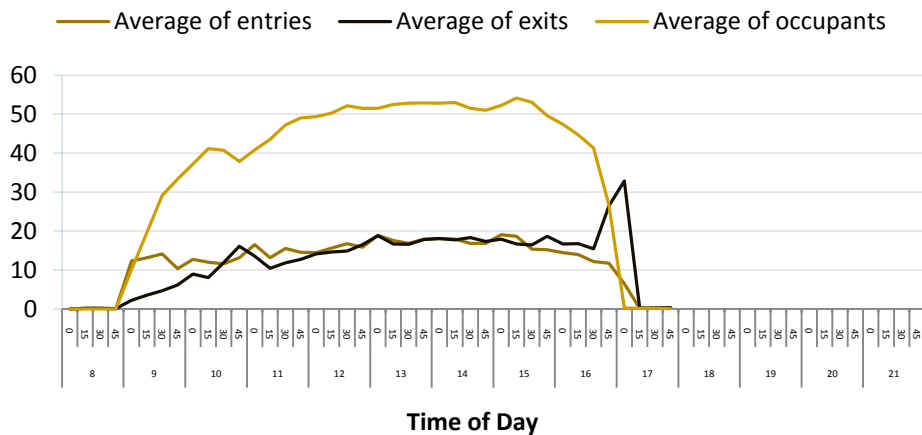
Monday - Thursday
(Trailing Twelve Months)



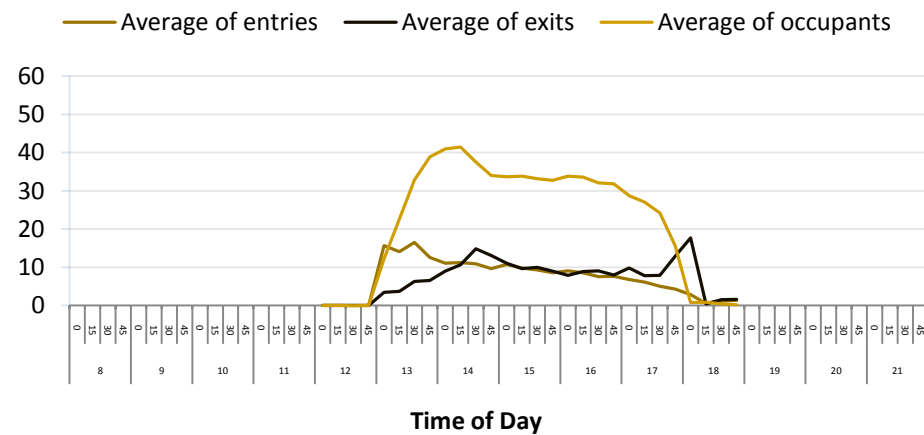
Friday
(Trailing Twelve Months)



Saturday
(Trailing Twelve Months)



Sunday
(Trailing Twelve Months)



Library Visits Report

Data

July 1, 2012 - December 31, 2012 (50.00% 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	128,922
	FY13	19,684	20,518	19,840	19,763	17,726	15,775	-	-	-	-	-	-	113,305
	%	-13.3%	-18.6%	-6.3%	-6.8%	-12.2%	-14.4%							-12.1%
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	83,737
	FY13	16,408	14,583	12,823	13,764	12,619	11,555	-	-	-	-	-	-	81,752
	%	-0.7%	-8.0%	-4.2%	1.7%	0.0%	-2.4%							-2.4%
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	63,281
	FY13	11,751	12,690	13,965	11,278	10,524	8,752	-	-	-	-	-	-	68,961
	%	17.0%	13.3%	35.6%	-2.6%	0.6%	-9.6%							9.0%
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	43,760
	FY13	9,167	8,206	7,478	8,530	7,309	6,612	-	-	-	-	-	-	47,301
	%	9.0%	2.9%	-1.8%	20.0%	12.6%	7.3%							8.1%
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	59,141
	FY13	12,301	11,238	10,155	11,098	9,778	8,505	-	-	-	-	-	-	63,075
	%	18.7%	1.7%	6.3%	15.8%	1.3%	-4.7%							6.7%
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	173,029
	FY13	28,393	29,480	26,945	27,824	25,236	23,923	-	-	-	-	-	-	161,801
	%	-17.4%	-14.0%	-2.8%	1.3%	-2.0%	2.0%							-6.5%
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	182,074
	FY13	38,203	33,006	29,711	30,763	27,169	23,745	-	-	-	-	-	-	182,598
	%	1.6%	-2.6%	0.3%	5.1%	-2.3%	-0.6%							0.3%
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	134,606
	FY13	25,032	24,228	20,677	23,176	20,529	17,559	-	-	-	-	-	-	131,201
	%	-1.0%	-4.5%	-6.5%	4.3%	-0.9%	-7.0%							-2.5%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	-
	FY13	26,552	22,353	21,191	22,414	19,712	17,029	-	-	-	-	-	-	129,251
	%													
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	91,457
	FY13	19,398	19,333	16,247	20,278	16,643	15,058	-	-	-	-	-	-	106,958
	%	13.9%	6.3%	16.2%	35.9%	25.3%	7.1%							16.9%

Library Visits Report

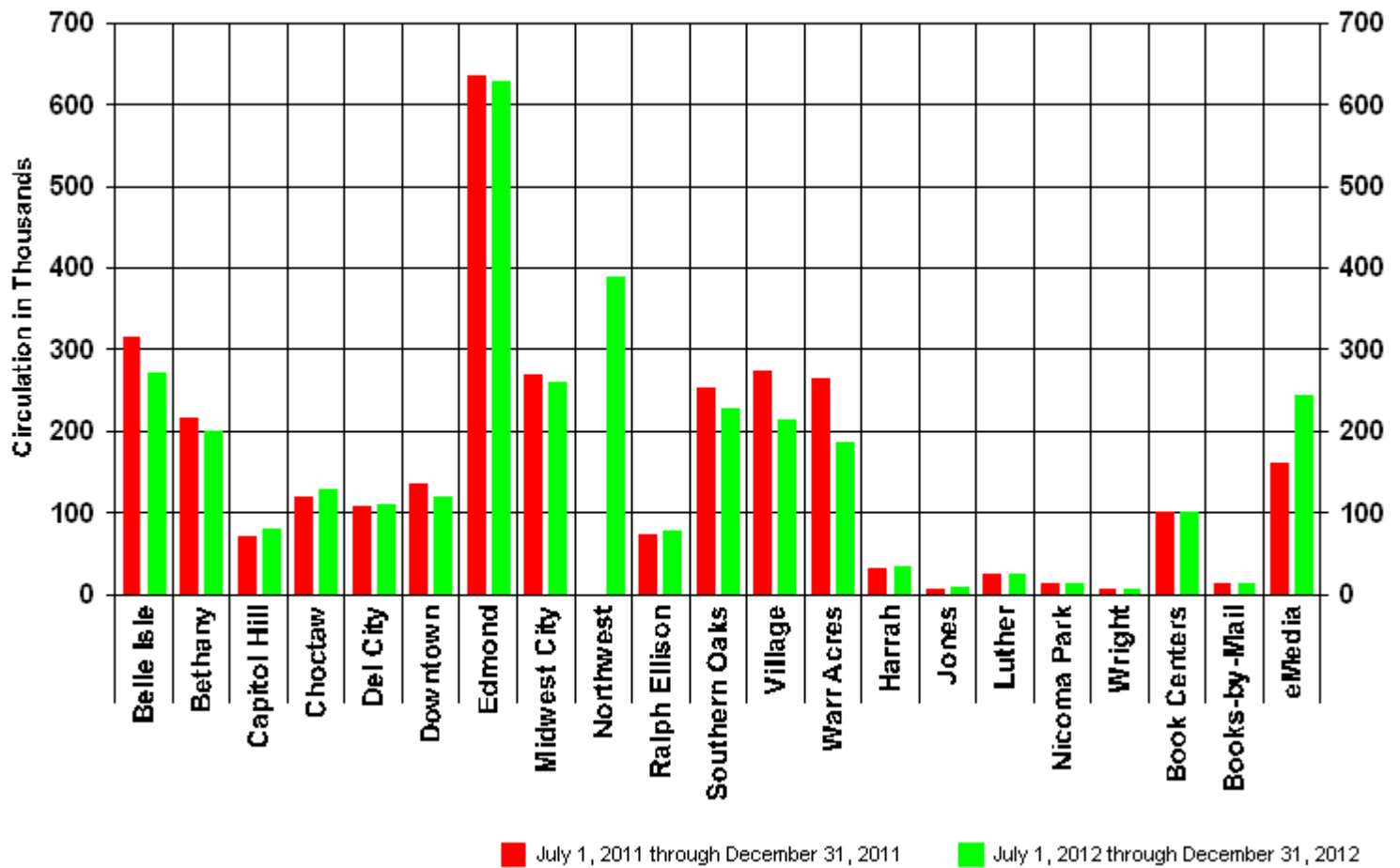
Data

July 1, 2012 - December 31, 2012 (50.00% 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	120,423
	FY13	21,700	20,986	7,711	21,557	19,016	17,453	-	-	-	-	-	-	108,423
	%	2.1%	-4.2%	-59.9%	2.0%	2.5%	-4.9%							-10.0%
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	106,282
	FY13	18,823	17,358	15,621	16,034	13,878	12,021	-	-	-	-	-	-	93,735
	%	-7.5%	-14.7%	-10.7%	-7.3%	-12.6%	-19.5%							-11.8%
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	103,853
	FY13	16,706	16,314	14,778	15,682	13,496	11,750	-	-	-	-	-	-	88,726
	%	-19.6%	-18.8%	-13.3%	-1.8%	-13.7%	-17.8%							-14.6%
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	13,541
	FY13	2,011	2,294	2,194	2,311	1,959	1,795	-	-	-	-	-	-	12,563
	%	-13.6%	-10.1%	33.2%	-0.7%	-12.7%	-26.5%							-7.2%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	2,692
	FY13	501	483	411	528	386	362	-	-	-	-	-	-	2,671
	%	-11.6%	10.4%	11.1%	3.1%	-11.6%	-1.9%							-0.8%
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	12,941
	FY13	2,072	2,489	1,974	1,892	1,862	1,689	-	-	-	-	-	-	11,979
	%	-20.5%	-1.9%	-1.5%	-12.0%	-3.2%	-1.7%							-7.4%
NP	FY12	1,294	1,114	1,113	968	966	1,032	884	1,057	1,505	1,119	1,435	1,706	6,487
	FY13	1,479	1,306	986	1,071	990	921	-	-	-	-	-	-	6,754
	%	14.3%	17.2%	-11.4%	10.6%	2.5%	-10.7%							4.1%
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	8,984
	FY13	1,283	1,509	1,187	1,684	1,848	1,628	-	-	-	-	-	-	9,139
	%	-19.7%	13.2%	-6.0%	8.5%	21.3%	-5.1%							1.7%
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	1,335,209
	FY13	271,465	258,373	223,894	249,647	220,680	196,133	-	-	-	-	-	-	1,420,193
	%	7.2%	2.0%	3.8%	14.1%	8.1%	3.1%							6.4%

Circulation Gains and Losses

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)



Circulation Gains and Losses

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

DECEMBER 31, 2012		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
Belle Isle	12	36047	236901	9400	78461	45447	315362	
	13	30204	200970	9691	70572	39895	271542	
		-5843	-35931	291	-7889	-5552	-43820	-13.9
Bethany	12	22281	148207	8064	68374	30345	216581	
	13	20997	133817	8909	66352	29906	200169	
		-1284	-14390	845	-2022	-439	-16412	-7.6
Capitol Hill	12	6804	44271	4019	26406	10823	70677	
	13	6482	47374	4416	32808	10898	80182	
		-322	3103	397	6402	75	9505	13.4
Choctaw	12	12073	73424	6767	46057	18840	119481	
	13	11831	77102	6959	51568	18790	128670	
		-242	3678	192	5511	-50	9189	7.7
Del City	12	11858	77639	4270	30317	16128	107956	
	13	11187	78160	4176	32179	15363	110339	
		-671	521	-94	1862	-765	2383	2.2
Downtown	12	14532	102075	4297	33109	18829	135184	
	13	12463	87754	3665	31084	16128	118838	
		-2069	-14321	-632	-2025	-2701	-16346	-12.1
Edmond	12	52749	357785	32780	277669	85529	635454	
	13	51969	343227	34657	284829	86626	628056	
		-780	-14558	1877	7160	1097	-7398	-1.2
Midwest City	12	28694	189323	10655	80224	39349	269547	
	13	26965	179248	10086	80697	37051	259945	
		-1729	-10075	-569	473	-2298	-9602	-3.6
Northwest	12	0	0	0	0	0	0	
	13	30087	218534	21799	170973	51886	389507	
		30087	218534	21799	170973	51886	389507	100.0
Ralph Ellison	12	9205	54957	3605	18931	12810	73888	
	13	8303	55653	2641	21275	10944	76928	
		-902	696	-964	2344	-1866	3040	4.1
Southern Oaks	12	28119	179663	10286	73117	38405	252780	
	13	26404	156443	10145	71507	36549	227950	
		-1715	-23220	-141	-1610	-1856	-24830	-9.8
Village	12	28090	186542	11020	86408	39110	272950	
	13	21912	145288	8720	68955	30632	214243	
		-6178	-41254	-2300	-17453	-8478	-58707	-21.5
Warr Acres	12	27216	185578	9684	77868	36900	263446	
	13	20356	134645	6656	50565	27012	185210	
		-6860	-50933	-3028	-27303	-9888	-78236	-29.7

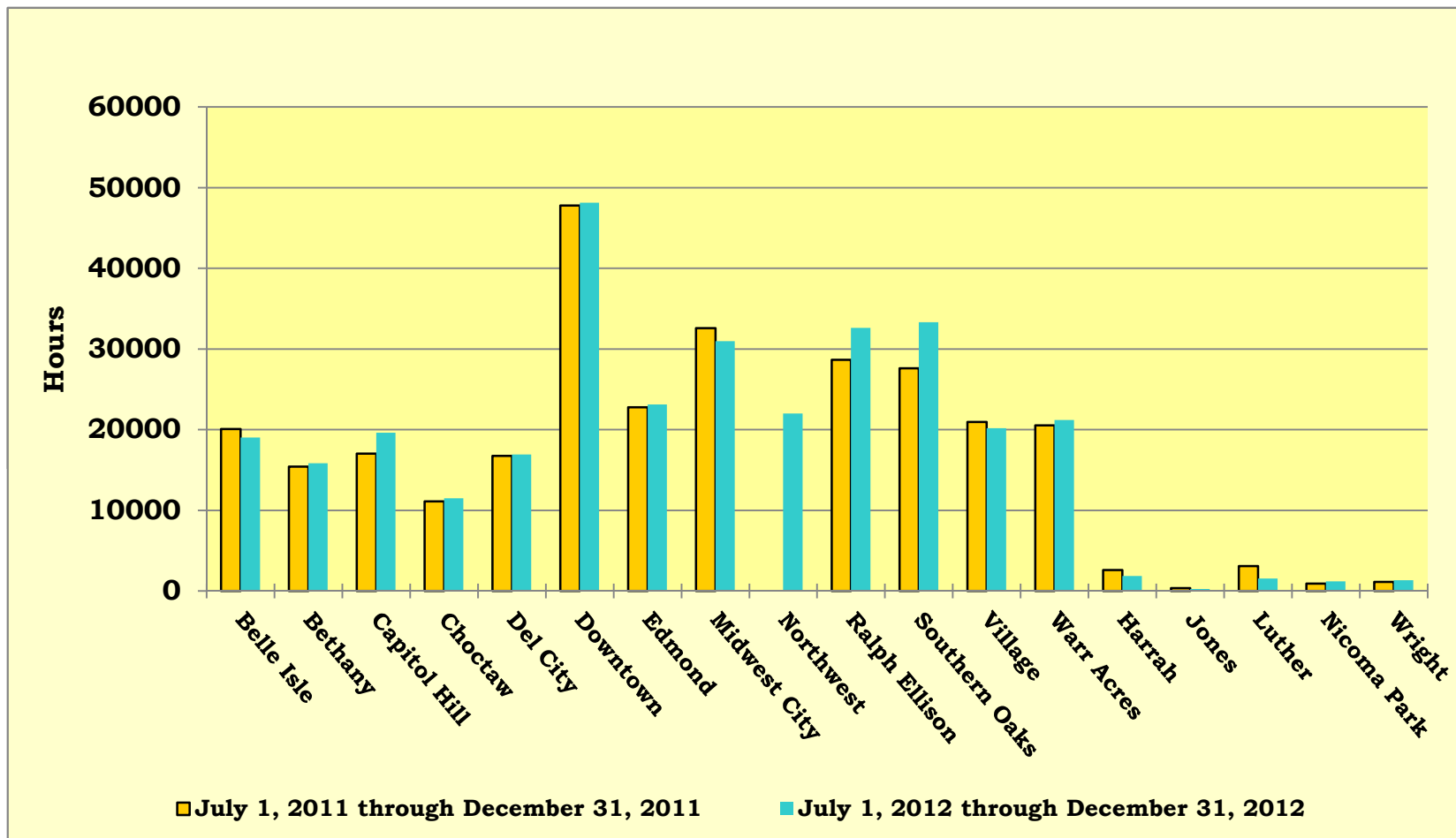
Circulation Gains and Losses

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

DECEMBER 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	4350	22687	1348	9307	5698	31994	
	13	3680	22561	1300	9829	4980	32390	
		-670	-126	-48	522	-718	396	1.2
Jones	12	654	4532	221	2451	875	6983	
	13	603	4141	366	2988	969	7129	
		-51	-391	145	537	94	146	2.1
Luther	12	2728	17529	868	7879	3596	25408	
	13	2810	16355	1355	8702	4165	25057	
		82	-1174	487	823	569	-351	-1.4
Nicoma Park	12	1318	9490	345	2798	1663	12288	
	13	1620	9859	460	3139	2080	12998	
		302	369	115	341	417	710	5.8
Wright	12	771	4209	253	1784	1024	5993	
	13	571	3666	248	1957	819	5623	
		-200	-543	-5	173	-205	-370	-6.2
<u>OTHER:</u>								
Book Centers	12	10536	62542	6297	38010	16833	100552	
	13	10685	63524	5347	37033	16032	100557	
		149	982	-950	-977	-801	5	.0
Books-by-Mail	12	2004	12049	0	0	2004	12049	
	13	1936	12913	0	0	1936	12913	
		-68	864	0	0	-68	864	7.2
eMedia	12	30798	159685	0	0	30798	159685	
	13	42177	244150	0	0	42177	244150	
		11379	84465	0	0	11379	84465	52.9
TOTALS	12	330827	2129088	124179	959170	455006	3088258	
	13	343242	2235384	141596	1097012	484838	3332396	
		12415	106296	17417	137842	29832	244138	7.9

Total Computer Hours Used by Library

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)



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Total Computer Usage

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	255		3,951		3,263.39		2,883		25,768		20,065.07	
	13	205		3,551		3,010.47		2,809		23,290		19,022.03	
		-50	-19.6	-400	-10.1	-252.92	-7.8	-74	-2.6	-2,478	-9.6	-1,043.04	-5.2
BETHANY	12	222		2,951		2,448.33		2,407		19,737		15,406.90	
	13	198		2,843		2,453.65		2,440		19,127		15,821.94	
		-24	-10.8	-108	-3.7	5.32	.2	33	1.4	-610	-3.1	415.04	2.7
CAPITOL HILL	12	231		3,489		2,861.44		2,501		21,601		17,031.77	
	13	253		3,274		3,026.50		2,705		23,769		19,612.50	
		22	9.5	-215	-6.2	165.06	5.8	204	8.2	2,168	10.0	2,580.73	15.2
CHOCTAW	12	89		1,559		1,694.57		1,181		10,429		11,103.16	
	13	91		1,618		1,701.48		1,201		10,572		11,479.87	
		2	2.2	59	3.8	6.91	.4	20	1.7	143	1.4	376.71	3.4
DEL CITY	12	188		3,601		2,716.88		2,087		21,848		16,731.12	
	13	216		2,986		2,563.82		2,430		21,158		16,941.48	
		28	14.9	-615	-17.1	-153.06	-5.6	343	16.4	-690	-3.2	210.36	1.3
DOWNTOWN	12	191		9,125		7,771.56		2,692		60,665		47,785.21	
	13	180		9,011		7,359.24		2,507		60,230		48,141.14	
		-11	-5.8	-114	-1.2	-412.32	-5.3	-185	-6.9	-435	-.7	355.93	.7
EDMOND	12	248		3,601		3,725.93		3,075		25,493		22,780.84	
	13	271		3,419		3,358.99		2,990		24,314		23,138.81	
		23	9.3	-182	-5.1	-366.94	-9.8	-85	-2.8	-1,179	-4.6	357.97	1.6
MIDWEST CITY	12	364		6,043		5,079.23		4,214		41,095		32,585.62	
	13	373		5,048		4,495.97		4,267		38,507		30,987.65	
		9	2.5	-995	-16.5	-583.26	-11.5	53	1.3	-2,588	-6.3	-1,597.97	-4.9
NORTHWEST	12					.00						.00	
	13	269		3,418		3,524.20		2,996		21,503		21,992.49	
		269	100.0	3,418	100.0	3,524.20	100.0	2,996	100.0	21,503	100.0	21,992.49	100.0
RALPH ELLISON	12	263		6,166		4,770.85		3,224		36,485		28,654.62	
	13	240		6,167		5,083.91		3,481		40,516		32,634.77	
		-23	-8.7	1	.0	313.06	6.6	257	8.0	4,031	11.0	3,980.15	13.9

Total Computer Usage

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	367		5,372		4,407.93		3,602		34,310		27,605.54	
	13	472		7,689		6,999.21		4,193		38,806		33,306.51	
		105	28.6	2,317	43.1	2,591.28	58.8	591	16.4	4,496	13.1	5,700.97	20.7
VILLAGE	12	275		4,056		3,395.96		3,354		26,154		20,959.42	
	13	246		3,081		2,867.25		3,248		23,892		20,189.22	
		-29	-10.5	-975	-24.0	-528.71	-15.6	-106	-3.2	-2,262	-8.6	-770.20	-3.7
WARR ACRES	12	235		3,893		3,116.08		2,664		27,119		20,538.31	
	13	219		3,893		3,343.85		2,564		26,362		21,208.99	
		-16	-6.8		.0	227.77	7.3	-100	-3.8	-757	-2.8	670.68	3.3
HARRAH	12	31		544		460.00		342		3,060		2,608.79	
	13	24		321		272.13		328		2,296		1,866.16	
		-7	-22.6	-223	-41.0	-187.87	-40.8	-14	-4.1	-764	-25.0	-742.63	-28.5
JONES	12	1		57		59.20		49		366		342.07	
	13	6		43		29.63		45		281		249.79	
		5	500.0	-14	-24.6	-29.57	-49.9	-4	-8.2	-85	-23.2	-92.28	-27.0
LUTHER	12	23		427		406.84		342		3,229		3,079.58	
	13	23		269		217.47		297		1,856		1,544.01	
			.0	-158	-37.0	-189.37	-46.5	-45	-13.2	-1,373	-42.5	-1,535.57	-49.9
NICOMA PARK	12	14		149		137.29		116		946		912.75	
	13	11		156		120.08		141		1,216		1,208.78	
		-3	-21.4	7	4.7	-17.21	-12.5	25	21.6	270	28.5	296.03	32.4
WRIGHT	12	26		246		189.93		172		1,433		1,115.09	
	13	9		267		226.78		154		1,693		1,345.45	
		-17	-65.4	21	8.5	36.85	19.4	-18	-10.5	260	18.1	230.36	20.7
TOTAL	12	3,023		55,230		46,505.41		34,905		359,738		289,305.86	
	13	3,306		57,054		50,654.63		38,796		379,388		320,691.59	
		283	9.4	1,824	3.3	4,149.22	8.9	3,891	11.1	19,650	5.5	31,385.73	10.8

Computer Usage by Adult Customers

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	229		3,517		2,909.10		2,438		22,586		17,669.33	
	13	166		3,047		2,579.54		2,360		20,087		16,576.93	
		-63	-27.5	-470	-13.4	-329.56	-11.3	-78	-3.2	-2,499	-11.1	-1,092.40	-6.2
BETHANY	12	196		2,417		2,009.53		1,976		15,727		12,302.49	
	13	161		2,270		1,938.95		1,986		15,927		13,209.80	
		-35	-17.9	-147	-6.1	-70.58	-3.5	10	.5	200	1.3	907.31	7.4
CAPITOL HILL	12	148		1,734		1,496.61		1,530		10,617		9,074.04	
	13	171		1,851		1,750.10		1,698		12,414		10,879.47	
		23	15.5	117	6.7	253.49	16.9	168	11.0	1,797	16.9	1,805.43	19.9
CHOCTAW	12	67		1,100		1,175.99		853		7,546		7,919.58	
	13	58		1,071		1,042.94		846		7,276		7,789.41	
		-9	-13.4	-29	-2.6	-133.05	-11.3	-7	-.8	-270	-3.6	-130.17	-1.6
DEL CITY	12	160		2,872		2,219.94		1,644		17,426		13,425.43	
	13	162		2,138		1,832.37		1,832		14,960		12,070.82	
		2	1.3	-734	-25.6	-387.57	-17.5	188	11.4	-2,466	-14.2	-1,354.61	-10.1
DOWNTOWN	12	162		8,721		7,441.85		2,356		57,828		45,498.42	
	13	167		8,797		7,179.12		2,271		57,915		46,311.12	
		5	3.1	76	.9	-262.73	-3.5	-85	-3.6	87	.2	812.70	1.8
EDMOND	12	202		3,069		3,152.09		2,593		21,620		19,321.36	
	13	225		2,980		2,883.49		2,504		20,608		19,231.34	
		23	11.4	-89	-2.9	-268.60	-8.5	-89	-3.4	-1,012	-4.7	-90.02	-.5
MIDWEST CITY	12	270		4,506		3,847.01		3,379		30,088		24,364.28	
	13	296		3,794		3,388.16		3,377		28,252		22,896.39	
		26	9.6	-712	-15.8	-458.85	-11.9	-2	-.1	-1,836	-6.1	-1,467.89	-6.0
NORTHWEST	12					.00						.00	
	13	205		2,906		3,039.42		2,328		18,092		18,799.03	
		205	100.0	2,906	100.0	3,039.42	100.0	2,328	100.0	18,092	100.0	18,799.03	100.0
RALPH ELLISON	12	193		3,858		3,162.59		2,391		23,017		19,299.78	
	13	189		4,386		3,677.10		2,602		26,817		22,113.06	
		-4	-2.1	528	13.7	514.51	16.3	211	8.8	3,800	16.5	2,813.28	14.6

Computer Usage by Adult Customers

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	292		3,758		3,135.25		2,660		23,799		19,717.58	
	13	336		4,502		4,332.51		2,998		23,463		21,231.81	
		44	15.1	744	19.8	1,197.26	38.2	338	12.7	-336	-1.4	1,514.23	7.7
VILLAGE	12	211		2,790		2,335.57		2,698		19,133		15,388.88	
	13	210		2,430		2,112.80		2,650		18,331		14,928.10	
		-1	-5	-360	-12.9	-222.77	-9.5	-48	-1.8	-802	-4.2	-460.78	-3.0
WARR ACRES	12	193		3,081		2,464.68		2,226		21,842		16,524.05	
	13	183		2,810		2,311.89		2,155		19,637		15,432.86	
		-10	-5.2	-271	-8.8	-152.79	-6.2	-71	-3.2	-2,205	-10.1	-1,091.19	-6.6
HARRAH	12	22		356		290.98		242		1,948		1,560.21	
	13	18		269		204.63		254		1,832		1,293.56	
		-4	-18.2	-87	-24.4	-86.35	-29.7	12	5.0	-116	-6.0	-266.65	-17.1
JONES	12	1		57		59.20		33		317		310.96	
	13	6		42		29.11		34		249		234.98	
		5	500.0	-15	-26.3	-30.09	-50.8	1	3.0	-68	-21.5	-75.98	-24.4
LUTHER	12	13		266		217.31		190		1,843		1,741.18	
	13	10		153		107.98		167		1,056		811.98	
		-3	-23.1	-113	-42.5	-109.33	-50.3	-23	-12.1	-787	-42.7	-929.20	-53.4
NICOMA PARK	12	8		126		123.12		94		834		820.14	
	13	7		136		109.27		108		1,094		1,122.97	
		-1	-12.5	10	7.9	-13.85	-11.2	14	14.9	260	31.2	302.83	36.9
WRIGHT	12	20		147		123.61		125		985		811.22	
	13	7		249		219.17		114		1,455		1,201.14	
		-13	-65.0	102	69.4	95.56	77.3	-11	-8.8	470	47.7	389.92	48.1
TOTAL	12	2,387		42,375		36,164.43		27,428		277,156		225,748.93	
	13	2,577		43,831		38,738.55		30,284		289,465		246,134.77	
		190	8.0	1,456	3.4	2,574.12	7.1	2,856	10.4	12,309	4.4	20,385.84	9.0

Computer Usage by Minor Customers

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	12	26		434		354.29		445		3,182		2,395.74	
	13	39		504		430.93		449		3,203		2,445.10	
		13	50.0	70	16.1	76.64	21.6	4	.9	21	.7	49.36	2.1
BETHANY	12	26		534		438.80		431		4,010		3,104.41	
	13	37		573		514.70		454		3,200		2,612.14	
		11	42.3	39	7.3	75.90	17.3	23	5.3	-810	-20.2	-492.27	-15.9
CAPITOL HILL	12	83		1,755		1,364.83		971		10,984		7,957.73	
	13	82		1,423		1,276.40		1,007		11,355		8,733.03	
		-1	-1.2	-332	-18.9	-88.43	-6.5	36	3.7	371	3.4	775.30	9.7
CHOCTAW	12	22		459		518.58		328		2,883		3,183.58	
	13	33		547		658.54		355		3,296		3,690.46	
		11	50.0	88	19.2	139.96	27.0	27	8.2	413	14.3	506.88	15.9
DEL CITY	12	28		729		496.94		443		4,422		3,305.69	
	13	54		848		731.45		598		6,198		4,870.66	
		26	92.9	119	16.3	234.51	47.2	155	35.0	1,776	40.2	1,564.97	47.3
DOWNTOWN	12	29		404		329.71		336		2,837		2,286.79	
	13	13		214		180.12		236		2,315		1,830.02	
		-16	-55.2	-190	-47.0	-149.59	-45.4	-100	-29.8	-522	-18.4	-456.77	-20.0
EDMOND	12	46		532		573.84		482		3,873		3,459.48	
	13	46		439		475.50		486		3,706		3,907.47	
			.0	-93	-17.5	-98.34	-17.1	4	.8	-167	-4.3	447.99	12.9
MIDWEST CITY	12	94		1,537		1,232.22		835		11,007		8,221.34	
	13	77		1,254		1,107.81		890		10,255		8,091.26	
		-17	-18.1	-283	-18.4	-124.41	-10.1	55	6.6	-752	-6.8	-130.08	-1.6
NORTHWEST	12					.00						.00	
	13	64		512		484.78		668		3,411		3,193.46	
		64	100.0	512	100.0	484.78	100.0	668	100.0	3,411		3,193.46	100.0
RALPH ELLISON	12	70		2,308		1,608.26		833		13,468		9,354.84	
	13	51		1,781		1,406.81		879		13,699		10,521.71	
		-19	-27.1	-527	-22.8	-201.45	-12.5	46	5.5	231	1.7	1,166.87	12.5

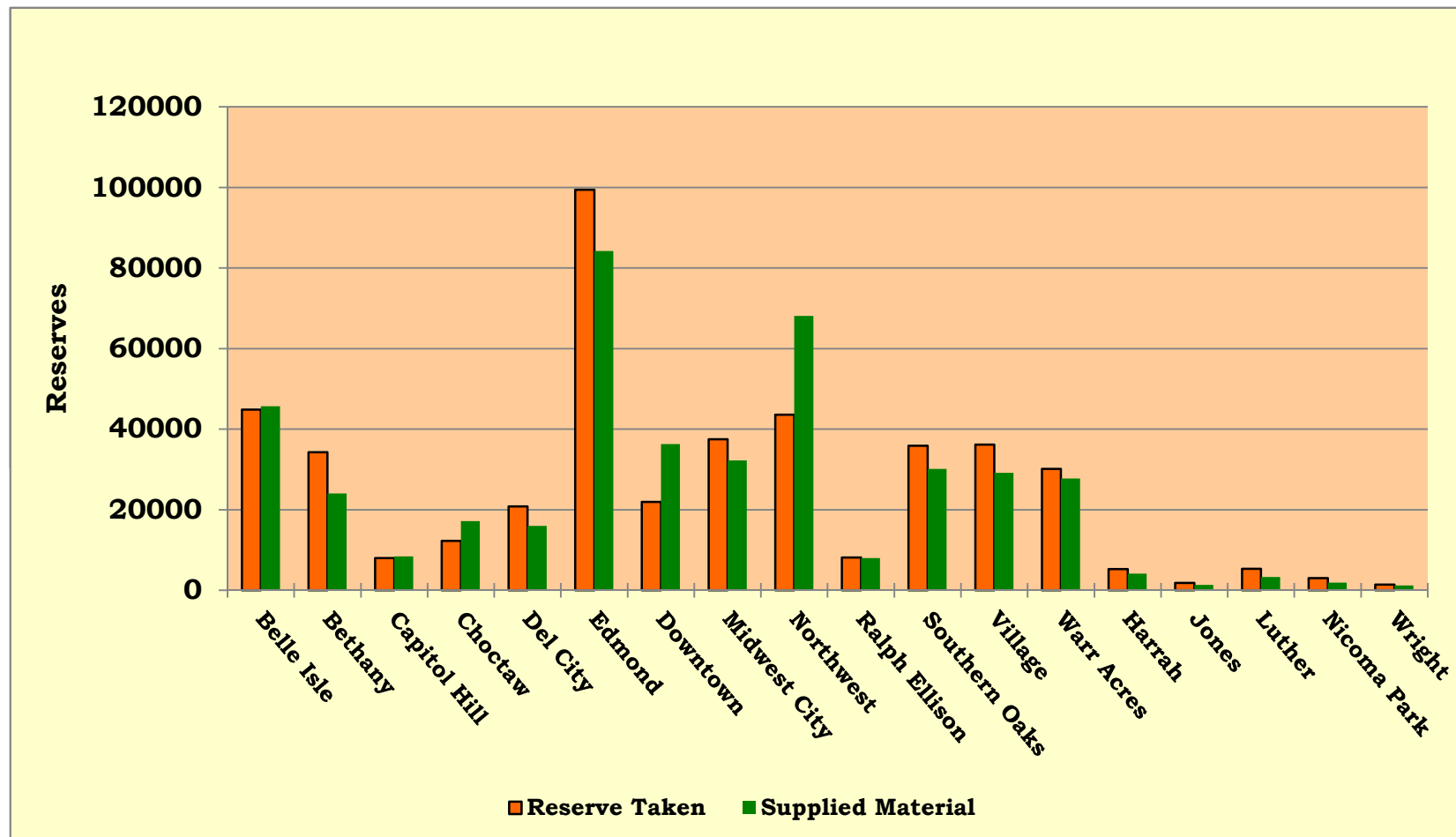
Computer Usage by Minor Customers

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	12	75		1,614		1,272.68		942		10,511		7,887.96	
	13	136		3,187		2,666.70		1,195		15,343		12,074.70	
		61	81.3	1,573	97.5	1,394.02	109.5	253	26.9	4,832	46.0	4,186.74	53.1
VILLAGE	12	64		1,266		1,060.39		656		7,021		5,570.54	
	13	36		651		754.45		598		5,561		5,261.12	
		-28	-43.8	-615	-48.6	-305.94	-28.9	-58	-8.8	-1,460	-20.8	-309.42	-5.6
WARR ACRES	12	42		812		651.40		438		5,277		4,014.26	
	13	36		1,083		1,031.96		409		6,725		5,776.13	
		-6	-14.3	271	33.4	380.56	58.4	-29	-6.6	1,448	27.4	1,761.87	43.9
HARRAH	12	9		188		169.02		100		1,112		1,048.58	
	13	6		52		67.50		74		464		572.60	
		-3	-33.3	-136	-72.3	-101.52	-60.1	-26	-26.0	-648	-58.3	-475.98	-45.4
JONES	12					.00		16		49		31.11	
	13			1		.52		11		32		14.81	
			100.0	1	100.0	.52	100.0	-5	-31.3	-17	-34.7	-16.30	-52.4
LUTHER	12	10		161		189.53		152		1,386		1,338.40	
	13	13		116		109.49		130		800		732.03	
		3	30.0	-45	-28.0	-80.04	-42.2	-22	-14.5	-586	-42.3	-606.37	-45.3
NICOMA PARK	12	6		23		14.17		22		112		92.61	
	13	4		20		10.81		33		122		85.81	
		-2	-33.3	-3	-13.0	-3.36	-23.7	11	50.0	10	8.9	-6.80	-7.3
WRIGHT	12	6		99		66.32		47		448		303.87	
	13	2		18		7.61		40		238		144.31	
		-4	-66.7	-81	-81.8	-58.71	-88.5	-7	-14.9	-210	-46.9	-159.56	-52.5
TOTAL	12	636		12,855		10,340.98		7,477		82,582		63,556.93	
	13	729		13,223		11,916.08		8,512		89,923		74,556.82	
		93	14.6	368	2.9	1,575.10	15.2	1,035	13.8	7,341	8.9	10,999.89	17.3

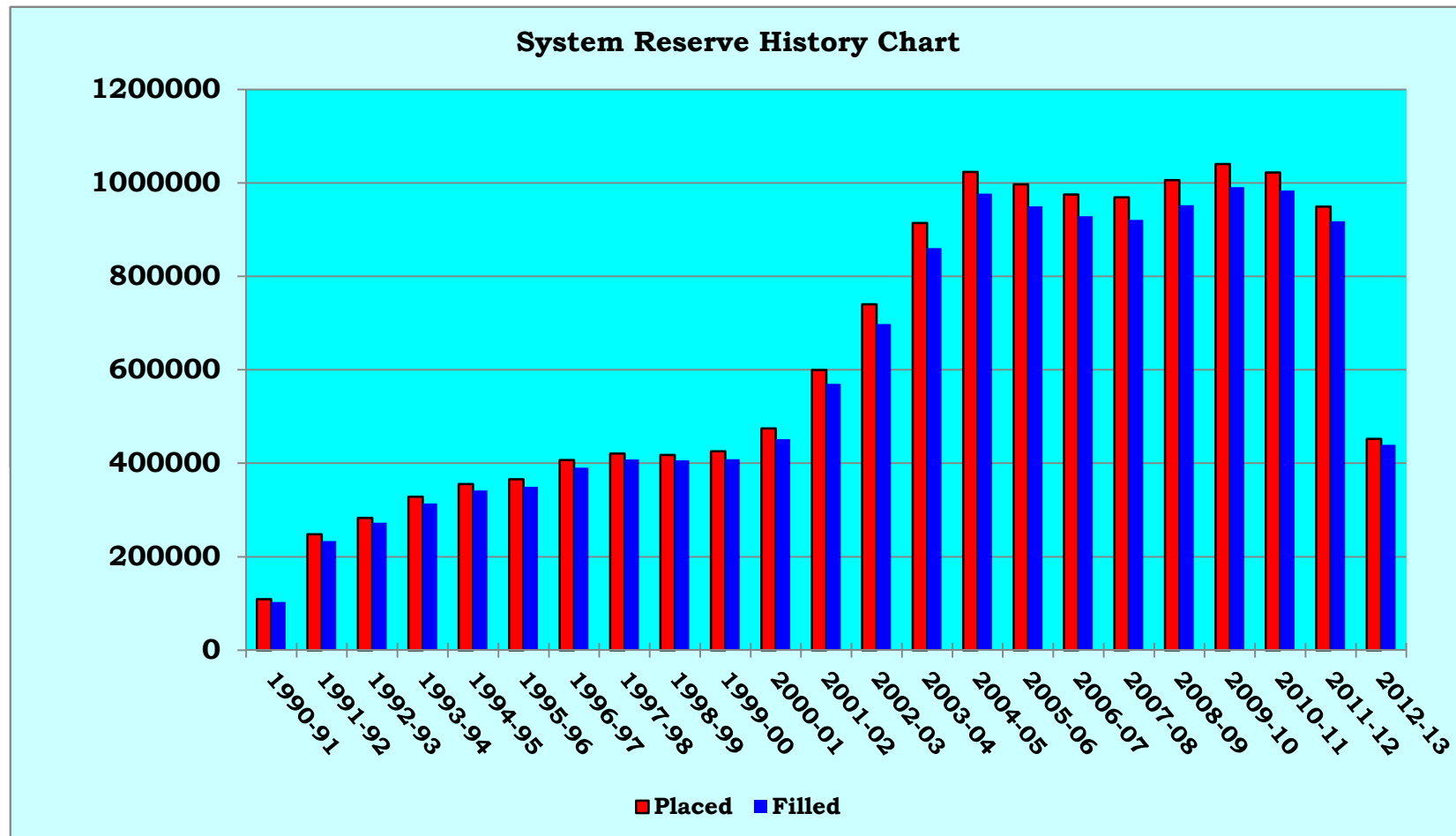
System Reserve Report

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	12	7,708	54,699		7,620	52,593	
	13	6,164	44,817		6,140	43,132	
		-1,544	-9,882	-18.1	-1,480	-9,461	-18.0
BETHANY	12	5,714	38,862		5,601	36,919	
	13	4,545	34,270		4,467	32,680	
		-1,169	-4,592	-11.8	-1,134	-4,239	-11.5
CAPITOL HILL	12	1,058	7,454		1,102	7,319	
	13	972	8,010		924	7,771	
		-86	556	7.5	-178	452	6.2
CHOCTAW	12	1,994	13,899		2,025	13,413	
	13	1,632	12,259		1,676	11,973	
		-362	-1,640	-11.8	-349	-1,440	-10.7
DEL CITY	12	3,390	23,601		3,235	21,440	
	13	2,750	20,788		2,668	19,840	
		-640	-2,813	-11.9	-567	-1,600	-7.5
EDMOND	12	14,475	108,206		14,684	105,314	
	13	13,440	99,410		13,468	96,650	
		-1,035	-8,796	-8.1	-1,216	-8,664	-8.2
DOWNTOWN	12	4,075	25,973		4,050	25,088	
	13	2,803	21,904		2,773	21,119	
		-1,272	-4,069	-15.7	-1,277	-3,969	-15.8
MIDWEST CITY	12	6,363	41,631		6,416	40,487	
	13	5,299	37,465		5,325	36,503	
		-1,064	-4,166	-10.0	-1,091	-3,984	-9.8
NORTHWEST	12						
	13	6,515	43,611		6,319	41,664	
		6,515	43,611		6,319	41,664	
RALPH ELLISON	12	1,527	8,558		1,419	8,200	
	13	1,276	8,126		1,249	7,869	
		-251	-432	-5.0	-170	-331	-4.0
SOUTHERN OAKS	12	6,200	42,063		6,109	40,416	
	13	5,604	35,872		5,542	34,670	
		-596	-6,191	-14.7	-567	-5,746	-14.2
VILLAGE	12	7,478	53,203		7,708	51,697	
	13	5,177	36,177		4,890	35,186	
		-2,301	-17,026	-32.0	-2,818	-16,511	-31.9

System Reserves Report

July 1, 2012 through December 31, 2012 (50.00% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
WARR ACRES	12	6,489	47,926		6,492	46,539	
	13	4,151	30,166		4,146	29,355	
		-2,338	-17,760	-37.1	-2,346	-17,184	-36.9
HARRAH	12	984	5,804		949	5,597	
	13	633	5,269		676	5,227	
		-351	-535	-9.2	-273	-370	-6.6
JONES	12	326	2,317		333	2,288	
	13	212	1,817		226	1,790	
		-114	-500	-21.6	-107	-498	-21.8
LUTHER	12	750	6,117		857	6,101	
	13	818	5,357		833	5,348	
		68	-760	-12.4	-24	-753	-12.3
NICOMA PARK	12	403	3,070		460	3,029	
	13	334	3,031		447	3,070	
		-69	-39	-1.3	-13	41	1.4
WRIGHT	12	292	1,642		324	1,622	
	13	244	1,411		223	1,353	
		-48	-231	-14.1	-101	-269	-16.6
TOTAL	12	70,003	489,965		70,168	472,890	
	13	63,107	454,029		62,577	439,409	
		-6,896	-35,936	-7.3	-7,591	-33,481	-7.1

EXECUTIVE DIRECTOR'S REPORT

JANUARY 2013

Almonte Opening

Renovations on the Almonte library are expected to be complete around January 15th. During the week of January 22, we will begin moving books and materials to the new library. We expect to be finished and open for business the week of February 4th. Current plans are to have a "soft opening" and then follow up with a reception on Tuesday, February 19th from 3-5pm. This will be a come and go reception and we do not plan to have a formal dedication ceremony. Commissioners will receive an invitation as soon as the dates are confirmed. New staff have been hired and are ready to go! We are excited to be opening this new facility and thank OKC for their help in making it happen.

Library Endowment Trust receives largest donation in history

LaVerne Taylor was an only child that grew up loving the library and getting lost in a book whenever she could. She was embraced by the staff at the Belle Isle Library who anticipated her reading preferences and set books aside each Wednesday for her weekly visit.

A long time supporter and donor, Mrs. Taylor first began thinking about a gift she could leave to support the Belle Isle Library directly—she later realized her gift could continue to benefit and support the library for generations to come by donating to the Library Endowment Trust.

Preceded in death by her husband, Gordon (a Vice President for OG&E), LaVerne passed away in February 2012. Her dream to leave a legacy for the Belle Isle Library will long be remembered by those that frequent the library as her gift to the Library Endowment Trust is the largest gift the library system has received in its history. While the entire donation has not yet been received, the initial figures are that the Library Endowment Trust will receive approximately \$1.4 million from Mrs. Taylor's estate.

The Belle Isle library is scheduled for renovation beginning in late 2014. We plan to ask the Library Commission to honor the generosity of Gordon and LaVerne Taylor. The staff will recommend naming an area appropriate to the generosity of this gift.

Another donation received!

Mrs. Marie Leonard wanted to thank the Village Library for all the resources and support they had shown her over the years and she did so by bequeathing a portion of her estate to the Library Endowment Trust for the benefit of the Village Library. Mrs. Leonard left \$28,113.90 to the Library Endowment Trust and asked that the distribution be exclusively used for the purposes of the Village Library. Thank you for generosity Mrs. Leonard.

Integrated Library System update

Our Internal task force, Lloyd Lovely, Donna Morris, Karen Marriott, Kay Bauman and Anne Fischer have worked on identifying prospective vendors for a new ILS system throughout the fall as previously mentioned in the September Executive Director's report to the commission. We met with 4 vendors and viewed demonstrations and had Q & A sessions with each one, and had a couple of follow up sessions with one or two vendors. We reviewed Requests for Information that had been used by other library systems and prepared one for MLS. This RFI was sent out on January 2 to the prospective vendors and a few additional ones that had inquired about our needs. Two weeks have been provided for questions and answers from the vendor to Anne Fischer and the final responses to the RFI are due on February 8, 2013. At that time the task force will begin meeting to analyze the RFIs. The analysis of the RFIs should indicate which vendors will be able to meet our required specifications. After the analysis, a bid package will be prepared and sent to the qualified vendors.

Our goal is to have a bid for the commission to approve in June.

Policy and Procedure Housekeeping

As required in Purchasing policy SF200; Section VI#19, the library may contract with employees or other associated individuals (such as family members) for special services including artistic endeavors or books that the library might want to purchase for its collection. In these cases, the Executive Director will make a disclosure to the Commission at its regular monthly meeting whenever one of these specific situations occurs. Cynda Olberding (spouse of Todd Olberding) was the resource professional for 1-2-3 Play with Me in November for 2 programs. She is a Speech Pathologist and retired last year from Edmond Public Schools. During each of our 1-2-3 Play with Me sessions, MLS uses a professional from the early childhood development field to speak informally with parents during these sessions. We expect we will use her expertise again during the next year.

Northwest Library photo in Library Journal

The November 15 issue of Library Journal is the annual "Year in Architecture" issue and we were delighted to open it up and see a photo of the Patience S. Latting Northwest Library included in the magazine. We have included a copy of the page for your reading pleasure.

ALA Midwinter

A small number of library staff and one commissioner who are involved in ALA committee work will be attending the Midwinter conference in Seattle, Washington January 25-29th. Staff expected to attend are Donna Morris, Kim Terry, Stacy Schrank, Todd Olberding, Diane Sarantakos and Denyvetta Davis. We appreciate the opportunity to be involved in professional committees at the national level.

Capital Projects Update

Work continues on the **Jones Project** with architects and city official and library staff touring several new MLS libraries in order to look at what we liked about the renovation or new facility and what we did not like. Work will now begin on the schematic design phase.

Statement of Qualifications from architectural firms for the **Capitol Hill** project have been received by Oklahoma City with a total of 10 architectural firms submitting proposals. Library staff will be reviewing these proposals this week and submitting our recommendations to the City for firms we believe should be interviewed. 3-4 firms will be selected to interview for the project within the next month or so.

Del City officials are still in the process of reviewing potential sites for the new Del City Library.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- OLA Legislative Meeting
- Attended funeral services for former commission member Bud Munkres
- Jones Building Committee-visits to Libraries
- Site visit to Almonte
- Attended Leadership OKC

FUTURE LIBRARY EVENTS OF SPECIAL NOTE:

Hats!

Display: Feb. 1-28

Location: Midwest City

All Ages

Display: Feb. 1-28

In conjunction with the Crown Tea, to be held on February 24, the MWC library is pleased to host a display of hats, mostly red and purple, made by Linda Simpson, from Lexington, OK. Linda is the Queen Lady of the Red Hat Cowgirls, her local Red Hat Society Chapter. A variety of hats, fascinators, and boas will be on display in the lobby gallery during all library hours
Saturday, February 2, 2013

Winter Mardi Gras Concert with the Roger Kimball Duo

Time: 2:00pm-3:00pm

Location: Belle Isle

All Ages

Get out of the winter doldrums, and enjoy some good music with Roger Kimball and a guitar player. They'll play some music to get ready for Mardi Gras. Visit the web site at rogerkimball.net

Swingin' and Singin' in Deep Deuce

Sunday, February 3, 2013

Time: 2:30pm-3:30pm

Location: Downtown

All Ages

The 300 block of 2nd St in Oklahoma City was always alive and well with music, song, dance and good eating. The woman took over the street with their fashion while blues and jazz rang through the air. The music of Jimmy Rushing, the food at Ruby's Grill and the dancing at Slaughter Hall made The Deep Deuce the place to be. We are fortunate to have the international duo of Adam and Kizzie Ledbetter performing with Rhythmically Speaking in February 2013. Cosponsors: Oklahoma Arts Council and the National Endowment for the Arts.

This program is offered at 13 libraries during February.

Ida B. Wells: A Passion for Justice

Tuesday, February 5, 2013

Time: 6:30pm-7:30pm

Location: Ralph Ellison

Ages 12 - older

Wells was an African-American journalist who promoted civil rights and women's suffrage. She is best known for her work documenting lynching following the Civil War. Join us for a viewing of this powerful PBS documentary. Refreshments and door prizes will be available. Brenda Perry will facilitate the 30 minute question and answer session.

Yoga for Your Health

Wednesday, February 6, 2013

Time: 6:15pm-7:15pm

Location: Choctaw

Adults

The health benefits of yoga include stress reduction, the concentration required during yoga practice tends to focus your attention on the matter at hand, and thereby reducing the emphasis you may be putting on the stress in your life. Sandi Burden of Oklahoma City will lead these sessions. Classes are free and space is limited. Please pre-register at 390-8418 ext 3.

Tango for Two

Saturday, February 9, 2013

Time: 3:30pm-4:30pm

Location: Downtown

Adults

Ever wanted to learn the smooth moves of the American Tango? Want no more, as we join forces with one of Oklahoma's best ballroom dance instructors to host a beginner's class in the art of the tango. A perfect addendum to your Valentine's Day date night, Tango for Two promises to excite, inform and entertain.

Re-Opening Day at Almonte

Tuesday, February 19, 2013

Time: 1:00pm-3:00pm

Location: Almonte

All Ages

All are invited to enjoy an evening of live music and refreshments as we celebrate this re-opening of the Almonte Library.

Maisey the Courageous Dog!

Thursday, February 28, 2013

Time: 7:00pm-8:00pm

Location: Village

All ages

You will be inspired as you hear the amazing story of Maisey, a beautiful golden retriever, who lost her eye sight, yet conquers the challenges of hunting and living in darkness.

Remembering Patience S. Latting





Oh, what a beautiful building, is the **Patience Latting Northwest Library**, Oklahoma City, emphasizing its cornstalk and oil well heritage in stunning stack end panels and a majestic separation between the stacks and the quiet reading area. **CREDITS:** richärd + bauer, architect; photo, ©Joseph Mills, Joseph Mills Photography.

Featured in: Library Journal – November 15, 2012

For homeless, library offers refuge from reality, the cold

BY PHILLIP O'CONNOR

Staff Writer
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On a freezing gray afternoon with snow clinging to sidewalks, Jeff Hancock relaxed at a table in the warm lobby of the Ronald J. Norick Downtown Library.

He'd read the newspaper, checked his Facebook page and was chatting with Charles Scott, a man he'd met a few days before.

Soon, they would head to a homeless shelter to catch a hot meal. Around them, surrounded by decorative Christmas trees full of twinkling lights and shimmering ornaments, sat a half-dozen other souls in similar straits.

For many of the city's homeless, the \$21.5 million glass and steel structure at the corner of Park and Hudson is more than just a civic jewel.

For them, it's a place to put aside, if only for a while, the realities of their harsh existence on the cold winter streets.

"Forget is a good word," Scott said. "You don't have to think about where you're going next or what wall you're going to get behind to get out of the wind."

Code of conduct

Across the country, libraries often provide harbor for the homeless.

"There's definitely a recognition that libraries, in tough times, become a haven or a refuge for homeless people, particularly when the weather isn't good," said Maureen Sullivan, president of the American Library Association. "It's a logical place for people to come and find solace, as well as things that they can do, whether it's reading, perusing the Internet, whatever it might be."

What hasn't changed, Sullivan said, is the commitment of librarians to serve a diverse population, be inclusive of anyone who wants to use the library and provide an open and welcoming space.

"It's one of the few places where anyone can come in and do what they're there to do. Whether it's to find information, to read, to just have a quiet place or a place to socialize," Sullivan said.

That doesn't mean libraries haven't struggled with the issue. Some patrons are uncomfortable with having what appear to be homeless people in the library, Sullivan said.

As a result, many libraries have developed standards for acceptable behavior that ban such activities as sleeping, loitering, panhandling, changing clothes or bathing.

"That has been a tool that has been used to make

sure everybody in the library understands that it's a public space, and we have to be respectful of each other," Sullivan said.

The Metropolitan Library System, which includes the Norick library, has a code of conduct that, among other things, prohibits barefoot or shirtless patrons and those wearing wet clothes or with offensive body odor.

Library system spokeswoman Kim Terry said the homeless issue played no role in the code's development and that the homeless posed no particular problem.

"I'm sure we get just as many complaints with that as we do with anything else; unattended children, loud cellphones, teens talking back," Terry said.

Terry said the library does not track individual complaints and would have no way to determine how many complaints involved the homeless.

'Peace of mind'

On a recent afternoon, both men and women who appeared to be homeless, could be found throughout the downtown library, bundled under heavy layers of grime-stained clothes.

Some sat in the quiet room on library's second floor.

Others filled the computer terminals sprinkled throughout the building, their belongings on the floor beside them in backpacks, gym bags or paper sacks.

Hancock, a big man with a goatee and two missing front teeth, grew up in the Oklahoma City area and said he has been homeless since losing a temp agency job last summer. He said he goes to the downtown library "pretty much every day."

For the most part, he feels welcome. Sometimes guards get on him for leaving his belongings while he uses the restroom, he said. He's seen guards remove people who were sleeping or drunk, but said he's never had any problems.

In addition to staying warm, he likes to scour the newspaper and read Jack Reacher novels or books by authors John Sandford or John Grisham.

Scott, 43, who said he was on his way to Las Vegas from Tampa Bay, Fla., when he got delayed in Oklahoma City a couple of weeks ago, prefers to read National Geographic and hunting and fishing magazines.

"You can come here and relax," Hancock said. "It's quiet and orderly. You just get more peace of mind."

With that, he and Scott turned and trudged off down the snowy sidewalk.



Martin Freeman portrays Bilbo Baggins in a scene from the fantasy adventure "The Hobbit: An Unexpected Journey."

AP PHOTO

Metro library system hosts 'Hobbit'-themed activities

BY MATT PATTERSON
Staff Writer
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They fall in love with the characters and there's a lot of fan fiction on the Internet. That's an experience they can continue at the library."

EMILY WILLIAMS
PROGRAM COORDINATOR

Hollywood has made truckloads of money off the teen literature genre in recent years with movie versions of the "Twilight" novels, "Lord of the Rings," "Hunger Games" and "Harry Potter."

The popularity of those movies has not gone unnoticed at the Metropolitan Library System, which has offered activities around all of those films in recent years. And that trend continues this month with events to coincide with the release of "The Hobbit: An Unexpected Journey" on Dec. 14. "The Hobbit" was written by J.R.R. Tolkien.

Movie and book tie-ins have been popular activities at the library in recent years, system program coordinator Emily Williams said.

"I think it captures their imagination," Williams said. "They fall in love with the characters and there's a lot of fan fiction on the Internet. That's an experi-

ence they can continue at the library. It gives them a chance to interact and talk with their friends about the books."

The final installment of the "Lord of the Rings" trilogy will be shown at 5:30 p.m. Thursday at the Downtown Library.

The downtown branch also will host a "Hobbit"

lock-in Saturday.

"Hobbit" parties also are scheduled at the Capitol Hill, Del City and Southern Oaks branches throughout the remainder of the month.

The Belle Isle and Midwest City branches will host "Hobbit" scavenger hunts. Four branches are hosting drawing contests this month.

"It's something we plan on doing more of in the future," Williams said. "The attendance at the various events has been very good. In Hollywood young adult literature is where it's at right now."

For more information on "Hobbit"-themed activities, go to www.metrolibrary.org or call your local branch.

Consortium brings higher education downtown

BY SILAS ALLEN

Staff Writer
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If you walk into the fourth floor of the Ronald J. Norick Downtown Library in the middle of a weekday afternoon, you might get the impression that nothing goes on there.

Wait around an hour or two, though, and you're bound to see a bit more activity.

The top floor of the downtown library houses OKC Downtown College, a consortium of schools in the Oklahoma City area.

Although the college doesn't grant degrees itself and it doesn't offer any complete degree programs at the moment, organizers say it offers an educational experience that often can't be replicated in a typical classroom.

The college offers courses through five institutions — the University of Central Oklahoma, Rose State College, Oklahoma City Community College, Redlands Community College and Oklahoma State University — Oklahoma City.

Faculty members from the five participating schools teach the courses. The college offers undergraduate- and graduate-level courses, as well as noncredit enrichment classes.

Students who take undergraduate or graduate courses receive credit through the college that teaches the class, and the courses generally cost about the same as on-campus classes.

The college is one of several sites across the metro area where schools offer their classes off campus.

Since 1995, seven such satellite campuses have opened their doors. Colleges and universities often open satellite campuses to draw students who wouldn't be able to attend classes at their main campuses.

For example, Mid-America

Christian University opened a small campus on Broadway Extension last year. The university uses the site to offer evening courses geared toward students who work during the day.

Appealing to working adult students is also one of the goals of OKC Downtown College. The idea behind the school is twofold, said college director Gus Pekara. The college's primary mission is to bring higher education to downtown Oklahoma City and the 52,000 or so people who work there.

The college's classes are held at noon and after 5 p.m., making them a convenient option for people who work downtown. Anyone who works downtown and is pursuing a degree might have a tough time driving to UCO in Edmond or the University of Oklahoma in Norman in time for class, he said. But having a class within walking distance may be a more viable option.

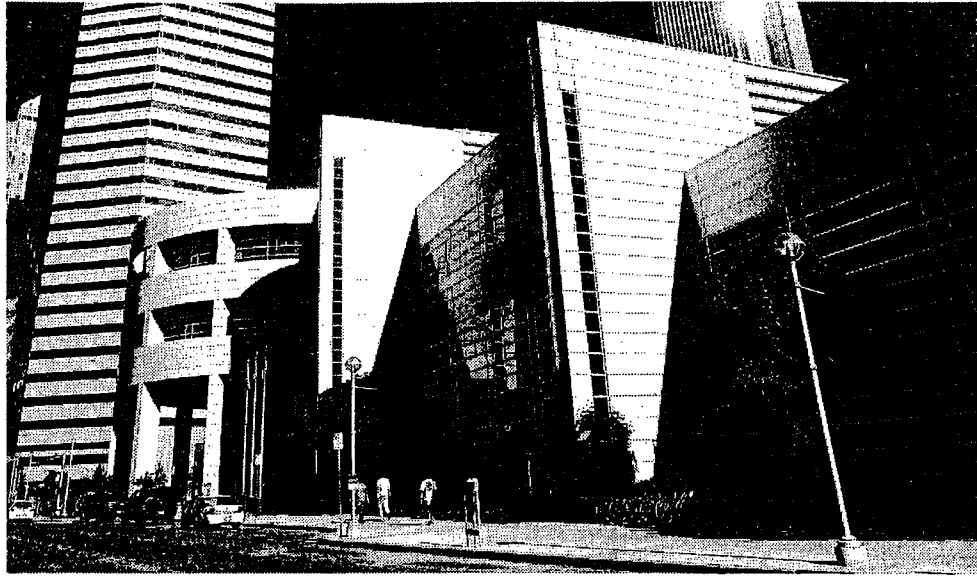
The other half of the college's mission is to offer classes that don't always apply to any particular degree. Students in these classes might be pursuing a degree in the field, or they may just be interested in learning more on a particular subject.

For these classes, the college works with other partners downtown such as the Oklahoma City Museum of Art, the Red Earth Museum and the Oklahoma City Ballet.

For example, he said, the college offers a class on American Indian art at the Red Earth Museum, and another course on American Modernism in conjunction with a special Modernist exhibition at the Oklahoma City Museum of Art.

Unlike traditional art appreciation courses, where students look at slides of art works, courses taught at the museum expose students to art firsthand.

"These people are where it's at," he said.



The Ronald J. Norick Downtown Library houses the OKC Downtown College.

PHOTO BY JIM BECKEL THE OKLAHOMAN ARCHIVES



TRACY McDANIEL
Principal, KIPP OKC

McDaniel, one of 7 national top principals

By **VICKI CLARK**

Tracy McDaniel, KIPP Reach College Preparatory School Oklahoma City, is one of only seven principals nationwide to receive the Terrel H. Bell Award presented by U.S. Secretary of Education Arne Duncan.

KIPP Reach OKC is one of 314 schools honored with a 2012 National Blue Ribbon Schools award.

KIPP (Knowledge Is Power

Program) is a charter school in northeast OKC, which recently received an A Report Card.

"Our nation has no greater responsibility than helping all children realize their full potential," Duncan said. "Schools honored with the National Blue Ribbon Schools award are committed to accelerating student achievement and preparing students for success in college and careers. Their work reflects the

conviction that every child has promise and that education is the surest pathway to a strong, secure future."

The Bell Award is presented to principals for their outstanding efforts to foster successful teaching and learning and honors exceptional leaders who overcome challenging circumstances and maintain a commitment to providing an excellent education for every student.