



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

Thursday, March 21, 2013, 3:30 p.m.  
Midwest City Library  
8143 E. Reno  
Midwest City, OK 73110  
(Telephone: 732-4828)

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

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

Fran Cory, Chair

### **3:30 – 3:45 pm INTRODUCTIONS**

- Document #80 – 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 (#81 - #83)**

- Document #81 – Approval of Minutes of February 21, 2013 Meeting
- Document #82 – Acceptance of Review of Expenditures for February 2013
- Document #83 – Request to Declare Equipment Surplus

### **4:00 – 4:30 pm COMMITTEE REPORTS**

- Document #84 – Executive Director Search Committee meeting minutes, February 21, 2013 ~ Hugh Rice, chair
- Document #85 – Discussion, Consideration and Possible Action – Report and Recommendations from Executive Director Search Committee, March 21, 2013 ~ Hugh Rice, chair

### **4:30 – 4:40 pm INFORMATION REPORTS**

- Document #86 – MLS February 2013 Library Visits
- Document #87 – MLS February 2013 Circulation Report
- Document #88 – MLS February 2013 Computer Usage Report
- Document #89 – MLS February 2013 System Reserve Report

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

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

#### ***NEXT COMMISSION MEETING DATE AND PLACE:***

April 18, 2013  
Northwest Library, 5600 NW 122<sup>nd</sup> , Oklahoma City, OK 73142

## **PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF**

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

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

Library System staff receiving Certificates of Service in March 2013:

<b><u>Employees</u></b>	<b><u>Years of Service</u></b>
Tracy Stone, Librarian, Northwest Library	25
Beverly K. Phillips, Librarian, Southern Oaks Library	20
Robyn Lynn Icks, Technical Processor, Tech Processing	5

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

DATE: February 21, 2013      TIME: 3:30 pm

MEETING PLACE: Del City Library

**Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 19, 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 Del City Library and Downtown Library, 300 Park Avenue, Oklahoma City, on February 18, 2013, in conformity with the Oklahoma Open Meeting Act §311.**

**Commission Members**

PRESENT:

Nancy Anthony  
Ralph Bullard  
Allen Coffey  
Cynthia Friedemann  
Deanna Hannah  
Carolyn Leslie  
Penny McCaleb  
Tracy McDaniel  
Lori Nelson  
Mukesh Patel  
Kim Patterson  
Hugh Rice  
Jim Shonts  
Judy Smith  
Alyne Strube  
Beth Toland  
Susan Tucker  
Ray Vaughn  
Fran Cory, Chair  
Donna Morris, Executive Director  
(Secretary)

EXCUSED:

Bose' Akadiri  
Mick Cornett, Mayor of Oklahoma City  
Rozz Grigsby  
Helene Harpman  
Jose Jimenez  
Tracy McGehee  
Vanna Shaw  
Stephanie West

Estimate of general public and staff attending: 22

**I.** The meeting was called to order at 3:31 p.m. by Mrs. Fran Cory, Chair.

Roll was called to establish a quorum. Present: Anthony, Bullard, Coffey, Friedemann, Hannah, Leslie, McCaleb, McDaniel, Nelson, Patel. Patterson, Rice, Shonts, Smith, Strube, Toland, Tucker, Vaughn, Cory.

**II.** Mrs. Cory introduced Ms. Susan Hutchins, Associate Librarian at Del City. Ms. Hutchins welcomed the Commission and provided details of events at Del City Library.

Mrs. Cory acknowledged the Manager of Del City Library, Ms. Devin McGhee, who was unable to attend the meeting.

**III.** Mrs. Cory called for Presentation of Service Certificates for February 2013. She recognized the following employees who were unable to attend the commission meeting: Cheryll Renee Jones, Librarian, Southern Oaks Library ~ 10 years of service; David Wayne Rushing, Library Aide, Midwest City Library ~ 5 years of service.

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

**V.** Mrs. Cory referred to the Consent Docket: Document #71 – Approval of Minutes of January 17, 2013 Meeting; Document #72 – Acceptance of Review of Expenditures for January 2013; Document #73 – Contract Awards & Purchases.

Mrs. Cory called for a motion.

**Mrs. Judy Smith moved to accept the consent docket. Mrs. Penny McCaleb seconded. No further discussion; motion passed unanimously.**

**VI.** Mrs. Cory referred to Document #74 – Discussion, Consideration, and Possible Action-Report & Recommendations from Executive Director Search Committee ~ Hugh Rice, Chair.

Mr. Hugh Rice reported the Executive Director Search Committee (EDSC) met prior to the Commission meeting. The consensus of the committee is to hire a Director who would begin sixty days prior to Donna Morris' retirement date, which is December 1, 2014. The Director will work with Mrs. Morris during the sixty days to become acquainted with Library Staff, Commissioners, and County Officials.

The committee also agreed to begin researching consultant firms with experience in hiring Public Library Director's. The committee plans to meet again prior to the March 21 Commission meeting to review the consultant firms and possibly bring a recommendation to the March Commission meeting.

**VII.** Mrs. Cory referred to the Special Presentation ~ *Friends Annual Booksale* – Joe McReynolds, Vice-President of the Friends of the Library & Booksale Coordinator.

Mr. McReynolds reported this year will be the 34<sup>th</sup> annual booksale. The Friends have given back approximately 3.5 million dollars to the library system. Mr. McReynolds handed out tickets and invited the commissioners to attend the presale event on Friday, February 22<sup>nd</sup> at the State Fairgrounds.

Mrs. Cory thanked Mr. McReynolds and the Friends for all they do for the Library System.

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

➤ Document #75 – MLS Annual Statistical Report

- Document #76 – MLS January 2013 Library Visits
- Document #77 – MLS January 2013 Circulation Report
- Document #78 – MLS January 2013 Computer Usage Report
- Document #79 – MLS January 2013 System Reserve Report

Questions and Discussion followed.

Mrs. Morris referred to Document #76 – MLS January 2013 Library Visits and reported Sunday usage is steadily increasing.

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

Almonte officially opened on February 4<sup>th</sup>. A reception was held on February 19<sup>th</sup> to welcome the library to our system. Mrs. Morris thanked Fran Cory, Judy Smith, and Carolyn Leslie for attending the reception.

Mrs. Morris congratulated Kim Terry and the Marketing and Communications department. We were notified we won six ADDY Awards for creative promotions taking place in 2012. The ADDY Awards are the OKC advertising industry's largest and most representative competition. The ADDY Awards gala will be held on Saturday, February 23<sup>rd</sup> and the Friends of the Library graciously agreed to sponsor a table so that staff can attend.

We received 5 responses to the RFI sent to potential ILS vendors. The task force will be reviewing these as to the vendor's response to information and their ability to do the required tasks in preparation for the request for proposals and bid process.

Work continues on Jones, Capitol Hill & Del City. Mr. Todd Olberding and Mrs. Morris participated in an architect interview process on Monday with the City of Oklahoma City for the Capitol Hill project. The final schematic design plans for Jones are almost complete. Construction is still on schedule to begin in the fall of 2013.

**X.** Mrs. Cory presented the Standing Committee assignments for 2013.

**XI.** The next Commission meeting will be held at the Midwest City Library on March 21, 2013.

There being no further business, the meeting was adjourned at 3:57 pm.

  
Donna Morris, Executive Director  
(Secretary)

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

February 28, 2013

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of February 2013.

For comparison 66.67% of the fiscal year has passed.

### **COMMISSION ACTION**

That the Commission acknowledge the financial report of February 2013.

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## STATEMENT OF FINANCIAL CONDITION

February 28, 2013

## ASSETS

	Current Year	Previous Year
CASH	\$11,642,909.73	\$ 8,652,121.72
INVESTMENTS (Schedule attached)	24,165,695.46	28,907,424.39
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	-2,778,438.00	-2,726,263.00
Budgeted Tax Revenue	27,784,378.00	27,262,635.00
Less: Tax Received	-23,898,944.43	-23,321,741.54
	3,885,433.57	3,940,893.46
<b>Total Assets</b>	<b>\$39,724,038.76</b>	<b>\$ 41,530,439.57</b>

## LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

## LIABILITIES:

Previous Year Reserve for Appropriations	\$372,275.60	\$282,622.96
Current Year Purchase Orders Outstanding	557,113.87	1,145,661.35
Previous Year Purchase Orders Outstanding	45,518.93	28,040.00
Checks Outstanding	189,983.22	210,274.24
<b>Total Liabilities</b>	<b>1,164,891.62</b>	<b>1,666,598.55</b>

## DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	3,885,433.57	3,940,893.46
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## FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14
Add: Revenues		
Budgeted	24,379,901.43	23,638,741.54
Other	1,530,135.92	1,564,227.23
Less: Expenditures	(21,449,093.39)	(20,505,542.35)
<b>Total Fund Balance</b>	<b>34,673,713.57</b>	<b>35,922,947.56</b>

<b>Total Liabilities, Deferred Revenue and Fund Balance</b>	<b>\$39,724,038.76</b>	<b>\$ 41,530,439.57</b>
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**METROPOLITAN LIBRARY SYSTEM  
GENERAL FUND  
SCHEDULE OF INVESTMENT**

**As of February 28, 2013**

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	2/18/2013	1/18/2016	0.850%	103,503.75
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
FNMA	9/30/2010	12/30/2015	2.000%	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
FHLB	1/4/2013	3/27/2018	1.000%	2,000,388.89
FNMA	1/23/2013	10/22/2015	0.500%	2,006,247.78
FHLB	1/30/2013 #	10/30/2017	0.850%	2,000,000.00
Federal Home Loan Bank	2/8/2013	11/8/2018	1.050%	2,000,000.00
Total Investments				<u>\$ 24,165,695.46</u>

METROPOLITAN LIBRARY SYSTEM  
GENERAL FUND  
STATEMENT OF REVENUES, BUDGET VS. ACTUAL  
As of February 28, 2013

	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
<b><u>BUDGETED:</u></b>								
Current Year Ad Valorem Tax	\$27,784,378.00	\$ 520,513.38	\$ 23,898,944.43	86.02%	\$27,262,635.00	\$ 725,104.61	\$ 23,321,741.54	85.54%
State Aid	257,465.70	114,957.00	114,957.00	44.65%	290,807.00	-	-	0.00%
Fines	450,000.00	53,000.00	366,000.00	81.33%	474,660.00	31,000.00	317,000.00	66.78%
<b>Total Budgeted Revenue</b>	<b><u>\$ 28,491,843.70</u></b>	<b><u>\$ 688,470.38</u></b>	<b><u>\$ 24,379,901.43</u></b>	<b>85.57%</b>	<b><u>\$ 28,028,102.00</u></b>	<b><u>\$ 756,104.61</u></b>	<b><u>\$ 23,638,741.54</u></b>	<b>84.34%</b>
<b><u>NOT BUDGETED:</u></b>								
Prior Years Taxes		\$ 55,648.89	\$ 886,085.42			\$ 228,600.66	\$ 1,028,786.03	
Gifts and Lost Books Fees		0.00	112,000.00			0.00	0.00	
Investment Income		29,993.07	246,367.00			562.77	277,947.18	
Flexible Benefits Account Balance		0.00	3,231.33			192.27	1,234.55	
Sale of Surplus Equipment		0.00	35,244.26			0.00	16,803.79	
Insurance Reimbursements		0.00	0.00			0.00	118,056.54	
Miscellaneous		33,496.73	247,207.91			17,844.96	121,399.14	
<b>Total Miscellaneous Revenue</b>		<b><u>\$ 119,138.69</u></b>	<b><u>\$ 1,530,135.92</u></b>			<b><u>\$ 247,200.66</u></b>	<b><u>\$ 1,564,227.23</u></b>	
<b>Total Revenue</b>	<b><u>\$ 28,491,843.70</u></b>	<b><u>\$ 807,609.07</u></b>	<b><u>\$ 25,910,037.35</u></b>	<b>90.94%</b>	<b><u>\$ 28,028,102.00</u></b>	<b><u>\$ 1,003,305.27</u></b>	<b><u>\$ 25,202,968.77</u></b>	

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

February 28, 2013

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
<b>REVOLVING FUNDS:</b>				
805 Gifts/Lost Books	\$ 1,570.13	\$ 5,122.29	\$ 850.23	\$ 5,842.19
810 Prepaid Fees	(18,169.00)	0.00	214.14	(18,383.14)
815 Fines	53,890.00	42,759.64	54,622.97	42,026.67
820 Copy	33,945.29	11,250.11	1,968.33	43,227.07
<b>Total Revolving Funds</b>	<b>\$ 71,236.42</b>	<b>\$ 59,132.04</b>	<b>\$ 57,655.67</b>	<b>\$ 72,712.79</b>

<b>GRANTS:</b>	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u><b>Special Grants</b></u>				
860 10/LET/Special Grant	14,840.00	14,840.00	11,975.90	2,864.10
861 10/MWC/Florence Hughes Memorial	1,491.00	1,491.00	634.53	856.47
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	25,000.00	0.00
935 12/Conoco/MWC	1,000.00	1,000.00	0.00	1,000.00
944 09/LET/Gift Materials	33,563.00	33,563.00	33,563.00	0.00
949 13/Dollar General/Mother Goose	5,000.00	5,000.00	2,868.95	2,131.05
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	11,945.11	1,369.89
956 13/OAC/Black History Month	3,600.00	0.00	3,600.00	(3,600.00)
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
986 12/LET/ReadFest	10,000.00	10,000.00	10,000.00	0.00
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	8,813.36	2,186.64
921 12 Children's Author Visit	10,392.00	10,392.00	10,392.00	0.00

**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	30,085.37	30,095.63
947 13 Lee Brawner Scholarships	12,000.00	12,000.00	8,637.43	3,362.57
948 13 Summer at the Library	67,300.00	67,300.00	0.00	67,300.00

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
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	2,000.00	0.00
959 13 AL Renovation	25,000.00	25,000.00	24,688.73	311.27
960 13 Voluteer Transportation	500.00	500.00	0.00	500.00
<b>Total Grants</b>				136,076.82
<b>Total Special Funds</b>				<u>\$ 208,789.61</u>

**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of February 2013

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	1,092,646.51	8,827,578.86	61.17	14,431,382.00	5,603,803.14
102	Wages - Part-time	153,709.83	1,283,608.32	51.02	2,515,721.00	1,232,112.68
103	Payroll Taxes	91,743.71	741,504.03	61.32	1,209,170.00	467,665.97
109	Workers Comp Insurance	12,893.00	122,716.00	55.72	220,247.00	97,531.00
112	Group Insurance	226,496.74	1,760,314.09	61.12	2,879,887.00	1,119,572.91
113	Employees' Retirement	35,736.27	1,608,898.53	82.67	1,946,094.00	337,195.47
114	Unemployment Compensation	4,348.82	10,376.28	34.59	30,000.00	19,623.72
Total Personal Services		1,617,574.88	14,354,996.11	61.79	23,232,501.00	8,877,504.89

**Maintenance & Operations - Contractual Services**

201	Bldg, Property, & Auto Insur.	.00	229,639.00	98.90	232,197.00	2,558.00
202	Liability/Life Insurance	.00	.00	.00	.00	.00
205	Rent of Library Buildings	7,431.25	53,600.01	56.54	94,800.00	41,199.99
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	33,249.80	260,538.40	49.72	524,000.00	263,461.60
208	Maintenance of Facilities	31,702.03	222,505.25	33.26	668,909.00	446,403.75
211	Parking & Transportation	9,933.23	89,280.30	50.56	176,600.00	87,319.70
212	Travel Expenses	25,439.89	54,064.94	48.35	111,826.00	57,761.06
213	Professional Services	19,533.80	162,802.82	49.39	329,651.00	166,848.18
214	Security Services	44,101.42	272,767.10	48.35	564,110.00	291,342.90
216	Telephone Services	11,350.26	105,905.34	32.45	326,363.00	220,457.66
217	Electrical Services	31,094.22	369,075.19	54.54	676,709.00	307,633.81
218	Gas Services	6,227.56	26,370.30	33.92	77,734.00	51,363.70
219	Water & Garbage Services	4,471.69	61,660.95	73.40	84,008.00	22,347.05
220	Veolia Energy Services	10,034.97	135,142.01	68.27	197,939.00	62,796.99
226	Memberships	505.00	18,077.50	71.17	25,399.00	7,321.50
230	Other Library-Related Services	27,459.92	285,519.31	75.12	380,091.00	94,571.69
231	Automation Contractual	11,297.61	223,142.42	54.03	413,007.00	189,864.58
236	Network Catalog Services	5,333.33	46,507.78	56.72	82,000.00	35,492.22
Total Contractual Services		279,165.98	2,616,598.62	52.70	4,965,343.00	2,348,744.38

**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of February 2013

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	45,678.35	110,473.95	49.22	224,450.00	113,976.05
302	Postage	22,901.71	154,134.15	53.55	287,850.00	133,715.85
303	Supplies	30,739.56	298,478.45	59.79	499,202.00	200,723.55
310	Maintenance Supplies	2,287.88	37,108.09	50.15	74,000.00	36,891.91
312	Safety Supplies & Equipment	101.60	1,178.18	28.05	4,200.00	3,021.82
321	Gasoline & Oil	3,546.80	31,356.44	60.30	52,000.00	20,643.56
322	Vehicle Parts & Repairs	328.97	11,708.77	36.59	32,000.00	20,291.23
330	Programming Activities	29,619.12	205,971.01	58.27	353,470.00	147,498.99
331	Other Commodities	352.87	16,086.32	36.03	44,650.00	28,563.68
Total Commodities		135,556.86	866,495.36	55.13	1,571,822.00	705,326.64

**Capital Outlays**

401	Books & Materials	349,587.69	2,502,555.17	45.48	5,502,560.00	3,000,004.83
404	Governmental Documents	.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	372.00	165,224.02	90.98	181,600.00	16,375.98
408	Furniture, Fixture, & Equip	22,129.07	136,946.55	40.72	336,342.00	199,395.45
409	Motor Vehicles	20,949.00	20,949.00	34.92	60,000.00	39,051.00
410	Automation System & Equipment	.00	319,823.68	35.94	890,000.00	570,176.32
450	Capital Projects	231,440.81	464,004.88	7.96	5,828,633.00	5,364,628.12
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		624,478.57	3,611,003.30	28.19	12,807,735.00	9,196,731.70
Total Budget		2,656,776.29	21,449,093.39	50.38	42,577,401.00	21,128,307.61

Monthly Journal Entries -- February 2013

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits	
<b><u>Investments</u></b>					
136	1101	Investment	\$ 2,000,000.00		
	1001	Cash		\$ 2,000,000.00	
		Purchase of 313381vj1			
137	1001	Cash	\$ 10,000.00		
	3602	Interest Income		\$ 10,000.00	
		Interest on 3134g3zq6			
138	1001	Cash	\$ 14,000.00		
	3602	Interest income		\$ 14,000.00	
		Interest on 3134g3a83			
139	1101	Investment	\$ 5,639.70		
	3602	Interest Income		\$ 5,639.70	
		Interest income on UMB CD			
<b><u>Tax revenues</u></b>					
140	1001	Cash	\$ 249,418.55		
	1201	Ad Valorem Tax - Current year		\$ 249,418.55	
		Ad Valorem Tax apportioned by County for 1/21 to 1/31			
141	1001	Cash	\$ 55,726.67		
	3601	Prior year Tax		\$ 55,572.84	
	1201	Ad Valorem Tax - Current year		\$ 153.83	
		Ad Valorem Tax apportioned by County for 1/16 to 1/31			
142	1001	Cash	\$ 271,017.05		
	1201	Ad Valorem Tax - Current year		\$ 270,941.00	
	3601	Prior year Tax		\$ 76.05	
		Ad Valorem Tax apportioned by County for 2/1 to 2/15			
143	1001	Cash	\$ 114,957.00		
	3401	State Aid		\$ 114,957.00	
		State Aid, 1st payment			
<b><u>Miscellaneous revenue</u></b>					
144	1001	Cash	\$ 33,496.73		
	3605	Mic. Reimbursements		\$ 33,496.73	
		Friends reimb	1,311.72	Friends reimb	1,534.80
		MLS grant	23,693.75	LET-postage	24.50
		Independent-rebate	42.45	Name badges	1.00
		Insurance-R Rea	824.52	Swank refund	1,172.00
		OCCC fall semester	4,885.00	AHA refund	7.00
		bank error	(0.01)	<b>Total</b>	<b>\$ 33,496.73</b>

**Fines**

145	1001	Cash	\$	53,000.00	
	3403	Projected Mic. Revenue - Fines			\$ 53,000.00
		Fines transferred to General Fund in February			

**Payable entries**

146	3001	Current Year Reserv. for Appropriations.	\$	2,657,007.79	
	3011	Current Year P.O. Outstanding			\$ 2,657,007.79
	3002	Prior Year Reserv. for Appropriations.			\$ 2,962.06
	3012	Prior Year P.O. Outstanding	\$	2,962.06	
		Purchase orders issued in February			
147	3011	Current Year P.O. Outstanding	\$	2,583,971.11	
	3012	Prior Year P.O. Outstanding			\$ 63.75
	3021	Current Year Warrants Outstanding			\$ 2,583,907.36
		Checks issued in February			
148	3021	Current Year Warrants Outstanding	\$	2,597,375.74	
	1001	Cash			\$ 2,597,375.74
		Checks cleared Bank in February			

**Bank interest and fees**

149	1001	Cash	\$	353.37	
	3602	Bank Fees	\$	364.27	
	3602	Interest Income			\$ 717.64
		Interest and fees from GF checking account			
150	8000	Special Fund Cash			\$ 211.98
	8815	Bank Fees	\$	226.36	
	8815	Interest Income			\$ 14.38
		Interest and fees from SF checking account			

**Special funds**

151	8000	Special Fund Cash	\$	57,951.09	
	8815	Fines			\$ 25,173.73
	8820	Copy			\$ 11,250.11
	8805	Gift/Lost Books			\$ 5,122.29
	8810	Prepaid Fees	\$	214.14	
	8944				\$ 0.28
	8960				\$ 500.00
	8937	Staff Appreciation	\$	167.72	
	8945	Staff Appreciation			\$ 167.72
	8005	Petty Cash	\$	209.00	
	8805	Gifts			\$ 209.00
	8815	Credit card receipts			\$ 17,362.53
	8815	Credit card fees	\$	1,243.71	
		Revenues of special funds received in February			

152	8000			\$	115,141.66
	8815	Fines	\$	53,152.90	
	8820	Copy	\$	1,968.33	
	8805	Gift/Lost Books	\$	850.23	
	8949		\$	98.95	
	8952		\$	1,014.40	
	8959		\$	18,513.33	
	8934		\$	6,672.27	
	8861		\$	634.53	
	8986		\$	94.54	
	8921		\$	4,535.28	
	8956		\$	3,600.00	
	8958		\$	1.91	
	8946		\$	24,004.99	
		Expenditures of special funds in February			
		Grand Total		\$ 8,794,804.02	\$ 8,794,804.02

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General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
G-03278	Metropolitan Library System	Professional Services	38.00	
		Supplies	96.78	
		Programming Activities	97.76	232.54
G-03279	City of Midwest City, Inc.	Water & Garbage Services	260.71	260.71
G-03280	O G & E	Electrical Services	904.24	
		Electric Services	186.05	
		Electrical Services	1,175.84	2,266.13
G-03281	Oklahoma Natural Gas Co.	Gas Services	413.39	
		Gas Services	1,030.36	1,443.75
G-03282	Brodart Co.	Supplies	2,380.72	2,380.72
G-03283	Southwestern Stationers, Inc.	Supplies	69.00	
		Supplies	375.60	444.60
G-03284	Locke Supply Co.	Maintenance of Facilities	190.06	
		Maintenance of Facilities	126.55	
		Maintenance of Facilities	166.03	
		Maintenance of Facilities	71.72	554.36
G-03285	Dagwell Dixie Inc	Maintenance of Facilities	17.10	17.10
G-03286	Emsco Electric Supply	Maintenance of Facilities	27.78	27.78
G-03287	Demco	Supplies	48.01	
		Other Commodities	117.76	
		Supplies	19.59	185.36
G-03288	Gaylord Bros.	Fixtures	309.15	309.15
G-03289	Gale Research	Materials	3,115.50	3,115.50
G-03290	Journal Record Publishing Co.	Periodicals/Subscriptions	189.00	189.00
G-03291	UNUM Life Insurance	Grp L-T Disab Ins Prem	7,065.27	7,065.27
G-03292	Oklahoma Library Association	Professional Services	205.00	
		Professional Services	290.00	495.00
G-03293	Weston Woods Accts Receivable	Materials	228.52	228.52
G-03294	Baker & Taylor Books	Materials	397.80	397.80
G-03295	Donna Morris	Travel Expenses	1,401.17	1,401.17
G-03296	Consumer Reports	Materials	1,340.18	1,340.18
G-03297	CompSource Oklahoma	Workers Comp Insurance	12,893.00	12,893.00
G-03298	American Library Association	Memberships	240.00	240.00
G-03299	Infobase Learning	Materials	4,793.96	4,793.96
G-03300	Legal Directories Publishing	Materials	440.75	440.75
G-03301	Recorded Books, LLC	Materials	539.80	539.80
G-03302	Rowman & Littlefield Pub. Co.	Materials	161.74	161.74
G-03303	The Penworthy Co.	Materials	738.80	738.80
G-03304	Arphax Publishing Co	Materials	158.15	158.15
G-03305	Gale Group	Materials	801.06	801.06
G-03306	Salem Press Accounting Office	Materials	485.00	485.00
G-03307	Dreamscape Media LLC	Materials	119.98	119.98
G-03308	Independent Stationers	Other Library Related Svc	112.00	112.00
G-03309	Library Video Co.	Materials	593.95	593.95
G-03310	Priscilla Doss	Transportation	10.09	10.09
G-03311	Mel Bay	Materials	92.36	92.36
G-03312	Genealogical Publishing Co, Inc	Materials	157.00	157.00
G-03313	INTEGRIS Corporate Assistance	Group Insurance	1,022.00	1,022.00
G-03314	Debbie Langston	Programming Activities	60.00	60.00
G-03315	Diane Sarantakos	Travel Expenses	414.25	
		Transportation	77.74	491.99
G-03316	AT&T	Telephone Services	1,210.35	1,210.35

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
G-03317	Blackstone Audio Books	Materials	630.00	630.00
G-03318	Random House, Inc	Materials	1,896.00	1,896.00
G-03319	Brilliance Corporation	Materials	2,795.11	2,795.11
G-03320	Ingram Library Service	Materials	1,509.50	1,509.50
G-03321	R. R. Bowker, LLC	Network Catalog Services	1,581.00	1,581.00
G-03322	Mergent Co., Inc.	Materials	25,704.00	25,704.00
G-03323	Walker Companies	Supplies	108.25	108.25
G-03324	Audio Editions	Materials	850.58	850.58
G-03325	OverDrive, Inc.	Materials	4,266.65	4,266.65
G-03326	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-03327	AV Cafe Inc	Materials	1,433.85	1,433.85
G-03328	Matthew Cotter	Telephone Services	35.00	35.00
G-03329	Ingram Library Service	Materials	610.88	610.88
G-03330	General Lighting & Sign Serv.	Maintenance of Facilities	301.82	
		Maintenance of Facilities	214.91	516.73
G-03331	Town of Luther	Water & Garbage Services	45.28	45.28
G-03332	The Black Chronicle	Periodicals/Subscriptions	20.00	20.00
G-03333	Jana Hausburg	Supplies	59.30	59.30
G-03334	Landon Holman	Transportation	79.10	79.10
G-03335	Thomson Reuters Tax & Acct Inc	Materials	1,227.00	1,227.00
G-03336	Evans Hardware	Maintenance of Facilities	16.12	16.12
G-03337	CDW Government, Inc.	Other Library Related Svc	1,105.80	
		Programming	4,523.52	
		Supplies	42.67	
		Automation	12,285.42	
		Automation	55,284.39	
		Automation	27,203.43	100,445.23
G-03338	Batteries Sooner LLC	Maintenance of Facilities	132.19	
		Maintenance of Facilities	64.08	196.27
G-03339	Southwest Paper - OKC	Maintenance Supplies	4,451.00	
		Supplies	394.55	4,845.55
G-03340	Steve's Wholesale Distributors	Maintenance of Facilities	112.58	112.58
G-03341	Cintas	Maintenance of Facilities	125.00	125.00
G-03342	Oklahoma Museum Network	Programming Activities	175.00	175.00
G-03343	Omnigraphics, Inc.	Materials	1,690.02	1,690.02
G-03344	AudioGo	Materials	410.88	410.88
G-03345	Novalco, Inc	Maintenance of Facilities	266.00	266.00
G-03346	Clyde Herrod	Memberships	70.00	70.00
G-03347	Info Group, Inc.	Materials	2,835.00	2,835.00
G-03348	Amazon/GE Money Bank	Supplies	88.61	
		Programming	181.02	
		Supplies	37.14	
		Supplies	8.84	
		Supplies	23.98	339.59
G-03349	United Parcel Service	Postage	106.49	
		Postage	3.51	110.00
G-03350	Baker & Taylor Books	Materials	1,307.73	1,307.73
G-03351	Baker & Taylor Entertainment	Materials	1,088.72	
		Materials	1,472.00	
		Materials	6,807.85	
		Materials	314.41	9,682.98

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
G-03352	Anthony Tyre Williamson	Programming Activities	200.00	200.00
G-03353	Walmart Community/GEMB	Programming Activities	8.91	
		Programming Activities	81.60	
		Supplies	8.98	99.49
G-03354	John L. Hilbert	Programming Activities	53.35	
		Programming Activities	50.46	
		Programming Activities	35.13	138.94
G-03355	Francis Tuttle	Professional Services	350.00	350.00
G-03356	Hydronic Systems, Inc.	Maintenance of Facilities	150.80	150.80
G-03357	Aaron Bluit	Transportation	254.02	254.02
G-03358	Michael Mones Pone	Programming Activities	150.00	150.00
G-03359	Fat and Sassy Mama, LLC	Materials	285.86	285.86
G-03360	Parker Millsap Music	Materials	60.00	60.00
G-03361	Raindance Sprinkler Co.	Capital Projects	1,445.00	
		Capital Projects	680.00	2,125.00
G-03362	American Library Association	Library-related Services	202.72	202.72
G-03363	Melissa Weathers	Materials	30.00	30.00
G-03364	John Rahhal	Transportation	73.44	73.44
G-03365	Cintas Corporation 064	Maintenance of Facilities	593.40	593.40
G-03366	Southern Aluminum Manufacturing	Furniture	4,741.00	4,741.00
G-03367	Securitas Security USA, Inc.	Security Services	8,089.79	
		Security Services	698.04	8,787.83
G-03368	Baker & Taylor Books	Materials	900.51	
		Materials	1,908.99	
		Materials	3,313.81	
		Materials	3,039.47	
		Materials	2,684.06	
		Materials	5,917.15	
		Materials	5,136.56	
		Materials	4,089.12	
		Materials	5,122.06	32,111.73
G-03369	Baker & Taylor Books	Materials	2,369.38	
		Materials	7,350.85	
		Materials	850.75	
		Materials	3,861.10	14,432.08
G-03370	Baker & Taylor Books	Materials	1,492.50	1,492.50
G-03371	Baker & Taylor Entertainment	Materials	742.95	742.95
G-03372	Provantage	Other Library Related Svc	494.70	
		Automation	86.89	581.59
G-03373	Mackin	Materials	881.89	881.89
G-03374	Federal Corporation	Maintenance of Facilities	110.65	110.65
G-03375	Demco	Supplies	51.21	51.21
G-03376	Gaylord Bros.	Supplies	52.34	52.34
G-03377	The University of Oklahoma	Printing/Printing Supply	3,955.40	3,955.40
G-03378	Susie Beasley	Transportation	24.08	
		Programming Activities	84.77	
		Supplies	53.07	161.92
G-03379	U.S. Postal Service	Postage	56.22	
		Postage	15,000.00	15,056.22
G-03380	American Express	Travel Expenses	1,009.95	
		Maintenance of Facilities	595.72	
		Furniture	1,922.00	

\*\* Continued \*\*

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-03380	American Express	Automation Contractual	149.00	3,676.67
G-03381	Charles S. Isaacs	Telephone Services	35.00	
		Transportation	69.21	104.21
G-03382	United Refrigeration, Inc.	Maintenance of Facilities	44.83	44.83
G-03383	Fast Signs	Library-related Services	417.50	417.50
G-03384	Janet Brooks	Transportation	32.63	32.63
G-03385	Jonathan Willis	Transportation	34.18	34.18
G-03386	Oklahoma Gazette	Library-Related Services	1,616.00	1,616.00
G-03387	Scott's Printing & Copying	Printing/Printing Supply	148.54	
		Printing/Printing Supply	63.00	211.54
G-03388	Hobby Lobby	Programming Activities	37.58	37.58
G-03389	Julie Ballou	Transportation	28.61	28.61
G-03390	Employment Technologies Corp	Professional Services	450.00	450.00
G-03391	The Library Store, Inc.	Supplies	53.28	53.28
G-03392	Batteries Sooner LLC	Maintenance of Facilities	46.45	46.45
G-03393	Scholastic Inc	Programming Activities	1,527.32	1,527.32
G-03394	Heidi A. Port	Transportation	10.51	10.51
G-03395	Hudiburg Chevrolet, Inc.	Maintenance of Facilities	879.50	879.50
G-03396	Ruby Soutiere	Transportation	16.29	
		Memberships	70.00	86.29
G-03397	Kevin Colwell	Transportation	15.26	15.26
G-03398	Amazon/GE Money Bank	Programming	59.60	
		Programming	28.40	
		Supplies	116.98	204.98
G-03399	Roaring Fork Associates, LLC	Rent of Library Buildings	7,031.25	7,031.25
G-03400	John Wood	Transportation	31.36	31.36
G-03401	City of Choctaw	Water & Garbage Services	87.55	87.55
G-03402	Andrew N. Soliven	Transportation	28.59	28.59
G-03403	Abolghasem Siavashi	Transportation	5.09	5.09
G-03404	YP	Library-related Services	3.33	3.33
G-03405	Kimberly A Terry	Travel Expenses	279.25	
		Transportation	70.85	350.10
G-03406	AVL Systems Design	Capital Projects	2,278.15	2,278.15
G-03407	Allied Waste Services #060	Garbage Service	1,160.38	
		Garbage Services	87.42	1,247.80
G-03408	Pamela Buchanan	Telephone Services	35.00	
		Transportation	35.03	70.03
G-03409	247Graphx Studios, Inc	Library-related Services	1,600.00	1,600.00
G-03410	Kelley Hoffman	Transportation	8.14	8.14
G-03411	Emily Williams	Transportation	22.94	22.94
G-03412	Personalized Prevention	Professional Services	6,505.00	6,505.00
G-03413	Joe H Shelton	Programming Activities	64.00	64.00
G-03414	Chris Kennedy	Transportation	41.41	41.41
G-03415	Bank of Oklahoma	Payroll Transmittal-Chks	35,295.41	
		Payroll Transmittal-Chks	14,762.59	
		Payroll Transmittal-Chks	110.00	50,168.00
G-03416	Bank of Oklahoma	Federal Withholding Tax	58,036.85	
		Federal Withholding Tax	4,539.00	62,575.85
G-03417	Oklahoma Tax Commission	State Withholding Tax	17,628.00	
		State Withholding Tax	1,102.00	18,730.00
G-03418	Mun. Employees Credit Union	Employee Cr Union Deducts	12,059.08	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-03418	Mun. Employees Credit Union	Employee Cr Union Deducts	87.50
G-03419	United Way of Central Oklahoma	Employee Deductions	646.50
		Employee Deductions	53.00
G-03420	Clerk, U.S. District	Employee Deductions	80.73
		Employee Deductions	80.73
		Employee Deductions	80.73
G-03421	Mutual Assurance	Employee Deductions	185.00
G-03422	Bank of America	Payroll Transmittal-DDep	313,554.72
		Payroll Transmittal-DDep	48,820.88
		Payroll Transmittal-DDep	1,100.00
G-03423	John Hardeman, Trustee	Employee Deductions	484.62
G-03424	Nationwide Retirement Solution	Employee Deductions	6,734.44
G-03425	Transamerica Life Insurance Co	Employee Deductions	343.83
G-03426	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,358.58
G-03427	Bank of Oklahoma	Employee Flexplan Deposit	34,183.78
G-03428	Bank of Oklahoma	Employee Soc/Sec Deposits	31,844.83
		Employee Soc/Sec Deposits	4,656.82
		Employee Medicare Deposit	7,447.59
		Employee Medicare Deposit	1,089.08
		Employer Soc/Sec Deposits	36,501.66
		Employer Medicare Deposit	8,536.69
G-03429	MassMutual Financial Group	Employee Contrib -- DC PI	19,759.32
G-03430	Pioneer Credit Recovery	Employee Deductions	176.51
G-03431	ODHS Oklahoma Centralized	Employee Deductions	488.90
G-03432	Administrative Services	Employee Deductions	1,508.35
G-03433	UNUM Life Insurance	Employee Deductions	1,305.30
		Employee Deductions	37.30
G-03435	Vision Service Plan of	Grp Vision Ins Prem-Feb.	2,772.17
G-03436	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-FEB	162,781.76
G-03437	Mutual Assurance	Grp Life AD&D Ins Prm-FEB	50,069.24
G-03438	UNUM Life Insurance	Grp LTC Ins Prem-Feb.	1,576.30
G-03439	Metropolitan Library System	Professional Services	57.00
		Supplies	125.38
		Programming Activities	99.12
		Programming Activities	77.66
		Other Commodities	34.63
G-03440	O G & E	Electrical Services	732.54
G-03441	Oklahoma Natural Gas Co.	Gas Services	147.22
		Gas Services	405.73
G-03442	City of Oklahoma City	Water & Garbage Services	282.73
		Water & Garbage Services	143.21
G-03443	Southwestern Stationers, Inc.	Supplies	744.60
G-03444	Eales Electronics Corp.	Maintenance of Facilities	50.00
		Maintenance of Facilities	50.00
G-03445	Gaylord Bros.	Furniture Fixtures & Eq.	2,158.44
G-03446	The University of Oklahoma	Printing/Printing Service	4,760.53
G-03447	Synergy Datacom Supply, Inc.	Equipment	656.25
G-03448	Standard Printing Co., Inc.	Supplies	2,026.50
		Supplies	850.00
		Supplies	684.00
G-03449	Oklahoma Library Association	Professional Services	180.00

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
G-03450	Susie Beasley	Programming Activities	175.55	
		Programming Activities	111.95	
		Supplies	83.54	371.04
G-03451	Bill Warren Office Products	Supplies	23.24	23.24
G-03452	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-03453	Upstart	Programming	56.70	56.70
G-03454	Whitton Supply Co.	Maintenance of Facilities	697.00	697.00
G-03455	Denyveta Davis	Travel Expenses	377.50	377.50
G-03456	Anne G. Fischer	Telephone Services	50.00	50.00
G-03457	Copelin's Office Center	Supplies	276.35	276.35
G-03458	Independent Stationers	Supplies	16.87	
		Supplies	973.44	
		Supplies	26.78	
		Supplies	91.16	1,108.25
G-03459	Nancy Lytle	Parking	108.38	108.38
G-03460	Southwest Solutions Group, Inc	Automation	1,207.69	1,207.69
G-03461	A T & T Mobility	Telephone Services	135.29	135.29
G-03462	Scott's Printing & Copying	Printing/Printing Supply	181.60	181.60
G-03463	ALA Registration Dept	Professional Services	230.00	
		Professional Services	225.00	
		Professional Services	264.00	719.00
G-03464	Filtration Services Group, LLC	Maintenance of Facilities	88.56	88.56
G-03465	Walker Companies	Supplies	285.27	285.27
G-03466	OverDrive, Inc.	Network Catalog Services	1,257.00	1,257.00
G-03467	Victoria Dixon	Parking	108.38	108.38
G-03468	Cummins Southern Plains, Ltd.	Maintenance of Facilities	307.00	307.00
G-03469	Bharathi Srinivasan	Programming Activities	200.00	200.00
G-03470	Cherokee Building Materials	Maintenance of Facilities	111.74	111.74
G-03471	The Black Chronicle	Library-related Services	1,500.00	1,500.00
G-03472	Jana Hausburg	Transportation	13.50	13.50
G-03473	Cox Media Oklahoma City	Librar-related Services	12,625.00	12,625.00
G-03474	Evans Hardware	Maintenance of Facilities	7.99	7.99
G-03475	Carri Dolan	Programming Activities	60.00	60.00
G-03476	Debbie Robertus	Transportation	4.69	4.69
G-03477	Batteries Sooner LLC	Maintenance of Facilities	28.36	
		Maintenance of Facilities	37.94	66.30
G-03478	Contractors Supply Co.	Maintenance of Facilities	45.21	
		Maintenance of Facilities	184.26	229.47
G-03479	Katrina Prince	Supplies	79.99	79.99
G-03480	Jerry Amundsen Inc.	Maintenance of Facilities	301.50	301.50
G-03481	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-03482	MAC Systems, Inc.	Maintenance of Facilities	2,864.00	2,864.00
G-03483	Joy E. Cavett	Programming Activities	150.00	150.00
G-03484	Cintas Corporation 064	Maintenance of Facilities	2,499.95	2,499.95
G-03485	City of Harrah	Water & Garbage Services	109.73	109.73
G-03486	Amazon/GE Money Bank	Programming Activities	79.71	
		Programming Activities	29.35	109.06
G-03487	Roaring Fork Associates, LLC	Capital Projects	38,271.00	38,271.00
G-03488	United Parcel Service	Postage	472.72	472.72
G-03489	Oklahoma Press Service	Library-related Services	163.70	163.70
G-03490	Andrew N. Soliven	Parking	108.38	108.38
G-03491	Office Depot Credit Plan	Library-related Services	5.82	5.82

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<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-03492	Alice Murphy	Supplies	32.50	32.50
G-03493	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	2,764.00	4,587.95
G-03494	Cheryl Pernel	Parking	108.38	
		Transportation	1.01	109.39
G-03495	Walmart Community/GEMB	Programming Activities	123.61	
		Programming Activities	160.15	283.76
G-03496	Construction Building	Maintenance of Facilities	1,500.00	1,500.00
G-03497	Hydronic Systems, Inc.	Maintenance of Facilities	1,682.87	1,682.87
G-03498	Patrick K McAndrew	Programming Activities	100.00	100.00
G-03499	Megan Johnson	Programming Activities	50.00	50.00
G-03500	Kevin Sendall	Transportation	46.39	46.39
G-03501	Darrie Breathwit	Programming Activities	78.33	78.33
G-03502	Star Lighting	Maintenance of Facilities	160.98	160.98
G-03503	Melissa Weathers	Transportation	22.60	22.60
G-03504	Southern Aluminum Manufacturing	Furniture	542.00	542.00
G-03505	Cox Communications, Inc.	Telephone Services	1,040.68	1,040.68
G-03506	Securitas Security USA, Inc.	Security Services	6,664.64	
		Security Services	714.66	
		Security Services	7,376.46	
		Security Services	1,030.44	15,786.20
G-03507	Kelly Dalrymple	Programming Activities	61.43	61.43
G-03508	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-03509	Stacy Schrank	Travel Expenses	391.75	
		Transportation	37.34	429.09
G-03510	KOCB c/o WICS TV	Library - related Service	375.00	
		Library-related Services	1,000.00	1,375.00
G-03511	R. Justin Herwig	Transportation	31.75	31.75
G-03512	Sheldon Beach	Parking	108.38	108.38
G-03513	Mary Ann Johnson	Supplies	9.73	
		Programming Activities	60.46	
		Programming Activities	32.56	102.75
G-03514	Strategic Government Resources	Professional Services	2,190.89	
		Professional Services	938.96	3,129.85
G-03515	Shoplet	Equipment	576.00	
		Maintenance Supplies	200.02	776.02
G-03516	Kathy C. Brown	Programming Activities	43.75	43.75
G-03517	Gale Research	Materials	3,688.85	3,688.85
G-03518	Baker & Taylor Books	Materials	3,919.59	3,919.59
G-03519	Recorded Books, LLC	Materials	5,233.73	5,233.73
G-03520	Rowman & Littlefield Pub. Co.	Materials	27.99	27.99
G-03521	Gale Group	Materials	507.04	507.04
G-03522	Live Oak Media	Materials	777.69	777.69
G-03523	Municipal Code Corporation	Materials	110.24	110.24
G-03524	Blackstone Audio Books	Materials	1,642.50	1,642.50
G-03525	Random House, Inc	Materials	62.50	62.50
G-03526	Brilliance Corporation	Materials	2,018.90	2,018.90
G-03527	Ingram Library Service	Materials	1,442.61	1,442.61
G-03528	Audio Editions	Materials	184.53	184.53
G-03529	OverDrive, Inc.	Materials	7,866.40	7,866.40
G-03530	Findaway World, LLC	Materials	3,638.87	3,638.87
G-03531	Ingram Library Service	Materials	1,023.02	1,023.02

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Number	Vendor/Payee	Purpose		Amount
G-03532	Center Point Large Print	Materials	1,963.98	1,963.98
G-03533	Baker & Taylor Books	Materials	2,128.92	2,128.92
G-03534	Baker & Taylor Entertainment	Materials	146.74	
		Materials	2,538.76	
		Materials	1,600.82	4,286.32
G-03535	JRLR, SDS-12-2619	Materials	715.00	715.00
G-03536	Faith Centered Resources	Materials	50.34	50.34
G-03537	Baker & Taylor Books	Materials	1,550.83	
		Materials	1,435.01	
		Materials	2,217.54	
		Materials	1,916.48	
		Materials	4,762.71	
		Materials	4,059.39	
		Materials	3,092.93	
		Materials	1,478.04	
		Materials	2,003.84	22,516.77
G-03538	Baker & Taylor Books	Materials	2,581.77	
		Materials	5,162.16	
		Materials	2,564.81	
		Materials	8,448.44	18,757.18
G-03539	Baker & Taylor Books	Materials	1,907.98	1,907.98
G-03540	Hooked on Phonics	Materials	903.25	903.25
G-03541	Baker & Taylor Entertainment	Materials	631.88	631.88
G-03542	Mackin	Materials	151.59	151.59
G-03543	Metropolitan Library System	Professional Services	38.00	
		Postage	8.25	
		Supplies	23.08	
		Programming Activities	59.62	
		Programming Activities	27.54	
		Other Commodities	54.53	211.02
G-03544	Grainger	Maintenance of Facilities	488.88	488.88
G-03545	O G & E	Electrical Services	3,810.46	
		Electrical Services	1,303.32	
		Electrical Services	119.91	5,233.69
G-03546	Oklahoma Natural Gas Co.	Gas Services	34.05	34.05
G-03547	City of Oklahoma City	Water & Garbage Services	354.54	
		Water & Garbage Services	21.51	
		Water & Garbage Services	255.58	631.63
G-03548	City of the Village	Water & Garbage Services	91.41	91.41
G-03549	Brodart Co.	Supplies	251.30	251.30
G-03550	Locke Supply Co.	Maintenance of Facilities	31.70	
		Maintenance of Facilities	14.25	45.95
G-03551	Tech-Lock	Maintenance of Facilities	636.00	636.00
G-03552	Demco	Supplies	51.88	51.88
G-03553	Hewlett-Packard Co.	Automation Contractual	7,107.10	
		Automation Contractual	7,107.10	14,214.20
G-03554	Synergy Datacom Supply, Inc.	Supplies	8.00	8.00
G-03555	AT&T	Telephone Services	677.98	
		Telephone Services	836.13	
		Telephone Services	731.98	2,246.09
G-03556	City of Edmond	Electrical Services	3,707.55	3,707.55
G-03557	Central Oklahoma Winnelson	Maintenance of Facilities	12.19	12.19

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Number	Vendor/Payee	Purpose		Amount
G-03558	Oklahoma Employment	Unemployment Compensation	4,348.82	4,348.82
G-03559	Denyveta Davis	Transportation	76.05	76.05
G-03560	Baudville	Supplies	35.45	35.45
G-03561	Independent Stationers	Supplies	74.43	74.43
G-03562	Shawver & Son	Maintenance of Facilities	282.00	282.00
G-03563	Downtown College Consortium	Professional Services	80.00	80.00
G-03564	Scott's Printing & Copying	Programming Activities	211.07	211.07
G-03565	Hobby Lobby	Programming Activities	505.95	505.95
G-03566	Larry G. Johnson	Parking	108.38	108.38
G-03567	Neopost, Inc.	Rent of Equipment	192.00	192.00
G-03568	Lynda G. Bahr	Transportation	229.99	229.99
G-03569	Fuelman	Vehicle Parts & Repairs	51.72	
		Gasoline & Oil	3,546.80	3,598.52
G-03570	Melody A. Kellogg	Transportation	27.80	27.80
G-03571	Kay L. Bauman	Parking	108.38	108.38
G-03572	Evans Hardware	Maintenance of Facilities	16.98	16.98
G-03573	Displays 2 Go	Supplies	166.88	166.88
G-03574	Southwest Paper - OKC	Supplies	1,111.52	
		Supplies	2,695.65	3,807.17
G-03575	OPUBCO Communications Group	Legal Notice	62.85	62.85
G-03576	Jerry's Contracting	Maintenance of Facilities	1,500.00	1,500.00
G-03577	MAC Systems, Inc.	Maintenance of Facilities	212.00	212.00
G-03578	Chase Card Services	Travel Expenses	881.92	
		Supplies	172.49	
		Supplies	66.90	
		Maintenance of Facilities	1,808.68	
		Supplies	117.93	
		Supplies	270.00	
		Supplies	48.13	
		Telephone Services	90.48	
		Programming	33.39	
		Maintenance Supplies	135.85	
		Supplies	54.10	
		Automation Contractual	69.95	
		Programming	25.99	
		Programming	84.50	
		Supplies	89.94	
		Other Library Related Svc	1,295.88	
		Programming	86.74	
		Programming	194.02	
		Travel Expenses	696.96	
		Supplies	83.45	
		Professional Services	230.00	6,537.30
G-03579	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-03580	Andrea Emmons	Programming Activities	102.13	102.13
G-03581	Norman Supply Company	Maintenance of Facilities	56.24	56.24
G-03582	Westquip, Inc	Maintenance of Facilities	1,255.49	1,255.49
G-03583	City of Edmond	Water & Garbage Services	345.32	345.32
G-03584	Amazon/GE Money Bank	Programming	85.50	85.50
G-03585	First Advantage	Professional Services	10.00	10.00
G-03586	Todd Olberding	Professional Services	190.00	
		Travel Expenses	1,433.91	1,623.91

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Number	Vendor/Payee	Purpose		Amount
G-03587	Daniel Fields	Programming Activities	52.17	
		Supplies	60.00	112.17
G-03588	LaVetta Kinsey Dent	Supplies	101.27	
		Supplies	23.27	124.54
G-03589	Walmart Community/GEMB	Programming Activities	165.53	165.53
G-03590	Oklahoma Food Cooperative	Programming Activities	195.31	195.31
G-03591	Leadership Oklahoma City, Inc.	Professional Services	20.00	20.00
G-03592	Valerie Denn	Programming Activities	1,000.00	1,000.00
G-03593	2M Solutions, Inc	Equipment	795.00	795.00
G-03594	Amy Thomas	Professional Services	70.00	70.00
G-03595	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	
		Maintenance of Facilities	95.00	327.00
G-03596	Chase Card Services	Professional Services	225.00	
		Programming Activities	104.10	
		Books & Materials	224.02	
		Books & Materials	1,059.16	
		Books & Materials	649.29	2,261.57
G-03597	Tulin LaFollette	Transportation	10.17	
		Programming Activities	34.74	44.91
G-03598	Sabre Technologies	Supplies	1,275.00	1,275.00
G-03599	Smart Technologies	Automation Contractual	2,547.00	
		Automation Contractual	330.00	2,877.00
G-03600	McBride Clinic, Inc.	Professional Services	74.00	74.00
G-03602	Tyler Outdoor Advertising, LLC	Library-related Services	3,510.00	3,510.00
G-03603	SenSource, Inc.	Automation	1,302.75	1,302.75
G-03604	Oklahoma Department of Labor	Maintenance of Facilities	25.00	25.00
G-03605	Shoplet	Supplies	80.18	80.18
G-03606	Chase Card Services	Travel Expenses	661.44	661.44
G-03607	Metropolitan Library System	Professional Services	152.00	
		Postage	68.15	
		Supplies	37.34	
		Programming Activities	83.29	340.78
G-03608	O G & E	Electrical Services	1,818.55	
		Electrical Services	2,305.81	4,124.36
G-03609	City of Bethany	Water & Garbage Services	126.55	126.55
G-03610	City of Oklahoma City	Water & Garbage Services	189.38	189.38
G-03611	Brodart Co.	Furniture	1,167.00	
		Supplies	2,450.00	3,617.00
G-03612	Gaylord Bros.	Supplies	268.58	268.58
G-03613	Oklahoma Library Association	Professional Services	220.00	
		Professional Services	280.00	500.00
G-03614	Greater Oklahoma City	Other Commodities	40.00	40.00
G-03615	Angie Paeltz	Transportation	19.32	19.32
G-03616	Commercial Concepts, Inc.	Capital Projects	2,340.00	2,340.00
G-03617	Teen Ink	Library-related Services	189.00	189.00
G-03618	Jonathan Willis	Telephone Services	35.00	35.00
G-03619	Kristin Williamson	Transportation	53.35	53.35
G-03620	OCLC, Inc.	Network Catalog Services	4,076.33	4,076.33
G-03621	Phyllis Davidson	Transportation	15.11	15.11
G-03622	Metro Parking Garage	Parking	82.00	82.00
G-03623	DWe Williams	Programming Activities	300.00	300.00
G-03624	Maurice Johnson Music, Inc.	Programming Activities	600.00	600.00

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Number	Vendor/Payee	Purpose		Amount
G-03625	Ginger Waldrip	Programming Activities	200.00	200.00
G-03626	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-03627	Studio Architecture PC	Capital Projects	2,715.00	2,715.00
G-03628	Kay L. Bauman	Transportation	42.19	42.19
G-03629	Anita Roesler	Transportation	57.29	57.29
G-03630	Jimmy Welch	Telephone Services	50.00	50.00
G-03631	Batteries Sooner LLC	Maintenance of Facilities	50.36	50.36
G-03632	Steve's Wholesale Distributors	Maintenance of Facilities	214.49	214.49
G-03633	Bank of America	Library-related Services	225.48	225.48
G-03634	Kelley Riha	Transportation	84.07	84.07
G-03635	Norman Supply Company	Maintenance of Facilities	13.02	13.02
G-03636	Oklahoma Literacy Coalition	Memberships	40.00	
		Programming Activities	190.00	230.00
G-03637	Amazon/GE Money Bank	Furniture,Fixtures&Equip.	117.12	117.12
G-03638	United Parcel Service	Postage	455.39	455.39
G-03639	Walmart Community/GEMB	Programming Activities	25.04	25.04
G-03640	Barnum Plumbing, Inc.	Maintenance of Facilities	643.00	643.00
G-03641	Michaelle M Statham	Programming Activities	60.00	60.00
G-03642	The Choctaw Library Guild	Programming Activities	95.00	95.00
G-03643	Donna Morris	Transportation	450.00	450.00
G-03644	Barbara A. Johnson	Transportation	7.91	7.91
G-03645	Star Lighting	Maintenance of Facilities	419.20	419.20
G-03646	John Utlej	Telephone Services	35.00	35.00
G-03647	Susan H. Wood	Programming Activities	250.00	250.00
G-03648	Cox Communications, Inc.	Telephone Services	12.86	12.86
G-03649	Securitas Security USA, Inc.	Security Services	7,697.89	
		Security Services	1,662.00	9,359.89
G-03650	Daily Ardmoreite	Periodicals/Subscriptions	163.00	163.00
G-03651	Kone Inc	Maintenance of Facilities	865.00	865.00
G-03652	Veolia Energy Oklahoma City,	Veolia Energy Services	10,034.97	10,034.97
G-03653	Anna Todd	Programming Activities	55.70	55.70
G-03654	Mary J. Sholly	Transportation	32.15	32.15
G-03655	Donna Hilton	Programming Activities	1,350.00	1,350.00
G-03656	Shoplet	Supplies	14.86	14.86
G-03657	Locke Supply Co.	Maintenance of Facilities	32.88	
		Maintenance of Facilities	146.37	
		Maintenance of Facilities	22.85	202.10
G-03658	Tech-Lock	Maintenance of Facilities	25.49	25.49
G-03659	Standard Printing Co., Inc.	Supplies	850.00	
		Supplies	1,737.00	2,587.00
G-03660	Oklahoma Library Association	Professional Services	220.00	
		Professional Services	220.00	440.00
G-03661	Baker & Taylor Books	Materials	1,018.17	1,018.17
G-03662	American Library Association	Memberships	255.00	255.00
G-03663	Recorded Books, LLC	Materials	4,411.30	4,411.30
G-03664	Mullin Plumbing West Division	Maintenance of Facilities	123.50	123.50
G-03665	Gale Group	Materials	7,342.84	7,342.84
G-03666	New Atlas dot Com, Inc.	Materials	839.70	839.70
G-03667	Morningstar	Materials	135.00	135.00
G-03668	Random House, Inc	Materials	1,903.75	1,903.75
G-03669	Scott's Printing & Copying	Printing/Printing Supply	222.93	222.93
G-03670	Ingram Library Service	Materials	3,870.91	3,870.91

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Number	Vendor/Payee	Purpose		Amount
G-03671	Audio Editions	Materials	735.30	735.30
G-03672	OverDrive, Inc.	Materials	2,773.06	2,773.06
G-03673	Positive Promotions	Programming	47.55	47.55
G-03674	AV Cafe Inc	Materials	181.45	181.45
G-03675	Ingram Library Service	Materials	1,078.92	1,078.92
G-03676	Batteries Sooner LLC	Maintenance of Facilities	23.98	23.98
G-03677	Postmaster	Postage	3,000.00	3,000.00
G-03678	AudioGo	Materials	1,588.84	1,588.84
G-03679	4 Imprint	Library-Related Services	1,051.82	1,051.82
G-03680	Baker & Taylor Books	Materials	4,731.07	4,731.07
G-03681	Baker & Taylor Entertainment	Materials	1,012.66	
		Materials	3,806.66	
		Materials	3,535.15	8,354.47
G-03682	Love and Logic Institute	Materials	217.43	217.43
G-03683	Preston Bell	Transportation	50.00	50.00
G-03684	Darrie Breathwit	Programming Activities	77.26	77.26
G-03685	Amy Thomas	Travel Expenses	62.15	62.15
G-03686	Baker & Taylor Books	Materials	1,066.63	
		Materials	1,274.84	
		Materials	1,779.12	
		Materials	1,428.28	
		Materials	1,685.00	
		Materials	4,147.48	
		Materials	3,039.75	
		Materials	2,032.96	
		Materials	1,422.89	17,876.95
G-03687	Baker & Taylor Books	Materials	1,175.82	
		Materials	2,201.23	
		Materials	2,838.09	
		Materials	3,681.76	9,896.90
G-03688	Baker & Taylor Books	Materials	1,496.98	1,496.98
G-03689	Sabre Technologies	Supplies	150.00	150.00
G-03690	Joe H Shelton	Transportation	18.08	18.08
G-03691	Image Supply	Supplies	46.08	46.08
G-03692	Baker & Taylor Entertainment	Materials	1,713.21	1,713.21
G-03693	Mackin	Materials	237.40	237.40
G-03694	Bank of Oklahoma	Payroll Transmittal-Chks	35,288.02	
		Payroll Transmittal-Chks	14,885.66	50,173.68
G-03695	Bank of Oklahoma	Federal Withholding Tax	61,404.85	
		Federal Withholding Tax	4,921.00	66,325.85
G-03696	Oklahoma Tax Commission	State Withholding Tax	18,652.00	
		State Withholding Tax	1,156.00	19,808.00
G-03697	Mun. Employees Credit Union	Employee Cr Union Deducts	11,944.08	
		Employee Cr Union Deducts	87.50	12,031.58
G-03698	United Way of Central Oklahoma	Employee Deductions	646.50	
		Employee Deductions	53.00	699.50
G-03699	Clerk, U.S. District	Employee Deductions	124.86	
		Employee Deductions	124.85	
		Employee Deductions	19.48	269.19
G-03700	Bank of America	Payroll Transmittal-DDep	330,503.99	
		Payroll Transmittal-DDep	51,482.95	381,986.94
G-03701	John Hardeman, Trustee	Employee Deductions	484.62	484.62

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Number	Vendor/Payee	Purpose		Amount
G-03702	Nationwide Retirement Solution	Employee Deductions	5,378.44	5,378.44
G-03703	Transamerica Life Insurance Co	Employee Deductions	343.83	343.83
G-03704	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,137.46	4,137.46
G-03705	Bank of Oklahoma	Employee Flexplan Deposit	14,498.37	14,498.37
G-03706	Bank of Oklahoma	Employee Soc/Sec Deposits	32,979.46	
		Employee Soc/Sec Deposits	4,873.13	
		Employee Medicare Deposit	7,712.80	
		Employee Medicare Deposit	1,139.72	
		Employer Soc/Sec Deposits	37,852.63	
		Employer Medicare Deposit	8,852.73	93,410.47
G-03707	MassMutual Financial Group	Employee Contrib -- DC PI	19,899.27	
		Employer Contrib -- DC PI	35,736.27	55,635.54
G-03708	Pioneer Credit Recovery	Employee Deductions	188.84	188.84
G-03709	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-03710	Administrative Services	Employee Deductions	1,504.79	1,504.79
G-03711	Metropolitan Library System	Parking	10.00	
		Professional Services	57.00	
		Supplies	116.04	
		Programming Activities	70.98	
		Programming Activities	112.40	
		Programming Activities	88.66	455.08
G-03712	City of Del City	Rent of Buildings	400.00	400.00
G-03713	Bradford Industrial Supply	Maintenance of Facilities	39.51	39.51
G-03714	O G & E	Electrical Services	10,600.22	
		Electrical Services	1,885.84	
		Electrical Services	531.53	
		Electrical Services	896.64	
		Electrical Services	799.40	14,713.63
G-03715	Oklahoma Natural Gas Co.	Gas Services	444.19	
		Gas Services	84.05	
		Gas Services	359.13	
		Gas Services	1,092.81	
		Gas Services	74.00	
		Gas Services	147.11	
		Gas Services	462.46	
		Gas Services	348.38	
		Gas Services	506.42	3,518.55
G-03716	City of Oklahoma City	Water & Garbage Services	57.58	
		Water & Garbage Services	566.28	623.86
G-03717	Southwestern Stationers, Inc.	Supplies	14.90	14.90
G-03718	Locke Supply Co.	Maintenance of Facilities	9.38	
		Maintenance of Facilities	4.09	13.47
G-03719	Demco	Supplies	122.27	
		Supplies	250.73	
		Supplies	292.15	
		Supplies	77.75	742.90
G-03720	Gaylord Bros.	Supplies	936.45	936.45
G-03721	Gale Research	Materials	3,301.77	3,301.77
G-03722	Journal Record Publishing Co.	Periodicals/Subscriptions	189.00	189.00
G-03723	City of Warr Acres	Water & Garbage Services	53.20	53.20
G-03724	Oklahoma Library Association	Professional Services	65.00	
		Professional Services	580.00	

\*\* Continued \*\*

General Fund F.Y. 12-13

**Warrant Register**

February 2013

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-03724	Oklahoma Library Association	Professional Services	360.00	
		Professional Services	220.00	1,225.00
G-03725	Baker & Taylor Books	Materials	912.03	912.03
G-03726	Donna Morris	Telephone Services	50.00	50.00
G-03727	Central Oklahoma Winnelson	Maintenance of Facilities	1,382.98	
		Maintenance of Facilities	131.98	1,514.96
G-03728	Bill Warren Office Products	Supplies	59.10	59.10
G-03729	TDS Telecom	Telephone Services	1,301.58	1,301.58
G-03730	Recorded Books, LLC	Materials	1,963.60	1,963.60
G-03731	Kasandra Dewbre-Burrows	Transportation	2.99	2.99
G-03732	Arphax Publishing Co	Materials	110.96	110.96
G-03733	Gale Group	Materials	427.38	427.38
G-03734	Live Oak Media	Materials	119.80	119.80
G-03735	Staples Advantage	Supplies	65.96	65.96
G-03736	Anne G. Fischer	Travel Expenses	354.80	354.80
G-03737	BayScan Technologies	Supplies	51,250.00	51,250.00
G-03738	Spaces, Inc.	Furniture	30,643.52	30,643.52
G-03739	Independent Stationers	Supplies	21.21	
		Supplies	45.84	67.05
G-03740	Library Video Co.	Materials	89.85	89.85
G-03741	Full Circle Bookstore	Programming Activities	49.48	49.48
G-03742	Price Digests	Materials	119.90	119.90
G-03743	Southwest Solutions Group, Inc	Maintenance	2,500.00	2,500.00
G-03744	Diane Sarantakos	Transportation	183.17	183.17
G-03745	Hamco of Western PA	Maint Supplies	2,282.50	2,282.50
G-03746	Blackstone Audio Books	Materials	82.50	82.50
G-03747	Scott's Printing & Copying	Printing/Printing Supply	1,205.86	
		Printing/Printing Supply	147.48	1,353.34
G-03748	Brilliance Corporation	Materials	2,352.14	2,352.14
G-03749	Hobby Lobby	Supplies	82.50	82.50
G-03750	ALA Registration Dept	Professional Services	150.00	
		Professional Services	225.00	375.00
G-03751	Filtration Services Group, LLC	Maintenance of Facilities	93.60	93.60
G-03752	Ingram Library Service	Materials	1,684.92	1,684.92
G-03753	James E. Garling	Programming Activities	200.00	200.00
G-03754	Cable Organizer	Supplies	323.70	323.70
G-03755	Audio Editions	Materials	1,702.02	1,702.02
G-03756	OverDrive, Inc.	Materials	7,452.60	
		Materials	4,194.31	11,646.91
G-03757	Lynda G. Bahr	Telephone Services	35.00	
		Transportation	187.99	222.99
G-03758	Findaway World, LLC	Materials	1,425.39	1,425.39
G-03759	DWe Williams	Programming Activities	9,400.00	9,400.00
G-03760	Ginger Waldrip	Programming Activities	100.00	100.00
G-03761	AV Cafe Inc	Materials	209.94	209.94
G-03762	Ingram Library Service	Materials	376.70	376.70
G-03763	Susan Pierce	Programming Activities	448.00	
		Programming Fees	900.00	1,348.00
G-03764	The Library Store, Inc.	Equipment	1,818.06	1,818.06
G-03765	Thomson Reuters Tax & Acct Inc	Materials	2,090.00	2,090.00
G-03766	Sarah Grote	Programming Activities	500.00	500.00

General Fund F.Y. 12-13

**Warrant Register**

February 2013

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-03767	Oklahoma Building Services, Inc	Janitorial Services	25,166.98	
		Janitorial Services	3,606.15	
		Janitorial Services	2,751.67	
		Pest Control Service	1,015.00	
		Pest Control Service	450.00	
		Pest Control Service	260.00	33,249.80
G-03768	Evans Hardware	Maintenance of Facilities	55.33	55.33
G-03769	Displays 2 Go	Supplies	415.79	415.79
G-03770	Southwest Paper - OKC	Maintenance Supplies	2,315.00	2,315.00
G-03771	ProQuest	Materials	2,318.00	2,318.00
G-03772	Patricia Ortiz	Mileage	8.19	8.19
G-03773	MAC Systems, Inc.	Maintenance of Facilities	864.00	
		Maintenance of Facilities	738.00	
		Maintenance of Facilities	168.00	1,770.00
G-03774	Dowell Parking Center	Parking & Transportation	312.00	312.00
G-03775	Sally Gray	Transportation	65.54	65.54
G-03776	Amazon/GE Money Bank	Automation	23.04	
		Programming	14.13	
		Supplies	26.71	63.88
G-03777	United Parcel Service	Postage	3.51	
		Postage	552.73	556.24
G-03778	Alice Murphy	Supplies	65.00	65.00
G-03779	Rose Rock Development Inc	Maintenance of Facilities	1,695.00	
		Maintenance of Facilities	1,485.00	3,180.00
G-03780	Baker & Taylor Books	Materials	1,358.20	1,358.20
G-03781	Baker & Taylor Entertainment	Materials	2,449.53	2,449.53
G-03782	Walmart Community/GEMB	Programming Activities	74.32	74.32
G-03783	MetroFamily Magazine	Library-related Services	1,449.00	1,449.00
G-03784	The Meadows	Automation contractual	45.00	45.00
G-03785	John L. Hilbert	Programming Activities	82.28	
		Programming Activities	55.68	137.96
G-03786	Smart Start Central Oklahoma	Programming Activities	200.00	200.00
G-03787	Thomas P. Gallagher	Transportation	25.00	25.00
G-03788	The Great Courses	Materials	224.90	224.90
G-03789	Tracy Anne Genheimer	Programming Activities	62.50	62.50
G-03790	Metro Monitor, Inc.	Library-related Services	95.00	95.00
G-03791	Insignia Signs, Inc.	Library-related Services	3,499.00	3,499.00
G-03792	Oklahoma City County Health	Programming Activities	450.00	450.00
G-03793	Kathryn M Milton	Programming Activities	80.00	80.00
G-03794	Kay Epperson	Programming Activities	75.00	75.00
G-03795	Kimberly A Quinn	Programming Activities	75.00	75.00
G-03796	Susan H. Wood	Programming Activities	125.00	
		Programming Activities	380.00	505.00
G-03797	Oklahoma City Police Dept.	Maintenance of Facilities	27.00	27.00
G-03798	AT&T	Telephone Services	97.90	97.90
G-03799	Christian Book Distributors	Books & Materials	47.97	47.97
G-03800	Securitas Security USA, Inc.	Security Services	7,391.75	
		Security Services	2,023.49	9,415.24
G-03801	Baker & Taylor Books	Materials	1,560.99	
		Materials	2,139.41	
		Materials	1,627.45	
		Materials	1,165.82	

\*\* Continued \*\*

General Fund F.Y. 12-13

Warrant Register

February 2013

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03801	Baker & Taylor Books	Materials	3,090.96	
		Materials	4,381.98	
		Materials	2,561.56	
		Materials	1,978.59	18,506.76
G-03802	Baker & Taylor Books	Materials	1,012.74	
		Materials	5,379.29	
		Materials	2,210.25	
		Materials	4,624.39	13,226.67
G-03803	Baker & Taylor Books	Materials	1,302.32	1,302.32
G-03804	Juggle Whatever	Programming Activities	150.00	150.00
G-03805	COTPA-Sheridan & Walker	Parking & Transportation	1,168.00	
		Parking & Transportation	2,009.41	3,177.41
G-03806	Cheryl Coleman	Programming Activities	71.03	71.03
G-03807	Baker & Taylor Entertainment	Materials	1,992.00	1,992.00
G-03808	Provantage	Automation	711.50	
		Printing Supplies	525.30	1,236.80
G-03809	Polina M. Ezhkova Varner	Programming Activities	75.00	75.00
G-03810	Shoplet	Equipment	203.16	203.16
Total of FY 12-13 Warrants Issued				\$ 2,583,971.11

General Fund F.Y. 11-12

**Warrant Register**

February 2013

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-06290	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
		Total of FY 11-12 Warrants Issued		\$ 90.00

Special Funds

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
S-18380	Alex K. Varughese	Lost & Paid Item Returned	16.75	16.75
S-18381	Jennifer N. Bowles	Lost & Paid Item Returned	3.00	3.00
S-18382	Trey J. Tuggle	Lost & Paid Item Returned	11.95	11.95
S-18383	Eileen B. Wilson	Lost & Paid Item Returned	3.00	3.00
S-18384	Lee D. Gorrell	Lost & Paid Item Returned	3.00	3.00
S-18385	Janet L. Lacy	Lost & Paid Item Returned	22.00	22.00
S-18386	Judith L. Lagge	Lost & Paid Item Returned	19.95	19.95
S-18387	Ruth E. Serven	Lost & Paid Item Returned	3.00	3.00
S-18388	Melanie L. Reed	Lost & Paid Item Returned	10.00	10.00
S-18389	Linda M. Ferrell	Lost & Paid Item Returned	29.05	29.05
S-18390	Deborah L. Springall	Lost & Paid Item Returned	3.00	3.00
S-18391	Melody G. Brooks &/or Deana	Lost & Paid Item Returned	3.00	3.00
S-18392	Brian W. Burgess	Lost & Paid Item Returned	4.75	4.75
S-18393	Larhonda R. Richards	Lost & Paid Item Returned	5.35	5.35
S-18394	Jamie N. Delpha	Lost & Paid Item Returned	21.65	21.65
S-18395	Rita A. Millspaugh	Lost & Paid Item Returned	4.95	4.95
S-18396	Marian E. Jeter	Lost & Paid Item Returned	9.95	9.95
S-18397	Kaden S. Kremeier &/or	Lost & Paid Item Returned	11.95	11.95
S-18398	Amazon/GE Money Bank	Supplies	250.00	250.00
S-18399	Standley Systems	Copier Maintenance	49.99	
		Copier Maintenance	6.37	
		Copier Maintenance	20.40	
		Copier Maintenance	13.21	
		Copier Maintenance	2.72	
		Copier Usage	164.78	
		Copier Usage	248.92	506.39
S-18400	ImageNet Consulting, LLC	Copier Maintenance	82.43	
		Copier Maintenance	37.80	
		Copier Maintenance	82.43	202.66
S-18401	Amazon/GE Money Bank	Programming	29.95	29.95
S-18402	Baker & Taylor Books	Materials	144.13	144.13
S-18403	Amazon/GE Money Bank		381.32	381.32
S-18404	Joe Brown	Refund Meeting Room	20.00	20.00
S-18405	Gaylord Bros.	AL Renovation	230.62	230.62
S-18406	Newegg, Inc.	AL Renovation	175.00	175.00
S-18407	United Parcel Service	AL Renovation	4.51	4.51
S-18408	Knoll, Inc.	AL Renovation	692.55	692.55
S-18409	Grace D. Garwood &/or April	Lost & Paid Item Returned	3.00	3.00
S-18410	Kimberly F. Copeland	Lost & Paid Item Returned	8.95	8.95
S-18411	Bonita D. Spinner	Lost & Paid Item Returned	15.95	15.95
S-18412	Danelle L. Carmack	Lost & Paid Item Returned	9.95	9.95
S-18413	Krystal Leyva &/or Geraldina	Lost & Paid Item Returned	12.95	12.95
S-18414	Joshua Regalado &/or Josue A.	Lost & Paid Item Returned	3.00	3.00
S-18415	Jashel Euer	Lost & Paid Item Returned	18.95	18.95
S-18416	Raymond P. Hypolite	Lost & Paid Item Returned	4.25	4.25
S-18417	Michelle A. Seright	Lost & Paid Item Returned	22.90	22.90
S-18418	Roxeann E. Taft	Lost & Paid Item Returned	17.98	17.98
S-18419	Robert E. Ley, III	Lost & Paid Item Returned	6.95	6.95
S-18420	Cathleen M. Sherman	Lost & Paid Item Returned	3.00	3.00
S-18421	April R. Mooney	Lost & Paid Item Returned	15.95	15.95
S-18422	Dolores L. Daniel	Lost & Paid Item Returned	8.95	8.95
S-18423	Fatima Khan	Lost & Paid Item Returned	17.95	17.95

Special Funds

Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
S-18424	Janice K. Manlove	Lost & Paid Item Returned	12.95	12.95
S-18425	Sophia E. Taylor &/or Carlma	Lost & Paid Item Returned	12.85	12.85
S-18426	Silva O. Rodas	Lost & Paid Item Returned	3.00	3.00
S-18427	Jennifer M. Wyrick	Lost & Paid Item Returned	3.00	3.00
S-18428	Meredith L. Smith	Lost & Paid Item Returned	6.55	6.55
S-18429	Standley Systems	Copier Maintenance	2.09	2.09
S-18430	MTM Recognition Corporation	MWC Garden Restoration	1,643.19	1,643.19
S-18431	City of Midwest City	MWC Garden Restoration	5,029.08	5,029.08
S-18432	Gaylord Bros.	AL Renovation	536.04	536.04
S-18433	Baker & Taylor Books	Materials	792.71	792.71
S-18434	Chase Card Services	Fines Account	132.90	132.90
S-18435	Chase Card Services	Programming	69.00	69.00
S-18436	Chase Card Services	Furniture	634.53	634.53
S-18437	Oklahoma Food Cooperative	ReadFest	94.54	94.54
S-18438	Charles D. Miles, Jr.	Lost & Paid Item Returned	9.45	9.45
S-18439	Julie Watson	Lost & Paid Item Returned	22.85	22.85
S-18440	University of Tulsa	Books Lost Account	63.00	63.00
S-18441	Santa Fe University of Art and	Books Lost Account	77.00	77.00
S-18442	Connie R. Griffith	Lost & Paid Item Returned	3.00	3.00
S-18443	Njambi Keenan	Lost & Paid Item Returned	39.95	39.95
S-18444	Saul G. Mengistu &/or Marta	Lost & Paid Item Returned	3.00	3.00
S-18445	Justin L. Beasley	Lost & Paid Item Returned	3.00	3.00
S-18446	Kyla Mestanza	Lost & Paid Item Returned	14.95	14.95
S-18447	Shania A. Robinson&/or Annette	Lost & Paid Item Returned	3.00	3.00
S-18448	Jeffery A. Carlisle	Lost & Paid Item Returned	22.60	22.60
S-18449	Kathleen Whiting	Lost & Paid Item Returned	3.00	3.00
S-18450	Cassie M. Day	Lost & Paid Item Returned	11.85	11.85
S-18451	Brette N. Holly	Lost & Paid Item Returned	9.95	9.95
S-18452	Ella M. Granger &/or Jennifer	Lost & Paid Item Returned	17.95	17.95
S-18453	University of Oklahoma	Books Lost Account	35.00	35.00
S-18454	Metropolitan Library System	Transfer of Fines & Fees	53,000.00	53,000.00
S-18455	Standley Systems	Copier Maintenance	10.35	10.35
S-18456	Friends of the Metro. Library	Grant Balance Refund	4,535.28	4,535.28
S-18457	DWe Williams	OAC Black History Month	3,600.00	3,600.00
S-18458	Friends of the Metro. Library	Grant Balance Refund	1.91	1.91
S-18459	Demco	AL Renovation	9,061.86	9,061.86
S-18460	ImageNet Consulting, LLC	Copier Maintenance	151.12	151.12
S-18461	Baker & Taylor Books	Materials	77.56	77.56
S-18462	Melanie H. Lawrence	Lost & Paid Item Returned	9.95	9.95
S-18463	Amanda M. Milner	Lost & Paid Item Returned	4.95	4.95
S-18464	Oklahoma Tax Commission	State Sales Tax-January	64.25	64.25
S-18465	Micah A. Stirling	Lost & Paid Item Returned	13.00	13.00
S-18466	Kassidi S. Grose	Lost & Paid Item Returned	11.95	11.95
S-18467	Zachary P. Guffin &/or Greg P.	Lost & Paid Item Returned	12.95	12.95
S-18468	Ashley M. Bazemore	Lost & Paid Item Returned	24.95	24.95
S-18469	David J. Schrupp	Lost & Paid Item Returned	3.00	3.00
S-18470	Brendan D. Pedulla &/or	Lost & Paid Item Returned	26.60	26.60
S-18471	Madeline T. Benham	Lost & Paid Item Returned	13.95	13.95
S-18472	Corbin B. Yarbrough	Lost & Paid Item Returned	11.95	11.95
S-18473	Elizabeth K. Biewen	Lost & Paid Item Returned	3.00	3.00
S-18474	Mariah N. Gowdy &/or Dan R.	Lost & Paid Item Returned	3.00	3.00
S-18475	Carol B. Hulett	Lost & Paid Item Returned	17.25	17.25

Special Funds

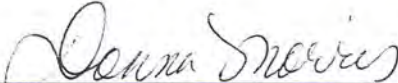
Warrant Register

February 2013

Number	Vendor/Payee	Purpose		Amount
S-18476	Marvin O. Jones	Lost & Paid Item Returned	13.95	13.95
S-18477	Lloyd M. Thompson	Lost & Paid Item Returned	3.00	3.00
S-18478	Renee L. Anderson	Lost & Paid Item Returned	3.00	3.00
S-18479	Oklahoma Tax Commission	State Sales Tax-January	845.72	845.72
S-18480	Metropolitan Library System	13/Come Read With Me	23,693.75	23,693.75
S-18481	Home Depot Credit Services	13/Com Read With Me	260.72	260.72
S-18482	Papa John's Pizza	13/Come Read With Me	50.52	50.52
S-18483	Demco	AL Renovation	7,431.43	7,431.43
Total of Special Funds Warrants Issued				\$ 115,267.01

I, Donna Morris, certify that:

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

  
Donna Morris, Executive Director

3-13-13  
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

3-13-13  
Date

## **REQUEST TO DECLARE EQUIPMENT SURPLUS**

The Commission on February 21, 2013 (Doc #73) approved the purchase of two new Savin MP4002sp copiers and one new Savin MP2852sp copier. These copiers have replaced one copier in the Business Office, one copier in the Outreach Department and one in the Cataloging Department. The copiers have become surplus to the Library System's needs.

The Administration wishes to dispose of the equipment in accordance with Commission policy by offering them for "Sealed Bid Sale" to the general public. Money received from the sealed bid sale will be placed in the general fund.

Notice of the Sealed Bid Sale will be published in the local papers and posted for public information at all library locations.

<b>Inventory Number</b>	<b>Description</b>	<b>Meter Reading</b>
40667	Canon Imagerunner 3045 S/N #MUY01764	112,175
40671	Canon Imagerunner 3045 S/N # MUY01396	119,001
40952	Canon Imagerunner 3025 S/N # MTV01014	44,916

### **RECOMMENDATION:**

That the Commission declares the (3) three copiers to be surplus to the Library System's needs and authorize the sale of surplus in accordance with Commission policy by sealed bid sale.

**METROPOLITAN LIBRARY COMMISSION  
OF OKLAHOMA COUNTY**

**EXECUTIVE DIRECTOR SEARCH COMMITTEE**

**MINUTES**

DATE: Thursday, February 21, 2013      TIME: 2:00 PM  
MEETING PLACE: Del City Library  
4509 SE 15<sup>th</sup>  
Del City, OK 73115  
(405) 672-1377

Written public notice of the time, date and place of this meeting was given to the County Clerk of Oklahoma County, January 31, 2013. 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 Del City Library and Downtown Library, 300 Park Avenue, Oklahoma City, on February 18, 2013, in conformity with the Oklahoma Open Meeting Act

**COMMITTEE MEMBERS PRESENT:**

Nancy Anthony  
Cynthia Friedemann  
Susan Tucker  
Hugh Rice, Chair

Non-Voting:  
Karen Marriott  
Lori Piccolo

**COMMITTEE MEMBERS EXCUSED:**

Jose Jimenez

**OTHERS PRESENT:**

Beth Toland, Commission member  
Maria Watkins, Executive Assistant  
Francie Pendleton, Administrative Specialist

**I.** The meeting was called to order at 2:04 p.m. by Mr. Hugh Rice, Chair.

Roll was called to establish a quorum. Present: Anthony, Friedemann, Tucker, Rice.


**II.** Mr. Rice referred to the draft proposed timeline for the Executive Director Search. He asked the committee for input regarding a start date for the new Executive Director to be in place. Mrs. Donna Morris' retirement date is December 1, 2014. Questions and Discussion followed. The consensus of the committee is to have the new Executive Director hired and in place in an Assistant Executive Director role by October 1, 2014, sixty days prior to Mrs. Morris' retirement. Mrs. Morris will remain in the Executive Director position through November 30, 2014; however, having her replacement in place prior to that will provide an opportunity for the new Director to become acquainted and familiar with community partnerships as well as staff and commissioners.

**III.** Mr. Rice referred to the Proposed Recruitment Process and asked for input. He asked the committee if a consultant firm should be hired or should the recruitment for Executive Director be advertised by the library first and then refer to a consultant firm in the case the committee's efforts are not successful. Questions and discussion followed. Consulting firms have the ability to seek out candidates who may not be looking for another job, but may be interested if contacted. Confidentiality with potential candidates is also another benefit of using an outside consulting firm. Typically consultant firms charge a percentage of the salary for the position being advertised and will vary depending on the scope of the recruitment. Mrs. Nancy Anthony suggested researching to find out what the options are in consulting firms. If the committee and commission choose to hire a consulting firm, the cost will need to be included in the upcoming budget. Mrs. Lori Piccolo, Director of Human Resources, will research options for consulting firms who have had experience in hiring Library Directors for Public Libraries. If enough information is received, the committee will meet again to review the information with the intent to take any recommendations to the March 21 Commission meeting.

Mr. Rice referred to a handout used in the Executive Director Search in 1998. The handout consisted of Desirable Qualities for the Executive Director at that time. If a consulting firm is hired, one of its tasks could be to seek out from Administrative Staff and Commission Members the current desirable qualities for the Executive Director.

Mr. Rice also referred to the salary data provided by the Singer Group Study in 2011. The data provided salary information for various comparable public library director's nationwide and locally. He suggested for future reference, the committee determine a starting salary range depending on the years of experience and qualifications for the Executive Director. The Committee agreed.

**IV.** Mr. Rice called for questions or comments from the committee members. There being no further business, the meeting was adjourned at 3:10 p.m.

  
\_\_\_\_\_  
Maria Watkins,  
Executive Assistant to the Executive Director

## **EXECUTIVE DIRECTOR SEARCH COMMITTEE**

The Executive Director Search Committee will be meeting prior to the Commission meeting on Thursday, March 21<sup>st</sup> at 2:00 p.m.

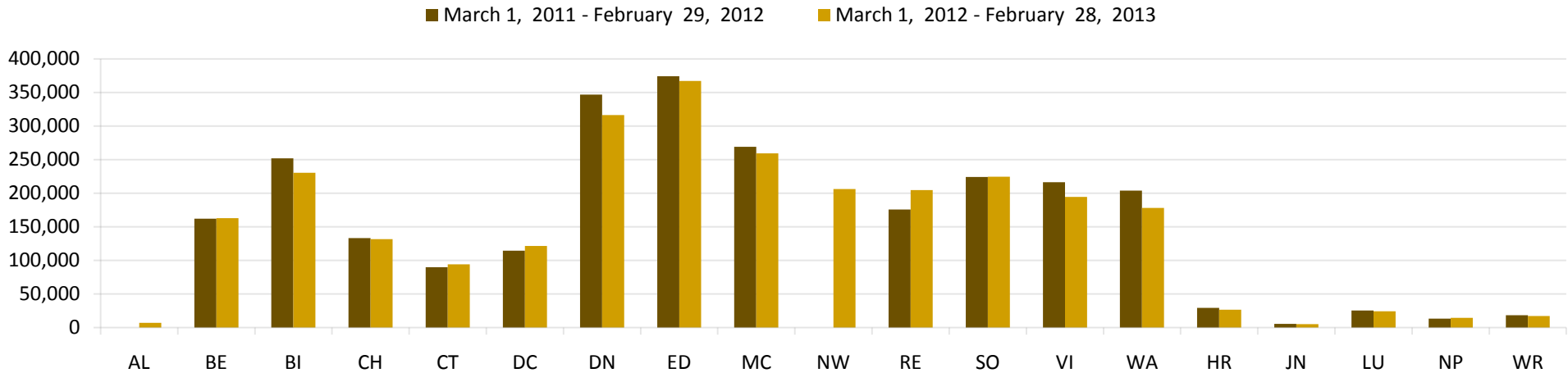
The Committee will be reviewing and discussing the following agenda items and will bring any recommended action to the commission following the committee meeting.

- I. Discussion, consideration and possible action: Prospective Search Firms and/or Consultants

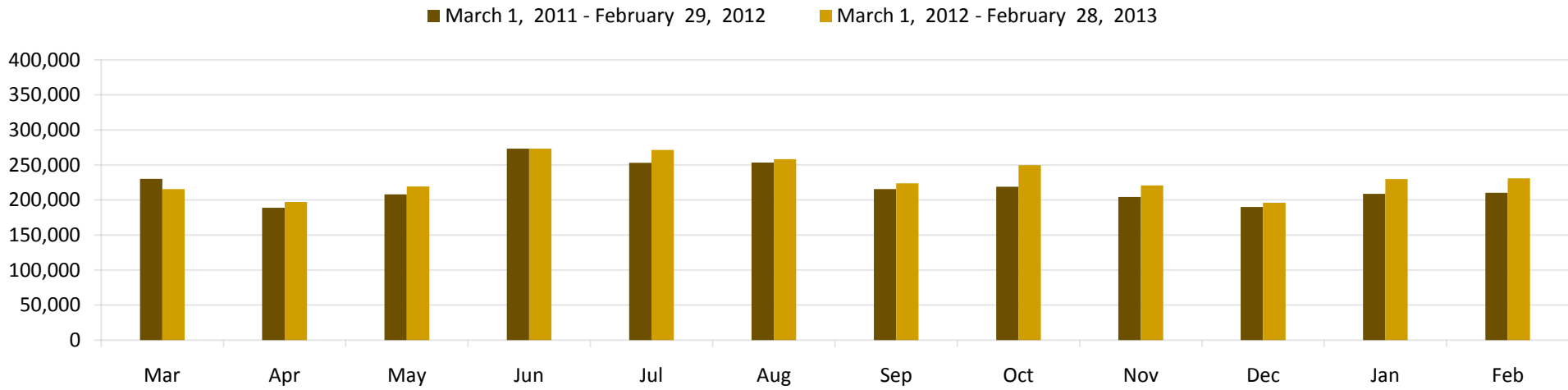
# Library Visits Report

## System Summary

### Visits by Library



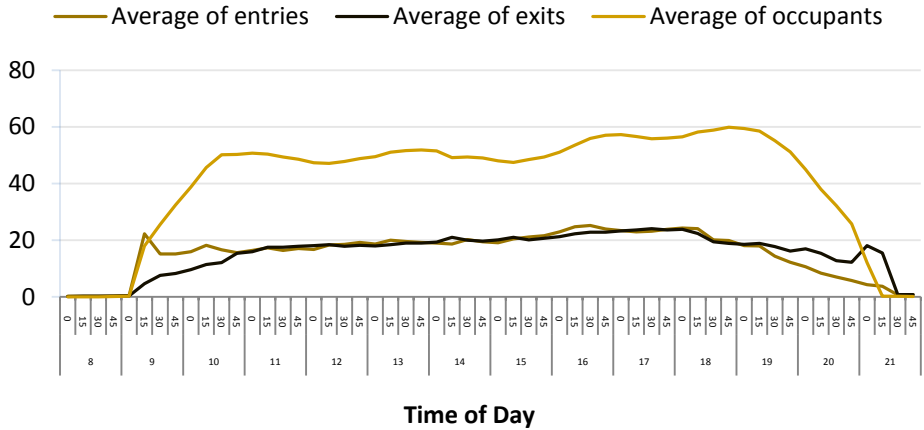
### Visits by Month



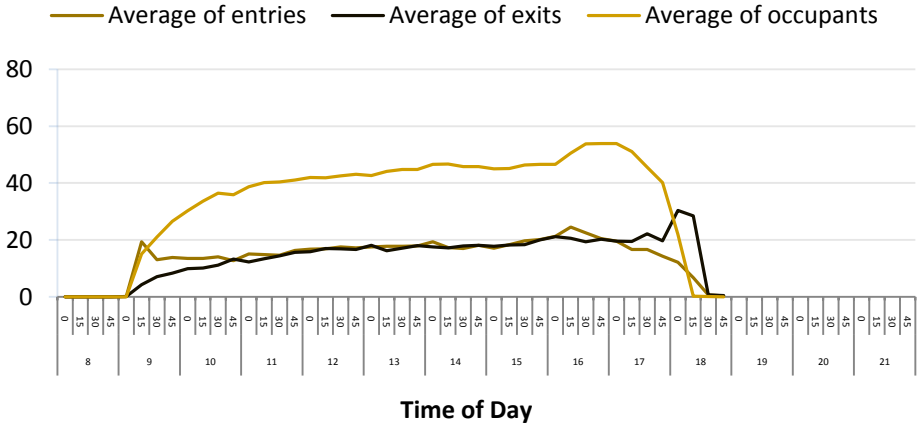
# Library Visits Report

## Visits Profile: MC

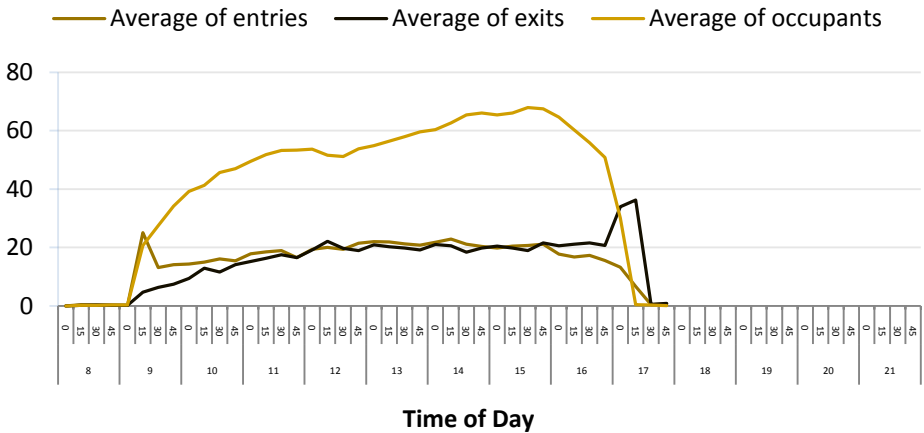
**Monday - Thursday**  
(Trailing Twelve Months)



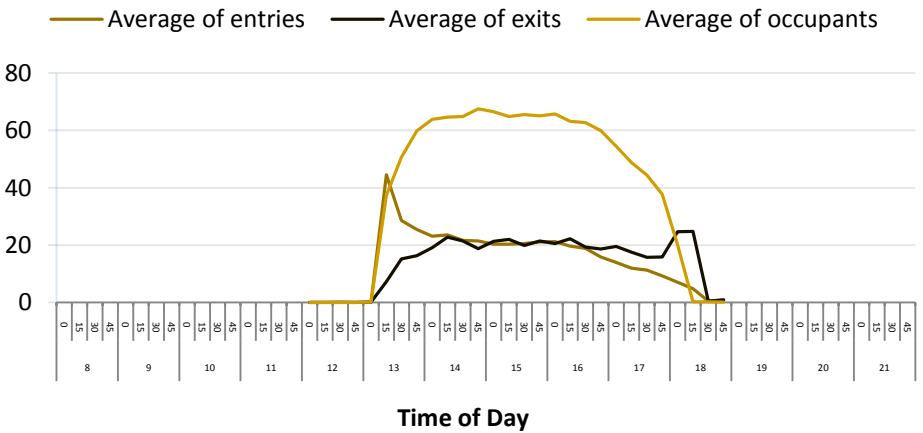
**Friday**  
(Trailing Twelve Months)



**Saturday**  
(Trailing Twelve Months)



**Sunday**  
(Trailing Twelve Months)



# Library Visits Report

## Data

July 1, 2012 - February 28, 2013 (66.67% 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>
AL	FY12	-	-	-	-	-	-	-	-	-	-	-	-	-
	FY13	-	-	-	-	-	-	-	6,926	-	-	-	-	6,926
	%													
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	170,190
	FY13	19,684	20,518	19,840	19,763	17,726	15,775	19,121	17,758	-	-	-	-	150,184
	%	-13.3%	-18.6%	-6.3%	-6.8%	-12.2%	-14.4%	-7.4%	-13.9%					-11.8%
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	109,449
	FY13	16,408	14,583	12,823	13,764	12,619	11,555	13,098	12,103	-	-	-	-	106,954
	%	-0.7%	-8.0%	-4.2%	1.7%	0.0%	-2.4%	1.3%	-5.3%					-2.3%
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	85,065
	FY13	11,751	12,690	13,965	11,278	10,524	8,752	9,596	9,763	-	-	-	-	88,320
	%	17.0%	13.3%	35.6%	-2.6%	0.6%	-9.6%	-11.4%	-10.9%					3.8%
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	57,539
	FY13	9,167	8,206	7,478	8,530	7,309	6,612	7,619	7,761	-	-	-	-	62,681
	%	9.0%	2.9%	-1.8%	20.0%	12.6%	7.3%	11.8%	11.5%					8.9%
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	78,246
	FY13	12,301	11,238	10,155	11,098	9,778	8,505	9,553	9,779	-	-	-	-	82,407
	%	18.7%	1.7%	6.3%	15.8%	1.3%	-4.7%	-0.9%	3.4%					5.3%
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	221,964
	FY13	28,393	29,480	26,945	27,824	25,236	23,923	27,476	26,424	-	-	-	-	215,701
	%	-17.4%	-14.0%	-2.8%	1.3%	-2.0%	2.0%	14.5%	6.0%					-2.8%
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	240,649
	FY13	38,203	33,006	29,711	30,763	27,169	23,745	29,041	28,066	-	-	-	-	239,705
	%	1.6%	-2.6%	0.3%	5.1%	-2.3%	-0.6%	1.3%	-6.2%					-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	176,226
	FY13	25,032	24,228	20,677	23,176	20,529	17,559	20,244	19,040	-	-	-	-	170,484
	%	-1.0%	-4.5%	-6.5%	4.3%	-0.9%	-7.0%	-2.3%	-8.9%					-3.3%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	-
	FY13	26,552	22,353	21,191	22,414	19,712	17,029	20,881	20,638	-	-	-	-	170,770
	%													

# Library Visits Report

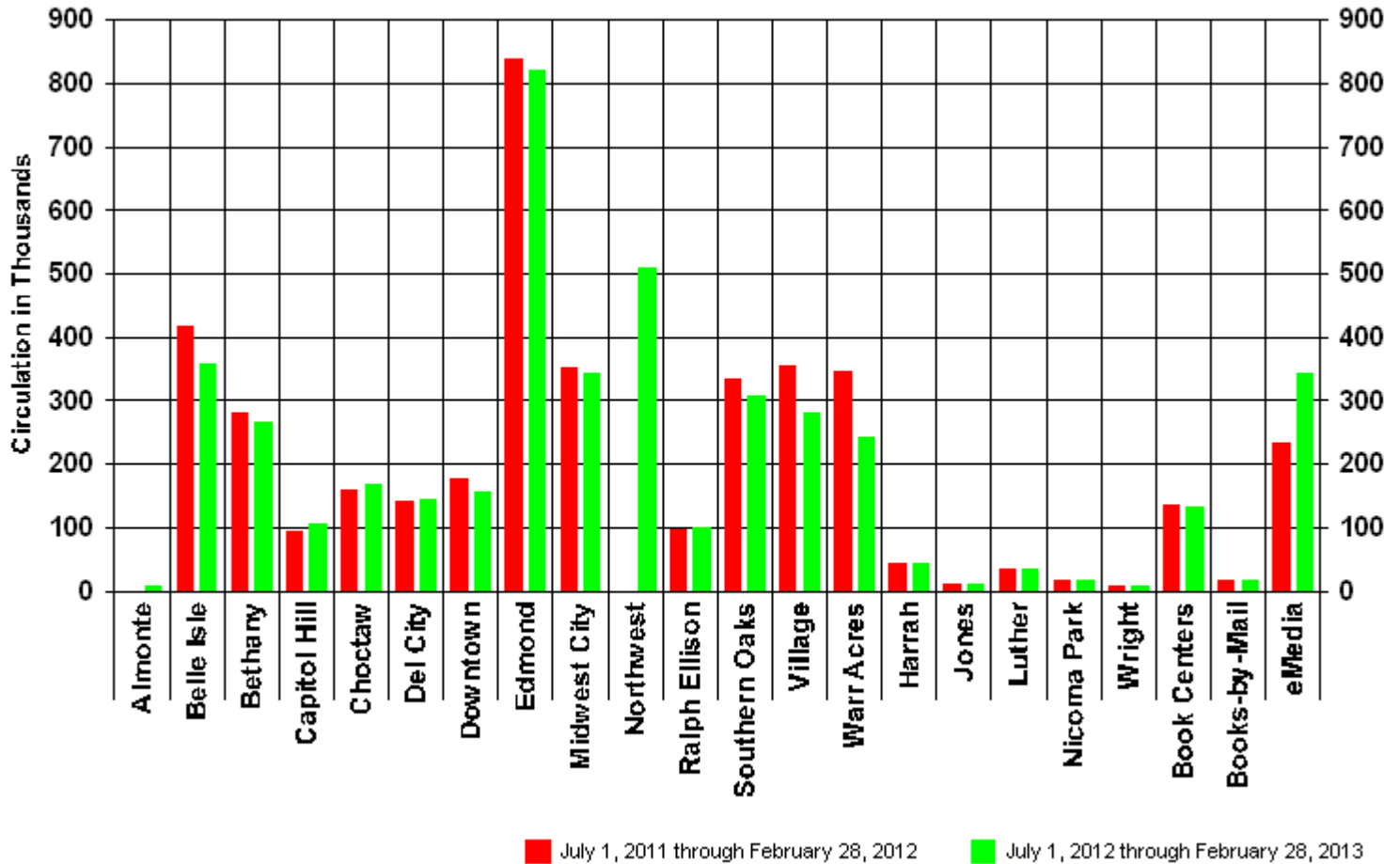
## Data

July 1, 2012 - February 28, 2013 (66.67% 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>
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	120,356
	FY13	19,398	19,333	16,247	20,278	16,643	15,058	17,397	19,005	-	-	-	-	143,359
	%	13.9%	6.3%	16.2%	35.9%	25.3%	7.1%	18.8%	33.3%					19.1%
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	158,295
	FY13	21,700	20,986	7,711	21,557	19,016	17,453	20,673	18,394	-	-	-	-	147,490
	%	2.1%	-4.2%	-59.9%	2.0%	2.5%	-4.9%	5.3%	0.9%					-6.8%
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	140,813
	FY13	18,823	17,358	15,621	16,034	13,878	12,021	14,660	14,919	-	-	-	-	123,314
	%	-7.5%	-14.7%	-10.7%	-7.3%	-12.6%	-19.5%	-12.4%	-16.2%					-12.4%
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	136,540
	FY13	16,706	16,314	14,778	15,682	13,496	11,750	13,434	13,317	-	-	-	-	115,477
	%	-19.6%	-18.8%	-13.3%	-1.8%	-13.7%	-17.8%	-17.3%	-19.0%					-15.4%
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	17,932
	FY13	2,011	2,294	2,194	2,311	1,959	1,795	2,153	2,149	-	-	-	-	16,866
	%	-13.6%	-10.1%	33.2%	-0.7%	-12.7%	-26.5%	-7.2%	3.8%					-5.9%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	3,582
	FY13	501	483	411	528	386	362	461	559	-	-	-	-	3,692
	%	-11.6%	10.4%	11.1%	3.1%	-11.6%	-1.9%	-8.6%	44.9%					3.1%
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	16,700
	FY13	2,072	2,489	1,974	1,892	1,862	1,689	1,768	1,717	-	-	-	-	15,464
	%	-20.5%	-1.9%	-1.5%	-12.0%	-3.2%	-1.7%	-2.9%	-11.4%					-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	8,428
	FY13	1,479	1,306	986	1,071	990	921	1,071	999	-	-	-	-	8,823
	%	14.3%	17.2%	-11.4%	10.6%	2.5%	-10.7%	21.1%	-5.5%					4.7%
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	12,302
	FY13	1,283	1,509	1,187	1,684	1,848	1,628	1,499	1,406	-	-	-	-	12,044
	%	-19.7%	13.2%	-6.0%	8.5%	21.3%	-5.1%	-16.7%	-7.4%					-2.1%
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	1,754,276
	FY13	271,465	258,373	223,894	249,647	220,680	196,133	229,745	230,725	-	-	-	-	1,880,663
	%	7.2%	2.0%	3.8%	14.1%	8.1%	3.1%	10.0%	9.8%					7.2%

## **Circulation Gains and Losses**

**July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)**



## **Circulation Gains and Losses**

**July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)**

<b>FEBRUARY 28, 2013</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
Almonte	12	0	0	0	0	0	0	
	13	4162	4162	2166	2166	6328	6328	
		<b>4162</b>	<b>4162</b>	<b>2166</b>	<b>2166</b>	<b>6328</b>	<b>6328</b>	<b>100.0</b>
Belle Isle	12	38517	314356	12486	102818	51003	417174	
	13	30039	263589	11022	92964	41061	356553	
		<b>-8478</b>	<b>-50767</b>	<b>-1464</b>	<b>-9854</b>	<b>-9942</b>	<b>-60621</b>	<b>-14.5</b>
Bethany	12	21796	192909	9434	87340	31230	280249	
	13	21136	177379	10199	87443	31335	264822	
		<b>-660</b>	<b>-15530</b>	<b>765</b>	<b>103</b>	<b>105</b>	<b>-15427</b>	<b>-5.5</b>
Capitol Hill	12	7165	58697	4675	35568	11840	94265	
	13	5976	60841	4669	43272	10645	104113	
		<b>-1189</b>	<b>2144</b>	<b>-6</b>	<b>7704</b>	<b>-1195</b>	<b>9848</b>	<b>10.4</b>
Choctaw	12	11603	97281	7609	60913	19212	158194	
	13	11440	100799	7645	67907	19085	168706	
		<b>-163</b>	<b>3518</b>	<b>36</b>	<b>6994</b>	<b>-127</b>	<b>10512</b>	<b>6.6</b>
Del City	12	11829	101745	4589	39690	16418	141435	
	13	11518	102343	4436	41798	15954	144141	
		<b>-311</b>	<b>598</b>	<b>-153</b>	<b>2108</b>	<b>-464</b>	<b>2706</b>	<b>1.9</b>
Downtown	12	15303	134181	4944	42760	20247	176941	
	13	13851	116039	3964	38634	17815	154673	
		<b>-1452</b>	<b>-18142</b>	<b>-980</b>	<b>-4126</b>	<b>-2432</b>	<b>-22268</b>	<b>-12.6</b>
Edmond	12	57883	474104	44481	363116	102364	837220	
	13	53444	452207	42426	369145	95870	821352	
		<b>-4439</b>	<b>-21897</b>	<b>-2055</b>	<b>6029</b>	<b>-6494</b>	<b>-15868</b>	<b>-1.9</b>
Midwest City	12	29254	248516	12507	104419	41761	352935	
	13	27770	236864	12024	104734	39794	341598	
		<b>-1484</b>	<b>-11652</b>	<b>-483</b>	<b>315</b>	<b>-1967</b>	<b>-11337</b>	<b>-3.2</b>
Northwest	12	0	0	0	0	0	0	
	13	33914	287364	25352	222364	59266	509728	
		<b>33914</b>	<b>287364</b>	<b>25352</b>	<b>222364</b>	<b>59266</b>	<b>509728</b>	<b>100.0</b>
Ralph Ellison	12	8113	72381	2285	24681	10398	97062	
	13	7548	72526	2980	27281	10528	99807	
		<b>-565</b>	<b>145</b>	<b>695</b>	<b>2600</b>	<b>130</b>	<b>2745</b>	<b>2.8</b>
Southern Oaks	12	28943	237024	12333	97055	41276	334079	
	13	26332	213128	11257	94916	37589	308044	
		<b>-2611</b>	<b>-23896</b>	<b>-1076</b>	<b>-2139</b>	<b>-3687</b>	<b>-26035</b>	<b>-7.8</b>
Village	12	27802	243256	12404	111477	40206	354733	
	13	21881	190659	10727	90608	32608	281267	
		<b>-5921</b>	<b>-52597</b>	<b>-1677</b>	<b>-20869</b>	<b>-7598</b>	<b>-73466</b>	<b>-20.7</b>

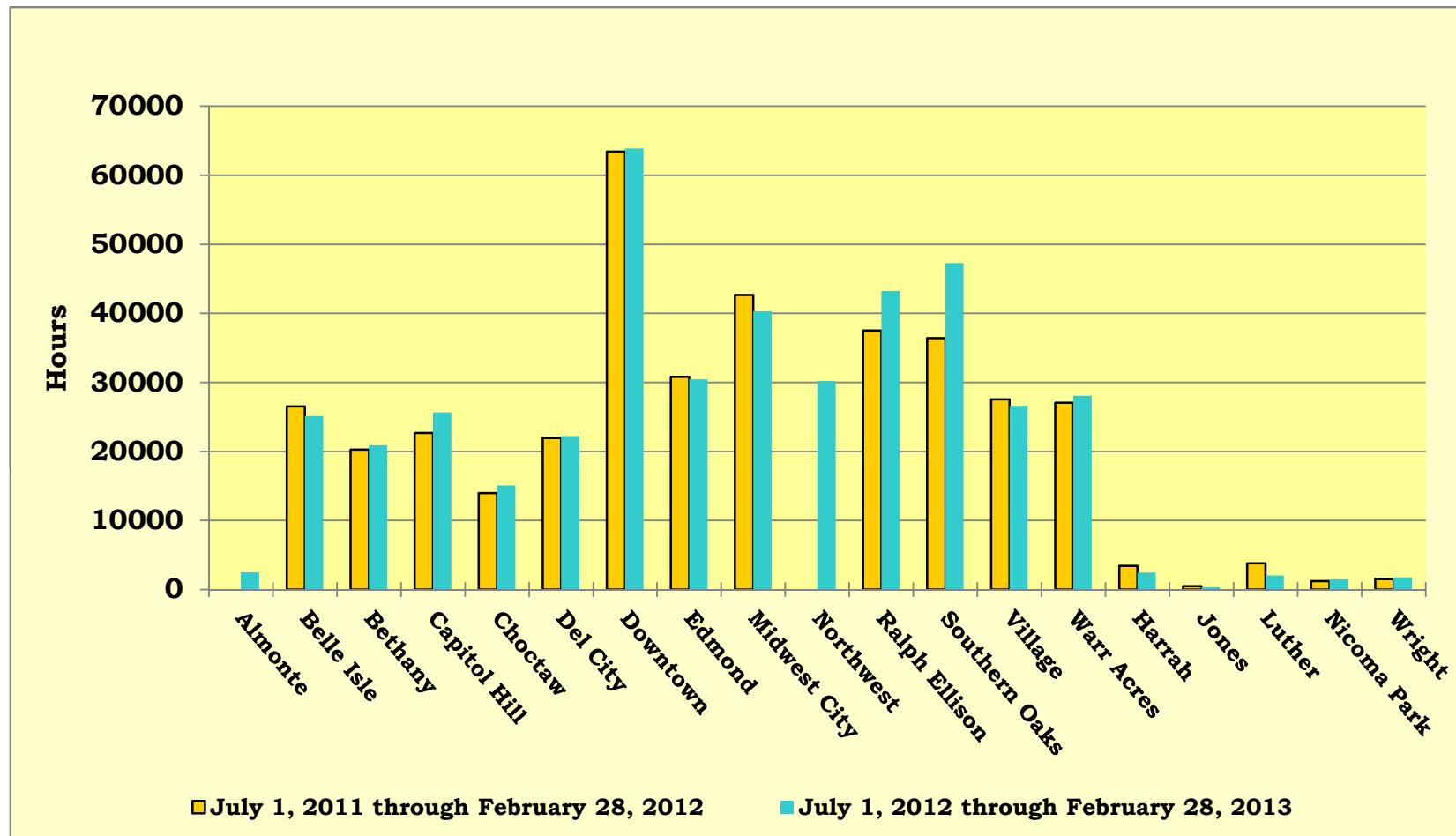
## **Circulation Gains and Losses**

**July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)**

<b>FEBRUARY 28, 2013</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
Warr Acres	12	28701	243320	11698	101166	40399	344486	
	13	19429	175110	6953	65268	26382	240378	
		<b>-9272</b>	<b>-68210</b>	<b>-4745</b>	<b>-35898</b>	<b>-14017</b>	<b>-104108</b>	<b>-30.2</b>
<b>EXTENSION LIBRARIES:</b>								
Harrah	12	3534	29926	1580	12461	5114	42387	
	13	3622	29638	1993	13683	5615	43321	
		<b>88</b>	<b>-288</b>	<b>413</b>	<b>1222</b>	<b>501</b>	<b>934</b>	<b>2.2</b>
Jones	12	761	6228	329	3119	1090	9347	
	13	868	5746	452	3839	1320	9585	
		<b>107</b>	<b>-482</b>	<b>123</b>	<b>720</b>	<b>230</b>	<b>238</b>	<b>2.5</b>
Luther	12	2836	22959	1045	10001	3881	32960	
	13	2619	21774	1322	11258	3941	33032	
		<b>-217</b>	<b>-1185</b>	<b>277</b>	<b>1257</b>	<b>60</b>	<b>72</b>	<b>.2</b>
Nicoma Park	12	1937	13108	432	3801	2369	16909	
	13	1727	13260	562	4392	2289	17652	
		<b>-210</b>	<b>152</b>	<b>130</b>	<b>591</b>	<b>-80</b>	<b>743</b>	<b>4.4</b>
Wright	12	825	5879	264	2384	1089	8263	
	13	525	5026	301	2608	826	7634	
		<b>-300</b>	<b>-853</b>	<b>37</b>	<b>224</b>	<b>-263</b>	<b>-629</b>	<b>-7.6</b>
<b><u>OTHER:</u></b>								
Book Centers	12	10501	83589	6199	50501	16700	134090	
	13	10725	84917	5420	47844	16145	132761	
		<b>224</b>	<b>1328</b>	<b>-779</b>	<b>-2657</b>	<b>-555</b>	<b>-1329</b>	<b>-1.0</b>
Books-by-Mail	12	1982	15984	0	0	1982	15984	
	13	1990	17034	0	0	1990	17034	
		<b>8</b>	<b>1050</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>1050</b>	<b>6.6</b>
eMedia	12	34600	232625	0	0	34600	232625	
	13	45735	341388	0	0	45735	341388	
		<b>11135</b>	<b>108763</b>	<b>0</b>	<b>0</b>	<b>11135</b>	<b>108763</b>	<b>46.8</b>
TOTALS	12	343885	2828068	149294	1253270	493179	4081338	
	13	356251	2971793	165870	1432124	522121	4403917	
		<b>12366</b>	<b>143725</b>	<b>16576</b>	<b>178854</b>	<b>28942</b>	<b>322579</b>	<b>7.9</b>

## Total Computer Hours Used by Library

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)



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## Total Computer Usage

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	12					.00						.00	
	13	227		2,193		2,502.23		227		2,193		2,502.23	
		<b>227</b>	<b>100.0</b>	<b>2,193</b>	<b>100.0</b>	<b>2,502.23</b>	<b>100.0</b>	<b>227</b>	<b>100.0</b>	<b>2,193</b>	<b>100.0</b>	<b>2,502.23</b>	<b>100.0</b>
BELLE ISLE	12	234		4,073		3,285.65		3,407		33,957		26,545.57	
	13	204		3,478		2,900.34		3,248		30,760		25,131.07	
		<b>-30</b>	<b>-12.8</b>	<b>-595</b>	<b>-14.6</b>	<b>-385.31</b>	<b>-11.7</b>	<b>-159</b>	<b>-4.7</b>	<b>-3,197</b>	<b>-9.4</b>	<b>-1,414.50</b>	<b>-5.3</b>
BETHANY	12	199		2,993		2,441.26		2,845		25,794		20,263.09	
	13	234		2,885		2,400.70		2,935		25,219		20,906.03	
		<b>35</b>	<b>17.6</b>	<b>-108</b>	<b>-3.6</b>	<b>-40.56</b>	<b>-1.7</b>	<b>90</b>	<b>3.2</b>	<b>-575</b>	<b>-2.2</b>	<b>642.94</b>	<b>3.2</b>
CAPITOL HILL	12	210		3,251		2,816.44		2,990		28,270		22,685.07	
	13	234		3,297		2,886.86		3,186		30,670		25,661.03	
		<b>24</b>	<b>11.4</b>	<b>46</b>	<b>1.4</b>	<b>70.42</b>	<b>2.5</b>	<b>196</b>	<b>6.6</b>	<b>2,400</b>	<b>8.5</b>	<b>2,975.96</b>	<b>13.1</b>
CHOCTAW	12	130		1,426		1,456.19		1,416		13,294		13,981.40	
	13	90		1,753		1,715.00		1,402		14,121		15,096.18	
		<b>-40</b>	<b>-30.8</b>	<b>327</b>	<b>22.9</b>	<b>258.81</b>	<b>17.8</b>	<b>-14</b>	<b>-1.0</b>	<b>827</b>	<b>6.2</b>	<b>1,114.78</b>	<b>8.0</b>
DEL CITY	12	181		2,876		2,573.81		2,477		28,120		21,947.82	
	13	199		2,912		2,511.30		2,864		27,396		22,240.08	
		<b>18</b>	<b>9.9</b>	<b>36</b>	<b>1.3</b>	<b>-62.51</b>	<b>-2.4</b>	<b>387</b>	<b>15.6</b>	<b>-724</b>	<b>-2.6</b>	<b>292.26</b>	<b>1.3</b>
DOWNTOWN	12	200		9,162		7,944.59		3,121		79,054		63,442.30	
	13	189		9,920		7,612.57		2,923		80,428		63,886.08	
		<b>-11</b>	<b>-5.5</b>	<b>758</b>	<b>8.3</b>	<b>-332.02</b>	<b>-4.2</b>	<b>-198</b>	<b>-6.3</b>	<b>1,374</b>	<b>1.7</b>	<b>443.78</b>	<b>.7</b>
EDMOND	12	243		4,047		3,999.32		3,608		33,960		30,805.82	
	13	226		3,542		3,468.47		3,476		31,925		30,462.14	
		<b>-17</b>	<b>-7.0</b>	<b>-505</b>	<b>-12.5</b>	<b>-530.85</b>	<b>-13.3</b>	<b>-132</b>	<b>-3.7</b>	<b>-2,035</b>	<b>-6.0</b>	<b>-343.68</b>	<b>-1.1</b>
MIDWEST CITY	12	380		5,851		5,040.94		4,973		52,752		42,653.54	
	13	319		4,914		4,471.43		4,972		48,932		40,298.77	
		<b>-61</b>	<b>-16.1</b>	<b>-937</b>	<b>-16.0</b>	<b>-569.51</b>	<b>-11.3</b>	<b>-1</b>	<b>.0</b>	<b>-3,820</b>	<b>-7.2</b>	<b>-2,354.77</b>	<b>-5.5</b>
NORTHWEST	12					.00						.00	
	13	264		3,806		4,054.23		3,549		29,231		30,218.64	
		<b>264</b>	<b>100.0</b>	<b>3,806</b>	<b>100.0</b>	<b>4,054.23</b>	<b>100.0</b>	<b>3,549</b>	<b>100.0</b>	<b>29,231</b>	<b>100.0</b>	<b>30,218.64</b>	<b>100.0</b>

## Total Computer Usage

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	231		4,849		4,255.20		3,731		47,256		37,541.58	
	13	229		6,244		5,061.11		3,949		53,462		43,242.12	
		<b>-2</b>	<b>-.9</b>	<b>1,395</b>	<b>28.8</b>	<b>805.91</b>	<b>18.9</b>	<b>218</b>	<b>5.8</b>	<b>6,206</b>	<b>13.1</b>	<b>5,700.54</b>	<b>15.2</b>
SOUTHERN OAKS	12	330		5,195		4,445.95		4,266		44,794		36,439.23	
	13	459		7,153		6,445.66		5,245		54,290		47,299.70	
		<b>129</b>	<b>39.1</b>	<b>1,958</b>	<b>37.7</b>	<b>1,999.71</b>	<b>45.0</b>	<b>979</b>	<b>22.9</b>	<b>9,496</b>	<b>21.2</b>	<b>10,860.47</b>	<b>29.8</b>
VILLAGE	12	278		3,882		3,320.67		3,947		34,054		27,553.32	
	13	263		3,598		3,018.83		3,821		31,271		26,596.79	
		<b>-15</b>	<b>-5.4</b>	<b>-284</b>	<b>-7.3</b>	<b>-301.84</b>	<b>-9.1</b>	<b>-126</b>	<b>-3.2</b>	<b>-2,783</b>	<b>-8.2</b>	<b>-956.53</b>	<b>-3.5</b>
WARR ACRES	12	229		3,811		3,232.38		3,174		35,224		27,070.16	
	13	213		3,765		3,306.33		3,052		34,417		28,076.52	
		<b>-16</b>	<b>-7.0</b>	<b>-46</b>	<b>-1.2</b>	<b>73.95</b>	<b>2.3</b>	<b>-122</b>	<b>-3.8</b>	<b>-807</b>	<b>-2.3</b>	<b>1,006.36</b>	<b>3.7</b>
HARRAH	12	39		475		402.27		403		4,013		3,427.99	
	13	41		382		307.73		411		3,059		2,462.16	
		<b>2</b>	<b>5.1</b>	<b>-93</b>	<b>-19.6</b>	<b>-94.54</b>	<b>-23.5</b>	<b>8</b>	<b>2.0</b>	<b>-954</b>	<b>-23.8</b>	<b>-965.83</b>	<b>-28.2</b>
JONES	12	1		53		59.24		53		492		478.12	
	13	4		57		47.02		53		381		340.09	
		<b>3</b>	<b>300.0</b>	<b>4</b>	<b>7.5</b>	<b>-12.22</b>	<b>-20.6</b>		<b>.0</b>	<b>-111</b>	<b>-22.6</b>	<b>-138.03</b>	<b>-28.9</b>
LUTHER	12	29		341		352.19		392		3,914		3,785.23	
	13	21		245		217.98		340		2,409		2,045.88	
		<b>-8</b>	<b>-27.6</b>	<b>-96</b>	<b>-28.2</b>	<b>-134.21</b>	<b>-38.1</b>	<b>-52</b>	<b>-13.3</b>	<b>-1,505</b>	<b>-38.5</b>	<b>-1,739.35</b>	<b>-46.0</b>
NICOMA PARK	12	10		184		167.86		140		1,336		1,235.42	
	13	8		152		131.14		161		1,523		1,474.90	
		<b>-2</b>	<b>-20.0</b>	<b>-32</b>	<b>-17.4</b>	<b>-36.72</b>	<b>-21.9</b>	<b>21</b>	<b>15.0</b>	<b>187</b>	<b>14.0</b>	<b>239.48</b>	<b>19.4</b>
WRIGHT	12	9		246		185.14		195		1,943		1,510.26	
	13	5		255		207.71		167		2,214		1,767.87	
		<b>-4</b>	<b>-44.4</b>	<b>9</b>	<b>3.7</b>	<b>22.57</b>	<b>12.2</b>	<b>-28</b>	<b>-14.4</b>	<b>271</b>	<b>13.9</b>	<b>257.61</b>	<b>17.1</b>
TOTAL	12	2,933		52,715		45,979.10		41,138		468,227		381,365.92	
	13	3,429		60,551		53,266.64		45,981		503,901		429,708.28	
		<b>496</b>	<b>16.9</b>	<b>7,836</b>	<b>14.9</b>	<b>7,287.54</b>	<b>15.8</b>	<b>4,843</b>	<b>11.8</b>	<b>35,674</b>	<b>7.6</b>	<b>48,342.36</b>	<b>12.7</b>

## Computer Usage by Adult Customers

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	12					.00						.00	
	13	172		1,372		1,620.06		172		1,372		1,620.06	
		<b>172</b>	<b>100.0</b>	<b>1,372</b>	<b>100.0</b>	<b>1,620.06</b>	<b>100.0</b>	<b>172</b>	<b>100.0</b>	<b>1,372</b>	<b>100.0</b>	<b>1,620.06</b>	<b>100.0</b>
BELLE ISLE	12	199		3,539		2,859.86		2,879		29,758		23,371.70	
	13	185		2,992		2,535.82		2,750		26,551		21,929.16	
		<b>-14</b>	<b>-7.0</b>	<b>-547</b>	<b>-15.5</b>	<b>-324.04</b>	<b>-11.3</b>	<b>-129</b>	<b>-4.5</b>	<b>-3,207</b>	<b>-10.8</b>	<b>-1,442.54</b>	<b>-6.2</b>
BETHANY	12	166		2,485		2,036.67		2,346		20,853		16,427.65	
	13	192		2,451		2,060.48		2,406		21,178		17,624.56	
		<b>26</b>	<b>15.7</b>	<b>-34</b>	<b>-1.4</b>	<b>23.81</b>	<b>1.2</b>	<b>60</b>	<b>2.6</b>	<b>325</b>	<b>1.6</b>	<b>1,196.91</b>	<b>7.3</b>
CAPITOL HILL	12	142		1,879		1,746.71		1,858		14,526		12,614.14	
	13	155		1,875		1,766.46		2,028		16,285		14,495.10	
		<b>13</b>	<b>9.2</b>	<b>-4</b>	<b>-.2</b>	<b>19.75</b>	<b>1.1</b>	<b>170</b>	<b>9.1</b>	<b>1,759</b>	<b>12.1</b>	<b>1,880.96</b>	<b>14.9</b>
CHOCTAW	12	100		1,021		1,014.13		1,041		9,655		10,009.49	
	13	66		1,151		1,095.21		1,000		9,543		10,001.24	
		<b>-34</b>	<b>-34.0</b>	<b>130</b>	<b>12.7</b>	<b>81.08</b>	<b>8.0</b>	<b>-41</b>	<b>-3.9</b>	<b>-112</b>	<b>-1.2</b>	<b>-8.25</b>	<b>-.1</b>
DEL CITY	12	155		2,379		2,179.39		1,965		22,491		17,738.21	
	13	156		2,157		1,884.51		2,172		19,551		16,058.25	
		<b>1</b>	<b>.6</b>	<b>-222</b>	<b>-9.3</b>	<b>-294.88</b>	<b>-13.5</b>	<b>207</b>	<b>10.5</b>	<b>-2,940</b>	<b>-13.1</b>	<b>-1,679.96</b>	<b>-9.5</b>
DOWNTOWN	12	182		8,834		7,646.12		2,754		75,563		60,567.81	
	13	171		9,628		7,395.29		2,651		77,465		61,524.42	
		<b>-11</b>	<b>-6.0</b>	<b>794</b>	<b>9.0</b>	<b>-250.83</b>	<b>-3.3</b>	<b>-103</b>	<b>-3.7</b>	<b>1,902</b>	<b>2.5</b>	<b>956.61</b>	<b>1.6</b>
EDMOND	12	215		3,525		3,452.39		3,057		29,014		26,271.71	
	13	179		3,091		3,048.29		2,902		27,218		25,582.82	
		<b>-36</b>	<b>-16.7</b>	<b>-434</b>	<b>-12.3</b>	<b>-404.10</b>	<b>-11.7</b>	<b>-155</b>	<b>-5.1</b>	<b>-1,796</b>	<b>-6.2</b>	<b>-688.89</b>	<b>-2.6</b>
MIDWEST CITY	12	304		4,697		4,117.65		4,005		39,446		32,560.72	
	13	272		4,008		3,612.09		3,980		36,800		30,509.19	
		<b>-32</b>	<b>-10.5</b>	<b>-689</b>	<b>-14.7</b>	<b>-505.56</b>	<b>-12.3</b>	<b>-25</b>	<b>-.6</b>	<b>-2,646</b>	<b>-6.7</b>	<b>-2,051.53</b>	<b>-6.3</b>
NORTHWEST	12					.00						.00	
	13	197		3,223		3,444.30		2,758		24,718		25,897.29	
		<b>197</b>	<b>100.0</b>	<b>3,223</b>	<b>100.0</b>	<b>3,444.30</b>	<b>100.0</b>	<b>2,758</b>	<b>100.0</b>	<b>24,718</b>	<b>100.0</b>	<b>25,897.29</b>	<b>100.0</b>

## Computer Usage by Adult Customers

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	178		3,391		3,017.94		2,787		30,654		25,757.23	
	13	186		4,553		3,746.54		2,980		36,422		29,996.17	
		<b>8</b>	<b>4.5</b>	<b>1,162</b>	<b>34.3</b>	<b>728.60</b>	<b>24.1</b>	<b>193</b>	<b>6.9</b>	<b>5,768</b>	<b>18.8</b>	<b>4,238.94</b>	<b>16.5</b>
SOUTHERN OAKS	12	273		3,739		3,296.22		3,200		31,611		26,398.43	
	13	331		4,353		4,019.86		3,786		33,165		30,269.76	
		<b>58</b>	<b>21.2</b>	<b>614</b>	<b>16.4</b>	<b>723.64</b>	<b>22.0</b>	<b>586</b>	<b>18.3</b>	<b>1,554</b>	<b>4.9</b>	<b>3,871.33</b>	<b>14.7</b>
VILLAGE	12	230		3,114		2,673.17		3,188		25,460		20,716.85	
	13	221		2,971		2,418.03		3,150		24,385		20,028.79	
		<b>-9</b>	<b>-3.9</b>	<b>-143</b>	<b>-4.6</b>	<b>-255.14</b>	<b>-9.5</b>	<b>-38</b>	<b>-1.2</b>	<b>-1,075</b>	<b>-4.2</b>	<b>-688.06</b>	<b>-3.3</b>
WARR ACRES	12	195		3,300		2,756.47		2,665		28,827		22,085.07	
	13	183		2,979		2,527.85		2,571		25,779		20,530.36	
		<b>-12</b>	<b>-6.2</b>	<b>-321</b>	<b>-9.7</b>	<b>-228.62</b>	<b>-8.3</b>	<b>-94</b>	<b>-3.5</b>	<b>-3,048</b>	<b>-10.6</b>	<b>-1,554.71</b>	<b>-7.0</b>
HARRAH	12	29		303		200.27		285		2,565		2,001.44	
	13	29		300		212.18		317		2,512		1,801.18	
		<b>.0</b>		<b>-3</b>	<b>-1.0</b>	<b>11.91</b>	<b>5.9</b>	<b>32</b>	<b>11.2</b>	<b>-53</b>	<b>-2.1</b>	<b>-200.26</b>	<b>-10.0</b>
JONES	12	1		52		58.49		36		437		443.42	
	13	2		52		43.19		40		339		320.73	
		<b>1</b>	<b>100.0</b>		<b>.0</b>	<b>-15.30</b>	<b>-26.2</b>	<b>4</b>	<b>11.1</b>	<b>-98</b>	<b>-22.4</b>	<b>-122.69</b>	<b>-27.7</b>
LUTHER	12	24		256		267.62		230		2,332		2,247.50	
	13	13		155		136.36		195		1,367		1,100.72	
		<b>-11</b>	<b>-45.8</b>	<b>-101</b>	<b>-39.5</b>	<b>-131.26</b>	<b>-49.0</b>	<b>-35</b>	<b>-15.2</b>	<b>-965</b>	<b>-41.4</b>	<b>-1,146.78</b>	<b>-51.0</b>
NICOMA PARK	12	9		175		162.16		113		1,183		1,124.67	
	13	7		143		124.85		126		1,379		1,376.38	
		<b>-2</b>	<b>-22.2</b>	<b>-32</b>	<b>-18.3</b>	<b>-37.31</b>	<b>-23.0</b>	<b>13</b>	<b>11.5</b>	<b>196</b>	<b>16.6</b>	<b>251.71</b>	<b>22.4</b>
WRIGHT	12	8		187		143.07		147		1,368		1,119.37	
	13	5		248		205.88		126		1,956		1,615.72	
		<b>-3</b>	<b>-37.5</b>	<b>61</b>	<b>32.6</b>	<b>62.81</b>	<b>43.9</b>	<b>-21</b>	<b>-14.3</b>	<b>588</b>	<b>43.0</b>	<b>496.35</b>	<b>44.3</b>
TOTAL	12	2,410		42,876		37,628.33		32,556		365,743		301,455.41	
	13	2,722		47,702		41,897.25		36,110		387,985		332,281.90	
		<b>312</b>	<b>12.9</b>	<b>4,826</b>	<b>11.3</b>	<b>4,268.92</b>	<b>11.3</b>	<b>3,554</b>	<b>10.9</b>	<b>22,242</b>	<b>6.1</b>	<b>30,826.49</b>	<b>10.2</b>

## Computer Usage by Minor Customers

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	12					.00						.00	
	13	55		821		882.17		55		821		882.17	
		<b>55</b>	<b>100.0</b>	<b>821</b>	<b>100.0</b>	<b>882.17</b>	<b>100.0</b>	<b>55</b>	<b>100.0</b>	<b>821</b>		<b>882.17</b>	<b>100.0</b>
BELLE ISLE	12	35		534		425.79		528		4,199		3,173.87	
	13	19		486		364.52		498		4,209		3,201.91	
		<b>-16</b>	<b>-45.7</b>	<b>-48</b>	<b>-9.0</b>	<b>-61.27</b>	<b>-14.4</b>	<b>-30</b>	<b>-5.7</b>	<b>10</b>	<b>.2</b>	<b>28.04</b>	<b>.9</b>
BETHANY	12	33		508		404.59		499		4,941		3,835.44	
	13	42		434		340.22		529		4,041		3,281.47	
		<b>9</b>	<b>27.3</b>	<b>-74</b>	<b>-14.6</b>	<b>-64.37</b>	<b>-15.9</b>	<b>30</b>	<b>6.0</b>	<b>-900</b>	<b>-18.2</b>	<b>-553.97</b>	<b>-14.4</b>
CAPITOL HILL	12	68		1,372		1,069.73		1,132		13,744		10,070.93	
	13	79		1,422		1,120.40		1,158		14,385		11,165.93	
		<b>11</b>	<b>16.2</b>	<b>50</b>	<b>3.6</b>	<b>50.67</b>	<b>4.7</b>	<b>26</b>	<b>2.3</b>	<b>641</b>	<b>4.7</b>	<b>1,095.00</b>	<b>10.9</b>
CHOCTAW	12	30		405		442.06		375		3,639		3,971.91	
	13	24		602		619.79		402		4,578		5,094.94	
		<b>-6</b>	<b>-20.0</b>	<b>197</b>	<b>48.6</b>	<b>177.73</b>	<b>40.2</b>	<b>27</b>	<b>7.2</b>	<b>939</b>	<b>25.8</b>	<b>1,123.03</b>	<b>28.3</b>
DEL CITY	12	26		497		394.42		512		5,629		4,209.61	
	13	43		755		626.79		692		7,845		6,181.83	
		<b>17</b>	<b>65.4</b>	<b>258</b>	<b>51.9</b>	<b>232.37</b>	<b>58.9</b>	<b>180</b>	<b>35.2</b>	<b>2,216</b>	<b>39.4</b>	<b>1,972.22</b>	<b>46.9</b>
DOWNTOWN	12	18		328		298.47		367		3,491		2,874.49	
	13	18		292		217.28		272		2,963		2,361.66	
			<b>.0</b>	<b>-36</b>	<b>-11.0</b>	<b>-81.19</b>	<b>-27.2</b>	<b>-95</b>	<b>-25.9</b>	<b>-528</b>	<b>-15.1</b>	<b>-512.83</b>	<b>-17.8</b>
EDMOND	12	28		522		546.93		551		4,946		4,534.11	
	13	47		451		420.18		574		4,707		4,879.32	
		<b>19</b>	<b>67.9</b>	<b>-71</b>	<b>-13.6</b>	<b>-126.75</b>	<b>-23.2</b>	<b>23</b>	<b>4.2</b>	<b>-239</b>	<b>-4.8</b>	<b>345.21</b>	<b>7.6</b>
MIDWEST CITY	12	76		1,154		923.29		968		13,306		10,092.82	
	13	47		906		859.34		992		12,132		9,789.58	
		<b>-29</b>	<b>-38.2</b>	<b>-248</b>	<b>-21.5</b>	<b>-63.95</b>	<b>-6.9</b>	<b>24</b>	<b>2.5</b>	<b>-1,174</b>	<b>-8.8</b>	<b>-303.24</b>	<b>-3.0</b>
NORTHWEST	12					.00						.00	
	13	67		583		609.93		791		4,513		4,321.35	
		<b>67</b>	<b>100.0</b>	<b>583</b>	<b>100.0</b>	<b>609.93</b>	<b>100.0</b>	<b>791</b>	<b>100.0</b>	<b>4,513</b>		<b>4,321.35</b>	<b>100.0</b>

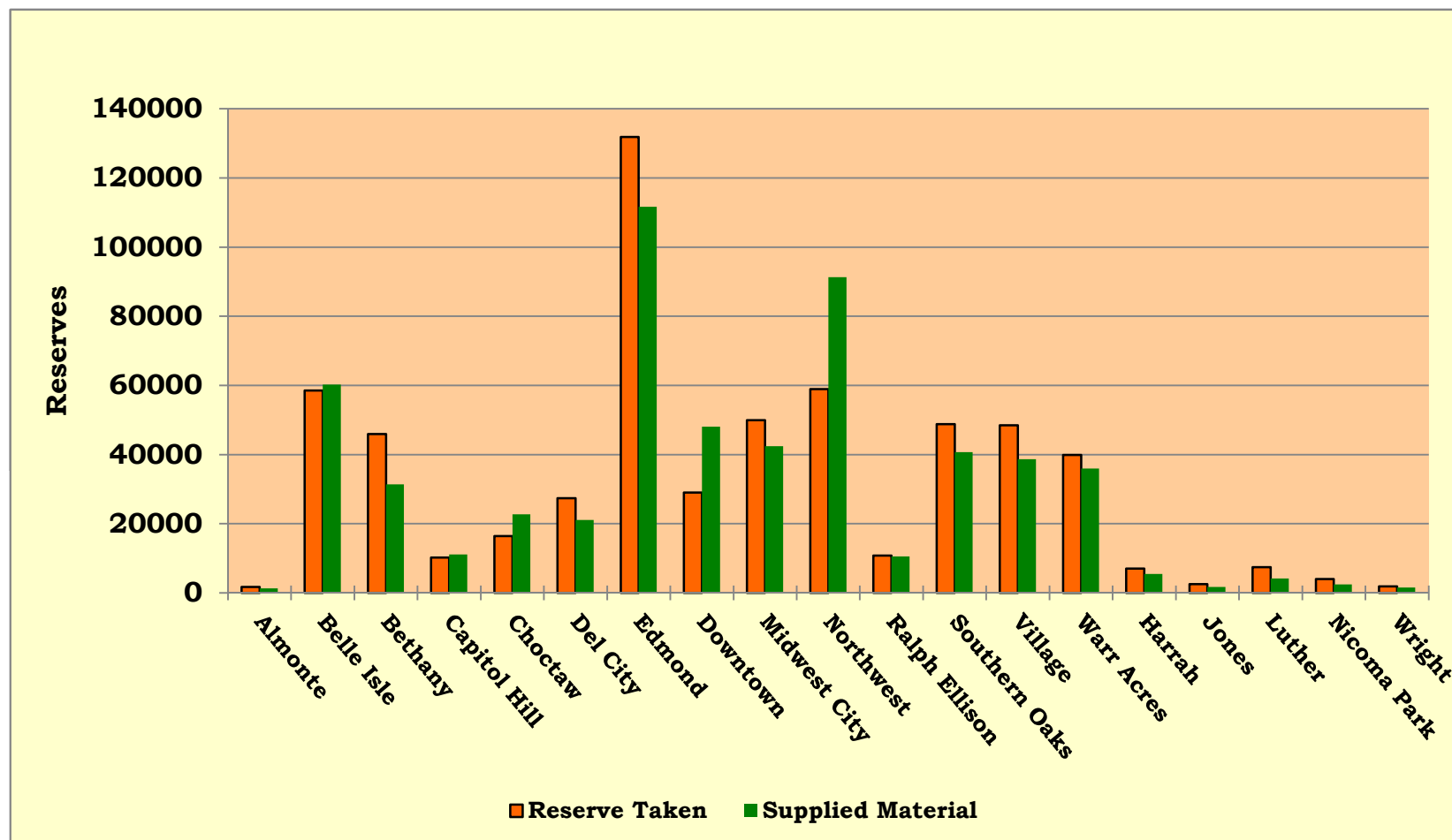
## Computer Usage by Minor Customers

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	53		1,458		1,237.26		944		16,602		11,784.35	
	13	43		1,691		1,314.57		969		17,040		13,245.95	
		<b>-10</b>	<b>-18.9</b>	<b>233</b>	<b>16.0</b>	<b>77.31</b>	<b>6.2</b>	<b>25</b>	<b>2.6</b>	<b>438</b>	<b>2.6</b>	<b>1,461.60</b>	<b>12.4</b>
SOUTHERN OAKS	12	57		1,456		1,149.73		1,066		13,183		10,040.80	
	13	128		2,800		2,425.80		1,459		21,125		17,029.94	
		<b>71</b>	<b>124.6</b>	<b>1,344</b>	<b>92.3</b>	<b>1,276.07</b>	<b>111.0</b>	<b>393</b>	<b>36.9</b>	<b>7,942</b>	<b>60.2</b>	<b>6,989.14</b>	<b>69.6</b>
VILLAGE	12	48		768		647.50		759		8,594		6,836.47	
	13	42		627		600.80		671		6,886		6,568.00	
		<b>-6</b>	<b>-12.5</b>	<b>-141</b>	<b>-18.4</b>	<b>-46.70</b>	<b>-7.2</b>	<b>-88</b>	<b>-11.6</b>	<b>-1,708</b>	<b>-19.9</b>	<b>-268.47</b>	<b>-3.9</b>
WARR ACRES	12	34		511		475.91		509		6,397		4,985.09	
	13	30		786		778.48		481		8,638		7,546.16	
		<b>-4</b>	<b>-11.8</b>	<b>275</b>	<b>53.8</b>	<b>302.57</b>	<b>63.6</b>	<b>-28</b>	<b>-5.5</b>	<b>2,241</b>	<b>35.0</b>	<b>2,561.07</b>	<b>51.4</b>
HARRAH	12	10		172		202.00		118		1,448		1,426.55	
	13	12		82		95.55		94		547		660.98	
		<b>2</b>	<b>20.0</b>	<b>-90</b>	<b>-52.3</b>	<b>-106.45</b>	<b>-52.7</b>	<b>-24</b>	<b>-20.3</b>	<b>-901</b>	<b>-62.2</b>	<b>-765.57</b>	<b>-53.7</b>
JONES	12			1		.75		17		55		34.70	
	13	2		5		3.83		13		42		19.36	
		<b>2</b>	<b>100.0</b>	<b>4</b>	<b>400.0</b>	<b>3.08</b>	<b>410.7</b>	<b>-4</b>	<b>-23.5</b>	<b>-13</b>	<b>-23.6</b>	<b>-15.34</b>	<b>-44.2</b>
LUTHER	12	5		85		84.57		162		1,582		1,537.73	
	13	8		90		81.62		145		1,042		945.16	
		<b>3</b>	<b>60.0</b>	<b>5</b>	<b>5.9</b>	<b>-2.95</b>	<b>-3.5</b>	<b>-17</b>	<b>-10.5</b>	<b>-540</b>	<b>-34.1</b>	<b>-592.57</b>	<b>-38.5</b>
NICOMA PARK	12	1		9		5.70		27		153		110.75	
	13	1		9		6.29		35		144		98.52	
			<b>.0</b>		<b>.0</b>	<b>.59</b>	<b>10.4</b>	<b>8</b>	<b>29.6</b>	<b>-9</b>	<b>-5.9</b>	<b>-12.23</b>	<b>-11.0</b>
WRIGHT	12	1		59		42.07		48		575		390.89	
	13			7		1.83		41		258		152.15	
		<b>-1</b>	<b>-100.0</b>	<b>-52</b>	<b>-88.1</b>	<b>-40.24</b>	<b>-95.7</b>	<b>-7</b>	<b>-14.6</b>	<b>-317</b>	<b>-55.1</b>	<b>-238.74</b>	<b>-61.1</b>
TOTAL	12	523		9,839		8,350.77		8,582		102,484		79,910.51	
	13	707		12,849		11,369.39		9,871		115,916		97,426.38	
		<b>184</b>	<b>35.2</b>	<b>3,010</b>	<b>30.6</b>	<b>3,018.62</b>	<b>36.1</b>	<b>1,289</b>	<b>15.0</b>	<b>13,432</b>	<b>13.1</b>	<b>17,515.87</b>	<b>21.9</b>

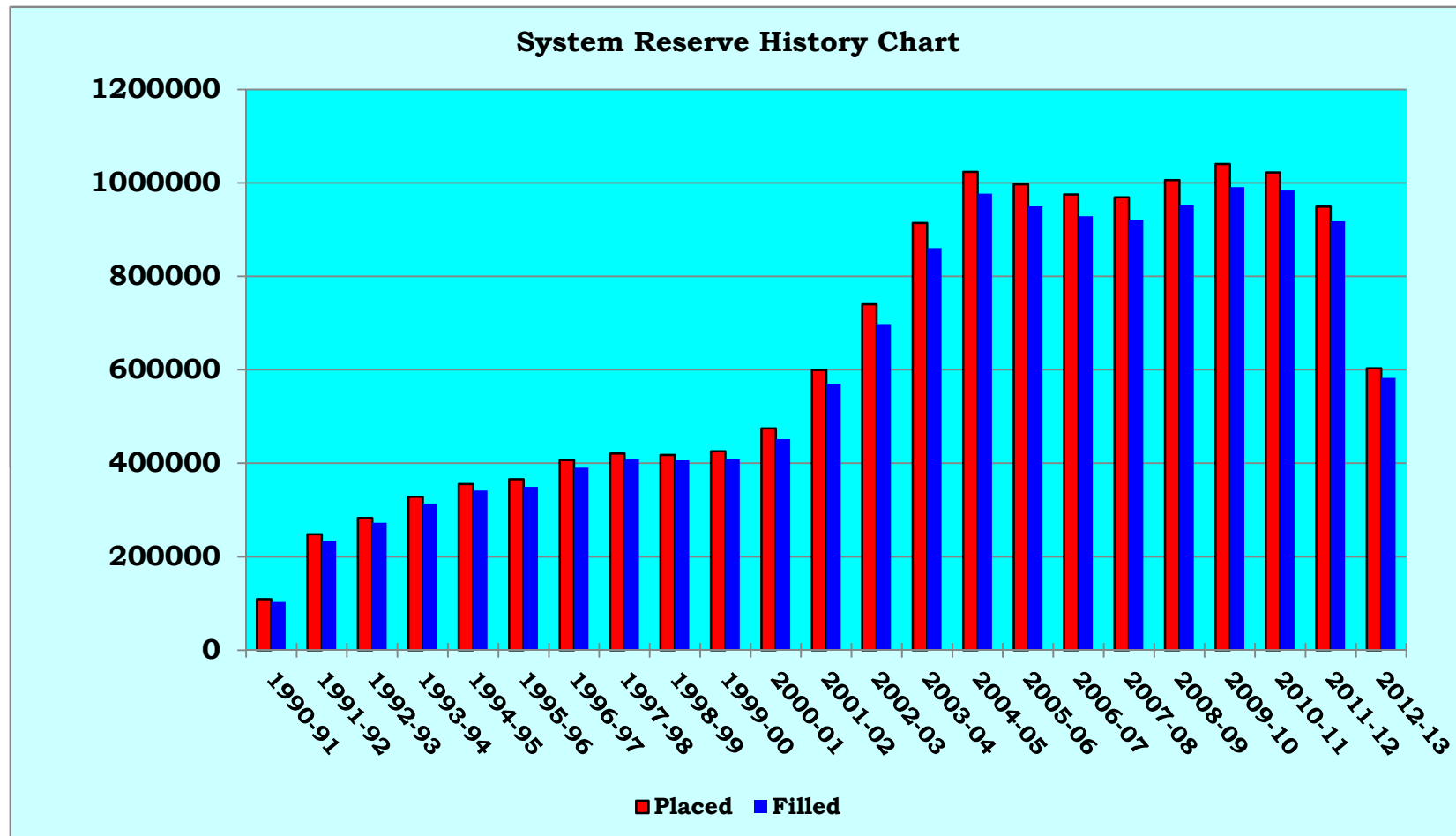
## System Reserve Report

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)



## System Reserve Report

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)



## System Reserves Report

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
ALMONTE	12						
	13	1,702	1,703		1,269	1,269	
		<b>1,702</b>	<b>1,703</b>		<b>1,269</b>	<b>1,269</b>	
BELLE ISLE	12	8,484	72,756		8,308	69,803	
	13	5,896	58,541		5,823	56,183	
		<b>-2,588</b>	<b>-14,215</b>	<b>-19.5</b>	<b>-2,485</b>	<b>-13,620</b>	<b>-19.5</b>
BETHANY	12	5,920	51,252		5,532	48,658	
	13	5,761	45,925		5,114	43,249	
		<b>-159</b>	<b>-5,327</b>	<b>-10.4</b>	<b>-418</b>	<b>-5,409</b>	<b>-11.1</b>
CAPITOL HILL	12	1,046	9,677		1,050	9,455	
	13	927	10,257		878	9,878	
		<b>-119</b>	<b>580</b>	<b>6.0</b>	<b>-172</b>	<b>423</b>	<b>4.5</b>
CHOCTAW	12	2,310	18,717		2,257	18,069	
	13	2,063	16,470		1,893	15,885	
		<b>-247</b>	<b>-2,247</b>	<b>-12.0</b>	<b>-364</b>	<b>-2,184</b>	<b>-12.1</b>
DEL CITY	12	3,738	31,468		3,622	28,774	
	13	3,047	27,361		2,769	25,767	
		<b>-691</b>	<b>-4,107</b>	<b>-13.1</b>	<b>-853</b>	<b>-3,007</b>	<b>-10.5</b>
EDMOND	12	17,019	144,273		16,707	139,871	
	13	15,216	131,846		14,752	127,758	
		<b>-1,803</b>	<b>-12,427</b>	<b>-8.6</b>	<b>-1,955</b>	<b>-12,113</b>	<b>-8.7</b>
DOWNTOWN	12	3,771	34,263		3,754	33,011	
	13	3,224	29,027		3,040	27,779	
		<b>-547</b>	<b>-5,236</b>	<b>-15.3</b>	<b>-714</b>	<b>-5,232</b>	<b>-15.8</b>
MIDWEST CITY	12	6,200	54,507		5,943	52,854	
	13	5,732	49,943		5,604	48,443	
		<b>-468</b>	<b>-4,564</b>	<b>-8.4</b>	<b>-339</b>	<b>-4,411</b>	<b>-8.3</b>
NORTHWEST	12						
	13	7,341	58,911		6,972	56,049	
		<b>7,341</b>	<b>58,911</b>		<b>6,972</b>	<b>56,049</b>	
RALPH ELLISON	12	1,407	11,545		1,358	11,065	
	13	1,213	10,813		1,140	10,370	
		<b>-194</b>	<b>-732</b>	<b>-6.3</b>	<b>-218</b>	<b>-695</b>	<b>-6.3</b>
SOUTHERN OAKS	12	6,928	56,248		6,740	54,108	
	13	5,833	48,843		5,644	47,017	
		<b>-1,095</b>	<b>-7,405</b>	<b>-13.2</b>	<b>-1,096</b>	<b>-7,091</b>	<b>-13.1</b>

## System Reserves Report

July 1, 2012 through February 28, 2013 (66.67% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
VILLAGE	12	7,643	69,570		7,541	67,697	
	13	5,925	48,504		5,477	46,877	
		<b>-1,718</b>	<b>-21,066</b>	<b>-30.3</b>	<b>-2,064</b>	<b>-20,820</b>	<b>-30.8</b>
WARR ACRES	12	6,673	62,668		6,663	60,884	
	13	4,592	39,901		4,244	38,597	
		<b>-2,081</b>	<b>-22,767</b>	<b>-36.3</b>	<b>-2,419</b>	<b>-22,287</b>	<b>-36.6</b>
HARRAH	12	859	7,644		804	7,374	
	13	930	7,053		863	6,881	
		<b>71</b>	<b>-591</b>	<b>-7.7</b>	<b>59</b>	<b>-493</b>	<b>-6.7</b>
JONES	12	328	3,093		357	3,086	
	13	331	2,528		306	2,478	
		<b>3</b>	<b>-565</b>	<b>-18.3</b>	<b>-51</b>	<b>-608</b>	<b>-19.7</b>
LUTHER	12	910	8,156		913	8,027	
	13	946	7,475		862	7,308	
		<b>36</b>	<b>-681</b>	<b>-8.3</b>	<b>-51</b>	<b>-719</b>	<b>-9.0</b>
NICOMA PARK	12	510	4,197		472	4,043	
	13	494	4,036		480	4,023	
		<b>-16</b>	<b>-161</b>	<b>-3.8</b>	<b>8</b>	<b>-20</b>	<b>-.5</b>
WRIGHT	12	228	2,261		232	2,214	
	13	215	1,864		218	1,808	
		<b>-13</b>	<b>-397</b>	<b>-17.6</b>	<b>-14</b>	<b>-406</b>	<b>-18.3</b>
TOTAL	12	74,842	648,867		73,058	625,397	
	13	71,388	601,001		67,348	577,619	
		<b>-3,454</b>	<b>-47,866</b>	<b>-7.4</b>	<b>-5,710</b>	<b>-47,778</b>	<b>-7.6</b>

## EXECUTIVE DIRECTOR'S REPORT

MARCH 2013

### *Literary Voices*

The 11th annual author dinner, featuring historian David McCullough, two time winner of both the Pulitzer Prize and the National Book Award will be held Thursday, April 18, 7:00 pm at the Oklahoma City Golf & Country Club. As I write this, it is trending to be the most successful Literary Voices event to date, slightly trailing the year Laura Bush spoke; however the general tickets just went on sale this week.

This year The Chickasaw Nation is the presenting sponsor and Governor Bill Anoatubby will be emceeing the event. Other major sponsors include Maggie & Steve Dixon, Inasmuch Foundation/Ethics & Excellence in Journalism Foundation, American Fidelity Foundation/First Fidelity/InvesTrust, Devon Energy Corp., and OPUBCO.

At the dinner, the Lee B. Brawner Lifetime Achievement Award honoring outstanding contributions to libraries and literacy will be presented to the Friends of the Metropolitan Library System.

The following morning David McCullough will be at Southern Oaks Library reading to a group of second graders from Parmalee Elementary School.

All Commissioners are encouraged to attend one or both events.

### *Oklahoma Library Association Conference*

The Oklahoma Library Association will be holding their annual conference in Ardmore on April 3-5. This provides an opportunity for many of our front line staff to attend a professional conference, and so many MLS'ers will be participating as attendees and also as presenters or speakers. Native American author Joy Harjo will be the banquet speaker and the keynote speaker will be Stephen Abram, a well known library futurist. A number of other excellent programs are planned on a wide variety of topics including Employment Law, staff evaluations, social media, the cloud, etc. FOLIO, the statewide organization for Friends of the Library will be having their annual meeting on Friday. If any commissioners are interested in attending, please contact the director's office.

### *Capital Projects Update*

On March 12, 2013, the Oklahoma City Council approved the recommendation to begin negotiations with Guernsey as the architectural consultant for the **Capitol Hill Library** project. The committee comprised of Eric Wenger, OKC Head of Public Works, Harold Springer, OKC Public Works, Todd Olberding, and I interviewed Guernsey; Crafton and Tull; Studio; and HSE, all local architectural firms. Each firm provided excellent credentials and an outstanding presentation. The committee selected Guernsey as the recommended candidate. Guernsey is using MS & R architects as their library consultant, which is an award winning architectural firm that has done hundreds of libraries and one that we have worked with before. An initial meeting has been scheduled to discuss the proposed scope of work on March 22. It is good to finally get this project underway.

We met with ***Del City*** officials Thursday, March 14<sup>th</sup> to discuss progress on their library project. Site selection has proven to be very difficult as Del City corporate limits contains only 8 square miles and available sites identified either are in the floodplain or have environmental clean up issues. However, a recommendation for a proposed site is expected to be taken to city council soon.

I have been asked to speak to the ***Bethany*** Improvement Foundation in April as they formulate plans to fundraise for improvements to their community including the Bethany Library. They recently received a \$9,000 donation (article included with this report) specifically earmarked for an improved library facility.

### ***DIRECTOR OUTREACH ACTIVITIES***

- Attended Rotary 29 Club Meetings
- Attended OLA Legislative Meeting
- Attended Almonte Library Grand Opening Reception
- OU Library Alumni Meeting
- Meeting at Okla. City Community Foundation
- Library Endowment Trust Committee Meeting
- Attended OKC Architect meeting for Jones Library
- ILS Task Force Meeting

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

#### ***"Sun On Earth" Tapestry Display***

Display: April 3-29 - Library Hours

Location: Midwest City

All Ages

The Community Tapestry Project is a large scale arts project that involves and educates the public on tapestry weaving. Their 7 ft X 11 ft masterpiece, "Sun On Earth," will be on display in the lobby from April 3 until April 29th. Smaller tapestry works will also be on display.

#### ***Using Photographs with Computers***

Thursday, April 11, 2013

Time: 6:30pm-8:00pm

Location: Village

Adults

Free computer class for adults! Learn how to transfer pictures from ANY camera (not just a digital camera) to your computer and email them to friends and family! Come in or call to sign-up. Village Library (405) 755-0710.

#### ***Second Sunday Concert Series with Jessica Betz***

Sunday, April 14, 2013

Time: 2:00pm-3:00pm

Location: Downtown

All Ages

Join Jessica Betz in our 46th Star auditorium for her unique combination of vocals and jazz melodies performed on the harp. This performance is sure to delight the ears and make the soul smile.

***Poetry Celebration***

Thursday, April 18, 2013

Time: 9:00am-9:00pm

Location: Southern Oaks

All Ages

In honor of April as Poetry Month, come to the library's Poem in Your Pocket celebration. Select a poem that you love and carry it with you to share with co-workers, family and friends. Poems, paper and all materials will be available during library hours.

***Cruising Route 66***

Thursday, April 18, 2013

Time: 7:00pm-8:00pm

Location: Bethany

Adults

Kathy Anderson will show pictures and speak on Route 66. Learn the history of the Mother Road. Refreshments will be served after the program.

***Eating Well on the Run***

Tuesday, April 23, 2013

Time: 6:30pm-7:30pm

Location: Edmond

Adults

As you're scurrying through your day, wouldn't it be great to have a plan for eating nutritiously? Come learn about "Eating Well on the Run" with Amanda Horn from the Oklahoma County OSU Cooperative Extension Service. Please call the library @ 341-9282 or stop by the Information Desk to register, but not before April 1st, no fooling! Cosponsor: Oklahoma County OSU Cooperative Extension Service.

***Beat the Drought: Landscape with Cacti and Succulents***

Saturday, April 27, 2013

Time: 2:00pm-3:00pm

Location: Bethany

Adults

Master Gardener Freddy Hill will show how to incorporate drought loving cacti and succulents into your landscape. Save money watering. Plant beautiful cacti and succulents. Refreshments will be served after the program. Cosponsor: OSU Extension.

# Friends of the Library prepare for annual sale



Officials said more than 3,200 people attended the presale party for the 33rd annual book sale in 2012.

PHOTO BY JIM BECKEL, THE OKLAHOMAN ARCHIVES

BY NASREEN IQBAL

Staff Writer  
Niqbal@opubco.com

What was started 34 years ago by a group of friends who wanted to help Oklahoma libraries has blossomed into an annual event that brings thousands of book lovers to Oklahoma City in search of a good read at an affordable price.

"We started small and probably raised just about \$5,000," said Beth Toland, a volunteer deemed the "voice" of the nonprofit organization, Friends of the Metropolitan Library System. "Overall I doubt if we had 1,000 books."

Since then, the organization has sold millions of books during the annual sale and has donated \$3.1 million to the Metropolitan Library System.

Each year the organization has a sale in the Oklahoma Expo Hall at State Fair Park, offering donated books gathered from libraries across the state.

This year, the sale will run from

9 a.m. to 5:30 p.m. Saturday and Sunday.

A presale party is from 5:30 to 9 p.m. Friday at the same location. The pre-sale is for members of the Friends organization, and Friends memberships will be sold in the lobby from noon to 4 p.m. Friday and again after 6 p.m.

Annual dues are \$10 for individual or family memberships and \$6 for seniors.

Admission to the sale Saturday and Sunday is free. Hardback books typically sell for \$1 and paperbacks for 50 cents.

In the "collectors choice" area, books are priced individually, with most under \$5.

The books cover a range of subjects, from western to romance to medical to cookbooks, plus a large selection of audio books, videos and DVDs, according to publicity Chairman Shirley Pritchett.

"It's such a win-win-win situation. We get to have a sale, and the whole city looks forward to it," Pritchett said.

Toland said after sale expenses are paid, the remainder of the proceeds pay for items for the Metropolitan Library System including equipment and furniture, and special programs the library hosts for the community.

Joe McReynolds, Friends volunteer and vice president, said he and his wife attended their first book sale 20 years ago.

"We originally got involved because we love libraries and love the idea of providing money to the library. But there's a greater purpose I think we all feel. We are proud to do a service for this community by providing books at a minimum price," McReynolds said.

Toland said she loves seeing the joy that books bring to the shoppers.

"We are a group of people who love books. I enjoy seeing people get so excited about this array of books just waiting to be read," she said.

Toland said event organizers are still looking for volunteers.

For more information about the sale or to volunteer, go to [www.mlsfriends.org](http://www.mlsfriends.org).



Kizzie Ledbetter and Adam Ledbetter perform in "Swingin' and Singin' in Deep Deuce" with Rhythmically Speaking at Belle Isle Library.

PHOTO BY BRYAN TERRY, THE OKLAHOMAN

# LIBRARY HONORS DEEP DEUCE MUSICAL HISTORY IN SHOWS

**BY MATT PATTERSON**  
Staff Writer  
mpatterson@opubco.com

Before it became home to upscale town homes and condominiums, Deep Deuce was the place to be for members of Oklahoma City's black community.

And that is the setting for "Swingin' and Singin' in Deep Deuce," a play set in the district's heyday in the 1930s and 1940s. The show is playing at Metropolitan Library System branches.

The show was written by Dwe Williams of Rhythmically Speaking and coincides with Black History Month. The idea

for the play was given to Williams by two women who frequented Deep Deuce.

"It actually came from the memories of two Alzheimer's patients who were once maids in Oklahoma City," Williams said. "They called Thursday night 'Maids Night Out.' At noon they got off work and spent the rest of the day getting ready to go to Deep Deuce. This show makes those Thursday nights and these two women the focus."

Williams said she pulled old issues of the Black Dispatch newspaper to capture the feel of the 300 block of NE 2 in the 1930s

and 1940s. She also took advertisements for hair and skin care products and implemented them in the show.

"I realized that those items had come into play as these women were getting ready to go out for the evening," she said. "We took those advertisements and put them into the show to give it a more authentic feeling of that era."

The show features the singing of Adam and Kizzie Ledbetter, a husband-and-wife team who have toured internationally and perform regularly in Oklahoma City. A dance contest with audience participation has been incorporated into the script.

"Their music sounds a lot like the music of the 1930s," Williams said. "Adam also plays the keyboard in the show. That was a very important part of it. We knew we had to incorporate the music and fashion of that era. People would dress up in their best clothes to go down to the Deuce and listen to music."

Williams said researching the era was her favorite part of putting the show together.

"That's about 75 percent of the excitement for me," she said.

"This was a very compact area of town, but it really showed the best of African-American entrepreneurship, and it was very interesting to learn more about it."

Williams said audiences

have enjoyed the show, especially the dance contest. There are about six performances left in the show's run, which concludes Feb. 28.

"It's been well-received," she said. "I think we have a mixture of people who come to learn about Deep Deuce, and those who want to enjoy the music. We see a lot of people shaking their heads in agreement at points in the show where they connect with what's happening through their own personal experiences. That's very rewarding."

# Bethany Library receives \$9,000 gift

**Nathan Winfrey**  
Editor

Barbara Snoddy and her son, Ted Snoddy, presented a check for \$9,000 to the Bethany Improvement Foundation for the Bethany Library Building Fund Feb. 22. The donation comes from the Boerstler Foundation as Ted Snoddy's grandfather, Bill Boerstler, was an avid reader. "I really think my grandfather would love this project and opportunity to help [a library in the] community where his family has spent so many years," he said.

Last fiscal year, 165,419 people visited the 8,000-square-foot library, Librarian Christine Basset said. Librarian Daniel Fields said square footage hasn't increased since the library was built in 1965. In fact, it's decreased with the addition of computers.

"There is a desperate need for quiet space to study, more computers for Internet usage, a larger children's area, new bathrooms, as well as more room to increase the size of the collection," Bassett said. She said the Bethany Public Library circulated 417,410 items in the last fiscal

year, but, due to size limitations, the collection is limited to less than 50,000 books. "This means that we are constantly borrowing from other libraries to meet customers' requests," she said. "Last year, we filled requests for 70,903 materials from Bethany customers."

"I just hope it raises awareness in other

people that they can give to the library here because I think there's a great need for this in the area," Barbara Snoddy said.

Ted Snoddy, whose children now have their own cards at the Bethany Public Library, said, "I don't think you can go wrong with supporting a library."



Nathan Winfrey

**Daniel Fields, Marcia Feisal, Barbara Snoddy and Ted Snoddy**

# Metro Library System to host free tax help

Need a little help preparing and filing your state and federal income tax returns but paying for it would put too much of a strain on your budget? What you need is the

assistance you can find at one of your neighborhood Metropolitan Library System locations.

Volunteers will be providing free tax preparation and e-filing assistance on a first come, first served basis. Be sure to bring all relevant documents with you, e.g. all earning and dividend statements, copies of last year's federal and

state returns, and proof of your bank account numbers for direct deposit.

Participating libraries include: Belle Isle Library (843-9601), Capitol Hill Library (634-6308), Del City Library (672-1377), Edmond Library (341-9282), Northwest Library (606-3580), Ralph Ellison Library (424-1437), The Vil-

lage Library (755-0710), and Warr Acres Library (721-2616). Call ahead for hours.

For more information about this or any Metropolitan Library System program, visit the MLS website, [www.metrolibrary.org](http://www.metrolibrary.org).

The Metropolitan Library System of Oklahoma County includes 14 libraries and five extension libraries. Libraries

include Almonte, Belle Isle, Capitol Hill, Ralph Ellison, Patience S. Latting Northwest Library, Ronald J. Norick Downtown Library and Southern Oaks in Oklahoma City, as well as Bethany, Choctaw, Del City, Edmond, Midwest City, Village and Warr Acres. Extensions are located in the communities of Harrah,

Jones, Luther and Nicoma Park and include Wright Library in Oklahoma City. You can also reach us at [www.metrolibrary.org](http://www.metrolibrary.org).