



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, April 18, 2013, 3:30 p.m.
Northwest Library
5600 NW 122nd
Oklahoma City, OK 73142
(Telephone: 606-3580)

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 – 3:35 pm INTRODUCTIONS

- Document #90 – 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.

3:35 – 3:55 pm CONSENT DOCKET (#91 - #92)

- Document #91 – Approval of Minutes of March 21, 2013 Meeting
- Document #92 – Acceptance of Review of Expenditures for March 2013

3:55 – 4:15 pm COMMITTEE REPORTS

- Document #93 – Executive Director Search Committee minutes, March 21, 2013 ~ Hugh Rice, chair
- Document #94 - Discussion, Consideration, and Possible Action – Commission Elected Candidates to the Library Endowment Trust Board

4:15 – 4:20 pm SPECIAL PRESENTATIONS

- *Volunteer Appreciation* – Heidi Port, Volunteer Coordinator

4:20 – 4:30 pm INFORMATION REPORTS

- Document #95 – MLS March 2013 Library Visits
- Document #96 – MLS March 2013 Circulation Report
- Document #97 – MLS March 2013 Computer Usage Report
- Document #98 – MLS March 2013 System Reserve Report

4:30 – 4:45 pm EXECUTIVE DIRECTOR'S REPORT

4:45 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS

NEXT COMMISSION MEETING DATE AND PLACE:

May 16, 2013
Village Library, 10307 N. Penn , Oklahoma City, OK 73120

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 April 2013:

<u>Employees</u>	<u>Years of Service</u>
Justin Herwig, Surveillance System Technician, Security	5
Jessica C. Morris, Circulation Clerk, Downtown Library	5
Vickie L. Ross, Circulation Clerk, Edmond Library	5
Nancy Jean Slusar, Circulation Clerk, Warr Acres Library	5

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

DATE: March 21, 2013

TIME: 3:30 pm

MEETING PLACE: Midwest 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 Midwest City Library and Downtown Library, 300 Park Avenue, Oklahoma City, on March 19, 2013 in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Nancy Anthony, Disbursing Agent
Ralph Bullard
Allen Coffey
Cynthia Friedemann
Deanna Hannah
Helene Harpman
Jose Jimenez
Tracy McDaniel
Lori Nelson
Kim Patterson
Hugh Rice
Vanna Shaw
Jim Shonts
Judy Smith, Vice-Chair
Alyne Strube
Ray Vaughn
Stephanie West
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Bose' Akadiri
Mick Cornett, Mayor of Oklahoma City
Rozz Grigsby
Carolyn Leslie
Penny McCaleb
Tracy McGehee
Mukesh Patel
Beth Toland
Susan Tucker

Estimate of general public and staff attending: 17

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

Roll was called to establish a quorum. Present: Anthony, Bullard, Coffey, Friedemann, Hannah, Harpman, Jimenez, Nelson, Patterson, Rice, Shaw, Shonts, Smith, Strube, Vaughn, Cory (Arrived: West, 3:40; McDaniel, 3:42).

II. Mrs. Cory introduced Mr. Chris Kennedy, Manager of Library Operations for the Midwest City Library. Mr. Kennedy welcomed the Commission and provided details of events at the Midwest City Library.

III. Mrs. Cory called for Presentation of Service Certificates for March 2013.

Mrs. Cory recognized the following employees who were unable to attend the commission meeting: Tracy Stone, Librarian, Northwest Library ~ 25 years of service; Beverly K. Phillips, Librarian, Southern Oaks Library ~ 20 years of service; Robyn Lyn Icks, Technical Processor, Tech Processing ~ 5 years of service.

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

V. Mrs. Cory presented the Consent Docket: Document #81 – Approval of Minutes of February 21, 2013; Document #82 – Acceptance of Review of Expenditures for February 2013; Document #83 – Request to Declare Equipment Surplus.

Mrs. Alyne Strube moved to accept the consent docket. Mr. Jim Shonts seconded. No further discussion; motion passed unanimously.

VI. Mrs. Cory referred to: 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.

Mr. Hugh Rice reported the Executive Director Search Committee (EDSC) met prior to the Commission meeting. At its meeting on February 21, the committee decided to hire a consultant firm, as has been done in the past, to hire an Executive Director. A notice was sent out to various consulting firms who have had experience in hiring Library Directors for Public Libraries. The committee reviewed the information received and narrowed the number of applicants to two. The committee decided they would like to give each applicant the opportunity to be interviewed by the committee.

Mr. Rice presented the motion from the Committee

The Executive Director Search Committee moves to interview Bradbury Associates and John Keister & Associates within sixty days. A motion coming from committee requires no second. Questions and Discussion followed.

The present plans are for the committee to conduct the interviews with both search firms and bring the recommendation to the commission. Once that task is complete, the committee will begin working on the parameters of the contract with the selected search firm.

Motion passed unanimously.

VII. Mrs. Cory referred to the Information Reports.

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

Mrs. Morris referred to the Library Visits Report and highlighted the Library Visits for Almonte. They had 6,926 visits during the period of time they were open in February.

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

Mrs. Morris called on Mrs. Diane Sarantakos to hand out invites for the 11th annual author dinner, featuring historian David McCullough. The dinner will be held Thursday, April 18, 2013, 7:00pm at the Oklahoma City Golf & Country Club. 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 on Friday, April 19, Mr. McCullough will be at Southern Oaks Library reading to a group of second graders from Parmalee Elementary School.

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 many will be participating as presenters or speakers.

On March 22nd, Todd Olberding and Donna Morris will be participating in a meeting with Guernsey, the selected architectural consultant for the Capitol Hill Library project, to discuss the proposed scope of work for the project.

Todd Olberding and Donna Morris met with Del City officials on Thursday, March 14th to discuss progress on their library project. Site selection has proven to be a challenge. However, a recommendation for a proposed site is expected to be taken to the city council soon.

Mrs. Morris will be speaking to the Bethany Improvement Foundation in April. They recently received a \$9,000 donation specifically earmarked for an improved library facility.

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

X. The next Commission meeting will be held at the Northwest Library on April 18, 2013.

There being no further business, the meeting was adjourned at 4:09 pm.

Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

March 31, 2013

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

For comparison 75.00% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of March 2013.

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STATEMENT OF FINANCIAL CONDITION

March 31, 2013

ASSETS

	Current Year	Previous Year
CASH	\$ 9,287,457.49	\$ 14,271,055.29
INVESTMENTS (Schedule attached)	26,165,695.46	23,147,424.39
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	-25,921,765.74	-25,292,239.94
	1,862,612.26	1,970,395.06
Total Assets	\$37,345,765.21	\$ 39,418,874.74

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$371,775.70	\$295,087.96
Current Year Purchase Orders Outstanding	507,006.29	1,317,576.68
Previous Year Purchase Orders Outstanding	36,469.13	15,575.00
Checks Outstanding	246,033.84	176,855.61
Total Liabilities	1,161,284.96	1,805,095.25

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	1,862,612.26	1,970,395.06
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FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14
Add: Revenues		
Budgeted	26,444,722.74	25,804,276.94
Other	1,578,545.22	1,649,318.98
Less: Expenditures	(23,914,169.58)	(23,035,732.63)
Total Fund Balance	34,321,867.99	35,643,384.43

Total Liabilities, Deferred Revenue and Fund Balance	\$37,345,765.21	\$ 39,418,874.74
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METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT

As of March 31, 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
FNMA	3/28/2013	3/28/2018	1.000%	2,000,000.00
Total Investments				<u>\$ 26,165,695.46</u>

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of March 31, 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
<u>BUDGETED:</u>								
Current Year Ad Valorem Tax	\$27,784,378.00	\$ 2,022,821.31	\$ 25,921,765.74	93.30%	\$27,262,635.00	\$ 1,970,498.40	\$ 25,292,239.94	92.77%
State Aid	257,465.70	-	114,957.00	44.65%	290,807.00	143,037.00	143,037.00	49.19%
Fines	450,000.00	42,000.00	408,000.00	90.67%	474,660.00	52,000.00	369,000.00	77.74%
Total Budgeted Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 2,064,821.31</u>	<u>\$ 26,444,722.74</u>	92.82%	<u>\$ 28,028,102.00</u>	<u>\$ 2,165,535.40</u>	<u>\$ 25,804,276.94</u>	92.07%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 30,099.39	\$ 916,184.81			\$ 32,815.95	\$ 1,061,601.98	
Gifts and Lost Books Fees		0.00	112,000.00			0.00	0.00	
Investment Income		5,525.39	251,892.39			42,462.70	320,409.88	
Flexible Benefits Account Balance		0.00	3,231.33			159.14	1,393.69	
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		12,784.52	259,992.43			9,653.96	131,053.10	
Total Miscellaneous Revenue		<u>\$ 48,409.30</u>	<u>\$ 1,578,545.22</u>			<u>\$ 85,091.75</u>	<u>\$ 1,649,318.98</u>	
Total Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 2,113,230.61</u>	<u>\$ 28,023,267.96</u>	98.36%	<u>\$ 28,028,102.00</u>	<u>\$ 2,250,627.15</u>	<u>\$ 27,453,595.92</u>	

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

March 31, 2013

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 5,842.19	\$ 4,178.18	\$ 1,797.15	\$ 8,223.22
810 Prepaid Fees	(18,383.14)	0.00	272.98	(18,656.12)
815 Fines	42,026.67	46,366.21	43,562.41	44,830.47
820 Copy	43,227.07	12,109.15	8,998.91	46,337.31
Total Revolving Funds	\$ 72,712.79	\$ 62,653.54	\$ 54,631.45	\$ 80,734.88
GRANTS:				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Special Grants</u>				
860 10/LET/Special Grant	14,840.00	14,840.00	11,975.90	2,864.10
861 10/MWC/Florence Hughes Memor	1,491.00	1,491.00	1,308.92	182.08
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
935 12/Conoco/MWV	1,000.00	1,000.00	0.00	1,000.00
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	12,177.85	1,137.15
956 13/OAC/Black History Month	3,600.00	3,600.00	3,600.00	0.00
957 13/OAC/Sarah Lee Guthrie	3,100.00	0.00	3,100.00	(3,100.00)
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
987 12/LET/Read Y'all	6,000.00	6,000.00	4,097.00	1,903.00
<u>Friends Grants</u>				
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
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	30,190.42	29,990.58
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
950 13 SO Grand Opening	2,000.00	2,000.00	1,409.61	590.39
959 13 AL Renovation	25,000.00	25,000.00	24,774.23	225.77
960 13 Volunteer Transportation	500.00	500.00	0.00	500.00
961 13 After Hours	9,600.00	9,600.00	0.00	9,600.00
962 13 Popcorn Popper	1,000.00	1,000.00	0.00	1,000.00
964 13 Book Display	665.00	665.00	0.00	665.00
Total Grants				146,744.14
Total Special Funds				<u><u>\$ 227,479.02</u></u>

Metropolitan Library System
Statement of Encumbrances
Month of March 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	1,083,694.62	9,911,273.48	68.68	14,431,382.00	4,520,108.52
102	Wages - Part-time	158,063.88	1,441,672.20	57.31	2,515,721.00	1,074,048.80
103	Payroll Taxes	91,388.89	832,892.92	68.88	1,209,170.00	376,277.08
109	Workers Comp Insurance	12,724.00	135,440.00	61.49	220,247.00	84,807.00
112	Group Insurance	228,388.85	1,988,702.94	69.05	2,879,887.00	891,184.06
113	Employees' Retirement	70,599.17	1,679,497.70	86.30	1,946,094.00	266,596.30
114	Unemployment Compensation	.00	10,376.28	34.59	30,000.00	19,623.72
Total Personal Services		1,644,859.41	15,999,855.52	68.87	23,232,501.00	7,232,645.48

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	14,462.50	68,062.51	71.80	94,800.00	26,737.49
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	33,609.80	294,598.20	56.22	524,000.00	229,401.80
208	Maintenance of Facilities	25,307.03	247,370.40	36.98	668,909.00	421,538.60
211	Parking & Transportation	9,767.17	99,097.47	56.11	176,600.00	77,502.53
212	Travel Expenses	6,915.97	60,980.91	54.53	111,826.00	50,845.09
213	Professional Services	6,257.81	168,990.68	51.26	329,651.00	160,660.32
214	Security Services	29,360.59	302,127.69	53.56	564,110.00	261,982.31
216	Telephone Services	10,164.06	116,069.40	35.56	326,363.00	210,293.60
217	Electrical Services	30,278.30	399,353.49	59.01	676,709.00	277,355.51
218	Gas Services	5,761.94	32,132.24	41.34	77,734.00	45,601.76
219	Water & Garbage Services	4,435.61	66,096.56	78.68	84,008.00	17,911.44
220	Veolia Energy Services	8,825.90	143,967.91	72.73	197,939.00	53,971.09
226	Memberships	1,108.00	19,185.50	75.54	25,399.00	6,213.50
230	Other Library-Related Services	13,154.46	298,793.72	78.61	380,091.00	81,297.28
231	Automation Contractual	8,893.09	232,035.51	56.18	413,007.00	180,971.49
236	Network Catalog Services	3,880.53	50,388.31	61.45	82,000.00	31,611.69
Total Contractual Services		212,182.76	2,828,889.50	56.97	4,965,343.00	2,136,453.50

Metropolitan Library System
Statement of Encumbrances
Month of March 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	23,637.58	134,111.53	59.75	224,450.00	90,338.47
302	Postage	21,239.92	175,374.07	60.93	287,850.00	112,475.93
303	Supplies	42,765.08	341,146.28	68.34	499,202.00	158,055.72
310	Maintenance Supplies	11,907.88	49,015.97	66.24	74,000.00	24,984.03
312	Safety Supplies & Equipment	.00	1,178.18	28.05	4,200.00	3,021.82
321	Gasoline & Oil	3,801.37	35,157.81	67.61	52,000.00	16,842.19
322	Vehicle Parts & Repairs	1,026.39	12,735.16	39.80	32,000.00	19,264.84
330	Programming Activities	26,012.48	231,833.49	65.59	353,470.00	121,636.51
331	Other Commodities	1,010.14	17,193.71	38.51	44,650.00	27,456.29
Total Commodities		131,400.84	997,746.20	63.48	1,571,822.00	574,075.80

Capital Outlays

401	Books & Materials	458,206.85	2,960,762.02	53.81	5,502,560.00	2,541,797.98
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	106.35	165,330.37	91.04	181,600.00	16,269.63
408	Furniture, Fixture, & Equip	12,452.89	149,399.44	44.42	336,342.00	186,942.56
409	Motor Vehicles	39.47	20,988.47	34.98	60,000.00	39,011.53
410	Automation System & Equipment	.00	319,823.68	35.94	890,000.00	570,176.32
450	Capital Projects	5,869.50	469,874.38	8.06	5,828,633.00	5,358,758.62
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		476,675.06	4,087,678.36	31.92	12,807,735.00	8,720,056.64
Total Budget		2,465,118.07	23,914,169.58	56.17	42,577,401.00	18,663,231.42

Monthly Journal Entries -- March 2013

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
153	1101	Investments	\$ 2,000,000.00	
	1001	Cash		\$ 2,000,000.00
		Purchased Fannie Mae		
154	1001	Cash	\$ 5,000.00	
	3602	Interest Income		\$ 5,000.00
		Interest on 313381pa7		
<u>Tax revenues</u>				
155	1001	Cash	\$ 306,425.96	
	1201	Ad Valorem Tax - Current year		\$ 276,369.65
	3601	Prior year Tax		\$ 30,056.31
		Ad Valorem Tax apportioned by County for 2/16 to 2/28		
156	1001	Cash	\$ 230,767.93	
	1201	Ad Valorem Tax - Current year		\$ 230,767.93
		Ad Valorem Tax apportioned by County for 3/1 to 3/8		
157	1001	Cash	\$ 441,566.46	
	1201	Ad Valorem Tax - Current year		\$ 441,566.46
		Ad Valorem Tax apportioned by County for 3/11 to 3/15		
158	1001	Cash	\$ 55.47	
	1201	Ad Valorem Tax - Current year		\$ 12.39
	3601	Prior year Tax		\$ 43.08
		Ad Valorem Tax apportioned by County for 3/1 to 3/15		
159	1001	Cash	\$ 1,074,104.88	
	1201	Ad Valorem Tax - Current year		\$ 1,074,104.88
		Ad Valorem Tax apportioned by County for 3/18 to 3/22		
<u>Miscellaneous revenue</u>				
160	1001	Cash	\$ 8,497.19	
	3605	Mic. Reimbursements		\$ 8,497.19
		Friends-salaries 4,276.52 Café rent 500.00		
		LET-salaries 2,275.00 LET 230.33		
		LET 23.62 Hawley-Thomas refu 16.00		
		Insur-Peaden/Rea 1,158.82 Abibow 16.90		
		Total	\$ 8,497.19	
<u>Fines</u>				
161	1001	Cash	\$ 42,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 42,000.00
		Fines transferred to General Fund in March		

Payable entries

162	3001	Current Year Reserv. for Appropriations.	\$	2,465,076.09	
	3011	Current Year P.O. Outstanding			\$ 2,465,076.09
	3002	Prior Year Reserv. for Appropriations.	\$	500.00	
	3012	Prior Year P.O. Outstanding			\$ 500.00
		Purchase orders issued in March			
163	3011	Current Year P.O. Outstanding	\$	2,521,071.14	
	3021	Current Year Warrants Outstanding			\$ 2,515,308.77
	3012	Prior Year P.O. Outstanding			\$ 5,762.37
		Checks issued in March			
164	3021	Current Year Warrants Outstanding	\$	2,464,395.54	
	1001	Cash			\$ 2,464,395.54
		Checks cleared Bank in March			

Bank interest and fees

165	1001	Cash	\$	525.39	
	3602	Bank Fees	\$	373.49	
	3602	Interest Income			\$ 898.88
		Interest and fees from General Fund checking account			
166	8000	Special Fund Cash			\$ 184.90
	8815	Bank Fees	\$	202.82	
	8815	Interest Income			\$ 17.92
		Interest and fees from Special Fund checking account			

Special funds

167	8000	Special Fund Cash	\$	76,197.85	
	8815	Fines			\$ 27,121.38
	8820	Copy			\$ 12,109.15
	8805	Gift/Lost Books			\$ 4,178.18
	8810	Prepaid Fees	\$	272.98	
	8961				\$ 9,600.00
	8962				\$ 1,000.00
	8964				\$ 665.00
	8956				\$ 3,600.00
	8815	Credit card receipts			19,226.91
	8815	Credit card fees	\$	1,029.79	
		Revenues of special funds received in March			

168	8000	Special Fund Cash		\$	57,323.54
	8815	Fines	\$	42,329.80	
	8820	Copy	\$	8,998.91	
	8805	Gift/Lost Books	\$	1,797.15	
	8959		\$	85.50	
	8861		\$	674.39	
	8946		\$	105.05	
	8957		\$	3,100.00	
	8952		\$	232.74	
		Expenditures of special funds in March			

Corrections, adjustments, and miscellaneous

169	1001	Cash	\$	0.02	
	3021	Current Year Warrants Outstanding		\$	5,137.39
	3012	Prior Year P.O. Outstanding	\$	15,312.17	
	3011	Current Year P.O. Outstanding		\$	5,887.47
	3605	Miscellaneous income		\$	4,287.33
		Corrections to account balances due to voided checks			
		Grand Total		<u>\$ 11,695,386.52</u>	<u>\$11,695,386.52</u>

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose	Amount
G-03811	Metropolitan Library System	Professional Services	57.00
		Postage	25.76
		Supplies	7.57
		Programming Activities	60.74
		Programming Activities	183.46
		Other Commodities	29.23
G-03812	City of Midwest City, Inc.	Water & Garbage Services	268.63
G-03813	Bradford Industrial Supply	Maintenance of Facilities	125.50
G-03814	O G & E	Electrical Services	211.64
		Electrical Services	1,008.92
		Electric Services	161.14
		Electrical Services	1,081.30
G-03815	Oklahoma Natural Gas Co.	Gas Services	312.24
		Gas Services	125.75
		Gas Services	441.96
		Gas Services	771.85
		Gas Services	110.55
G-03816	City of Oklahoma City	Water & Garbage Services	51.95
		Water & Garbage	147.73
		Water & Garbage Services	25.73
G-03817	Brodart Co.	Supplies	83.73
G-03818	Southwestern Stationers, Inc.	Supplies	212.78
		Supplies	24.85
G-03819	Locke Supply Co.	Maintenance of Facilities	55.73
		Maintenance of Facilities	21.89
		Maintenance of Facilities	1.63
G-03820	Tech-Lock	Maintenance of Facilities	11.45
		Maintenance of Facilities	6.00
G-03821	Demco	Supplies	56.02
		Supplies	173.20
		Supplies	233.84
G-03822	Eales Electronics Corp.	Maintenance of Facilities	50.00
G-03823	Gaylord Bros.	Supplies	37.98
		Supplies	153.70
		Supplies	52.99
		Supplies	73.60
		Supplies	93.91
		Supplies	255.40
G-03824	Gale Research	Materials	9,057.30
G-03825	The University of Oklahoma	Printing/Printing Supply	45.00
G-03826	Bob Howard Chrysler/Dodge	Motor Vehicles	20,949.00
G-03827	UNUM Life Insurance	Grp L-T Disab Ins Prem	6,874.34
G-03828	AT&T	Telephone Services	140.94
G-03829	Oklahoma Library Association	Professional Services	740.00
		Professional Services	180.00
		Professional Services	220.00
		Professional Services	540.00
		Professional Services	180.00
		Professional Services	440.00
G-03830	Weston Woods Accts Receivable	Materials	228.52
G-03831	Baker & Taylor Books	Materials	1,706.05
G-03832	Donna Morris	Telephone Services	50.00

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-03833	Bill Warren Office Products	Supplies	101.60	101.60
G-03834	Charles S. Isaacs	Transportation	39.27	39.27
G-03835	CompSource Oklahoma	Workers Comp Insurance	13,257.00	13,257.00
G-03836	American Library Association	Memberships	338.00	338.00
G-03837	Barbara Beasley	Postage	18.40	
		Supplies	44.24	62.64
G-03838	Recorded Books, LLC	Materials	1,871.76	1,871.76
G-03839	Kasandra Dewbre-Burrows	Transportation	10.62	10.62
G-03840	Gale Group	Materials	373.68	373.68
G-03841	DVA, Inc	Materials	116.88	116.88
G-03842	Spaces, Inc.	Capital Projects	105.00	105.00
G-03843	Staples Credit Plan	Supplies	23.76	23.76
G-03844	Independent Stationers	Supplies	348.48	
		Supplies	65.46	413.94
G-03845	Great American Glass & Tinting	Maintenance of Facilities	515.28	515.28
G-03846	INTEGRIS Corporate Assistance	Group Insurance	1,044.00	1,044.00
G-03847	Debbie Langston	Programming Activities	60.00	60.00
G-03848	OHC of the Southwest, P.A.	Professional Services	166.00	166.00
G-03849	Linda Hyams	Telephone Services	35.00	
		Telephone Services	35.00	70.00
G-03850	AT&T	Telephone Services	1,210.35	1,210.35
G-03851	Blackstone Audio Books	Materials	384.00	384.00
G-03852	Random House, Inc	Materials	423.75	423.75
G-03853	Scott's Printing & Copying	Printing/Printing Supply	1,274.53	
		Printing/Printing Supply	396.53	1,671.06
G-03854	Brilliance Corporation	Materials	875.27	875.27
G-03855	Hobby Lobby	Programming Activities	55.80	55.80
G-03856	Francie Pendleton	Transportation	13.56	13.56
G-03857	ALA Registration Dept	Professional Services	225.00	225.00
G-03858	Filtration Services Group, LLC	Maintenance of Facilities	230.16	230.16
G-03859	Ingram Library Service	Materials	1,823.42	1,823.42
G-03860	Candace McDaniel	Other Commodities	194.40	194.40
G-03861	Audio Editions	Materials	1,369.17	1,369.17
G-03862	OverDrive, Inc.	Materials	8,157.42	8,157.42
G-03863	Findaway World, LLC	Materials	13,749.26	13,749.26
G-03864	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-03865	AV Cafe Inc	Materials	258.43	258.43
G-03866	Matthew Cotter	Telephone Services	35.00	
		Transportation	11.81	46.81
G-03867	Jerod Gerfen	Memberships	70.00	70.00
G-03868	Ingram Library Service	Materials	1,064.91	1,064.91
G-03869	Town of Luther	Water & Garbage Services	49.28	49.28
G-03870	Kay L. Bauman	Travel Expenses	337.80	
		Parking	108.38	446.18
G-03871	Marianne's Rentals	Programming Activities	43.70	43.70
G-03872	Debbie Robertus	Transportation	6.33	6.33
G-03873	Batteries Sooner LLC	Maintenance of Facilities	19.56	
		Maintenance of Facilities	84.50	
		Maintenance of Facilities	31.54	
		Maintenance of Facilities	8.09	143.69
G-03874	Displays 2 Go	Supplies	126.52	126.52

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-03875	Quill Corporation	Supplies	42.48	42.48
G-03876	Walter Wayne McEvilly	Materials	500.00	500.00
G-03877	Jerry's Contracting	Maintenance of Facilities	2,475.00	2,475.00
G-03878	Sharon A. Nolan	Programming Activities	169.80	
		Programming Activities	40.42	210.22
G-03879	Kathryn Hatfield	Programming Activities	85.92	
		Programming Activities	4.33	
		Supplies	18.90	109.15
G-03880	MAC Systems, Inc.	Maintenance of Facilities	1,428.56	
		Maintenance of Facilities	357.14	1,785.70
G-03881	AudioGo	Materials	72.22	72.22
G-03882	City of Harrah	Water & Garbage Services	88.56	88.56
G-03883	Amazon/GE Money Bank	Supplies	139.70	
		Programming	102.93	
		Supplies	23.68	
		Supplies	9.98	
		Supplies	24.09	
		Programming	46.91	
		Supplies	110.22	457.51
G-03884	Gregory Bennett	Transportation	9.38	9.38
G-03885	Lori Piccolo	Travel Expenses	407.80	
		Transportation	167.88	
		Travel Expenses	285.18	860.86
G-03886	Crowe & Dunlevy	Professional Services	290.00	290.00
G-03887	United Parcel Service	Postage	654.98	654.98
G-03888	City of Choctaw	Water & Garbage Services	76.59	76.59
G-03889	Andrew N. Soliven	Parking	108.38	
		Mileage	11.87	120.25
G-03890	Office Depot Credit Plan	Supplies	38.99	38.99
G-03891	Baker & Taylor Books	Materials	522.59	522.59
G-03892	Cheryl Pernell	Parking	108.38	108.38
G-03893	Baker & Taylor Entertainment	Materials	942.30	
		Materials	2,925.58	
		Materials	2,961.54	6,829.42
G-03894	Todd Podzemny	Transportation	10.79	
		Memberships	70.00	80.79
G-03895	Daniel Fields	Programming Activities	77.64	
		Programming Activities	40.64	118.28
G-03896	Walmart Community/GEMB	Supplies	97.25	
		Supplies	37.67	
		Programming Activities	80.26	215.18
G-03897	LaWana D. Morgan	Transportation	10.19	10.19
G-03898	Megan Cox	Programming Activities	120.00	120.00
G-03899	USPS/BME	Postage	190.00	190.00
G-03900	Cynthia Friedemann	Travel Expenses	490.25	490.25
G-03901	Allied Waste Services #060	Garbage Service	1,154.59	
		Garbage Services	86.98	1,241.57
G-03902	Pamela Buchanan	Transportation	32.49	32.49
G-03903	OnSite Maintenance	Maintenance	1,095.00	1,095.00
G-03904	Callen Clarke	Programming Activities	100.00	100.00
G-03905	Ali Soltani	Programming Activities	100.00	100.00
G-03906	Hay Group Inc	Professional Services	600.00	600.00

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-03907	Guglielmino & Associates	Professional Services	790.00	790.00
G-03908	American Library Asso.-WO	Professional Services	30.00	30.00
G-03909	Engineered Equipment Inc.	Maintenance of Facilities	235.32	235.32
G-03910	Child Care Resource Center	Professional Services	349.00	349.00
G-03911	Cintas Corporation 064	Maintenance of Facilities	487.97	487.97
G-03912	Downtown Tire & Auto Svc, Inc.	Gasoline & Oil	38.75	38.75
G-03913	Kelley Hoffman	Transportation	18.14	18.14
G-03914	Cox Communications, Inc.	Telephone Service	9.68	9.68
G-03915	Securitas Security USA, Inc.	Security Services	7,533.22	
		Security Services	2,006.87	9,540.09
G-03916	Baker & Taylor Books	Materials	1,046.32	
		Materials	1,280.90	
		Materials	1,294.52	
		Materials	2,267.54	
		Materials	2,271.79	
		Materials	2,609.72	
		Materials	3,691.45	
		Materials	7,654.76	
		Materials	1,837.48	23,954.48
G-03917	Baker & Taylor Books	Materials	1,183.46	
		Materials	3,052.84	
		Materials	2,283.85	
		Materials	6,437.97	
		Materials	3,996.35	16,954.47
G-03918	Baker & Taylor Books	Materials	98.02	98.02
G-03919	Maria Watkins	Transportation	13.56	13.56
G-03920	Patsy Boyer	Programming Activities	130.00	130.00
G-03921	Sabre Technologies	Supplies	2,980.00	2,980.00
G-03922	Teresa Matthews	Supplies	129.99	129.99
G-03923	Global Industrial Equipment	Automation	72.02	72.02
G-03924	Baker & Taylor Entertainment	Materials	1,681.97	1,681.97
G-03925	Mackin	Materials	192.75	192.75
G-03926	Heartland Voices	Programming Activities	100.00	100.00
G-03927	Comfort Inn @ Founders Towers	Programming Activities	134.00	134.00
G-03928	Shoplet	Supplies	154.20	
		Supplies	100.68	254.88
G-03929	Bank of Oklahoma	Payroll Transmittal-Chks	34,461.90	
		Payroll Transmittal-Chks	15,209.53	
		Payroll Transmittal-Chks	110.00	49,781.43
G-03930	Bank of Oklahoma	Federal Withholding Tax	57,879.85	
		Federal Withholding Tax	4,712.00	62,591.85
G-03931	Oklahoma Tax Commission	State Withholding Tax	17,536.00	
		State Withholding Tax	1,000.00	18,536.00
G-03932	Mun. Employees Credit Union	Employee Cr Union Deducts	11,944.08	
		Employee Cr Union Deducts	87.50	12,031.58
G-03933	United Way of Central Oklahoma	Employee Deductions	646.50	
		Employee Deductions	48.00	694.50
G-03934	Clerk, U.S. District	Employee Deductions	242.20	242.20
G-03935	Mutual Assurance	Employee Deductions	185.00	185.00
G-03936	Bank of America	Payroll Transmittal-DDep	313,358.49	
		Payroll Transmittal-DDep	51,291.24	
		Payroll Transmittal-DDep	1,100.00	365,749.73

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-03937	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-03938	Nationwide Retirement Solution	Employee Deductions	5,397.34	5,397.34
G-03939	Transamerica Life Insurance Co	Employee Deductions	343.83	343.83
G-03940	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,212.16	4,212.16
G-03941	Bank of Oklahoma	Employee Flexplan Deposit	34,160.95	34,160.95
G-03942	Bank of Oklahoma	Employee Soc/Sec Deposits	31,643.78	
		Employee Soc/Sec Deposits	4,857.15	
		Employee Medicare Deposit	7,400.58	
		Employee Medicare Deposit	1,135.95	
		Employer Soc/Sec Deposits	36,500.93	
		Employer Medicare Deposit	8,536.49	90,074.88
G-03943	MassMutual Financial Group	Employee Contrib -- DC PI	19,747.20	
		Employee Contrib -- DC PI	35,471.73	55,218.93
G-03944	Pioneer Credit Recovery	Employee Deductions	159.50	159.50
G-03945	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-03946	Administrative Services	Employee Deductions	1,547.44	1,547.44
G-03947	UNUM Life Insurance	Employee Deductions	1,305.30	
		Employee Deductions	37.30	1,342.60
G-03948	Mutual Assurance	Grp Life AD&D Ins Prm-MAR	50,392.08	50,392.08
G-03949	Vision Service Plan of	Grp Vision Ins Prem-Mar.	2,752.39	2,752.39
G-03950	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-MAR	164,544.74	164,544.74
G-03951	UNUM Life Insurance	Grp LTC Ins Prem-Mar.	1,571.30	1,571.30
G-03952	Metropolitan Library System	Professional Services	76.00	
		Supplies	5.69	
		Programming Activities	134.80	216.49
G-03953	Bradford Industrial Supply	Maintenance of Facilities	104.27	
		Maintenance of Facilities	41.88	146.15
G-03954	Oklahoma Natural Gas Co.	Gas Services	131.27	
		Gas Services	375.85	507.12
G-03955	City of Oklahoma City	Water & Garbage Services	21.51	
		Water & Garbage Services	149.41	170.92
G-03956	Brodart Co.	Supplies	38.71	38.71
G-03957	Locke Supply Co.	Maintenance of Facilities	89.02	89.02
G-03958	Demco	Supplies	36.87	
		Supplies	123.65	160.52
G-03959	Gaylord Bros.	Fixtures	849.80	
		Supplies	983.64	
		Supplies	21.66	1,855.10
G-03960	The University of Oklahoma	Printing/Printing Supply	735.00	
		Printing/Printing Supply	34.00	769.00
G-03961	Hewlett-Packard Co.	Automation Contractual	7,107.10	7,107.10
G-03962	Oklahoma Library Association	Professional Services	640.00	
		Professional Services	220.00	860.00
G-03963	J. Siobhan Morava	Transportation	38.56	38.56
G-03964	American Express	Travel Expenses	661.44	
		Automation Contractual	149.00	810.44
G-03965	Charles S. Isaacs	Telephone Services	35.00	35.00
G-03966	American Library Association	Memberships	240.00	240.00
G-03967	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-03968	Southwest Trailers & Equipment	Maintenance of Facilities	75.17	75.17
G-03969	Denyveta Davis	Transportation	180.86	180.86
G-03970	JoNita Normore	Transportation	10.74	10.74

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-03971	Anne G. Fischer	Telephone Services	50.00	50.00
G-03972	Spaces, Inc.	Furniture	1,939.20	1,939.20
G-03973	Copelin's Office Center	Supplies	294.84	294.84
G-03974	Nancy Lytle	Parking	108.38	108.38
G-03975	KTUZ Radio	Library-related Services	724.00	724.00
G-03976	Kristin Williamson	Programming Activities	31.54	
		Programming Activities	52.67	84.21
G-03977	A T & T Mobility	Telephone Services	95.96	95.96
G-03978	Scott's Printing & Copying	Printing/Printing Supply	298.19	
		Printing/Printing Supply	1,027.84	1,326.03
G-03979	Albert Bostick	Programming Activities	500.00	500.00
G-03980	Larry G. Johnson	Parking	108.38	108.38
G-03981	Victoria Dixon	Parking	108.38	108.38
G-03982	Fuelman	Gasoline & Oil	3,762.62	
		Vehicle Parts & Repairs	92.64	
		Vehicle Parts & Repairs	154.17	
		Vehicle Parts & Repairs	128.79	4,138.22
G-03983	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-03984	The Black Chronicle	Library-related Services	500.00	500.00
G-03985	Studio Architecture PC	Capital Projects	1,250.00	
		Capital Projects	1,357.50	2,607.50
G-03986	Landon Holman	Transportation	63.28	63.28
G-03987	Angela Thornton	Transportation	11.47	11.47
G-03988	Security Imaging	Supplies	126.00	126.00
G-03989	Evans Hardware	Maintenance of Facilities	1.99	1.99
G-03990	CDW Government, Inc.	Printing Supplies	675.31	675.31
G-03991	Steve's Wholesale Distributors	Maintenance of Facilities	7.67	7.67
G-03992	Cintas	Maintenance of Facilities	100.00	100.00
G-03993	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-03994	Andrea Emmons	Transportation	27.29	27.29
G-03995	Carol L. Roberts	Transportation	13.00	13.00
G-03996	Amazon/GE Money Bank	Supplies	423.94	423.94
G-03997	United Parcel Service	Postage	491.68	491.68
G-03998	Oklahoma Press Service	Library-related Services	165.50	165.50
G-03999	John Wood	Telephone Services	50.00	50.00
G-04000	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	2,764.00	4,587.95
G-04001	Walmart Community/GEMB	Programming Activities	44.54	
		Other Commodities	170.61	
		Other Commodities	21.50	236.65
G-04002	MetroFamily Magazine	Library-related Services	1,449.00	1,449.00
G-04003	The Meadows	Library Related Services	82.40	82.40
G-04004	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	12.00
G-04005	Aaron Bluit	Transportation	237.41	237.41
G-04006	Jones Hardware and Lumber Inc.	Maintenance of Facilities	11.99	11.99
G-04007	Kevin Sendall	Transportation	132.72	132.72
G-04008	Dean P Ratzman	Programming Activities	500.00	500.00
G-04009	Sarah Lee Guthrie - Irion	Programming Activities	6,900.00	6,900.00
G-04010	John Utley	Telephone Services	35.00	
		Transportation	39.55	74.55
G-04011	2M Solutions, Inc	Equipment	550.02	550.02
G-04012	Cox Communications, Inc.	Telephone Services	1,031.50	1,031.50

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-04013	Securitas Security USA, Inc.	Security Services	7,816.89	
		Security Services	2,023.49	9,840.38
G-04014	Stacy Schrank	Travel Expenses	337.80	337.80
G-04015	H I S Paints	Maintenance of Facilities	119.79	119.79
G-04016	R. Justin Herwig	Transportation	47.80	47.80
G-04017	Sheldon Beach	Parking	108.38	108.38
G-04018	Tyler Outdoor Advertising, LLC	Library-related Services	3,840.00	3,840.00
G-04019	Mary J. Sholly	Transportation	94.92	94.92
G-04020	Chris Kennedy	Supplies	51.95	
		Other Commodities	45.53	97.48
G-04021	Kathy C. Brown	Programming Activities	43.75	43.75
G-04022	O G & E	Electrical Services	3,696.46	
		Electrical Services	725.90	
		Electrical Services	1,294.99	5,717.35
G-04023	City of Oklahoma City	Water & Garbage Services	364.17	
		Water & Garbage Services	295.13	
		Water & Garbage Services	255.58	914.88
G-04024	Southwestern Stationers, Inc.	Supplies	962.80	962.80
G-04025	Locke Supply Co.	Maintenance of Facilities	76.81	76.81
G-04026	Demco	Supplies	61.24	61.24
G-04027	Gale Research	Materials	4,679.70	4,679.70
G-04028	AT&T	Telephone Services	680.42	
		Telephone Services	836.84	
		Telephone Services	731.98	2,249.24
G-04029	City of Edmond	Electrical Services	3,615.10	3,615.10
G-04030	Central Oklahoma Winnelson	Maintenance of Facilities	130.46	130.46
G-04031	Keystone Tape & Label, Inc.	Printing/Printing Supply	1,457.08	1,457.08
G-04032	United Refrigeration, Inc.	Maintenance of Facilities	177.40	177.40
G-04033	Recorded Books, LLC	Materials	2,397.60	2,397.60
G-04034	The Penworthy Co.	Materials	837.60	837.60
G-04035	Gale Group	Materials	364.68	364.68
G-04036	Independent Stationers	Supplies	121.80	121.80
G-04037	Jean Hill	Programming Activities	175.00	175.00
G-04038	Janet Brooks	Transportation	9.21	9.21
G-04039	Blackstone Audio Books	Materials	837.00	837.00
G-04040	Ingram Library Service	Materials	3,435.31	3,435.31
G-04041	OverDrive, Inc.	Materials	1,668.14	1,668.14
G-04042	Findaway World, LLC	Materials	8,868.74	8,868.74
G-04043	Capstone	Materials	2,862.51	2,862.51
G-04044	AV Cafe Inc	Materials	2,107.38	2,107.38
G-04045	Ingram Library Service	Materials	756.66	756.66
G-04046	Center Point Large Print	Materials	1,625.46	1,625.46
G-04047	Jimmy Welch	Telephone Services	50.00	50.00
G-04048	Batteries Sooner LLC	Maintenance of Facilities	205.91	205.91
G-04049	AudioGo	Materials	1,227.74	1,227.74
G-04050	City of Edmond	Water & Garbage Services	339.34	339.34
G-04051	Info Group, Inc.	Materials	6,600.00	6,600.00
G-04052	Learning Express	Materials	7,500.00	7,500.00
G-04053	Frates Insurance	Library-related Services	30.00	30.00
G-04054	YP	Library-related Services	2,693.04	2,693.04
G-04055	Baker & Taylor Books	Materials	1,409.90	1,409.90
G-04056	Baker & Taylor Entertainment	Materials	4,553.31	4,553.31

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-04057	The Great Courses	Materials	30.00	30.00
G-04058	Metro Monitor, Inc.	Library-related Services	95.00	95.00
G-04059	Jones Hardware and Lumber Inc.	Maintenance of Facilities	39.33	39.33
G-04060	C & D Publishing	Materials	1,425.00	1,425.00
G-04061	Star Lighting	Maintenance of Facilities	164.53	164.53
G-04062	Faith Centered Resources	Materials	58.59	58.59
G-04063	Baker & Taylor Books	Materials	1,270.88	
		Materials	1,256.68	
		Materials	2,226.54	
		Materials	1,147.43	
		Materials	2,085.98	
		Materials	4,451.69	
		Materials	2,491.37	
		Materials	4,381.03	
		Materials	2,040.91	21,352.51
G-04064	Baker & Taylor Books	Materials	1,002.18	
		Materials	1,863.83	
		Materials	2,358.93	
		Materials	4,173.04	
		Materials	4,903.33	14,301.31
G-04065	Baker & Taylor Books	Materials	930.09	930.09
G-04066	Baker & Taylor Entertainment	Materials	1,181.19	1,181.19
G-04067	Mackin	Materials	771.29	771.29
G-04068	Shopleet	Printing Supplies	68.80	68.80
G-04069	EBSCO Subscription Services	Materials	9,085.00	9,085.00
G-04070	Baker & Taylor Books	Materials	945.44	945.44
G-04071	ABDO Publishing Company	Materials	5,535.06	5,535.06
G-04072	Recorded Books, LLC	Materials	1,210.75	1,210.75
G-04073	The Penworthy Co.	Materials	1,856.76	1,856.76
G-04074	Gale Group	Materials	6,561.45	6,561.45
G-04075	Salem Press Accounting Office	Materials	495.00	495.00
G-04076	Library Video Co.	Materials	1,769.94	1,769.94
G-04077	Amigos Library Services	Materials	202.65	202.65
G-04078	Taylor and Francis/CRC Press	Materials	1,094.49	1,094.49
G-04079	Blackstone Audio Books	Materials	195.00	195.00
G-04080	Random House, Inc	Materials	581.25	581.25
G-04081	Brilliance Corporation	Materials	1,398.72	1,398.72
G-04082	Gateway Films/Vision Video	Materials	168.83	168.83
G-04083	Ingram Library Service	Materials	1,293.34	1,293.34
G-04084	Audio Editions	Materials	785.95	785.95
G-04085	OverDrive, Inc.	Materials	3,279.96	3,279.96
G-04086	AV Cafe Inc	Materials	152.72	152.72
G-04087	Ingram Library Service	Materials	352.63	352.63
G-04088	Center Point Large Print	Materials	2,743.35	2,743.35
G-04089	Scholastic Library	Materials	15,208.00	15,208.00
G-04090	ProQuest	Materials	64,385.00	64,385.00
G-04091	Baker & Taylor Entertainment	Materials	1,621.27	
		Materials	5,274.74	
		Materials	4,923.82	11,819.83
G-04092	Society of Urban Poets, Inc.	Materials	68.70	68.70
G-04093	Baker & Taylor Books	Materials	1,085.09	
		Materials	1,736.46	

** Continued **

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-04093	Baker & Taylor Books	Materials	2,019.87
		Materials	1,326.73
		Materials	4,972.17
		Materials	1,735.05
		Materials	3,477.33
		Materials	1,979.25
		Materials	2,049.34
			20,381.29
G-04094	Baker & Taylor Books	Materials	852.17
		Materials	3,161.24
		Materials	3,706.68
		Materials	1,472.07
		Materials	594.34
		Materials	805.72
			10,592.22
G-04095	Baker & Taylor Books	Materials	703.27
			703.27
G-04096	Baker & Taylor Entertainment	Materials	993.71
			993.71
G-04097	Metropolitan Library System	Professional Services	19.00
		Postage	6.11
		Supplies	31.29
		Programming Activities	51.51
		Programming Activities	74.76
			182.67
G-04098	O G & E	Electrical Services	1,760.20
		Electrical Services	134.26
			1,894.46
G-04099	Oklahoma Natural Gas Co.	Gas Services	30.72
			30.72
G-04100	City of Bethany	Water & Garbage Services	126.55
			126.55
G-04101	City of Oklahoma City	Water & Garbage Services	189.38
			189.38
G-04102	City of the Village	Water & Garbage Services	91.41
			91.41
G-04103	Brodart Co.	Supplies	5,369.00
			5,369.00
G-04104	Locke Supply Co.	Maintenance of Facilities	13.98
		Maintenance of Facilities	6.45
			20.43
G-04105	Tech-Lock	Maintenance of Facilities	15.00
		Maintenance of Facilities	95.00
			110.00
G-04106	Demco	Supplies	441.00
			441.00
G-04107	Gaylord Bros.	Supplies	49.80
		Supplies	157.02
			206.82
G-04108	Oklahoma Library Association	Professional Services	1,080.00
		Professional Services	360.00
			1,440.00
G-04109	Barbara Beasley	Transportation	17.52
			17.52
G-04110	Kasandra Dewbre-Burrows	Transportation	5.88
			5.88
G-04111	Denyveta Davis	Other Commodities	81.96
			81.96
G-04112	Harmony Business Supplies	Supplies	505.75
			505.75
G-04113	Independent Stationers	Supplies	12.40
			12.40
G-04114	Marpro Label Inc.	Supplies	2,324.70
		Supplies	4,007.34
			6,332.04
G-04115	Liberty Flags Inc.	Supplies	99.40
			99.40
G-04116	Shawver & Son	Maintenance of Facilities	814.52
			814.52
G-04117	Jonathan Willis	Telephone Services	35.00
			35.00
G-04118	OCLC, Inc.	Network Catalog Services	3,880.53
			3,880.53
G-04119	Julie Ballou	Supplies	81.18
			81.18
G-04120	Metro Parking Garage	Parking	20.50
			20.50
G-04121	Oklahoma Secretary of State	Library Related Services	10.00
			10.00
G-04122	Melody A. Kellogg	Transportation	34.47
	** Continued **		

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-04122	Melody A. Kellogg	Memberships	70.00	
		Other Commodities	50.00	154.47
G-04123	Dana Beach	Programming Activities	64.27	64.27
G-04124	Susan Pierce	Programming Activities	412.50	412.50
G-04125	Anita Roesler	Transportation	44.75	44.75
G-04126	Evans Hardware	Maintenance of Facilities	39.97	39.97
G-04127	Westlake Hardware	Maintenance of Facilities	7.16	
		Maintenance of Facilities	17.97	25.13
G-04128	Bank of America	Library-related Services	226.52	226.52
G-04129	Oklahoma Museum Network	Programming Activities	175.00	175.00
G-04130	Chase Card Services	Telephone Services	100.95	
		Travel Expenses	337.80	
		Programming Activities	132.14	
		Automation	145.20	
		Supplies	28.86	
		Programming	41.99	
		Supplies	32.16	
		Supplies	67.58	
		Supplies	108.35	
		Travel	21.80	
		Programming	36.97	
		Supplies	115.51	
		Library-Related Services	69.95	
		Supplies	11.67	
		Supplies	79.69	
		Supplies	47.15	
		Travel Expenses	337.80	
		Supplies	327.51	
		Programming	44.99	
		Professional Services	60.00	
		Travel Expenses	303.09	
		Supplies	53.31	
		Furniture	458.00	
		Supplies	224.01	
		Subscriptions	19.95	
		Capital Projects	476.00	3,682.43
G-04131	Andrea Emmons	Programming Activities	103.70	103.70
G-04132	Kevin Colwell	Transportation	20.34	20.34
G-04133	Amazon/GE Money Bank	Programming	20.95	20.95
G-04134	First Advantage	Professional Services	8.00	8.00
G-04135	United Parcel Service	Postage	6.63	
		Postage	3.51	
		Postage	9.23	
		Postage	601.12	620.49
G-04136	Frates Insurance	Library Related Services	30.00	30.00
G-04137	Todd Olberding	Telephone Services	91.83	91.83
G-04138	Public Library Association	Professional Services	495.00	495.00
G-04139	Reduxion Theatre	Programming Activities	2,800.00	2,800.00
G-04140	Walmart Community/GEMB	Programming Activities	147.98	
		Other Commodities	25.48	
		Programming Activities	158.76	

** Continued **

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-04140	Walmart Community/GEMB	Programming Activities	29.10	361.32
G-04141	Megan Cox	Programming Activities	120.00	120.00
G-04142	Garcia Tire Service, Inc.	Maintenance of Facilities	586.23	586.23
G-04143	Construction Industries Board	Professional Services	400.00	400.00
G-04144	Pamela Buchanan	Telephone Services	35.00	35.00
G-04145	Jones Hardware and Lumber Inc.	Maintenance of Facilities	124.62	124.62
G-04146	Molly Cromer	Programming Activities	75.00	75.00
G-04147	Donna Morris	Transportation	450.00	450.00
G-04148	American Library Association	Library-related services	193.00	193.00
G-04149	Alexis Whitney	Supplies	78.98	78.98
G-04150	OK Parntership for School	Professional Services	110.00	110.00
G-04151	Kelly D Smith	Programming Activities	60.00	60.00
G-04152	Evolution Foundation	Programming Activities	50.00	50.00
G-04153	Star Lighting	Maintenance of Facilities	321.96	321.96
G-04154	Firetrol Protection Systems	Maintenance of Facilities	300.00	300.00
G-04155	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-04156	Oklahoma City Police Dept.	Maintenance of Facilities	17.00	
		Maintenance of Facilities	17.00	
		Maintenance of Facilities	34.00	68.00
G-04157	Cox Communications, Inc.	Telephone Services	12.86	12.86
G-04158	Chase Card Services	Books & Materials	35.00	35.00
G-04159	Rush Truck Center	Maintenance of Facilities	81.96	81.96
G-04160	Kone Inc	Maintenance of Facilities	865.00	865.00
G-04161	Erika Sterling	Maintenance of Facilities	360.00	360.00
G-04162	Veolia Energy Oklahoma City,	Veolia Energy Services	8,825.90	8,825.90
G-04163	Kiona Millirons	Programming Activities	100.00	100.00
G-04164	JobDig/LinkUp	Library-related Services	149.00	149.00
G-04165	Lindsay Jones Egle	Transportation	45.65	45.65
G-04166	Shoplet	Supplies	127.84	127.84
G-04167	Metropolitan Library System	Professional Services	57.00	
		Postage	34.20	
		Supplies	102.13	
		Supplies	13.77	
		Programming Activities	107.01	
		Other Commodities	91.60	405.71
G-04168	O G & E	Electrical Services	2,461.24	2,461.24
G-04169	Oklahoma Natural Gas Co.	Gas Services	467.26	467.26
G-04170	City of Oklahoma City	Water & Garbage Services	57.58	57.58
G-04171	Gaylord Bros.	Furniture	2,229.97	2,229.97
G-04172	Donna Morris	Travel Expenses	481.60	481.60
G-04173	Central Oklahoma Winnelson	Maintenance of Facilities	1,617.40	1,617.40
G-04174	U.S. Postal Service	Postage	15,000.00	15,000.00
G-04175	Kapco	Supplies	250.04	250.04
G-04176	Darcus Smith	Transportation	22.51	22.51
G-04177	Independent Stationers	Supplies	236.91	236.91
G-04178	Scott's Printing & Copying	Printing/Printing Supply	2,115.59	2,115.59
G-04179	Oklahoma Secretary of State	Library Related Services	10.00	10.00
G-04180	Susan Pierce	Programming Activities	504.00	504.00
G-04181	Southwest Paper - OKC	Maintenance Supplies	2,269.84	2,269.84
G-04182	Steve's Wholesale Distributors	Maintenance of Facilities	39.06	39.06
G-04183	Alice Murphy	Supplies	32.50	32.50

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-04184	The Meadows	Automation Contractual	45.00	45.00
G-04185	USPS/BME	Postage	10.00	10.00
G-04186	OnSite Maintenance	Automation	195.00	195.00
G-04187	Engineered Equipment Inc.	Maintenance of Facilities	135.92	135.92
G-04188	Rachel D Carson	Programming Activities	4,500.00	4,500.00
G-04189	Shopleet	Supplies	393.21	393.21
G-04190	Bank of Oklahoma	Payroll Transmittal-Chks	34,396.70	
		Payroll Transmittal-Chks	14,641.22	49,037.92
G-04191	Bank of Oklahoma	Federal Withholding Tax	60,369.85	
		Federal Withholding Tax	4,717.00	65,086.85
G-04192	Oklahoma Tax Commission	State Withholding Tax	18,381.00	
		State Withholding Tax	1,045.00	19,426.00
G-04193	Mun. Employees Credit Union	Employee Cr Union Deducts	11,944.08	
		Employee Cr Union Deducts	87.50	12,031.58
G-04194	United Way of Central Oklahoma	Employee Deductions	646.50	
		Employee Deductions	53.00	699.50
G-04195	Clerk, U.S. District	Employee Deductions	236.63	236.63
G-04196	Bank of America	Payroll Transmittal-DDep	327,717.45	
		Payroll Transmittal-DDep	53,078.06	380,795.51
G-04197	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-04198	Nationwide Retirement Solution	Employee Deductions	5,397.34	5,397.34
G-04199	Transamerica Life Insurance Co	Employee Deductions	343.83	343.83
G-04200	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,104.21	4,104.21
G-04201	Bank of Oklahoma	Employee Flexplan Deposit	14,390.64	14,390.64
G-04202	Bank of Oklahoma	Employee Soc/Sec Deposits	32,621.37	
		Employee Soc/Sec Deposits	4,944.33	
		Employee Medicare Deposit	7,629.04	
		Employee Medicare Deposit	1,156.40	
		Employer Soc/Sec Deposits	37,565.83	
		Employer Medicare Deposit	8,785.64	92,702.61
G-04203	MassMutual Financial Group	Employee Contrib -- DC PI	19,616.77	
		Employer Contrib -- DC PI	35,127.44	54,744.21
G-04204	Pioneer Credit Recovery	Employee Deductions	228.55	228.55
G-04205	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-04206	Administrative Services	Employee Deductions	1,514.22	1,514.22
G-04207	City of Del City	Rent of Buildings	400.00	400.00
G-04208	Bradford Industrial Supply	Maintenance of Facilities	115.66	115.66
G-04209	Grainger	Equipment	26.34	
		Maintenance of Facilities	393.90	420.24
G-04210	O G & E	Electrical Services	10,054.32	
		Electrical Services	1,874.17	
		Electrical Services	558.53	12,487.02
G-04211	Oklahoma Natural Gas Co.	Gas Services	474.41	474.41
G-04212	Triangle/A & E	Printing/Printing Supply	215.28	215.28
G-04213	Brodart Co.	Supplies	1,750.00	
		Supplies	15.30	1,765.30
G-04214	Southwestern Stationers, Inc.	Supplies	10.91	10.91
G-04215	Locke Supply Co.	Maintenance of Facilities	57.31	
		Maintenance of Facilities	2,993.78	
		Maintenance of Facilities	3.89	
		Maintenance of Facilities	51.24	3,106.22
G-04216	Demco	Supplies	19.59	19.59

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-04217	Scott Rice Co. - OKC	Furniture	1,270.88	1,270.88
G-04218	The Edmond Sun	Periodicals/Subscriptions	86.40	86.40
G-04219	Staples Credit Plan	Supplies	73.98	73.98
G-04220	Blick Art Materials	Supplies	165.54	165.54
G-04221	Karen L.Litteral	Transportation	14.13	14.13
G-04222	IDville	Automation	21.50	21.50
G-04223	Ginger Waldrip	Programming Activities	200.00	
		Programming Activities	100.00	300.00
G-04224	Oklahoma Building Services, Inc	Maintenance of Facilities	450.00	
		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	
		Maintenance of Facilities	270.00	
		Maintenance of Facilities	90.00	34,059.80
G-04225	Aletha Williams	Programming Activities	80.00	80.00
G-04226	Batteries Sooner LLC	Maintenance of Facilities	14.98	
		Maintenance of Facilities	229.70	
		Maintenance of Facilities	298.61	543.29
G-04227	Southwest Paper - OKC	Supplies	2,566.08	2,566.08
G-04228	Jerry's Contracting	Maintenance of Facilities	2,250.00	2,250.00
G-04229	Kelley Riha	Transportation	65.43	65.43
G-04230	MAC Systems, Inc.	Maintenance of Facilities	212.00	212.00
G-04231	Dowell Parking Center	Parking & Transportation	312.00	312.00
G-04232	Andrea Emmons	Transportation	16.84	16.84
G-04233	Black Chamber of Commerce	Memberships	250.00	250.00
G-04234	ULINE	Supplies	249.77	249.77
G-04235	United Parcel Service	Postage	723.54	723.54
G-04236	John Wood	Telephone Services	50.00	50.00
G-04237	Office Depot Credit Plan	Supplies	133.46	133.46
G-04238	Alice Murphy	Supplies	26.00	26.00
G-04239	Rose Rock Development Inc	Maintenance of Facilities	1,695.00	
		Maintenance of Facilities	1,485.00	3,180.00
G-04240	Walmart Community/GEMB	Programming Activities	10.94	10.94
G-04241	Construction Building	Maintenance of Facilities	314.24	314.24
G-04242	Preston Bell	Transportation	50.00	50.00
G-04243	Tracy Anne Genheimer	Programming Activities	62.50	62.50
G-04244	Michaelle M Statham	Programming Activities	75.00	75.00
G-04245	Shauna Leonard	Programming Activities	300.00	300.00
G-04246	Star Lighting	Maintenance of Facilities	160.98	160.98
G-04247	Securitas Security USA, Inc.	Security Services	7,898.66	
		Security Services	1,957.01	
		Security Services	1,799.12	
		Security Services	7,865.42	19,520.21
G-04248	Tulin LaFollette	Programming Activities	62.82	62.82
G-04249	Sabre Technologies	Supplies	13,809.00	13,809.00
G-04250	Kiona Millirons	Programming Activities	100.00	100.00
G-04251	Kathy C. Brown	Programming Activities	43.75	43.75
G-04252	Bradford Industrial Supply	Maintenance of Facilities	112.83	112.83
G-04253	O G & E	Electrical Services	818.37	818.37

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-04254	Oklahoma Natural Gas Co.	Gas Services	91.67	
		Gas Services	265.12	
		Gas Services	86.61	
		Gas Services	294.97	
		Gas Services	446.85	1,185.22
G-04255	City of Oklahoma City	Water & Garbage Services	45.75	
		Water & Garbage	135.33	181.08
G-04256	Locke Supply Co.	Maintenance of Facilities	157.11	
		Maintenance of Facilities	60.91	218.02
G-04257	Demco	Supplies	247.01	247.01
G-04258	City of Warr Acres	Water & Garbage Services	53.20	53.20
G-04259	AT&T	Telephone Services	140.94	140.94
G-04260	Weston Woods Accts Receivable	Materials	189.50	189.50
G-04261	Baker & Taylor Books	Materials	969.45	969.45
G-04262	Thomson Reuters-West	Materials	462.00	462.00
G-04263	Recorded Books, LLC	Materials	2,644.35	2,644.35
G-04264	The Penworthy Co.	Materials	3,907.12	3,907.12
G-04265	Gale Group	Materials	661.86	661.86
G-04266	Staples Credit Plan	Supplies	309.99	309.99
G-04267	Full Circle Bookstore	Programming Activities	54.24	54.24
G-04268	Blackstone Audio Books	Materials	452.50	452.50
G-04269	Random House, Inc	Materials	30.00	30.00
G-04270	Brilliance Corporation	Materials	1,649.14	1,649.14
G-04271	Ingram Library Service	Materials	647.46	647.46
G-04272	Walker Companies	Supplies	39.45	39.45
G-04273	OverDrive, Inc.	Materials	8,384.73	8,384.73
G-04274	Findaway World, LLC	Materials	5,373.77	5,373.77
G-04275	AV Cafe Inc	Materials	1,589.09	1,589.09
G-04276	Ingram Library Service	Materials	745.81	745.81
G-04277	Grey House Publishing	Materials	442.05	442.05
G-04278	Center Point Large Print	Materials	22.17	22.17
G-04279	Batteries Sooner LLC	Maintenance of Facilities	18.87	18.87
G-04280	Steve's Wholesale Distributors	Maintenance of Facilities	91.23	
		Maintenance of Facilities	322.08	413.31
G-04281	ProQuest	Materials	39,420.00	39,420.00
G-04282	AudioGo	Materials	108.33	108.33
G-04283	Finder Binder	Materials	350.00	350.00
G-04284	Oklahoma County OSU Ext Ctr	Programming Activities	81.75	81.75
G-04285	Roaring Fork Associates, LLC	Rent of Library Buildings	7,031.25	
		Rent of Library Buildings	7,031.25	14,062.50
G-04286	United Parcel Service	Postage	27.42	
		Postage	108.22	135.64
G-04287	Baker & Taylor Entertainment	Materials	760.42	
		Materials	3,565.91	
		Materials	5,810.88	10,137.21
G-04288	Thomas P. Gallagher	Transportation	25.00	25.00
G-04289	Oklahoma Food Cooperative	Materials	91.53	91.53
G-04290	Boston Snowden	Materials	48.50	48.50
G-04291	Amy Thomas	Programming Activities	60.32	60.32
G-04292	Faith Centered Resources	Materials	51.24	51.24
G-04293	AT&T	Telephone Services	121.49	121.49
G-04294	Baker & Taylor Books	Materials	717.40	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-04294	Baker & Taylor Books	Materials	1,181.82	
		Materials	2,006.48	
		Materials	4,142.35	
		Materials	3,907.33	
		Materials	3,207.47	
		Materials	1,856.56	
		Materials	2,222.59	19,242.00
G-04295	Baker & Taylor Books	Materials	1,401.62	
		Materials	3,846.01	
		Materials	2,799.80	
		Materials	3,459.13	11,506.56
G-04296	Emily Williams	Memberships	70.00	70.00
G-04297	Tulin LaFollette	Memberships	70.00	70.00
G-04298	Kiona Millirons	Programming Activities	150.00	150.00
G-04299	Global Industrial Equipment	Maintenance of Facilities	768.00	768.00
G-04300	Baker & Taylor Entertainment	Materials	880.60	880.60
G-04301	Mackin	Materials	257.12	257.12
G-04302	Crisis Prevention Institute,	Professional Services	200.00	200.00
G-04303	Donna Hilton	Programming Activities	120.00	120.00
G-04304	Metropolitan Library System	Professional Services	38.00	
		Supplies	57.72	
		Programming Activities	48.73	
		Programming Activities	45.72	
		Programming Activities	44.51	234.68
G-04305	City of Midwest City, Inc.	Water & Garbage Services	260.71	260.71
G-04306	O G & E	Electrical Services	217.60	
		Electrical Services	803.66	1,021.26
G-04307	Oklahoma Natural Gas Co.	Gas Services	1,173.52	
		Gas Services	125.79	
		Gas Services	473.78	
		Gas Services	144.75	
		Gas Services	95.28	2,013.12
G-04308	Demco	Supplies	266.00	
		Supplies	30.85	
		Supplies	22.33	319.18
G-04309	Gaylord Bros.	Supplies	165.08	
		Supplies	68.05	
		Supplies	20.83	253.96
G-04310	The University of Oklahoma	Printing/Printing Supply	1,282.00	
		Printing/Printing Supply	32.00	
		Printing/Printing Supply	4,430.31	5,744.31
G-04311	Bill Warren Office Products	Supplies	696.90	696.90
G-04312	CompSource Oklahoma	Workers Comp Insurance	13,467.00	13,467.00
G-04313	Upstart	Programming	114.40	114.40
G-04314	Phillip Tolbert	Supplies	86.61	86.61
G-04315	Marilyn E. Backus	Transportation	39.41	39.41
G-04316	Baudville	Supplies	99.95	99.95
G-04317	Independent Stationers	Supplies	85.71	85.71
G-04318	Oklahoma Gazette	Library-related Services	1,616.00	
		Library-related Services	1,616.00	3,232.00
G-04319	Scott's Printing & Copying	Printing/Printing Supply	418.32	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-04319	Scott's Printing & Copying	Printing/Printing Supply	1,535.91	1,954.23
G-04320	Summit Mailing Systems, Inc.	Maintenance of Facilities	443.95	443.95
G-04321	Walker Companies	Supplies	81.30	81.30
G-04322	Haworth, Inc	Furniture	536.85	536.85
G-04323	Metro Parking Garage	Parking & Transportation	1,710.00	
		Parking & Transportation	1,440.00	3,150.00
G-04324	Vernon Library Supply	Supplies	2,300.00	2,300.00
G-04325	J & B Graphics	Capital Projects	1,560.00	1,560.00
G-04326	Batteries Sooner LLC	Maintenance of Facilities	194.76	
		Maintenance of Facilities	379.50	574.26
G-04327	Cintas	Maintenance of Facilities	100.00	100.00
G-04328	Sharon A. Nolan	Programming Activities	107.86	107.86
G-04329	Gregory Bennett	Transportation	17.06	17.06
G-04330	United Parcel Service	Postage	6.08	
		Postage	407.55	413.63
G-04331	Walmart Community/GEMB	Programming Activities	17.38	17.38
G-04332	Lyngsoe Systems, Inc.	Capital Projects	2,794.00	2,794.00
G-04333	Darrie Breathwit	Programming Activities	71.23	71.23
G-04334	Vickey Scrivner	Transportation	18.31	18.31
G-04335	Leora Abresch	Programming Activities	25.36	25.36
G-04336	Cox Communications, Inc.	Telephone Service	9.68	9.68
G-04337	Maria Watkins	Transportation	10.74	10.74
G-04338	Lloyd Lovely	Transportation	136.73	136.73
G-04339	Oklahoma Partnership for	Professional Services	45.00	45.00
G-04340	COTPA-Sheridan & Walker	Parking & Transportation	1,095.00	
		Parking & Transportation	2,263.00	3,358.00
G-04341	Knoll, Inc.	Furniture	17,253.40	
		Furniture	2,445.39	19,698.79
Total of FY 12-13 Warrants Issued				\$ 2,515,308.77

General Fund F.Y. 11-12

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
G-06291	Oklahoma State Treasurer	Transportation	5.00	5.00
G-06293	Oklahoma State Treasurer	Programming Activities	48.75	48.75
G-06294	Knoll, Inc.	Capital Projects	3,865.05	3,865.05
G-06295	Oklahoma City Ch.-Links, Inc.	Programming	500.00	500.00
G-06296	The Shady Lady Interiors	Fixtures	1,343.57	1,343.57
Total of FY 11-12 Warrants Issued				\$ 5,762.37

Special Funds

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
S-18484	Abbee L. Geissler	Lost & Paid Item Returned	11.95	11.95
S-18485	Robert E. Ley, III	Lost & Paid Item Returned	9.00	9.00
S-18486	Lloyd M. Thompson	Lost & Paid Item Returned	3.00	3.00
S-18487	Heather D. Laughlin	Lost & Paid Item Returned	14.95	14.95
S-18488	Jade E. Davis	Lost & Paid Item Returned	17.00	17.00
S-18489	Zoey Fredericks &/or Robert E.	Lost & Paid Item Returned	15.95	15.95
S-18490	Kamala K. Gamble	Lost & Paid Item Returned	9.45	9.45
S-18491	Lori A. Glidewell	Lost & Paid Item Returned	9.95	9.95
S-18492	Andrea N. Lemon	Lost & Paid Item Returned	15.95	15.95
S-18493	Clara E. Stewart	Lost & Paid Item Returned	16.00	16.00
S-18494	Pamela K. Ross	Lost & Paid Item Returned	9.95	9.95
S-18495	Karima Z. Brown	Lost & Paid Item Returned	14.95	14.95
S-18496	Betty J. Johnson	Lost & Paid Item Returned	3.00	3.00
S-18497	Standley Systems	Copier	7,038.35	
		Copier Maintenance	61.31	
		Copier Maintenance	7.67	
		Copier Maintenance	27.00	
		Copier Maintenance	21.58	
		Copier Maintenance	5.18	
		Copier Maintenance	4.66	
		Copier Maintenance	4.60	
		Copier Usage	364.30	
		Copier Usage	243.52	7,778.17
S-18498	ImageNet Consulting, LLC	Copier Maintenance	82.43	
		Copier Maintenance	37.80	
		Copier Maintenance	82.43	202.66
S-18499	Knoll, Inc.	AL Renovation	85.50	85.50
S-18500	Demco	Supplies	121.01	
		Furniture	553.38	674.39
S-18501	Angela H. Stuart	Lost & Paid Item Returned	6.95	6.95
S-18502	Todd C. Lewis	Lost & Paid Item Returned	14.95	14.95
S-18503	David J. Wolf	Lost & Paid Item Returned	22.90	22.90
S-18504	Oklahoma Tax Commission	State Sales Tax-February	46.14	46.14
S-18505	Christina M. Finefrock	Lost & Paid Item Returned	15.55	15.55
S-18506	Kimberly F. Copeland	Lost & Paid Item Returned	4.95	4.95
S-18507	Thomas W. Trepagnier &/or	Lost & Paid Item Returned	3.00	3.00
S-18508	Suzanne Buskey	Lost & Paid Item Returned	18.65	18.65
S-18509	Michele K. Chambers	Lost & Paid Item Returned	13.95	13.95
S-18510	Tehreem I. Raja &/or Marium I.	Lost & Paid Item Returned	3.00	3.00
S-18511	Patsy J. Burns	Lost & Paid Item Returned	7.35	7.35
S-18512	Delois M. Bryd	Lost & Paid Item Returned	16.95	16.95
S-18513	Angela Salcedo &/or Elvira	Lost & Paid Item Returned	3.00	3.00
S-18514	Oklahoma Tax Commission	State Sales Tax-February	900.12	900.12
S-18515	FedEx Office	13-Come Read With Me	19.25	19.25
S-18516	Walmart Community/GEMB	13/Come Read With Me	85.80	85.80
S-18517	Sarah Lee Guthrie - Irion	13/OA Sarah Lee Guthrie	3,100.00	3,100.00
S-18518	Tulsa City/County Library	Books Lost Account	85.00	85.00
S-18519	Del Mar College Library	Books Lost Account	160.00	160.00
S-18520	Muskogee Public Library	Books Lost Account	9.95	9.95
S-18521	University of Texas @ Dallas	Books Lost Account	91.93	91.93
S-18522	Baker & Taylor Books	Materials	232.74	232.74
S-18523	Irene E. Bentley	Lost & Paid Item Returned	3.00	3.00

Special Funds

Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
S-18524	Molly R. Walden	Lost & Paid Item Returned	3.00	3.00
S-18525	Abbee L. Geissler	Lost & Paid Item Returned	3.00	3.00
S-18526	Perry E. Gilfillan	Lost & Paid Item Returned	17.95	17.95
S-18527	Imagenation Promotional Group	MSL LOGO Wear	630.24	630.24
S-18528	Margaret T. Connell	Lost & Paid Item Returned	18.95	18.95
S-18529	Veronica D. Cortes	Lost & Paid Item Returned	29.95	29.95
S-18531	Olivia L. Martinez	Lost & Paid Item Returned	4.95	4.95
S-18532	Noah K. Stickler &/or Ginger	Lost & Paid Item Returned	3.00	3.00
S-18533	Ethan E. Stickler &/or Ginger	Lost & Paid Item Returned	3.00	3.00
S-18534	Zachary S. Green	Lost & Paid Item Returned	11.15	11.15
S-18535	Alicia M. Lincoln	Lost & Paid Item Returned	3.95	3.95
S-18536	Alice E. Collinsworth	Lost & Paid Item Returned	46.70	46.70
S-18537	Kiran S. Ahmed	Lost & Paid Item Returned	3.00	3.00
S-18538	Sherrill K. Bouchereau	Lost & Paid Item Returned	3.00	3.00
S-18539	Tariq Elsheikh	Lost & Paid Item Returned	12.89	12.89
S-18540	Eliana G. Brown &/or Christy	Lost & Paid Item Returned	3.00	3.00
S-18541	Brady D. Crandall	Lost & Paid Item Returned	10.95	10.95
S-18542	Alisha L. Sackett	Lost & Paid Item Returned	14.65	14.65
S-18543	Metropolitan Library System	Transfer of Fines & Fees	42,000.00	42,000.00
S-18544	Raylon Rogers	Room Rental Refund	80.00	80.00
S-18545	Chase Card Services	Fines Account	169.80	169.80
S-18546	Standley Systems	Copier Maintenance	8.12	8.12
S-18547	ImageNet Consulting, LLC	Copier Maintenance	109.84	109.84
S-18548	Susan K. Webb	Lost & Paid Item Returned	7.95	7.95
S-18549	Grace M. Gandy &/or Laura	Lost & Paid Item Returned	3.00	3.00
S-18550	Deborah L. Springall	Lost & Paid Item Returned	3.00	3.00
S-18551	Abagayl Long	Lost & Paid Item Returned	3.00	3.00
S-18552	Peggy J. Hoshall	Lost & Paid Item Returned	34.95	34.95
S-18553	Ryan D. Vick &/or Jalee Vick	Lost & Paid Item Returned	3.00	3.00
S-18554	Arianne I. Martin	Lost & Paid Item Returned	23.95	23.95
S-18555	Ginger L. Wallace	Lost & Paid Item Returned	15.95	15.95
S-18556	Leonardo Silva	Lost & Paid Item Returned	7.95	7.95
S-18557	Iylanla A. Ellison &/or Gail A	Lost & Paid Item Returned	3.00	3.00
S-18558	Dasia B. Bellamy &/or Denees E	Lost & Paid Item Returned	8.95	8.95
S-18559	Kathleen L. Weatherby	Lost & Paid Item Returned	3.00	3.00
S-18560	Betty J. Johnson	Lost & Paid Item Returned	3.00	3.00
S-18561	Ryan Smith	Refund Meeting Room	80.00	80.00
S-18562	Carol J. Wolf	Lost & Paid Item Returned	10.55	10.55
S-18563	Myrna L. Gowman	Lost & Paid Item Returned	25.95	25.95
S-18564	Deanne M. York	Lost & Paid Item Returned	31.60	31.60
S-18565	Hildreth A. Overcash	Lost & Paid Item Returned	12.95	12.95
S-18566	Kimberly F. Copeland	Lost & Paid Item Returned	11.95	11.95
S-18567	Sharon J. Reyes	Lost & Paid Item Returned	13.95	13.95
S-18568	Richard D. Ross	Lost & Paid Item Returned	35.90	35.90
S-18569	Hannah S. Sharp	Lost & Paid Item Returned	6.40	6.40
S-18570	Amanda R. Canik	Lost & Paid Item Returned	16.80	16.80
S-18571	Harold F. Dupoint	Lost & Paid Item Returned	3.00	3.00
S-18572	Jillian C. Vaught	Lost & Paid Item Returned	17.65	17.65
S-18573	Lester R. Robbins	Lost & Paid Item Returned	15.95	15.95
S-18574	Gwendolyn C. Jackson	Lost & Paid Item Returned	3.00	3.00
S-18575	Wayne A. Spry	Lost & Paid Item Returned	28.00	28.00
S-18576	Jessica Stephens &/or Daniel	Lost & Paid Item Returned	26.95	26.95

Special Funds

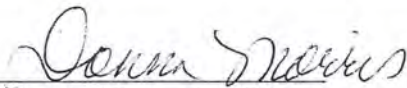
Warrant Register

March 2013

Number	Vendor/Payee	Purpose		Amount
S-18577	Samantha Harken	Lost & Paid Item Returned	42.00	42.00
S-18578	Linda L. Hernandez	Lost & Paid Item Returned	4.95	4.95
S-18579	Olivia McDaniel &/or Devon	Lost & Paid Item Returned	3.00	3.00
Total of Special Funds Warrants Issued				\$ 57,459.29

I, Donna Morris, certify that:

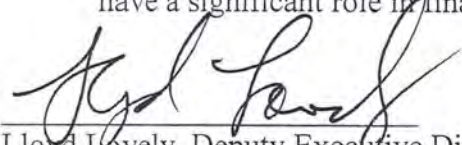
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

4-10-13
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

4-10-13
Date

**METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY**

EXECUTIVE DIRECTOR SEARCH COMMITTEE

MINUTES

DATE: Thursday, March 21, 2013 TIME: 2:00 PM
MEETING PLACE: Midwest City Library
8143 E. Reno
Midwest City OK 73110
(405) 732-4828

Written public notice of the time, date and place of this meeting was given to the County Clerk of Oklahoma County, March 15, 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 March 19, 2013, in conformity with the Oklahoma Open Meeting Act

COMMITTEE MEMBERS PRESENT:

Nancy Anthony
Cynthia Friedemann
Jose Jimenez
Hugh Rice, Chair

Non-Voting:
Karen Marriott
Lori Piccolo

COMMITTEE MEMBERS EXCUSED:

Susan Tucker

OTHERS PRESENT:

Maria Watkins, Executive Assistant
Francie Pendleton, Administrative Specialist

I. The meeting was called to order at 2:05p.m. by Mr. Hugh Rice, Chair.

Roll was called to establish a quorum. Present: Friedemann, Jimenez, Rice (Arrived: Anthony, 2:08p.m).

II. Mr. Rice referred to the provided list of possible search firms for the Executive Director search. Mrs. Lori Piccolo, Director of Human Resources, contacted several search and consulting firms which specifically specialize in Executive Director Searches for Public Libraries. Several firms contacted did not provide pricing estimates or any additional information. Two firms, Bradbury Associates and John Keister & Associates provided pricing information as well as information regarding experience and references. The committee reviewed the cost estimates as well as services provided by the two firms. Questions and Discussion followed.

The committee discussed the possibility of interviewing potential candidates for Executive Director at one of the conferences in 2014, specifically the PLA conference in March 2014. Discussion followed.

Concerns were expressed regarding beginning the interview process too soon and possibly losing potential candidates by keeping them waiting for an extended amount of time. Mrs. Piccolo stated once the search firm is selected and that process begins, the committee will provide the draft timeline to the firm and they will be able to provide their input, including the best time to actually begin the search.

Mrs. Friedemann asked if preferred candidates fall through, would the committee go through the search process again. Mrs. Anthony suggested for the Executive Director position, if there is a qualified person within the system to act as an interim, then she would suggest going that route to get someone in the position and then re-posting for the position at a later date.

Ms. Karen Marriott suggested the committee not use the title Interim or Assistant when referring to the recruitment of an Executive Director. If a potential candidate thinks they will be coming in as an Interim or Assistant, they may choose not to apply for the job. Questions and discussion followed. Mrs. Piccolo stated the search firm would also be able to provide input on the best way to advertise for the position and an appropriate title to use.

Mr. Rice asked if the committee had enough information to make a decision on a search firm. Mrs. Anthony suggested interviewing the two search firms, Bradbury Associates and John Keister & Associates before making a decision. The committee concurred. Discussion followed.

Mrs. Anthony moved to interview Bradbury Associates and John Keister & Associates within sixty days. Mr. Jose Jimenez seconded. Questions and discussion followed.

The committee decided to let each firm choose if they would like to interview in person or via teleconference or skype.

Motion passed unanimously.

III. Mr. Rice called for questions or comments from the committee members. There being no further business, the meeting was adjourned at 2:53 p.m.

Maria Watkins,
Executive Assistant to the Executive Director

REPORT AND RECOMMENDATIONS FROM ADMINISTRATION

Commission Elected Candidates to the Library Endowment Trust Board

According to the bylaws of the Library Endowment Trust, the Library Commission appoints a certain number of Trustees to the LET board.

This slate of candidates shall be presented to the Library Commission for appointment. Such slate shall be presented to the Commission prior to the last meeting of the fiscal year of the Trust to allow the appointed Commission elected Trustees to be announced at the above referenced meeting.

For your consideration, the Library Endowment Trust Board Governance Committee presents the following candidates for new Trustees. Full resumes are attached:

Karen Delaney
6901 Avondale Drive
Oklahoma City, OK 73116

Suzie Symcox
Executive Vice President and Chief Administrative Officer
First Fidelity Bank
1715 Pennington Way
Oklahoma City, OK 73116

COMMISSION ACTION:

That the Commission approve the appointment of Karen Delaney and Suzie Symcox to the Library Endowment Trust.

Suzanne (Suzie) McClendon Symcox

Biography

Suzanne (Suzie) McClendon Symcox graduated from Tulsa Edison and the University of Oklahoma. She serves as Executive Vice President and Chief Administrative Officer at First Fidelity Bank, a locally owned community bank with over 1.1 billion in assets and 28 branches in Oklahoma and Arizona. Her responsibilities include the management of over 250 employees in the bank's retail branches, human resources, marketing, public relations, training, quality service, product development and the customer service call center. She also serves on the bank's Executive Committee and Personnel Committee.

Ms. Symcox is an active volunteer in the community and for her sorority, Alpha Chi Omega. As the immediate past chair of the Central and Western Oklahoma Regional Board of the American Red Cross, she is the recipient of the prestigious Clara Barton Award. She has been an active volunteer for the Red in Cross in many capacities for over 20 years. Additionally, she recently served as the chairman of the Literary Voices fundraiser benefiting the Oklahoma City Metropolitan Library System.

She currently serves as the Vice Chairman of the University of Oklahoma Foundation where she also chairs the Donors Relations Committee. Other service to the University includes membership on the Gaylord College of Journalism Board of Visitors and President of the Bizzell Library Society. Ms. Symcox is also active in the President's Associates and a lifetime member of the OU Alumni Association. Ms. Symcox has served on many not-for-profit boards in the community over many years.

Alpha Chi Omega is an important part of Ms. Symcox's life. She has served as a volunteer for more than 30 years in various capacities. She currently serves as a trustee, investment committee member, treasurer and executive committee member of the Alpha Chi Omega Foundation. In recent years she has served as National Vice President and President of the National Housing Corporation.

As a new grandmother, Ms. Symcox is enjoying a new stage of life with her husband Lee (Delta Tau Delta) with whom she has been married for 33 years. She has an Alpha Chi Omega daughter and son-in-law Lauren and Trent Voth and granddaughters Eliana and McKinnley Voth. She also has a Sigma Chi son John, a Wealth Management Advisor at First Fidelity Bank.

Karen Randlett Delaney
6901 Avondale Drive
Oklahoma City, OK 73116
405-818-6425
krpdelaney@gmail.com

EDUCATION

Brown University, Providence Rhode Island
B. A. International Relations

1978

COMMUNITY SERVICE EXPERIENCE

deadCENTER Film Festival, Oklahoma City, OK

Past Board Chair, Board of Directors

2012-Present

Chair, Board of Directors

2011-2012

Vice Chair, Board of Directors

2010-2011

Board Member, Board of Directors

2009-2010

Youth Services for Oklahoma County, Oklahoma City, OK

Board Member, Board of Directors

2004-Present

Vice Chair, Board of Directors

2008-2012

Honorary Co-Chair, Reach for the Stars fundraiser

2008

Chair, Reach for the Stars fundraiser

2007

Co-Chair, Reach for the Stars fundraiser

2006

Founder, Teen Service Board

2006

Kids Hope USA, Monroe Elementary School, Oklahoma City, OK

Mentor to 2nd grade student

2010-Present

Westminster Presbyterian Church, Oklahoma City, OK

Deacon

2008-2011

Junior League of Oklahoma City, Oklahoma City, OK

Sustainer

2002-Present

Sustainer Activities Co-Chair

2004-2005

Oklahoma City Museum of Art, Oklahoma City, OK

Co-Chair Renaissance Ball

2010

Docent

2002-2008

OU Breast Institute, Oklahoma City, OK

Board Member

2007-2009

Kennedy Center Annual Children's Production, Oklahoma City, OK

Publicity Committee

2007-2009

United Way, Oklahoma City, OK

Leadership Giving Committee

2009

Allied Arts, Oklahoma City, OK

Co-Chair, OPUS fundraiser

2006

Payne Education Center, Oklahoma City, OK

Board Member

2005-2007

Payne Education Center Spelling Bee Committee

2005-2006

Lyric Theatre, Oklahoma City, Ok

Board Member

2003-2006

Broadway Ball Committee Member, Patron Party Chair (2004)

2003-2006

Karen Randlett Delaney

Junior League of Elizabeth-Plainfield , Westfield, New Jersey	1992-2002
State Council Representative	2000-2002
AIDS Resource Foundation for Children, Committee Chair	1993-1997
AIDS Resource Foundation for Children, Fundraiser Co-Chair	1996
American Girl Fashion Show, Committee	1998

AIDS Resource Foundation for Children , New York, NY	
Volunteer at annual Kids for Kids Fundraiser	1999-2001

The Presbyterian Church in Westfield , Westfield, New Jersey	
Deacon	2000-2002

PROFESSIONAL EXPERIENCE

American Re-Insurance Company , New York, NY and Princeton, NJ	
Director	1986-1992

Hanover Insurance Company , Albany New York	
Marketing Representative	1982-1986

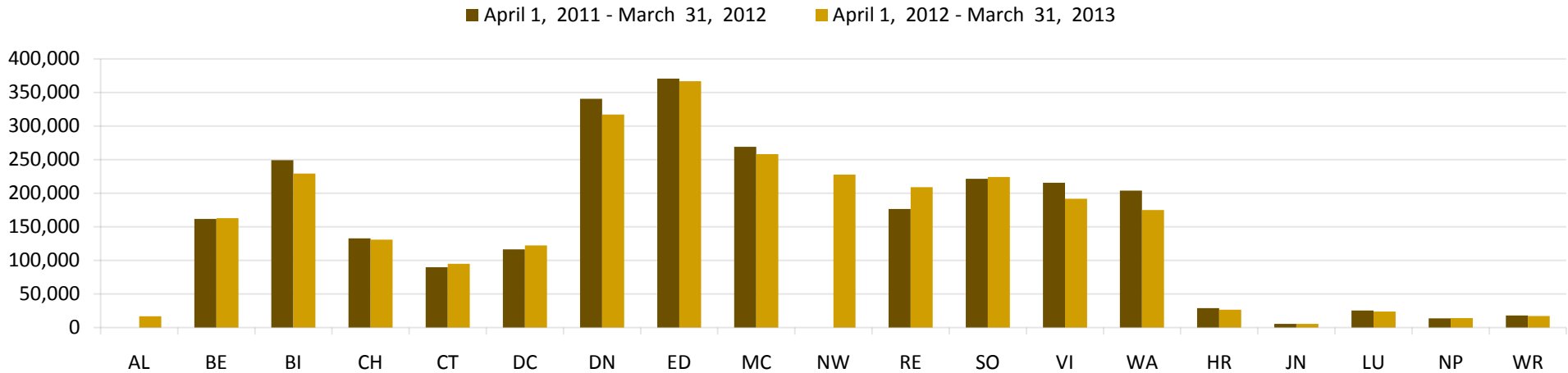
The Hartford Insurance Company , Glens Falls, NY	
Claims Representative	1979-1982

Central Warehouse Corporation , Albany, New York	
Assistant Office Manager	1978-1979

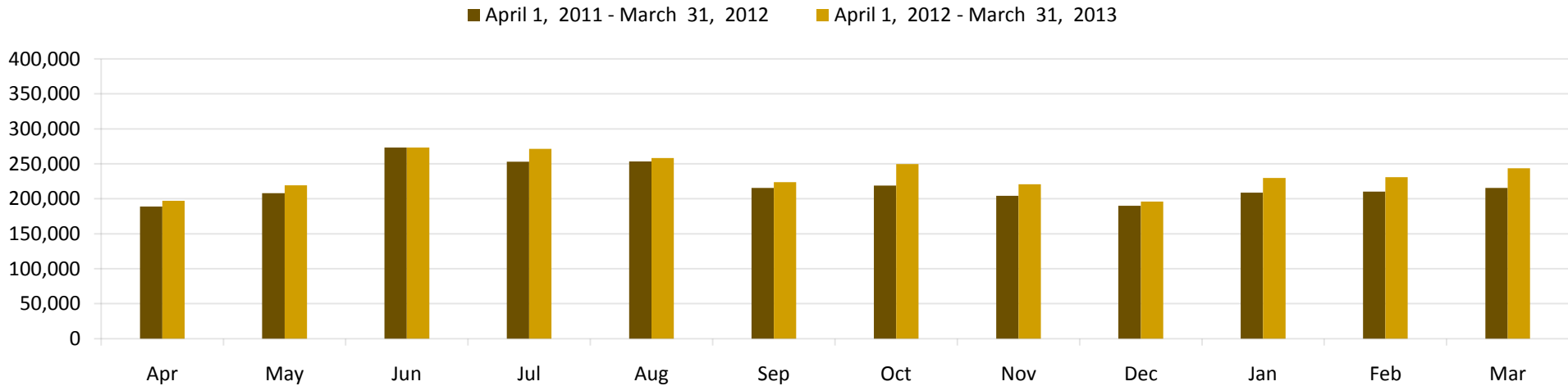
Library Visits Report

System Summary

Visits by Library



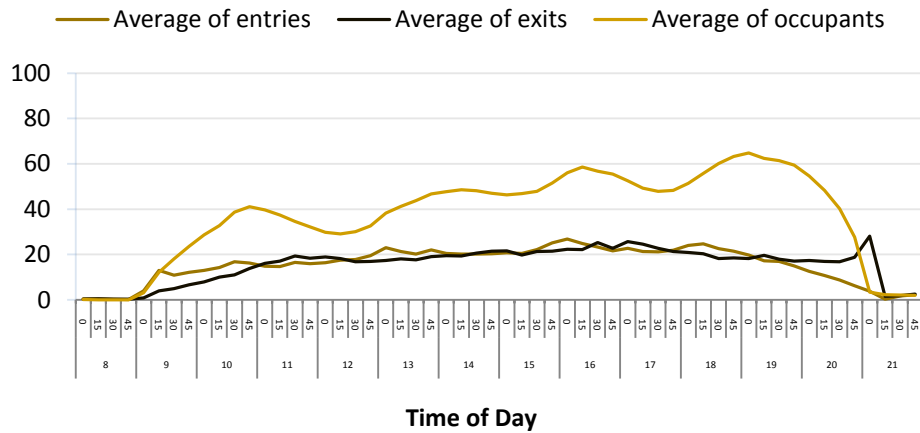
Visits by Month



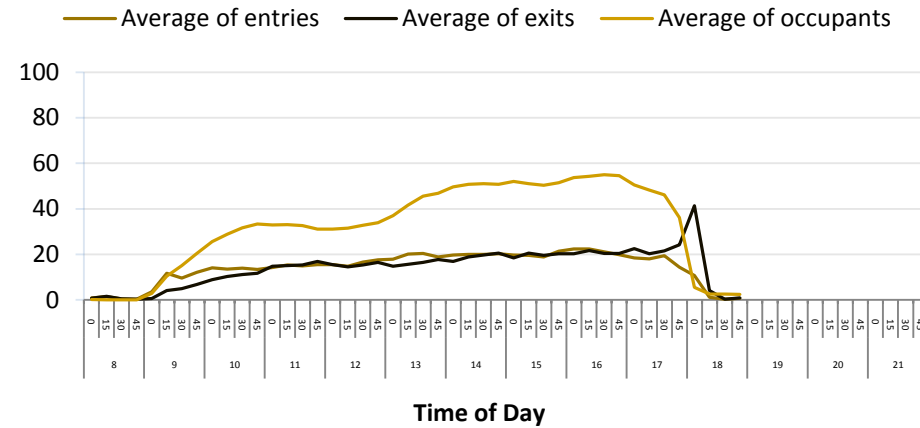
Library Visits Report

Visits Profile: NW

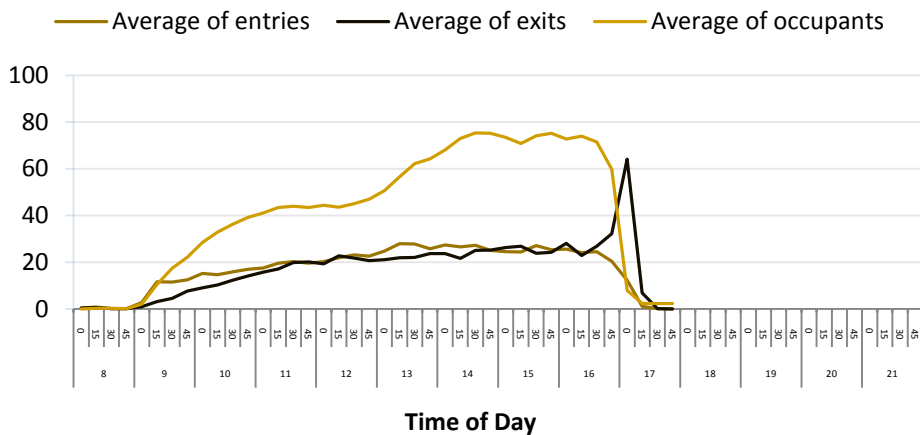
Monday - Thursday
(Trailing Twelve Months)



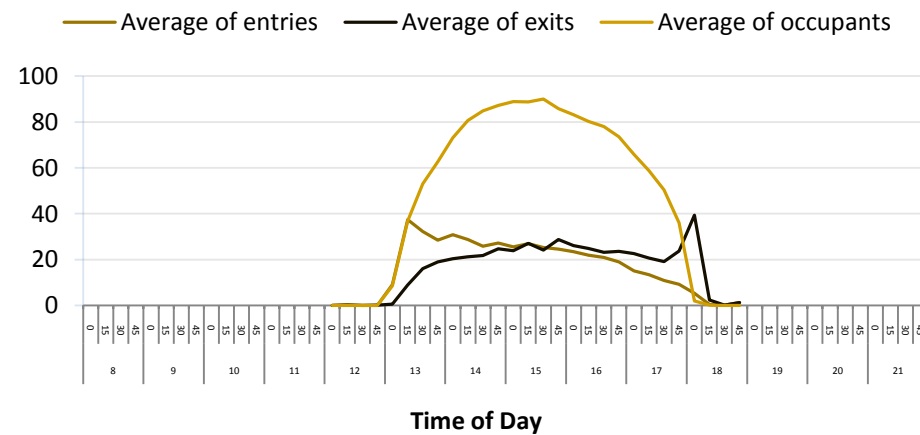
Friday
(Trailing Twelve Months)



Saturday
(Trailing Twelve Months)



Sunday
(Trailing Twelve Months)



Library Visits Report

Data

July 1, 2012 - March 31, 2013 (75.00% of the 12-13 Fiscal Year)

		<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>FYTD Total</u>
AL	FY12	-	-	-	-	-	-	-	-	-	-	-	-	-
	FY13	-	-	-	-	-	-	-	6,926	10,024	-	-	-	16,950
	%													
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	190,649
	FY13	19,684	20,518	19,840	19,763	17,726	15,775	19,121	17,758	19,316	-	-	-	169,500
	%	-13.3%	-18.6%	-6.3%	-6.8%	-12.2%	-14.4%	-7.4%	-13.9%	-5.6%				-11.1%
BE	FY12	16,525	15,844	13,379	13,529	12,624	11,836	12,935	12,776	13,482	13,747	11,048	17,694	122,930
	FY13	16,408	14,583	12,823	13,764	12,619	11,555	13,098	12,103	13,384	-	-	-	120,338
	%	-0.7%	-8.0%	-4.2%	1.7%	0.0%	-2.4%	1.3%	-5.3%	-0.7%				-2.1%
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	95,690
	FY13	11,751	12,690	13,965	11,278	10,524	8,752	9,596	9,763	9,781	-	-	-	98,101
	%	17.0%	13.3%	35.6%	-2.6%	0.6%	-9.6%	-11.4%	-10.9%	-7.9%				2.5%
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	64,767
	FY13	9,167	8,206	7,478	8,530	7,309	6,612	7,619	7,761	7,993	-	-	-	70,674
	%	9.0%	2.9%	-1.8%	20.0%	12.6%	7.3%	11.8%	11.5%	10.6%				9.1%
DC	FY12	10,365	11,054	9,557	9,584	9,654	8,928	9,644	9,461	9,297	6,451	9,857	13,412	87,543
	FY13	12,301	11,238	10,155	11,098	9,778	8,505	9,553	9,779	10,213	-	-	-	92,621
	%	18.7%	1.7%	6.3%	15.8%	1.3%	-4.7%	-0.9%	3.4%	9.9%				5.8%
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	248,362
	FY13	28,393	29,480	26,945	27,824	25,236	23,923	27,476	26,424	26,793	-	-	-	242,494
	%	-17.4%	-14.0%	-2.8%	1.3%	-2.0%	2.0%	14.5%	6.0%	1.5%				-2.4%
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	270,702
	FY13	38,203	33,006	29,711	30,763	27,169	23,745	29,041	28,066	29,723	-	-	-	269,429
	%	1.6%	-2.6%	0.3%	5.1%	-2.3%	-0.6%	1.3%	-6.2%	-1.1%				-0.5%
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	198,316
	FY13	25,032	24,228	20,677	23,176	20,529	17,559	20,244	19,040	20,925	-	-	-	191,409
	%	-1.0%	-4.5%	-6.5%	4.3%	-0.9%	-7.0%	-2.3%	-8.9%	-5.3%				-3.5%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	-
	FY13	26,552	22,353	21,191	22,414	19,712	17,029	20,881	20,638	21,754	-	-	-	192,523
	%													

Library Visits Report

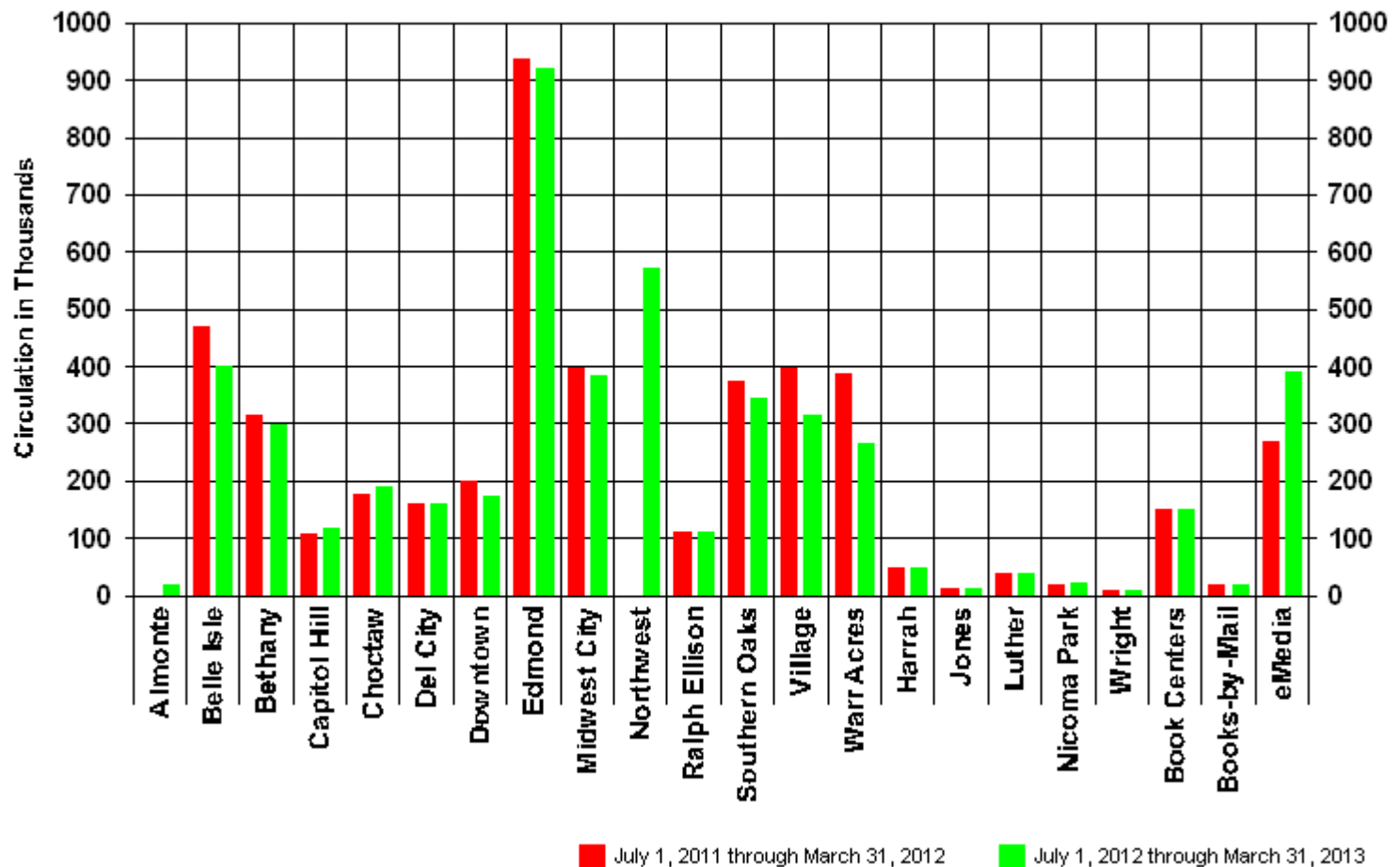
Data

July 1, 2012 - March 31, 2013 (75.00% of the 12-13 Fiscal Year)

		<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>FYTD Total</u>
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	134,628
	FY13	19,398	19,333	16,247	20,278	16,643	15,058	17,397	19,005	18,681	-	-	-	162,041
	%	13.9%	6.3%	16.2%	35.9%	25.3%	7.1%	18.8%	33.3%	30.9%				20.4%
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	177,246
	FY13	21,700	20,986	7,711	21,557	19,016	17,453	20,673	18,394	18,660	-	-	-	166,150
	%	2.1%	-4.2%	-59.9%	2.0%	2.5%	-4.9%	5.3%	0.9%	-1.5%				-6.3%
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	158,930
	FY13	18,823	17,358	15,621	16,034	13,878	12,021	14,660	14,919	15,198	-	-	-	138,512
	%	-7.5%	-14.7%	-10.7%	-7.3%	-12.6%	-19.5%	-12.4%	-16.2%	-16.1%				-12.8%
WA	FY12	20,789	20,103	17,055	15,976	15,638	14,292	16,253	16,433	16,932	12,239	17,380	16,236	153,471
	FY13	16,706	16,314	14,778	15,682	13,496	11,750	13,434	13,317	13,814	-	-	-	129,291
	%	-19.6%	-18.8%	-13.3%	-1.8%	-13.7%	-17.8%	-17.3%	-19.0%	-18.4%				-15.8%
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	20,301
	FY13	2,011	2,294	2,194	2,311	1,959	1,795	2,153	2,149	2,305	-	-	-	19,171
	%	-13.6%	-10.1%	33.2%	-0.7%	-12.7%	-26.5%	-7.2%	3.8%	-2.7%				-5.6%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	3,944
	FY13	501	483	411	528	386	362	461	559	573	-	-	-	4,265
	%	-11.6%	10.4%	11.1%	3.1%	-11.6%	-1.9%	-8.6%	44.9%	58.3%				8.1%
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	18,693
	FY13	2,072	2,489	1,974	1,892	1,862	1,689	1,768	1,717	1,864	-	-	-	17,329
	%	-20.5%	-1.9%	-1.5%	-12.0%	-3.2%	-1.7%	-2.9%	-11.4%	-6.4%				-7.3%
NP	FY12	1,294	1,114	1,113	968	966	1,032	884	1,057	1,505	1,119	1,435	1,706	9,933
	FY13	1,479	1,306	986	1,071	990	921	1,071	999	1,028	-	-	-	9,851
	%	14.3%	17.2%	-11.4%	10.6%	2.5%	-10.7%	21.1%	-5.5%	-31.7%				-0.8%
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	13,729
	FY13	1,283	1,509	1,187	1,684	1,848	1,628	1,499	1,406	1,453	-	-	-	13,497
	%	-19.7%	13.2%	-6.0%	8.5%	21.3%	-5.1%	-16.7%	-7.4%	1.8%				-1.7%
SYS	FY12	253,144	253,330	215,617	218,802	204,139	190,178	208,859	210,207	215,557	197,222	219,328	273,343	1,969,833
	FY13	271,465	258,373	223,894	249,647	220,680	196,133	229,745	230,725	243,481	-	-	-	2,124,145
	%	7.2%	2.0%	3.8%	14.1%	8.1%	3.1%	10.0%	9.8%	13.0%				7.8%

Circulation Gains and Losses

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)



Circulation Gains and Losses

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

MARCH 31, 2013		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Almonte	12	0	0	0	0	0	0	
	13	7251	11413	4231	6397	11482	17810	
		7251	11413	4231	6397	11482	17810	100.0
Belle Isle	12	38648	353004	12343	115161	50991	468165	
	13	31220	294809	12686	105650	43906	400459	
		-7428	-58195	343	-9511	-7085	-67706	-14.5
Bethany	12	22720	215629	11014	98354	33734	313983	
	13	22138	199517	10358	97801	32496	297318	
		-582	-16112	-656	-553	-1238	-16665	-5.3
Capitol Hill	12	7680	66377	4535	40103	12215	106480	
	13	7379	68220	5811	49083	13190	117303	
		-301	1843	1276	8980	975	10823	10.2
Choctaw	12	11249	108530	7666	68579	18915	177109	
	13	11729	112528	8234	76141	19963	188669	
		480	3998	568	7562	1048	11560	6.5
Del City	12	11915	113660	5163	44853	17078	158513	
	13	11538	113881	4726	46524	16264	160405	
		-377	221	-437	1671	-814	1892	1.2
Downtown	12	15701	149882	5325	48085	21026	197967	
	13	13955	129994	4517	43151	18472	173145	
		-1746	-19888	-808	-4934	-2554	-24822	-12.5
Edmond	12	57771	531875	43656	406772	101427	938647	
	13	55558	507765	45690	414835	101248	922600	
		-2213	-24110	2034	8063	-179	-16047	-1.7
Midwest City	12	30829	279345	13833	118252	44662	397597	
	13	28959	265823	13132	117866	42091	383689	
		-1870	-13522	-701	-386	-2571	-13908	-3.5
Northwest	12	0	0	0	0	0	0	
	13	35044	322408	27555	249919	62599	572327	
		35044	322408	27555	249919	62599	572327	100.0
Ralph Ellison	12	9202	81583	2657	27338	11859	108921	
	13	8409	80935	3389	30670	11798	111605	
		-793	-648	732	3332	-61	2684	2.5
Southern Oaks	12	27912	264936	12077	109132	39989	374068	
	13	25996	239124	10541	105457	36537	344581	
		-1916	-25812	-1536	-3675	-3452	-29487	-7.9
Village	12	29050	272306	13452	124929	42502	397235	
	13	23167	213826	11824	102432	34991	316258	
		-5883	-58480	-1628	-22497	-7511	-80977	-20.4

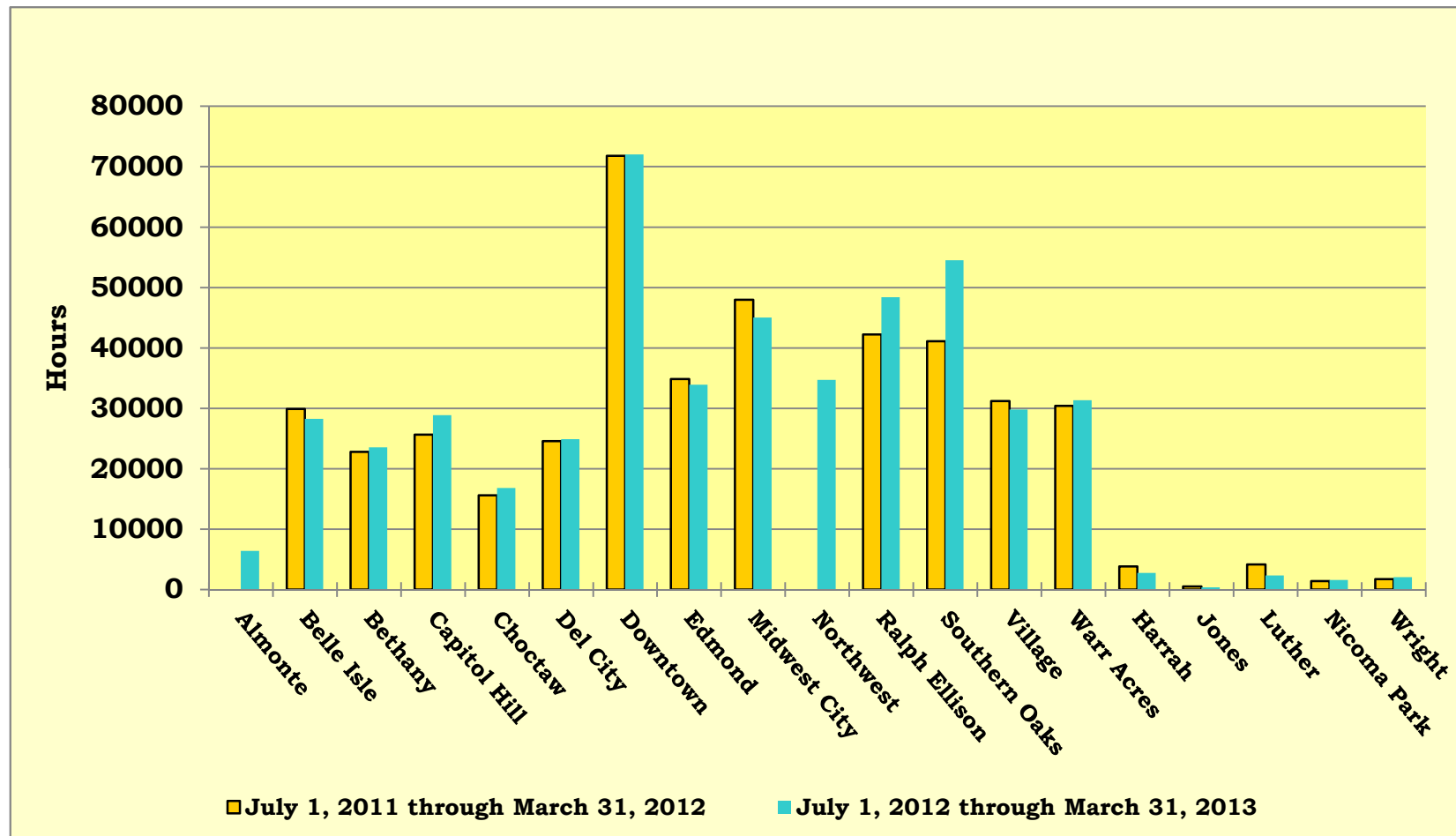
Circulation Gains and Losses

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

MARCH 31, 2013		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Warr Acres	12	31236	274556	12635	113801	43871	388357	
	13	19127	194237	7405	72673	26532	266910	
		-12109	-80319	-5230	-41128	-17339	-121447	-31.3
EXTENSION LIBRARIES:								
Harrah	12	3404	33330	1396	13857	4800	47187	
	13	3601	33239	2102	15785	5703	49024	
		197	-91	706	1928	903	1837	3.9
Jones	12	533	6761	357	3476	890	10237	
	13	833	6579	393	4232	1226	10811	
		300	-182	36	756	336	574	5.6
Luther	12	2861	25820	1065	11066	3926	36886	
	13	2842	24616	1386	12644	4228	37260	
		-19	-1204	321	1578	302	374	1.0
Nicoma Park	12	1748	14856	644	4445	2392	19301	
	13	1812	15072	510	4902	2322	19974	
		64	216	-134	457	-70	673	3.5
Wright	12	711	6590	253	2637	964	9227	
	13	561	5587	277	2885	838	8472	
		-150	-1003	24	248	-126	-755	-8.2
<u>OTHER:</u>								
Book Centers	12	10526	94115	6191	56692	16717	150807	
	13	10602	95519	6200	54044	16802	149563	
		76	1404	9	-2648	85	-1244	-.8
Books-by-Mail	12	2204	18188	0	0	2204	18188	
	13	2200	19234	0	0	2200	19234	
		-4	1046	0	0	-4	1046	5.8
eMedia	12	35776	268401	0	0	35776	268401	
	13	48780	390168	0	0	48780	390168	
		13004	121767	0	0	13004	121767	45.4
TOTALS	12	351676	3179744	154262	1407532	505938	4587276	
	13	372701	3344494	180967	1613091	553668	4957585	
		21025	164750	26705	205559	47730	370309	8.1

Total Computer Hours Used by Library

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)



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Total Computer Usage

July 1, 2012 through March 31, 2013 (75.00% 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	208		3,611		3,881.99		435		5,804		6,384.22	
		208	100.0	3,611	100.0	3,881.99	100.0	435	100.0	5,804	100.0	6,384.22	100.0
BELLE ISLE	12	215		4,128		3,362.25		3,622		38,085		29,907.82	
	13	235		3,706		3,110.49		3,482		34,466		28,241.56	
		20	9.3	-422	-10.2	-251.76	-7.5	-140	-3.9	-3,619	-9.5	-1,666.26	-5.6
BETHANY	12	194		3,075		2,547.79		3,038		28,869		22,810.88	
	13	224		3,237		2,649.91		3,159		28,456		23,555.94	
		30	15.5	162	5.3	102.12	4.0	121	4.0	-413	-1.4	745.06	3.3
CAPITOL HILL	12	229		3,545		2,948.54		3,218		31,815		25,633.61	
	13	233		3,960		3,207.87		3,414		34,630		28,868.90	
		4	1.7	415	11.7	259.33	8.8	196	6.1	2,815	8.8	3,235.29	12.6
CHOCTAW	12	71		1,438		1,618.59		1,487		14,732		15,599.99	
	13	110		1,752		1,733.16		1,512		15,873		16,829.34	
		39	54.9	314	21.8	114.57	7.1	25	1.7	1,141	7.7	1,229.35	7.9
DEL CITY	12	169		2,877		2,608.37		2,646		30,997		24,556.19	
	13	185		2,948		2,664.84		3,049		30,344		24,904.92	
		16	9.5	71	2.5	56.47	2.2	403	15.2	-653	-2.1	348.73	1.4
DOWNTOWN	12	203		8,945		8,372.83		3,324		87,999		71,815.13	
	13	223		9,684		8,123.31		3,146		90,112		72,009.39	
		20	9.9	739	8.3	-249.52	-3.0	-178	-5.4	2,113	2.4	194.26	.3
EDMOND	12	237		4,160		4,057.05		3,843		38,120		34,862.87	
	13	230		3,566		3,468.47		3,706		35,491		33,930.61	
		-7	-3.0	-594	-14.3	-588.58	-14.5	-137	-3.6	-2,629	-6.9	-932.26	-2.7
MIDWEST CITY	12	326		6,239		5,315.07		5,299		58,991		47,968.61	
	13	366		5,268		4,739.59		5,336		54,200		45,038.36	
		40	12.3	-971	-15.6	-575.48	-10.8	37	.7	-4,791	-8.1	-2,930.25	-6.1
NORTHWEST	12					.00						.00	
	13	302		4,149		4,486.66		3,851		33,380		34,705.30	
		302	100.0	4,149	100.0	4,486.66	100.0	3,851	100.0	33,380	100.0	34,705.30	100.0

Total Computer Usage

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	243		5,240		4,667.12		3,973		52,496		42,208.70	
	13	280		6,008		5,145.66		4,227		59,470		48,387.78	
		37	15.2	768	14.7	478.54	10.3	254	6.4	6,974	13.3	6,179.08	14.6
SOUTHERN OAKS	12	299		5,397		4,662.26		4,562		50,191		41,101.49	
	13	423		7,612		7,196.61		5,662		61,902		54,496.31	
		124	41.5	2,215	41.0	2,534.35	54.4	1,100	24.1	11,711	23.3	13,394.82	32.6
VILLAGE	12	273		4,400		3,648.14		4,220		38,454		31,201.46	
	13	258		3,740		3,204.05		4,079		35,011		29,800.84	
		-15	-5.5	-660	-15.0	-444.09	-12.2	-141	-3.3	-3,443	-9.0	-1,400.62	-4.5
WARR ACRES	12	217		4,198		3,351.97		3,391		39,422		30,422.13	
	13	172		3,643		3,283.40		3,222		38,060		31,359.92	
		-45	-20.7	-555	-13.2	-68.57	-2.0	-169	-5.0	-1,362	-3.5	937.79	3.1
HARRAH	12	18		443		385.49		421		4,456		3,813.48	
	13	29		332		275.52		440		3,391		2,737.68	
		11	61.1	-111	-25.1	-109.97	-28.5	19	4.5	-1,065	-23.9	-1,075.80	-28.2
JONES	12	3		41		38.91		56		533		517.03	
	13	6		53		37.02		59		434		377.11	
		3	100.0	12	29.3	-1.89	-4.9	3	5.4	-99	-18.6	-139.92	-27.1
LUTHER	12	15		388		368.43		407		4,302		4,153.66	
	13	18		304		270.30		357		2,713		2,316.18	
		3	20.0	-84	-21.6	-98.13	-26.6	-50	-12.3	-1,589	-36.9	-1,837.48	-44.2
NICOMA PARK	12	15		181		151.80		155		1,517		1,387.22	
	13	15		162		135.35		176		1,685		1,610.25	
			.0	-19	-10.5	-16.45	-10.8	21	13.5	168	11.1	223.03	16.1
WRIGHT	12	5		251		206.83		200		2,194		1,717.09	
	13	8		327		279.30		175		2,541		2,047.17	
		3	60.0	76	30.3	72.47	35.0	-25	-12.5	347	15.8	330.08	19.2
TOTAL	12	2,732		54,946		48,311.44		43,862		523,173		429,677.36	
	13	3,525		64,062		57,893.50		49,487		567,963		487,601.78	
		793	29.0	9,116	16.6	9,582.06	19.8	5,625	12.8	44,790	8.6	57,924.42	13.5

Computer Usage by Adult Customers

July 1, 2012 through March 31, 2013 (75.00% 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	154		2,454		2,774.92		326		3,826		4,394.98	
		154	100.0	2,454	100.0	2,774.92	100.0	326	100.0	3,826	100.0	4,394.98	100.0
BELLE ISLE	12	191		3,686		3,022.27		3,069		33,397		26,354.48	
	13	195		3,229		2,748.56		2,944		29,758		24,662.51	
		4	2.1	-457	-12.4	-273.71	-9.1	-125	-4.1	-3,639	-10.9	-1,691.97	-6.4
BETHANY	12	158		2,597		2,158.88		2,503		23,447		18,583.38	
	13	178		2,674		2,184.42		2,582		23,847		19,805.16	
		20	12.7	77	3.0	25.54	1.2	79	3.2	400	1.7	1,221.78	6.6
CAPITOL HILL	12	139		1,956		1,721.70		2,001		16,488		14,340.04	
	13	119		1,859		1,655.64		2,146		18,128		16,135.16	
		-20	-14.4	-97	-5.0	-66.06	-3.8	145	7.2	1,640	9.9	1,795.12	12.5
CHOCTAW	12	59		997		1,061.07		1,101		10,655		11,072.36	
	13	86		1,120		1,030.77		1,087		10,668		11,037.24	
		27	45.8	123	12.3	-30.30	-2.9	-14	-1.3	13	.1	-35.12	-.3
DEL CITY	12	131		2,325		2,126.98		2,095		24,725		19,808.61	
	13	151		2,260		2,033.11		2,322		21,603		17,897.71	
		20	15.3	-65	-2.8	-93.87	-4.4	227	10.8	-3,122	-12.6	-1,910.90	-9.6
DOWNTOWN	12	188		8,541		7,973.54		2,942		84,067		68,508.25	
	13	194		9,402		7,863.56		2,845		86,832		69,361.74	
		6	3.2	861	10.1	-109.98	-1.4	-97	-3.3	2,765	3.3	853.49	1.2
EDMOND	12	197		3,616		3,480.82		3,253		32,640		29,757.37	
	13	186		3,056		2,956.61		3,089		30,276		28,540.92	
		-11	-5.6	-560	-15.5	-524.21	-15.1	-164	-5.0	-2,364	-7.2	-1,216.45	-4.1
MIDWEST CITY	12	264		4,678		4,101.62		4,270		44,127		36,664.65	
	13	294		4,125		3,653.18		4,274		40,935		34,170.67	
		30	11.4	-553	-11.8	-448.44	-10.9	4	.1	-3,192	-7.2	-2,493.98	-6.8
NORTHWEST	12					.00						.00	
	13	224		3,476		3,717.68		2,982		28,189		29,612.70	
		224	100.0	3,476	100.0	3,717.68	100.0	2,982	100.0	28,189	100.0	29,612.70	100.0

Computer Usage by Adult Customers

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	184		3,547		3,133.94		2,970		34,165		28,869.56	
	13	200		4,232		3,601.79		3,179		40,618		33,569.28	
		16	8.7	685	19.3	467.85	14.9	209	7.0	6,453	18.9	4,699.72	16.3
SOUTHERN OAKS	12	223		3,714		3,289.31		3,421		35,314		29,681.72	
	13	302		4,332		4,226.74		4,085		37,499		34,501.17	
		79	35.4	618	16.6	937.43	28.5	664	19.4	2,185	6.2	4,819.45	16.2
VILLAGE	12	217		3,360		2,720.94		3,408		28,828		23,440.96	
	13	201		3,070		2,533.28		3,353		27,456		22,559.00	
		-16	-7.4	-290	-8.6	-187.66	-6.9	-55	-1.6	-1,372	-4.8	-881.96	-3.8
WARR ACRES	12	185		3,324		2,636.48		2,851		31,028		24,079.01	
	13	139		2,785		2,435.96		2,708		27,539		22,331.99	
		-46	-24.9	-539	-16.2	-200.52	-7.6	-143	-5.0	-3,489	-11.2	-1,747.02	-7.3
HARRAH	12	15		310		240.96		300		2,875		2,242.40	
	13	22		231		174.86		339		2,744		1,976.64	
		7	46.7	-79	-25.5	-66.10	-27.4	39	13.0	-131	-4.6	-265.76	-11.9
JONES	12	1		32		30.14		37		469		473.56	
	13	2		47		35.09		42		386		355.82	
		1	100.0	15	46.9	4.95	16.4	5	13.5	-83	-17.7	-117.74	-24.9
LUTHER	12	8		273		257.11		239		2,610		2,505.14	
	13	11		176		150.80		206		1,562		1,254.75	
		3	37.5	-97	-35.5	-106.31	-41.3	-33	-13.8	-1,048	-40.2	-1,250.39	-49.9
NICOMA PARK	12	13		163		133.76		126		1,346		1,258.43	
	13	12		144		123.27		138		1,523		1,499.65	
		-1	-7.7	-19	-11.7	-10.49	-7.8	12	9.5	177	13.2	241.22	19.2
WRIGHT	12	5		200		162.68		152		1,568		1,282.05	
	13	7		314		270.19		133		2,270		1,885.91	
		2	40.0	114	57.0	107.51	66.1	-19	-12.5	702	44.8	603.86	47.1
TOTAL	12	2,178		43,319		38,252.20		34,738		407,749		338,921.97	
	13	2,677		48,986		44,170.43		38,780		435,659		375,553.00	
		499	22.9	5,667	13.1	5,918.23	15.5	4,042	11.6	27,910	6.8	36,631.03	10.8

Computer Usage by Minor Customers

July 1, 2012 through March 31, 2013 (75.00% 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	54		1,157		1,107.07		109		1,978		1,989.24	
		54	100.0	1,157	100.0	1,107.07	100.0	109	100.0	1,978		1,989.24	100.0
BELLE ISLE	12	24		442		339.98		553		4,688		3,553.34	
	13	40		477		361.93		538		4,708		3,579.05	
		16	66.7	35	7.9	21.95	6.5	-15	-2.7	20	.4	25.71	.7
BETHANY	12	36		478		388.91		535		5,422		4,227.50	
	13	46		563		465.49		577		4,609		3,750.78	
		10	27.8	85	17.8	76.58	19.7	42	7.9	-813	-15.0	-476.72	-11.3
CAPITOL HILL	12	90		1,589		1,226.84		1,217		15,327		11,293.57	
	13	114		2,101		1,552.23		1,268		16,502		12,733.74	
		24	26.7	512	32.2	325.39	26.5	51	4.2	1,175	7.7	1,440.17	12.8
CHOCTAW	12	12		441		557.52		386		4,077		4,527.63	
	13	24		632		702.39		425		5,205		5,792.10	
		12	100.0	191	43.3	144.87	26.0	39	10.1	1,128	27.7	1,264.47	27.9
DEL CITY	12	38		552		481.39		551		6,272		4,747.58	
	13	34		688		631.73		727		8,741		7,007.21	
		-4	-10.5	136	24.6	150.34	31.2	176	31.9	2,469	39.4	2,259.63	47.6
DOWNTOWN	12	15		404		399.29		382		3,932		3,306.88	
	13	29		282		259.75		301		3,280		2,647.65	
		14	93.3	-122	-30.2	-139.54	-34.9	-81	-21.2	-652	-16.6	-659.23	-19.9
EDMOND	12	40		544		576.23		590		5,480		5,105.50	
	13	44		510		511.86		617		5,215		5,389.69	
		4	10.0	-34	-6.3	-64.37	-11.2	27	4.6	-265	-4.8	284.19	5.6
MIDWEST CITY	12	62		1,561		1,213.45		1,029		14,864		11,303.96	
	13	72		1,143		1,086.41		1,062		13,265		10,867.69	
		10	16.1	-418	-26.8	-127.04	-10.5	33	3.2	-1,599	-10.8	-436.27	-3.9
NORTHWEST	12					.00						.00	
	13	78		673		768.98		869		5,191		5,092.60	
		78	100.0	673	100.0	768.98	100.0	869	100.0	5,191		5,092.60	100.0

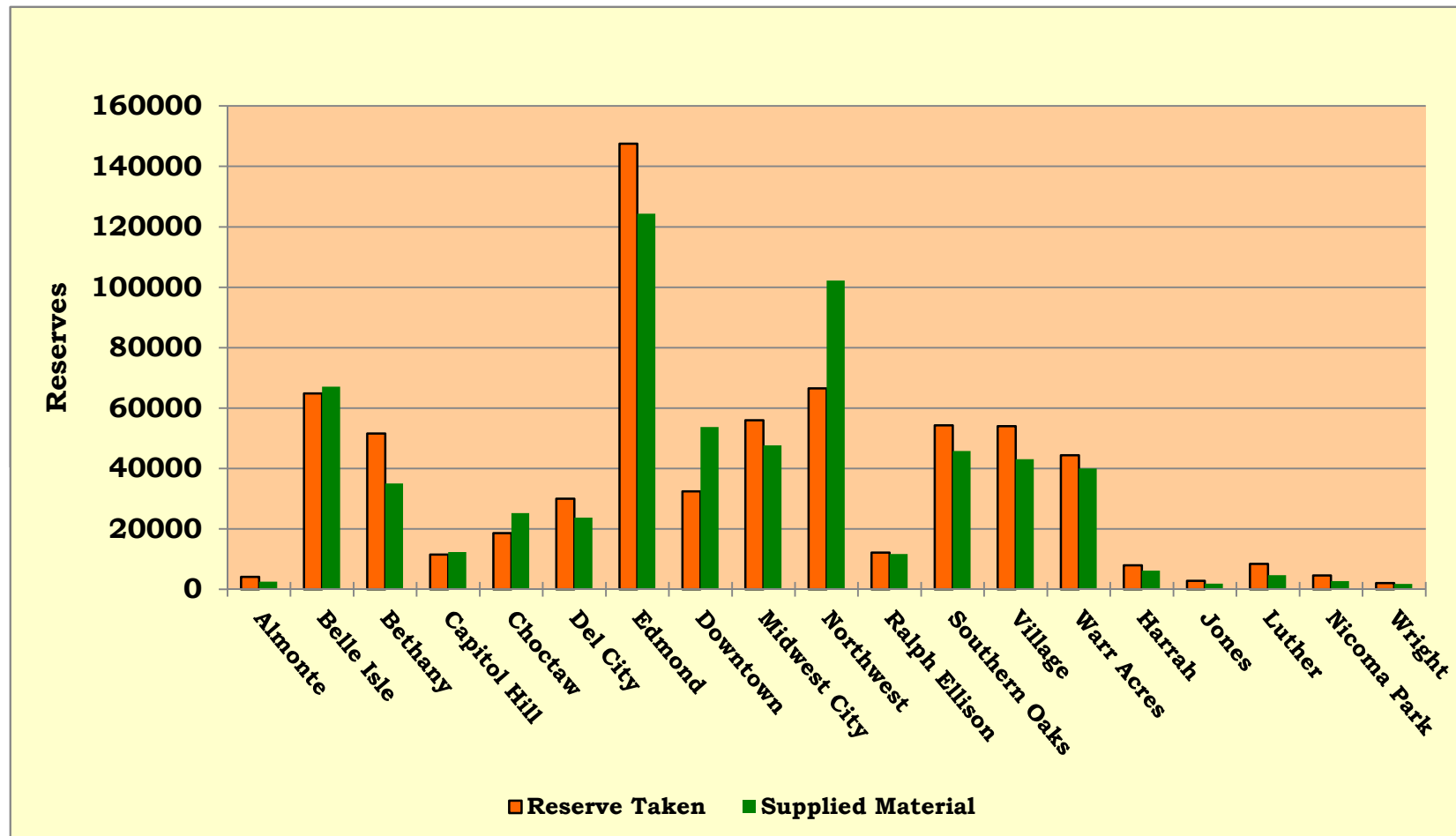
Computer Usage by Minor Customers

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	59		1,693		1,533.18		1,003		18,331		13,339.14	
	13	80		1,776		1,543.87		1,048		18,852		14,818.50	
		21	35.6	83	4.9	10.69	.7	45	4.5	521	2.8	1,479.36	11.1
SOUTHERN OAKS	12	76		1,683		1,372.95		1,141		14,877		11,419.77	
	13	121		3,280		2,969.87		1,577		24,403		19,995.14	
		45	59.2	1,597	94.9	1,596.92	116.3	436	38.2	9,526	64.0	8,575.37	75.1
VILLAGE	12	56		1,040		927.20		812		9,626		7,760.50	
	13	57		670		670.77		726		7,555		7,241.84	
		1	1.8	-370	-35.6	-256.43	-27.7	-86	-10.6	-2,071	-21.5	-518.66	-6.7
WARR ACRES	12	32		874		715.49		540		8,394		6,343.12	
	13	33		858		847.44		514		10,521		9,027.93	
		1	3.1	-16	-1.8	131.95	18.4	-26	-4.8	2,127	25.3	2,684.81	42.3
HARRAH	12	3		133		144.53		121		1,581		1,571.08	
	13	7		101		100.66		101		647		761.04	
		4	133.3	-32	-24.1	-43.87	-30.4	-20	-16.5	-934	-59.1	-810.04	-51.6
JONES	12	2		9		8.77		19		64		43.47	
	13	4		6		1.93		17		48		21.29	
		2	100.0	-3	-33.3	-6.84	-78.0	-2	-10.5	-16	-25.0	-22.18	-51.0
LUTHER	12	7		115		111.32		168		1,692		1,648.52	
	13	7		128		119.50		151		1,151		1,061.43	
			.0	13	11.3	8.18	7.3	-17	-10.1	-541	-32.0	-587.09	-35.6
NICOMA PARK	12	2		18		18.04		29		171		128.79	
	13	3		18		12.08		38		162		110.60	
		1	50.0		.0	-5.96	-33.0	9	31.0	-9	-5.3	-18.19	-14.1
WRIGHT	12			51		44.15		48		626		435.04	
	13	1		13		9.11		42		271		161.26	
		1	100.0	-38	-74.5	-35.04	-79.4	-6	-12.5	-355	-56.7	-273.78	-62.9
TOTAL	12	554		11,627		10,059.24		9,124		115,424		90,755.39	
	13	848		15,076		13,723.07		10,707		132,304		112,048.78	
		294	53.1	3,449	29.7	3,663.83	36.4	1,583	17.3	16,880	14.6	21,293.39	23.5

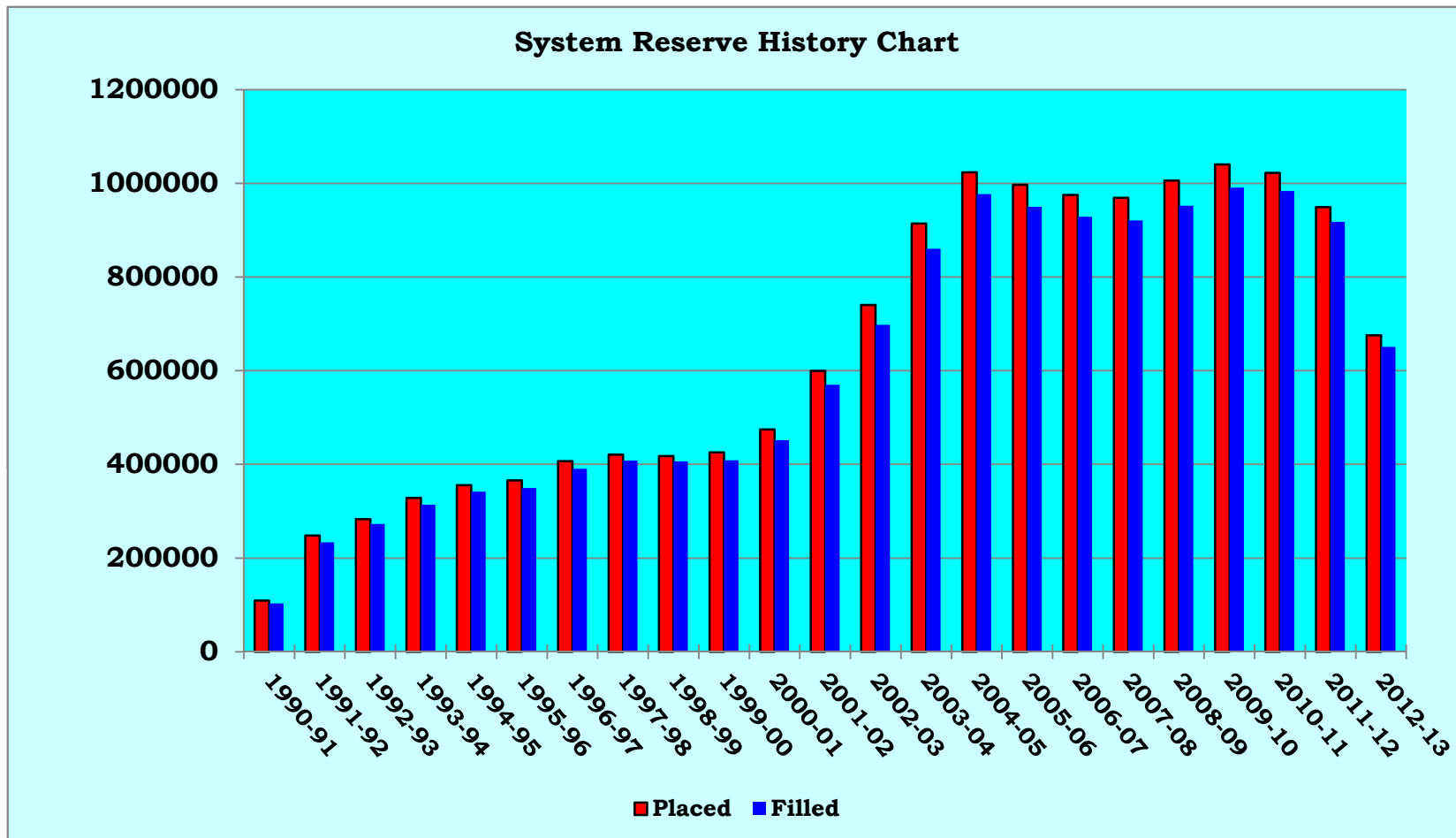
System Reserve Report

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
ALMONTE	12						
	13	2,444	4,147		2,118	3,387	
		2,444	4,147		2,118	3,387	
BELLE ISLE	12	8,786	81,588		7,916	77,716	
	13	6,283	64,852		5,856	62,038	
		-2,503	-16,736	-20.5	-2,060	-15,678	-20.2
BETHANY	12	6,089	57,417		5,717	54,375	
	13	5,577	51,554		5,280	48,529	
		-512	-5,863	-10.2	-437	-5,846	-10.8
CAPITOL HILL	12	1,105	10,785		1,016	10,470	
	13	1,221	11,483		1,152	11,030	
		116	698	6.5	136	560	5.3
CHOCTAW	12	1,928	20,669		1,754	19,823	
	13	2,072	18,555		1,992	17,877	
		144	-2,114	-10.2	238	-1,946	-9.8
DEL CITY	12	3,676	35,173		3,076	31,847	
	13	2,639	30,008		2,527	28,294	
		-1,037	-5,165	-14.7	-549	-3,553	-11.2
EDMOND	12	16,974	161,350		16,059	155,929	
	13	15,563	147,484		14,864	142,621	
		-1,411	-13,866	-8.6	-1,195	-13,308	-8.5
DOWNTOWN	12	3,867	38,191		3,718	36,727	
	13	3,364	32,436		3,127	30,906	
		-503	-5,755	-15.1	-591	-5,821	-15.8
MIDWEST CITY	12	6,346	60,891		6,154	59,008	
	13	5,989	55,954		5,789	54,230	
		-357	-4,937	-8.1	-365	-4,778	-8.1
NORTHWEST	12						
	13	7,575	66,510		7,085	63,133	
		7,575	66,510		7,085	63,133	
RALPH ELLISON	12	1,404	12,958		1,390	12,455	
	13	1,351	12,172		1,295	11,665	
		-53	-786	-6.1	-95	-790	-6.3
SOUTHERN OAKS	12	7,000	63,283		6,657	60,764	
	13	5,368	54,247		5,294	52,310	
		-1,632	-9,036	-14.3	-1,363	-8,454	-13.9

System Reserves Report

July 1, 2012 through March 31, 2013 (75.00% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
VILLAGE	12	8,363	77,991		7,488	75,182	
	13	5,461	53,987		4,946	51,823	
		-2,902	-24,004	-30.8	-2,542	-23,359	-31.1
WARR ACRES	12	7,301	70,036		6,870	67,754	
	13	4,398	44,339		4,231	42,828	
		-2,903	-25,697	-36.7	-2,639	-24,926	-36.8
HARRAH	12	885	8,533		846	8,220	
	13	903	7,962		895	7,776	
		18	-571	-6.7	49	-444	-5.4
JONES	12	303	3,397		283	3,369	
	13	316	2,849		327	2,805	
		13	-548	-16.1	44	-564	-16.7
LUTHER	12	966	9,139		914	8,941	
	13	896	8,378		970	8,278	
		-70	-761	-8.3	56	-663	-7.4
NICOMA PARK	12	736	4,940		604	4,647	
	13	565	4,601		479	4,502	
		-171	-339	-6.9	-125	-145	-3.1
WRIGHT	12	301	2,562		285	2,499	
	13	182	2,046		175	1,983	
		-119	-516	-20.1	-110	-516	-20.6
TOTAL	12	76,756	726,201		71,487	696,870	
	13	72,167	673,564		68,402	646,015	
		-4,589	-52,637	-7.2	-3,085	-50,855	-7.3

EXECUTIVE DIRECTOR'S REPORT

APRIL 2013

MLS staff members elected to leadership roles

Several MLS staff members were recently elected to leadership roles in the Oklahoma Library Association. They are: Stacy Schrank, ALA Chapter Councilor; Julia McConnell, OLA Secretary; Devin McGhee, Vice Chair SMART (Supervisors, Managers, & Administrators); Rondia Banks, SRRT (Social Responsibilities) Vice Chair. Congratulations to these staff members who have assumed leadership roles in our statewide professional organization.

ILS Update

On April 21, the ILS task force will embark on a 2 state, 3 library tour of potential ILS vendors. We will be visiting the Jefferson County Library System, in Lakewood, Colorado, the downtown Denver Central Library, and the Silverlake Library, a branch of the Los Angeles Public Library. These facilities have been recommended by the library vendors that we are considering for our system. We will be meeting with staff and seeing how the public access catalog and customer service functions work in real time and space and then meeting with their cataloging, processing, and acquisition staff to see how the back of the house functions work and how it all comes together.

Following these visits, we will view another demo from the prospective vendors and then put a bid package on the street and hope to award a contract in July or August.

Capital Projects Update

Most major projects are continuing to move forward slowly, although at times a snail's pace seems faster. **Jones** is on schedule and we are tentatively hoping for an October groundbreaking. We are continuing to work with **Del City** on potential sites and the **Capitol Hill** contract is still under negotiation.

National Library Legislative Day

I will once again be attending the annual National Library Legislative Day in Washington D.C. on May 7th and 8th. Our delegation this year will consist of representatives from the Pioneer Library System headquartered in Norman, the Western Plains Library System in Clinton, The Eastern Oklahoma District Library in Muskogee and the Tulsa City County Library. Plus our esteemed State Librarian, Susan McVey, who is a real leader for our state.

Budget deadlines

The past few weeks have been very busy for managers and supervisors as they work to get their budget requests into the system prior to the April 15th deadline. Commissioners serving on the A & P and Finance committees should expect emails soon as to upcoming meeting dates. We are always under a time crunch to get the preliminary budget done while allowing enough time for budget meetings with staff and commission and then we have a 30 day window for insurance enrollment requirements. We appreciate everyone's assistance in scheduling these meetings so we can meet our requirements.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Attended OLA Conference In Ardmore
- Attended Library Endowment Trust Meeting
- Attended Capitol Hill Renovations conference w/City of Oklahoma City
- PLA Webinar
- Friends of the Library Booksale Dinner

FUTURE LIBRARY EVENTS OF SPECIAL NOTE:

Heart Healthy Eating

Tuesday, May 7, 2013

Time: 6:30pm-7:30pm

Location: Edmond

Adults

One key to a healthy life is a healthy heart. What you eat affects how well your heart can do its job. Heart Healthy Eating is vital to your overall well being. Join registered dietitian Amanda Horn from the Oklahoma County OSU Extension Service to learn more about an eating plan that is good for your heart. Please register by calling the library @ 341-9282 or stop by the Information Desk beginning April 8th.

Co-Sponsor: Oklahoma County OSU Cooperative Extension Service.

Master Class with Leona Mitchell

Saturday, May 11, 2013

Time: 1:00pm-3:00pm

Location: Downtown

Adults

Join Grammy Award winning operatic soprano Leona Mitchell in this once in a lifetime opportunity as she shares helpful tips on the art of performing live: audition preparation, vocal exercises, recognizing your big break, sustaining success in the music industry, and protecting your professional image from scandal and public ridicule. Limited space available, registration required. Preregister by calling 606-3879 or visiting the Information Desk.

May 11 - Preparing for a Successful Career as a Classical Vocalist

May 25 - Lessons Learned on the Road to the MET

Saturday, May 11, 2013

Organizing WITH your Kids

Time: 2:00pm-3:30pm

Location: Del City

Adults

Are you tired of the struggle with your kids over their messy bedrooms and never picking up after themselves? Join Amber Austin of Dwelling Place Organizing to discover practical advice on how to get your children involved in making your home a more peaceful place. Amber will share insight from her experience as a professional organizer and mother of 3 to teach the most important traits of an Organized Home. Bring your kids (ages 5 & up) to discover how you can work together to get the things done that you "have to do" so you can have more time to do the things you "want to do". Improve your home and grow closer as a family at the same time.

Women's Health Symposium

Wednesday, May 15, 2013

Time: 2:00pm-4:00pm
Location: Midwest City
Adults

To support women's health, the Midwest City Library will host a Women's Health Seminar. The focus is women's reproductive issues. This seminar is free. To attend please, register at the Information Desk or call 732-4828. May 12 - 18 is National Women's Health Week. Cosponsor: OU Health Sciences Center and Oklahoma County Health Department. Cosponsor: OU Health Sciences Center and Oklahoma County Health Department.

Celebrate Asian-Pacific American Month

Saturday, May 18, 2013

Time: 2:00pm-3:00pm

Location: Bethany

All Ages

Explore Chinese culture with presenter Tao Ling.

See a performance of a Tai Chi Fan dance, participate in a Tai Chi Quan demonstration, and see a display of Chinese Calligraphy. Light refreshments will be served after the event.

LIBRARY PATRONS GET IN LINE FOR NEW SELF-PICKUP SYSTEM



Lyuda Polyun and her son, Andrew Bessonov, 3, use the self-pickup system at Northwest Library.

PHOTO BY PAUL HELLSTERN, THE OKLAHOMAN

BY MATT PATTERSON

Staff Writer
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The Metropolitan Library System has continually integrated automation into its customer service at branch locations in recent years and that trend will continue with its new self-pickup program.

Patrons can reserve items online and they will be placed in a designated location at their branch. When the items are ready, the patrons can go to the designated location and

pick up their items. The items will be shelved by the first four letters of the person's last name and the last four digits of their library card number.

The self-pickup allows people to get their items without having to wait in line at the checkout desk, where books on reserve are often kept. Those who have questions or need help can still ask staff members for assistance.

"It's a time-saver for people, and self-service has been a national trend at libraries for many years."

Deputy Executive Director Kay Bauman said. "We're constantly looking at things we can do better and more efficiently."

Feedback from patrons has been positive, Bauman said. The self pickup makes it possible for people to reserve online and then, if they choose, use the automated checkout, making the entire process of checking out a book or other item self-service. And when they return the items they can use the self-return system, which is a conveyor belt that sorts

the books and places them in a bin according to subject.

"Anytime you introduce a new procedure there is a period of adjustment, but the people we've talked to rave about it," she said. "I've seen comments on Facebook and Twitter. And for the people who are accustomed to the interaction with our library staff, they can still have it."

Self pickup is now available at all Metropolitan Library System locations except Del City and the extension libraries