



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, July 18, 2013, 3:30 p.m.
Edmond Library
10 S. Boulevard
Edmond, OK 73034
(Telephone: 341-9282)

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

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

Fran Cory, Chair

3:30 – 3:45 pm INTRODUCTIONS

- Document #01 – Presentation of Service Certificates for Library Staff

COMMENTS FROM GENERAL PUBLIC (Limited to 3 minutes per speaker or 15 minutes total with time pro-rated among speakers. Preference will be given to residents of Oklahoma County. Persons signing up to address the Commission must list their residential address and indicate if they request to speak to a specific agenda item or to another Library Commission related topic or issue.) Please be advised that public seating is limited; seating capacity at the individual meeting sites vary in occupancy limits.

3:45 – 3:55 pm CONSENT DOCKET (#02 - #03)

- Document #02 – Approval of Minutes of June 20, 2013 Meeting
- Document #03 – Acceptance of Review of Expenditures for June 2013

3:55 – 4:00 pm COMMITTEE REPORTS

- Document #04 – Administrative and Personnel Committee minutes, July 11, 2013

4:00 – 4:15 pm SPECIAL PRESENTATIONS

- *Summer Reading Update* – Emily Williams, Young Adult Services Coordinator, Outreach

4:15 – 4:45 pm INFORMATION REPORTS

- Document #05 – MLS June 2013 Circulation Report
- Document #06 – MLS June 2013 Computer Usage Report
- Document #07 – MLS June 2013 System Reserve Report
- Document #08 – MLS June 2013 Library Visits
- Document #09 – MLS Annual Furniture & Equipment Inventory Report FY 12-13

4:45 – 4:50 pm EXECUTIVE DIRECTOR'S REPORT

4:50 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS

NEXT COMMISSION MEETING DATE AND PLACE:

August 22, 2013
Belle Isle Library, 5501 N. Villa, Oklahoma City, OK 73112

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 July 2013:

<u>Employees</u>	<u>Years of Service</u>
Maria E. Watkins, Executive Assistant, Administrative Office	10
Kirstie Ann Brown, Library Aide, Southern Oaks Library	5
Lena Munir Khader, Library Aide, Southern Oaks Library	5

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

DATE: June 20, 2013

TIME: 3:30 pm

MEETING PLACE: Downtown Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 9, 2012. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Downtown Library, 300 Park Avenue, Oklahoma City, on June 17, 2013, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Bose' Akadiri
Nancy Anthony, Disbursing Agent
Allen Coffey
Cynthia Friedemann
Helene Harpman
Jose Jimenez
Carolyn Leslie
Penny McCaleb
Tracy McDaniel
Tracy McGehee
Lori Nelson
Mukesh Patel
Hugh Rice
Vanna Shaw
Jim Shonts
Judy Smith, Vice-Chair
Beth Toland
Susan Tucker
Ray Vaughn
Stephanie West
Fran Cory
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Ralph Bullard
Mick Cornett, Mayor of Oklahoma City
Rozz Grigsby
Deanna Hannah
Kim Patterson
Alyne Strube

Estimate of general public and staff attending: 18

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

Roll was called to establish a quorum. Present: Akadiri, Anthony, Coffey, Friedemann, Harpman, Jimenez, Leslie, McCaleb, McDaniel, McGehee, Patel, Rice, Shaw, Shonts, Smith, Toland, Tucker, Vaughn, West, Cory (Arrived: Nelson, 3:47).

II. Mrs. Cory introduced Ms. Angela Thornton, Manager of Library Operations for the Downtown Library. Ms. Thornton welcomed the commission and provided details of the current and upcoming events taking place at the Downtown Library.

III. Mrs. Cory called for the Presentation of Service certificates for June 2013: Cheryl A. Mann, Circulation Control, Information Technology Department ~ 40 years of service.

Mrs. Cory also recognized the following employees who were unable to attend the meeting: Conrad J. Doty, Custodian, Bethany Library ~ 45 years of service; Sheila D. Fixel, Circulation Clerk, Del City Library ~ 30 years of service; Warren Elliott Anderson, Circulation Clerk, Ralph Ellison Library ~ 5 years of service.

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

V. Mrs. Cory presented the Consent Docket: Document #109 – Approval of Minutes of May 16, 2013 Meeting; Document #110 – Acceptance of Review of Expenditures for May 2013; Document #111 – Contract Awards and Purchases.

Mrs. Cory called for a motion.

Mr. Tracy McDaniel moved to accept the consent docket. Mrs. Tracy McGehee seconded. Discussion followed.

Mrs. Morris referred to Document #111 – Item F: Passenger Vans and stated the recommendation has changed since the packets were mailed out. The 2013 Chevy C1500 for the Outreach Department is no longer available. The 2014 is the only available model which changes the recommended total from \$20,799 to 22,349.

No further discussion, motion passed unanimously.

VI. Mrs. Cory referred to Committee Reports to discuss the employment, hiring, appointment, promotion, etc., of the Executive Director pursuant to the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes § 307, (B) (1).

Mrs. Cory called for a motion.

Mr. Ray Vaughn moved to enter into Executive Session. Mrs. Beth Toland seconded. No further discussion; motion passed unanimously.

Commission entered into Executive Session at 3:44 pm.

Mrs. Cory called for a motion to return to Open Meeting.

Mrs. Tracy McGehee moved to return to Open Meeting. Mr. Mukesh Patel seconded. No further discussion; motion passed unanimously.

The commission reconvened in Open Meeting at 4:04 pm.

Mrs. Rice stated the motion coming from the Administrative and Personnel Committee is to approve compensation for Mrs. Donna Morris at \$215,000, effective October 1, 2013 through her anticipated retirement date of December 2014. Mrs. Morris' other present benefits, a \$450.00 car allowance and \$50.00 cell phone, will not change. A motion

coming from committee requires no second. No further discussion; motion passed unanimously.

VII. Mrs. Cory referred to Document #113 – Discussion, Consideration, and Possible Action: Report and Recommendations-Finance Committee Meeting June 4, 2013 and Document #114 –Discussion, Consideration, and Possible Action: Metropolitan Library System Preliminary Budget FY 2013-2014.

Mrs. Nancy Anthony, Finance Committee Chair, stated the Finance Committee met and reviewed recommendations from the Administrative and Personnel Committee related to salaries and benefits. Those recommendations were accepted and are incorporated into the Preliminary Budget. Mrs. Anthony reported a market adjustment was not included in the preliminary budget due to the uncertain ad valorem tax revenue. Once the final ad valorem numbers are received from the County, Administration may bring a recommendation for a market adjustment to the A & P and Finance Committee prior to final budget approval.

Mrs. Anthony referred to page 1-3 and explained in detail the various revenue sources. The library system is projecting a 1.5 percent increase in the amount of revenue received from ad valorem taxes. The final numbers will not be available from the county until around the 1st of August. Last year there was a 1.9 percent increase in ad valorem taxes.

Mrs. Anthony reviewed page 2-1 and explained the various expenses, including staff salaries and benefits. Questions and Discussion followed.

The motion coming from the Finance Committee is to approve the Metropolitan Library System Preliminary Budget FY 2013-14. A motion coming from committee requires no second. Motion passed unanimously.

VIII. Mrs. Cory referred to Document #115 – Discussion, Consideration, and Possible Action: Report and Recommendations - Executive Director Search Committee meeting June 3, 2013.

Mr. Rice reported the Executive Director Search Committee met and interviewed two search firms on Tuesday, June 3. The two firms interviewed were: Bradbury Associates and John Keister & Associates. Questions and discussion followed.

The motion coming from the Executive Director Search Committee is to approve modifying the previously presented draft contract and hire Bradbury Associates as the search firm for the Executive Director Search. A motion coming from committee requires no second. Motion passed unanimously.

Mr. Rice referred back to the minutes of the A & P Committee and reported Mrs. Morris was asked by the committee her suggestions on who should set the goals for the new Executive Director. Mrs. Morris suggested the bylaws be reviewed and revised to appoint an Executive Committee or Governance Committee which typically is composed of the officers of the commission as well as an at large member. The committee could set the goals for the new Executive Director, instead of the Executive Director setting their own goals. Mrs. Morris is currently researching and reviewing the makeup of various Executive Committees and will report back to the Commission on her findings. The Commission Chair will need to appoint a bylaws committee to review and revise the bylaws.

IX. Mrs. Cory called on Mrs. Morris to present the Information Reports.

- ❖ Document #116 – MLS June 2013 Library Visits
- ❖ Document #117 – MLS June 2013 Circulation Report

- ❖ Document #118 – MLS June 2013 Computer Usage Report
- ❖ Document #119 – MLS June 2013 System Reserve Report

Questions and discussion followed.

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

Mrs. Morris reported the library system was very fortunate with only minimal damage from the recent storms in late May. There were flooding issues at Ralph Ellison and Downtown. The most serious damage was caused by the flooding in the alley behind the Downtown Library, in which there were two library vans flooded in the high water and declared by the insurance company as total losses. The storms also caused power outages across the city which resulted in several libraries being closed on June 1.

Mrs. Karen Marriott, Deputy Executive Director/Materials and Outreach recently completed the evaluation for our primary book vendor, Baker & Taylor. The evaluation indicated that Baker & Taylor has met or exceeded requirements of the contract. Based on the evaluation, Baker & Taylor is still the best option for MLS and continues to be able to meet the library's needs.

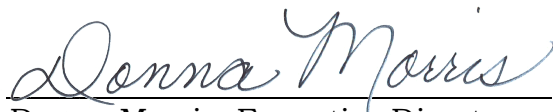
Summer reading got off to a slow start due to the six libraries that were unable to open on June 1 because of power outages. Since then, things have begun picking up and we do expect to have another great year of Summer Reading.

XI. Mrs. Cory called from comments from commissioners.

On behalf of the commission, Mr. Jose Jimenez thanked Mrs. Morris for her years of service and all she has done for the Metropolitan Library System.

XII. The next Commission meeting will be held at the Edmond Library on July 18, 2013.

There being no further business, the meeting was adjourned at 4:39 pm.


Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

June 30, 2013

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

COMMISSION ACTION

That the Commission acknowledge the financial report of June 2013.

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STATEMENT OF FINANCIAL CONDITION

June 30, 2013

ASSETS

	Current Year	Previous Year
CASH	\$ 4,954,571.34	\$ 11,769,882.79
INVESTMENTS (Schedule attached)	26,164,723.22	21,151,010.03
PREPAID ACCOUNTS	28,487.88	30,000.00
Total Assets	<u>\$31,147,782.44</u>	<u>\$ 32,950,892.82</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$383,704.60	\$300,131.93	
Current Year Purchase Orders Outstanding	1,814,142.94	2,346,481.67	
Previous Year Purchase Orders Outstanding	0.00	0.00	
Checks Outstanding	308,296.06	394,637.66	
Total Liabilities	2,506,143.60	3,041,251.26	

FUND BALANCE:

Beginning of the Year	\$30,212,769.61	\$31,225,521.14	
Add: Revenues			
Budgeted	30,408,945.21	29,774,096.36	
Other	1,870,778.54	1,977,577.08	
Less: Expenditures	<u>(33,850,854.52)</u>	<u>(33,067,553.02)</u>	
Total Fund Balance	28,641,638.84	29,909,641.56	
Total Liabilities, Deferred Revenue and Fund Balance	<u>\$31,147,782.44</u>	<u>\$ 32,950,892.82</u>	

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

As of June 30, 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	5/30/2013	5/30/2015	1.105%	240,027.76
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
Federal Home Loan Bank	5/21/2013	11/21/2018	1.000%	1,999,000.00
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>\$ 26,164,723.22</u>

**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of June 30, 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	\$ 285,021.03	\$ 29,601,553.21	106.54%	\$27,262,635.00	\$ 293,269.24	\$ 28,988,023.36	106.33%
State Aid	257,465.70	-	287,392.00	111.62%	290,807.00	28,607.00	286,073.00	98.37%
Fines	450,000.00	25,000.00	520,000.00	115.56%	474,660.00	82,000.00	500,000.00	105.34%
Total Budgeted Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 310,021.03</u>	<u>\$ 30,408,945.21</u>	106.73%	<u>\$ 28,028,102.00</u>	<u>\$ 403,876.24</u>	<u>\$ 29,774,096.36</u>	106.23%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 51,005.38	\$ 1,062,246.49			\$ 77,702.55	\$ 1,263,587.11	
Gifts and Lost Books Fees		0.00	112,000.00			0.00	0.00	
Investment Income		22,758.75	325,335.45			87,432.00	421,542.81	
Flexible Benefits Account Balance		0.00	3,231.33			0.00	1,393.69	
Sale of Surplus Equipment		800.00	36,044.26			0.00	16,803.79	
Insurance Reimbursements		35,154.78	35,154.78			0.00	118,056.54	
Miscellaneous		2,478.01	296,766.23			4,495.36	156,193.14	
Total Miscellaneous Revenue		<u>\$ 112,196.92</u>	<u>\$ 1,870,778.54</u>			<u>\$ 169,629.91</u>	<u>\$ 1,977,577.08</u>	
Total Revenue	<u>\$ 28,491,843.70</u>	<u>\$ 422,217.95</u>	<u>\$ 32,279,723.75</u>	113.29%	<u>\$ 28,028,102.00</u>	<u>\$ 573,506.15</u>	<u>\$ 31,751,673.44</u>	

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

June 30, 2013

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 13,399.91	\$ 5,049.93	\$ 1,087.24	\$ 17,362.60
810 Prepaid Fees	(18,692.09)	0.00	419.94	(19,112.03)
815 Fines	35,017.29	53,027.86	28,018.39	60,026.76
820 Copy	51,243.22	10,354.09	2,947.84	58,649.47
Total Revolving Funds	\$ 80,968.33	\$ 68,431.88	\$ 32,473.41	\$ 116,926.80
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
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
899 11/LET/Young Professional Adv	3,000.00	3,000.00	200.00	2,800.00
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/MWC	1,000.00	1,000.00	0.00	1,000.00
951 13/LET/WA Art	10,000.00	10,000.00	0.00	10,000.00
952 13/LET/Materials	13,315.00	13,315.00	12,322.12	992.88
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>				
846 10 Public Art	3,000.00	3,000.00	2,575.86	424.14
916 12 Bench and Bike Rack	11,000.00	11,000.00	9,294.00	1,706.00
945 13 Staff Recognition	11,000.00	11,299.02	12,610.30	(1,311.28)
946 13 Come Read with Me	60,181.00	60,181.00	31,157.21	29,023.79
948 13 Summer at the Library	67,300.00	67,300.00	57,090.65	10,209.35
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	24,783.93	216.07
960 13 Volunteer Transportation	500.00	500.00	24.00	476.00
961 13 After School	9,600.00	9,600.00	0.00	9,600.00
962 13 Popcorn Popper	1,000.00	1,000.00	954.03	45.97
964 13 Book Display	665.00	665.00	579.60	85.40
Total Grants				78,218.52
Total Special Funds				<u>\$ 195,145.32</u>

Metropolitan Library System
Statement of Encumbrances
Month of June 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	1,074,941.69	13,663,193.31	94.68	14,431,382.00	768,188.69
102	Wages - Part-time	174,818.58	2,021,173.56	80.34	2,515,721.00	494,547.44
103	Payroll Taxes	92,034.75	1,153,597.42	95.40	1,209,170.00	55,572.58
109	Workers Comp Insurance	12,900.00	180,888.00	82.13	220,247.00	39,359.00
112	Group Insurance	224,526.22	2,664,380.97	92.52	2,879,887.00	215,506.03
113	Employees' Retirement	70,801.95	1,925,918.63	98.96	1,946,094.00	20,175.37
114	Unemployment Compensation	7,000.00	18,876.85	62.92	30,000.00	11,123.15
Total Personal Services		1,657,023.19	21,628,028.74	93.09	23,232,501.00	1,604,472.26

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	27.50	229,666.50	98.91	232,197.00	2,530.50
202	Liability/Life Insurance	.00	.00	.00	.00	.00
205	Rent of Library Buildings	.00	82,925.01	87.47	94,800.00	11,874.99
206	Rent of Equipment	.00	.00	.00	.00	.00
207	Janitorial Services	35,431.80	397,999.10	75.95	524,000.00	126,000.90
208	Maintenance of Facilities	77,469.73	408,057.27	61.00	668,909.00	260,851.73
211	Parking & Transportation	7,115.49	127,010.35	71.92	176,600.00	49,589.65
212	Travel Expenses	5,787.81	70,490.49	63.04	111,826.00	41,335.51
213	Professional Services	25,414.60	218,029.55	66.14	329,651.00	111,621.45
214	Security Services	62,118.83	449,334.82	79.65	564,110.00	114,775.18
216	Telephone Services	8,833.31	145,276.94	44.51	326,363.00	181,086.06
217	Electrical Services	66,426.15	528,039.95	78.03	676,709.00	148,669.05
218	Gas Services	1,821.24	40,410.15	51.99	77,734.00	37,323.85
219	Water & Garbage Services	8,378.46	84,007.60	100.00	84,008.00	.40
220	Veolia Energy Services	26,869.92	197,939.00	100.00	197,939.00	.00
226	Memberships	.00	21,632.50	85.17	25,399.00	3,766.50
230	Other Library-Related Services	44,820.42	369,411.23	97.19	380,091.00	10,679.77
231	Automation Contractual	45,299.39	314,994.61	76.27	413,007.00	98,012.39
236	Network Catalog Services	10,870.94	71,761.48	87.51	82,000.00	10,238.52
Total Contractual Services		426,685.59	3,756,986.55	75.66	4,965,343.00	1,208,356.45

Metropolitan Library System
Statement of Encumbrances
Month of June 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	60,673.33	210,286.12	93.69	224,450.00	14,163.88
302	Postage	24,896.04	226,567.49	78.71	287,850.00	61,282.51
303	Supplies	45,942.56	432,123.54	86.56	499,202.00	67,078.46
310	Maintenance Supplies	5,151.84	61,064.00	82.52	74,000.00	12,936.00
312	Safety Supplies & Equipment	167.84	2,305.66	54.90	4,200.00	1,894.34
321	Gasoline & Oil	8,401.73	51,342.92	98.74	52,000.00	657.08
322	Vehicle Parts & Repairs	3,255.53	16,746.47	52.33	32,000.00	15,253.53
330	Programming Activities	55,644.17	326,974.78	92.50	353,470.00	26,495.22
331	Other Commodities	9,380.81	35,593.59	79.72	44,650.00	9,056.41
Total Commodities		213,513.85	1,363,004.57	86.71	1,571,822.00	208,817.43

Capital Outlays

401	Books & Materials	1,395,615.51	5,502,560.00	100.00	5,502,560.00	.00
404	Governmental Documents	5,200.00	6,700.00	100.00	6,700.00	.00
405	Book Repairs & Bindings	1,175.61	1,900.00	100.00	1,900.00	.00
407	Periodicals & Subscriptions	15,573.23	181,600.00	100.00	181,600.00	.00
408	Furniture, Fixture, & Equip	29,031.63	174,570.83	51.90	336,342.00	161,771.17
409	Motor Vehicles	.00	20,988.47	34.98	60,000.00	39,011.53
410	Automation System & Equipment	240,340.69	664,936.72	74.71	890,000.00	225,063.28
450	Capital Projects	3,794.51	549,578.64	9.43	5,828,633.00	5,279,054.36
490	Capital Reserves - Current	.00	.00	.00	.00	.00
499	Reserve Carryover - Prior	.00	.00	.00	.00	.00
Total Capital Outlays		1,690,731.18	7,102,834.66	55.46	12,807,735.00	5,704,900.34
Total Budget		3,987,953.81	33,850,854.52	79.50	42,577,401.00	8,726,546.48

Monthly Journal Entries -- June 2013

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
207	1001	Cash	\$ 12,500.00	
	3602	Interest Income Interest from Fannie Mae 3136g17c7		\$ 12,500.00
208	1001	Cash	\$ 10,500.00	
	3602	Interest Income Interest from Fed Home Loan Bank 313381mx0		\$ 10,500.00
<u>Tax revenues</u>				
209	1001	Cash	\$ 299,879.51	
	1201	Ad Valorem Tax - Current year		\$ 243,897.36
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 5/16 to 5/31		\$ 55,982.15
210	1001	Cash	\$ 41,440.26	
	1201	Ad Valorem Tax - Current year		\$ 41,123.67
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 6/1 to 6/15		\$ 316.59
<u>Miscellaneous revenue</u>				
211	1001	Cash	\$ 2,477.91	
	3605	Mic. Reimbursements		\$ 2,477.91
		Abibow 19.94 Abibow 17.87		
		LET 80.29 Friends 28.98		
		Ins -R Rea 824.52 Café rent 700.00		
		Ins-E Marand 280.41 Friends 443.75		
		badges 2.00 Independent reba \$ 45.58		
		Union ins refund 29.68 Book dist rebate \$ 4.89		
		total \$ 2,477.91		
212	1001	Cash	\$ 35,154.78	
	3607	Insurance loss insurance proceeds from flood damaged vehicles		\$ 35,154.78
<u>Fines</u>				
213	1001	Cash	\$ 25,000.00	
	3403	Projected rev - Fines Fines transferred to General fund		\$ 25,000.00

Payable entries

214	3001	Current Year Reserve for Appropriations.	\$ 3,987,953.81	
	3011	Current Year P.O. Outstanding		\$ 3,987,953.81
		Purchase orders issued in June		
215	3011	Current Year P.O. Outstanding	\$ 2,562,830.71	
	3021	Current Year Warrants Outstanding		\$ 2,562,830.71
		Checks issued in June		
216	3021	Current Year Warrants Outstanding	\$ 2,537,969.71	
	1001	Current Year Cash		\$ 2,537,969.71
		Checks cleared Bank in June		

Bank interest and fees

217	1001	Current Year Cash		\$ 241.25
	3602	Bank Fees	\$ 461.64	
	3602	Interest Income		\$ 220.39
		Interest and fees from GF checking account		
218	8000	Special Fund Cash		\$ 268.85
	8815	Bank Fees	\$ 276.25	
	8815	Interest Income		\$ 7.40
		Interest and fees from SF checking account		

Special funds

219	8000	Special Fund Cash	\$ 66,913.56	
	8815	Fines		\$ 32,175.77
	8820	Copy		\$ 10,354.09
	8805	Gift/Lost Books		\$ 5,049.93
	8810	Prepaid Fees	\$ 419.94	
	8815	Credit card receipts		\$ 20,844.69
	8815	Credit card expenses	\$ 1,090.98	
		Revenues of special funds received in June		
220	8000	Special fund cash		\$ 66,467.86
	8815	Fines	\$ 26,651.16	
	8820	Copy	\$ 2,947.84	
	8805	Gift/Lost Books	\$ 1,087.24	
	8952		\$ 131.64	
	8916		\$ 480.64	
	8945		\$ 46.28	
	8948		\$ 34,169.03	
	8962		\$ 954.03	
		Expenditures of special funds		

Grand Total

\$ 40,866,719.05 \$40,866,719.05

General Fund F.Y. 12-13

Warrant Register

June 2013

Number	Vendor/Payee	Purpose		Amount
G-05416	Metropolitan Library System	Professional Services	57.00	
		Postage	6.80	
		Supplies	37.74	
		Programming Activities	93.16	
		Programming Activities	69.44	
		Programming Activities	9.51	
		Other Commodities	6.50	280.15
G-05417	City of Midwest City, Inc.	Water & Garbage Services	324.07	324.07
G-05418	O G & E	Electric Services	176.16	
		Electrical Services	1,375.72	1,551.88
G-05419	Oklahoma Natural Gas Co.	Gas Services	145.84	
		Gas Services	313.06	458.90
G-05420	City of Oklahoma City	Water & Garbage Services	35.93	35.93
G-05421	Brodart Co.	Supplies	47.60	47.60
G-05422	Locke Supply Co.	Maintenance of Facilities	19.31	
		Maintenance of Facilities	19.80	39.11
G-05423	CompSource Oklahoma	Workers Comp Insurance	13,086.00	13,086.00
G-05424	Dorothy Ellis	Programming Activities	200.00	200.00
G-05425	Commercial Concepts, Inc.	Capital Projects	765.00	
		Capital Projects	1,192.32	1,957.32
G-05426	Debbie Langston	Programming Activities	60.00	
		Programming Activities	70.00	130.00
G-05427	Diane Sarantakos	Transportation	84.90	84.90
G-05428	AT&T	Telephone Services	1,210.35	1,210.35
G-05429	OSCPA	Memberships	230.00	230.00
G-05430	Metro Parking Garage	Parking & Transportation	1,800.00	
		Parking & Transportation	1,440.00	3,240.00
G-05431	Oklahoma City Zoo Educ. Dept.	Programming Activities	175.00	175.00
G-05432	Elizabeth L. Wilson	Group Insurance	29.68	29.68
G-05433	Studio Architecture PC	Capital Projects	5,882.50	5,882.50
G-05434	Oklahoma Building Services, Inc	Janitorial Services	265.00	
		Janitorial Services	22.50	287.50
G-05435	Southwest Paper - OKC	Maintenance Supplies	2,296.00	2,296.00
G-05436	Cintas	Maintenance of Facilities	100.00	100.00
G-05437	Christopher G. Wiser	Programming Activities	225.00	225.00
G-05438	HF Group, LLC	Book Repairs & Bindings	700.43	700.43
G-05439	Amazon/GE Money Bank	Supplies	476.49	
		Programming	69.99	
		Supplies	110.00	656.48
G-05440	United Parcel Service	Postage	448.71	448.71
G-05441	Heidi Wells	Professional Services	1,350.00	1,350.00
G-05442	Todd Olberding	Telephone Services	47.57	47.57
G-05443	Alice Murphy	Supplies	48.75	48.75
G-05444	Walmart Community/GEMB	Programming Activities	79.32	
		Programming Activities	18.04	
		Supplies	71.51	168.87
G-05445	Allied Waste Services #060	Garbage Service	1,158.63	
		Garbage Services	87.29	1,245.92
G-05446	Aaron Bluitt	Transportation	72.77	72.77
G-05447	Ryan McKinley	Programming Activities	150.00	150.00
G-05448	Kelly D Smith	Programming Activities	60.00	60.00
G-05449	Star Lighting	Maintenance of Facilities	76.00	76.00

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Number	Vendor/Payee	Purpose		Amount
G-05450	William R G Benson	Programming Activities	125.00	125.00
G-05451	Donna Durbin	Transportation	17.52	17.52
G-05452	Swadley's Smoked Meats, Inc.	Other Commodities	119.16	119.16
G-05453	Weatherford Daily News	Periodicals/Subscriptions	128.00	128.00
G-05454	Securitas Security USA, Inc.	Security Services	7,437.46	
		Security Services	1,977.78	9,415.24
G-05455	Discount School Supply	Programming	86.86	86.86
G-05456	Juggle Whatever	Programming Activities	150.00	150.00
G-05457	Kiona Millirons	Programming Activities	100.00	
		Programming Activities	200.00	300.00
G-05458	Lindsay Jones Egle	Travel Expenses	201.16	201.16
G-05459	Gale/ Cengage Learning, Inc.	Materials	15,669.75	15,669.75
G-05460	UNUM Life Insurance	Grp L-T Disab Ins Prem	6,822.49	6,822.49
G-05461	Alma L. Brown	Programming Activities	56.43	56.43
G-05462	Weston Woods Accts Receivable	Materials	539.55	539.55
G-05463	Baker & Taylor Books	Materials	4,856.55	4,856.55
G-05464	Recorded Books, LLC	Materials	8,994.35	8,994.35
G-05465	Thorndike/Gale Group	Materials	3,350.19	3,350.19
G-05466	DVA, Inc	Materials	3,608.65	3,608.65
G-05467	AVID Products	Automation	2,472.56	2,472.56
G-05468	INTEGRIS Corporate Assistance	Group Insurance	1,076.00	1,076.00
G-05469	Oklahoma Gazette	Library-related services	1,616.00	
		Library-related Services	1,616.00	3,232.00
G-05470	Random House, Inc	Materials	10.00	10.00
G-05471	Scott's Printing & Copying	Printing/Printing Supply	258.95	
		Printing/Printing Supply	1,274.53	1,533.48
G-05472	Brilliance Corporation	Materials	899.70	899.70
G-05473	Gateway Films/Vision Video	Materials	1,924.04	1,924.04
G-05474	Ingram Library Service	Materials	5,423.12	5,423.12
G-05475	Audio Editions	Materials	306.76	306.76
G-05476	OverDrive, Inc.	Materials	18,262.62	18,262.62
G-05477	Findaway World, LLC	Materials	1,295.82	1,295.82
G-05478	AV Cafe Inc	Materials	5,215.48	5,215.48
G-05479	Ingram Library Service	Materials	2,147.89	2,147.89
G-05480	Center Point Large Print	Materials	62.91	62.91
G-05481	Landon Holman	Transportation	71.19	71.19
G-05482	Amazon/GE Money Bank	Automation	108.44	
		Automation	1,350.23	
		Supplies	175.09	1,633.76
G-05483	Baker & Taylor Entertainment	Materials	1,285.37	
		Materials	6,372.81	
		Materials	617.00	8,275.18
G-05484	Sanford Tag Agency	Materials	187.50	187.50
G-05485	SmithKor Investments LLC	Rent of Library Buildings	7,031.25	7,031.25
G-05486	Faith Centered Resources	Materials	47.98	47.98
G-05487	Baker & Taylor Books	Materials	1,291.24	
		Materials	4,253.39	
		Materials	1,394.30	
		Materials	2,458.51	
		Materials	4,189.41	
		Materials	4,391.66	
		Materials	7,571.23	

** Continued **

General Fund F.Y. 12-13

Warrant Register

June 2013

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-05487	Baker & Taylor Books	Materials	6,971.25	
		Materials	5,844.87	38,365.86
G-05488	Baker & Taylor Books	Materials	950.88	
		Materials	2,626.81	
		Materials	1,479.53	
		Materials	4,728.86	
		Materials	2,473.76	12,259.84
G-05489	Baker & Taylor Books	Materials	3,063.42	3,063.42
G-05490	Kiona Millirons	Supplies	100.00	100.00
G-05491	Baker & Taylor Entertainment	Materials	969.85	969.85
G-05492	Mackin	Materials	219.09	219.09
G-05493	James E. Garling	Programming Activities	1,000.00	1,000.00
G-05494	Metropolitan Library System	Programming Activities	392.73	
		Professional Services	57.00	
		Supplies	106.03	
		Programming Activities	56.62	
		Programming Activities	16.25	
		Other Commodities	6.50	
		Safety Equipment	16.17	651.30
G-05495	Grainger	Maintenance of Facilities	145.02	145.02
G-05496	O G & E	Electrical Services	6,313.12	
		Electrical Services	1,844.29	
		Electrical Services	2,411.72	
		Electrical Services	121.42	10,690.55
G-05497	Oklahoma Natural Gas Co.	Gas Services	57.80	
		Gas Services	115.29	173.09
G-05498	City of Oklahoma City	Water & Garbage Services	21.51	
		Water & Garbage Services	419.13	
		Water & Garbage Services	151.96	
		Water & Garbage Services	242.59	835.19
G-05499	Brodart Co.	Supplies	12.45	
		Supplies	2,024.00	2,036.45
G-05500	Southwestern Stationers, Inc.	Supplies	10.05	
		Supplies	149.70	159.75
G-05501	Locke Supply Co.	Maintenance of Facilities	1.24	1.24
G-05502	Gaylord Bros.	Supplies	29.86	29.86
G-05503	Gale/ Cengage Learning, Inc.	Materials	288.75	288.75
G-05504	The University of Oklahoma	Printing/Printing Supply	10,252.07	
		Printing/Printing Supply	2,404.00	12,656.07
G-05505	Standard Printing Co., Inc.	Supplies	1,302.75	1,302.75
G-05506	U.S. Postal Service	Postage	15,000.00	15,000.00
G-05507	ABDO Publishing Company	Materials	3,139.35	3,139.35
G-05508	American Express	Automation Contractual	149.00	149.00
G-05509	Charles S. Isaacs	Telephone Services	35.00	
		Transportation	31.92	66.92
G-05510	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-05511	United Refrigeration, Inc.	Maintenance of Facilities	453.05	
		Maintenance of Facilities	90.10	543.15
G-05512	FedEx	Supplies	7.22	7.22
G-05513	Recorded Books, LLC	Materials	4,166.53	4,166.53
G-05514	Arphax Publishing Co	Materials	64.07	64.07

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June 2013

Number	Vendor/Payee	Purpose		Amount
G-05515	Denyveta Davis	Transportation	168.00	168.00
G-05516	Thorndike/Gale Group	Materials	1,112.45	1,112.45
G-05517	DVA, Inc	Materials	35.88	35.88
G-05518	Anne G. Fischer	Telephone Services	50.00	
		Transportation	100.01	150.01
G-05519	Stanley J. Adamiak	Programming Activities	100.00	100.00
G-05520	Friday	Library-related services	700.00	700.00
G-05521	Independent Stationers	Supplies	25.70	25.70
G-05522	Walter Wayne McEvilly	Programming Activities	1,200.00	1,200.00
G-05523	Library Video Co.	Materials	1,269.00	1,269.00
G-05524	Nancy Lytle	Mileage	108.38	108.38
G-05525	Janet Brooks	Transportation	59.39	59.39
G-05526	Great American Glass & Tinting	Maintenance of Facilities	620.00	620.00
G-05527	OHC of the Southwest, P.A.	Professional Services	83.00	83.00
G-05528	Shawver & Son	Maintenance of Facilities	354.00	
		Professional Services	210.00	564.00
G-05529	A T & T Mobility	Telephone Services	95.89	95.89
G-05530	Scott's Printing & Copying	Printing/Printing Supply	109.60	109.60
G-05531	Brilliance Corporation	Materials	5,114.12	5,114.12
G-05532	Filtration Services Group, LLC	Maintenance of Facilities	78.96	78.96
G-05533	Ingram Library Service	Materials	157.91	157.91
G-05534	Phyllis Davidson	Transportation	15.11	15.11
G-05535	A. R. K. Ramos Fondry &	Capital Projects	1,440.00	1,440.00
G-05536	James E. Garling	Programming Activities	350.00	350.00
G-05537	Dana Morrow	Other Commodities	120.70	120.70
G-05538	Summit Mailing Systems, Inc.	Maintenance of Facilities	443.95	443.95
G-05539	Audio Editions	Materials	3,743.46	3,743.46
G-05540	Larry G. Johnson	Mileage	108.38	108.38
G-05541	OverDrive, Inc.	Materials	8,184.99	8,184.99
G-05542	Lynda G. Bahr	Telephone Services	35.00	
		Telephone Services	35.00	
		Telephone Services	35.00	105.00
G-05543	Findaway World, LLC	Materials	4,038.28	4,038.28
G-05544	Victoria Dixon	Mileage	108.38	108.38
G-05545	Fuelman	Gasoline and Oil	3,401.73	
		Vehicle Parts & Repairs	415.33	
		Vehicle Parts & Repairs	442.22	4,259.28
G-05546	Maurice Johnson Music, Inc.	Programming Activities	600.00	600.00
G-05547	Oklahoma City Zoo Educ. Dept.	Programming Activities	175.00	
		Programming Activities	100.00	275.00
G-05548	AV Cafe Inc	Materials	467.84	467.84
G-05549	Stone Office & IT Supply	Supplies	284.25	284.25
G-05550	Ingram Library Service	Materials	246.12	246.12
G-05551	Melody A. Kellogg	Transportation	30.74	30.74
G-05552	Town of Luther	Water & Garbage Services	45.28	45.28
G-05553	Perry Publishing Co.	Library-related services	500.00	500.00
G-05554	Anita Roesler	Transportation	85.65	85.65
G-05555	Angela Thornton	Transportation	23.17	23.17
G-05556	Jimmy Welch	Telephone Services	50.00	50.00
G-05557	J & B Graphics	Capital Projects	224.10	224.10
G-05558	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-05559	Heidi A. Port	Transportation	97.52	97.52

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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-05560	Southwest Paper - OKC	Maintenance Supplies	677.70	
		Supplies	2,592.00	
		Maintenance Supplies	1,285.00	4,554.70
G-05561	Steve's Wholesale Distributors	Maintenance of Facilities	330.64	330.64
G-05562	Westlake Hardware	Maintenance of Facilities	7.99	7.99
G-05563	Best Buy Business Advantage	Supplies	299.99	299.99
G-05564	Sharon A. Nolan	Programming Activities	65.08	
		Programming Activities	94.66	159.74
G-05565	Ruby Soutiere	Transportation	36.26	36.26
G-05566	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-05567	MAC Systems, Inc.	Maintenance of Facilities	2,525.00	2,525.00
G-05568	Kevin Colwell	Transportation	20.34	20.34
G-05569	City of Harrah	Water & Garbage Services	70.18	70.18
G-05570	Crowe & Dunlevy	Professional Services	2,613.00	2,613.00
G-05571	United Parcel Service	Postage	289.59	289.59
G-05572	Oklahoma Press Service	Library-related Services	186.20	186.20
G-05573	City of Choctaw	Water & Garbage Services	23.42	23.42
G-05574	Andrew N. Soliven	Transportation	35.31	35.31
G-05575	Joel Sullivan	Programming Activities	1,800.00	1,800.00
G-05576	Office Depot Credit Plan	Supplies	120.00	120.00
G-05577	Alice Murphy	Supplies	48.75	
		Supplies	29.25	78.00
G-05578	Rose Rock Development Inc	Maintenance of Facilities	1,491.80	1,491.80
G-05579	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	2,764.00	4,587.95
G-05580	Cheryl Pernell	Mileage	108.38	108.38
G-05581	Baker & Taylor Entertainment	Materials	2,158.04	
		Materials	2,747.74	4,905.78
G-05582	Arts Council of Oklahoma City	Programming Activities	14,068.00	14,068.00
G-05583	LaVetta Kinsey Dent	Supplies	107.61	107.61
G-05584	Walmart Community/GEMB	Programming Activities	105.52	
		Supplies	32.20	
		Programming Activities	17.90	155.62
G-05585	LaWana D. Morgan	Transportation	13.56	13.56
G-05586	MetroFamily Magazine	Library-related services	1,449.00	1,449.00
G-05587	Children's Home Society of CA	Other Commodities	157.50	157.50
G-05588	The Meadows	Library-related services	45.00	45.00
G-05589	University of Oklahoma Press	Materials	38.67	38.67
G-05590	Midwest Tape	Materials	83.97	83.97
G-05591	Imagination Promotional Group	Programming Activities	445.12	445.12
G-05592	Papa John's Pizza	Programming Activities	46.96	46.96
G-05593	Metro Monitor, Inc.	Library-related Services	95.00	95.00
G-05594	Kevin Sendall	Transportation	108.03	108.03
G-05595	John Rahhal	Transportation	118.76	118.76
G-05596	Cintas Corporation 064	Maintenance of Facilities	532.76	532.76
G-05597	Recorded Books LLC	Materials	6,000.00	6,000.00
G-05598	Accuity, Inc.	Materials	20.00	20.00
G-05599	Albert Brown	Professional Services	350.00	350.00
G-05600	Amy Thomas	Programming Activities	181.16	
		Programming Activities	131.66	312.82
G-05601	Saraa Kami	Programming Activities	4.34	4.34
G-05602	Oscara Koszara	Transportation	5.09	5.09

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Number	Vendor/Payee	Purpose		Amount
G-05603	Faith Centered Resources	Materials	881.93	881.93
G-05604	Cox Communications, Inc.	Telephone Services	1,051.39	1,051.39
G-05605	Securitas Security USA, Inc.	Security Services	7,437.46	
		Security Services	1,857.29	
		Security Services	5,538.63	
		Security Services	1,429.32	16,262.70
G-05606	Baker & Taylor Books	Materials	2,319.00	
		Materials	1,413.31	
		Materials	1,510.27	
		Materials	2,907.29	
		Materials	1,528.28	
		Materials	5,281.59	
		Materials	2,054.28	17,014.02
G-05607	Baker & Taylor Books	Materials	779.64	
		Materials	2,084.80	
		Materials	1,222.23	
		Materials	7,386.61	11,473.28
G-05608	Baker & Taylor Books	Materials	444.09	444.09
G-05609	Juggle Whatever	Programming Activities	150.00	150.00
G-05610	Maria Watkins	Transportation	18.67	18.67
G-05611	Sabre Technologies	Supplies	8,460.00	8,460.00
G-05612	Erika Sterling	Maintenance of Facilities	191.41	191.41
G-05613	Veolia Energy Oklahoma City,	Veolia Energy Services	18,412.34	18,412.34
G-05614	Christopher Carroll	Transportation	21.02	21.02
G-05615	Stacy Schrank	Transportation	130.61	130.61
G-05616	Baker & Taylor Entertainment	Materials	1,249.90	1,249.90
G-05617	R. Justin Herwig	Transportation	35.31	35.31
G-05618	Sheldon Beach	Mileage	108.38	108.38
G-05619	Tyler Outdoor Advertising, LLC	Library-related Services	3,710.00	3,710.00
G-05620	Savannah Mitchell	Programming Activities	300.00	300.00
G-05621	Suzette V. Felton	Transportation	7.35	7.35
G-05622	Chris Kennedy	Transportation	32.43	32.43
G-05623	Shoplet	Maintenance Supplies	241.77	241.77
G-05624	Kathy C. Brown	Programming Activities	43.75	43.75
G-05625	Bank of Oklahoma	Payroll Transmittal-Chks	32,987.85	
		Payroll Transmittal-Chks	14,445.49	
		Payroll Transmittal-Chks	110.00	47,543.34
G-05626	Bank of Oklahoma	Federal Withholding Tax	57,923.85	
		Federal Withholding Tax	5,117.00	63,040.85
G-05627	Oklahoma Tax Commission	State Withholding Tax	17,559.00	
		State Withholding Tax	1,212.00	18,771.00
G-05628	Mun. Employees Credit Union	Employee Cr Union Deducts	11,894.08	
		Employee Cr Union Deducts	87.50	11,981.58
G-05629	United Way of Central Oklahoma	Employee Deductions	641.50	
		Employee Deductions	53.00	694.50
G-05630	Clerk, U.S. District	Employee Deductions	246.75	246.75
G-05631	Mutual Assurance	Employee Deductions	172.50	172.50
G-05632	Bank of America	Payroll Transmittal-DDep	311,825.20	
		Payroll Transmittal-DDep	56,987.07	
		Payroll Transmittal-DDep	935.00	369,747.27
G-05633	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-05634	Nationwide Retirement Solution	Employee Deductions	5,350.32	5,350.32

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Number	Vendor/Payee	Purpose		Amount
G-05635	Transamerica Life Insurance Co	Employee Deductions	335.56	335.56
G-05636	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	3,938.92	3,938.92
G-05637	Bank of Oklahoma	Employee Flexplan Deposit	33,630.77	33,630.77
G-05638	Bank of Oklahoma	Employee Soc/Sec Deposits	31,417.21	
		Employee Soc/Sec Deposits	5,230.02	
		Employee Medicare Deposit	7,347.66	
		Employee Medicare Deposit	1,223.21	
		Employer Soc/Sec Deposits	36,647.23	
		Employer Medicare Deposit	8,570.58	90,435.91
G-05639	MassMutual Financial Group	Employee Contrib -- DC PI	19,732.68	
		Employer Contrib -- DC PI	35,349.12	55,081.80
G-05640	Love, Beal & Nixon, P.C.	Employee Deductions	338.87	338.87
G-05641	Pioneer Credit Recovery	Employee Deductions	159.50	159.50
G-05642	ODHS Oklahoma Centralized	Employee Deductions	488.90	488.90
G-05643	Administrative Services	Employee Deductions	1,492.96	1,492.96
G-05644	UNUM Life Insurance	Employee Deductions	1,305.30	
		Employee Deductions	37.30	1,342.60
G-05645	Mutual Assurance	Grp Life AD&D Ins Prm-JN	49,750.76	49,750.76
G-05646	Vision Service Plan of	Grp Vision Ins Prem-June	2,771.34	2,771.34
G-05647	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-JN	161,541.63	161,541.63
G-05648	UNUM Life Insurance	Grp LTC Ins Prem-June	1,519.00	1,519.00
G-05649	Perry Publishing Co.	Programming Activities	3,000.00	3,000.00
G-05650	Chase Card Services	Telephone Services	94.98	
		Programming	164.50	
		Programming	159.49	
		Programming	121.75	
		Programming	258.38	
		Furniture	1,434.00	
		Automation	1,630.92	
		Programming	94.00	
		Supplies	162.12	
		Equipment	99.95	
		Programming	139.00	
		Automation	1,469.94	
		Safety Supplies	31.66	
		Automation Contractual	69.95	
		Programming	306.43	
		Other Commodities	150.00	
		Supplies	47.91	
		Programming	40.39	
		Programming	42.73	
		Maintenance of Facilities	8.00	
		Supplies	46.85	
		Equipment	199.99	
		Supplies	215.31	
		Programming	132.21	
		Maintenance of Facilities	231.59	7,352.05
G-05651	Metropolitan Library System	Safety Supplies	31.96	
		Postage	22.10	
		Supplies	92.21	
		Programming Activities	124.45	
		Programming Activities	63.18	

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-05651	Metropolitan Library System	Other Commodities	39.78	373.68
G-05652	O G & E	Electrical Services	3,680.57	
		Electrical Services	247.52	3,928.09
G-05653	Oklahoma Natural Gas Co.	Gas Services	105.82	105.82
G-05654	City of Oklahoma City	Water & Garbage Services	142.74	
		Water & Garbage Services	604.80	747.54
G-05655	City of the Village	Water & Garbage Services	91.41	91.41
G-05656	Locke Supply Co.	Maintenance of Facilities	10.56	
		Maintenance of Facilities	8.85	19.41
G-05657	Emsco Electric Supply	Maintenance of Facilities	2.80	2.80
G-05658	Gaylord Bros.	Supplies	18.46	
		Supplies	24.09	42.55
G-05659	Gale/ Cengage Learning, Inc.	Materials	5,712.50	5,712.50
G-05660	Hewlett-Packard Co.	Automation Contractual	7,107.10	7,107.10
G-05661	AT&T	Telephone Services	674.30	
		Telephone Services	830.35	
		Telephone Services	727.08	2,231.73
G-05662	City of Edmond	Electrical Services	3,524.00	3,524.00
G-05663	Baker & Taylor Books	Materials	4,135.42	4,135.42
G-05664	Cheryl Mann	Transportation	27.69	27.69
G-05665	Upstart	Programming	114.81	114.81
G-05666	Whitton Supply Co.	Maintenance of Facilities	391.83	391.83
G-05667	Recorded Books, LLC	Materials	1,683.00	1,683.00
G-05668	Scott Rice Co. - OKC	Maintenance of Facilities	330.00	330.00
G-05669	Thorndike/Gale Group	Materials	1,043.87	1,043.87
G-05670	Staples Advantage	Supplies	37.98	37.98
G-05671	Brendan Parker	Programming Activities	350.00	350.00
G-05672	Harmony Business Supplies	Supplies	1,447.07	
		Supplies	100.76	1,547.83
G-05673	City of Bethany Police Dept.	Maintenance of Facilities	10.00	10.00
G-05674	National Archive Publishing	Periodicals & Subscript	1,290.30	
		Periodicals & Subscript	811.79	
		Periodicals & Subscript	577.85	
		Periodicals & Subscript	1,759.88	
		Periodicals & Subscript	926.18	
		Periodicals & Subscript	496.72	5,862.72
G-05675	Shawver & Son	Maintenance of Facilities	2,357.09	
		Maintenance of Facilities	2,037.79	4,394.88
G-05676	Blick Art Materials	Supplies	83.57	83.57
G-05677	Blackstone Audio Books	Materials	531.00	531.00
G-05678	Random House, Inc	Materials	577.50	577.50
G-05679	Scott's Printing & Copying	Printing/Printing Supply	323.39	323.39
G-05680	OCLC, Inc.	Network Catalog Services	3,923.94	3,923.94
G-05681	Brilliance Corporation	Materials	1,817.21	1,817.21
G-05682	Ingram Library Service	Materials	137.85	137.85
G-05683	Information Today, Inc.	Materials	1,128.15	1,128.15
G-05684	Albert Bostick	Programming Activities	150.00	150.00
G-05685	XPEDX	Supplies	98.08	98.08
G-05686	Mergent Co., Inc.	Materials	2,713.00	2,713.00
G-05687	Audio Editions	Materials	972.17	972.17
G-05688	Lakeshore Learning Materials	Supplies	228.90	228.90

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Number	Vendor/Payee	Purpose		Amount
G-05689	OverDrive, Inc.	Materials	2,988.34	2,988.34
G-05690	Cummins Southern Plains, Ltd.	Maintenance of Facilities	675.00	675.00
G-05691	Ginger Waldrip	Programming Activities	200.00	200.00
G-05692	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-05693	Oklahoma City Zoo Educ. Dept.	Programming Activities	100.00	100.00
G-05694	AV Cafe Inc	Materials	558.00	558.00
G-05695	Ingram Library Service	Materials	1,188.36	1,188.36
G-05696	Cherokee Building Materials	Maintenance of Facilities	84.87	84.87
G-05697	Center Point Large Print	Materials	3,293.52	3,293.52
G-05698	Evans Hardware	Maintenance of Facilities	14.37	14.37
G-05699	Bank of America	Library-related Services	228.10	228.10
G-05700	Oklahoma Museum Network	Programming Activities	175.00	175.00
G-05701	Kelley Riha	Transportation	97.12	97.12
G-05702	Postmaster	Postage	3,000.00	3,000.00
G-05703	Joy E. Cavett	Programming Activities	150.00	150.00
G-05704	Andrea Emmons	Professional Services	1,200.00	
		Supplies	53.08	
		Programming Activities	111.01	
		Transportation	23.96	1,388.05
G-05705	Amber Austin	Programming Activities	100.00	100.00
G-05706	City of Edmond	Water & Garbage Services	640.96	640.96
G-05707	Amazon/GE Money Bank	Supplies	229.99	229.99
G-05708	First Advantage	Professional Services	38.00	38.00
G-05709	United Parcel Service	Postage	565.06	565.06
G-05710	Office Depot Credit Plan	Supplies	24.92	
		Supplies	67.07	91.99
G-05711	Baker & Taylor Books	Materials	3,159.55	3,159.55
G-05712	Baker & Taylor Entertainment	Materials	1,384.25	
		Materials	3,421.33	4,805.58
G-05713	Todd Podzemny	Transportation	8.87	8.87
G-05714	Daniel Fields	Supplies	16.26	
		Programming Activities	148.39	
		Programming Activities	107.64	272.29
G-05715	Walmart Community/GEMB	Supplies	1,033.23	1,033.23
G-05716	John L. Hilbert	Programming Activities	204.86	
		Programming Activities	88.26	293.12
G-05717	Oyate	Programming	2,407.68	2,407.68
G-05718	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	
		Maintenance of Facilities	390.82	402.82
G-05719	Midwest Tape	Materials	884.84	884.84
G-05720	The Great Courses	Materials	1,944.40	1,944.40
G-05721	Donna Morris	Transportation	450.00	450.00
G-05722	John Utley	Transportation	15.82	
		Telephone Services	35.00	50.82
G-05723	Cory E Punto	Programming Activities	225.00	225.00
G-05724	A-Team Plumbing	Maintenance of Facilities	900.00	900.00
G-05725	Alpine Roofing LLC	Capital Projects	2,500.00	2,500.00
G-05726	CMP Corporation	Maintenance of Facilities	14.40	14.40
G-05727	Faith Centered Resources	Materials	311.00	311.00
G-05728	Baker & Taylor Books	Materials	743.80	
		Materials	1,370.10	
		Materials	1,022.50	

** Continued **

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** Continued **

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Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-05755	O G & E	Electrical Services	1,560.25	
		Electrical Services	3,507.01	
		Electrical Services	1,422.84	
		Electrical Services	1,670.73	27,440.31
G-05756	Oklahoma Natural Gas Co.	Gas Services	83.82	
		Gas Services	84.05	
		Gas Services	91.79	
		Gas Services	101.42	
		Gas Services	38.54	
		Gas Services	35.80	
		Gas Services	108.47	
		Gas Services	87.03	630.92
G-05757	City of Bethany	Water & Garbage Services	126.55	126.55
G-05758	City of Oklahoma City	Water & Garbage Services	57.58	
		Water & Garbage Services	969.08	1,026.66
G-05759	Triangle/A & E	Printing/Printing Supply	302.94	302.94
G-05760	Brodart Co.	Supplies	2,450.00	
		Supplies	3,452.00	5,902.00
G-05761	Locke Supply Co.	Maintenance of Facilities	26.66	
		Maintenance of Facilities	47.50	
		Maintenance of Facilities	311.89	386.05
G-05762	Dagwell Dixie Inc	Maintenance of Facilities	24.00	24.00
G-05763	Emsco Electric Supply	Maintenance of Facilities	52.30	52.30
G-05764	Demco	Supplies	112.50	112.50
G-05765	Gale/ Cengage Learning, Inc.	Materials	7,822.80	7,822.80
G-05766	The University of Oklahoma	Printing/Printing Supply	700.00	700.00
G-05767	City of Warr Acres	Water & Garbage Services	53.20	53.20
G-05768	Synergy Datacom Supply, Inc.	Capital Projects	1,312.64	
		Capital Projects	19.37	1,332.01
G-05769	Alma L. Brown	Programming Activities	149.99	
		Programming Activities	5.43	155.42
G-05770	ABDO Publishing Company	Materials	87.21	87.21
G-05771	Bill Warren Office Products	Supplies	35.12	35.12
G-05772	Upstart	Programming	114.00	114.00
G-05773	A.M. Best Co.	Materials	4,305.90	4,305.90
G-05774	United Refrigeration, Inc.	Maintenance of Facilities	30.84	30.84
G-05775	Recorded Books, LLC	Materials	8,141.84	8,141.84
G-05776	Kapco	Supplies	161.94	161.94
G-05777	Kasandra Dewbre-Burrows	Transportation	4.18	4.18
G-05778	Denyveta Davis	Transportation	72.93	72.93
G-05779	Thorndike/Gale Group	Materials	10,066.56	10,066.56
G-05780	Oxford University Press	Materials	2,500.00	2,500.00
G-05781	Brendan Parker	Programming Activities	350.00	350.00
G-05782	Hannah Harder	Programming Activities	175.00	175.00
G-05783	JoNita Normore	Transportation	6.22	6.22
G-05784	Michael Owens	Professional Services	225.00	
		Programming Activities	96.18	321.18
G-05785	Independent Stationers	Supplies	7.90	
		Supplies	1,134.00	
		Supplies	56.00	1,197.90
G-05786	OHC of the Southwest, P.A.	Professional Services	83.00	83.00

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Number	Vendor/Payee	Purpose		Amount
G-05787	Jonathan Willis	Telephone Services	35.00	35.00
G-05788	Kristin Williamson	Parking & Transportation	62.72	
		Programming Activities	40.53	
		Programming Activities	34.88	
		Programming Activities	7.99	146.12
G-05789	Blackstone Audio Books	Materials	350.00	350.00
G-05790	Random House, Inc	Materials	1,293.75	1,293.75
G-05791	Scott's Printing & Copying	Printing/Printing Supply	75.00	
		Printing/Printing Supply	107.93	
		Printing/Printing Supply	1,585.92	1,768.85
G-05792	Brilliance Corporation	Materials	2,456.02	2,456.02
G-05793	Karen L.Litteral	Transportation	7.33	7.33
G-05794	Hobby Lobby	Programming Activities	149.79	
		Programming Activities	183.37	333.16
G-05795	Ingram Library Service	Materials	357.62	357.62
G-05796	R. R. Bowker, LLC	Network Catalog Services	1,947.00	1,947.00
G-05797	Julie Ballou	Transportation	40.19	40.19
G-05798	Information Today, Inc.	Materials	254.45	254.45
G-05799	XPEDX	Supplies	768.23	768.23
G-05800	Mergent Co., Inc.	Materials	1,904.00	1,904.00
G-05801	Audio Editions	Materials	707.24	707.24
G-05802	OverDrive, Inc.	Materials	8,378.61	8,378.61
G-05803	Lynda G. Bahr	Telephone Services	35.00	
		Telephone Services	35.00	
		Transportation	284.26	354.26
G-05804	Findaway World, LLC	Materials	942.98	942.98
G-05805	Metro Parking Garage	Parking	20.50	20.50
G-05806	Capstone	Materials	5,529.75	5,529.75
G-05807	Positive Promotions	Programming	158.45	158.45
G-05808	Porch School Supply	Programming Activities	40.78	
		Programming Activities	89.66	
		Programming Activities	97.42	
		Programming Activities	2.99	230.85
G-05809	Ginger Waldrip	Programming Activities	100.00	100.00
G-05810	Oklahoma City Zoo Educ. Dept.	Programming Activities	100.00	100.00
G-05811	AV Cafe Inc	Materials	2,536.06	2,536.06
G-05812	Ingram Library Service	Materials	2,182.58	2,182.58
G-05813	Hope Health/ IHAC	Professional Services	195.00	195.00
G-05814	Cherokee Building Materials	Maintenance of Facilities	342.08	342.08
G-05815	Perry Publishing Co.	Library-related Services	1,000.00	1,000.00
G-05816	Susan Pierce	Programming Activities	448.00	448.00
G-05817	Angela Thornton	Travel Expenses	99.86	99.86
G-05818	Thomson Reuters	Materials	936.35	936.35
G-05819	Jimmy Welch	Transportation	39.95	39.95
G-05820	Oklahoma Building Services, Inc	Janitorial Services	25,688.98	
		Janitorial Services	3,606.15	
		Janitorial Services	3,411.67	
		Pest Control Service	1,015.00	
		Pest Control Service	450.00	
		Pest Control Service	260.00	34,431.80
G-05821	Evans Hardware	Maintenance of Facilities	18.57	18.57
G-05822	Batteries Sooner LLC	Maintenance of Facilities	7.96	7.96

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Number	Vendor/Payee	Purpose		Amount
G-05823	Smith Farm & Garden	Maintenance of Facilities	72.53	72.53
G-05824	Westlake Hardware	Maintenance of Facilities	45.69	45.69
G-05825	Best Buy Business Advantage	Programming	359.98	359.98
G-05826	Kimberly Edwards	Programming Activities	175.00	
		Programming Activities	134.64	309.64
G-05827	American Parking	Parking	130.00	130.00
G-05828	ProQuest	Materials	12,395.00	12,395.00
G-05829	Contractors Supply Co.	Maintenance of Facilities	42.56	42.56
G-05830	Hudiburg Chevrolet, Inc.	Maintenance of Facilities	881.40	881.40
G-05831	Sharon A. Nolan	Programming Activities	64.94	
		Programming Activities	95.48	
		Programming Activities	123.42	283.84
G-05832	Newsbank	Materials	6,000.00	6,000.00
G-05833	Rainbow Resource Center, Inc	Books & Materials	100.80	100.80
G-05834	Oklahoma Museum Network	Programming Activities	875.00	875.00
G-05835	MAC Systems, Inc.	Maintenance of Facilities	1,444.00	
		Maintenance of Facilities	312.00	
		Maintenance of Facilities	312.00	2,068.00
G-05836	AudioGo	Materials	722.16	722.16
G-05837	Joy E. Cavett	Programming Activities	75.00	75.00
G-05838	Carol L. Roberts	Programming Activities	64.90	
		Programming Activities	64.61	
		Programming Activities	70.17	
		Programming Activities	34.67	234.35
G-05839	Amazon/GE Money Bank	Programming	3,239.10	
		Supplies	65.85	3,304.95
G-05840	Lisa M. Wood	Travel Expenses	260.08	260.08
G-05841	Florencia M Briglie	Programming Activities	110.00	110.00
G-05842	United Parcel Service	Postage	432.35	432.35
G-05843	John Wood	Telephone Services	50.00	
		Telephone Services	50.00	100.00
G-05844	Devin McGhee	Transportation	112.48	112.48
G-05845	Office Depot Credit Plan	Supplies	127.92	
		Supplies	26.24	
		Library-related Services	2.00	156.16
G-05846	Rose Rock Development Inc	Maintenance of Facilities	2,045.00	
		Maintenance of Facilities	1,485.00	3,530.00
G-05847	Baker & Taylor Books	Materials	5,581.31	5,581.31
G-05848	Farrah Butler	Programming Activities	86.69	86.69
G-05849	Baker & Taylor Entertainment	Materials	1,543.16	
		Materials	2,193.18	3,736.34
G-05850	Daniel Fields	Programming Activities	81.00	
		Programming Activities	66.86	147.86
G-05851	Walmart Community/GEMB	Programming Activities	38.70	
		Other Commodities	58.91	
		Programming Activities	117.77	
		Other Commodities	18.76	
		Supplies	29.59	
		Programming Activities	39.38	
		Programming Activities	76.54	
		Programming Activities	77.34	456.99
G-05852	Kimberly A Terry	Telephone Services	50.00	
	** Continued **			

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05852	Kimberly A Terry	Telephone Services	50.00
		Transportation	217.86
		Transportation	11.87
			329.73
G-05853	Preston Bell	Parking & Transportation	50.00
G-05854	Imagenation Promotional Group	Other Commodities	913.10
		Other Commodities	593.48
		Other Commodities	471.42
		Other Commodities	707.88
		Other Commodities	243.00
		Other Commodities	920.00
		Other Commodities	1,097.00
		Other Commodities	996.00
			5,941.88
G-05855	The Great Courses	Materials	4,029.00
G-05856	Roberto Soto	Other Commodities	169.00
G-05857	Michaelle M Statham	Programming Activities	45.00
G-05858	Oklahoma City County Health	Programming Activities	350.00
G-05859	Darrie Breathwit	Programming Activities	83.82
		Parking & Transportation	20.91
			104.73
G-05860	Engineered Equipment Inc.	Maintenance of Facilities	135.84
G-05861	Leora Abresch	Programming Activities	192.60
G-05862	Star Lighting	Maintenance of Facilities	385.14
G-05863	Help Services, LLC	Maintenance of Facilities	875.00
G-05864	Museum of Osteology	Programming Activities	1,000.00
G-05865	HPL Ventures LLC	Maintenance of Facilities	4,500.00
G-05866	2M Solutions, Inc	Equipment	378.07
G-05867	Jeffery Mullins	Parking & Transportation	19.88
G-05868	Sterling Gates	Programming Activities	1,000.00
G-05869	Career Cruising	Materials	13,400.00
G-05870	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00
G-05871	AT&T	Telephone Services	113.69
G-05872	Southern Aluminum Manufacturing	Furniture	361.00
G-05873	Cox Communications, Inc.	Telephone Services	12.94
G-05874	Securitas Security USA, Inc.	Security Services	6,972.11
		Security Services	1,740.95
		Security Services	6,868.23
		Security Services	1,699.40
			17,280.69
G-05875	Baker & Taylor Books	Materials	2,659.49
		Materials	1,783.19
		Materials	1,172.25
		Materials	2,058.72
		Materials	7,125.16
		Materials	4,757.44
		Materials	4,146.98
		Materials	2,455.51
		Materials	6,065.76
		Materials	5,635.74
		Materials	4,220.03
			42,080.27
G-05876	Baker & Taylor Books	Materials	598.90
		Materials	4,819.10
		Materials	2,734.42
		Materials	6,097.44

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-05876	Baker & Taylor Books	Materials	3,206.47	17,456.33
G-05877	Baker & Taylor Books	Materials	1,974.99	1,974.99
G-05878	Emily Williams	Transportation	37.18	37.18
G-05879	Kone Inc	Maintenance of Facilities	981.96	
		Maintenance of Facilities	301.35	
		Maintenance of Facilities	3,576.00	4,859.31
G-05880	William F Comstock, P.C.	Professional Services	5,468.75	5,468.75
G-05881	Kiona Millirons	Programming Activities	225.00	225.00
G-05882	Stacy Schrank	Travel Expenses	186.84	186.84
G-05883	H I S Paints	Maintenance of Facilities	81.83	
		Maintenance of Facilities	77.40	159.23
G-05884	Provantage	Automation	777.04	777.04
G-05885	Savannah Mitchell	Programming Activities	300.00	300.00
G-05886	Polina M. Ezhkova Varner	Programming Activities	225.00	225.00
G-05887	Chris Kennedy	Travel Expenses	353.80	
		Travel Expenses	1,246.20	1,600.00
G-05888	Lindsay Jones Egle	Transportation	24.75	24.75
G-05889	Donna Hilton	Programming Activities	60.00	60.00
G-05890	Kathy C. Brown	Programming Activities	43.75	43.75
G-05891	Bank of Oklahoma	Payroll Transmittal-Chks	35,612.24	
		Payroll Transmittal-Chks	14,620.61	50,232.85
G-05892	Bank of Oklahoma	Federal Withholding Tax	60,687.85	
		Federal Withholding Tax	5,716.00	66,403.85
G-05893	Oklahoma Tax Commission	State Withholding Tax	18,366.00	
		State Withholding Tax	1,337.00	19,703.00
G-05894	Mun. Employees Credit Union	Employee Cr Union Deducts	11,894.08	
		Employee Cr Union Deducts	87.50	11,981.58
G-05895	United Way of Central Oklahoma	Employee Deductions	646.50	
		Employee Deductions	53.00	699.50
G-05896	Clerk, U.S. District	Employee Deductions	240.92	240.92
G-05897	Bank of America	Payroll Transmittal-DDep	321,240.32	
		Payroll Transmittal-DDep	61,728.68	382,969.00
G-05898	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-05899	Nationwide Retirement Solution	Employee Deductions	5,637.32	5,637.32
G-05900	Transamerica Life Insurance Co	Employee Deductions	352.10	352.10
G-05901	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	3,944.98	3,944.98
G-05902	Bank of Oklahoma	Employee Flexplan Deposit	14,209.90	14,209.90
G-05903	Bank of Oklahoma	Employee Soc/Sec Deposits	32,334.17	
		Employee Soc/Sec Deposits	5,608.74	
		Employee Medicare Deposit	7,561.91	
		Employee Medicare Deposit	1,311.76	
		Employer Soc/Sec Deposits	37,943.08	
		Employer Medicare Deposit	8,873.86	93,633.52
G-05904	MassMutual Financial Group	Employee Contrib -- DC PI	19,738.25	
		Employer Contrib -- DC PI	35,452.83	55,191.08
G-05905	Love, Beal & Nixon, P.C.	Employee Deductions	256.76	256.76
G-05906	Pioneer Credit Recovery	Employee Deductions	156.00	156.00
G-05907	ODHS Oklahoma Centralized	Employee Deductions	484.28	484.28
G-05908	Faber and Brand L.L.C.	Employee Deductions	273.19	273.19
G-05909	Administrative Services	Employee Deductions	1,509.00	1,509.00
G-05910	Metropolitan Library System	Maintenance of Facilities	17.26	
	** Continued **			

General Fund F.Y. 12-13

Warrant Register

June 2013

Number	Vendor/Payee	Purpose	Amount
** Continued **			
G-05910	Metropolitan Library System	Postage	9.20
		Supplies	59.02
		Programming Activities	168.21
		Programming Activities	115.87
		Other Commodities	82.14
			451.70
G-05911	Bradford Industrial Supply	Maintenance of Facilities	1,130.00
G-05912	Grainger	Maintenance of Facilities	172.61
G-05913	O G & E	Electrical Services	531.43
		Electrical Services	2,187.19
			2,718.62
G-05914	Oklahoma Natural Gas Co.	Gas Services	48.68
		Gas Services	124.37
		Gas Services	20.30
			193.35
G-05915	City of Oklahoma City	Water & Garbage Services	51.95
		Water & Garbage	141.53
		Water & Garbage Services	33.88
			227.36
G-05916	Brodart Co.	Supplies	2,001.00
G-05917	Southwestern Stationers, Inc.	Supplies	177.99
G-05918	Locke Supply Co.	Maintenance of Facilities	22.92
		Maintenance of Facilities	21.47
		Maintenance of Facilities	18.02
		Maintenance of Facilities	20.17
		Maintenance of Facilities	48.92
			131.50
G-05919	Emsco Electric Supply	Maintenance of Facilities	83.68
G-05920	Demco	Supplies	55.42
			55.42
G-05921	Eales Electronics Corp.	Maintenance of Facilities	50.00
G-05922	AT&T	Telephone Services	140.06
G-05923	Susan Ryan	Transportation	43.08
			43.08
G-05924	CompSource Oklahoma	Workers Comp Insurance	19,014.00
G-05925	Marilyn E. Backus	Transportation	43.97
			43.97
G-05926	Anne G. Fischer	Other Commodities	169.00
G-05927	Staples Credit Plan	Supplies	33.45
			33.45
G-05928	Independent Stationers	Programming	27.36
G-05929	Linda Hyams	Telephone Services	35.00
			35.00
G-05930	Sum Total Systems, Inc.	Professional Services	92.34
G-05931	Lakeshore Learning Materials	Programming Activities	199.49
		Programming Activities	99.97
			299.46
G-05932	Metro Parking Garage	Parking	20.50
G-05933	Cummins Southern Plains, Ltd.	Maintenance of Facilities	311.20
		Maintenance of Facilities	770.56
			1,081.76
G-05934	Newegg, Inc.	Equipment	1,130.70
G-05935	Matthew Cotter	Telephone Services	35.00
		Telephone Services	35.00
			70.00
G-05936	Glen A Collymore	Maintenance of Facilities	300.00
G-05937	Evans Hardware	Maintenance of Facilities	3.04
G-05938	Debbie Robertus	Transportation	8.93
G-05939	Hudiburg Chevrolet, Inc.	Maintenance of Facilities	163.50
G-05940	Cintas	Maintenance of Facilities	100.00
G-05941	Jerry's Contracting	Maintenance of Facilities	1,415.00
G-05942	Amazon/GE Money Bank	Automation	125.13
		Programming	698.92
		Programming	36.03

**** Continued ****

General Fund F.Y. 12-13

Warrant Register

June 2013

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-05942	Amazon/GE Money Bank	Supplies	49.48	
		Supplies	31.79	
		Supplies	48.99	990.34
G-05943	United Parcel Service	Postage	544.54	544.54
G-05944	Southern Hardlines, Inc.	Maintenance of Facilities	68.93	
		Maintenance of Facilities	4.78	73.71
G-05945	Todd Podzemny	Transportation	35.88	35.88
G-05946	Walmart Community/GEMB	Supplies	121.71	121.71
G-05947	Imagination Promotional Group	Programming Activities	2,413.88	2,413.88
G-05948	Thomas P. Gallagher	Transportation	25.00	25.00
G-05949	Star Lighting	Maintenance of Facilities	18.00	18.00
G-05950	Cintas Corporation 064	Maintenance of Facilities	448.46	448.46
G-05951	Cox Communications, Inc.	Telephone Service	9.68	9.68
G-05952	Emily Williams	Transportation	46.61	46.61
G-05953	Provantage	Automation	1,227.13	
		Supplies	175.77	
		Supplies	260.55	1,663.45
G-05954	Knoll, Inc.	Furniture	1,489.58	1,489.58
G-05955	Shoplet	Supplies	48.95	
		Supplies	102.00	150.95
Total of FY 12-13 Warrants Issued				\$ 2,562,830.71

Special Funds

Warrant Register

June 2013

Number	Vendor/Payee	Purpose		Amount
S-18765	Tera K. Lyons	Lost & Paid Item Returned	15.95	15.95
S-18766	Skyla D. Griffis	Lost & Paid Item Returned	14.85	14.85
S-18767	Celia Y. Hollis	Lost & Paid Item Returned	26.30	26.30
S-18768	Phillip P. Hogue	Lost & Paid Item Returned	3.00	3.00
S-18769	Shelley E. Riggs	Lost & Paid Item Returned	3.00	3.00
S-18770	Mary B. Loehrke	Lost & Paid Item Returned	19.95	19.95
S-18771	Jose R. Cruz &/or Tela Valdez	Lost & Paid Item Returned	6.00	6.00
S-18772	Mary E. Zimmerman	Lost & Paid Item Returned	15.45	15.45
S-18773	Carley Wilcox	Lost & Paid Item Returned	4.95	4.95
S-18774	Reagan R. Ross &/or Andrea B.	Lost & Paid Item Returned	3.00	3.00
S-18775	Tiffany D. Schwimmer	Lost & Paid Item Returned	13.95	13.95
S-18776	Heather L. George	Lost & Paid Item Returned	3.00	3.00
S-18777	Standley Systems	Copier Maintenance	51.42	
		Copier Maintenance	8.18	
		Copier Maintenance	24.35	
		Copier Maintenance	19.39	
		Copier Maintenance	4.36	
		Copier Maintenance	23.41	
		Copier Maintenance	3.85	
		Copier Usage	203.41	
		Copier Maintenance	3.05	
		Copier Maintenance	20.50	
		Copier Maintenance	8.48	
		Copier Usage	313.63	684.03
S-18778	Baker & Taylor Books	Materials	131.64	131.64
S-18779	Jennifer Bounds	Lost & Paid Item Returned	3.00	3.00
S-18780	Sasha C. Smith	Lost & Paid Item Returned	3.00	3.00
S-18781	Oklahoma Tax Commission	State Sales Tax-May	113.52	113.52
S-18782	Tera K. Lyons	Lost & Paid Item Returned	25.75	25.75
S-18783	Jennifer Adkisson	Lost & Paid Item Returned	14.95	14.95
S-18784	Larra A. Willis	Lost & Paid Item Returned	50.25	50.25
S-18785	Josie M. Newman &/or Shane G.	Lost & Paid Item Returned	11.95	11.95
S-18786	Ken Duncan	Lost & Paid Item Returned	40.50	40.50
S-18787	Quinton D. Arnett &/or	Lost & Paid Item Returned	4.95	4.95
S-18788	Shannon G. Wilkins	Lost & Paid Item Returned	11.05	11.05
S-18790	Kailee R. Batson &/or Heather	Lost & Paid Item Returned	3.00	3.00
S-18791	Aiman M. Saleemi &/or Muzaffar	Lost & Paid Item Returned	13.95	13.95
S-18792	Rebecca Foree	Lost & Paid Item Returned	52.75	52.75
S-18793	Bernice M. Bonar	Lost & Paid Item Returned	27.95	27.95
S-18794	Petra R. Hutchinson	Lost & Paid Item Returned	3.00	3.00
S-18795	Angela C. Fortune	Lost & Paid Item Returned	3.00	3.00
S-18796	Lee O. Williams	Lost & Paid Item Returned	9.75	9.75
S-18797	Steven C. Renfro &/or Joann M.	Lost & Paid Item Returned	3.00	3.00
S-18798	Oklahoma Correctional	12/Friends/Bench	480.64	480.64
S-18799	Oklahoma Tax Commission	State Sales Tax-May	882.07	882.07
S-18800	Candace McDaniel	13/Friends/Staff Recogn.	46.28	46.28
S-18801	Oklahoma Museum Network	13/Friends/Summer	4,600.00	4,600.00
S-18802	Museum of Osteology	13/Friends/Summer	3,200.00	3,200.00
S-18803	Metropolitan Library System	Fines Account	25,000.00	25,000.00
S-18804	Imagination Promotional Group	Summer Reading T-Shirts	1,485.36	1,485.36
S-18805	Joan Kendall	Lost & Paid Item Returned	19.95	19.95
S-18806	Larry J. Frame	Lost & Paid Item Returned	22.00	22.00

Special Funds

Warrant Register

June 2013

Number	Vendor/Payee	Purpose		Amount
S-18807	Emilee A. Michie	Lost & Paid Item Returned	9.45	9.45
S-18808	Edith L. Newman	Lost & Paid Item Returned	8.95	8.95
S-18809	Fransisco Javier Reyes &/or	Lost & Paid Item Returned	6.95	6.95
S-18810	Leroy C. Callender	Lost & Paid Item Returned	15.35	15.35
S-18811	Railyn Irvin &/or Claudia	Lost & Paid Item Returned	3.00	3.00
S-18812	Christopher W. Cotner	Lost & Paid Item Returned	25.95	25.95
S-18813	Neil H. Iyer &/or Subashini	Lost & Paid Item Returned	11.95	11.95
S-18814	Ashton A. Davidson &/or Ashley	Lost & Paid Item Returned	14.00	14.00
S-18815	Trenton M. Hubbard	Lost & Paid Item Returned	50.40	50.40
S-18816	Leamon White III	Lost & Paid Item Returned	6.00	6.00
S-18817	Hannah E. Babb	Lost & Paid Item Returned	45.50	45.50
S-18818	Charles Grant Cosgrove &/or	Lost & Paid Item Returned	3.00	3.00
S-18819	Marilyn Deleon &/or Evelio M.	Lost & Paid Item Returned	6.95	6.95
S-18820	Jackson Pierce &/or Candi	Lost & Paid Item Returned	3.75	3.75
S-18821	Amber D. Moore	Lost & Paid Item Returned	5.95	5.95
S-18822	Chase Card Services	Fines Account	165.80	165.80
S-18823	Standley Systems	Copier Maintenance	11.31	11.31
S-18824	ImageNet Consulting, LLC	Copy Machine Repair	392.00	392.00
S-18825	Oklahoma Zoological Society	Summer @ the Library	2,800.00	2,800.00
S-18826	Toys "R" Us - Delaware, Inc.	Summer @ the Library	1,000.00	1,000.00
S-18827	Chase Card Services	Popcorn Popper	954.03	954.03
S-18828	San Antonio Public Library	Gifts & Books Lost	19.97	19.97
S-18829	Claudine Elias Rayess	Lost & Paid Item Returned	12.55	12.55
S-18830	Alec M. Wilson	Lost & Paid Item Returned	3.00	3.00
S-18831	Jeff S. Moxley	Lost & Paid Item Returned	10.95	10.95
S-18832	Shamaurri P. Johnson &/or	Lost & Paid Item Returned	17.95	17.95
S-18833	Luke A. Hodgen &/or Kathy	Lost & Paid Item Returned	3.00	3.00
S-18834	Donna S. Sudol	Lost & Paid Item Returned	26.95	26.95
S-18835	Mary Beth Strait &/or Janelle	Lost & Paid Item Returned	11.05	11.05
S-18836	Jessica D. Jennings	Lost & Paid Item Returned	26.75	26.75
S-18837	Kaleb R. Batson &/or Heather	Lost & Paid Item Returned	3.00	3.00
S-18838	Pamela G. Chiles	Lost & Paid Item Returned	11.95	11.95
S-18839	Carmen V. Ponce	Lost & Paid Item Returned	8.20	8.20
S-18840	Jihua Ren	Lost & Paid Item Returned	3.00	3.00
S-18841	Carla E. Nzewunwah	Lost & Paid Item Returned	3.00	3.00
S-18842	Aliete A. Ogle	Lost & Paid Item Returned	3.00	3.00
S-18843	Rachel L. Doner	Lost & Paid Item Returned	8.05	8.05
S-18844	Sheridan County Library	Gifts & Books Lost	15.60	15.60
S-18845	ImageNet Consulting, LLC	Copier Maintenance	119.56	119.56
S-18846	Penn Square Mall	13/Friends/ Summer @ Lib	3,498.00	3,498.00
S-18847	Debra B. Logan	Lost & Paid Item Returned	32.60	32.60
S-18848	Ramiro Salinas	Lost & Paid Item Returned	3.00	3.00
S-18849	Deydra M. Gadson	Lost & Paid Item Returned	13.95	13.95
S-18850	Jessica M. Hibdon &/or Melissa	Lost & Paid Item Returned	3.00	3.00
S-18851	Sofia V. Brannon	Lost & Paid Item Returned	12.95	12.95
S-18852	Thi K. Pham	Lost & Paid Item Returned	3.00	3.00
S-18853	Lea M. Silva	Lost & Paid Item Returned	3.00	3.00
S-18854	Jeana M. Pollard	Lost & Paid Item Returned	3.00	3.00
S-18855	Clara Miranda	Lost & Paid Item Returned	3.00	3.00
S-18856	Christi L. Hull	Lost & Paid Item Returned	37.95	37.95
S-18857	Standley Systems	Copier Maintenance	112.46	
		Copier Maintenance	19.31	

** Continued **

Special Funds

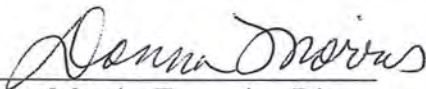
Warrant Register

June 2013

Number	Vendor/Payee ** Continued **	Purpose	Amount	
S-18857	Standley Systems	Copier Maintenance	46.99	
		Copier Maintenance	38.60	
		Copier Maintenance	2.96	
		Copier Usage	228.17	
		Copier Usage	326.44	
		Copier Maintenance	23.51	
		Copier Maintenance	4.46	
		Copier Maintenance	3.71	
		Copier Maintenance	25.90	
		Copier Maintenance	26.36	858.87
S-18858	Demco	Friends Summer at the Lib	281.83	281.83
S-18859	CDW Government, Inc.	Friends Summer at the Lib	12,350.00	12,350.00
S-18860	Amazon/GE Money Bank	Friends Summer at the Lib	1,020.40	
		Friends Summer at the Lib	438.80	
		Friends Summer at the Lib	4,980.00	6,439.20
Total of Special Funds Warrants Issued				\$ 66,467.86

I, Donna Morris, certify that:

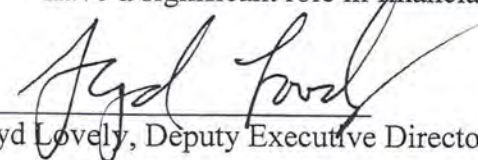
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

7-12-13
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

7-12-13
Date

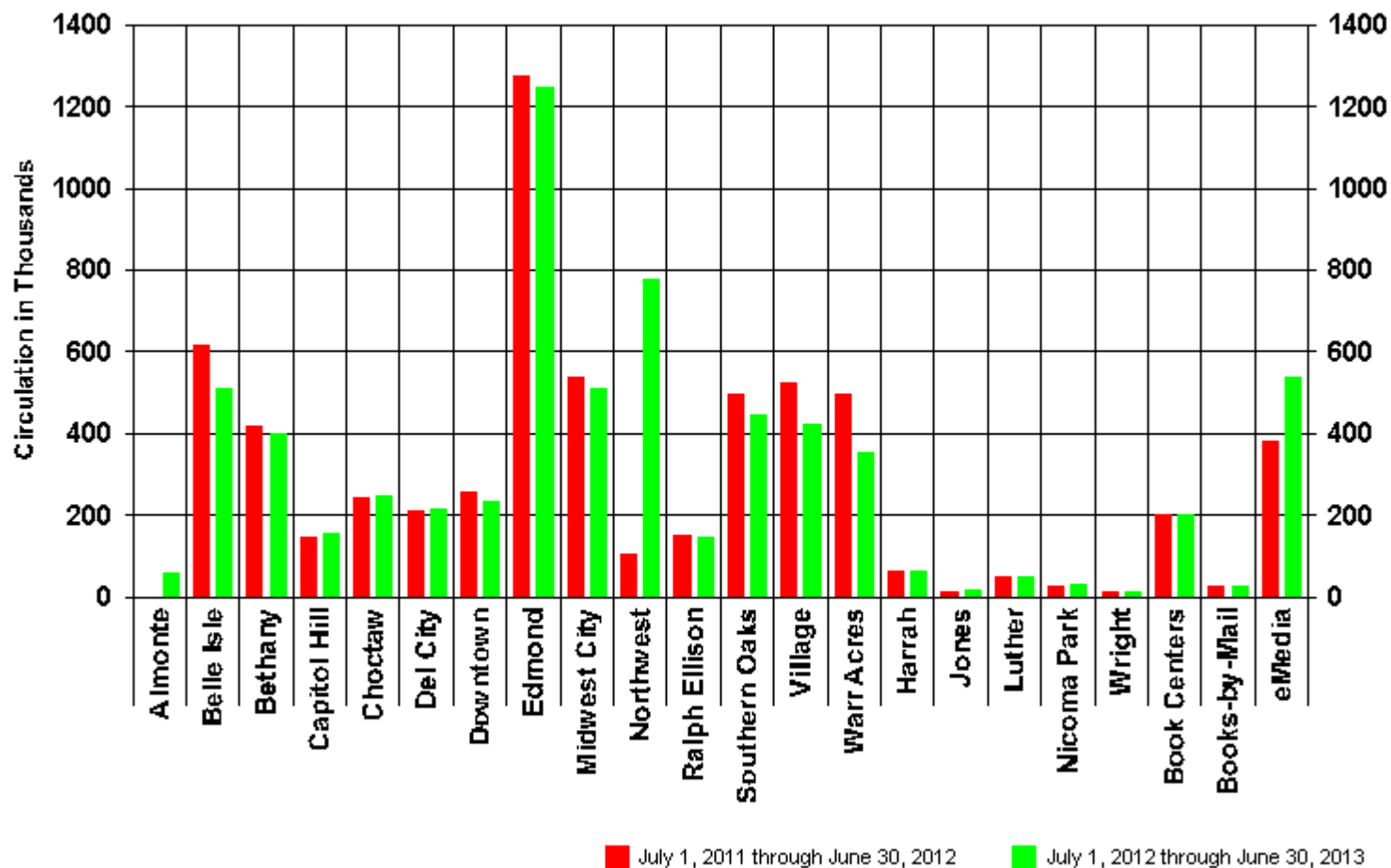
MINUTES FROM THE A & P COMMITTEE

The Administrative & Personnel Committee met July 11, 2013.

The minutes will be provided at the July 18, 2013 Commission meeting. No action is needed from the commission.

Circulation Gains and Losses

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)



Circulation Gains and Losses

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

JUNE 30, 2013		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
Almonte	12	0	0	0	0	0	0	
	13	8714	36445	6123	22218	14837	58663	
		8714	36445	6123	22218	14837	58663	100.0
Belle Isle	12	36072	462487	15335	154237	51407	616724	
	13	31092	373895	14070	137198	45162	511093	
		-4980	-88592	-1265	-17039	-6245	-105631	-17.1
Bethany	12	25532	283538	16047	133872	41579	417410	
	13	22925	266633	15606	134442	38531	401075	
		-2607	-16905	-441	570	-3048	-16335	-3.9
Capitol Hill	12	8507	88874	7858	55695	16365	144569	
	13	6272	88104	6074	64803	12346	152907	
		-2235	-770	-1784	9108	-4019	8338	5.8
Choctaw	12	13602	144332	13459	96499	27061	240831	
	13	10389	143266	11123	101407	21512	244673	
		-3213	-1066	-2336	4908	-5549	3842	1.6
Del City	12	14292	149627	8174	61882	22466	211509	
	13	11876	148943	7745	64523	19621	213466	
		-2416	-684	-429	2641	-2845	1957	.9
Downtown	12	14969	193316	6918	63694	21887	257010	
	13	14536	172665	6969	58718	21505	231383	
		-433	-20651	51	-4976	-382	-25627	-10.0
Edmond	12	63429	706487	72461	567781	135890	1274268	
	13	58388	675545	69758	573691	128146	1249236	
		-5041	-30942	-2703	5910	-7744	-25032	-2.0
Midwest City	12	32472	370628	20624	164930	53096	535558	
	13	28471	349777	18979	161088	47450	510865	
		-4001	-20851	-1645	-3842	-5646	-24693	-4.6
Northwest	12	40151	50321	43873	54921	84024	105242	
	13	40069	432314	42353	346504	82422	778818	
		-82	381993	-1520	291583	-1602	673576	640.0
Ralph Ellison	12	10266	109348	6024	39600	16290	148948	
	13	8377	104346	5459	41866	13836	146212	
		-1889	-5002	-565	2266	-2454	-2736	-1.8
Southern Oaks	12	28507	347877	16209	146486	44716	494363	
	13	22962	311366	11308	135140	34270	446506	
		-5545	-36511	-4901	-11346	-10446	-47857	-9.7
Village	12	26346	356130	16426	166854	42772	522984	
	13	23479	283655	14569	137466	38048	421121	
		-2867	-72475	-1857	-29388	-4724	-101863	-19.5

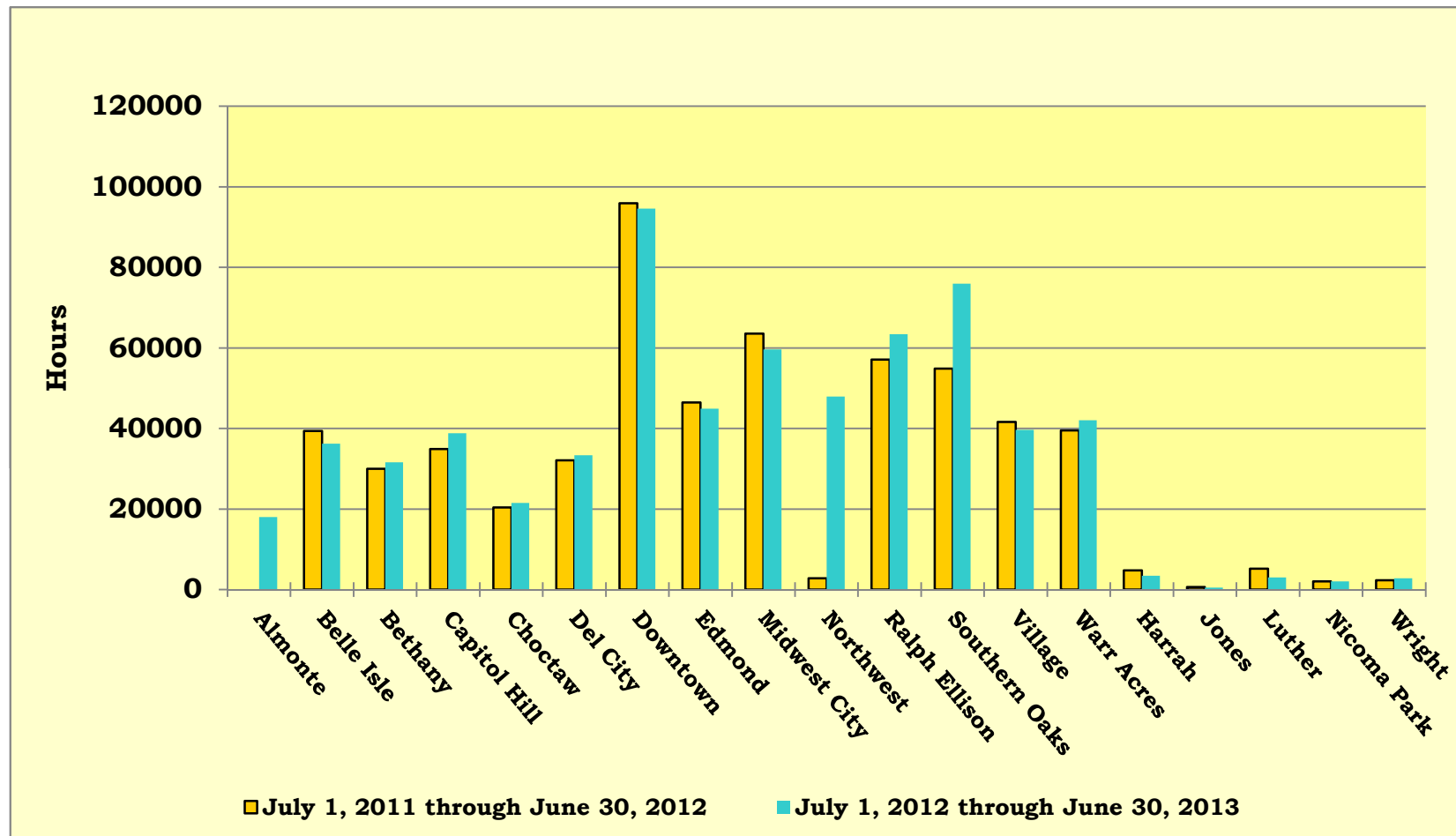
Circulation Gains and Losses

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

JUNE 30, 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	25238	351714	11527	145154	36765	496868	
	13	21067	256389	10352	97937	31419	354326	
		-4171	-95325	-1175	-47217	-5346	-142542	-28.7
EXTENSION LIBRARIES:								
Harrah	12	3837	44231	2421	19295	6258	63526	
	13	2924	42585	1829	21073	4753	63658	
		-913	-1646	-592	1778	-1505	132	.2
Jones	12	637	8574	859	5036	1496	13610	
	13	1065	9795	949	6080	2014	15875	
		428	1221	90	1044	518	2265	16.6
Luther	12	2848	33502	2177	15322	5025	48824	
	13	2929	32985	2018	17441	4947	50426	
		81	-517	-159	2119	-78	1602	3.3
Nicoma Park	12	1848	20148	1156	6572	3004	26720	
	13	2161	20975	1911	8192	4072	29167	
		313	827	755	1620	1068	2447	9.2
Wright	12	793	8571	695	3679	1488	12250	
	13	687	7412	567	3972	1254	11384	
		-106	-1159	-128	293	-234	-866	-7.1
<u>OTHER:</u>								
Book Centers	12	10599	125725	6302	75428	16901	201153	
	13	10602	127306	6152	72751	16754	200057	
		3	1581	-150	-2677	-147	-1096	-.5
Books-by-Mail	12	2141	24593	0	0	2141	24593	
	13	2088	26030	0	0	2088	26030	
		-53	1437	0	0	-53	1437	5.8
eMedia	12	40328	380849	0	0	40328	380849	
	13	51664	536736	0	0	51664	536736	
		11336	155887	0	0	11336	155887	40.9
TOTALS	12	402414	4260872	268545	1976937	670959	6237809	
	13	382737	4447167	253914	2206510	636651	6653677	
		-19677	186295	-14631	229573	-34308	415868	6.7

Total Computer Hours Used by Library

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)



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Total Computer Usage

July 1, 2012 through June 30, 2013 (100.00% 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	215		4,416		3,837.54		1,036		17,728		18,023.92	
		215	100.0	4,416	100.0	3,837.54	100.0	1,036	100.0	17,728	100.0	18,023.92	100.0
BELLE ISLE	12	205		3,698		3,115.84		4,281		49,556		39,408.74	
	13	197		3,946		3,213.20		4,002		43,809		36,205.86	
		-8	-3.9	248	6.7	97.36	3.1	-279	-6.5	-5,747	-11.6	-3,202.88	-8.1
BETHANY	12	215		3,570		2,778.57		3,583		38,147		30,012.81	
	13	172		3,519		2,721.85		3,696		38,658		31,622.64	
		-43	-20.0	-51	-1.4	-56.72	-2.0	113	3.2	511	1.3	1,609.83	5.4
CAPITOL HILL	12	247		4,321		3,375.65		3,872		43,016		34,864.10	
	13	209		4,582		3,428.02		3,981		46,819		38,791.75	
		-38	-15.4	261	6.0	52.37	1.6	109	2.8	3,803	8.8	3,927.65	11.3
CHOCTAW	12	118		1,697		1,709.96		1,775		19,398		20,414.07	
	13	64		1,583		1,687.91		1,738		20,571		21,541.26	
		-54	-45.8	-114	-6.7	-22.05	-1.3	-37	-2.1	1,173	6.0	1,127.19	5.5
DEL CITY	12	217		3,969		2,959.26		3,164		40,335		32,120.11	
	13	193		3,504		2,859.78		3,615		40,599		33,380.42	
		-24	-11.1	-465	-11.7	-99.48	-3.4	451	14.3	264	.7	1,260.31	3.9
DOWNTOWN	12	193		9,348		7,996.55		3,884		115,901		95,909.63	
	13	171		9,583		7,506.55		3,679		118,099		94,566.67	
		-22	-11.4	235	2.5	-490.00	-6.1	-205	-5.3	2,198	1.9	-1,342.96	-1.4
EDMOND	12	241		4,029		3,921.74		4,517		49,996		46,491.89	
	13	252		3,860		3,628.12		4,411		47,229		44,939.56	
		11	4.6	-169	-4.2	-293.62	-7.5	-106	-2.3	-2,767	-5.5	-1,552.33	-3.3
MIDWEST CITY	12	361		6,884		5,334.47		6,322		77,600		63,563.87	
	13	331		5,980		4,991.76		6,289		70,512		59,623.00	
		-30	-8.3	-904	-13.1	-342.71	-6.4	-33	-.5	-7,088	-9.1	-3,940.87	-6.2
NORTHWEST	12	522		2,799		2,401.67		704		3,409		2,841.86	
	13	355		4,376		4,644.59		4,715		45,699		47,918.02	
		-167	-32.0	1,577	56.3	2,242.92	93.4	4,011	569.7	42,290	1240.5	45,076.16	1586.1

Total Computer Usage

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	239		7,064		5,411.68		4,696		70,336		57,141.38	
	13	233		6,125		5,163.54		4,894		76,878		63,397.24	
		-6	-2.5	-939	-13.3	-248.14	-4.6	198	4.2	6,542	9.3	6,255.86	10.9
SOUTHERN OAKS	12	299		5,941		4,646.97		5,424		66,841		54,861.03	
	13	420		8,847		7,682.79		6,808		86,635		75,961.27	
		121	40.5	2,906	48.9	3,035.82	65.3	1,384	25.5	19,794	29.6	21,100.24	38.5
VILLAGE	12	293		4,392		3,659.84		5,077		50,898		41,613.47	
	13	251		4,364		3,533.81		4,762		46,783		39,641.18	
		-42	-14.3	-28	-.6	-126.03	-3.4	-315	-6.2	-4,115	-8.1	-1,972.29	-4.7
WARR ACRES	12	171		3,691		3,212.74		3,997		50,434		39,524.47	
	13	209		4,488		3,693.88		3,824		50,678		42,036.51	
		38	22.2	797	21.6	481.14	15.0	-173	-4.3	244	.5	2,512.04	6.4
HARRAH	12	26		386		259.98		505		5,697		4,780.20	
	13	22		252		156.52		519		4,289		3,440.87	
		-4	-15.4	-134	-34.7	-103.46	-39.8	14	2.8	-1,408	-24.7	-1,339.33	-28.0
JONES	12	1		81		64.11		60		696		660.29	
	13	2		55		34.78		67		590		481.24	
		1	100.0	-26	-32.1	-29.33	-45.7	7	11.7	-106	-15.2	-179.05	-27.1
LUTHER	12	35		421		360.51		501		5,541		5,189.44	
	13	28		209		173.86		415		3,475		3,041.54	
		-7	-20.0	-212	-50.4	-186.65	-51.8	-86	-17.2	-2,066	-37.3	-2,147.90	-41.4
NICOMA PARK	12	13		186		187.85		194		2,146		2,012.25	
	13	10		192		173.61		197		2,171		2,056.23	
		-3	-23.1	6	3.2	-14.24	-7.6	3	1.5	25	1.2	43.98	2.2
WRIGHT	12	13		283		224.59		237		2,993		2,337.50	
	13	11		234		214.70		207		3,350		2,775.88	
		-2	-15.4	-49	-17.3	-9.89	-4.4	-30	-12.7	357	11.9	438.38	18.8
TOTAL	12	3,409		62,760		51,621.98		52,793		692,940		573,747.11	
	13	3,345		70,115		59,346.81		58,855		764,572		659,445.06	
		-64	-1.9	7,355	11.7	7,724.83	15.0	6,062	11.5	71,632	10.3	85,697.95	14.9

Computer Usage by Adult Customers

July 1, 2012 through June 30, 2013 (100.00% 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	139		2,462		2,268.90		743		11,337		12,243.38	
		139	100.0	2,462	100.0	2,268.90	100.0	743	100.0	11,337	100.0	12,243.38	100.0
BELLE ISLE	12	179		3,337		2,814.75		3,650		43,605		34,864.72	
	13	169		3,260		2,617.01		3,405		37,809		31,574.36	
		-10	-5.6	-77	-2.3	-197.74	-7.0	-245	-6.7	-5,796	-13.3	-3,290.36	-9.4
BETHANY	12	156		2,892		2,259.03		2,940		31,219		24,636.99	
	13	142		2,645		2,069.86		3,043		31,987		26,337.54	
		-14	-9.0	-247	-8.5	-189.17	-8.4	103	3.5	768	2.5	1,700.55	6.9
CAPITOL HILL	12	114		1,852		1,543.43		2,369		22,245		19,461.37	
	13	112		1,889		1,456.58		2,491		23,749		21,176.83	
		-2	-1.8	37	2.0	-86.85	-5.6	122	5.1	1,504	6.8	1,715.46	8.8
CHOCTAW	12	81		1,132		1,167.23		1,310		13,818		14,313.71	
	13	51		992		941.55		1,257		13,596		13,737.07	
		-30	-37.0	-140	-12.4	-225.68	-19.3	-53	-4.0	-222	-1.6	-576.64	-4.0
DEL CITY	12	148		2,695		2,052.06		2,481		31,268		25,151.25	
	13	143		2,523		2,063.74		2,781		29,474		24,452.27	
		-5	-3.4	-172	-6.4	11.68	.6	300	12.1	-1,794	-5.7	-698.98	-2.8
DOWNTOWN	12	165		8,898		7,657.96		3,439		110,553		91,402.75	
	13	156		9,073		7,096.75		3,319		113,318		90,706.70	
		-9	-5.5	175	2.0	-561.21	-7.3	-120	-3.5	2,765	2.5	-696.05	-.8
EDMOND	12	202		3,450		3,297.51		3,842		42,788		39,549.85	
	13	196		3,320		3,086.51		3,661		40,323		37,929.66	
		-6	-3.0	-130	-3.8	-211.00	-6.4	-181	-4.7	-2,465	-5.8	-1,620.19	-4.1
MIDWEST CITY	12	269		4,657		3,637.02		5,075		57,872		48,307.49	
	13	255		4,358		3,608.89		5,055		53,575		45,349.90	
		-14	-5.2	-299	-6.4	-28.13	-.8	-20	-.4	-4,297	-7.4	-2,957.59	-6.1
NORTHWEST	12	363		2,122		1,897.76		477		2,561		2,246.26	
	13	272		3,765		4,031.98		3,674		38,793		41,060.13	
		-91	-25.1	1,643	77.4	2,134.22	112.5	3,197	670.2	36,232	1414.8	38,813.87	1727.9

Computer Usage by Adult Customers

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	167		4,069		3,241.84		3,527		45,740		38,787.39	
	13	161		4,098		3,457.26		3,695		53,087		44,501.39	
		-6	-3.6	29	.7	215.42	6.6	168	4.8	7,347	16.1	5,714.00	14.7
SOUTHERN OAKS	12	217		3,605		2,869.71		4,072		45,844		38,592.91	
	13	283		4,351		3,717.64		4,888		49,179		45,082.06	
		66	30.4	746	20.7	847.93	29.5	816	20.0	3,335	7.3	6,489.15	16.8
VILLAGE	12	226		3,202		2,491.63		4,117		38,552		31,380.02	
	13	189		3,364		2,665.79		3,896		37,028		30,396.45	
		-37	-16.4	162	5.1	174.16	7.0	-221	-5.4	-1,524	-4.0	-983.57	-3.1
WARR ACRES	12	142		2,827		2,329.95		3,364		39,783		31,148.46	
	13	173		3,264		2,615.34		3,225		36,883		30,001.22	
		31	21.8	437	15.5	285.39	12.2	-139	-4.1	-2,900	-7.3	-1,147.24	-3.7
HARRAH	12	19		317		209.81		370		3,789		2,875.49	
	13	19		206		120.30		410		3,450		2,439.25	
			.0	-111	-35.0	-89.51	-42.7	40	10.8	-339	-8.9	-436.24	-15.2
JONES	12			64		52.28		39		611		602.57	
	13	1		50		32.26		48		529		455.25	
		1	100.0	-14	-21.9	-20.02	-38.3	9	23.1	-82	-13.4	-147.32	-24.4
LUTHER	12	17		237		190.77		287		3,318		3,079.58	
	13	16		129		114.34		242		2,060		1,715.10	
		-1	-5.9	-108	-45.6	-76.43	-40.1	-45	-15.7	-1,258	-37.9	-1,364.48	-44.3
NICOMA PARK	12	11		170		179.69		157		1,888		1,821.49	
	13	4		119		104.62		152		1,906		1,855.97	
		-7	-63.6	-51	-30.0	-75.07	-41.8	-5	-3.2	18	1.0	34.48	1.9
WRIGHT	12	9		217		182.50		181		2,190		1,790.38	
	13	10		214		205.21		158		3,003		2,573.50	
		1	11.1	-3	-1.4	22.71	12.4	-23	-12.7	813	37.1	783.12	43.7
TOTAL	12	2,485		45,743		38,074.93		41,697		537,644		450,012.68	
	13	2,491		50,082		42,274.53		46,143		581,086		503,588.03	
		6	.2	4,339	9.5	4,199.60	11.0	4,446	10.7	43,442	8.1	53,575.35	11.9

Computer Usage by Minor Customers

July 1, 2012 through June 30, 2013 (100.00% 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	76		1,954		1,568.64		293		6,391		5,780.54	
		76	100.0	1,954	100.0	1,568.64	100.0	293	100.0	6,391		5,780.54	100.0
BELLE ISLE	12	26		361		301.09		631		5,951		4,544.02	
	13	28		686		596.19		597		6,000		4,631.50	
		2	7.7	325	90.0	295.10	98.0	-34	-5.4	49	.8	87.48	1.9
BETHANY	12	59		678		519.54		643		6,928		5,375.82	
	13	30		874		651.99		653		6,671		5,285.10	
		-29	-49.2	196	28.9	132.45	25.5	10	1.6	-257	-3.7	-90.72	-1.7
CAPITOL HILL	12	133		2,469		1,832.22		1,503		20,771		15,402.73	
	13	97		2,693		1,971.44		1,490		23,070		17,614.92	
		-36	-27.1	224	9.1	139.22	7.6	-13	-.9	2,299	11.1	2,212.19	14.4
CHOCTAW	12	37		565		542.73		465		5,580		6,100.36	
	13	13		591		746.36		481		6,975		7,804.19	
		-24	-64.9	26	4.6	203.63	37.5	16	3.4	1,395	25.0	1,703.83	27.9
DEL CITY	12	69		1,274		907.20		683		9,067		6,968.86	
	13	50		981		796.04		834		11,125		8,928.15	
		-19	-27.5	-293	-23.0	-111.16	-12.3	151	22.1	2,058	22.7	1,959.29	28.1
DOWNTOWN	12	28		450		338.59		445		5,348		4,506.88	
	13	15		510		409.80		360		4,781		3,859.97	
		-13	-46.4	60	13.3	71.21	21.0	-85	-19.1	-567	-10.6	-646.91	-14.4
EDMOND	12	39		579		624.23		675		7,208		6,942.04	
	13	56		540		541.61		750		6,906		7,009.90	
		17	43.6	-39	-6.7	-82.62	-13.2	75	11.1	-302	-4.2	67.86	1.0
MIDWEST CITY	12	92		2,227		1,697.45		1,247		19,728		15,256.38	
	13	76		1,622		1,382.87		1,234		16,937		14,273.10	
		-16	-17.4	-605	-27.2	-314.58	-18.5	-13	-1.0	-2,791	-14.1	-983.28	-6.4
NORTHWEST	12	159		677		503.91		227		848		595.60	
	13	83		611		612.61		1,041		6,906		6,857.89	
		-76	-47.8	-66	-9.7	108.70	21.6	814	358.6	6,058	714.4	6,262.29	1051.4

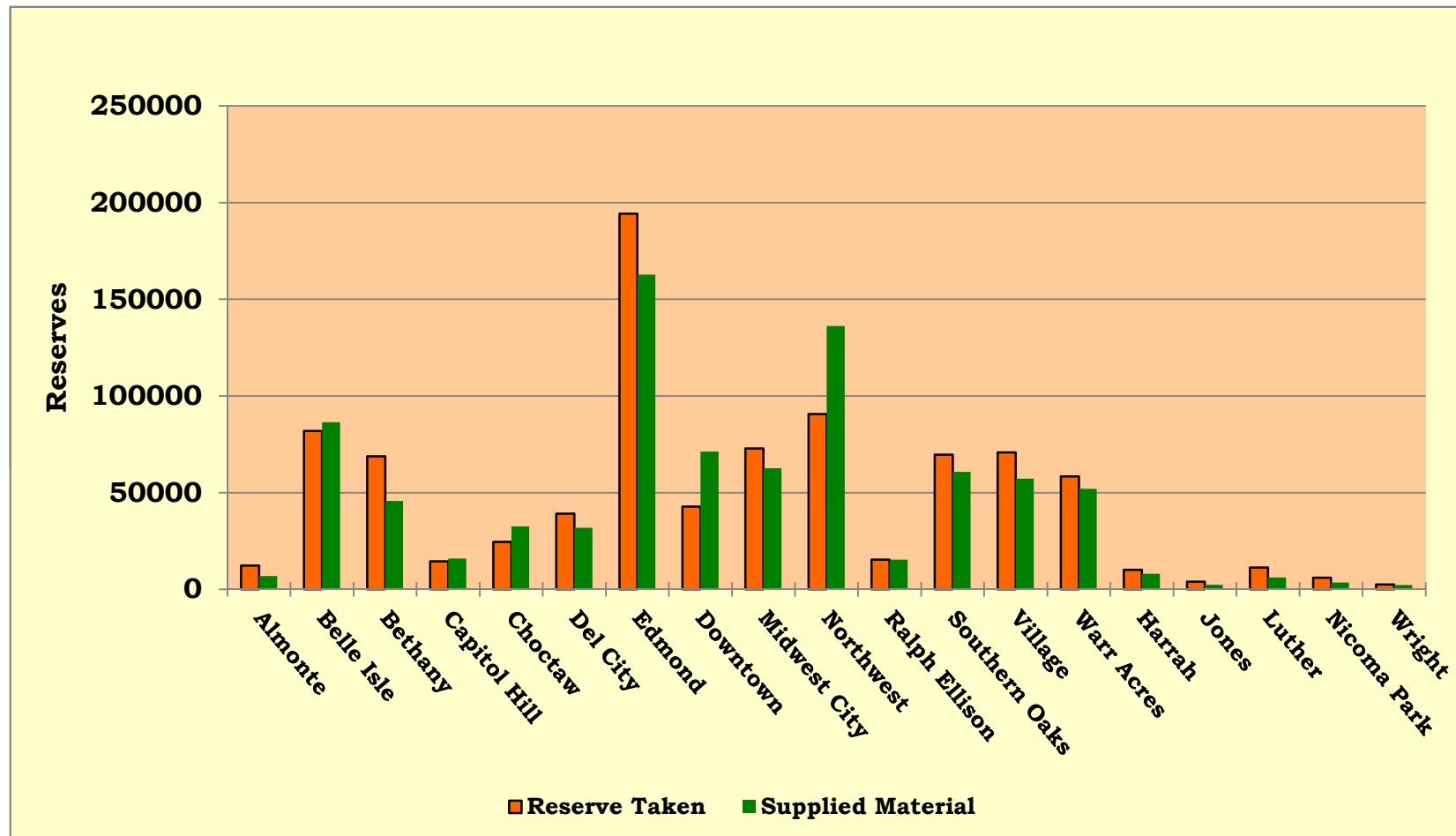
Computer Usage by Minor Customers

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	12	72		2,995		2,169.84		1,169		24,596		18,353.99	
	13	72		2,027		1,706.28		1,199		23,791		18,895.85	
			.0	-968	-32.3	-463.56	-21.4	30	2.6	-805	-3.3	541.86	3.0
SOUTHERN OAKS	12	82		2,336		1,777.26		1,352		20,997		16,268.12	
	13	137		4,496		3,965.15		1,920		37,456		30,879.21	
		55	67.1	2,160	92.5	2,187.89	123.1	568	42.0	16,459	78.4	14,611.09	89.8
VILLAGE	12	67		1,190		1,168.21		960		12,346		10,233.45	
	13	62		1,000		868.02		866		9,755		9,244.73	
		-5	-7.5	-190	-16.0	-300.19	-25.7	-94	-9.8	-2,591	-21.0	-988.72	-9.7
WARR ACRES	12	29		864		882.79		633		10,651		8,376.01	
	13	36		1,224		1,078.54		599		13,795		12,035.29	
		7	24.1	360	41.7	195.75	22.2	-34	-5.4	3,144	29.5	3,659.28	43.7
HARRAH	12	7		69		50.17		135		1,908		1,904.71	
	13	3		46		36.22		109		839		1,001.62	
		-4	-57.1	-23	-33.3	-13.95	-27.8	-26	-19.3	-1,069	-56.0	-903.09	-47.4
JONES	12	1		17		11.83		21		85		57.72	
	13	1		5		2.52		19		61		25.99	
			.0	-12	-70.6	-9.31	-78.7	-2	-9.5	-24	-28.2	-31.73	-55.0
LUTHER	12	18		184		169.74		214		2,223		2,109.86	
	13	12		80		59.52		173		1,415		1,326.44	
		-6	-33.3	-104	-56.5	-110.22	-64.9	-41	-19.2	-808	-36.3	-783.42	-37.1
NICOMA PARK	12	2		16		8.16		37		258		190.76	
	13	6		73		68.99		45		265		200.26	
		4	200.0	57	356.3	60.83	745.5	8	21.6	7	2.7	9.50	5.0
WRIGHT	12	4		66		42.09		56		803		547.12	
	13	1		20		9.49		49		347		202.38	
		-3	-75.0	-46	-69.7	-32.60	-77.5	-7	-12.5	-456	-56.8	-344.74	-63.0
TOTAL	12	924		17,017		13,547.05		11,096		155,296		123,734.43	
	13	854		20,033		17,072.28		12,712		183,486		155,857.03	
		-70	-7.6	3,016	17.7	3,525.23	26.0	1,616	14.6	28,190	18.2	32,122.60	26.0

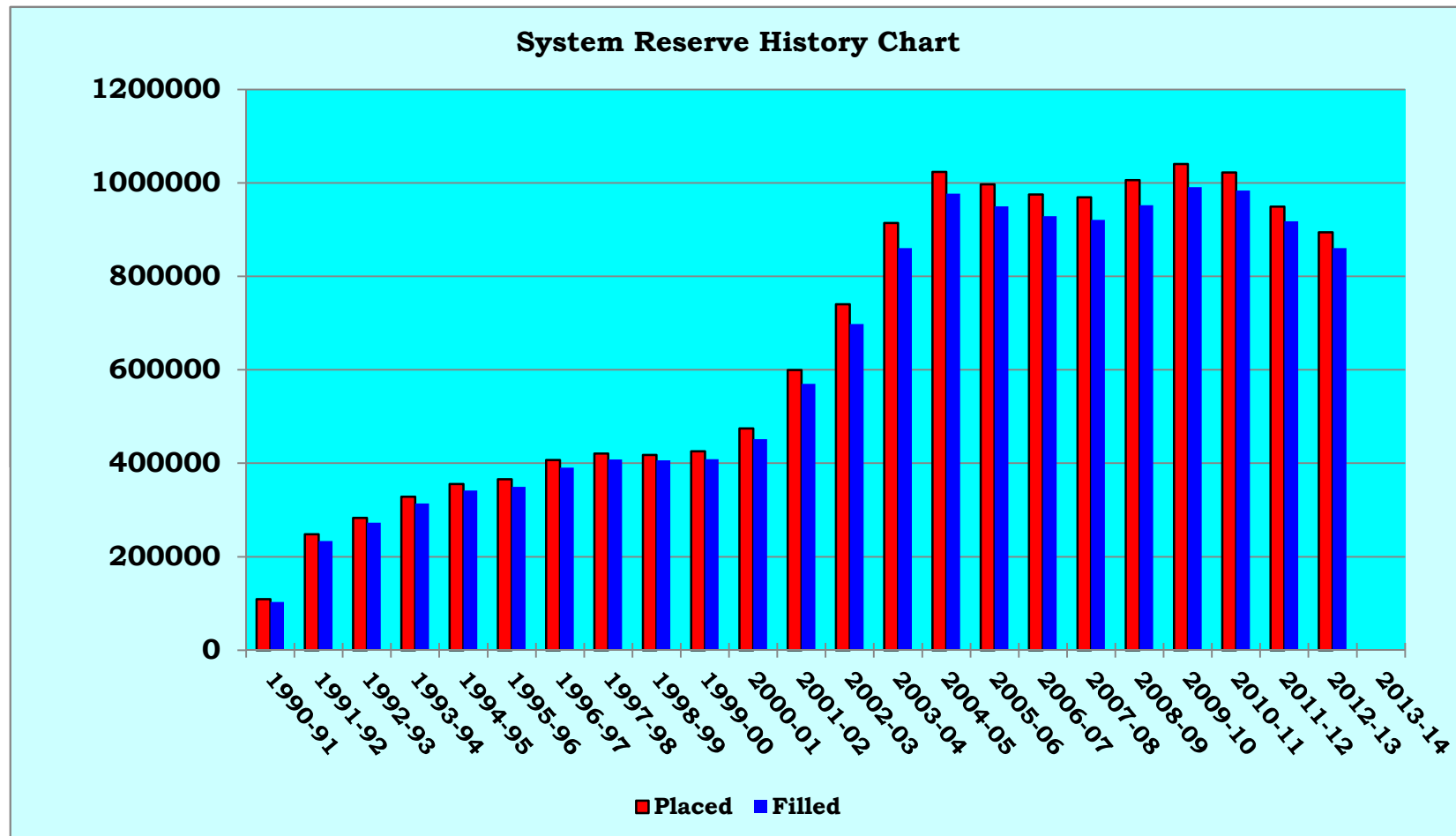
System Reserve Report

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)



System Reserve Report

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)



System Reserves Report

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
ALMONTE	12						
	13	2,908	12,311		2,640	10,931	
		2,908	12,311		2,640	10,931	
BELLE ISLE	12	8,565	106,572		8,167	101,939	
	13	6,390	81,829		5,927	78,188	
		-2,175	-24,743	-23.2	-2,240	-23,751	-23.3
BETHANY	12	6,407	75,395		5,690	70,903	
	13	5,924	68,695		5,166	64,248	
		-483	-6,700	-8.9	-524	-6,655	-9.4
CAPITOL HILL	12	1,440	14,526		1,303	14,015	
	13	900	14,447		847	13,957	
		-540	-79	-5	-456	-58	-.4
CHOCTAW	12	2,305	26,977		2,200	25,968	
	13	2,265	24,541		2,134	23,721	
		-40	-2,436	-9.0	-66	-2,247	-8.7
DEL CITY	12	3,887	45,644		3,536	41,906	
	13	3,112	39,135		2,931	36,891	
		-775	-6,509	-14.3	-605	-5,015	-12.0
EDMOND	12	17,615	212,288		17,195	205,683	
	13	16,561	194,241		15,630	187,864	
		-1,054	-18,047	-8.5	-1,565	-17,819	-8.7
DOWNTOWN	12	3,855	49,945		3,831	48,033	
	13	3,474	42,717		3,378	40,802	
		-381	-7,228	-14.5	-453	-7,231	-15.1
MIDWEST CITY	12	6,741	80,470		6,491	77,880	
	13	5,897	72,837		5,483	70,301	
		-844	-7,633	-9.5	-1,008	-7,579	-9.7
NORTHWEST	12	6,904	8,528		5,916	6,924	
	13	8,544	90,728		8,036	85,891	
		1,640	82,200	963.9	2,120	78,967	1140.5
RALPH ELLISON	12	1,503	16,828		1,492	16,235	
	13	1,149	15,336		1,097	14,744	
		-354	-1,492	-8.9	-395	-1,491	-9.2
SOUTHERN OAKS	12	6,789	82,732		6,400	79,539	
	13	4,765	69,570		4,483	67,022	
		-2,024	-13,162	-15.9	-1,917	-12,517	-15.7

System Reserves Report

July 1, 2012 through June 30, 2013 (100.00% of the 12-13 Fiscal Year)

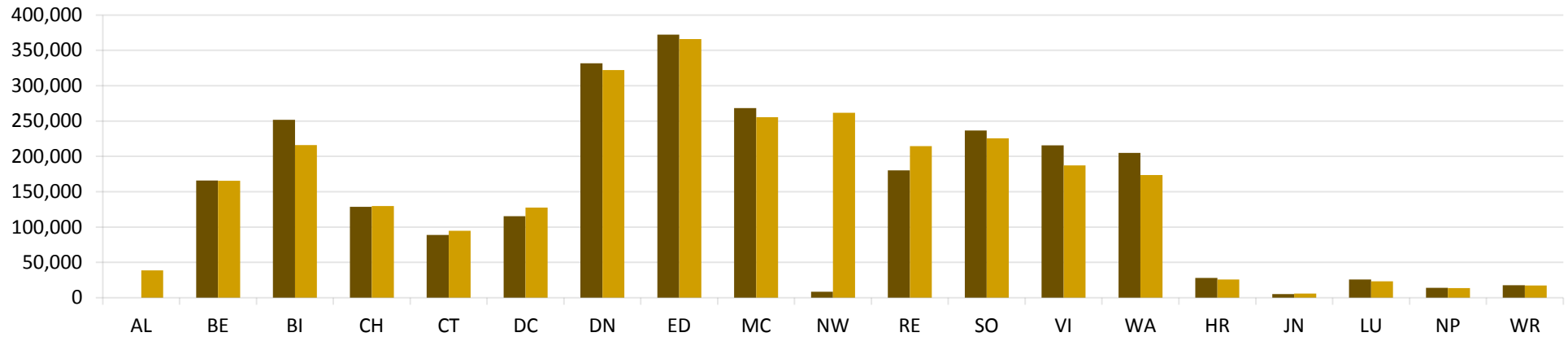
		Month Placed	Year Placed	%	Month Filled	Year Filled	%
VILLAGE	12	6,759	100,255		6,543	97,256	
	13	5,887	70,823		5,543	68,320	
		-872	-29,432	-29.4	-1,000	-28,936	-29.8
WARR ACRES	12	5,757	88,561		5,675	85,864	
	13	4,811	58,433		4,537	56,307	
		-946	-30,128	-34.0	-1,138	-29,557	-34.4
HARRAH	12	801	10,972		767	10,635	
	13	645	10,115		654	9,922	
		-156	-857	-7.8	-113	-713	-6.7
JONES	12	294	4,299		276	4,253	
	13	386	4,006		394	3,933	
		92	-293	-6.8	118	-320	-7.5
LUTHER	12	1,018	11,832		936	11,514	
	13	884	11,302		925	11,053	
		-134	-530	-4.5	-11	-461	-4.0
NICOMA PARK	12	506	6,561		435	6,277	
	13	395	6,002		410	5,902	
		-111	-559	-8.5	-25	-375	-6.0
WRIGHT	12	210	3,251		207	3,191	
	13	142	2,520		143	2,451	
		-68	-731	-22.5	-64	-740	-23.2
TOTAL	12	82,153	955,295		77,873	917,498	
	13	75,651	898,079		70,973	860,693	
		-6,502	-57,216	-6.0	-6,900	-56,805	-6.2

Library Visits Report

System Summary

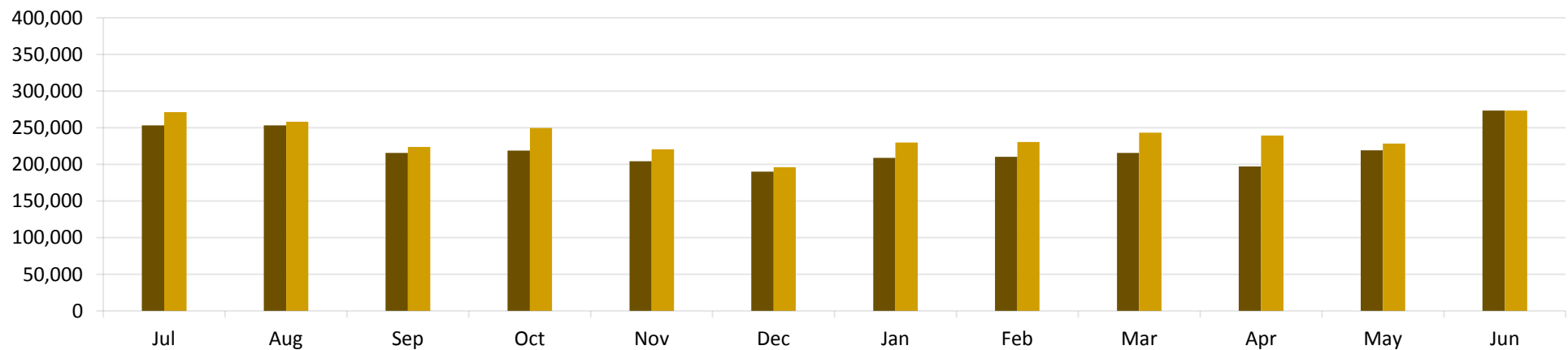
Visits by Library

■ July 1, 2011 - June 30, 2012 ■ July 1, 2012 - June 30, 2013



Visits by Month

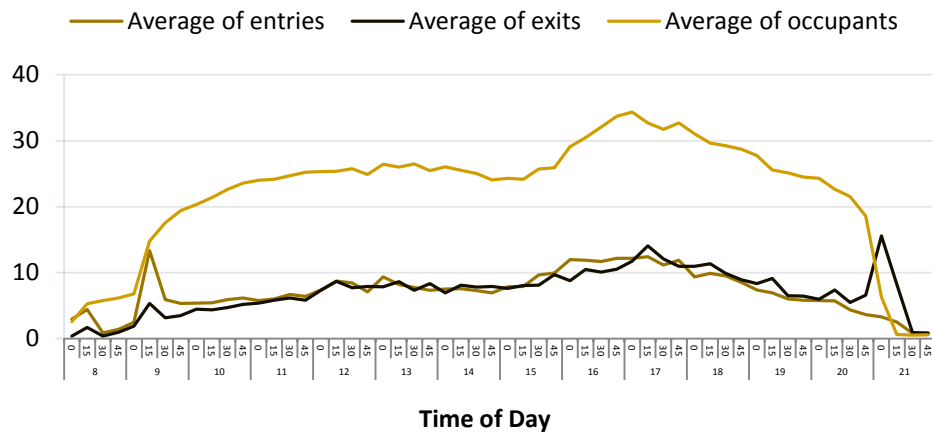
■ July 1, 2011 - June 30, 2012 ■ July 1, 2012 - June 30, 2013



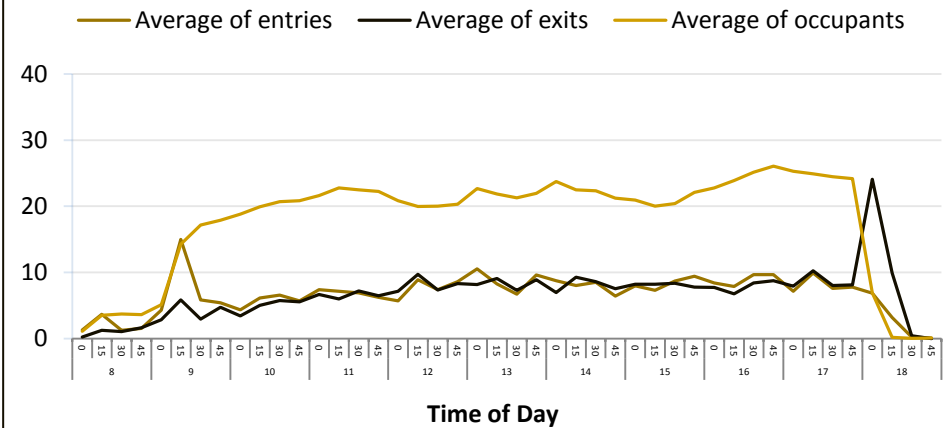
Library Visits Report

Visits Profile: AL

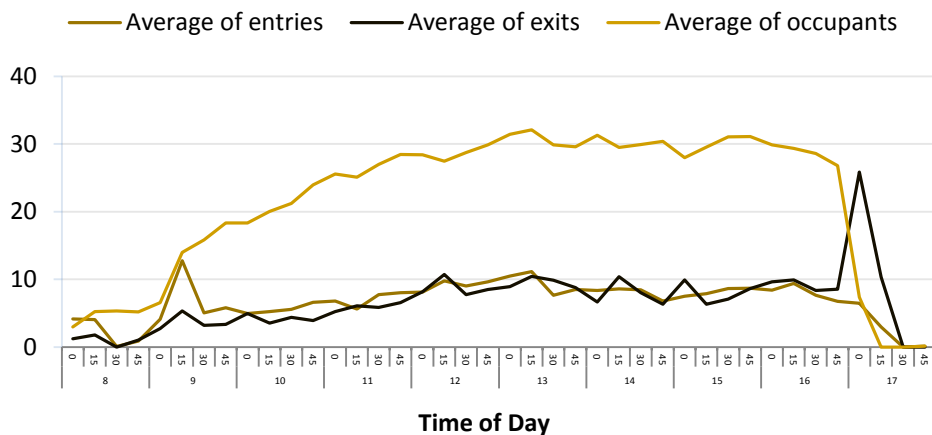
Monday - Thursday
(Trailing Twelve Months)



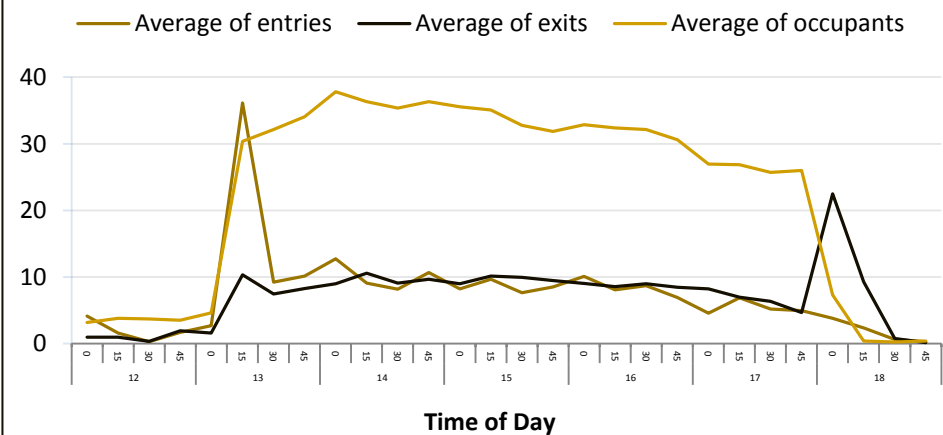
Friday
(Trailing Twelve Months)



Saturday
(Trailing Twelve Months)



Sunday
(Trailing Twelve Months)



Library Visits Report

Data

July 1, 2012 - June 30, 2013 (100.00% 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	10,914	10,853	12,527	51,243
	%													
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	250,250
	FY13	19,684	20,518	19,840	19,763	17,726	15,775	19,121	17,758	19,316	16,868	10,420	17,700	214,488
	%	-13.3%	-18.6%	-6.3%	-6.8%	-12.2%	-14.4%	-7.4%	-13.9%	-5.6%	-15.3%	-48.8%	-8.5%	-14.3%
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	165,419
	FY13	16,408	14,583	12,823	13,764	12,619	11,555	13,098	12,103	13,384	13,213	14,135	16,774	164,459
	%	-0.7%	-8.0%	-4.2%	1.7%	0.0%	-2.4%	1.3%	-5.3%	-0.7%	-3.9%	27.9%	-5.2%	-0.6%
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	128,525
	FY13	11,751	12,690	13,965	11,278	10,524	8,748	9,596	9,763	9,781	10,306	9,504	10,486	128,392
	%	17.0%	13.3%	35.6%	-2.6%	0.6%	-9.7%	-11.4%	-10.9%	-7.9%	4.7%	-15.2%	-11.1%	-0.1%
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	88,925
	FY13	9,167	8,206	7,478	8,530	7,309	6,612	7,619	7,761	7,993	8,308	6,190	9,268	94,440
	%	9.0%	2.9%	-1.8%	20.0%	12.6%	7.3%	11.8%	11.5%	10.6%	23.8%	-22.0%	-2.5%	6.2%
DC	FY12	10,365	11,054	9,557	9,584	9,654	8,928	9,644	9,461	9,297	6,451	9,857	13,412	117,263
	FY13	12,301	11,238	10,155	11,098	9,778	8,498	9,553	9,779	10,213	10,672	10,867	12,690	126,843
	%	18.7%	1.7%	6.3%	15.8%	1.3%	-4.8%	-0.9%	3.4%	9.9%	65.4%	10.2%	-5.4%	8.2%
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	322,779
	FY13	28,393	29,480	26,945	27,824	25,236	23,923	27,476	26,424	26,793	26,807	26,851	28,883	325,035
	%	-17.4%	-14.0%	-2.8%	1.3%	-2.0%	2.0%	14.5%	6.0%	1.5%	12.1%	10.3%	10.4%	0.7%
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	367,967
	FY13	38,203	33,006	29,711	30,763	27,169	23,745	29,041	28,066	29,723	29,442	28,348	42,064	369,282
	%	1.6%	-2.6%	0.3%	5.1%	-2.3%	-0.6%	1.3%	-6.2%	-1.1%	4.7%	-6.4%	8.2%	0.4%
MC	FY12	25,287	25,380	22,111	22,226	20,723	18,880	20,721	20,899	22,089	20,630	20,606	25,399	264,951
	FY13	25,032	24,228	20,677	23,176	20,529	17,559	20,235	19,040	20,925	19,586	19,159	22,975	253,121
	%	-1.0%	-4.5%	-6.5%	4.3%	-0.9%	-7.0%	-2.3%	-8.9%	-5.3%	-5.1%	-7.0%	-9.5%	-4.5%
NW	FY12	-	-	-	-	-	-	-	-	-	-	8,482	26,788	35,270
	FY13	26,552	22,353	21,191	22,414	19,712	17,024	20,881	20,638	21,754	21,417	20,851	27,256	262,042
	%											145.8%	1.7%	

Library Visits Report

Data

July 1, 2012 - June 30, 2013 (100.00% 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	181,512
	FY13	19,398	19,333	16,247	20,278	16,643	15,057	17,397	19,005	18,681	17,873	15,523	18,764	214,200
	%	13.9%	6.3%	16.2%	35.9%	25.3%	7.1%	18.8%	33.3%	30.9%	34.1%	8.2%	-2.3%	18.0%
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	235,386
	FY13	21,700	20,986	7,711	21,557	19,016	17,453	20,673	18,394	18,660	18,612	19,396	20,978	225,135
	%	2.1%	-4.2%	-59.9%	2.0%	2.5%	-4.9%	5.3%	0.9%	-1.5%	4.6%	3.5%	-2.9%	-4.4%
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	212,017
	FY13	18,823	17,358	15,621	16,034	13,878	12,021	14,660	14,919	15,198	14,703	15,261	17,268	185,744
	%	-7.5%	-14.7%	-10.7%	-7.3%	-12.6%	-19.5%	-12.4%	-16.2%	-16.1%	-15.7%	-9.3%	-8.2%	-12.4%
WA	FY12	20,789	20,103	17,055	15,976	15,638	14,292	16,253	16,433	16,932	12,239	17,380	16,236	199,327
	FY13	16,706	16,314	14,778	15,682	13,496	11,749	13,434	13,317	13,814	13,841	14,088	15,407	172,625
	%	-19.6%	-18.8%	-13.3%	-1.8%	-13.7%	-17.8%	-17.3%	-19.0%	-18.4%	13.1%	-18.9%	-5.1%	-13.4%
HR	FY12	2,329	2,551	1,647	2,327	2,243	2,444	2,321	2,070	2,368	2,375	2,578	2,584	27,838
	FY13	2,011	2,294	2,194	2,311	1,959	1,795	2,153	2,149	2,305	2,119	2,140	2,113	25,542
	%	-13.6%	-10.1%	33.2%	-0.7%	-12.7%	-26.5%	-7.2%	3.8%	-2.7%	-10.8%	-17.0%	-18.2%	-8.2%
JN	FY12	566	437	370	512	436	369	505	386	362	322	402	482	5,151
	FY13	501	483	411	528	386	362	461	559	573	473	580	558	5,875
	%	-11.6%	10.4%	11.1%	3.1%	-11.6%	-1.9%	-8.6%	44.9%	58.3%	46.6%	44.3%	15.7%	14.1%
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	25,410
	FY13	2,072	2,489	1,974	1,892	1,862	1,689	1,768	1,717	1,864	2,114	1,738	1,955	23,135
	%	-20.5%	-1.9%	-1.5%	-12.0%	-3.2%	-1.7%	-2.9%	-11.4%	-6.4%	-4.1%	-23.0%	-13.3%	-9.0%
NP	FY12	1,294	1,114	1,113	968	966	1,032	884	1,057	1,505	1,119	1,435	1,706	14,193
	FY13	1,479	1,306	986	1,071	990	921	1,071	999	1,028	924	1,280	1,408	13,463
	%	14.3%	17.2%	-11.4%	10.6%	2.5%	-10.7%	21.1%	-5.5%	-31.7%	-17.5%	-10.8%	-17.5%	-5.1%
WR	FY12	1,598	1,333	1,262	1,552	1,524	1,716	1,800	1,519	1,427	1,058	1,251	1,507	17,546
	FY13	1,283	1,509	1,187	1,684	1,848	1,628	1,499	1,406	1,453	1,198	1,219	1,370	17,284
	%	-19.7%	13.2%	-6.0%	8.5%	21.3%	-5.1%	-16.7%	-7.4%	1.8%	13.2%	-2.6%	-9.1%	-1.5%
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	2,659,726
	FY13	271,465	258,373	223,894	249,647	220,680	196,115	229,736	230,725	243,481	239,389	228,402	280,442	2,872,349
	%	7.2%	2.0%	3.8%	14.1%	8.1%	3.1%	10.0%	9.8%	13.0%	21.4%	4.1%	2.6%	8.0%

METROPOLITAN LIBRARY SYSTEM
ANNUAL FURNITURE & EQUIPMENT INVENTORY REPORT
FY 2012 – 2013

Annually the Business Office conducts a System-wide inventory of furniture and equipment.

Below is the summarized listing by major categories of furniture and equipment as of June 30, 2013. A detailed listing of all categories, including the description, location and value of each item, is available for review in the Business Office.

FURNITURE

Category	Quantity	Cost
Benches, Chairs, Couches, Stools	921	\$827,690
Buffets, Bulletin Boards, Carrels, Counters, Desks, Workstations	360	\$859,332
Lecterns, Sculptures, Showcases, Stands, Tables	623	\$908,347
Book Bins, Bookcases, Cabinets	334	\$303,235
Clocks, Clothes Racks, Lamps, Lockers, Open Office Equipment, Panel Systems, Planters, Safes	51	\$114,843
Displayers, Easels, Magazine/Newspaper Racks	86	\$107,076
Bookdrops, Booktrucks, Caddies, Carts, Carrying Cases	59	\$48,797

EQUIPMENT

Category	Quantity	Cost
Computer Equipment	2,113	\$3,416,677
Buildings, Property, Trailers and Vehicles	27	\$6,239,689
Office Production Equipment	106	\$278,530
Audio Visual, Reader/Printers, Security Equipment	227	\$1,001,298
Kitchen and Lounge Equipment	38	\$51,336
Maintenance Shop Equipment	19	\$96,042

TOTAL INVENTORY	4,964	\$14,252,892
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EXECUTIVE DIRECTOR'S REPORT

JULY 2013

Policy and Procedure Update

MLS policies contained in the Policy and Procedure Manual, periodically require updating as a result of decisions or recommendations from the library commission, changes in federal and state laws and regulations, and the necessity to operate the library system in a more efficient, effective manner.

The administration is making minor housekeeping revisions to the following policies:

- AL210 Library Cards – added language to meet original intent that additional Annual Fee cards are given to immediate family members living in the same household.
- SH512 Firearms – clarified policy as related to recent changes in the Oklahoma Self Defense law.
- VG 330 Open Records – Updated to match new legislation regarding the records of minors.

Congratulations to Diane Sarantakos!

We recently learned that our Director of Development, Diane Sarantakos has been selected to Leadership OKC's Class XXXI.

Diane was selected for the Signature program which is now in its 31st year. It is a 10-month-long series of classes, each focusing on a different community issue. Diverse mixes of class members complete the program as a group, becoming resources for each other as they learn about community issues. Up to 48 class members are selected from an application pool in late spring of each year for the program to commence the following fall. Class members are selected to represent a broad range of occupations and backgrounds.

MLS Alumni of the Leadership OKC program include Donna Morris, Denyveta Davis, Kim Terry and Emily Williams (LOYAL). Several commission members are also graduates of this outstanding program including Nancy Anthony and Bose` Akadiri.

Staff and Commission member attend Annual ALA conference

Various staff members and Commission member Cindy Friedemann who is an officer of the United (trustee and friends section of ALA) attended the American Library Association annual conference in Chicago a few weeks ago. Speakers of note were Ann Patchett, Giada deLaurentis, Octavia Spencer, Alice Walker and Oliver Stone, to name a few. A number of MLS staffers are currently serving on various committees within the ALA structure.

Capital Projects Update

- Not much new to report this month. We have met regarding the **Jones** project and while the current scope of the project is over budget, the town of Jones city and the Library are committed to resolve the issues and come up with a building design that we are all happy with. This might require some adjustments to the project agreement once a final scope is determined.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- OLA Legislative Meeting
- Attended Installation of Robert Clements as Rotary President
- Attended ALA/Chicago
- Site visit to Northwest Library
- Attended Library Managers at Southern Oaks Library
- Site visit to Choctaw Library
- Attended Rotary Celebration At Civic Center

FUTURE LIBRARY EVENTS OF SPECIAL NOTE:

Art Exhibit: Emily Williams

Exhibit: August 3-30, Library Hours

Location: Midwest City

All Ages

Art by Emily Williams is on display at the Midwest City Library during the month of August. Emily is an Oklahoma City-based artist with a BA in Art History from Oklahoma State University and a Masters of Library and Information Studies from the University of Oklahoma.

Her acrylic paintings on canvas are of animals, plants, everyday objects, and food. She creates series and charts, and uses bright colors to help her promote the truth of the subject. Emily's hope is that her work leaves the viewer with a sense of familiarity and comfort, based in shared appreciation and recognition of the subject's inherent value. From August 3 to August 30 in the lobby gallery.

OKC Woodcarvers

Display: August 5-31, Library Hours

Location: Midwest City

All Ages

It's time for the annual visit from the OKC Woodcarvers! A selection of the groups creations from the past year will be on display in the gallery. This display runs from August 5 to August 31, with a live demonstration on August 3rd.

Journal Writing for Everyone: Journal to the Self

Saturday, August 10, 2013

Time: 1:00pm-3:30pm

Location: Belle Isle

Teens -adults

A workshop based on the work of Kathleen Adams, Center for Journal Therapy. Using a personal journal can be a useful tool for many reasons, from releasing stress, recording vacation memories, and clarifying thoughts. This free workshop will get you started, or if you're already a journal writer, give you some ideas and tips. Sign up at the Information Desk.

Second Sunday Concert Series - Kam Brad

Sunday, August 11, 2013

Time: 2:00pm-3:00pm

Location: Downtown

All Ages

Join violinist Kam Brad for the Second Sunday Concert. This series takes place in the DN atrium the second Sunday of each month.

All About the Oklahoma State Fair!

Tuesday, August 13, 2013

Time: 6:00pm-7:00pm

Location: Midwest City

All Ages

Whether it's the rides, crafts, foods, or exhibits, the Oklahoma State Fair has something for everyone! Get the inside scoop on what's happening at this year's State Fair, from the folks who are working hard behind the scenes — find out about the history, purpose, and future plans for this celebrated, annual event. You'll also get an update on the current construction projects taking place at State Fair Park.

Lunch Crunch: Healthy Lunches on a Budget

Tuesday, August 27, 2013

Time: 5:30pm-6:30pm

Location: Northwest

Adults

Whether you're looking at your own lunch or building a school lunch for the kids, making it yourself can save you time, calories, and money! Oklahoma County Extension Service Educator, Amanda Horn, will present this program on how to plan your lunches before temptation strikes! Ingredients and recipes will be provided for those who sign up by calling 606-3580. Cosponsor: OSU Oklahoma County Extension Service.