



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, April 17, 2014, 3:30 p.m.

Northwest Library
5600 NW 122nd
Oklahoma City, OK 73142
(Telephone: 606-3580)

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

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

Nancy Anthony, Chair

3:30 – 3:45 pm INTRODUCTIONS

- Document #89 – Presentation of Service Certificates for Library Staff

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

3:45 – 4:00 pm CONSENT DOCKET (#90 - #91)

- Document #90 – Approval of Minutes of March 20, 2014 Meeting
- Document #91 – Acceptance of Review of Expenditures for March 2014

4:00 – 4:15 pm COMMITTEE REPORTS

- Document #92 – Discussion, Consideration and Possible Action: Report and Recommendations – Bylaws Committee meeting, March 24, 2014 – Penny McCaleb, Chair
- Document #93 – Discussion, Consideration, and Possible Action – Commission Elected Candidates to the Library Endowment Trust Board

4:15 – 4:30 pm INFORMATION REPORTS

- Document #94 – MLS March 2014 Library Visits
- Document #95 – MLS March 2014 Circulation Report
- Document #96 – MLS March 2014 Computer Usage Report
- Document #97 – MLS March 2014 System Reserve Report

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

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

NEXT COMMISSION MEETING DATE AND PLACE:

May 15, 2014

The Village Library, 10307 N. Penn , The Village, OK 73120

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

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

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

Library System staff receiving Certificates of Service in April 2014:

<u>Employees</u>	<u>Years of Service</u>
LaVetta Dent, Manager of Library Operations I, Almonte Library	35
Heidi M. Johnson, Technical Processing Manager	35
Melanie D. Levick, Technical Processor	10
Julia A. McConnell, Librarian, Northwest Library	5
Roger A. Banker, Public Computer Specialist, Midwest City Library	5

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

DATE: March 20, 2014

TIME: 3:30 pm

MEETING PLACE: Midwest City Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 21, 2013. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Midwest City Library and Downtown Library, 300 Park Avenue, Oklahoma City, on March 18, 2014, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Ralph Bullard
Allen Coffey, Disbursing Agent
Fran Cory
Helene Harpman
Jose Jimenez
Carolyn Leslie
Tracy McGehee
Mukesh Patel
Kim Patterson
Hugh Rice
Jim Shonts
Judy Smith, Vice-Chair
Alyne Strube
Beth Toland
Stephanie West
Nancy Anthony, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Bose' Akadiri
Mick Cornett, Mayor of Oklahoma City
Cynthia Friedemann
Rozz Grigsby
Deanna Hannah
Brian Maughan
Penny McCaleb
Tracy McDaniel
Lori Nelson
Vanna Shaw
Susan Tucker

Estimate of general public and staff attending: 22

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

Roll was called to establish a quorum. Present: Bullard, Cory, Harpman, Jimenez, Leslie, McGehee, Patel, Patterson, Rice, Shonts, Smith, Strube, Toland, Anthony (Arrived: Coffey, 3:33; West, 3:39).

II. Mrs. Anthony introduced Mr. Chris Kennedy, Manager of Library Operations II, for the Midwest City Library. Mr. Kennedy and staff at the Midwest City Library put on a skit, highlighting current activities and events happening at the Midwest City Library.

III. Mrs. Anthony called for the Presentation of Service certificates for March 2014: Emily Verdin, Circulation Clerk, Midwest City

Mrs. Anthony also recognized the following employees who were unable to attend the meeting: Hector Lee Mata, Circulation Clerk, Capitol Hill Library ~ 20 years of service; Wanda L. Little, Library Aide, Southern Oaks Library ~ 5 years of service; Gloria Melchor, Associate Librarian, Capitol Hill Library ~ 5 years of service.

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

V. Mrs. Anthony presented the Consent Docket: Document #81 – Approval of Minutes of February 20, 2014; Document #82 – Acceptance of Review of Expenditures for February 2014; Document #83 – Contract Awards and Purchases.

Mrs. Anthony called for a motion.

Mr. Jim Shonts moved to accept the consent docket. Mr. Mukesh Patel seconded. No discussion, motion passed unanimously.

VI. Mrs. Anthony referred to Document #84 – Discussion, Consideration, and Possible Action – Report and Recommendations – Public Services Committee meeting, March 12, 2014

Mr. Jose Jimenez, Chair of the Public Services Committee presented the Report and Recommendations from the March 12, 2014 meeting. He stated the committee reviewed revisions to AS 510 – Public Space Reservations and Use and SF 910 – Fee Schedule.

Mrs. Morris and Mrs. Kay Bauman, Deputy Executive Director/Library Operations summarized the recommended changes. The changes were necessitated by the upcoming conversion to a new Integrated Library System (ILS). Staff had been researching for a new program for Summer Reading and thinking ahead decided to also research the company's meeting room booking software to see if it would meet the library's needs as well. Various staff members reviewed the meeting room booking software and believe it will be a good fit for the library system. The proposed policy changes were made to match the new software. Previously, the Downtown Library had separate procedures from other libraries. These changes would do away with the separate procedures and have one set of system-wide procedures. Discussion followed.

In addition, AS 510.2 MLS List of Organizations Exempt from Public Space Fees and the list of groups who may rent space were also updated.

Mr. Patel questioned why residents who pay taxes and live in the county are charged for using the meeting rooms. Mrs. Anthony stated the minimal fees charged off-set the costs of staff time, security, equipment needed, clean-up, etc. Mr. Jimenez added individuals can use the private study rooms at no cost.

Occasionally, there will be individuals or organizations that plan an event at the library which would not be in the exempt category, but would be a program that coincides with the library mission or goals. In those cases, we partner with the group and it becomes a library program

and fees are not charged. Examples would be AARP tax services or defensive driving which provide an information service and or materials to the public.

Mr. Bullard questioned the requirements of requesting an event where alcohol would be served. Mrs. Morris stated in 2004 the commission approved the policy for the Downtown Library that allowed wine and beer to be served at afterhours events only when the library is closed. At that time, it only applied to the Downtown Library. With the new proposed policy it would give groups the ability to have afterhours events at other library locations. If the request fits within the established rules of conduct and meets the requirements and is approved by the Executive Director, the request would be brought to the commission for approval. Questions and Discussion followed.

The motion coming from committee is to approve the recommendation from the Public Services Committee for adoption to the Metropolitan Library System Policy and Procedure Manual revisions to AS 510 Public Space Reservations and Use; SF 910 Fee Schedule. A motion coming from committee requires no second. Motion passed; 15-yes, 1-no.

VII. Mrs. Anthony called on Mrs. Morris to present the Information Reports.

- ❖ Document #85 – MLS February 2014 Library Visits
- ❖ Document #86 – MLS February 2014 Circulation Report
- ❖ Document #87 – MLS February 2014 Computer Usage Report
- ❖ Document #88 – MLS February 2014 System Reserve Report

Questions and discussion followed.

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

Mrs. Morris stated the 12th annual Literary Voices dinner will take place on Wednesday, April 9. The featured guest speaker is award-winning author of *The Kite Runner*, *A Thousand Splendid Suns* and *And the Mountains Echoed*, Khaled Hosseini. If any commission member is interested in attending, please contact the Director's Office or the Development Office.

Mrs. Morris congratulated Ms. Kim Terry and the Marketing and Communications department on winning seven ADDY awards for creative promotions taking place in 2013.

Mrs. Morris stated several staff members will be presenters at this year's annual state library conference in Tulsa later this month.

The Tif meeting has been set for April 23. Mrs. Morris will be attending the Tif meeting and will show slides about the Capitol Hill Library to the committee. We are hopeful that will be a step in providing some additional funding for the project.

The bowling alley in Del City has been demolished. Mr. Patel encouraged commissioners to drive by and see the site for the future Del City Library.

The City of OKC has officially accepted the Northwest Library and a one year warranty period has begun.

Mrs. Morris highlighted the Freegal music download report included in the commission packets.

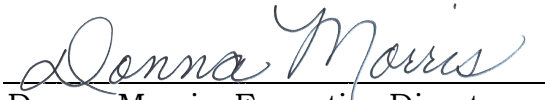
IX. Mrs. Anthony called for comments from the Commission.

Mr. Patel questioned the status of the Executive Director Search Committee. Mr. Hugh Rice stated the search firm, Bradbury and Associates, will be visiting the library system on April 28 and April 29. They will be conducting several meetings with staff during their visit. The firm

will also be meeting with the search committee at that time. Mr. Rice will be reporting on those meetings at the May commission meeting.

Mrs. Beth Toland reported the Friends of the Library raised \$213,373.96 at the annual booksale in February. Mrs. Toland thanked the commission members who shopped and volunteered to work the booksale.

X. The next Commission meeting will be held at the Northwest Library on April 17, 2014. There being no further business, the meeting was adjourned at 4:08 pm.


Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

March 31, 2014

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of March 2014.

For comparison, 75.00% of the year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of March 2014.

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STATEMENT OF FINANCIAL CONDITION

March 31, 2014

ASSETS

	Current Year	Previous Year
CASH	\$15,018,133.52	\$ 9,287,457.49
INVESTMENTS (Schedule attached)	18,158,102.20	26,165,695.46
PREPAID ACCOUNTS	25,000.00	30,000.00
TAXES RECEIVABLE: 2013-14 Ad Valorem Tax	31,260,747.00	30,562,816.00
Less: Reserve for Delinquent Tax	(2,841,886.00)	(2,778,438.00)
Budgeted Tax Revenue	28,418,861.00	27,784,378.00
Less: Tax Received	(25,748,929.48)	(25,921,765.74)
	2,669,931.52	1,862,612.26
Total Assets	\$35,871,167.24	\$ 37,345,765.21

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

Previous Year Reserve for Appropriations	\$226,582.26	\$371,775.70
Current Year Purchase Orders Outstanding	1,137,136.47	507,006.29
Previous Year Purchase Orders Outstanding	122,584.61	36,469.13
Checks Outstanding	402,918.06	246,033.84
Total Liabilities	1,889,221.40	1,161,284.96
DEFERRED TAX REVENUE:		
Current Year Ad Valorem Tax	2,669,931.52	1,862,612.26

FUND BALANCE:

Beginning of the Year	\$29,031,368.36	\$30,212,769.61
Add: Revenues		
Budgeted	26,320,704.48	26,444,722.74
Other	1,643,995.09	1,578,545.22
Less: Expenditures	(25,684,053.61)	(23,914,169.58)
Total Fund Balance	31,312,014.32	34,321,867.99
Total Liabilities, Deferred Revenue and Fund Balance	\$35,871,167.24	\$ 37,345,765.21

Document #91
MLC FY 2013-14
April 17, 2014

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

As of March 31, 2014

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.	12/19/2013	12/19/2015	0.800%	240,000.00
CD - Kirkpatrick Bank, Edmond	12/12/2011	12/12/2016	1.980%	230,000.00
CD - Prosperity Bank	12/14/2013	12/14/2014	0.350%	100,000.00
CD - BancFirst	7/28/2012	7/27/2015	1.200%	240,000.00
CD - Interbank	11/9/2013	11/5/2014	0.500%	99,733.20
CD - Citizen's Bank of Edmond	7/2/2009	7/2/2014	2.810%	122,052.12
CD - First State Bank	3/20/2014	3/20/2015	0.650%	240,000.00
CD - Valliance Bank	9/6/2012	9/6/2015	1.000%	101,482.20
Federal Home Loan Bank	5/21/2013	11/21/2018	1.000%	1,999,000.00
Freddie Mac	8/23/2012	8/23/2019	1.400%	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
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>\$ 18,158,102.20</u>

**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL
As of March 31, 2014**

	Current Year			Percent Budget Received	Previous Year			Percent Budget Received
	Budget	Current Month Receipts	Year To Date Receipts		Budget	Current Month Receipts	Year To Date Receipts	
<u>BUDGETED:</u>								
Current Year Ad Valorem Tax	\$28,418,861.00	\$ 1,229,205.83	\$ 25,748,929.48	90.61%	\$27,784,378.00	\$ 2,022,821.31	\$ 25,921,765.74	93.30%
State Aid	258,653.00	144,775.00	144,775.00	55.97%	257,465.70	-	114,957.00	44.65%
Fines	468,000.00	46,000.00	427,000.00	91.24%	450,000.00	42,000.00	408,000.00	90.67%
Total Budgeted Revenue	\$ 29,145,514.00	\$ 1,419,980.83	\$ 26,320,704.48	90.31%	\$ 28,491,843.70	\$ 2,064,821.31	\$ 26,444,722.74	92.82%
<u>NOT BUDGETED:</u>								
Prior Years Taxes		\$ 44,646.63	\$ 953,677.25			\$ 30,099.39	\$ 916,184.81	
Gifts and Lost Books Fees		0.00	0.00			0.00	112,000.00	
Investment Income		26,235.13	156,051.49			5,525.39	251,892.39	
Flexible Benefits Account Balance		0.00	0.00			0.00	3,231.33	
Sale of Surplus Equipment		0.00	20,586.58			0.00	35,244.26	
Insurance Reimbursements		0.00	1,161.00			0.00	0.00	
Miscellaneous		16,456.44	512,518.77			12,784.52	259,992.43	
Total Miscellaneous Revenue		\$ 87,338.20	\$ 1,643,995.09			\$ 48,409.30	\$ 1,578,545.22	
Total Revenue	\$ 29,145,514.00	\$ 1,507,319.03	\$ 27,964,699.57	95.95%	\$ 28,491,843.70	\$ 2,113,230.61	\$ 28,023,267.96	
								Docu ML Apt 98.36%

Document #91
MLC FY 2013-14
April 17, 2014

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

March 31, 2014

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 44,823.57	\$ 4,155.83	\$ 1,247.68	\$ 47,731.72
810 Prepaid Fees	(20,633.02)	0.00	395.91	(21,028.93)
815 Fines	46,519.63	48,413.90	46,956.70	47,976.83
820 Copy	136,135.16	13,250.00	14,155.84	135,229.32
Total Revolving Funds	\$206,845.34	\$ 65,819.73	\$ 62,756.13	\$209,908.94
GRANTS:				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
Special Grants				
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
877 14/Dollar General/Youth Literacy	3,000.00	3,000.00	0.00	3,000.00
878 14/OAC/Gem's-The World's Hist	3,500.00	0.00	3,500.00	(3,500.00)
879 14/OAC/Black History Month	4,550.00	0.00	4,550.00	(4,550.00)
883 14/EEJF/Children's Books	5,000.00	5,000.00	0.00	5,000.00
884 14/KFF/After School	9,600.00	9,600.00	4,200.00	5,400.00
886 14/OGE/Summer at Library	5,000.00	5,000.00	0.00	5,000.00
887 14/Continental/Summer Reading	5,000.00	5,000.00	0.00	5,000.00
888 14/Downtown Club/Summer Readii	600.00	600.00	0.00	600.00
891 14/OHC/Worst Hard Time	1,000.00	1,000.00	400.00	600.00
893 14/OCCF/Harrah	265.00	265.00	0.00	265.00
899 11/LET/Young Professional Adv	3,000.00	3,318.75	2,294.14	1,024.61
928 12/ODL/College Savings	1,000.00	1,000.00	571.32	428.68
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	1,912.45	3,825.55
935 12/Conoco/MWC	1,000.00	1,000.00	980.53	19.47
952 13/LET/Materials	13,315.00	13,319.77	13,319.77	0.00
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
Friends Grants				
846 10 Public Art	3,000.00	4,500.00	2,859.74	1,640.26
872 14 Our World	40,000.00	40,000.00	28,628.69	11,371.31
873 14 Come Read with Me	15,000.00	15,000.00	247.08	14,752.92
874 14 Brawner Scholarships	12,000.00	12,000.00	7,050.00	4,950.00
876 14 Summer at the Library	71,000.00	71,000.00	1,707.70	69,292.30
890 14 Rock and Read	480.00	480.00	0.00	480.00
892 14 Flat Screen TVs	4,000.00	4,000.00	0.00	4,000.00
916 12 Bench and Bike Rack	11,000.00	11,000.00	10,358.88	641.12
945 13 Staff Recognition	25,299.02	25,534.02	25,349.58	184.44
948 13 Summer at the Library	67,300.00	67,300.00	67,300.00	0.00
950 13 SO Grand Opening	2,000.00	2,000.00	1,899.61	100.39
960 13 Volunteer Transportation	500.00	500.00	24.00	476.00
Total Grants				133,675.24
Total Special Funds				<u>\$343,584.18</u>

**Metropolitan Library System
Statement of Encumbrances**

Month of March 2014

FY-14

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	1,110,457.21	10,331,788.56	69.05	14,963,591.00	4,631,802.44
102	Wages - Part-time	164,307.41	1,584,837.14	60.68	2,611,763.00	1,026,925.86
103	Payroll Taxes	93,984.47	875,716.90	70.34	1,245,011.00	369,294.10
109	Workers' Comp. Insurance	14,930.00	132,879.00	64.93	204,648.00	71,769.00
112	Group Insurance	232,123.46	2,083,769.02	70.18	2,969,033.00	885,263.98
113	Employees' Retirement	75,042.44	1,814,762.74	90.79	1,998,785.00	184,022.26
114	Unemployment Compens.	.00	1,256.60	4.19	30,000.00	28,743.40
Total Personal Services		1,690,844.99	16,825,009.96	70.04	24,022,831.00	7,197,821.04

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insu.	.00	264,301.98	97.35	271,506.00	7,204.02
205	Rent of Library Buildings	7,571.88	75,156.28	84.28	89,175.00	14,018.72
207	Janitorial Services	34,431.80	309,364.20	59.04	524,000.00	214,635.80
208	Maintenance of Facilities	39,229.34	245,302.11	40.87	600,156.00	354,853.89
211	Parking & Transportation	10,854.44	102,595.34	62.33	164,600.00	62,004.66
212	Travel Expenses	3,734.65	57,329.79	43.12	132,954.00	75,624.21
213	Professional Services	16,400.04	249,481.72	58.10	429,420.00	179,938.28
214	Security Services	27,455.92	299,105.28	64.54	463,406.00	164,300.72
216	Telephone Services	10,258.49	81,223.71	25.07	324,027.00	242,803.29
217	Electrical Services	34,349.89	386,808.99	59.01	655,455.00	268,646.01
218	Gas Services	7,485.92	35,119.95	70.67	49,696.00	14,576.05
219	Water & Garbage Services	3,927.41	52,662.80	55.77	94,431.00	41,768.20
220	Trigen Energy Services	9,696.75	135,056.31	57.83	233,541.00	98,484.69
226	Memberships	1,490.00	20,827.00	76.40	27,259.00	6,432.00
230	Other Library-Related Serv.	22,469.62	322,612.54	67.60	477,253.00	154,640.46
231	Automation Contractual	46,463.63	279,091.96	66.17	421,777.00	142,685.04
236	Network Catalog Services	5,456.69	49,885.78	54.08	92,250.00	42,364.22
Total Contractual Services		281,276.47	2,965,925.74	58.72	5,050,906.00	2,084,980.26

Metropolitan Library System
Statement of Encumbrances
Month of March 2014

FY-14

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	21,772.08	88,933.27	43.81	203,000.00	114,066.73
302	Postage	21,404.99	171,790.46	58.52	293,575.00	121,784.54
303	Supplies	33,533.59	295,066.08	65.84	448,149.00	153,082.92
310	Maintenance Supplies	2,880.32	58,173.55	77.56	75,000.00	16,826.45
312	Safety Supplies & Equip.	.00	5,871.14	99.51	5,900.00	28.86
321	Gasoline & Oil	3,128.57	25,585.73	45.69	56,000.00	30,414.27
322	Vehicle Parts & Repairs	543.53	10,293.40	32.17	32,000.00	21,706.60
330	Programming Activities	23,403.34	150,643.09	50.86	296,168.00	145,524.91
331	Other Commodities	854.05	13,604.49	31.95	42,574.00	28,969.51
Total Commodities		107,520.47	819,961.21	56.46	1,452,366.00	632,404.79

Capital Outlays

401	Books & Materials	733,388.64	3,172,148.17	61.12	5,190,000.00	2,017,851.83
404	Government Documents	.00	3,000.00	44.78	6,700.00	3,700.00
405	Book Repairs & Bindings	.00	.00	.00	1,900.00	1,900.00
407	Periodicals & Subscriptions	86.40	165,791.35	91.27	181,650.00	15,858.65
408	Furniture, Fixture, & Equip.	14,149.27	199,404.91	58.35	341,757.00	142,352.09
409	Motor Vehicles	.00	86,473.91	82.36	105,000.00	18,526.09
410	Automation System & Equip.	.00	150,950.81	25.02	603,350.00	452,399.19
450	Capital Projects	4,120.40	1,295,387.55	20.59	6,290,024.00	4,994,636.45
490	Capital Reserves - Current	.00	.00	.00	-1,198,551.76	-1,198,551.76
499	Reserve Carryover - Prior	.00	.00	.00	16,128,950.12	16,128,950.12
Total Capital Outlays		751,744.71	5,073,156.70	18.35	27,650,779.36	22,577,622.66
Total Budget		2,831,386.64	25,684,053.61	44.15	58,176,882.36	32,492,828.75

Monthly Journal Entries -- March 2014

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
138	1001	Cash	\$ 10,000.00	
	3602	Interest Income Interest on 313381pa7		\$ 10,000.00
139	1001	Cash	\$ 10,000.00	
	3602	Interest Income Interest on 3136g1gz6		\$ 10,000.00
140	1001	Cash	\$ 5,875.85	
	3602	Interest Income Interest on First State Bank CD		\$ 5,875.85
<u>Tax revenues</u>				
141	1001	Cash	\$ 312,988.42	
	1201	Ad Valorem Tax - Current year		\$ 268,373.54
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 2/17 to 2/28		\$ 44,614.88
142	1001	Cash	\$ 151,683.76	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/1 to 3/7		\$ 151,683.76
143	1001	Cash	\$ 401,223.27	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/10 to 3/14		\$ 401,223.27
144	1001	Cash	\$ 61.68	
	1201	Ad Valorem Tax - Current year		\$ 29.93
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 3/1 to 3/14		\$ 31.75
145	1001	Cash	\$ 407,895.33	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/17 to 3/21		\$ 407,895.33
146	1001	Cash	\$ 144,775.00	
	3401	State Aid State Aid, 1st payment		\$ 144,775.00

Miscellaneous revenue

147	1001	Cash		\$	14,597.43	
	3605	Mic. Reimbursements				\$ 14,597.43
		Friends-salaries	4,104.42	Café rent	500.00	
		ALA refund	648.00	CMU refund	10.57	
		LET postage	277.86	name badges	1.00	
		Insur-J Johnson	1,373.04	name badges	1.00	
		Outreach refund	\$ 2.06	Almonte rent	\$ 7,171.88	
		surplus	\$ 507.60	Total	\$ 14,597.43	

Fines

148	1001	Cash		\$	46,000.00	
	3403	Projected Mic. Revenue - Fines				\$ 46,000.00
		Fines transferred to General Fund in March				

Payable entries

149	3001	Current Year Reserv. for Appropriations.		\$	2,831,352.77	
	3011	Current Year P.O. Outstanding				\$ 2,831,352.77
	3002	Prior Year Reserv. for Appropriations.		\$	481.23	
	3012	Prior Year P.O. Outstanding				\$ 481.23
		Purchase orders issued in March				
150	3011	Current Year P.O. Outstanding		\$	2,924,634.49	
	3021	Current Year Warrants Outstanding				\$ 2,917,052.38
	3012	Prior Year P.O. Outstanding				\$ 7,582.11
		Checks issued in March				
151	3021	Current Year Warrants Outstanding		\$	2,692,312.30	
	1001	Cash				\$ 2,692,312.30
		Checks cleared Bank in March				

Bank interest and fees

152	1001	Cash		\$	359.28	
	3602	Bank Fees		\$	389.07	
	3602	Interest Income				\$ 748.35
		Interest and fees from General Fund checking account				
153	8000	Special Fund Cash				\$ 236.94
	8815	Bank Fees		\$	254.34	
	8815	Interest Income				\$ 17.40
		Interest and fees from Special Fund checking account				

Special funds

154	8000	Special Fund Cash	\$	64,991.06	
	8815	Fines			\$ 27,090.01
	8820	Copy			\$ 13,250.00
	8805	Gift/Lost Books			\$ 4,155.83
	8810	Prepaid Fees	\$	395.91	
	8893				\$ 265.00
	8815	Credit card receipts			21,306.49
	8815	Credit card fees	\$	680.36	
		Revenues of special funds received in March			
155	8000	Special Fund Cash			\$ 74,967.49
	8815	Fines	\$	46,022.00	
	8820	Copy	\$	14,155.84	
	8805	Gift/Lost Books	\$	1,242.91	
	8948		\$	1,110.68	
	8873		\$	235.08	
	8884		\$	2,000.00	
	8891		\$	400.00	
	8899		\$	1,284.00	
	8933		\$	1,165.00	
	8872		\$	2,790.66	
	8878		\$	3,500.00	
	8928		\$	571.32	
	8950		\$	490.00	
		Expenditures of special funds in March			

Corrections, adjustments, and miscellaneous

156	1001	Cash	\$	1,889.13	
	3605	Other income			\$ 1,889.13
		to close out Flex account income			
157	8805	Gifts	\$	4.77	
	8952				\$ 4.77
		to close out negative balance and close account			
		Grand Total		<u>\$ 10,095,919.04</u>	<u>\$10,095,919.04</u>

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
G-03762	Gale/ Cengage Learning, Inc.	Materials	13,477.65	13,477.65
G-03763	Weston Woods Accts Receivable	Materials	1,078.80	1,078.80
G-03764	Baker & Taylor Books	Materials	1,756.09	1,756.09
G-03765	Infobase Learning	Materials	4,985.72	4,985.72
G-03766	Recorded Books, LLC	Materials	1,277.71	1,277.71
G-03767	The Penworthy Co.	Materials	1,195.64	1,195.64
G-03768	Thorndike/Gale Group	Materials	1,174.86	1,174.86
G-03769	Dreamscape Media LLC	Materials	299.95	299.95
G-03770	Blackstone Audio Books	Materials	1,395.86	1,395.86
G-03771	Random House, Inc	Materials	124.50	124.50
G-03772	Brilliance Corporation	Materials	1,938.64	1,938.64
G-03773	Gateway Films/Vision Video	Materials	54.95	54.95
G-03774	Ingram Library Service	Materials	1,329.84	1,329.84
G-03775	Audio Editions	Materials	495.85	495.85
G-03776	OverDrive, Inc.	Materials	11,614.65	11,614.65
G-03777	Findaway World, LLC	Materials	11,236.10	11,236.10
G-03778	AV Cafe Inc	Materials	1,694.93	1,694.93
G-03779	Ingram Library Service	Materials	3,297.77	3,297.77
G-03780	Baker & Taylor Books	Materials	2,254.26	2,254.26
G-03781	Baker & Taylor Entertainment	Materials	1,607.22	
		Materials	4,548.26	6,155.48
G-03782	Midwest Tape	Materials	539.90	539.90
G-03783	Baker & Taylor Books	Materials	1,375.50	
		Materials	953.97	
		Materials	2,868.88	
		Materials	1,147.22	
		Materials	4,020.58	
		Materials	4,332.14	
		Materials	4,105.53	
		Materials	2,901.35	21,705.17
G-03784	Baker & Taylor Books	Materials	844.18	
		Materials	3,226.75	
		Materials	5,819.19	
		Materials	2,468.98	
		Materials	7,955.11	20,314.21
G-03785	Baker & Taylor Books	Materials	1,320.51	1,320.51
G-03786	Baker & Taylor Entertainment	Materials	339.15	339.15
G-03787	Mackin	Materials	26.70	26.70
G-03788	Bank of Oklahoma	Payroll Transmittal-Chks	31,911.34	
		Payroll Transmittal-Chks	12,787.47	
		Payroll Transmittal-Chks	110.00	44,808.81
G-03789	Bank of Oklahoma	Federal Withholding Tax	59,257.85	
		Federal Withholding Tax	4,903.00	64,160.85
G-03790	Oklahoma Tax Commission	State Withholding Tax	17,679.00	
		State Withholding Tax	1,066.00	18,745.00
G-03791	Mun. Employees Credit Union	Employee Cr Union Deducts	11,122.47	
		Employee Cr Union Deducts	87.50	11,209.97
G-03792	United Way of Central Oklahoma	Employee Deductions	699.11	
		Employee Deductions	24.00	723.11
G-03793	Clerk, U.S. District	Employee Deductions	254.03	254.03
G-03794	Works & Lentz, Inc.	Employee Deductions	265.38	265.38
G-03795	HealthSmart Benefit Solutions	Employee Deductions	177.50	177.50

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose	Amount	Amount
G-03796	Bank of America	Payroll Transmittal-DDep	324,553.77	
		Payroll Transmittal-DDep	58,546.81	
		Payroll Transmittal-DDep	770.00	383,870.58
G-03797	Nationwide Retirement Solution	Employee Deductions	5,493.38	5,493.38
G-03798	Transamerica Life Insurance Co	Employee Deductions	279.51	279.51
G-03799	Bank of Okla-Institutional	Employee Contrib -- DB PI	3,661.81	3,661.81
G-03800	Bank of Oklahoma	Employee Flexplan Deposit	33,680.03	33,680.03
G-03801	Bank of Oklahoma	Employee Soc/Sec Deposits	32,274.52	
		Employee Soc/Sec Deposits	5,209.56	
		Employee Medicare Deposit	7,548.18	
		Employee Medicare Deposit	1,218.39	
		Employer Soc/Sec Deposits	37,484.20	
		Employer Medicare Deposit	8,766.34	92,501.19
G-03802	MassMutual Financial Group	Employee Contrib -- DC PI	20,898.01	
		Employer Contrib -- DC PI	37,335.95	58,233.96
G-03803	Love, Beal & Nixon, P.C.	Employee Deductions	290.74	290.74
G-03804	Pioneer Credit Recovery	Employee Deductions	172.64	172.64
G-03805	Robinson & Hoover	Employee Deductions	157.02	157.02
G-03806	ODHS Oklahoma Centralized	Employee Deductions	484.28	484.28
G-03807	Administrative Services	Employee Deductions	1,504.67	1,504.67
G-03808	UNUM Life Insurance	Employee Deductions	1,112.70	
		Employee Deductions	37.30	1,150.00
G-03809	City of Midwest City, Inc.	Water & Garbage Services	255.63	255.63
G-03810	Bradford Industrial Supply	Maintenance of Facilities	36.88	
		Maintenance of Facilities	9,600.00	9,636.88
G-03811	O G & E	Electrical Services	193.76	
		Electrical Services	1,547.97	
		Electrical Services	1,174.05	2,915.78
G-03812	Oklahoma Natural Gas Co.	Gas Services	203.32	
		Gas Services	130.43	
		Gas Services	199.08	
		Gas Services	978.11	
		Gas Services	764.74	
		Gas Services	331.74	2,607.42
G-03813	City of Oklahoma City	Water & Garbage Services	32.05	32.05
G-03814	Locke Supply Co.	Maintenance of Facilities	27.27	
		Maintenance of Facilities	13.18	
		Maintenance of Facilities	10.16	50.61
G-03815	The University of Oklahoma	Printing/Printing Supply	100.00	100.00
G-03816	Synergy Datacom Supply, Inc.	Supplies	74.00	74.00
G-03817	Laurie F. Mack-Clark	Postage	1.82	
		Supplies	6.48	8.30
G-03818	Oklahoma Library Association	Professional Services	1,180.00	
		Professional Services	540.00	
		Professional Services	1,405.00	
		Professional Services	500.00	3,625.00
G-03819	Charles S. Isaacs	Transportation	19.60	19.60
G-03820	American Library Association	Memberships	248.00	248.00
G-03821	Barbara Beasley	Supplies	35.05	
		Supplies	32.44	67.49
G-03822	Sarah Kellum	Transportation	16.46	16.46
G-03823	Staples Credit Plan	Supplies	17.99	17.99

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Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
G-03824	Independent Stationers	Supplies	982.80	982.80
G-03825	INTEGRIS Corporate Assistance	Group Insurance	1,038.00	1,038.00
G-03826	Jonathan Willis	Transportation	59.30	59.30
G-03827	Linda Hyams	Transportation	82.60	82.60
G-03828	Scott's Printing & Copying	Printing/Printing Supply	1,308.55	1,308.55
G-03829	Hobby Lobby	Supplies	14.99	14.99
G-03830	Lynda G. Bahr	Transportation	249.06	249.06
G-03831	Rotary Club of Oklahoma City	Membership	135.00	
		Other Commodities	146.00	281.00
G-03832	Town of Luther	Water & Garbage Services	37.60	37.60
G-03833	Dana Beach	Transportation	15.06	
		Memberships	90.00	105.06
G-03834	Deli Partners of Little Rock	Professional Services	189.38	189.38
G-03835	Landon Holman	Transportation	70.56	70.56
G-03836	Cisco-Eagle, Inc.	Supplies	112.04	112.04
G-03837	Evans Hardware	Maintenance of Facilities	27.75	
		Maintenance of Facilities	18.02	45.77
G-03838	CDW Government, Inc.	Automation	3,678.00	3,678.00
G-03839	Batteries Sooner LLC	Maintenance of Facilities	42.25	42.25
G-03840	Oklahoma Center for Nonprofits	Professional Services	100.00	100.00
G-03841	Neofunds by Neopost	Postage	3,000.00	3,000.00
G-03842	City of Harrah Acct 02-0121-01	Water & Garbage Services	62.80	62.80
G-03843	Amazon/GE Money Bank	Supplies	92.33	
		Supplies	37.79	
		Supplies	20.57	150.69
G-03844	United Parcel Service	Postage	747.08	747.08
G-03845	John Wood	Transportation	20.16	20.16
G-03846	City of Choctaw	Water & Garbage Services	80.70	80.70
G-03847	Andrew N. Soliven	Transportation	40.10	40.10
G-03848	Focal Point Consulting, LLC	Professional Services	250.00	250.00
G-03849	Kimberly A Terry	Telephone Services	50.00	
		Telephone Services	50.00	
		Telephone Services	50.00	
		Telephone Services	50.00	
		Transportation	102.72	302.72
G-03850	Creative Educational Strategie	Programming Activities	560.00	560.00
G-03851	Pamela Buchanan	Telephone Services	35.00	
		Transportation	22.79	57.79
G-03852	Aaron Bluiitt	Transportation	79.63	79.63
G-03853	Darrie Breathwit	Programming Activities	31.94	31.94
G-03854	Star Lighting	Maintenance of Facilities	56.91	
		Maintenance of Facilities	80.65	137.56
G-03855	RESolutionsTECH Inc.	Professional Services	1,000.00	1,000.00
G-03856	Cintas Corporation 064	Maintenance of Facilities	596.02	596.02
G-03857	Tim Spindle	Transportation	21.50	21.50
G-03858	Laura McMurtry	Telephone Services	35.00	
		Transportation	43.80	78.80
G-03859	SMC Technologies, Inc	Capital Projects	125.00	125.00
G-03860	Sarah Abbasi	Programming Activities	15.32	15.32
G-03861	Vickie Saxton	Transportation	23.24	
		Other Commodities	27.23	50.47
G-03862	Curtiss Ray	Maintenance of Facilities	51.83	51.83

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Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
G-03863	Peter Chang	Transportation	29.01	29.01
G-03864	Lisa Bradley	Transportation	4.03	4.03
G-03865	Joe H Shelton	Postage	21.98	
		Programming Activities	66.74	88.72
G-03866	R. Justin Herwig	Transportation	56.62	56.62
G-03867	Mary J. Sholly	Transportation	54.88	54.88
G-03868	Suzette V. Felton	Transportation	9.01	9.01
G-03869	Donna Hilton	Programming Activities	120.00	120.00
G-03870	Shoplet	Supplies	318.50	318.50
G-03871	UNUM Life Insurance	Grp L-T Disab Ins Prm-MAR	6,950.46	6,950.46
G-03872	CompSource Oklahoma	Workers Comp Insurance	13,930.00	13,930.00
G-03873	HealthSmart Benefit Solutions	Grp Life AD&D Ins Prm-MAR	50,126.82	50,126.82
G-03874	Vision Service Plan of	Grp Vision Ins - March	2,865.63	2,865.63
G-03875	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Mar	168,556.35	168,556.35
G-03876	UNUM Life Insurance	Grp LTC Insurance Prm-Mar	1,320.20	1,320.20
G-03877	Grainger	Supplies	56.33	56.33
G-03878	Oklahoma Natural Gas Co.	Gas Services	178.20	178.20
G-03879	City of Oklahoma City	Water & Garbage Services	259.26	259.26
G-03880	City of the Village	Water & Garbage Services	91.41	91.41
G-03881	Tech-Lock	Maintenance of Facilities	125.00	125.00
G-03882	Demco	Supplies	18.13	
		Supplies	1,432.80	1,450.93
G-03883	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-03884	EBSCO Subscription Services	Materials	9,475.00	9,475.00
G-03885	Oklahoma Library Association	Professional Services	360.00	
		Professional Services	990.00	1,350.00
G-03886	American Library Association	Membership	263.00	263.00
G-03887	Recorded Books, LLC	Materials	857.40	857.40
G-03888	Thorndike/Gale Group	Materials	9,553.46	9,553.46
G-03889	Hal Leonard Corporation	Materials	58.19	58.19
G-03890	Blackstone Audio Books	Materials	2,084.92	2,084.92
G-03891	Random House, Inc	Materials	1,275.50	1,275.50
G-03892	A T & T Mobility	Telephone Services	129.56	129.56
G-03893	Brilliance Corporation	Materials	1,533.37	1,533.37
G-03894	ALA Registration Dept	Professional Services	245.00	245.00
G-03895	Filtration Services Group, LLC	Maintenance of Facilities	151.20	151.20
G-03896	Ingram Library Service	Materials	3,358.38	3,358.38
G-03897	OSCPA	Professional Services	260.00	260.00
G-03898	OverDrive, Inc.	Network Catalog Services	1,390.50	
		Materials	7,386.71	8,777.21
G-03899	Findaway World, LLC	Materials	7,152.54	7,152.54
G-03900	Victoria Dixon	Parking	108.38	108.38
G-03901	Ginger Waldrip	Programming Activities	100.00	100.00
G-03902	Ingram Library Service	Materials	404.91	404.91
G-03903	Oklahoma Secretary of State	Supplies	25.00	25.00
G-03904	CDW Government, Inc.	Automation	159.12	159.12
G-03905	ProQuest	Materials	100,120.00	100,120.00
G-03906	American Chamber of Commerce	Materials	126.00	126.00
G-03907	ULINE	Supplies	89.07	89.07
G-03908	Amazon/GE Money Bank	Supplies	58.46	
		Supplies	399.92	
		Programming	110.97	569.35

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
G-03909	United Parcel Service	Postage	576.66	576.66
G-03910	Baker & Taylor Books	Materials	3,595.65	3,595.65
G-03911	Cox Communications, Inc.	Telephone Services	1,913.10	
		Telephone Services	2,073.73	3,986.83
G-03912	Cheryl Pernell	Parking	108.38	108.38
G-03913	Baker & Taylor Entertainment	Materials	2,901.28	
		Materials	9,294.80	
		Materials	35.80	12,231.88
G-03914	Accu Cut	Programming	637.50	637.50
G-03915	Walmart Community/GECRB	Other Commodities	33.96	
		Other Commodities	141.53	175.49
G-03916	Construction Building	Maintenance of Facilities	17.67	17.67
G-03917	AVL Systems Design	Automation Contractual	172.50	172.50
G-03918	Midwest Tape	Materials	449.90	449.90
G-03919	Engineered Equipment Inc.	Maintenance of Facilities	184.32	184.32
G-03920	Kelly D Smith	Programming Activities	60.00	60.00
G-03921	Waste Connections of Oklahoma	Garbage Services	679.00	
		Garbage Services	54.00	733.00
G-03922	Oklahoma City Police Dept.	Maintenance of Facilities	65.00	65.00
G-03923	Myers Landscape Management,	Maintenance of Facilities	1,500.00	
		Maintenance of Facilities	920.00	
		Maintenance of Facilities	690.00	3,110.00
G-03924	Cox Communications, Inc.	Telephone Services	285.76	
		Telephone Service	193.94	479.70
G-03925	Baker & Taylor Books	Materials	1,297.94	
		Materials	2,844.98	
		Materials	5,351.04	
		Materials	2,906.65	12,400.61
G-03926	Baker & Taylor Books	Materials	1,788.18	
		Materials	1,760.29	
		Materials	812.26	4,360.73
G-03927	Baker & Taylor Books	Materials	412.63	412.63
G-03928	Window World of Oklahoma City,	Maintenance of Facilities	517.00	517.00
G-03929	Darci Parker	Programming Activities	100.00	100.00
G-03930	Anthony Beets	Programming Activities	50.00	50.00
G-03931	Baker & Taylor Entertainment	Materials	500.50	500.50
G-03932	Mackin	Materials	94.73	94.73
G-03933	Shoplet	Furniture	1,199.45	1,199.45
G-03934	O G & E	Electrical Services	907.35	907.35
G-03935	Oklahoma Natural Gas Co.	Gas Services	486.25	486.25
G-03936	City of Oklahoma City	Water & Garbage Services	28.81	
		Water & Garbage Services	287.29	
		Water & Garbage Services	160.23	476.33
G-03937	Locke Supply Co.	Maintenance of Facilities	11.87	11.87
G-03938	Tech-Lock	Maintenance of Facilities	2,692.00	
		Maintenance of Facilities	44.85	2,736.85
G-03939	AT&T	Telephone Services	662.85	
		Telephone Services	808.44	
		Telephone Services	707.88	2,179.17
G-03940	City of Edmond	Electrical Services	4,067.75	4,067.75
G-03941	American Express	Travel Expenses	1,207.00	
		Automation Contractual	149.00	

** Continued **

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03941	American Express	Travel Expenses	873.20	
		Maintenance of Facilities	47.31	
		Safety Supplies	270.00	2,546.51
G-03942	ALA Order Fulfillment	Professional Services	99.00	99.00
G-03943	American Library Association	Memberships	175.00	175.00
G-03944	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-03945	Staples Advantage	Supplies	138.11	138.11
G-03946	Lois Cross	Programming Activities	50.00	50.00
G-03947	Copelin's Office Center	Supplies	466.32	466.32
G-03948	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-03949	AT&T	Telephone Services	1,210.35	1,210.35
G-03950	James E. Nimmo	Transportation	150.00	150.00
G-03951	Larry G. Johnson	Parking	108.38	108.38
G-03952	Fuelman	Vehicle Parts & Repairs	204.56	
		Gasoline & Oil	3,128.57	3,333.13
G-03953	WorthingtonDirect	Equipment	1,091.50	1,091.50
G-03954	Home Depot Credit Services	Maintenance of Facilities	73.96	
		Maintenance of Facilities	181.79	
		Maintenance of Facilities	79.91	335.66
G-03955	Evans Hardware	Maintenance of Facilities	10.58	
		Maintenance of Facilities	31.35	41.93
G-03956	Rainbow Resource Center, Inc	Books & Materials	1,315.00	
		Books & Materials	535.00	1,850.00
G-03957	City of Edmond	Water & Garbage Services	326.36	326.36
G-03958	Amazon/GE Money Bank	Equipment	93.82	
		Supplies	25.59	119.41
G-03959	First Advantage	Professional Services	40.00	40.00
G-03960	Southern Hardlines, Inc.	Maintenance of Facilities	27.34	27.34
G-03961	Engineered Equipment Inc.	Maintenance of Facilities	223.92	223.92
G-03962	SmithKor Investments LLC	Rent of Library Buildings	7,171.88	7,171.88
G-03963	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-03964	G4S Secure Solutions	Security Services	9,085.81	9,085.81
G-03965	Krueger International, Inc.	Furniture	716.00	716.00
G-03966	Veolia Energy Oklahoma City,	Trigen Energy Services	9,696.75	9,696.75
G-03967	Sheldon Beach	Parking	108.38	108.38
G-03968	Anne G. Fischer	Transportation	93.02	93.02
G-03969	O G & E	Electrical Services	3,879.16	
		Electrical Services	175.33	
		Electrical Services	1,492.23	5,546.72
G-03970	Oklahoma Natural Gas Co.	Gas Services	32.15	32.15
G-03971	City of Oklahoma City	Water & Garbage Services	180.56	
		Water & Garbage Services	208.12	388.68
G-03972	Southwestern Stationers, Inc.	Supplies	20.36	20.36
G-03973	Demco	Supplies	2,422.00	2,422.00
G-03974	The University of Oklahoma	Printing/Printing Supply	90.00	90.00
G-03975	Oriental Trading Company	Programming	38.99	38.99
G-03976	Hewlett-Packard Co.	Automation Contractual	7,402.15	7,402.15
G-03977	Alma L. Brown	Professional Services	65.00	
		Programming Activities	12.97	77.97
G-03978	Oklahoma Library Association	Professional Services	160.00	160.00
G-03979	Susie Beasley	Transportation	10.58	10.58

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Number	Vendor/Payee	Purpose		Amount
G-03980	Donna Morris	Telephone Reimbursement	50.00	50.00
G-03981	Susan Ryan	Transportation	20.71	20.71
G-03982	Charles S. Isaacs	Telephone Services	35.00	35.00
G-03983	Taryn Kingery	Programming Activities	16.26	16.26
G-03984	Barbara Beasley	Postage	7.60	7.60
G-03985	Denyveta Davis	Transportation	159.55	159.55
G-03986	Randy Wayland	Supplies	38.88	38.88
G-03987	HealthSmart Benefit Solutions	Group Insurance	386.00	386.00
G-03988	Anne G. Fischer	Telephone Services	50.00	50.00
G-03989	Friday	Library-related Services	900.00	900.00
G-03990	Independent Stationers	Supplies	629.25	629.25
G-03991	Joan Kendall	Supplies	5.93	5.93
G-03992	Kristin Williamson	Transportation	58.82	
		Other Commodities	16.68	
		Other Commodities	145.91	221.41
G-03993	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-03994	Scott's Printing & Copying	Printing/Printing Supply	1,628.88	
		Printing/Printing Supply	1,035.94	2,664.82
G-03995	OCLC, Inc.	Network Catalog Services	4,066.19	4,066.19
G-03996	Hobby Lobby	Supplies	48.30	48.30
G-03997	Phyllis Davidson	Transportation	39.13	39.13
G-03998	Dana Morrow	Transportation	54.71	
		Transportation	19.88	74.59
G-03999	Lynda G. Bahr	Telephone Services	35.00	
		Telephone Services	35.00	
		Transportation	114.69	184.69
G-04000	Findaway World, LLC	Supplies	1,307.00	1,307.00
G-04001	Jerod Gerfen	Memberships	90.00	
		Professional Services	180.00	270.00
G-04002	Vickie Ross	Supplies	29.20	29.20
G-04003	Meghan Attalla	Programming Activities	84.31	84.31
G-04004	Melody A. Kellogg	Transportation	59.86	59.86
G-04005	PPBC, Inc	Library-related Services	1,600.00	1,600.00
G-04006	Jana Hausburg	Transportation	23.63	23.63
G-04007	Cox Media Oklahoma City	Library-related Services	10,370.00	10,370.00
G-04008	Tracey Thompson	Memberships	90.00	90.00
G-04009	OPUBCO Communications Group	Library-related services	60.40	60.40
G-04010	Kathryn Hatfield	Memberships	90.00	90.00
G-04011	Katrina Prince	Other Commodities	45.00	
		Programming Activities	41.33	86.33
G-04012	Kelley Riha	Transportation	234.75	234.75
G-04013	Joy E. Cavett	Programming Activities	150.00	150.00
G-04014	Chase Card Services	Automation Contractual	24.00	
		Telephone Services	51.91	
		Automation Contractual	69.95	
		Supplies	76.66	
		Furniture	170.64	
		Supplies	68.28	
		Professional Services	17.00	
		Automation	422.49	
		Equipment	404.00	
		Travel	250.00	

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Number	Vendor/Payee ** Continued **	Purpose	Amount
G-04014	Chase Card Services	Travel	50.00
		Supplies	40.60
		Periodicals & Subscriptio	19.95
		Equipment	912.70
		Programming	26.99
		Maintenance of Facilities	118.18
		Printing Supplies	58.45
		Supplies	30.23
G-04015	Carol L. Roberts	Mileage	58.24
G-04016	Kevin Colwell	Transportation	23.97
G-04017	Clyde Herrod	Memberships	90.00
G-04018	Amazon/GE Money Bank	Supplies	178.90
		Programming	70.79
G-04019	United Parcel Service	Postage	447.39
G-04020	Oklahoma Press Service	Library-Related Services	114.20
G-04021	Todd Olberding	Telephone Services	47.02
G-04022	YP	Library-related services	1,998.00
G-04023	Daniel Fields	Programming Activities	99.96
G-04024	Walmart Community/GE CRB	Supplies	9.73
		Supplies	95.76
		Supplies	158.83
G-04025	MetroFamily Magazine	Library-related Services	1,449.00
G-04026	Danny Gordon Art, LLC	Programming Activities	200.00
G-04027	Lisa Hubbert	Programming Activities	120.00
G-04028	Metro Monitor, Inc.	Library-related Services	95.00
G-04029	Oklahoma City County Health	Programming Activities	250.00
G-04030	Donna Morris	Transportation	450.00
G-04031	Darrie Breathwit	Transportation	19.60
		Programming Activities	54.37
G-04032	Emily Canniff	Transportation	19.21
G-04033	Alexis Whitney	Programming Activities	10.84
G-04034	SmithKor Investments LLC	Rent of Library Buildings	7,171.88
G-04035	Edie Daniel	Programming Activities	18.37
G-04036	Target Bank	Programming Activities	28.14
G-04037	Buffi Rae Smith	Programming Activities	50.00
G-04038	Trak-1 Technology, Inc.	Professional Services	65.12
G-04039	Sally Phillips	Postage	16.60
G-04040	Melody of China, Inc.	Postage	138.74
G-04041	Megan Huggins	Supplies	49.79
G-04042	Emily Williams	Other Commodities	10.07
G-04043	Kone Inc	Maintenance of Facilities	975.00
		Maintenance of Facilities	702.26
G-04044	Superior Linen Service	Supplies	55.00
G-04045	Eric Lyons	Programming Activities	200.00
G-04046	Katheryn L Lawrence	Programming Activities	50.00
		Programming Activities	50.00
G-04047	Doug Berky	Programming Activities	4,000.00
G-04048	Diane Sharp	Programming Activities	30.72
		Transportation	12.08
G-04049	Global Industrial Equipment	Supplies	19.27
G-04050	Provantage	Automation	173.56

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Number	Vendor/Payee	Purpose		Amount
G-04051	R. Justin Herwig	Supplies	21.67	21.67
G-04052	Tyler Outdoor Advertising, LLC	Library-related Services	2,830.00	2,830.00
G-04053	Chris Kennedy	Transportatin	18.93	18.93
G-04054	Donna Hilton	Programming Activities	100.00	100.00
G-04055	Shoplet	Supplies	128.81	128.81
G-04056	Bradford Industrial Supply	Maintenance of Facilities	28.94	28.94
G-04057	O G & E	Electrical Services	2,050.89	2,050.89
G-04058	City of Bethany	Water & Garbage Services	126.55	126.55
G-04059	City of Oklahoma City	Water & Garbage Services	245.65	245.65
G-04060	Locke Supply Co.	Maintenance of Facilities	142.31	
		Maintenance of Facilities	37.52	
		Maintenance of Facilities	129.53	
		Maintenance of Facilities	128.92	438.28
G-04061	Dagwell Dixie Inc	Maintenance of Facilities	137.70	137.70
G-04062	Baker & Taylor Books	Materials	9,858.63	9,858.63
G-04063	Donna Morris	Telephone Reimbursement	50.00	50.00
G-04064	Recorded Books, LLC	Materials	13,495.59	13,495.59
G-04065	Thorndike/Gale Group	Materials	944.70	944.70
G-04066	Live Oak Media	Materials	48.90	48.90
G-04067	Spaces, Inc.	Furniture	773.50	773.50
G-04068	Morningstar	Materials	13,781.00	13,781.00
G-04069	Blackstone Audio Books	Materials	379.50	379.50
G-04070	Random House, Inc	Materials	60.00	60.00
G-04071	Gateway Films/Vision Video	Materials	808.59	808.59
G-04072	Ingram Library Service	Materials	1,177.76	1,177.76
G-04073	Audio Editions	Materials	1,915.39	1,915.39
G-04074	Findaway World, LLC	Materials	13,262.49	13,262.49
G-04075	Newegg, Inc.	Equipment	1,070.72	1,070.72
G-04076	AV Cafe Inc	Materials	3,045.44	3,045.44
G-04077	Ingram Library Service	Materials	3,648.06	3,648.06
G-04078	Meghan Attalla	Other Commodities	25.00	25.00
G-04079	Center Point Large Print	Materials	1,342.08	1,342.08
G-04080	Scholastic Library	Materials	19,361.00	19,361.00
G-04081	ProQuest	Materials	19,665.00	19,665.00
G-04082	Rainbow Resource Center, Inc	Books & Materials	111.60	111.60
G-04083	Finder Binder	Materials	350.00	350.00
G-04084	Amazon/GE Money Bank	Automation	251.08	
		Programming	493.58	
		Supplies	108.70	853.36
G-04085	Learning Express, LLC	Materials	7,500.00	7,500.00
G-04086	Baker & Taylor Books	Materials	1,893.89	1,893.89
G-04087	Baker & Taylor Entertainment	Materials	5,818.37	
		Materials	2,113.25	7,931.62
G-04088	Pamela Buchanan	Telephone Services	35.00	35.00
G-04089	The Great Courses	Materials	504.70	504.70
G-04090	Baker & Taylor Books	Materials	584.10	
		Materials	1,191.47	
		Materials	1,194.58	
		Materials	3,274.80	
		Materials	4,104.28	
		Materials	6,641.78	
		Materials	3,913.32	

** Continued **

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Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-04090	Baker & Taylor Books	Materials	4,950.84	25,855.17
G-04091	Baker & Taylor Books	Materials	825.67	
		Materials	3,450.40	
		Materials	2,303.73	
		Materials	4,297.69	
		Materials	9,789.60	
		Materials	878.85	21,545.94
G-04092	Baker & Taylor Books	Materials	441.09	441.09
G-04093	G4S Secure Solutions	Security Services	9,106.05	9,106.05
G-04094	Baker & Taylor Entertainment	Materials	4,070.03	4,070.03
G-04095	Value Line	Materials	21,000.00	21,000.00
G-04096	Knoll, Inc.	Furniture	619.65	619.65
G-04097	Bank of Oklahoma	Payroll Transmittal-Chks	32,048.91	
		Payroll Transmittal-Chks	13,053.72	45,102.63
G-04098	Bank of Oklahoma	Federal Withholding Tax	63,343.85	
		Federal Withholding Tax	4,633.00	67,976.85
G-04099	Oklahoma Tax Commission	State Withholding Tax	18,826.00	
		State Withholding Tax	1,021.00	19,847.00
G-04100	Mun. Employees Credit Union	Employee Cr Union Deducts	11,122.47	
		Employee Cr Union Deducts	87.50	11,209.97
G-04101	United Way of Central Oklahoma	Employee Deductions	699.11	
		Employee Deductions	24.00	723.11
G-04102	Clerk, U.S. District	Employee Deductions	256.80	256.80
G-04103	Works & Lentz, Inc.	Employee Deductions	260.06	260.06
G-04104	Bank of America	Payroll Transmittal-DDep	342,418.36	
		Payroll Transmittal-DDep	55,160.37	397,578.73
G-04105	Nationwide Retirement Solution	Employee Deductions	5,493.38	5,493.38
G-04106	Transamerica Life Insurance Co	Employee Deductions	279.51	279.51
G-04107	Bank of Okla-Institutional	Employee Contrib -- DB PI	3,686.82	3,686.82
G-04108	Bank of Oklahoma	Employee Flexplan Deposit	13,434.56	13,434.56
G-04109	Bank of Oklahoma	Employee Soc/Sec Deposits	33,707.11	
		Employee Soc/Sec Deposits	4,979.08	
		Employee Medicare Deposit	7,883.14	
		Employee Medicare Deposit	1,164.47	
		Employer Soc/Sec Deposits	38,686.35	
		Employer Medicare Deposit	9,047.58	95,467.73
G-04110	MassMutual Financial Group	Employee Contrib -- DC PI	21,095.84	
		Employer Contrib -- DC PI	37,706.49	58,802.33
G-04112	Pioneer Credit Recovery	Employee Deductions	244.71	244.71
G-04113	Robinson & Hoover	Employee Deductions	184.52	184.52
G-04114	ODHS Oklahoma Centralized	Employee Deductions	484.28	484.28
G-04115	Administrative Services	Employee Deductions	1,490.43	1,490.43
G-04116	Bradford Industrial Supply	Maintenance of Facilities	300.87	
		Maintenance of Facilities	83.01	
		Maintenance of Supplies	77.02	460.90
G-04117	O G & E	Electrical Services	644.50	
		Electrical Services	2,725.52	3,370.02
G-04118	Oklahoma Natural Gas Co.	Gas Services	477.81	
		Gas Services	738.65	1,216.46
G-04119	City of Oklahoma City	Water & Garbage Services	497.99	
		Water & Garbage Services	56.35	554.34

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Number	Vendor/Payee	Purpose		Amount
G-04120	Brodart Co.	Programming	86.67	
		Supplies	1,240.00	1,326.67
G-04121	Locke Supply Co.	Maintenance of Facilities	180.53	180.53
G-04122	Demco	Equipment	223.20	223.20
G-04123	Oklahoma Library Association	Professional Services	190.00	190.00
G-04124	Karen Marriott	Travel Expenses	687.96	
		Travel Expenses	261.50	949.46
G-04125	U.S. Postal Service	Postage	175.46	175.46
G-04126	United Refrigeration, Inc.	Maintenance of Facilities	1.00	1.00
G-04127	Reliance Label Solutions, Inc	Supplies	4,564.05	4,564.05
G-04128	Anne G. Fischer	Travel Expenses	614.25	
		Travel Expenses	325.50	
		Telephone Services	50.00	989.75
G-04129	Stanley J. Adamiak	Programming Activities	100.00	100.00
G-04130	Independent Stationers	Supplies	11.64	11.64
G-04131	Jean Hill	Programming Activities	200.00	200.00
G-04132	Marpro Label Inc.	Supplies	4,008.00	4,008.00
G-04133	Great American Glass & Tinting	Maintenance of Facility	779.36	779.36
G-04134	Shawver & Son	Automation Contractual	279.42	279.42
G-04135	Walker Companies	Maintenance of Facilities	210.00	
		Supplies	38.50	248.50
G-04136	Oklahoma Center for the Book	Professional Services	50.00	50.00
G-04137	Russell Interiors	Maintenance of Facilities	565.00	565.00
G-04138	Ginger Waldrip	Programming Activities	200.00	
		Programming Activities	100.00	300.00
G-04139	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	98.50	98.50
G-04140	Vernon Library Supply	Supplies	20.05	20.05
G-04141	Evans Hardware	Maintenance of Facilities	7.06	7.06
G-04142	School Specialty	Furniture	13,416.34	13,416.34
G-04143	CDW Government, Inc.	Supplies	111.44	111.44
G-04144	Bank of America	Library-related services	252.77	252.77
G-04145	J & I Trailer Hitches	Vehicle Parts & Repairs	320.00	320.00
G-04146	Department of Central Services	Capital Projects	878.33	878.33
G-04147	Oklahoma Literacy Coalition	Memberships	40.00	40.00
G-04148	Ford Audio-Video	Capital Projects	2,000.00	2,000.00
G-04149	United Parcel Service	Postage	612.64	612.64
G-04150	Megan Cox	Programming Activities	120.00	120.00
G-04151	Myers Landscape Management,	Maintenance of Facilities	2,431.67	
		Maintenance of Facilities	2,581.66	
		Maintenance of Facilities	815.00	5,828.33
G-04152	Cox Communications, Inc.	Telephone Services	12.58	12.58
G-04153	Brandy Haynes	Programming Activities	40.00	40.00
G-04154	Chase Card Services	Books & Materials	1.00	1.00
G-04155	Darci Parker	Programming Activities	100.00	100.00
G-04156	Superior Linen Service	Supplies	27.50	27.50
G-04157	Lloyd Lovely	Telephone Services	40.00	
		Travel Expenses	1,325.68	1,365.68
G-04158	Anthony Beets	Programming Activities	50.00	50.00
G-04159	Bradford Industrial Supply	Maintenance of Facilities	16.14	16.14
G-04160	O G & E	Electrical Services	10,772.62	
		Electrical Services	1,851.56	
		Electrical Services	956.85	13,581.03

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Number	Vendor/Payee	Purpose	Amount	Amount
G-04161	Oklahoma Natural Gas Co.	Gas Services	352.87	
		Gas Services	438.32	
		Gas Services	20.32	
		Gas Services	466.00	
		Gas Services	81.92	1,359.43
G-04162	Brodart Co.	Supplies	2,450.00	2,450.00
G-04163	Southwestern Stationers, Inc.	Supplies	11.21	11.21
G-04164	Locke Supply Co.	Maintenance of Facilities	35.03	35.03
G-04165	Demco	Supplies	102.66	102.66
G-04166	Gale/ Cengage Learning, Inc.	Materials	156.75	156.75
G-04167	City of Warr Acres	Water & Garbage Services	51.95	51.95
G-04168	Synergy Datacom Supply, Inc.	Supplies	24.08	24.08
G-04169	Consumer Reports	Materials	1,397.12	1,397.12
G-04170	TDS Telecom	Telephone Services	1,281.74	1,281.74
G-04171	Recorded Books, LLC	Materials	2,146.72	2,146.72
G-04172	Thorndike/Gale Group	Materials	1,354.83	1,354.83
G-04173	Independent Stationers	Supplies	99.48	99.48
G-04174	Random House, Inc	Materials	180.00	180.00
G-04175	Gateway Films/Vision Video	Materials	279.86	279.86
G-04176	Ingram Library Service	Materials	1,371.13	1,371.13
G-04177	Julie Ballou	Travel Expenses	645.84	
		Travel Expenses	266.62	912.46
G-04178	Audio Editions	Materials	797.39	797.39
G-04179	OverDrive, Inc.	Materials	17,395.14	17,395.14
G-04180	Findaway World, LLC	Materials	3,719.74	3,719.74
G-04181	Full Cast Audio	Materials	165.00	165.00
G-04182	Grey House Publishing	Materials	307.50	307.50
G-04183	Jana Hausburg	Travel Expenses	773.49	773.49
G-04184	Center Point Large Print	Materials	974.82	974.82
G-04185	Tracey Thompson	Travel Expenses	652.86	
		Travel Expenses	328.50	981.36
G-04186	Newsbank	Materials	56,305.00	56,305.00
G-04187	Omnigraphics, Inc.	Materials	1,514.52	1,514.52
G-04188	Amazon/GE Money Bank	Programming	222.32	
		Programming	99.60	
		Supplies	288.91	
		Programming Activities	16.59	627.42
G-04189	Baker & Taylor Books	Materials	1,637.23	1,637.23
G-04190	Baker & Taylor Entertainment	Materials	2,121.35	
		Materials	2,275.27	
		Materials	5,082.83	9,479.45
G-04191	Kimberly A Terry	Travel Expenses	324.31	324.31
G-04192	Preston Bell	Transportation	50.00	50.00
G-04193	Thomas P. Gallagher	Transportation	25.00	25.00
G-04194	The Great Courses	Materials	1,813.90	1,813.90
G-04195	Emily Canniff	Travel Expenses	645.84	
		Travel Expenses	338.50	984.34
G-04196	Albert Brown	Rembursement	323.65	323.65
G-04197	AT&T	Telephone Services	143.19	143.19
G-04198	Cox Communications, Inc.	Telephone Services	72.62	72.62
G-04199	Baker & Taylor Books	Materials	1,527.42	
		Materials	1,423.04	

** Continued **

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-04199	Baker & Taylor Books	Materials	3,623.26	
		Materials	2,761.89	
		Materials	2,518.30	11,853.91
G-04200	Baker & Taylor Books	Materials	1,007.81	
		Materials	1,957.21	
		Materials	3,595.64	
		Materials	1,610.69	8,171.35
G-04201	Baker & Taylor Books	Materials	615.20	615.20
G-04202	Window World of Oklahoma City,	Maintenance of Facilities	2,226.50	2,226.50
G-04203	Billy Cobb Electric, LLC	Maintenance of Facilities	1,100.00	1,100.00
G-04204	Northwest Controls Systems Inc	Capital Projects	1,298.00	1,298.00
G-04205	Stacy Schrank	Travel Expenses	287.82	
		Travel Expenses	281.50	569.32
G-04206	Baker & Taylor Entertainment	Materials	1,227.96	1,227.96
G-04207	Mackin	Materials	100.04	100.04
G-04208	City of Del City	Rent of Library Buildings	400.00	400.00
G-04209	O G & E	Electrical Services	873.80	
		Electrical Services	898.40	
		Electrical Services	136.72	
		Electrical Services	96.63	2,005.55
G-04210	Oklahoma Natural Gas Co.	Gas Services	165.67	
		Gas Services	124.11	
		Gas Services	169.07	
		Gas Services	971.55	
		Gas Services	575.76	2,006.16
G-04211	City of Oklahoma City	Water & Garbage Services	29.40	
		Water & Garbage Services	140.66	
		Water & Garbage Services	53.90	223.96
G-04212	Locke Supply Co.	Maintenance of Facilities	27.07	
		Maintenance of Facilities	133.00	160.07
G-04213	Demco	Furniture	2,795.00	
		Supplies	103.53	2,898.53
G-04214	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-04215	The University of Oklahoma	Printing/Printing Supply	455.00	455.00
G-04216	AT&T	Telephone Services	136.58	136.58
G-04217	Laurie F. Mack-Clark	Transportation	73.21	73.21
G-04218	United Refrigeration, Inc.	Maintenance of Facilities	1.00	1.00
G-04219	The Edmond Sun	Periodicals/Subscriptions	86.40	86.40
G-04220	Randy Wayland	Travel Expenses	287.82	
		Travel Expenses	281.50	569.32
G-04221	Spaces, Inc.	Furniture	100.00	
		Furniture	76.50	176.50
G-04222	Copelin's Office Center	Supplies	168.00	168.00
G-04223	Independent Stationers	Supplies	49.08	49.08
G-04224	Full Circle Bookstore	Programming Activities	15.99	15.99
G-04225	Walker Companies	Supplies	18.75	18.75
G-04226	Metro Parking Garage	Parking	1,800.00	
		Parking	1,530.00	3,330.00
G-04227	Positive Promotions	Programming	105.87	105.87
G-04228	Melody A. Kellogg	Travel Expenses	645.84	
		Travel Expenses	325.82	
	** Continued **			

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-04228	Melody A. Kellogg	Memberships	90.00
		Supplies	33.26
G-04229	PPBC, Inc	Programming Activities	3,000.00
G-04230	Jamshid Pourtorkan	Programming Activities	200.00
G-04231	Oklahoma Building Services, Inc	Janitorial Services	25,688.98
		Janitorial Services	3,606.15
		Janitorial Services	3,411.67
		Pest Control Services	1,015.00
		Pest Control Service	450.00
		Pest Control Services	260.00
G-04232	CDW Government, Inc.	Automation	13,896.80
		Automation	27,793.60
		Automation	38,911.04
		Automation	15,981.32
		Automation	694.84
G-04233	Natasha Corso	Programming Activities	400.00
G-04234	Southwest Paper - OKC	Maintenance of Facilities	1,526.12
G-04235	Steve's Wholesale Distributors	Maintenance of Facilities	29.59
G-04236	Cintas	Maintenance of Facilities	140.00
G-04237	Dowell Parking Center	Parking	312.00
G-04238	Oklahoma Roofing &	Capital Projects	25,865.41
G-04239	United Parcel Service	Postage	644.12
G-04240	Walmart Community/GECRB	Programming Activities	67.32
		Supplies	41.06
G-04241	John L. Hilbert	Programming Activities	179.93
		Programming Activities	293.81
G-04242	Star Lighting	Maintenance of Facilities	15.80
G-04243	Cintas Corporation 064	Maintenance of Facilities	389.48
G-04244	Amy Thomas	Professional Services	614.25
		Professional Services	284.26
		Programming Activities	49.87
G-04245	Katherine E Broekhuysen	Programming Activities	100.00
G-04246	Morrison Supply Company	Maintenance of Facilities	1,793.00
G-04247	Cox Communications, Inc.	Telephone Services	12.84
G-04248	Beatriz Meyer	Programming Activities	304.00
G-04249	Emily Williams	Travel Expenses	249.00
G-04250	G4S Secure Solutions	Security Services	9,264.06
G-04251	Alexandrina Persico	Programming Activities	60.00
G-04252	Superior Linen Service	Supplies	27.50
G-04253	lynda.com	Professional Services	1,750.00
G-04254	Nicoma Park Lumber Co	Maintenance of Facilities	6.36
G-04255	COTPA-Sheridan & Walker	Parking	1,162.00
		Parking	2,656.00
G-04256	Kiona Millirons	Programming Activities	600.00
G-04257	Provantage	Automation	173.56
G-04258	Shoplet	Supplies	61.74
G-04259	City of Midwest City, Inc.	Water & Garbage Services	271.47
G-04260	Bradford Industrial Supply	Maintenance of Facilities	178.48
G-04261	O G & E	Electrical Services	1,078.85
G-04262	City of Oklahoma City	Water & Garbage Services	259.26
G-04263	Locke Supply Co.	Maintenance of Facilities	235.43
	** Continued **		

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-04263	Locke Supply Co.	Maintenance of Facilities	127.33	362.76
G-04264	Demco	Programming	247.53	
		Supplies	279.01	526.54
G-04265	Weston Woods Accts Receivable	Materials	97.94	97.94
G-04266	Baker & Taylor Books	Materials	2,694.12	2,694.12
G-04267	U.S. Postal Service	Postage	15,000.00	15,000.00
G-04268	Thomson Reuters-West	Materials	517.50	517.50
G-04269	United Refrigeration, Inc.	Maintenance of Facilities	1.00	1.00
G-04270	Recorded Books, LLC	Materials	625.80	625.80
G-04271	The Penworthy Co.	Materials	2,248.24	2,248.24
G-04272	Thorndike/Gale Group	Materials	4,586.61	4,586.61
G-04273	Dreamscape Media LLC	Materials	399.92	399.92
G-04274	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-04275	YP	Materials	154.84	154.84
G-04276	Blackstone Audio Books	Materials	2,505.00	2,505.00
G-04277	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-04278	Random House, Inc	Materials	251.25	251.25
G-04279	Scott's Printing & Copying	Printing/Printing Supply	4,314.49	4,314.49
G-04280	Brilliance Corporation	Materials	3,452.50	3,452.50
G-04281	Ingram Library Service	Materials	2,330.68	2,330.68
G-04282	Mergent Co., Inc.	Materials	6,794.00	6,794.00
G-04283	Audio Editions	Materials	280.00	280.00
G-04284	OverDrive, Inc.	Materials	16,637.15	16,637.15
G-04285	Findaway World, LLC	Materials	12,300.01	12,300.01
G-04286	Capstone	Materials	3,960.94	3,960.94
G-04287	Ingram Library Service	Materials	189.59	189.59
G-04288	Thomson Reuters	Materials	1,068.59	1,068.59
G-04289	WorthingtonDirect	Supplies	474.36	474.36
G-04290	CDW Government, Inc.	Supplies	79.66	79.66
G-04291	Scholastic Library	Materials	1,072.50	1,072.50
G-04292	Westlake Hardware	Maintenance of Facilities	11.98	11.98
G-04293	Baker & Taylor Books	Materials	2,498.05	2,498.05
G-04294	Baker & Taylor Entertainment	Materials	855.48	
		Materials	2,612.47	
		Materials	6,855.91	10,323.86
G-04295	Manpower, Inc.	Professional Services	168.00	168.00
G-04296	Midwest Tape	Materials	51.98	51.98
G-04297	Getty Images (US), Inc.	Library-related Services	2,450.00	2,450.00
G-04298	Public Works Dept	Maintenance of Facilities	55.00	55.00
G-04299	Recorded Books Digital	Materials	44.85	44.85
G-04300	Panacean Systems	Professional Services	7,054.94	7,054.94
G-04301	Faith Centered Resources	Materials	620.42	620.42
G-04302	SMC Technologies, Inc	Capital Projects	125.00	125.00
G-04303	Baker & Taylor Books	Materials	1,358.97	
		Materials	782.24	
		Materials	1,933.79	
		Materials	1,344.70	
		Materials	2,838.41	
		Materials	5,147.16	
		Materials	4,690.23	
		Materials	9,615.06	

** Continued **

General Fund F.Y. 13-14

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-04303	Baker & Taylor Books	Materials	2,805.88	30,516.44
G-04304	Baker & Taylor Books	Materials	1,740.14	
		Materials	2,665.40	
		Materials	5,657.30	
		Materials	4,833.61	
		Materials	2,221.42	17,117.87
G-04305	Baker & Taylor Books	Materials	1,116.33	1,116.33
G-04306	Baker & Taylor Entertainment	Materials	1,558.87	1,558.87
G-04307	Mackin	Materials	41.16	41.16
Total of FY 13-14 Warrants Issued				\$ 2,917,086.25

General Fund F.Y. 12-13

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
G-06498	Rotary Club of Oklahoma City	Other Commodities	21.00	21.00
G-06499	Spaces, Inc.	Furniture	4,544.00	4,544.00
G-06500	Cox Communications, Inc.	Capital Projects	171.99	
		Capital Projects	171.99	343.98
G-06502	CDW Government, Inc.	Automation	2,673.13	2,673.13
		Total of FY 12-13 Warrants Issued		\$ 7,582.11

Special Funds

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
S-19574	Global Industrial Equipment	Friends Summer at the Lib	510.68	510.68
S-19575	University of Arkansas	Books Lost Account	90.00	90.00
S-19576	Georgiana T. Peterson	Loat & Paid Item Returned	32.35	32.35
S-19577	Deborah A. Fedder	Loat & Paid Item Returned	24.35	24.35
S-19578	Lee O. Williams	Loat & Paid Item Returned	9.95	9.95
S-19579	Jordan N. Bailey	Loat & Paid Item Returned	14.30	14.30
S-19580	Ruth Eloise Frank	Loat & Paid Item Returned	9.99	9.99
S-19581	Lara L.Gentry	Loat & Paid Item Returned	250.45	
		Loat & Paid Item Returned	37.25	287.70
S-19582	Pamela J. Hamilton	Loat & Paid Item Returned	14.95	14.95
S-19583	Jessica G. Helm &/or Darren E.	Loat & Paid Item Returned	15.95	15.95
S-19584	Khiara L. Johnson	Loat & Paid Item Returned	56.90	56.90
S-19585	Raul Luna	Loat & Paid Item Returned	10.95	10.95
S-19586	Toni S. Strader	Loat & Paid Item Returned	8.10	8.10
S-19587	Plano Public Library	Books Lost Account	35.00	35.00
S-19588	Full Circle Bookstore	14Friends Come Read	119.94	119.94
S-19589	Gregory J Arnold Jr	14/KKF/After School	400.00	400.00
S-19590	Lloyd K Musselman	OHC/Worst Hard Time	200.00	200.00
S-19591	Metropolitan Library System	Fines Account	46,000.00	46,000.00
S-19592	Medley Material Handling	11?LET/Young Professional	1,284.00	1,284.00
S-19593	Rhonda J. Turley	Lost & Paid Item Returned	3.95	3.95
S-19594	Thi K. Pham	Lost & Paid Item Returned	3.00	3.00
S-19595	Ervina M. Maytubby	Lost & Paid Item Returned	4.45	4.45
S-19596	Kevon H. Owen	Lost & Paid Item Returned	18.60	18.60
S-19597	Tsa Eshelle King	Lost & Paid Item Returned	7.95	7.95
S-19598	Patricia D. Liscom	Lost & Paid Item Returned	60.00	60.00
S-19599	Braxton Ray Flemming &/or	Lost & Paid Item Returned	12.95	12.95
S-19600	Payton Dodd &/or Carrie Dodd	Lost & Paid Item Returned	9.95	9.95
S-19601	Jane W. Elliott	Lost & Paid Item Returned	3.00	3.00
S-19602	Cecil W. Younger, Jr.	Lost & Paid Item Returned	3.00	3.00
S-19603	Roxanne S. Blankenship	Lost & Paid Item Returned	3.00	3.00
S-19604	Lily P. Cropp &/or Amy M Cropp	Lost & Paid Item Returned	3.00	3.00
S-19605	Rorey A Younge &/or Kent	Lost & Paid Item Returned	11.05	11.05
S-19606	Jean L. Wood	Lost & Paid Item Returned	7.95	7.95
S-19607	Kaylyn E Cavett	Lost & Paid Item Returned	12.95	12.95
S-19608	Lori B Granado	Lost & Paid Item Returned	3.00	3.00
S-19609	Standley Systems	Copier Maintenance	5.92	5.92
S-19610	Chase Card Services	LET Aviation	1,165.00	1,165.00
S-19611	Chase Card Services	Friend Summer at the Libr	600.00	600.00
S-19612	Doug Berkyl	14/Friends/Our World	2,500.00	2,500.00
S-19613	Full Circle Bookstore	14/Friends/Come Read w/Me	115.14	115.14
S-19614	Doug Berkyl	14/OAC/GEMS-The World's	3,500.00	3,500.00
S-19615	Oklahoma Tax Commission	Books Lost Account	50.78	50.78
S-19616	Stacey A. Fry	Lost & Paid Item Returned	3.00	3.00
S-19617	Georgiana T. Peterson	Lost & Paid Item Returned	20.25	20.25
S-19618	Mid-Continent Public Library	Books Lost Account	9.99	9.99
S-19619	Martha E. Eyster	Lost & Paid Item Returned	3.00	3.00
S-19620	Plano Public Library	Books Lost Account	34.99	34.99
S-19621	Katrina K. McBride &/or Thuy	Lost & Paid Item Returned	3.00	3.00
S-19622	Kimberly D. Pagonis	Lost & Paid Item Returned	31.00	31.00
S-19623	Brenda L. Tapia &/or Mariah	Lost & Paid Item Returned	25.50	25.50
S-19624	Prabhakaran, Arun	Lost & Paid Item Returned	18.00	18.00

Special Funds

Warrant Register

March 2014

Number	Vendor/Payee	Purpose		Amount
S-19625	Patricia E. White	Lost & Paid Item Returned	7.95	7.95
S-19626	Carlos Aguina, Jr. &/or Carlos	Lost & Paid Item Returned	3.00	3.00
S-19627	Meg Mary Stamatis	Lost & Paid Item Returned	3.00	3.00
S-19628	Kenneth T. Ngo &/or Maily Lam	Lost & Paid Item Returned	12.55	12.55
S-19629	Nora J. Cully	Lost & Paid Item Returned	3.00	3.00
S-19630	Melissa Michie	Lost & Paid Item Returned	16.95	16.95
S-19631	Ashley D Ozan	Lost & Paid Item Returned	5.25	5.25
S-19632	Eduardo Martinez &/or	Lost & Paid Item Returned	14.95	14.95
S-19633	Patricia Ann Phillips	Lost & Paid Item Returned	3.90	3.90
S-19634	Chase Card Services	Fines Account	1.00	
		Fines Account	1.00	2.00
S-19635	Xerox Corp.	Copy Fund	2,656.00	
		Copy Fund	9,659.00	12,315.00
S-19636	Oklahoma Tax Commission	Copy Fund	1,009.88	1,009.88
S-19637	ImageNet Consulting, LLC	Copier Maintenance	125.49	125.49
S-19638	Debbie Langston	12/ODL/College Savings	105.00	105.00
S-19639	Shauna Leonard	12/ODL/College Savings	400.00	400.00
S-19640	Joseph D Slack	13/Friends/SO Grand Open	490.00	490.00
S-19641	Gregory J Arnold Jr	14/KKF/After School	400.00	400.00
S-19642	Kiona Millirons	14/KKF/After School	200.00	200.00
S-19643	Savannah Mitchell	14/KKF/After School	600.00	600.00
S-19644	Jenifer L. Cook	Lost & Paid Item Returned	24.50	24.50
S-19645	Wesley J. Day	Lost & Paid Item Returned	3.00	3.00
S-19646	Lindsey S. Jacobs	Lost & Paid Item Returned	13.95	13.95
S-19647	Ana I. Fesmire	Lost & Paid Item Returned	9.95	9.95
S-19648	Edward Nwoka	Lost & Paid Item Returned	13.35	13.35
S-19649	Stephanie D. Rasch	Lost & Paid Item Returned	30.95	30.95
S-19650	Kristen M. Wolfe	Lost & Paid Item Returned	20.80	20.80
S-19651	Patrick B. Gaines, Sr.	Lost & Paid Item Returned	24.95	24.95
S-19652	Gabriel R. Ward &/or Tanya S.	Lost & Paid Item Returned	9.95	9.95
S-19653	Brandi D. Albert	Lost & Paid Item Returned	3.00	3.00
S-19654	Japerrial L. Barnes &/or	Lost & Paid Item Returned	3.00	3.00
S-19655	April R. Garwood	Lost & Paid Item Returned	24.30	24.30
S-19656	Melissa M. Babbitt	Lost & Paid Item Returned	9.95	9.95
S-19657	Asa N. Leveaux	Lost & Paid Item Returned	21.95	21.95
S-19658	Megan S. Stanolis	Lost & Paid Item Returned	3.00	3.00
S-19659	Kamarie J. Henderson &/or A. C	Lost & Paid Item Returned	8.95	8.95
S-19660	Porch School Supply	12/ODL/College Savings	66.32	66.32
S-19661	Dana Morrow	14/Friends/Our World	290.66	290.66
S-19662	Scott Delsigne	14/KKF/After School	400.00	400.00
S-19663	Christiane Faris	14/OHC/Worst Hard Time	200.00	200.00
S-19664	Clara Miranda	Lost & Paid Item Returned	3.00	3.00
S-19665	Cara C. Schmidt	Lost & Paid Item Returned	11.90	11.90
S-19666	Holly Leung	Lost & Paid Item Returned	3.00	3.00
S-19667	Jorge Diaz	Meeting Room Refund	20.00	20.00
S-19668	Standley Systems	Copier Maintenance	8.80	
		Copier Maintenance	3.27	
		Copier Maintenance	20.97	
		Copier Maintenance	43.93	
		Copier Maintenance	12.74	
		Copier Maintenance	17.71	
		Copier Maintenance	16.55	

** Continued **

Special Funds

Warrant Register

March 2014

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
S-19668	Standley Systems	Copier Maintenance	2.97
		Copier Usage	222.23
		Copier Usage	323.85
		Copier Maintenance	4.56
		Copier Maintenance	21.97
			699.55
		Total of Special Funds Warrants Issued	\$ 75,016.38

I, Donna Morris, certify that:

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


Donna Morris, Executive Director

4-10-14
Date

I, Lloyd Lovely, certify that:

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


Lloyd Lovely, Deputy Executive Director of Finance and Support

4-9-14
Date

REPORT AND RECOMMENDATIONS
FROM THE BYLAWS COMMITTEE

The Bylaws Committee met March 24, 2014 for:

(Please reference the Bylaws Committee Packet mailed to entire Commission for the detailed reports)

- I.** Discussion, Consideration, and Possible Action: Report and Recommendation from Administration ~ Proposed Bylaws changes

During its meeting, the Committee:

Reviewed and discussed all items.

COMMISSION ACTION:

Approve the recommended bylaws changes

**METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY**

BYLAWS COMMITTEE

MINUTES

Monday March 24, 2014 3:30 p.m.
Belle Isle Library
5501 N. Villa
Oklahoma City, OK 73112
(405) 843-9601

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County March 17, 2014. 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 Belle Isle Library and Downtown Library, 300 Park Avenue, Oklahoma City, on March 19, 2014, in conformity with the Oklahoma Open Meeting Act §311.

COMMITTEE MEMBERS PRESENT:

Penny McCaleb, Chair
Allen Coffey
Alyne Strube

COMMITTEE MEMBERS EXCUSED:

Cynthia Friedemann
Tracy McGehee

ESTIMATE OF OTHERS PRESENT: 2

I. The meeting was called to order at 3:31pm by Mrs. Penny McCaleb, Chair.

Roll was called to establish a quorum. Present: Coffey, Strube, McCaleb.

II. Mrs. McCaleb explained the charge of the Bylaws Committee. In May 2013, during the annual Executive Director evaluation, the A & P Committee discussed who will set the goals for the new Executive Director, once one has been hired. Currently, the Executive Director sets her own goals. At that time Mrs. Morris suggested the bylaws be revised to appoint an Executive or Governance committee to set the goals for the new Executive Director.

Mrs. Morris stated she researched the bylaws of other public libraries and the suggested changes are based on those findings. Typically an Executive Committee is composed of the three sitting officers of the commission and two at large members to be appointed by the commission chair. Mrs. Morris highlighted the suggested responsibilities for the proposed Executive Committee. Questions and discussion followed. Wording changes were made to the proposed responsibilities of an Executive Committee.

The proposed responsibilities of an Executive Committee are as follows:

- Set goals for the Executive Director and present recommendations to the full commission
- Meet as needed to discuss recommendations regarding major issues that might come to the commission's attention such as emergency repairs, contracts or other urgent issues
- Responsible for developing major initiatives if desired and shall also discuss commission goals, members and development

Mrs. Morris stated the only change to the actual Bylaws is the addition of an Executive Committee. The responsibilities of the committee will be listed on the Standing Committees document, which is presented to the commission annually.

Previously, it was discussed to revise the bylaws to allow for other voting mechanisms when a quorum could not be established. Mrs. Morris reviewed the Open Meeting Act and the only option available would be to allow video conferencing. The stipulations to the Open Meeting Act make that very difficult to comply with; therefore, no changes are suggested to the bylaws regarding voting. Mrs. Morris added the statute does require the commission meet monthly. If there is not a quorum, the meeting can be cancelled. Discussion followed.

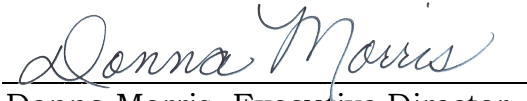
Mr. McCaleb called for a motion from the committee.

Mr. Allen Coffey moved to approve the recommended changes to the Commission Bylaws. Mrs. Alyne Strube seconded. No further discussion. Motion passed unanimously.

Mrs. Morris asked for input on suggestions for future special presentations at commission meetings. Mr. Coffey suggested presentations highlighting various departments, functions and challenges faced on a day to day basis. Discussion followed.

Mrs. Morris stated the new meeting room booking software and online summer reading program are a couple of upcoming presentations that can be brought to the commission in the coming months as well as various other presentations relating to the new Integrated Library System (ILS). Discussion followed.

III. There being no further business, Mrs. McCaleb adjourned the meeting at 4:10 p.m.


Donna Morris, Executive Director
(Secretary)

REPORT AND RECOMMENDATIONS FROM ADMINISTRATION

Commission Elected Candidates to the Library Endowment Trust Board

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

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

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

Heather Ross
Community Volunteer

David Carpenter
President, American Fidelity Assurance

Robert Clements
Executive Vice-President, Clements Foods

Catherine Armitage
Community Volunteer

COMMISSION ACTION:

That the Commission approve the appointment of Heather Ross, David Carpenter, Robert Clements and Catherine Armitage to the Library Endowment Trust.

<i>Board member for renewal</i>	<i>Joined</i>	<i>Term Expires</i>	<i>Area of expertise</i>
Heather Ross Community Volunteer	2011	2014	Fundraising

Spouse: Bob Ross

Heather is an active volunteer with her church, her children's school, the University of Oklahoma. She serves on numerous committees for various non-profit organizations.. Ms. Ross serves on the board of directors for The Kennedy Center Touring Cast and the Library Endowment Trust. Heather Ross resides in Oklahoma City with her husband, Bob, and two children, Lilly and Frank.

<i>Board member</i>	<i>Joined LET</i>	<i>Term expires</i>	<i>Area of expertise</i>
David Carpenter President American Fidelity Assurance	2002	2014	Investments

Spouse: Sharon Carpenter

Dave Carpenter is the President of the American Fidelity Assurance Company. Carpenter has worked with American Fidelity for over 35 years.

Mr. Carpenter's civic involvement includes:

- Board Member, United Way of Central Oklahoma
- Board Member, Last Frontier Council of the Boy Scouts of America
- Board Member, the Oklahoma City Boathouse Foundation
- Board Member, the Oklahoma Blood Institute
- Graduate, Leadership Oklahoma City

Carpenter received his BA in Business Administration from the University of South Dakota. He is also a certified CPA.

Dave is married to Sharon and they have two adult children and five grandchildren.

<i>Board member</i>	<i>Joined LET</i>	<i>Term expires</i>	<i>Area of expertise</i>
Robert Clements Executive Vice-President Clements Foods	2008	2014	Fundraising

Spouse: Sody Clements

Mr. Clement's civic engagement includes:

- President, Oklahoma City Rotary Club
- President, Kirkpatrick Foundation
- Board Member, United Way of Central Oklahoma
- Board Member, Regional Food Bank
- Board Member, Oklahoma City Philharmonic
- Vestry, Jr. & Sr. Warden, All Souls' Episcopal Church

Clements received a BA in economics from Dartmouth College and an MA in management from Northwestern University.

Mr. Clements is married to Sody Clements and they have two adult sons.

<i>Board member</i>	<i>Joined LET</i>	<i>Term expires</i>	<i>Area of expertise</i>
Catherine Armitage Community Volunteer	2014	2017	Investment

Spouse: John

Catherine Armitage is a native of North Carolina. From 1996-2000 she served as Vice-President of Decision One Mortgage. Catherine worked in the banking industry from 1983 -1996.

Civic service includes:

- President of the PTSA at Classen School for Advanced Studies
- Junior League of Oklahoma City
- Literary Voices Committee Member; upcoming chair in 2015
- Oklahoma Blood Institute

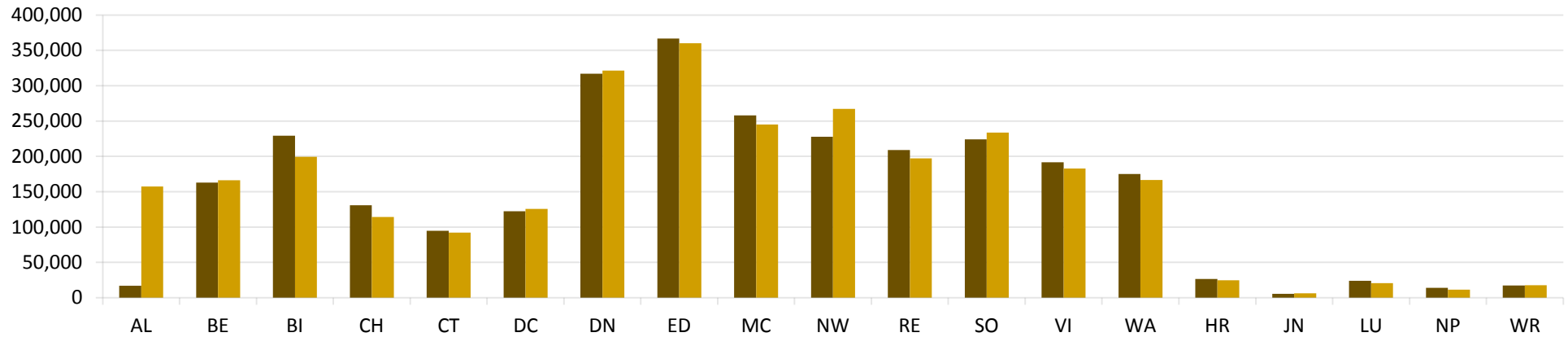
Armitage has a BA from Smith College and an MBA from the University of North Carolina.

Library Visits Report

System Summary

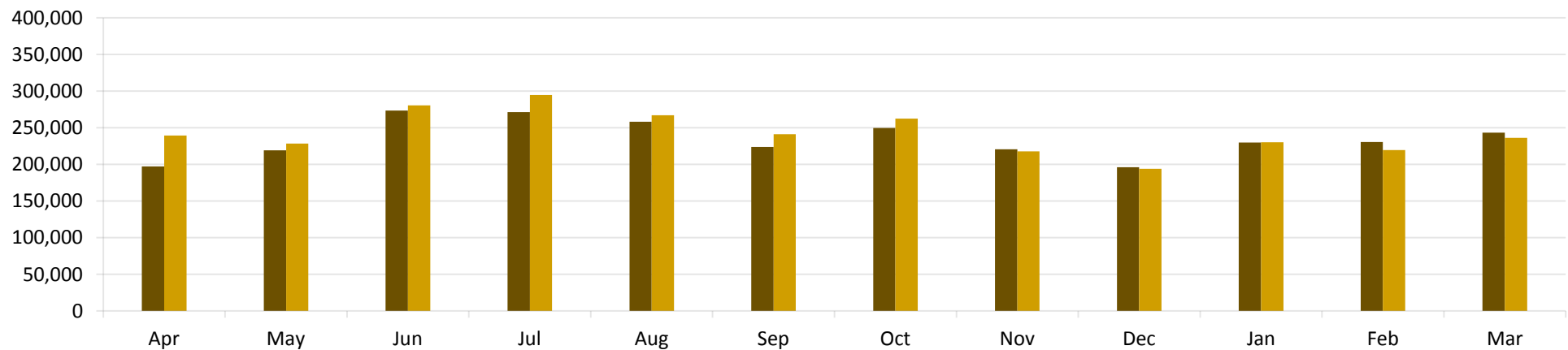
Visits by Library

■ April 1, 2012 - March 31, 2013 ■ April 1, 2013 - March 31, 2014



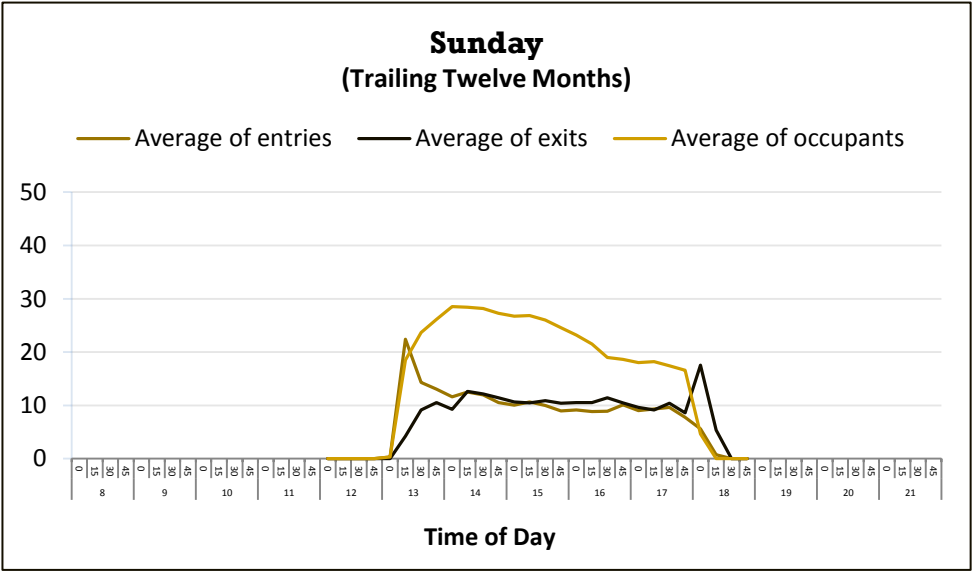
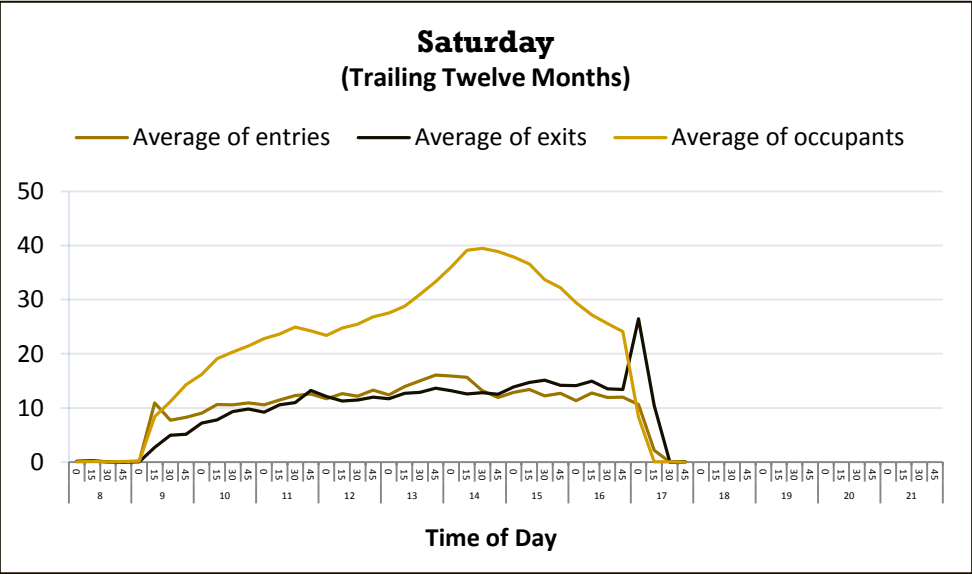
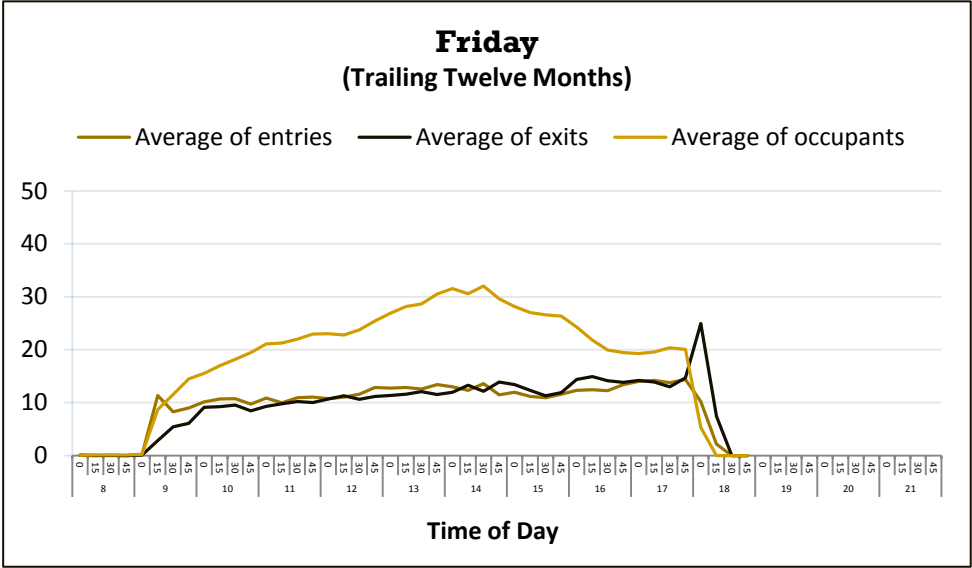
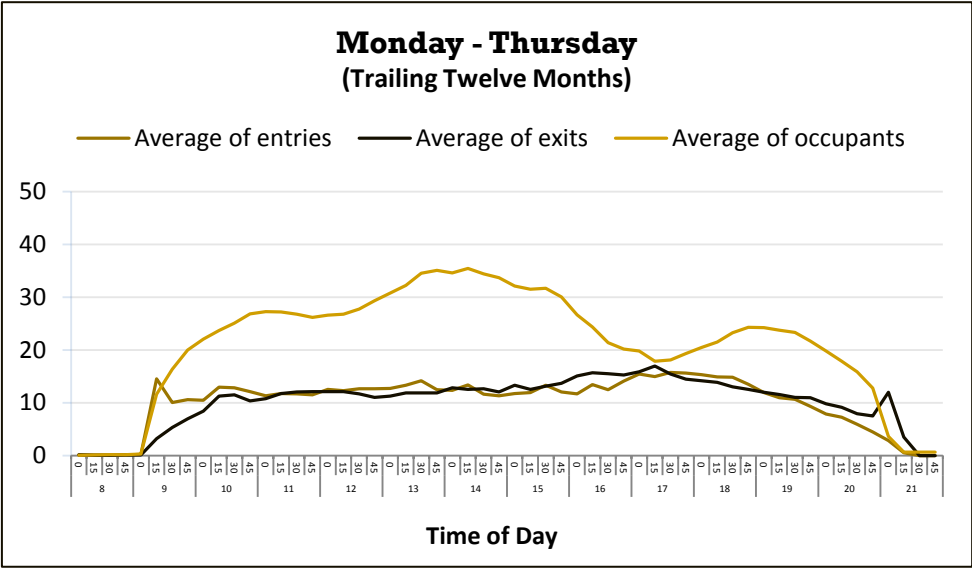
Visits by Month

■ April 1, 2012 - March 31, 2013 ■ April 1, 2013 - March 31, 2014



Library Visits Report

Visits Profile: BE



Library Visits Report

Data

July 1, 2013 - March 31, 2014 (75.00% of the 13-14 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	FY13	-	-	-	-	-	-	-	6,926	10,024	10,914	10,853	12,527	16,950
	FY14	14,363	13,775	13,270	15,523	13,233	12,616	13,880	13,480	13,045	-	-	-	123,185
	%								94.6%	30.1%				
BI	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	169,500
	FY14	18,988	20,140	18,240	18,111	15,663	13,100	16,238	15,963	17,911	-	-	-	154,353
	%	-3.5%	-1.8%	-8.1%	-8.4%	-11.6%	-17.0%	-15.1%	-10.1%	-7.3%				-8.9%
BE	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	120,338
	FY14	17,748	15,357	13,770	15,150	12,067	10,275	12,533	12,095	13,137	-	-	-	122,131
	%	8.2%	5.3%	7.4%	10.1%	-4.4%	-11.1%	-4.3%	-0.1%	-1.8%				1.5%
CH	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	98,097
	FY14	10,265	9,942	9,542	11,202	8,857	7,075	8,283	8,811	9,954	-	-	-	83,931
	%	-12.7%	-21.7%	-31.7%	-0.7%	-15.8%	-19.1%	-13.7%	-9.8%	1.8%				-14.4%
CT	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	70,674
	FY14	9,711	8,344	7,497	8,867	6,859	5,838	7,545	6,697	7,167	-	-	-	68,523
	%	5.9%	1.7%	0.3%	3.9%	-6.2%	-11.7%	-1.0%	-13.7%	-10.3%				-3.0%
DC	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	92,614
	FY14	12,801	11,342	10,424	11,046	9,012	8,329	9,575	8,921	9,947	-	-	-	91,396
	%	4.1%	0.9%	2.6%	-0.5%	-7.8%	-2.0%	0.2%	-8.8%	-2.6%				-1.3%
DN	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	242,494
	FY14	30,922	30,590	26,694	29,039	24,755	24,746	26,112	24,014	22,030	-	-	-	238,901
	%	8.9%	3.8%	-0.9%	4.4%	-1.9%	3.4%	-5.0%	-9.1%	-17.8%				-1.5%
ED	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	269,429
	FY14	38,981	31,594	29,473	30,411	26,167	22,039	27,066	25,677	29,000	-	-	-	260,408
	%	2.0%	-4.3%	-0.8%	-1.1%	-3.7%	-7.2%	-6.8%	-8.5%	-2.4%				-3.3%
MC	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	191,400
	FY14	24,588	22,569	20,176	21,747	18,136	16,021	20,325	18,592	21,418	-	-	-	183,571
	%	-1.8%	-6.8%	-2.4%	-6.2%	-11.7%	-8.8%	0.4%	-2.4%	2.4%				-4.1%
NW	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	192,518
	FY14	28,307	24,059	21,973	23,019	20,073	17,296	20,858	19,835	22,448	-	-	-	197,868
	%	6.6%	7.6%	3.7%	2.7%	1.8%	1.6%	-0.1%	-3.9%	3.2%				2.8%

Library Visits Report

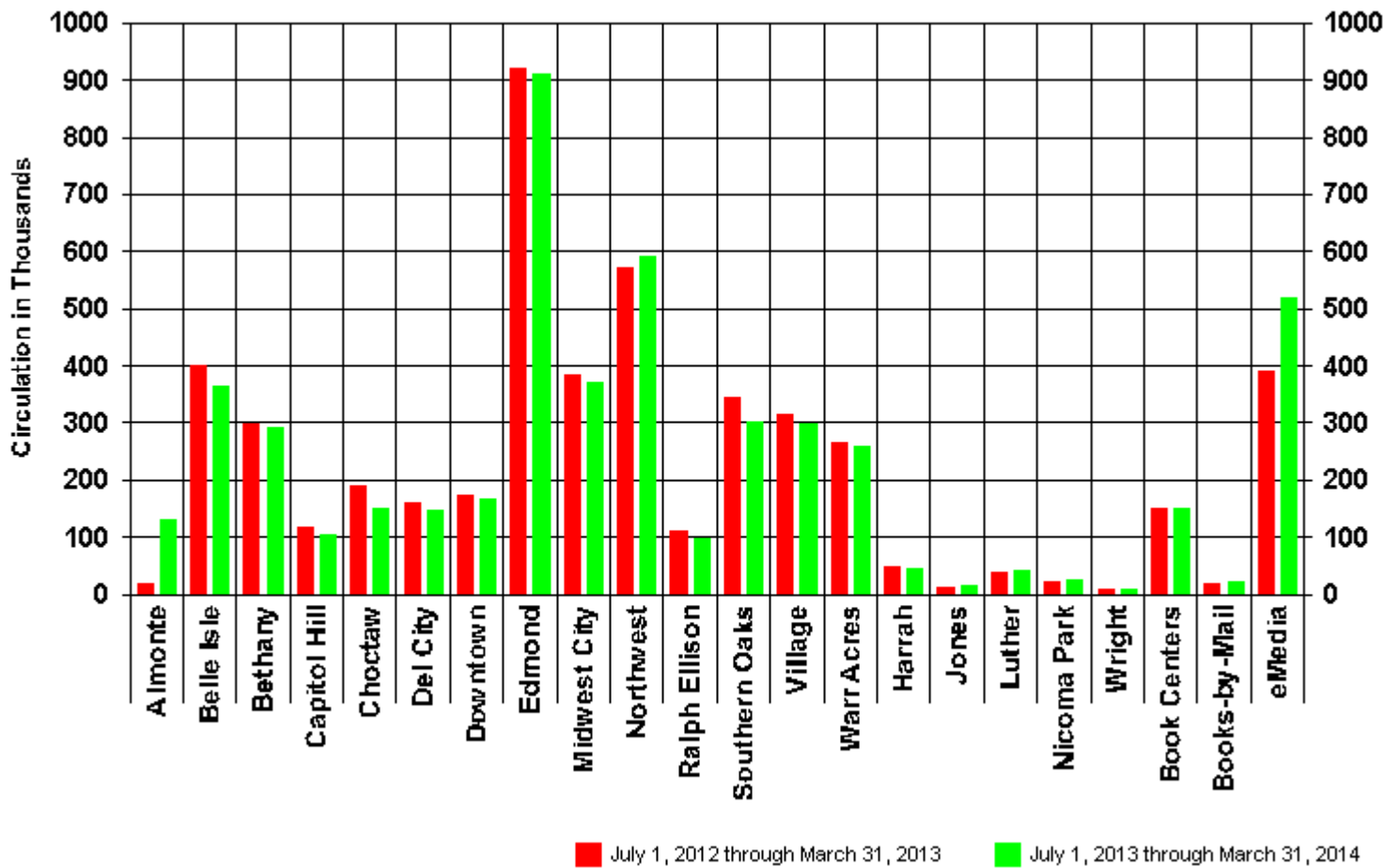
Data

July 1, 2013 - March 31, 2014 (75.00% of the 13-14 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	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	162,040
	FY14	22,402	17,426	13,901	18,211	14,196	13,503	14,994	14,722	15,745	-	-	-	145,099
	%	15.5%	-9.9%	-14.4%	-10.2%	-14.7%	-10.3%	-13.8%	-22.5%	-15.7%				-10.5%
SO	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	166,150
	FY14	22,592	21,941	20,779	21,765	17,907	15,097	18,307	17,178	19,164	-	-	-	174,728
	%	4.1%	4.5%	169.4%	1.0%	-5.8%	-13.5%	-11.4%	-6.6%	2.7%				5.2%
VI	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	138,512
	FY14	19,298	17,254	15,390	16,195	13,226	11,223	14,075	13,727	15,244	-	-	-	135,632
	%	2.5%	-0.6%	-1.5%	1.0%	-4.7%	-6.6%	-4.0%	-8.0%	0.3%				-2.1%
WA	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	129,290
	FY14	17,109	15,682	13,804	14,765	11,329	11,185	13,155	13,451	12,857	-	-	-	123,336
	%	2.4%	-3.9%	-6.6%	-5.8%	-16.1%	-4.8%	-2.1%	1.0%	-6.9%				-4.6%
HR	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	19,171
	FY14	1,959	2,102	2,240	2,200	1,926	1,740	2,024	1,980	2,230	-	-	-	18,400
	%	-2.6%	-8.4%	2.1%	-4.8%	-1.7%	-3.1%	-6.0%	-7.9%	-3.3%				-4.0%
JN	FY13	501	483	411	528	386	362	461	559	573	473	580	558	4,265
	FY14	480	455	447	882	474	515	516	443	480	-	-	-	4,693
	%	-4.1%	-5.7%	8.6%	66.9%	22.9%	42.1%	11.9%	-20.7%	-16.1%				10.0%
LU	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	17,329
	FY14	1,953	2,031	1,721	1,831	1,544	1,353	1,613	1,325	1,518	-	-	-	14,889
	%	-5.7%	-18.4%	-12.8%	-3.2%	-17.1%	-19.9%	-8.8%	-22.8%	-18.6%				-14.1%
NP	FY13	1,479	1,306	986	1,071	990	921	1,071	999	1,028	924	1,280	1,408	9,851
	FY14	1,023	949	885	878	716	570	968	853	991	-	-	-	7,832
	%	-30.9%	-27.3%	-10.3%	-18.0%	-27.7%	-38.1%	-9.6%	-14.6%	-3.6%				-20.5%
WR	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	13,497
	FY14	1,326	1,384	1,156	1,637	1,547	1,414	1,977	1,691	1,831	-	-	-	13,964
	%	3.3%	-8.3%	-2.6%	-2.8%	-16.3%	-13.1%	31.8%	20.3%	26.1%				3.5%
SYS	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	2,124,118
	FY14	294,815	266,935	241,378	262,478	217,687	193,934	230,043	219,456	236,117	-	-	-	2,162,842
	%	8.6%	3.3%	7.8%	5.1%	-1.4%	-1.1%	0.1%	-4.9%	-3.0%				1.8%

Circulation Gains and Losses

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)



Circulation Gains and Losses

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

MARCH 31, 2014		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Almonte	13	7251	11413	4231	6397	11482	17810	
	14	9589	81215	5736	48726	15325	129941	
		2338	69802	1505	42329	3843	112131	629.6
Belle Isle	13	31220	294809	12686	105650	43906	400459	
	14	28962	266345	10714	98949	39676	365294	
		-2258	-28464	-1972	-6701	-4230	-35165	-8.8
Bethany	13	22138	199517	10358	97801	32496	297318	
	14	21003	191538	10344	99877	31347	291415	
		-1135	-7979	-14	2076	-1149	-5903	-2.0
Capitol Hill	13	7379	68220	5811	49083	13190	117303	
	14	6456	55510	5726	47527	12182	103037	
		-923	-12710	-85	-1556	-1008	-14266	-12.2
Choctaw	13	11729	112528	8234	76141	19963	188669	
	14	9628	87114	6343	64092	15971	151206	
		-2101	-25414	-1891	-12049	-3992	-37463	-19.9
Del City	13	11538	113881	4726	46524	16264	160405	
	14	11857	100341	5231	46645	17088	146986	
		319	-13540	505	121	824	-13419	-8.4
Downtown	13	13955	129994	4517	43151	18472	173145	
	14	11435	119212	4820	47455	16255	166667	
		-2520	-10782	303	4304	-2217	-6478	-3.7
Edmond	13	55558	507765	45690	414835	101248	922600	
	14	52098	477090	46828	434552	98926	911642	
		-3460	-30675	1138	19717	-2322	-10958	-1.2
Midwest City	13	28959	265823	13132	117866	42091	383689	
	14	27005	249360	12999	122779	40004	372139	
		-1954	-16463	-133	4913	-2087	-11550	-3.0
Northwest	13	35044	322408	27555	249919	62599	572327	
	14	37504	321475	31358	268489	68862	589964	
		2460	-933	3803	18570	6263	17637	3.1
Ralph Ellison	13	8409	80935	3389	30670	11798	111605	
	14	7646	68618	3374	29154	11020	97772	
		-763	-12317	-15	-1516	-778	-13833	-12.4
Southern Oaks	13	25996	239124	10541	105457	36537	344581	
	14	22375	207244	10158	93834	32533	301078	
		-3621	-31880	-383	-11623	-4004	-43503	-12.6
Village	13	23167	213826	11824	102432	34991	316258	
	14	22463	200974	11125	96526	33588	297500	
		-704	-12852	-699	-5906	-1403	-18758	-5.9

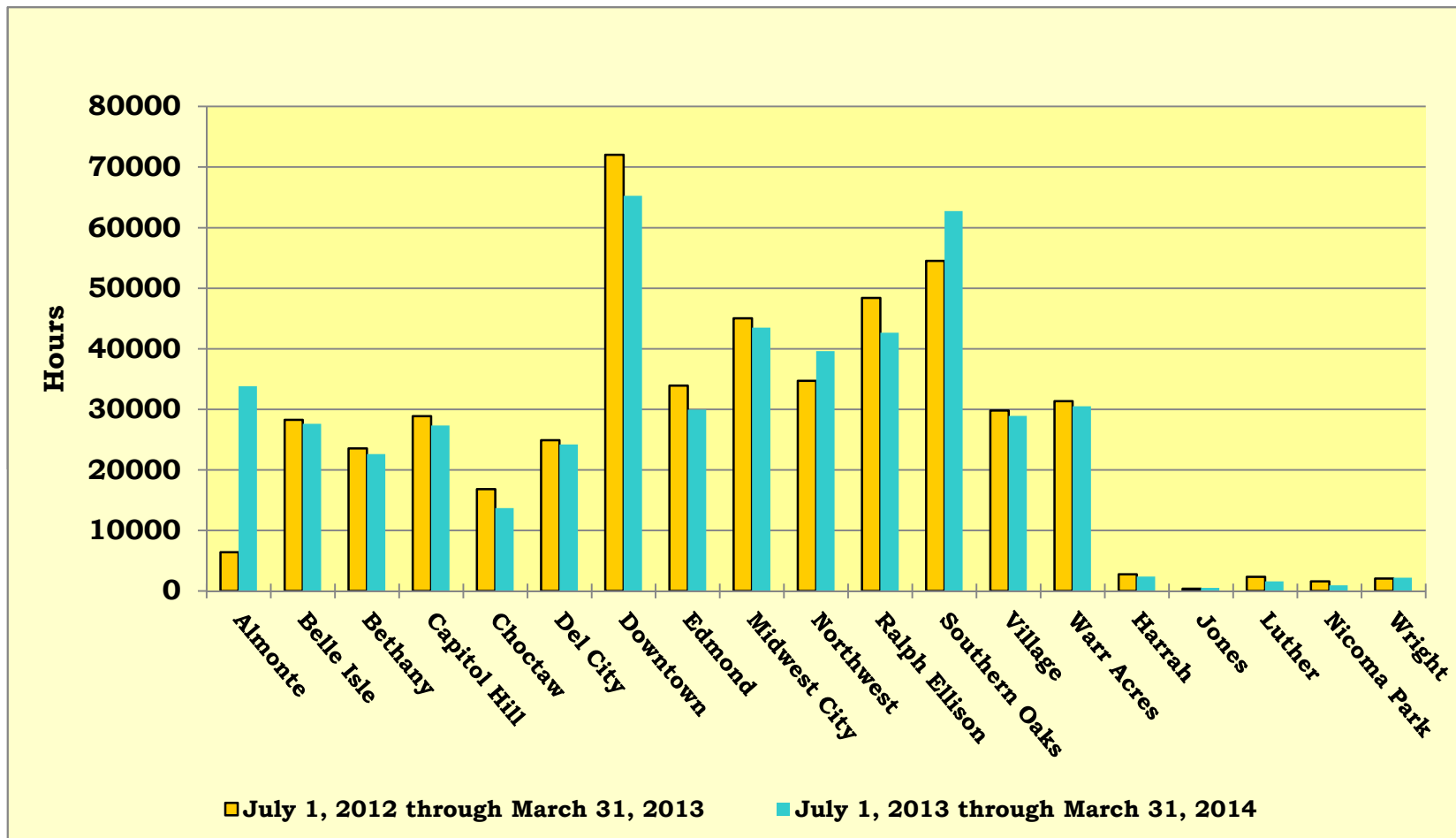
Circulation Gains and Losses

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

MARCH 31, 2014		<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	13	19127	194237	7405	72673	26532	266910	
	14	19854	183991	7874	74522	27728	258513	
		727	-10246	469	1849	1196	-8397	-3.1
EXTENSION LIBRARIES:								
Harrah	13	3601	33239	2102	15785	5703	49024	
	14	3376	30166	1978	15624	5354	45790	
		-225	-3073	-124	-161	-349	-3234	-6.6
Jones	13	833	6579	393	4232	1226	10811	
	14	1054	10500	376	3573	1430	14073	
		221	3921	-17	-659	204	3262	30.2
Luther	13	2842	24616	1386	12644	4228	37260	
	14	2598	27402	1498	14675	4096	42077	
		-244	2786	112	2031	-132	4817	12.9
Nicoma Park	13	1812	15072	510	4902	2322	19974	
	14	1812	17339	923	6041	2735	23380	
		0	2267	413	1139	413	3406	17.1
Wright	13	561	5587	277	2885	838	8472	
	14	635	5431	361	3198	996	8629	
		74	-156	84	313	158	157	1.9
<u>OTHER:</u>								
Book Centers	13	10602	95519	6200	54044	16802	149563	
	14	11359	97496	4972	54063	16331	151559	
		757	1977	-1228	19	-471	1996	1.3
Books-by-Mail	13	2200	19234	0	0	2200	19234	
	14	2173	20203	0	0	2173	20203	
		-27	969	0	0	-27	969	5.0
eMedia	13	48780	390168	0	0	48780	390168	
	14	67901	518912	0	0	67901	518912	
		19121	128744	0	0	19121	128744	33.0
TOTALS	13	372701	3344494	180967	1613091	553668	4957585	
	14	378783	3337476	182738	1670301	561521	5007777	
		6082	-7018	1771	57210	7853	50192	1.0

Total Computer Hours Used by Library

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)



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Total Computer Usage

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	13	206		3,611		3,881.99		432		5,804		6,384.22	
	14	214		4,044		3,792.62		3,272		38,002		33,811.07	
		8	3.9	433	12.0	-89.37	-2.3	2,840	657.4	32,198	554.8	27,426.85	429.6
BELLE ISLE	13	233		3,706		3,110.49		3,473		34,466		28,241.56	
	14	239		3,752		3,099.86		3,335		34,131		27,594.32	
		6	2.6	46	1.2	-10.63	-.3	-138	-4.0	-335	-1.0	-647.24	-2.3
BETHANY	13	224		3,237		2,649.91		3,153		28,456		23,555.94	
	14	216		3,087		2,428.46		3,244		29,094		22,630.06	
		-8	-3.6	-150	-4.6	-221.45	-8.4	91	2.9	638	2.2	-925.88	-3.9
CAPITOL HILL	13	229		3,960		3,207.87		3,394		34,628		28,867.05	
	14	186		3,676		3,084.50		3,054		32,317		27,319.18	
		-43	-18.8	-284	-7.2	-123.37	-3.8	-340	-10.0	-2,311	-6.7	-1,547.87	-5.4
CHOCTAW	13	109		1,752		1,733.16		1,506		15,873		16,829.34	
	14	101		1,543		1,377.67		1,623		14,533		13,710.76	
		-8	-7.3	-209	-11.9	-355.49	-20.5	117	7.8	-1,340	-8.4	-3,118.58	-18.5
DEL CITY	13	183		2,948		2,664.84		3,016		30,344		24,904.92	
	14	207		3,201		2,697.60		3,131		29,069		24,182.61	
		24	13.1	253	8.6	32.76	1.2	115	3.8	-1,275	-4.2	-722.31	-2.9
DOWNTOWN	13	221		9,684		8,123.31		3,136		90,112		72,009.39	
	14	204		6,435		6,656.33		2,934		78,628		65,249.29	
		-17	-7.7	-3,249	-33.6	-1,466.98	-18.1	-202	-6.4	-11,484	-12.7	-6,760.10	-9.4
EDMOND	13	229		3,566		3,468.47		3,701		35,491		33,930.61	
	14	255		3,829		3,367.29		3,689		32,378		29,960.06	
		26	11.4	263	7.4	-101.18	-2.9	-12	-.3	-3,113	-8.8	-3,970.55	-11.7
MIDWEST CITY	13	365		5,268		4,739.59		5,308		54,200		45,038.36	
	14	327		5,399		4,558.46		5,161		51,589		43,487.57	
		-38	-10.4	131	2.5	-181.13	-3.8	-147	-2.8	-2,611	-4.8	-1,550.79	-3.4
NORTHWEST	13	300		4,149		4,486.66		3,829		33,380		34,705.30	
	14	294		4,202		4,453.31		4,483		37,306		39,592.03	
		-6	-2.0	53	1.3	-33.35	-.7	654	17.1	3,926	11.8	4,886.73	14.1

Total Computer Usage

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	13	278		6,008		5,145.66		4,209		59,470		48,387.78	
	14	275		4,853		4,535.64		3,985		48,320		42,648.41	
		-3	-1.1	-1,155	-19.2	-610.02	-11.9	-224	-5.3	-11,150	-18.7	-5,739.37	-11.9
SOUTHERN OAKS	13	422		7,612		7,196.61		5,621		61,902		54,496.31	
	14	384		7,364		6,901.80		5,575		71,239		62,742.60	
		-38	-9.0	-248	-3.3	-294.81	-4.1	-46	-.8	9,337	15.1	8,246.29	15.1
VILLAGE	13	258		3,740		3,204.05		4,075		35,011		29,800.84	
	14	227		3,622		3,009.30		4,034		35,046		28,922.88	
		-31	-12.0	-118	-3.2	-194.75	-6.1	-41	-1.0	35	.1	-877.96	-2.9
WARR ACRES	13	171		3,643		3,283.40		3,207		38,060		31,359.92	
	14	192		3,645		3,095.43		3,127		36,809		30,521.73	
		21	12.3	2	.1	-187.97	-5.7	-80	-2.5	-1,251	-3.3	-838.19	-2.7
HARRAH	13	29		332		275.52		438		3,391		2,737.68	
	14	32		424		350.20		389		3,042		2,392.19	
		3	10.3	92	27.7	74.68	27.1	-49	-11.2	-349	-10.3	-345.49	-12.6
JONES	13	6		53		37.02		59		434		377.11	
	14	1		72		84.16		58		607		501.91	
		-5	-83.3	19	35.8	47.14	127.3	-1	-1.7	173	39.9	124.80	33.1
LUTHER	13	18		304		270.30		357		2,713		2,316.18	
	14	17		189		157.88		328		2,055		1,608.74	
		-1	-5.6	-115	-37.8	-112.42	-41.6	-29	-8.1	-658	-24.3	-707.44	-30.5
NICOMA PARK	13	15		162		135.35		176		1,685		1,610.25	
	14	11		104		68.93		147		1,214		946.79	
		-4	-26.7	-58	-35.8	-66.42	-49.1	-29	-16.5	-471	-28.0	-663.46	-41.2
WRIGHT	13	8		327		279.30		175		2,541		2,047.17	
	14	12		335		248.82		186		2,504		2,189.21	
		4	50.0	8	2.4	-30.48	-10.9	11	6.3	-37	-1.5	142.04	6.9
TOTAL	13	3,504		64,062		57,893.50		49,265		567,961		487,599.93	
	14	3,394		59,776		53,968.26		51,755		577,883		500,011.41	
		-110	-3.1	-4,286	-6.7	-3,925.24	-6.8	2,490	5.1	9,922	1.7	12,411.48	2.5

Computer Usage by Adult Customers

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	13	154		2,459		2,778.83		326		3,834		4,400.77	
	14	168		2,802		2,543.94		2,390		24,580		22,423.94	
		14	9.1	343	13.9	-234.89	-8.5	2,064	633.1	20,746	541.1	18,023.17	409.5
BELLE ISLE	13	195		3,236		2,755.46		2,949		29,954		24,811.59	
	14	203		3,259		2,715.55		2,806		28,161		23,030.43	
		8	4.1	23	.7	-39.91	-1.4	-143	-4.8	-1,793	-6.0	-1,781.16	-7.2
BETHANY	13	180		2,701		2,203.85		2,603		24,062		19,984.07	
	14	185		2,661		2,105.15		2,726		23,500		18,190.00	
		5	2.8	-40	-1.5	-98.70	-4.5	123	4.7	-562	-2.3	-1,794.07	-9.0
CAPITOL HILL	13	119		1,868		1,662.55		2,153		18,271		16,268.11	
	14	116		1,721		1,507.47		1,857		15,217		13,697.90	
		-3	-2.5	-147	-7.9	-155.08	-9.3	-296	-13.7	-3,054	-16.7	-2,570.21	-15.8
CHOCTAW	13	84		1,136		1,041.33		1,095		10,915		11,345.20	
	14	68		997		826.23		1,170		9,577		8,630.10	
		-16	-19.0	-139	-12.2	-215.10	-20.7	75	6.8	-1,338	-12.3	-2,715.10	-23.9
DEL CITY	13	149		2,313		2,080.09		2,319		22,304		18,489.09	
	14	161		2,571		2,180.49		2,476		23,035		19,447.01	
		12	8.1	258	11.2	100.40	4.8	157	6.8	731	3.3	957.92	5.2
DOWNTOWN	13	193		9,412		7,873.48		2,846		86,996		69,494.23	
	14	182		6,275		6,500.23		2,640		76,219		63,321.26	
		-11	-5.7	-3,137	-33.3	-1,373.25	-17.4	-206	-7.2	-10,777	-12.4	-6,172.97	-8.9
EDMOND	13	187		3,069		2,966.52		3,106		30,480		28,731.83	
	14	208		3,275		2,837.19		3,063		27,891		25,628.96	
		21	11.2	206	6.7	-129.33	-4.4	-43	-1.4	-2,589	-8.5	-3,102.87	-10.8
MIDWEST CITY	13	295		4,148		3,675.82		4,281		41,199		34,379.41	
	14	260		4,281		3,640.98		4,192		41,330		35,379.82	
		-35	-11.9	133	3.2	-34.84	-.9	-89	-2.1	131	.3	1,000.41	2.9
NORTHWEST	13	223		3,504		3,750.27		2,992		28,285		29,704.91	
	14	244		3,690		3,934.15		3,659		32,361		34,722.64	
		21	9.4	186	5.3	183.88	4.9	667	22.3	4,076	14.4	5,017.73	16.9

Computer Usage by Adult Customers

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	13	200		4,256		3,623.53		3,183		40,918		33,783.68	
	14	211		3,488		3,129.07		3,046		34,590		30,264.41	
		11	5.5	-768	-18.0	-494.46	-13.6	-137	-4.3	-6,328	-15.5	-3,519.27	-10.4
SOUTHERN OAKS	13	303		4,391		4,273.97		4,085		38,060		34,936.58	
	14	282		4,128		3,910.30		4,053		39,373		36,346.88	
		-21	-6.9	-263	-6.0	-363.67	-8.5	-32	-.8	1,313	3.4	1,410.30	4.0
VILLAGE	13	202		3,077		2,535.56		3,366		27,535		22,608.22	
	14	195		2,866		2,327.38		3,297		28,353		22,844.35	
		-7	-3.5	-211	-6.9	-208.18	-8.2	-69	-2.0	818	3.0	236.13	1.0
WARR ACRES	13	141		2,809		2,453.45		2,711		28,088		22,882.39	
	14	163		2,925		2,380.69		2,677		28,337		23,439.37	
		22	15.6	116	4.1	-72.76	-3.0	-34	-1.3	249	.9	556.98	2.4
HARRAH	13	22		231		174.86		339		2,745		1,976.26	
	14	23		278		207.84		298		2,343		1,677.04	
		1	4.5	47	20.3	32.98	18.9	-41	-12.1	-402	-14.6	-299.22	-15.1
JONES	13	2		47		35.09		42		386		355.82	
	14	1		65		80.00		39		522		459.86	
		-1	-50.0	18	38.3	44.91	128.0	-3	-7.1	136	35.2	104.04	29.2
LUTHER	13	11		179		151.60		210		1,604		1,266.91	
	14	8		141		121.19		200		1,380		1,034.28	
		-3	-27.3	-38	-21.2	-30.41	-20.1	-10	-4.8	-224	-14.0	-232.63	-18.4
NICOMA PARK	13	12		146		123.72		140		1,552		1,508.20	
	14	7		92		60.84		110		1,020		808.81	
		-5	-41.7	-54	-37.0	-62.88	-50.8	-30	-21.4	-532	-34.3	-699.39	-46.4
WRIGHT	13	7		314		270.19		134		2,271		1,886.63	
	14	11		327		244.13		153		2,334		2,087.87	
		4	57.1	13	4.1	-26.06	-9.6	19	14.2	63	2.8	201.24	10.7
TOTAL	13	2,679		49,296		44,430.17		38,880		439,459		378,813.90	
	14	2,696		45,842		41,252.82		40,852		440,123		383,434.93	
		17	.6	-3,454	-7.0	-3,177.35	-7.2	1,972	5.1	664	.2	4,621.03	1.2

Computer Usage by Minor Customers

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
ALMONTE	13	52		1,152		1,103.16		106		1,970		1,983.45	
	14	46		1,242		1,248.68		882		13,422		11,387.13	
		-6	-11.5	90	7.8	145.52	13.2	776	732.1	11,452	581.3	9,403.68	474.1
BELLE ISLE	13	38		470		355.03		524		4,512		3,429.97	
	14	36		493		384.31		529		5,970		4,563.89	
		-2	-5.3	23	4.9	29.28	8.2	5	1.0	1,458	32.3	1,133.92	33.1
BETHANY	13	44		536		446.06		550		4,394		3,571.87	
	14	31		426		323.31		518		5,594		4,440.06	
		-13	-29.5	-110	-20.5	-122.75	-27.5	-32	-5.8	1,200	27.3	868.19	24.3
CAPITOL HILL	13	110		2,092		1,545.32		1,241		16,357		12,598.94	
	14	70		1,955		1,577.03		1,197		17,100		13,621.28	
		-40	-36.4	-137	-6.5	31.71	2.1	-44	-3.5	743	4.5	1,022.34	8.1
CHOCTAW	13	25		616		691.83		411		4,958		5,484.14	
	14	33		546		551.44		453		4,956		5,080.66	
		8	32.0	-70	-11.4	-140.39	-20.3	42	10.2	-2	.0	-403.48	-7.4
DEL CITY	13	34		635		584.75		697		8,040		6,415.83	
	14	46		630		517.11		655		6,034		4,735.60	
		12	35.3	-5	-.8	-67.64	-11.6	-42	-6.0	-2,006	-25.0	-1,680.23	-26.2
DOWNTOWN	13	28		272		249.83		290		3,116		2,515.16	
	14	22		160		156.10		294		2,409		1,928.03	
		-6	-21.4	-112	-41.2	-93.73	-37.5	4	1.4	-707	-22.7	-587.13	-23.3
EDMOND	13	42		497		501.95		595		5,011		5,198.78	
	14	47		554		530.10		626		4,487		4,331.10	
		5	11.9	57	11.5	28.15	5.6	31	5.2	-524	-10.5	-867.68	-16.7
MIDWEST CITY	13	70		1,120		1,063.77		1,027		13,001		10,658.95	
	14	67		1,118		917.48		969		10,259		8,107.75	
		-3	-4.3	-2	-.2	-146.29	-13.8	-58	-5.6	-2,742	-21.1	-2,551.20	-23.9
NORTHWEST	13	77		645		736.39		837		5,095		5,000.39	
	14	50		512		519.16		824		4,945		4,869.39	
		-27	-35.1	-133	-20.6	-217.23	-29.5	-13	-1.6	-150	-2.9	-131.00	-2.6

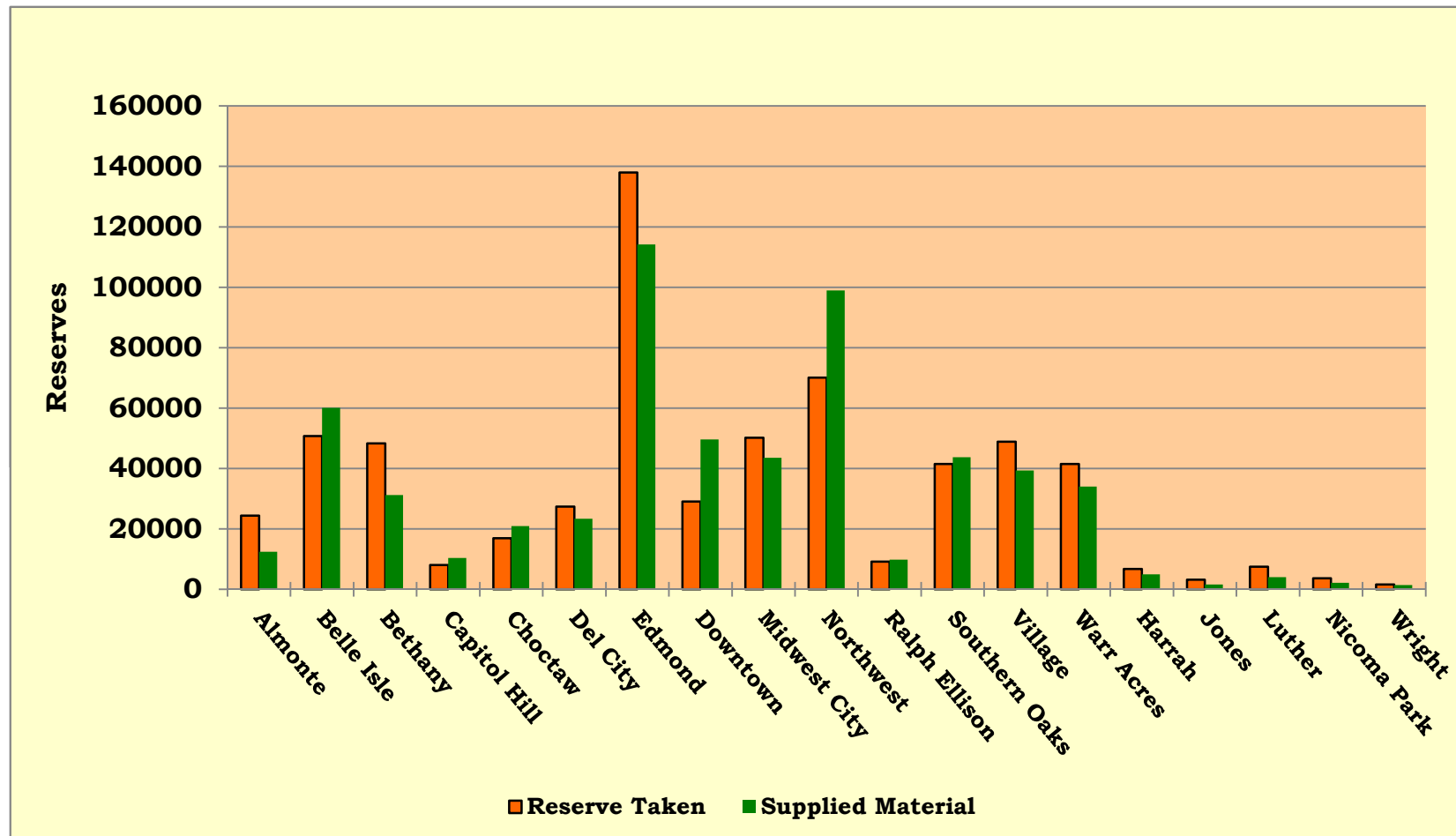
Computer Usage by Minor Customers

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
RALPH ELLISON	13	78		1,752		1,522.13		1,026		18,552		14,604.10	
	14	64		1,365		1,406.57		939		13,730		12,384.00	
		-14	-17.9	-387	-22.1	-115.56	-7.6	-87	-8.5	-4,822	-26.0	-2,220.10	-15.2
SOUTHERN OAKS	13	119		3,221		2,922.64		1,536		23,842		19,559.73	
	14	102		3,236		2,991.50		1,522		31,866		26,395.72	
		-17	-14.3	15	.5	68.86	2.4	-14	-.9	8,024	33.7	6,835.99	34.9
VILLAGE	13	56		663		668.49		709		7,476		7,192.62	
	14	32		756		681.92		737		6,693		6,078.53	
		-24	-42.9	93	14.0	13.43	2.0	28	3.9	-783	-10.5	-1,114.09	-15.5
WARR ACRES	13	30		834		829.95		496		9,972		8,477.53	
	14	29		720		714.74		450		8,472		7,082.36	
		-1	-3.3	-114	-13.7	-115.21	-13.9	-46	-9.3	-1,500	-15.0	-1,395.17	-16.5
HARRAH	13	7		101		100.66		99		646		761.42	
	14	9		146		142.36		91		699		715.15	
		2	28.6	45	44.6	41.70	41.4	-8	-8.1	53	8.2	-46.27	-6.1
JONES	13	4		6		1.93		17		48		21.29	
	14			7		4.16		19		85		42.05	
		-4	-100.0	1	16.7	2.23	115.5	2	11.8	37	77.1	20.76	97.5
LUTHER	13	7		125		118.70		147		1,109		1,049.27	
	14	9		48		36.69		128		675		574.46	
		2	28.6	-77	-61.6	-82.01	-69.1	-19	-12.9	-434	-39.1	-474.81	-45.3
NICOMA PARK	13	3		16		11.63		36		133		102.05	
	14	4		12		8.09		37		194		137.98	
		1	33.3	-4	-25.0	-3.54	-30.4	1	2.8	61	45.9	35.93	35.2
WRIGHT	13	1		13		9.11		41		270		160.54	
	14	1		8		4.69		33		170		101.34	
			.0	-5	-38.5	-4.42	-48.5	-8	-19.5	-100	-37.0	-59.20	-36.9
TOTAL	13	825		14,766		13,463.33		10,385		128,502		108,786.03	
	14	698		13,934		12,715.44		10,903		137,760		116,576.48	
		-127	-15.4	-832	-5.6	-747.89	-5.6	518	5.0	9,258	7.2	7,790.45	7.2

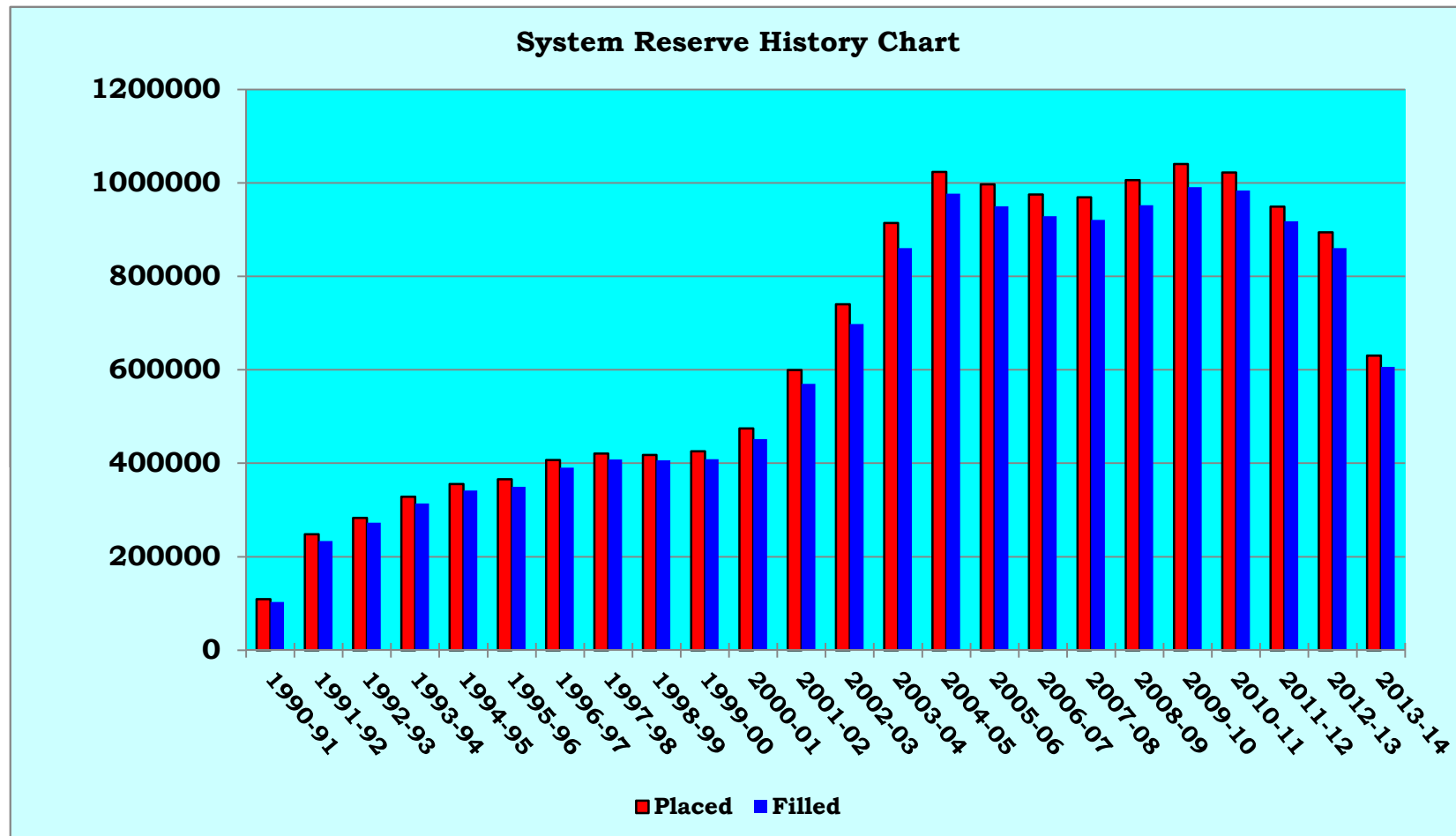
System Reserve Report

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)



System Reserve Report

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)



System Reserves Report

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
ALMONTE	13	2,448	4,154		2,118	3,387	
	14	2,647	24,420		2,404	22,799	
		199	20,266	487.9	286	19,412	573.1
BELLE ISLE	13	6,299	64,872		5,856	62,038	
	14	5,881	50,691		5,463	48,947	
		-418	-14,181	-21.9	-393	-13,091	-21.1
BETHANY	13	5,604	51,600		5,280	48,529	
	14	5,793	48,285		4,756	44,392	
		189	-3,315	-6.4	-524	-4,137	-8.5
CAPITOL HILL	13	1,221	11,483		1,152	11,030	
	14	912	8,050		834	7,741	
		-309	-3,433	-29.9	-318	-3,289	-29.8
CHOCTAW	13	2,073	18,556		1,992	17,877	
	14	1,923	16,900		1,725	16,217	
		-150	-1,656	-8.9	-267	-1,660	-9.3
DEL CITY	13	2,645	30,018		2,527	28,294	
	14	3,519	27,336		3,139	25,904	
		874	-2,682	-8.9	612	-2,390	-8.4
EDMOND	13	15,586	147,516		14,864	142,621	
	14	14,839	138,025		13,935	133,735	
		-747	-9,491	-6.4	-929	-8,886	-6.2
DOWNTOWN	13	3,371	32,455		3,127	30,906	
	14	2,482	29,045		1,901	27,393	
		-889	-3,410	-10.5	-1,226	-3,513	-11.4
MIDWEST CITY	13	5,995	55,966		5,789	54,230	
	14	5,131	50,164		4,937	48,667	
		-864	-5,802	-10.4	-852	-5,563	-10.3
NORTHWEST	13	7,594	66,536		7,085	63,132	
	14	8,145	70,067		7,518	67,292	
		551	3,531	5.3	433	4,160	6.6
RALPH ELLISON	13	1,354	12,181		1,295	11,665	
	14	923	9,184		850	8,845	
		-431	-2,997	-24.6	-445	-2,820	-24.2
SOUTHERN OAKS	13	5,383	54,268		5,294	52,310	
	14	4,536	41,467		4,274	40,070	
		-847	-12,801	-23.6	-1,020	-12,240	-23.4

System Reserves Report

July 1, 2013 through March 31, 2014 (75.00% of the 13-14 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
VILLAGE	13	5,472	54,010		4,946	51,823	
	14	5,577	48,855		4,947	46,489	
		105	-5,155	-9.5	1	-5,334	-10.3
WARR ACRES	13	4,407	44,359		4,231	42,828	
	14	4,419	41,474		4,239	39,701	
		12	-2,885	-6.5	8	-3,127	-7.3
HARRAH	13	904	7,963		895	7,776	
	14	738	6,777		692	6,585	
		-166	-1,186	-14.9	-203	-1,191	-15.3
JONES	13	316	2,849		327	2,805	
	14	400	3,173		380	3,101	
		84	324	11.4	53	296	10.6
LUTHER	13	899	8,381		970	8,278	
	14	771	7,445		704	7,364	
		-128	-936	-11.2	-266	-914	-11.0
NICOMA PARK	13	565	4,601		479	4,502	
	14	501	3,659		484	3,608	
		-64	-942	-20.5	5	-894	-19.9
WRIGHT	13	182	2,047		175	1,983	
	14	145	1,636		151	1,612	
		-37	-411	-20.1	-24	-371	-18.7
TOTAL	13	73,006	680,267		69,032	652,258	
	14	69,994	632,882		63,993	606,363	
		-3,012	-47,385	-7.0	-5,039	-45,895	-7.0

EXECUTIVE DIRECTOR'S REPORT

APRIL 2014

PRIMARY BOOK VENDOR EVALUATION

MLS policy SF200 Purchasing calls for an annual service evaluation of the primary book vendor. Karen Marriott, Deputy Executive Director/Materials and Outreach recently completed the evaluation for our primary book vendor, Baker & Taylor. This period encompasses July 1, 2013 through March 31, 2014.

This year's evaluation shows that B & T has met or exceeded requirements of the current contract.

Highlights include:

- As of April 30, 2013, discounts received are 2.67% higher than estimated.
- It is too early to determine if the overall fill rate will be 90% with so many orders still going out. However, even this early in the fiscal year the fill rate is at 90%, so it is unlikely that it will not achieve the minimum requirement. In FY 13, the final fill rate was 98.3%.
- Problems with receipt of materials have been low: 98.5% of invoices and 99.9% of materials received were without problems.
- Customer service response has been excellent with 100% of requests handled satisfactorily during the evaluation period.

Ingram Library Services continues to be the only other vendor with sufficient inventory to handle our account and we continue to use them as a secondary vendor for some orders.

Based on this analysis, Baker & Taylor is still the best option for MLS and continues to be able to meet the library's needs. Therefore, we expect to renew the contract for the next fiscal year, as allowed by policy. If you have further questions or comments, please contact me or Karen Marriott.

OKLAHOMA LIBRARY ASSOCIATION CONFERENCE

MLS along with Pioneer Library System and Tulsa City County Library System were the recipients of a Special Project Award from OLA. The award was given for the "Drawn Together" fundraising event for Moore's Briarwood and Plaza Towers Elementary Schools. Children and young adult authors presented special programs in Tulsa and Moore which raised over \$70,000 for the two schools. MLS provided volunteers and assisted in the breakfast for children and parents of the two schools.

I was also very honored to receive OLA's distinguished service award which recognizes an OLA member for inspired leadership, devoted service and exceptional contributions to Oklahoma Libraries and the profession of librarianship. I appreciate very much the MLS staff and colleagues from around the state for this nomination. It is very much due to the exceptional people I work with every day and the other great library leaders in our state.

LIBRARY EMPLOYEE RELATIVE PRESENTS PROGRAMS

In accordance with our purchasing policy the administration is directed to notify commissioners when an employee or relative of an employee provides a service to the library system such as doing a program or authoring a book which the library purchases. In this case Kiona Millirons is a frequent

performer for the libraries and does various programs (After school at the library, Teen Crafts, Play Dog Fun, etc). Last year she was paid for her services for these programs. Her sister, Amber Clark was recently hired at the Northwest Library.

CAPITAL PROJECTS UPDATE

- **Almonte** – Oklahoma City has asked MLS in conjunction with city staff to create a “best guess” about the anticipated needs for a potential permanent Almonte location. You might recall that in our meetings with the OKC City Manager and some City Council members prior to the Almonte opening, they suggested that MLS staff and city staff work together on plans for a permanent building after monitoring the usage of the storefront facility. I think it is fair to say that usage has exceeded expectations so far and it is being very well used by customers.
- **Capitol Hill** – MLS will present our request for additional funding for this project to the TIF review committee on April 23rd. City, MLS and Guernsey staff will be touring the Edmond and Northwest Libraries this month to talk about what works and does not work well as we plan for Capitol Hill.
- **Edmond Parking** – The agreement between the city and MLS is nearing completion and will be presented to the commission at the May meeting.
- **Edmond Interior space planning** – MLS has contracted with Denelle Wrightson of Dewberry Architects to review the current space at the Edmond Library and make some recommendations on how best it could be reconfigured to provide a better workflow and a better customer experience. We will have an initial planning meeting at Edmond on April 23.
- **Jones** – MLS and Jones met on April 3rd to review the Design Development plans which were received on March 26th. The 1st furniture, fixtures and equipment meeting will be held on April 23.

EXECUTIVE DIRECTOR OUTREACH ACTIVITIES

- Attended OLA Conference in Tulsa
- Attended Rotary 29 Club Meeting
- Attended Library Endowment Trust Meetings
- Will be attending meetings with OKC, City of Edmond, and Town of Jones
- Will be meeting with Executive Director Search Firm, Bradbury & Associates
- Will be attending OLA Legislative Day at the State Capitol



GAME OF THRONES™

IN YOUR LIBRARY



Jon Snow

FAVORITE BOOK

A Series of Unfortunate Events
by Lemony Snicket

FAVORITE SONG

Tracks in the Snow
by The Civil Wars



Arya Stark

FAVORITE BOOK

The Princess Bride
by William Goldman

FAVORITE SONG

My Silver Lining
by First Aid Kit



Daenerys Targaryen

FAVORITE BOOK

The Conquests of Alexander the Great
by Alison Behnke

FAVORITE SONG

Girl on Fire
by Alicia Keys



Stannis Baratheon

FAVORITE BOOK

Richard III
by William Shakespeare

FAVORITE SONG

Broken Crown
by Mumford & Sons



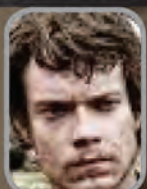
Cersei Lannister

FAVORITE BOOK

Flowers in the Attic
by V.C. Andrews

FAVORITE SONG

Rolling in the Deep
by Adele



Theon Greyjoy

FAVORITE BOOK

Of Mice and Men
by John Steinbeck

FAVORITE SONG

Sinnerman
by Nina Simone

Margaery Tyrell

FAVORITE BOOK

Vanity Fair: A Novel Without a Hero
by William Makepeace Thackeray

FAVORITE SONG

Eyes on Fire
by Blue Foundation



Sansa Stark-Lannister

FAVORITE BOOK

Losing Mum & Pup: a Memoir
by Christopher Buckley

FAVORITE SONG

Winter Song
by Ingrid Michaelson



Bran Stark

FAVORITE BOOK

The Hobbit
by J.R.R. Tolkien

FAVORITE SONG

I Will Survive
by Gloria Gaynor



Melisandre

FAVORITE BOOK

Are You There God? It's Me, Margaret
by Judy Blume

FAVORITE SONG

I Put a Spell on You
by Screamin' Jay Hawkins



Tyrion Lannister

FAVORITE BOOK

Autobiography of Mark Twain
by Mark Twain

FAVORITE SONG

I Am a Rock
by Simon & Garfunkel

Game of Thrones is a massively popular HBO TV series based on the George R. R. Martin book series: A Song of Ice and Fire. If you haven't started this series, we highly recommend it for those who love character driven fantasies similar to those written by J.R.R. Tolkien. Your library currently has multiple formats to enjoy this series: books, eBooks and audiobooks (digital and CD).