

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

AGENDA

Thursday, September 16, 2004
Ronald J. Norick Downtown Library
300 Park Ave., OKC, OK 73102
(Telephone 231-8650)

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

Mrs. Penny McCaleb, Chair

3:30 – 3:35 p.m. INTRODUCTIONS

- Document #16 – 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 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.)

3:35 – 3:45 p.m. CONSENT DOCKET (#17 - #20)

- Document #17 – Approval of Minutes of August 26, 2004 Meeting
- Document #18 – Acceptance of Review of Expenditures for August 2004
- Document #19 – Approval of Contract Awards and Purchases
 - Item A: MLS Property and Casualty Insurance
- Document #20 – Request to Declare Equipment Surplus

3:45 – 4:00 p.m. NEW BUSINESS

- Document #21 – Acceptance of Annual Audit – Murrell, Hall, McIntosh & Co., PLLP

4:00 – 4:20 p.m. SPECIAL PRESENTATIONS

- *Come Read With Me* – Geri Price, Outreach Project Coordinator
- *Focus 2004: Focus On Creating US!* – Stacy Schrank, Employee Development Coordinator

4:20 – 4:45 p.m. INFORMATION REPORTS

- Document #22 – 2004 Friends of the Metropolitan Library System Grant Awards – Marian LeCrone, Coordinator of the Friends of Metropolitan Library System
- Document #23 – Metropolitan Library Commission of Oklahoma County FY 2004 – 2005
- Document #24 – Metropolitan Library System August 2004 System Reserves Report ~ Karen Marriott, Director of Materials Services & Jim Welch, Deputy Director of Metropolitan Library System for Information Technology
- Document #25 – Metropolitan Library System August 2004 Circulation Report
- Document #26 – Metropolitan Library System August 2004 Internet Usage Report

4:45 – 4:55 p.m. EXECUTIVE DIRECTOR'S REPORT

4:55 – COMMENTS FROM COMMISSION MEMBERS

– 5:00 p.m. SUGGESTIONS FOR FUTURE AGENDA ITEMS

NEXT COMMISSION MEETING DATE AND PLACE:

Thursday, October 21, 2004, at 3:30 p.m.
Del City Library, 4509 SE 15th, Del City, OK 73115

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

The Friends of the Metropolitan Library System have underwritten a staff recognition service program recognizing staff who has 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 September 2004:

<u>Employees</u>	<u>Years of Service</u>
Faye Horn, Circulation Clerk, Public Services Administration	25
Ruth M. Butler, Extension Specialist, Downtown Library	20
Gwendolyn R. Thompson, Circulation Clerk, Southern Oaks Library	20
Nina M. Ginsterblum, Library Page, Southern Oaks Library	15
Susan E. Ryan, Materials Selector	15
Chester "Jack" Kinzie, Jr., Assistant Library Manager, Southern Oaks Library	10
Linda S. Gens, Librarian, Village Library	5
Mary E. Taylor, Library Page, Edmond Library	5

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

DATE: August 26, 2004 TIME: 3:30 p.m.

MEETING PLACE: Belle Isle Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County September 25, 2003. 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, 5501 N. Villa, and the Downtown Library, 300 Park Avenue, Oklahoma City, on August 20, 2004, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Nancy Anthony
Dr. Ann Caine
Carolyn Cornelius
Scott Duncan
Deanna Hannah
Jose Jimenez
Pamela Pung
Marguerite Ross
Alyne Strube
Cynthia Trent
Peggy Winters
Greg Womack
Penny McCaleb, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma
City
Millicent Gillogly
David Greenwell, Vice-Chair
Stan Inman, Chair, Board of County
Commissioners
Shirley Pritchett
Hugh Rice, Disbursing Agent

Estimate of general public and staff attending: 15

I. In the absence of a quorum, Mrs. Penny McCaleb, Chair, opened the meeting at 3:30 p.m.

Mrs. McCaleb announced the Oklahoma City Council re-appointments of Commission members David Greenwell, Carolyn Cornelius, Scott Duncan, Millicent Gillogly, and Jose Jimenez. She thanked each for their continued service on the Commission.

II. Mrs. McCaleb asked Mrs. Donna Morris, Executive Director, to present the Executive Director's Report.

Mrs. Morris reviewed the report, highlighting the spectacular work library staff and community partners who made the grand opening events for the RJN Downtown Library such a success.

Mrs. Morris noted that the Oklahoma Humanities Council has provided a grant to help with the two-day September 17th & 18th, OKC Family Book Festival celebrating the opening of the RJN Downtown Library and Oklahoma's writers, including Billie Letts, author of "Honk and Holler, Opening Soon". She asked for questions and discussion followed.

III. Mrs. McCaleb requested roll call at 3:35 p.m. to establish a quorum.

Present: Anthony, Cornelius, Duncan, Hannah, Jimenez, Pung, Ross, Strube, Trent, Winters, McCaleb. (Arrived: 3:38 p.m.~Caine, 3:39 p.m.~Womack)

IV. Mrs. McCaleb introduced Ms. Priscilla Doss, Belle Isle Library Manager and Mrs. Debbie Robertus, Assistant Manager. Ms. Doss welcomed the Commission.

Mrs. McCaleb acknowledged Ms. Jean Johnson, Metropolitan Library System Staff Association Vice-President and Ms. Karen Klinka, reporter for *The Oklahoman*.

V. Mrs. McCaleb called for comments from the general public. There were none.

VI. Mrs. McCaleb presented the Metropolitan Library Commission of Oklahoma County Service Certificate to Crystal Giles, Cataloger, for 5 years of Service. Mrs. McCaleb acknowledged the service certificate recipients not in attendance.

VII. Mrs. McCaleb presented the Consent Docket (Document #09 – Approval of Minutes of July 15, 2004, Meeting; Document #10 – Acceptance of Review of Expenditures for July 2004; Document #11 – Contract Awards and Purchases.)

Ms. Marguerite Ross moved to accept the Consent Docket. Mrs. Cynthia Trent seconded. Mrs. McCaleb called for questions. After discussion, motion passed unanimously.

VIII. Mrs. McCaleb called on Mr. Scott Duncan to present Document #12 – Report and Recommendations from Finance Committee meeting August 18, 2004.

Mr. Duncan stated the budget is \$35,336,855, which is a \$1,326,580 or 3.9% increase over last year's budget.

The budget consists of:

\$	21,896,104	Operating budget
	2,577,770	Capital projects
	10,862,981	Reserves
\$	35,336,855	Total FY 04-05 budget

Mr. Duncan noted the increase over the preliminary budget of \$2,735,875 stating the increase reflects partial receipts of past year's protested ad valorem tax dollars of \$746,149; lapsed and cancelled dollars from last year's budget of \$1,977,594; and \$12,132 in miscellaneous income.

He stated that with the increase, additional requests to the budget were made totaling \$1,597,374. The Committee reviewed and discussed the additional requests. The remainder of the increase of \$1,138,501 was added to the reserves.

The Committee was presented with budget projections through FY2007-08; discussion focused on when there will be a need to seek a millage election (Spring 2006), the increase in materials, staff, and services needed to meet the continuing growth of the System and for a new northwest library. Mr. Duncan called for questions and discussion followed.

Mr. Duncan moved to approve the Metropolitan Library System Final Budget FY 2004-05. A motion from Committee requires no second. No further discussion. Motion passed unanimously.

IX. Mrs. McCaleb called on Mr. Scott Carter, Director of Marketing & Communications.

Mr. Carter presented a promotional video for the new Ronald J. Norick Downtown Library.

X. Mrs. McCaleb called on Mrs. Heidi Daniel-Morgan, Young Adult Services Coordinator.

Mrs. Daniel-Morgan performed a brief skit noting the 2004 Summer Reading programs participation:

- 12,208 Children
- 2,610 Teens *almost doubled participation over 2003*
- 14,818 Children and Teens participated

XI. Mrs. McCaleb referred to Document # 14 – MLS July 2004 Circulation Report and asked for comments. Discussion followed.

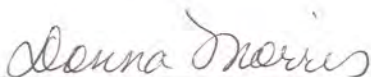
XII. Mrs. McCaleb referred to Document # 15 – MLS July 2004 Internet Usage Report and asked for comments. Discussion followed.

XIII. Mrs. McCaleb called for comments from Commission members

Mrs. McCaleb noted that the next Commission meeting will be held on September 16, 2004 at the Ronald J. Norick Downtown Library at 3:30 p.m.

XIV. Mrs. McCaleb called for future agenda items.

XV. There being no further business the meeting was adjourned at 4:23 p.m.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

August 31, 2004

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of August , 2004

For comparison, 16.67% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of August 2004.

**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF FINANCIAL CONDITION**

Document # 18
MLC FY 2004-05
September 16, 2004

August 31, 2004

ASSETS

CASH - Overnight Investment Account		\$ 4,506,286.52
INVESTMENTS (Schedule attached)		9,500,000.00
TAXES RECEIVABLE: 2004 Ad Valorem Tax	\$20,730,146.00	
Less: Reserve for Delinquent Tax	(1,884,559.00)	
Budgeted Tax Revenue	\$18,845,587.00	
Less: Tax Received	\$0.00	
		<u>\$18,845,587.00</u>
Total Assets		<u><u>\$32,851,873.52</u></u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2003-04 Reserve for Appropriations	\$ 112,576.56	
2004-05 Purchase Orders Outstanding	293,776.64	
2003-04 Purchase Orders Outstanding	270,952.36	
2004-05 Checks Outstanding	161,358.04	
2003-04 Checks Outstanding	66,137.43	
Total Liabilities		904,801.03

DEFERRED REVENUE:

Current Year Ad Valorem Tax	\$18,845,587.00
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FUND BALANCE:

Beginning of the Year	15,791,287.28	
Add: Revenues		
Budgeted	-	
Other	725,581.56	725,581.56
Less: Expenditures	(3,415,383.35)	
Total Fund Balance		<u>13,101,485.49</u>
Total Liabilities, Deferred Revenue and Fund Balance		<u><u>\$32,851,873.52</u></u>

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

As of August 31, 2004

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	9/24/02	3/24/11	3.800%	\$ 100,000.00
CD - Bank of Okla. (collateralized)	10/31/02	10/31/07	3.200%	500,000.00
CD - Bank of Okla. (collateralized)	11/18/02	11/17/07	3.240%	800,000.00
CD - Bank of Okla. (collateralized)	12/18/02	12/18/07	3.240%	500,000.00
CD - Municipal Emp. Credit Union	6/18/03	6/18/09	3.750%	100,000.00
CD - Bank of Okla. (collateralized)	1/7/03	1/6/08	3.190%	1,000,000.00
Weokie Credit Union	1/17/03	1/18/05	2.050%	100,000.00
CD - Bank of Okla. (collateralized)	1/21/03	1/21/08	3.090%	3,000,000.00
CD - Bank of Okla. (collateralized)	1/24/03	1/23/08	3.080%	600,000.00
CD - UMB Bank	2/12/03	2/12/05	1.500%	100,000.00
CD - Peoples National, Bethany	2/27/03	2/27/06	2.050%	100,000.00
CD - First Commercial, Edmond	3/23/03	9/23/05	2.050%	100,000.00
CD - Stillwater National Bank	4/23/03	5/23/09	4.250%	100,000.00
CD - National Bank of Commerce.	6/21/03	12/21/05	2.250%	100,000.00
CD - Bank of Okla. (collateralized)	6/25/03	6/24/07	1.850%	500,000.00
CD - Kirkpatrick Bank, Edmond	7/18/04	8/18/05	2.180%	100,000.00
CD - Americrest Bank	7/18/04	5/18/05	2.040%	100,000.00
CD - BankFirst	7/28/04	7/28/09	3.090%	100,000.00
CD - Gold Bank	10/15/03	6/15/09	3.250%	100,000.00
CD - Bridgeview Bank	10/19/03	10/19/04	1.500%	100,000.00
CD - Local Oklahoma Bank	11/29/03	11/29/04	1.750%	100,000.00
CD - Quail Creek Bank	12/7/03	12/7/04	1.300%	100,000.00
CD - Bank of Okla. (collateralized)	2/20/04	2/19/07	2.300%	1,000,000.00
CD - Citizen's Bank of Edmond	7/2/04	7/2/09	4.060%	100,000.00

Total Investments

\$ 9,500,000.00

METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
STATEMENT OF REVENUES, BUDGET VS. ACTUAL

Document # 18
MLC FY 2004-05
September 16, 2004

July 1, 2004 to June 30, 2005

	Budget	Current Month Receipts	Year To Date Receipts	Percent Budget Received
<u>BUDGETED:</u>				
2004 Ad Valorem Tax	\$18,270,237.00	\$ -	\$ -	0.00%
State Aid	282,468.00	-	-	0.00%
Fines	382,500.00	-	-	0.00%
Total Budgeted Revenue	\$ 18,935,205.00	\$ -	\$ -	0.00%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 361,873.23	\$ 677,037.85	
Homestead Exemption Reimb.				
Gifts and Lost Books Fees				
Investment Income		18,354.40	30,502.63	
Flexible Benefits Account Balance				
Sale of Surplus Equipment				
Miscellaneous		2,776.41	18,041.08	
Total Miscellaneous Revenue		\$ 383,004.04	\$ 725,581.56	
Total Revenue	\$ 18,935,205.00	\$ 383,004.04	\$ 725,581.56	3.83%

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

August 31, 2004

	BALANCE 8/1/04	RECEIPTS August	EXPEND. August	BALANCE 8/31/04
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 12,920.10	\$ 4,075.97	\$ 333.54	\$ 16,662.53
810 Prepaid Fees	(293.99)	129.61	0.00	(164.38)
815 Fines	45,118.40	39,237.75	45,010.00	39,346.15
820 Copy	17,001.00	4,066.45	271.67	20,795.78
900 Special Event Fund	2,656.34			2,656.34
Total Revolving Funds	\$ 77,401.85	\$ 47,509.78	\$ 45,615.21	\$ 79,296.42

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 8/31/04
<u>Special Grants</u>				
857 DN/LC Donations	27,436.75	57,821.29	7,897.00	49,924.29
858 Inasmuch/DN Building	130,000.00	130,000.00	537.10	129,462.90
859 OCCF/Invisible Man	25,000.00	26,721.81	25,014.44	1,707.37
870 Inasmuch/Invisible Man	20,000.00	20,000.00	18,527.18	1,472.82
871 Kirkpatrick/Come Read With Me	0.00	4,000.00	0.00	4,000.00
873 Endowment/DN Okla. Images	40,000.00	40,000.00	2,300.00	37,700.00
905 OAC/Juneteenth	0.00	0.00	113.60	(113.60)
909 ODL/Hispanic Collection	18,000.00	18,000.00	17,999.26	0.74
912 Midwest City /Large Print	3,000.00	3,000.00	2,986.11	13.89
915 OAC/Donna Cox	300.00	300.00	300.00	0.00
918 OAC/Kapoot Clown Theater	0.00	4,000.00	4,000.00	0.00
939 YMCA/21st Century Grant	2,610.00	2,760.00	3,510.00	150.00
940 OHC/Native American	346.20	326.20	326.20	0.00
941 Windsor Hill/Come Read W/ Me	720.00	720.00	720.00	0.00
942 Weokie CU/Bus Wrap	9,700.00	9,700.00	10,100.00	(400.00)
943 Junior League/MWC	0.00	750.00	0.00	750.00
944 OAC/Project Laughter	0.00	0.00	500.00	(500.00)
946 Kirkpatrick/Come Read With Me	0.00	0.00	4,000.00	(4,000.00)
947 Endowment/ Choctaw Childrens	0.00	4,500.00	0.00	4,500.00
948 Endowment/DN Micro Equip	0.00	24,700.00	2,693.80	22,006.20
949 WalMart Young Adult Program	0.00	1,000.00	1,000.00	0.00
950 WalMart Lifetime Readers	0.00	1,000.00	0.00	1,000.00
951 OAC Tyrone Wilkerson	0.00	0.00	1,412.00	(1,412.00)
952 Human Rights Video Project	0.00	750.00	0.00	750.00
963 RE Friends/Programming Grant	1,900.00	1,900.00	1,399.00	501.00
979 05 ODL Early Literacy	0.00	4,250.00	0.00	4,250.00

Grants - Friends of MLS

845 01 DN Oklahoma Images	20,000.00	20,000.00	3,578.49	16,421.51
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GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 8/31/04
847 01 PC Learning Lab	9,150.00	9,150.00	9,150.00	0.00
866 01 Invisible Man	5,000.00	5,000.00	3,490.72	1,509.28
888 02 DN-Oklahoma Image	20,000.00	20,000.00	0.00	20,000.00
903 Wal-Mart /Village Literacy	1,000.00	1,000.00	996.50	3.50
916 Wal-Mart /Village Furniture	1,000.00	1,000.00	820.86	179.14
920 03 OUT-LIFE	5,000.00	5,000.00	5,000.00	0.00
922 03 OUT- Teen Summer	0.00	1,700.00	1,479.35	220.65
923 03 MWC Teen Space	350.00	350.00	349.18	0.82
924 03 VI - Kaleidoscope	6,000.00	6,000.00	5,932.70	67.30

Grants - Friends of MLS

925 03 OUT - Bookcases	3,500.00	3,500.00	3,500.00	0.00
926 03 OUT - Our World	14,800.00	14,800.00	14,800.00	0.00
927 04 Shannon Lucid	1,500.00	1,500.00	1,482.32	17.68
928 03 Public Arts	0.00	2,000.00	2,000.00	0.00
929 03 DN - Oklahoma Image	20,000.00	20,000.00	0.00	20,000.00
930 03 DN - Rebinding Books	4,000.00	4,000.00	3,999.20	0.80
931 03 Materials	10,000.00	10,000.00	9,583.24	416.76
932 03 Volunteer Recognition	3,000.00	3,000.00	3,036.36	(36.36)
933 03 Staff Recognition	4,550.00	4,622.00	4,420.48	201.52
934 03 Lee Brawner Scholarship	10,000.00	10,000.00	8,599.70	1,400.30
936 03 MWC - Gallery Lighting	1,500.00	1,500.00	1,498.25	1.75
937 03 1.5 ton cab & chas.	35,000.00	35,000.00	30,686.09	4,313.91
938 03 VI - Library Sign	5,000.00	5,000.00	0.00	5,000.00
945 04 DN Grand Opening	0.00	45,000.00	43,908.28	1,091.72

Grants - Friends of MLS

956 05 LIFE Come Read with Me	0.00	7,500.00		7,500.00
957 05 Lee Brawner Scholarship	0.00	10,740.00	2,081.37	8,658.63
958 05 Asian Influences	0.00	7,000.00	560.00	6,440.00
960 05 OK Reads OK Celeb	0.00	1,361.00		1,361.00
967 05 MLS Volunteer Rec.	0.00	0.00	271.31	(271.31)

Total Grants

\$346,262.21

Total Special Funds

\$ 425,558.63

Metropolitan Library System
Statement of Encumbrances
Month of August 2004

FY-05

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	624,547.64	1,252,307.41	14.53	8,616,748.00	7,364,440.59
102	Wages - Part-time	100,576.85	200,031.02	14.42	1,386,768.00	1,186,736.98
103	Payroll Taxes	53,582.17	107,366.16	14.39	746,348.00	638,981.84
109	Workers Comp. Insurance	7,486.00	14,886.00	13.55	109,875.00	94,989.00
112	Group Insurance	108,506.55	215,590.26	15.62	1,380,571.00	1,164,980.74
113	Employees' Retirement	.00	.00	.00	1,573,252.00	1,573,252.00
114	Unemployment Comp.	.00	.00	.00	10,000.00	10,000.00
Total Personal Services		894,699.21	1,790,180.85	12.95	13,823,562.00	12,033,381.15

Maintenance & Operations - Contractual Services

201	Bldg. Property & Auto Ins.	.00	.00	.00	163,002.00	163,002.00
202	Liability/Bonding Insurance	.00	.00	.00	22,400.00	22,400.00
205	Rent of Library Buildings	400.00	1,200.00	25.00	4,800.00	3,600.00
206	Rent of Equipment	1,420.20	3,746.40	18.76	19,970.00	16,223.60
207	Janitorial Services	19,205.00	35,910.00	15.57	230,570.00	194,660.00
208	Maintenance of Facilities	10,085.69	25,894.96	9.16	282,679.00	256,784.04
211	Parking & Transportation	7,684.14	15,991.51	12.30	129,960.00	113,968.49
212	Travel Expenses	299.99	1,872.58	4.61	40,592.00	38,719.42
213	Professional Services	28,854.70	57,960.98	21.55	268,955.00	210,994.02
214	Security Services	22,279.90	26,759.48	11.30	236,745.00	209,985.52
216	Telephone Services	32,940.51	51,878.70	17.47	296,902.00	245,023.30
217	Electrical Services	50,839.25	93,146.12	19.34	481,621.00	388,474.88
218	Gas Services	-512.26	1,497.74	2.72	55,012.00	53,514.26
219	Water & Garbage Services	5,873.83	11,834.86	22.38	52,873.00	41,038.14
220	Trigen Energy Services	22,039.88	40,039.88	16.02	250,000.00	209,960.12
226	Membership	567.00	1,635.00	7.31	22,371.00	20,736.00
230	Other Library-Related Serv.	48,528.11	56,101.90	15.53	361,265.00	305,163.10
231	Automation Contractual	12,993.61	41,924.21	14.88	281,694.00	239,769.79
236	Network Catalog Services	.00	.00	.00	49,550.00	49,550.00
Total Contractual Services		263,499.55	467,394.32	14.38	3,250,961.00	2,783,566.68

Metropolitan Library System
Statement of Encumbrances
Month of August 2004

FY-05

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 and Printing Supplies	18,364.41	28,111.32	14.39	195,304.00	167,192.68
302	Postage	30,248.92	40,260.92	13.36	301,300.00	261,039.08
303	Supplies	18,954.64	34,758.95	14.12	246,191.00	211,432.05
310	Maintenance Supplies	6,660.45	8,249.44	13.09	63,000.00	54,750.56
312	Safety Supplies & Equipment	687.74	1,375.97	18.84	7,304.00	5,928.03
321	Gas and Oil	1,719.86	2,378.25	11.89	20,000.00	17,621.75
322	Vehicle Parts & Repairs	689.11	789.02	4.38	18,000.00	17,210.98
330	Programming Activities	12,806.48	35,273.14	17.03	207,114.00	171,840.86
331	Other Commodities	1,610.51	2,031.39	6.61	30,710.00	28,678.61
Total Commodities		91,742.12	153,228.40	14.07	1,088,923.00	935,694.60
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Capital Outlays

401	Books & Materials	211,996.25	375,676.21	12.67	2,965,515.00	2,589,838.79
404	Government Documents	.00	.00	.00	5,800.00	5,800.00
405	Book Repairs & Bindings	.00	.00	.00	5,000.00	5,000.00
407	Periodicals & Subscriptions	393.95	1,112.55	.68	164,450.00	163,337.45
408	Furniture, Fixture & Equip.	14,552.33	15,494.70	9.20	168,443.00	152,948.30
409	Motor Vehicle	.00	.00	.00	54,000.00	54,000.00
410	Automation System & Equip.	.00	656.00	.18	369,450.00	368,794.00
450	Capital projects	257,067.16	611,640.32	23.73	2,577,770.00	1,966,129.68
490	Capital Reserves - Current	.00	.00	.00	1,240,894.93	1,240,894.93
499	Reserve Carryover	.00	.00	.00	9,622,086.41	9,622,086.41
Total Capital Outlays		484,009.69	1,004,579.78	5.85	17,173,409.34	16,168,829.56
		=====	=====		=====	=====
Total Budget		1,733,950.57	3,415,383.35	9.67	35,336,855.34	31,921,471.99
		=====	=====		=====	=====

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose	Amount	
G-00306	Metropolitan Library System	Background/Record Check	105.00	
		Automation Contractural	15.40	
		Supplies	117.40	
		Safety Supplies	7.27	
		Programming Activities	85.07	
		Other Commodities	80.01	
		Capital Projects	41.85	452.00
G-00307	Bradford Industrial Suppl Corp	Maintenance Supplies	28.77	28.77
G-00308	Grainger Parts Operations	Maintenance of Facilities	36.67	36.67
G-00309	Locke Supply Co.	Maintenance of Facilities	67.80	67.80
G-00310	Edward Terry	Mileage	30.75	30.75
G-00311	Emsco Electric Supply	Maintenance of Facilities	43.78	43.78
G-00312	Demco	Equipment	891.97	
		Supplies	53.19	945.16
G-00313	Pipkin Cameras	Other Commodities	25.32	
		Programming Activities	36.57	61.89
G-00314	Eales Electronics Corp.	Maintenance of Facilities	160.00	
		Maintenance of Facilities	25.00	185.00
G-00315	Gale Research	Materials	918.31	918.31
G-00316	Journal Record Publishing	Subscriptions	140.00	140.00
G-00317	Tale Twisters	Programming Activities	150.00	150.00
G-00318	UNUM Life Insurance	L-T Disability Ins Prm-AG	5,958.29	5,958.29
G-00319	Synergy Datacom Supply Inc.	Automation Contractural	35.25	35.25
G-00320	Evelyn K. Davis	Mileage	27.38	27.38
G-00321	Frank Ray	Mileage	47.06	47.06
G-00322	Standard Printing Co., Inc.	Printing	178.75	
		Printing	187.00	
		Printing	224.00	
		Printing	250.00	
		Printing	315.00	
		Printing	525.49	
		Printing	600.00	
		Printing	994.05	3,274.29
G-00323	Weston Woods Accts Receivable	Materials	228.52	228.52
G-00324	Baker & Taylor Books - #510486	Materials	2,042.59	2,042.59
G-00325	U.S. Postmaster	Postage	12,000.00	12,000.00
G-00326	Susan Ryan	Mileage	17.63	17.63
G-00327	West Group Payment Center	Materials	91.00	91.00
G-00328	American Library Association	Membership	100.00	100.00
G-00329	Barbara Beasley	Mileage	30.75	30.75
G-00330	Keystone Tape & Label, Inc.	Library Related Services	165.00	165.00
G-00331	FEDEX	Postage	10.35	10.35
G-00332	OfficeMax - A Boise Co.	Supplies	10.10	
		Supplies	4.80	
		Supplies	37.99	52.89
G-00333	Recorded Books, LLC	Materials	2,103.28	2,103.28
G-00334	U.S. Postmaster	Postage	12.50	12.50
G-00335	Marilyn E. Backus	July 2004	22.13	22.13
G-00336	Gale Group	Materials	1,066.88	1,066.88
G-00337	Spaces, Inc.	Moving Expense	4,400.00	4,400.00
G-00338	Hal Leonard Publishing	Materials	456.36	456.36
G-00339	Library Video Co.	Materials	381.91	381.91

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00340	Priscilla Doss	Mileage	5.63	5.63
G-00341	Nancy Lytle	Mileage	14.44	14.44
G-00342	Janet Brooks	Mileage	111.60	111.60
G-00343	Mel Bay	Materials	37.08	37.08
G-00344	Blackmon-Mooring Steamatic, Inc.	Moving Expense	406.00	406.00
G-00345	Heidi Daniel-Morgan	Mileage	81.38	81.38
G-00346	Oklahoma Gazette	Advertisement	527.85	527.85
G-00347	Books on Tape, Inc.	Materials	2,140.80	2,140.80
G-00348	Cingular Wireless	Telephone Services	77.44	77.44
G-00349	Little River Zoo	Programming Activities	400.00	400.00
G-00350	Brilliance Corporation	Materials	1,012.97	1,012.97
G-00351	Ingram Library Services	Materials	1,528.51	1,528.51
G-00352	Julia Mock	Mileage	16.50	16.50
G-00353	Dana Morrow	Travel Expense	283.90	283.90
G-00354	High-Tech Tronics, Inc.	Maintenance of Facilities	284.40	284.40
G-00355	Summit Mailing Systems, Inc.	Capital Project	165.00	165.00
G-00356	Quality Book Binding Co.	Supplies	418.50	418.50
G-00357	Scovil & Sides Hardware Co.	Maintenance of Facilities	210.05	210.05
G-00358	Fuelman of Oklahoma	Gasoline	389.71	389.71
G-00359	Barnes & Noble, Inc.	Materials	355.51	355.51
G-00360	Maverick Books	Materials	41.98	41.98
G-00361	Hudiburg Chevrolet, Inc.	Vehicle Parts & Repairs	23.89	23.89
G-00362	Ruby Soutiere	Mileage	7.50	7.50
G-00363	Omniplex	Programming Activities	150.00	150.00
G-00364	BBC Audiobooks America	Materials	3,134.48	3,134.48
G-00365	Books in Motion	Materials	215.94	215.94
G-00366	Rosalind L. Reeder	Programming Activities	25.00	25.00
G-00367	Alliance Personnel Service LLC	Capital Projects	2,045.10	
		Capital Projects	1,058.64	3,103.74
G-00368	C.O.T.P.A.	Staff Parking	1,712.90	1,712.90
G-00369	Demco Media Turtleback Books	Materials	41.28	41.28
G-00370	Office Depot	Supplies	4.08	
		Automation Contractural	109.69	113.77
G-00371	Todd Olberding	Telephone Services	45.92	45.92
G-00372	On_Line Media, Inc.	Advertisement	7,347.90	7,347.90
G-00373	Baker & Taylor Entertainment	Materials	6,308.69	6,308.69
G-00374	Bentley Flooring	Construction	320.00	320.00
G-00375	AccuZip, Inc.	Postage	801.00	801.00
G-00376	Marian J. LeCrone	Mileage	35.25	35.25
G-00377	Francis Tuttle	Registration	178.00	178.00
G-00378	American Library Assoc.	Materials	73.80	73.80
G-00379	Pamela Buchanan	Mileage	3.00	3.00
G-00380	Magic 104.1 KMGL	Advertisement	4,140.00	4,140.00
G-00381	Maria Rodriquez	Programming Activities	120.00	120.00
G-00382	Photo Researchers, Inc.	Printing	195.00	195.00
G-00383	Khanh Minh Do	Mileage	43.50	43.50
G-00384	John Utley	Mileage	18.75	18.75
G-00386	Rick George	Other Commodities	100.00	100.00
G-00387	KOMA-FM Oklahoma City	Advertisement	3,950.00	3,950.00
G-00388	McKenzie & Co.	Library Related Services	805.37	805.37
G-00389	Kelley Hoffman	Mileage	21.75	21.75
G-00390	Securitas Security USA, Inc.	Securtiy Services	2,972.13	

** Continued **

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-00390	Securitas Security USA, Inc.	Security Services	1,460.25	
		Security Services	1,483.85	5,916.23
G-00391	Baker & Taylor Books - #510486	Materials	3,073.03	
		Materials	3,250.42	
		Materials	9,042.42	15,365.87
G-00392	Baker & Taylor Books - #510486	Materials	1,178.35	1,178.35
G-00393	Baker & Taylor Books-#510486	Materials	322.19	322.19
G-00394	April Harrington	Programming Activities	90.00	90.00
G-00395	Sabre Technologies	Supplies	6,315.00	6,315.00
G-00396	Brenda Hammons	Mileage	4.88	4.88
G-00398	Severn House	Materials	162.34	162.34
G-00399	COTPA	Staff Parking	1,021.49	1,021.49
G-00400	Single Source	Supplies	62.84	62.84
G-00401	Diego Rodriguez	Programming Activities	120.00	120.00
G-00402	Marcia K. Brueggen	Programming Activities	430.00	430.00
G-00403	Larry Maddox	Supplies	50.00	50.00
G-00404	Metropolitan Library System	Employee Deductions	100.00	100.00
G-00405	Bank of Oklahoma	Payroll Transmittal-Chks	48,801.64	
		Payroll Transmittal-Chks	20,673.09	69,474.73
G-00406	Bank of Oklahoma	Federal Withholding Tax	32,340.60	
		Federal Withholding Tax	2,603.00	34,943.60
G-00407	Oklahoma Tax Commission	State Withholding Tax	15,416.60	
		State Withholding Tax	1,444.00	16,860.60
G-00408	Mun. Employees Credit Union	Employee Cr Union Deducts	10,468.75	
		Employee Cr Union Deducts	80.00	10,548.75
G-00409	United Way of Central Oklahoma	Employee Deductions	343.57	
		Employee Deductions	7.00	350.57
G-00410	John Hardeman, Trustee	Employee Deductions	138.46	138.46
G-00411	Ursula Ward	Family Medical Refund	118.60	118.60
G-00412	Bank of America	Payroll Transmittal-DDep	148,548.12	
		Payroll Transmittal-DDep	21,733.52	170,281.64
G-00413	Nationwide Retirement Solution	Employee Deductions	7,961.97	7,961.97
G-00414	MLS Endowment Trust	Employee Deductions	25.00	25.00
G-00415	Premium Accounting	Employee Deductions	766.18	766.18
G-00416	Metro Library Sys Pension Trst	Employee Retirement Conts	8,372.15	8,372.15
G-00417	Bank of Oklahoma	Employee Flexplan Deposit	16,796.17	
		Employer Flexplan Deposit	1,375.00	18,171.17
G-00418	Bank of Oklahoma	Employee Soc/Sec Deposits	18,432.95	
		Employee Soc/Sec Deposits	3,106.85	
		Employee Medicare Deposit	4,310.92	
		Employee Medicare Deposit	726.64	
		Employer Soc/Sec Deposits	21,539.96	
		Employer Medicare Deposit	5,037.54	53,154.86
G-00419	Oklahoma Centralized Support	Employee Deductions	115.00	115.00
G-00420	American Student Assistance	Employee Deductions	45.78	45.78
G-00421	Administrative Systems, Inc.	Employee Deductions	1,068.90	1,068.90
G-00422	COTPA	Staff Parking	50.00	50.00
G-00423	Credit Bureau Services Assoc.	Employee Deductions	50.00	50.00
G-00424	Grainger Parts Operations	Maintenance Supplies	240.16	240.16
G-00425	O G & E	Electrical Services	28,703.40	28,703.40
G-00426	Oklahoma Natural Gas Co.	Gas Services	183.50	183.50

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00427	City of Oklahoma City	Water & Garbage Services	1,910.61	1,910.61
G-00428	Brodart, Inc.	Supplies	24.27	24.27
G-00429	Tech-Lock	Maintenance Supplies	65.00	
		Maintenance Supplies	7.50	72.50
G-00430	Demco	Supplies	677.29	
		Supplies	47.84	
		Supplies	37.42	762.55
G-00431	Gaylord Bros.	Supplies	51.98	51.98
G-00432	Highsmith Co., Inc.	Supplies	24.48	24.48
G-00433	Hewlett-Packard Co.	Automation Contractural	9,792.00	9,792.00
G-00434	Calvert's Plant Interior, Inc.	Maintenance of Facilities	195.63	195.63
G-00435	Synergy Datacom Supply Inc.	Automation Contractural	224.10	224.10
G-00436		Mileage	29.48	29.48
G-00437	Edmond Chamber of Commerce	Membership	247.00	247.00
G-00438	Baker & Taylor Books - #510486	Materials	2,617.44	2,617.44
G-00439	Bill Warren Office Products	Supplies	151.60	151.60
G-00440	TDS Telecom	Telephone Sevices	166.71	166.71
G-00441	Nextel Communications	Telephone Services	248.58	248.58
G-00442	Facts On File, Inc.	Materials	254.66	254.66
G-00443	FEDEX	Postage	9.68	9.68
G-00444	OfficeMax - A Boise Co.	Supplies	1,536.80	
		Supplies	62.14	
		Supplies	121.56	
		Supplies	182.31	
		Supplies	64.68	1,967.49
G-00445	Recorded Books, LLC	Materials	1,067.84	1,067.84
G-00446	Scott Rice Co.	Supplies	20.00	20.00
G-00447	Eureka Water Co.	Other Commodities	28.70	28.70
G-00448	Live Oak Media	Materials	350.50	350.50
G-00449	Norman Transcript	Subscriptions	24.95	24.95
G-00450	Anne G. Fischer	Mileage	112.13	112.13
G-00451	Staples	Supplies	20.27	20.27
G-00452	Angie Paeltz	Supplies	75.44	75.44
G-00453	Library Video Co.	Materials	246.07	246.07
G-00454	Clampitt Paper Co.	Supplies	314.60	314.60
G-00455	Full Circle Book Store	Programming Activites	19.95	19.95
G-00456	BMI Systems	Lease Equipment	1,059.61	
		Lease of Equipment	360.59	1,420.20
G-00457	Conney Safety Products	Safety Supplies	29.19	29.19
G-00458	Lowe's Companies, Inc.	Maintenance Supplies	55.28	
		Maintenance Supplies	104.65	
		Maintenance Supplies	83.12	
		Maintenance Supplies	24.30	
		Maintenance Supplies	6.80	274.15
G-00459	Southwestern Bell	Telephone Services	55.00	55.00
G-00460	Southwestern Bell	Telephone Services	850.35	850.35
G-00461	Blackstone Audio Books	Materials	885.05	885.05
G-00462	Books on Tape, Inc.	Materials	437.60	437.60
G-00463	Hobby Lobby	Supplies	99.99	99.99
G-00464	Ingram Library Services	Materials	1,336.08	1,336.08
G-00465	Beatriz Negrete	Programming	62.50	62.50
G-00466	Audio Editions	Materials	81.85	81.85

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00467	Lakeshore Learning Materials	Programming Activities	139.93	139.93
G-00468	Preston Corp	Programming Activities	125.00	125.00
G-00469	Mai Thao Vu	Programmng Activities	125.00	125.00
G-00470	Amy Wade	Mileage	10.13	10.13
G-00471	DWe Williams	Library Related Services	200.00	200.00
G-00472	Chickasaw Telecom, Inc.	Automation Contractural	2,299.46	
		Automation Contractural	324.00	
		Automation Contractural	216.00	2,839.46
G-00473	Karen R. Bray	Mileage	27.38	27.38
G-00474	Sagebrush Corp.	Materials	9.91	9.91
G-00475	Louis Rocco Chapter	Library Related Services	200.00	200.00
G-00476	Town of Luther	Water & Garbage Services	36.18	36.18
G-00477	Anita Roesler	Mileage	83.81	83.81
G-00478	Jaruba Lambeth	Library Related Services	200.00	200.00
G-00479	Troy Systems International	Supplies	202.82	202.82
G-00480	Deborah Willis	Mileage	97.13	97.13
G-00481	BMI Systems Corporation	Copier Maintenance	323.48	
		Copier Maintenance	149.07	472.55
G-00482	ASTD	Membership	90.00	90.00
G-00483	DPT Productions	Library Related Services	1,405.00	1,405.00
G-00484	AT&T	Telephone Services	21.44	21.44
G-00485	Hewlett Packard	Automation Contractural	1,168.00	1,168.00
G-00486	Kelley Riha	Mileage	92.63	92.63
G-00487	Rosalind L. Reeder	Programming Activities	25.00	25.00
G-00488	Direct Safety Co.	Supplies	85.00	85.00
G-00489	Alliance Personnel Service LLC	Capital Project	2,887.20	2,887.20
G-00490	City of Harrah	Water & Garbage Service	21.88	21.88
G-00491	Ford Audio-Video	Audio-Visual Equipment	136,188.00	136,188.00
G-00492	City of Choctaw	Water & Garbage Services	35.40	35.40
G-00493	Joshua Schell	Mileage	17.25	17.25
G-00494	Office Depot	Supplies	76.47	
		Automation Contractural	2,360.50	2,436.97
G-00495	Roy Ballou	Mileage	20.63	20.63
G-00496	Baker & Taylor Books - #510486	Materials	891.70	891.70
G-00497	Stephen Smith	Programming Activities	250.00	250.00
G-00498	Prime Office Products	Supplies	139.80	139.80
G-00499	FBD Consulting, Inc.	Benefit Calculation	12,855.00	12,855.00
G-00500	LaVetta Kinsey Dent	Mileage	26.81	26.81
G-00501	Walmart Community Branch	Programming Activities	91.18	
		Other Commodities	69.77	160.95
G-00502	Mediatriton	Books	158.49	158.49
G-00503	Luann Sewell Waters	Programming Activities	75.00	75.00
G-00504	University of Oklahoma Press	Materials	196.03	196.03
G-00505	Jean Engebritson	Mileage	5.25	5.25
G-00506	Sarah Hartsfield	Programming Activities	125.00	125.00
G-00507	Amy Stehr	Programming Activities	125.00	125.00
G-00508	Star Lighting	Maintenance Supplies	111.30	111.30
G-00509	Melissa Weathers	Programming Activities	68.23	68.23
G-00510	Sharon May	Mileage	11.63	11.63
G-00511	SBC DataComm	Equipment	40,987.70	40,987.70
G-00512	Prairie Arts Inc.	Materials	7.00	7.00
G-00513	Standley Systems	Copier Usage	160.44	
	** Continued **			

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-00513	Standley Systems	Copier Usage	351.38	511.82
G-00514	Susan H. Wood	Programming Activities	75.00	
		Programming Activities	250.00	325.00
G-00515	Miram Canales	Programming Activities	125.00	125.00
G-00516	Jhane Myers	Library Related Services	200.00	200.00
G-00517	Securitas Security USA, Inc.	Security Services	2,972.13	2,972.13
G-00518	Baker & Taylor Books - #510486	Materials	2,429.59	
		Materials	1,780.13	
		Materials	4,204.44	
		Materials	3,967.51	12,381.67
G-00519	Baker & Taylor Books - #510486	Materials	2,552.63	2,552.63
G-00520	Laser Quest	Other Commodities	840.79	840.79
G-00521	Baker & Taylor Books-#510486	Materials	1,649.77	1,649.77
G-00522	CEBS Program	Registration	888.00	888.00
G-00523	Lloyd Lovely	Mileage	19.50	19.50
G-00524	Lynna M Schneider	Programming Activities	150.00	150.00
G-00525	Cheryl Coleman	Mileage	7.13	7.13
G-00526	Chesley Stiggers	Programming Activities	125.00	125.00
G-00527	Ellis Heitzke Kirkdorffer	Programming Activities	125.00	125.00
G-00528	Stacy Schrank	Mileage	26.09	26.09
G-00529	Alzada M. Laviolette	Programming Activities	100.00	100.00
G-00530	Fred Roper	Programming Activities	125.00	125.00
G-00531	Metropolitan Library System	Parking	5.00	
		Professional Services	16.70	
		Library Related Services	18.74	
		Postage	20.48	
		Supplies	73.94	
		Programming Activities	94.26	
		Programming Activities	44.25	
		Other Commodities	58.88	332.25
G-00532	Bradford Industrial Suppl Corp	Maintenance Supplies	27.95	
		Maintenance of Facilities	50.60	
		Maintenance Supplies	19.56	98.11
G-00533	O G & E	Electrical Services	12,988.97	12,988.97
G-00534	Demco	Supplies	40.53	40.53
G-00535	Gale Research	Materials	1,737.41	1,737.41
G-00536	Sams Technical Publishing	Materials	155.23	155.23
G-00537	SBC	Telephone Servces	3,791.08	
		Telephone Services	1,995.14	
		Telephone Services	477.30	6,263.52
G-00538	City of Edmond	Electrical Services	3,546.88	3,546.88
G-00539	United Linen	Maintenance of Facilities	24.40	24.40
G-00540	M.E. Sharpe, Inc.	Materials	975.00	975.00
G-00541	Christine Pryor	Programming Activities	75.00	75.00
G-00542	Standard Printing Co., Inc.	Supplies	972.50	972.50
G-00543	Metro News, LLC	Subscription	20.00	20.00
G-00544	Baker & Taylor Books - #510486	Materials	1,261.90	1,261.90
G-00545	Standard & Poor's	Materials	2,984.90	2,984.90
G-00546	A.M. Best Co.	Materials	4,879.75	4,879.75
G-00547	FEDEX	Postage	9.68	9.68
G-00548	OfficeMax - A Boise Co.	Safety Supplies	27.11	
	** Continued **			

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Warrant Register

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-00548	OfficeMax - A Boise Co.	Supplies	15.94	43.05
G-00549	Instructional Video, Inc.	Materials	727.87	727.87
G-00550	Gale Group	Materials	2,147.22	2,147.22
G-00551	Hunter's Battery Warehouse	Maintenance Supplies	13.23	13.23
G-00552	Anne G. Fischer	Automation Contractural	146.11	146.11
G-00553	Staples	Supplies	70.41	70.41
G-00554	Library Video Co.	Materials	12.71	12.71
G-00555	Geri Price	Mileage	88.58	
		Programming Activities	55.31	143.89
G-00556	Executive Women International	Other Commodities	30.00	30.00
G-00557	BMI Systems	Equipment	13,682.00	13,682.00
G-00558	Oklahoma Air Filter	Maintenance Supplies	129.54	
		Maintenance Supplies	38.58	
		Maintenance Supplies	36.36	
		Maintenance Supplies	18.18	222.66
G-00559	Kultur International Films	Materials	124.34	124.34
G-00560	Karen Lehr	Programming Activities	191.62	191.62
G-00561	Books on Tape, Inc.	Materials	2,978.40	2,978.40
G-00562	Brilliance Corporation	Materials	2,757.84	2,757.84
G-00563	Hobby Lobby	Supplies	9.98	
		Supplies	7.66	17.64
G-00564	Ingram Library Services	Materials	1,466.38	1,466.38
G-00565	Audio Editions	Materials	411.74	411.74
G-00566	Fuelman of Oklahoma	Gasoline	322.81	322.81
G-00567	Friends of Libraries U.S.A.	Membership	100.00	100.00
G-00568	North Star Publishing Co.	Materials	13.00	13.00
G-00569	Sagebrush Corp.	Materials	9.87	9.87
G-00570	Voss Lighting	Maintenance Supplies	181.09	181.09
G-00571	Frances V. Harbert	Mileage	8.66	8.66
G-00572	American Elevator Co., Inc.	Maintenance of Facilities	242.00	242.00
G-00573	Dorothy Dunlap	Mileage	85.50	85.50
G-00574	Encyclo - Media	Registration	45.00	
		Registration	45.00	90.00
G-00575	Jim Austin Sales	Maintenance of Facilities	22.50	22.50
G-00576	Southwestern Bell	Telephone Services	270.52	270.52
G-00577	Steve's Wholesale Distributors	Maintenance of Facilities	29.80	29.80
G-00578	Business Imaging Systems, Inc.	Moving Expense	277.50	277.50
G-00579	Heidi Johnson	Mileage	21.75	21.75
G-00580	Katrina Prince	Mileage	3.38	3.38
G-00581	Premium Accounting	Payment of Sup Life Ins	17.32	17.32
G-00582	Dowell Parking Center	Parking	95.00	95.00
G-00583	BBC Audiobooks America	Materials	1,303.38	1,303.38
G-00584	Rosalind L. Reeder	Programming Activities	25.00	25.00
G-00585	City of Edmond	Water & Garbage Service	454.00	454.00
G-00586	John Wood	Mileage	3.75	3.75
G-00587	Vision Service Plan of	Grp Vision Ins Prm-AUG	2,136.06	2,136.06
G-00588	Demco Media Turtleback Books	Materials	43.75	43.75
G-00589	Office Depot	Supplies	25.73	25.73
G-00590	Shellie Zeigler-Hill	Mileage	15.38	15.38
G-00591	Child's World, Inc.	Materials	29.90	29.90
G-00592	Baker & Taylor Books - #510486	Materials	1,011.75	1,011.75

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00593	Jeanne Devlin	Postage	181.78	181.78
G-00594	Commercial Card Solutions	Suppleis	232.70	
		Moving Expense	119.11	
		Travel	304.90	
		Automation Contractural	300.00	
		Supplies	1,079.55	
		Programming	438.95	
		Finance Charges	30.62	2,505.83
G-00595	Powers of Oklahoma	Maintenance of Facilities	1,166.32	1,166.32
G-00596	Baker & Taylor Entertainment	Materials	1,331.63	1,331.63
G-00597	Walmart Community Branch	Capital Project	51.34	51.34
G-00598	John L. Hilbert	Programming Activities	115.77	115.77
G-00599	Metro Tech	Registration	80.00	80.00
G-00600	Luann Sewell Waters	Programming Activities	75.00	75.00
G-00601	All-American Waste Control	Garbage Services	555.72	555.72
G-00602	Papa John's Pizza	Other Commodities	107.37	107.37
G-00603	A Chance to Change	Employee Assistance	982.50	982.50
G-00604	SBC DataComm	Equipment	5,253.69	
		Equipment	6,341.07	
		Equipment	5,253.68	
		Equipment	6,278.30	23,126.74
G-00605	Lexis Nexis Business	Materials	846.62	846.62
G-00606	Lesli Jones	Library Related Services	450.00	450.00
G-00607	Oklahoma City Police Dept.	Maintenance of Facilities	50.00	50.00
G-00608	Sarkeys Foundation	Registration	50.00	50.00
G-00609	Advertising Specialties & More	Programming Activities	612.77	612.77
G-00610	Securitas Security USA, Inc.	Security Services	1,483.85	
		Security Services	2,972.13	4,455.98
G-00611	Baker & Taylor Books - #510486	Materials	3,146.63	
		Materials	3,433.95	
		Materials	6,747.23	
		Materials	991.26	14,319.07
G-00612	Baker & Taylor Books - #510486	Materials	5,391.70	
		Materials	865.15	6,256.85
G-00613	Baker & Taylor Books-#510486	Materials	562.45	562.45
G-00614	William F Comstock, P.C.	Legal Services	187.50	187.50
G-00615	Mary R. McElroy	Mileage	4.88	4.88
G-00616	German Auto Service	Vehicle Parts & Repairs	634.77	634.77
G-00617	Administrative Systems, Inc.	Short Term Disab Prem/AG	16.54	16.54
G-00618	Janey Crain	Programming Activities	86.00	86.00
G-00619	Single Source	Supplies	159.50	
		Supplies	21.81	181.31
G-00620	Michael Nigro	Programming Activities	100.00	100.00
G-00621	Metropolitan Library System	Employee Deductions	150.00	150.00
G-00622	Bank of Oklahoma	Payroll Transmittal-Chks	48,814.61	
		Payroll Transmittal-Chks	19,916.55	68,731.16
G-00623	Bank of Oklahoma	Federal Withholding Tax	33,375.60	
		Federal Withholding Tax	2,684.00	36,059.60
G-00624	Oklahoma Tax Commission	State Withholding Tax	15,832.60	
		State Withholding Tax	1,422.00	17,254.60
G-00625	Mun. Employees Credit Union	Employee Cr Union Deducts	10,748.39	
		Employee Cr Union Deducts	80.00	10,828.39

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose	Amount	Amount
G-00626	United Way of Central Oklahoma	Employee Deductions	343.57	
		Employee Deductions	9.00	352.57
G-00627	Bank of America	Payroll Transmittal-DDep	151,982.69	
		Payroll Transmittal-DDep	22,250.67	174,233.36
G-00628	Nationwide Retirement Solution	Employee Deductions	7,961.97	7,961.97
G-00629	MLS Endowment Trust	Employee Deductions	25.00	25.00
G-00630	Premium Accounting	Employee Deductions	766.18	766.18
G-00631	Metro Library Sys Pension Trst	Employee Retirement Confs	8,364.21	8,364.21
G-00632	Bank of Oklahoma	Employee Flexplan Deposit	7,645.60	7,645.60
G-00633	Bank of Oklahoma	Employee Soc/Sec Deposits	18,773.52	
		Employee Soc/Sec Deposits	3,112.60	
		Employee Medicare Deposit	4,390.59	
		Employee Medicare Deposit	727.93	
		Employer Soc/Sec Deposits	21,886.13	
		Employer Medicare Deposit	5,118.54	54,009.31
G-00634	Oklahoma Centralized Support	Employee Deductions	115.00	115.00
G-00635	American Student Assistance	Employee Deductions	36.45	36.45
G-00636	Administrative Systems, Inc.	Employee Deductions	1,068.90	1,068.90
G-00637	Credit Bureau Services Assoc.	Employee Deductions	50.00	50.00
G-00638	Metropolitan Library System	Parking	40.00	
		Professional Services	50.00	
		Library Related Services	32.42	
		Postage	14.80	
		Supplies	195.44	
		Programming Activities	159.68	
		Other Commodities	24.60	
		Capital Project	4.50	521.44
G-00639	City of Del City	Building Rental	400.00	400.00
G-00640	Oklahoma Natural Gas Co.	Gas Services	330.10	330.10
G-00641	City of Bethany	Water & Garbage Services	138.91	138.91
G-00642	City of Oklahoma City	Water & Garbage Services	1,919.94	1,919.94
G-00643	City of the Village	Water & Garbage Services	70.13	70.13
G-00644	Unisource Worldwide Inc-OKCity	Maintenance Supplies	460.40	
		Supplies	1,916.00	2,376.40
G-00645	Southwestern Stationery and	Printing	5,039.83	
		Printing	788.00	5,827.83
G-00646	Borders Group, Inc.	Programming Activities	47.92	47.92
G-00647	Gaylord Bros.	Furniture	969.26	
		Supplies	3,705.00	
		Supplies	606.00	
		Supplies	181.00	5,461.26
G-00648	Gale Research	Materials	3,740.05	3,740.05
G-00649	Big Image Grphics, Inc.	Printing	1,992.93	1,992.93
G-00650	Synergy Datacom Supply Inc.	Maintenance Supplies	57.00	57.00
G-00651	Standard Printing Co., Inc.	Printing	159.75	
		Printing	175.00	
		Printing	187.00	
		Printing	368.00	
		Printing	935.00	1,824.75
G-00652	Weston Woods Accts Receivable	Materials	108.89	108.89
G-00653	Donna Morris	Telephone Services	35.00	
		Supplies	74.12	109.12

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00654	A.M. Best Co.	Materials	4,879.75	4,879.75
G-00655	Keystone Tape & Label, Inc.	Printing	603.50	603.50
G-00656	OfficeMax - A Boise Co.	Supplies	127.80	
		Supplies	158.82	
		Supplies	10.32	296.94
G-00657	Overhead Door Company -	Capital Project	2,100.00	2,100.00
G-00658	Engineering Solutions, LLC	Capital Project	800.00	800.00
G-00659	Denyveta Davis	Mileage	40.69	40.69
G-00660	Traci Jinkens	Mileage	57.75	57.75
G-00661	Salem Press Accounting Office	Materials	1,818.00	1,818.00
G-00662	Production Services	Library Related Services	830.00	830.00
G-00663	Spoken Arts, Inc.	Materials	161.84	161.84
G-00664	Friday	Subscriptions	25.00	25.00
G-00665	Spaces, Inc.	Capital Project	2,062.50	2,062.50
G-00666	Library Video Co.	Materials	127.15	127.15
G-00667	Full Circle Book Store	Programming Activities	19.96	
		Programming Supplies	600.00	619.96
G-00668	Nancy Lytle	Supplies	77.46	77.46
G-00669	National Learning Corporation	Materials	69.90	69.90
G-00670	Metrocall	Telephone Services	109.63	109.63
G-00671	Blackstone Audio Books	Materials	107.50	107.50
G-00672	Oklahoma Gazette	Other Library Related Ser	1,027.85	
		Other Library Related Ser	527.85	1,555.70
G-00673	Books on Tape, Inc.	Materials	931.00	931.00
G-00674	Brilliance Corporation	Materials	910.26	910.26
G-00675	Ingram Library Services	Materials	3,295.51	3,295.51
G-00676	Audio Editions	Materials	183.85	183.85
G-00677	Kinko's, Inc.	Capital Project	14.24	
		Printing	440.38	
		Printing	146.99	
		Printing	78.07	679.68
G-00678	FOI Oklahoma	Membership	30.00	30.00
G-00679	Fuelman of Oklahoma	Gasoline	350.63	
		Gasoline	404.25	754.88
G-00680	Russell Interiors	Capital Project	1,444.00	1,444.00
G-00681	BMI Systems Corporation	Maintenance of Facilities	150.00	150.00
G-00682	Barnes & Noble, Inc.	Materials	156.31	156.31
G-00683	L. E. Acker Co.	Supplies	26.45	26.45
G-00684	Jimmy Welch	Internet Access	25.00	25.00
G-00685	Weatherman Mechanical, Inc.	Automation Contractural	138.00	138.00
G-00686	Marianne's Rentals	Library Related Services	233.00	233.00
G-00687	Bank of America	Direct Deposit Fees	133.41	133.41
G-00688	Contractors Supply Co.	Maintenance of Facilities	25.23	25.23
G-00689	DPT Productions	Library Related Services	2,223.00	2,223.00
G-00690	Rainbow Pennant Co.	Maintenance of Facilities	130.00	130.00
G-00691	Dowell Parking Center	Staff Parking	1,200.00	
		Staff Parking	1,150.00	2,350.00
G-00692	Beacon Publishing Co., Inc.	Subscription	25.00	25.00
G-00693	BBC Audiobooks America	Materials	67.68	67.68
G-00694	MWM, LLC	Capital Project	3,000.00	3,000.00
G-00695	Visuals Unlimited, Inc.	Printing	150.00	150.00
G-00696	Alliance Personnel Service LLC	Capital Project	2,694.72	2,694.72

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00697	Demco Media Turtleback Books	Materials	1,281.56	1,281.56
G-00698	Office Depot	Supplies	85.93	
		Capital Project	180.24	
		Supplies	11.72	
		Capital Project	90.12	368.01
G-00699	On_Line Media, Inc.	Advertising	22,594.00	22,594.00
G-00700	Baker & Taylor Entertainment	Materials	901.91	901.91
G-00701	Prime Office Products	Supplies	25.34	25.34
G-00702	Walmart Community Branch	Capital Project	28.96	
		Other Commodities	36.62	
		Moving Expense	115.84	
		Supplies	95.26	
		Maintenance of Facilities	95.26	371.94
G-00703	LaWana D. Morgan	Mileage	14.25	14.25
G-00704	Commercial Card Solutions	Books	465.45	
		Books	202.45	
		Books	238.26	
		Books	203.90	
		Books	154.50	
		Books	202.90	
		Books	156.19	1,623.65
G-00705	Francis Tuttle	Registration	110.00	110.00
G-00706	Reef Shop Warehouse	Maintenance of Facilities	125.97	125.97
G-00707	Imagenation Promotional Group	Printing	2,049.95	
		Printing	1,802.35	3,852.30
G-00708	EmTec Pest Control, Inc.	Maintenance of Facilities	300.00	
		Maintenance of Facilities	400.00	700.00
G-00709	Teaching Company	Materials	99.90	99.90
G-00710	Donna Morris	Car Allowance	450.00	450.00
G-00711	Cintas Corp.	Maintenance of Facilities	172.52	172.52
G-00712	Worth Hydrochem of Oklahoma	Maintenance of Facilities	206.00	206.00
G-00713	Oklahoma City Police Dept.	Maintenance of Facilities	50.00	
		Maintenance of Facilities	50.00	100.00
G-00714	Myers Landscape Managem't, Inc	Maintenance of facilities	1,425.00	1,425.00
G-00715	Corporate Express	Supplies	83.02	
		Supplies	8.32	
		Supplies	22.86	
		Supplies	10.86	
		Supplies	174.72	
		Supplies	58.55	
		Supplies	208.02	
		Supplies	27.57	593.92
G-00716	Securitas Security USA, Inc.	Security Services	2,983.93	
		Security Services	1,483.85	4,467.78
G-00717	Baker & Taylor Books - #510486	Materials	5,186.47	
		Materials	3,626.25	
		Materials	3,360.20	
		Materials	2,880.59	
		Materials	5,063.69	
		Materials	2,702.08	22,819.28
G-00718	Baker & Taylor Books - #510486	Materials	3,768.44	
		Materials	2,244.46	

** Continued **

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee ** Continued **	Purpose		Amount
G-00718	Baker & Taylor Books - #510486	Materials	1,850.70	7,863.60
G-00719	Baker & Taylor Books-#510486	Materials	276.79	276.79
G-00720	Willow Bend Books	Books	206.00	206.00
G-00721	AchieveGlobal, Inc.	Training Materials	612.00	612.00
G-00722	Smart Technologies	Automation Contractural	1,060.00	1,060.00
G-00723	Janall Photography	Photography	675.00	675.00
G-00724	MAGNA Talent Agency	Library Related Services	100.00	
		Library Related Services	200.00	300.00
G-00725	Erika Diel	Maintenance of Facilities	120.00	120.00
G-00726	Trigen	Energy Services	22,039.88	22,039.88
G-00727	Economy Janitorial, Inc.	Janitorial Services	10,530.00	
		Janitorial Services	8,675.00	19,205.00
G-00728	Gabriel Sports Reunion	Materials	478.80	478.80
G-00729	Mutual Assurance	Grp Life/Ad&d Ins Prm-AG	24,950.32	24,950.32
G-00730	Metropolitan Library System	Grp Hlth/Dtl Ins Prm-Aug	74,053.02	74,053.02
G-00731	City of Midwest City	Water & Garbage Service	448.21	448.21
G-00732	Oklahoma Natural Gas Co.	Gas Services	194.14	194.14
G-00733	Unisource Worldwide Inc-OKCity	Maintenance Supplies	235.74	
		Maintenance Supplies	2,604.06	2,839.80
G-00734	Brodart, Inc.	Supplies	717.60	
		Supplies	61.43	779.03
G-00735	Southwestern Stationery and	Equipment	491.20	
		Supplies	30.80	522.00
G-00736	The Dagwell Dixie Co.	Maintenance Supplies	10.48	10.48
G-00737	Demco	Supplies	936.00	
		Equipment	1,340.91	
		Supplies	3,100.00	5,376.91
G-00738	Gale Research	Materials	1,495.67	1,495.67
G-00739	City of Warr Acres	Garbage & Sewer Service	57.85	57.85
G-00740	Evelyn K. Davis	Mileage	41.25	41.25
G-00741	Weston Woods Accts Receivable	Materials	55.90	55.90
G-00742	Baker & Taylor Books - #510486	Materials	2,459.10	2,459.10
G-00743	Susan Ryan	Mileage	8.25	8.25
G-00744	Bill Warren Office Products	Supplies	9.94	9.94
G-00745	TDS Telecom	Telephone Sevices	320.99	320.99
G-00746	CompSource Oklahoma	Worker Comp Insurance	7,486.00	7,486.00
G-00747	American Library Assoc.	Library Related Services	60.50	60.50
G-00748	Recorded Books, LLC	Materials	5.95	5.95
G-00749	U.S. Postmaster	Postage	12,000.00	12,000.00
G-00750	Johnstone Supply	Maintenance of Facilities	205.92	205.92
G-00751	Instructional Video, Inc.	Materials	422.04	422.04
G-00752	Shawn Carey	Programming Activities	75.00	75.00
G-00753	Anne G. Fischer	Telephone Reimbursement	65.93	65.93
G-00754	Hal Leonard Publishing	Materials	239.23	239.23
G-00755	Adriana L Edwards-Johnson	Programming Activities	100.00	100.00
G-00756	Copelin's Office Center	Supplies	11.96	
		Supplies	5.99	17.95
G-00757	Markie's Deli	Library Related Services	178.60	178.60
G-00758	Library Video Co.	Materials	1,545.56	1,545.56
G-00759	Nancy Lytle	Mileage	13.50	13.50
G-00760	Woman of the Year	Other Commodities	250.00	250.00

General Fund F.Y. 04-05

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-00761	Metrocall	Telephone Services	808.30	808.30
G-00762	FireCo of Oklahoma, Inc.	Automation Contractural	570.00	570.00
G-00763	Books on Tape, Inc.	Materials	7,566.40	7,566.40
G-00764	Hobby Lobby	Capital Project	100.58	100.58
G-00765	Ingram Library Services	Materials	2,297.61	2,297.61
G-00766	Metro Waterproofing, Inc.	Construction	615.00	615.00
G-00767	Audio Editions	Materials	87.85	87.85
G-00768	United States Postal Service	Postage	6,000.00	6,000.00
G-00769	Employment Technologies Corp	Professional Services	12,100.00	12,100.00
G-00770	Fuelman of Oklahoma	Gasoline	252.46	252.46
G-00771	DWe Williams	Programming Activities	100.00	100.00
G-00772	Bob Howard Downtown Ford	Vehicle Parts & Repairs	30.45	30.45
G-00773	Frances V. Harbert	Supplies	72.71	72.71
G-00774	Dorothy Dunlap	Mileage	64.13	64.13
G-00775	Debbie Robertus	Mileage	18.38	18.38
G-00776	Stephen Pallady	Programming Activities	800.00	800.00
G-00777	Michael Corley	Programming Activities	150.00	150.00
G-00778	Movie Licensing USA	Programming Activities	3,650.00	3,650.00
G-00779	BBC Audiobooks America	Materials	387.76	387.76
G-00780	Wanda Scott	Supplies	153.65	153.65
G-00781	Alliance Personnel Service LLC	Capital Project	288.72	
		Capital Project	950.37	1,239.09
G-00782	Demco Media Turtleback Books	Materials	60.60	60.60
G-00783	Progressive Business Pub	Subscription	299.00	299.00
G-00784	Todd Olberding	Mileage	10.13	10.13
G-00785	Baker & Taylor Books - #510486	Materials	1,480.00	1,480.00
G-00786	Cox Oklahoma Telecom, Inc.	Telephone Services	8,800.00	
		Telephone Services	4,424.85	
		Telephone Services	1,588.00	14,812.85
G-00787	Baker & Taylor Entertainment	Materials	3,350.68	3,350.68
G-00788	City of Edmond	Maintenance of Facilities	3,750.00	3,750.00
G-00789	Carol Hunter	Mileage	7.88	7.88
G-00790	Star Lighting	Maintenance Supplies	222.60	
		Maintenance Supplies	179.40	
		Maintenance Supplies	114.32	516.32
G-00791	Southwestern Bell	Telephone Services	63.59	
		Telephone Services	60.72	124.31
G-00792	Cox Communications, Inc.	Telephone Services	4,248.13	4,248.13
G-00793	Corporate Express	Maintenance Supplies	19.90	
		Supplies	103.84	
		Supplies	260.91	
		Supplies	550.91	
		Supplies	45.03	980.59
G-00794	Securitas Security USA, Inc.	Security Services	1,483.85	
		Security Services	2,983.93	4,467.78
G-00795	Baker & Taylor Books - #510486	Materials	1,389.76	
		Materials	4,353.39	
		Materials	1,686.20	
		Materials	3,797.76	
		Materials	3,720.25	14,947.36
G-00796	Baker & Taylor Books - #510486	Materials	1,201.49	
		Materials	5,762.92	

** Continued **

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Warrant Register

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-00796	Baker & Taylor Books - #510486	Materials	1,130.59	8,095.00
G-00797	Baker & Taylor Books-#510486	Materials	2,387.43	2,387.43
G-00798	Toby Tobin	Programming Activities	100.00	100.00
G-00799	Severn House	Materials	321.04	321.04
G-00800	COTPA	Parking	400.00	400.00
G-00801	Single Source	Supplies	294.96	
		Supplies	112.08	
		Supplies	1,042.32	
		Supplies	12.12	1,461.48
Total of FY 04-05 Warrants Issued				\$ 1,711,521.26

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-05956	Unisource Worldwide Inc-OKCity	Maintenance Supplies	879.30	879.30
G-05957	Gaylord Bros.	Fixtures	114.10	
		Supplies	416.28	530.38
G-05958	Highsmith Co., Inc.	Furniture	119.47	
		Furniture	163.90	283.37
G-05959	Weston Woods Accts Receivable	Materials	151.60	151.60
G-05960	Recorded Books, LLC	Materials	4,197.92	4,197.92
G-05961	Scott Rice Co.	Furniture	5,121.39	5,121.39
G-05962	Instructional Video, Inc.	Materials	732.38	732.38
G-05963	Automatic Protection Systems	Maintenance of Facilities	522.00	522.00
G-05964	Spaces, Inc.	Furniture	3,214.00	
		Capital Project	1,250.00	4,464.00
G-05965	Kipp Brothers, Inc.	Programming Supplies	194.65	
		Programming Supplies	41.75	236.40
G-05966	Southwestern Bell	Cabling	2,095.00	2,095.00
G-05967	Blackstone Audio Books	Materials	199.26	199.26
G-05968	American Library Association	Programming Activities	146.30	146.30
G-05969	Ingram Library Services	Materials	313.32	313.32
G-05970	Positive Promotions	Programming Supplies	282.51	282.51
G-05971	Medley Material Handling	Furniture	286.04	286.04
G-05972	Bank of America	Direct Deposit Fees	133.08	133.08
G-05973	Childcraft Education Corp.	Programming Supplies	896.93	896.93
G-05974	Abolghasem Siavashi	Refund Payroll Deduct-Jun	22.70	22.70
G-05975	Demco Media Turtleback Books	Materials	132.00	132.00
G-05976	Office Depot	Supplies	107.18	107.18
G-05977	Media Basics	Materials	318.72	318.72
G-05978	Baker & Taylor Entertainment	Materials	292.74	292.74
G-05979	Baker & Taylor Books - #510486	Materials	1,711.04	
		Materials	750.34	
		Materials	3,533.11	
		Materials	3,782.20	
		Materials	1,711.71	
		Materials	10.92	11,499.32
G-05980	Baker & Taylor Books - #510486	Materials	1,112.95	
		Materials	2,420.99	
		Materials	389.62	3,923.56
G-05981	Sabre Technologies	Supplies	384.00	384.00
G-05982	Administrative Systems, Inc.	Payroll Deductions Adjmt	1,048.09	1,048.09
G-05983	Moore Wallace North America	Supplies	6,793.50	6,793.50
G-05984	Demco	Furniture	1,108.83	1,108.83
G-05985	Gaylord Bros.	Supplies	161.16	161.16
G-05986	Highsmith Co., Inc.	Supplies	58.52	58.52
G-05987	Oklahoma Historical Society	Materials	55.32	55.32
G-05988	Instructional Video, Inc.	Materials	239.70	239.70
G-05989	Conney Safety Products	Safety Supplies	21.39	21.39
G-05990	Lowe's Companies, Inc.	Maintenance Supplies	9.94	9.94
G-05991	Ingram Library Services	Materials	149.85	149.85
G-05992	Walker Companies	Furniture	225.00	225.00
G-05993	Amy Wade	Mileage	9.00	9.00
G-05994	Office Depot	Equipment	199.95	
		Programming Supplies	78.97	
		Programming Supplies	94.95	

** Continued **

General Fund F.Y. 03-04

Warrant Register

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05994	Office Depot	Programming Supplies	56.49 430.36
G-05995	LaVetta Kinsey Dent	Mileage	33.75 33.75
G-05996	Reef Shop Warehouse	Maintenance of Facilities	179.93 179.93
G-05997	Baker & Taylor Books - #510486	Materials	439.32
		Materials	2,027.91
		Materials	2,795.05
		Materials	1,213.89 6,476.17
G-05998	Baker & Taylor Books - #510486	Materials	1,226.31
		Materials	261.52 1,487.83
G-05999	Heartland Payphone Service	Telephone Services	202.50 202.50
G-06000	Stacy Schrank	Mileage	32.54 32.54
G-06001	Metropolitan Library System	Programming Activities	10.13
		Other Commodities	9.60 19.73
G-06002	Gaylord Bros.	Equipment	837.88 837.88
G-06003	Instructional Video, Inc.	Materials	112.83 112.83
G-06004	Spaces, Inc.	Furniture	2,467.20 2,467.20
G-06005	M.S. Creations	Programming Supplies	139.54 139.54
G-06006	Ingram Library Services	Materials	125.55 125.55
G-06007	Office Depot	Supplies	39.93 39.93
G-06008	Baker & Taylor Books - #510486	Materials	14.27 14.27
G-06009	Commercial Card Solutions	Supplies	33.09
		Automation Contractual	101.73
		Equipment	74.70
		Supplies	123.43
		Equipment	469.00 801.95
G-06010	LaWana D. Morgan	Mileage	9.00 9.00
G-06011	Diana Fitz Hughes	Programming Activities	48.82 48.82
G-06012	FlagandBanner.com	Supplies	94.51 94.51
G-06013	SBC DataComm	Computer Equipment	452.95
		Automation Contractual	2,207.03
		Automation Contractual	720.00
		Automation Contractual	108.00
		Automation Contractual	681.94
		Automation Contractual	1,172.27
		Automation Contractual	2,260.00 7,602.19
G-06014	Corporate Express	Supplies	19.32 19.32
G-06015	Baker & Taylor Books - #510486	Materials	318.59
		Materials	2,045.42 2,364.01
G-06016	Baker & Taylor Books - #510486	Materials	685.77
		Materials	1,339.77 2,025.54
G-06017	William F Comstock, P.C.	Legal Services	468.75 468.75
G-06018	George F Cram Company, Inc.	Programming Supplies	225.83 225.83
G-06019	Highsmith Co., Inc.	Programming Supplies	50.57 50.57
G-06020	Spaces, Inc.	Furniture	2,808.00 2,808.00
G-06021	Ingram Library Services	Materials	32.69 32.69
G-06022	Westrex International	Supplies	4,186.85 4,186.85
G-06023	Wanda Scott	Parking & Transportation	150.00 150.00
G-06024	National Pen Corporation	Training Materials	91.12 91.12
G-06025	Demco Media Turtleback Books	Materials	45.22 45.22
G-06026	LaWana D. Morgan	Mileage	6.00 6.00
G-06027	City Business Machines, Inc.	Supplies	770.25 770.25

General Fund F.Y. 03-04

Warrant Register

Number	Vendor/Payee	Purpose		Amount
G-06028	American Library Assoc.	Programming Activities	27.00	27.00
G-06029	Baker & Taylor Books - #510486	Materials	800.70	
		Materials	984.20	
		Materials	1,854.88	3,639.78
G-06030	Baker & Taylor Books - #510486	Materials	1,588.19	
		Materials	117.39	1,705.58
G-06031	Spacesaver Storage Systems, Inc	Equipment	63,160.00	63,160.00
G-06032	Commercial Concepts	Furniture	13,780.94	13,780.94
G-06033	Learning Tree	Programming Activities	575.40	575.40
G-06034	Baker & Taylor Entertainment	Materials	148.06	148.06
G-06035	SBC DataComm	Automation Contractural	2,260.00	2,260.00
G-06036	Corporate Express	Supplies	29.99	29.99
G-06037	Baker & Taylor Books - #510486	Materials	299.48	
		Materials	308.91	608.39
G-06038	Baker & Taylor Books - #510486	Materials	666.81	666.81
G-06039	Elizabeth T Rook	Materials	20.45	20.45
Total of FY 03-04 Warrants Issued				\$ 169,054.73

Special Funds

Warrant Register

Number	Vendor/Payee	Purpose		Amount
S-10586	Louise G. Speziale	Lost & Paid Book Returned	3.00	3.00
S-10587	Maggie A. McNally	Lost & Paid Book Returned	3.00	3.00
S-10588	Suong Anh Thu Nguyen	Lost & Paid Book Returned	3.00	3.00
S-10589	Thearesa E. McDonald	Lost & Paid Book Returned	3.00	3.00
S-10590	Cynthia J. Smith	Lost & Paid Book Returned	3.00	3.00
S-10591	Judy M. Porterfield	Lost & Paid Book Returned	3.00	3.00
S-10592	Patricia J. Welch	Lost & Paid Book Returned	3.00	3.00
S-10593	Baker & Taylor Books - #510486	Materials	10.40	10.40
S-10594	University of Texas at Austin	Book Loan Charge	10.00	10.00
S-10595	Kiona Wooten Millirons	Programming	200.00	200.00
S-10596	CiCi's Pizza	Volunteer Recognition	300.00	300.00
S-10597	Shellie Zeigler-Hill	Volunteer Recognition	50.71	50.71
S-10598	Lisa M. Wood	Scholarship Payment	300.00	300.00
S-10599	Continental Hosp & Design	Grand Opening	4,900.00	4,900.00
S-10600	Lori M. Dickinson	Grand Opening	1,530.00	1,530.00
S-10601	Beatriz Negrete	Programing	125.00	125.00
S-10602	Preston Corp	Programming	125.00	125.00
S-10603	Mai Thao Vu	Programming	125.00	125.00
S-10604	Sarah Hartsfield	Programming	62.50	
		Programming	125.00	187.50
S-10605	Amy Stehr	Programming	31.25	31.25
S-10606	Miram Canales	Programming	125.00	125.00
S-10607	Chesley Stiggers	Programming	125.00	125.00
S-10608	Ellis Heitzke Kirkdorffer	Programming	125.00	125.00
S-10609	U.S. Postmaster	Brochure Postage	460.00	460.00
S-10610	Susan G. Hall	Lost & Paid Book Returned	19.60	19.60
S-10611	Grace L. Helms	Lost & Paid Book Returned	3.00	3.00
S-10612	Linda K. Jeffrey	Lost & Paid Book Returned	3.00	3.00
S-10613	Marcia K. Darrow	Lost & Paid Book Returned	12.95	12.95
S-10614	Allen T. Hynes	Lost & Paid Book Returned	3.00	3.00
S-10615	Rae A. Lawrence	Lost & Paid Book Returned	3.00	3.00
S-10616	Eliada D. Keeling	Lost & Paid Book Returned	4.15	4.15
S-10617	Deborah S. Springer	Lost & Paid Book Returned	3.00	3.00
S-10618	Oklahoma Tax Commission	SALES TAX	7.09	7.09
S-10619	Baker & Taylor Books - #510486	Materials	8.21	8.21
S-10620	Baker & Taylor Books-#510486	Materials	392.54	392.54
S-10621	Oklahoma Tax Commission	SALES TAX	271.67	271.67
S-10622	Walker Companies	Plaques	600.00	600.00
S-10623	Darcus Smith	Scholarship Payment	300.00	300.00
S-10624	Tina Clark	Grand Opening	80.00	80.00
S-10625	PC West High School	Grand Opening	75.00	75.00
S-10626	Richard Rasmussen	Grand Opening	150.00	150.00
S-10627	Stuart Williamson	Book Passing	400.00	400.00
S-10628	Coral Cashion	Grand Opening	80.00	80.00
S-10629	Clarissa Sharp	Grand Opening	80.00	80.00
S-10630	Lori M. Dickinson	Grand Opening	3,750.00	
		Grand Opening	2,250.00	6,000.00
S-10631	Beatriz Negrete	Programming	62.50	62.50
S-10632	Elizabeth Kessler	Scholarship	221.42	221.42
S-10633	Roy Ballou	Scholarship Payment	450.00	450.00
S-10634	Walmart Community Branch	Volunteer Recognition	73.43	73.43
S-10635	Susan A. Nelson	Lost & Paid Book Returned	12.00	12.00

Special Funds

Warrant Register

Number	Vendor/Payee	Purpose		Amount
S-10636	Vivian L. Yeary	Lost & Paid Book Returned	3.00	3.00
S-10637	Suzanne B. Govett	Lost & Paid Book Returned	4.99	4.99
S-10639	Kimberly B. Washington	Lost & Paid Book Returned	3.00	3.00
S-10640	Deborah Y. Williams	Lost & Paid Book Returned	9.98	9.98
S-10641	Chris A Burns	Lost & Paid Book Returned	3.00	3.00
S-10642	Rebecca L. Herrington	Lost & Paid Book Returned	9.99	9.99
S-10643	Baker & Taylor Books-#510486	Materials	308.23	308.23
S-10644	Advertising Specialties & More	Summer Reading	1,000.00	1,000.00
S-10645	Jill Vessels	Scholarship	69.95	69.95
S-10646	Heidi Daniel-Morgan	Scholarship	600.00	600.00
S-10647	Adrian Pluess	Furniture Restoration	1,612.50	1,612.50
S-10648	Walmart Community Branch	Grand Opening	193.56	193.56
S-10649	Ayla M. Parsley	Lost & Paid Book Returned	17.95	17.95
S-10650	Patricia R. Jones	Lost & Paid Book Returned	3.00	3.00
S-10651	Morgan B. Mandoza	Lost & Paid Book Returned	3.00	3.00
S-10652	Mackenzie M. Rose	Lost & Paid Book Returned	8.45	8.45
S-10653	Damia A. Francis	Lost & Paid Book Returned	14.45	14.45
S-10654	Sheila P. Bhakta	Lost & Paid Book Returned	3.00	3.00
S-10655	Araceli C. Wright	Lost & Paid Book Returned	4.95	4.95
S-10656	Jacqueline Fletcher	Lost & Paid Book Returned	3.00	3.00
S-10657	Laura Scheller	Programming	100.00	100.00
S-10658	Showtime Displays & Graphics	Grand Opening	358.00	
		Grand Opening	1,790.00	2,148.00
S-10659	Oklahoma League for the Blind	Grand Opening	1,000.00	1,000.00
S-10660	Daylight Donuts	Grand Opening	2,081.25	2,081.25
S-10661	Bill Veazey's Party Store	Grand Opening	768.30	768.30
S-10662	Commercial Linen Supply	Grand Opening	118.00	
		Grand Opening	93.00	211.00
S-10663	Kinko's, Inc.	Grand Opening	130.00	130.00
S-10664	ABS Golf Cars Sales & Service	Grand Opening	365.00	365.00
S-10665	Richard Rasmussen	Grand Opening	175.00	175.00
S-10666	Photo Factory	Grand Opening	540.00	540.00
S-10667	Petroleum Club	Grand Opening	7,500.00	7,500.00
S-10668	Spaces, Inc.	Furniture	4,212.00	4,212.00
S-10669	Eddie Lou Nachtrieb	Programming	500.00	500.00
S-10670	Metropolitan Library System	Book Passing	4.32	4.32
S-10671	Angelica Perez	Lost & Paid Book Returned	10.95	10.95
S-10672	Bill H. Brawner	Lost & Paid Book Returned	3.00	3.00
S-10673	Max J. Whipple	Lost & Paid Book Returned	14.95	14.95
S-10674	Jana J. Webb	Lost & Paid Book Returned	10.50	10.50
S-10675	Kimberly R. Uselton	Lost & Paid Book Returned	9.99	9.99
S-10676	Baolien N. Tu	Lost & Paid Book Returned	83.78	83.78
S-10677	William Corum	Lost & Paid Book Returned	4.00	4.00
S-10678	Christopher A. Snider	Lost & Paid Book Returned	21.00	21.00
S-10679	Metropolitan Library System	Transfer Fines & Fees	45,000.00	45,000.00
S-10680	Kinko's, Inc.	Grand Opening	1,274.00	1,274.00
S-10681	Lori M. Dickinson	Grand Opening	4,650.00	4,650.00
S-10682	Brodart, Inc.	Furniture	2,693.80	2,693.80
S-10683	School Specialty	Furniture	537.10	537.10
S-10684	Diego Rodriguez	Programming	60.00	60.00

Total of Special Funds Warrants Issued \$ 96,050.36

CONTRACT AWARDS AND PURCHASES

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

ITEM A: PROPERTY AND CASUALTY INSURANCE

The system's property, vehicle and fiduciary liability insurance policies were bid and awarded on August 23, 2001 (Doc. #10A). This is the third renewal. Mr. Steve Payne, representing C.L. Frates and Company, our Agency of Record, has proposed premiums for FY 2004-05. A comparison with last year's premium is presented as follows:

<u>Policy</u>	<u>2003 Premiums</u>	<u>2004 Premiums</u>
Commercial Package	\$ 92,583	\$110,799
Business Vehicles	\$ 30,098	\$ 28,180
Fiduciary Liability	\$ 11,050	\$ 11,050
Commercial Umbrella	\$ 4,879	\$ 6,569
Total Annual Premiums	\$138,610	\$156,598

The Friends of the Metropolitan Library System and the Endowment Trust will reimburse the Library System for their share of insurance premium on commercial package and fiduciary liability.

Attached is a summary of each policy and the coverage. Mr. Steve Payne will be present at the Commission meeting to answer any questions concerning the insurance policies.

RECOMMENDATION:

That the Commission renew the annual contract for building, property and vehicle insurance with C.L. Frates and Company for the period October 1, 2004 to September 30, 2005 and for a total premium of \$156,598. Funding for the premium is provided for in the FY 2004-05 budget, account 201.

REQUEST TO DECLARE FURNITURE AND EQUIPMENT SURPLUS

Throughout the year various pieces of furniture and equipment have become surplus to the Library's needs. Some are now obsolete and others are no longer required. Commission's approval is required to declare furniture and equipment to be surplus so it may be disposed of in accordance with Commission policy.

A summarized listing of the furniture and equipment that have become surplus to the Library is included. An itemized list is available for inspection in the Business Office.

The furniture and equipment, which have become excessive and surplus to an agency, have been made available to the Library System's other agencies. Any items transferred to the agencies before the auction will be put back into the inventory list at a later date.

In addition to the usual surplus list, furniture and equipment that are no longer needed by the old Downtown Library and the old Information Technology Department is also included.

The sale of the surplus furniture and equipment will be by public auction in accordance with Commission policy. The public auction will be conducted by Dakil Auctioneers. Notice of the auction will be published in the local paper and posted for public information at all library locations. Money received from the public auction will be placed in the general fund.

Those items that are not sold at the public auction will be disposed of in the best interest of the Library System.

RECOMMENDATION:

The Commission declares the furniture and equipment listed to be surplus to the Library's needs and authorize the sale of the surplus in accordance with Commission policy by public auction.

Qty	Description
1	Answering Machine
1	Badge-Maker
5	Bin, Binder
1	Bin, Book
1	Bindery Equipment
2	Book Truck, Depressible
20	Book Truck, Metal
3	Book Truck, Wood
15	Bookcase
5	Bookshelf, Panel System
5	Bulletin/White/Wall Board
2	Cabinet, File & Storage
4	Cabinet, File, 1 Drawer
12	Cabinet, File, 2 Drawer
19	Cabinet, File, 3 Drawer
73	Cabinet, File, 4 Drawer & Over
3	Cabinet, File, Rollaway
10	Cabinet, Map
1	Cabinet, Micromedia
2	Cabinet, Sound Reducer
28	Cabinet, Storage
1	Caddie, Chair
1	Caddie, Table
1	Calculator, Print
1	Camera
6	Carrel
2	Cart, AV
1	Cart, Service
1	Cash Drawer
24	Chair, Lounge
2	Chair, Posture
44	Chair, Straight, with Arms
25	Chair, Straight, without Arms
49	Chair, Swivel, with Arms
46	Chair, Swivel, without Arms
2	Chalk Board
1	Check Protector
2	Clothes Rack
1	Computer Hardware, Printers
50	Computer, Micro, Base Unit
3	Computer, Micro, Monitor
6	Copier
6	Couch, Lounge Type
2	Counter w/Drawers & or Storage
10	Credenza
2	Desk Organizer
15	Desk, Executive
4	Desk, L-Shape
24	Desk, Secretarial
1	Dispenser, Wrapping Paper
3	Display, Cassette
2	Display, CD
7	Display, Literature & Periodical

Qty	Description
12	Display, Paperback
1	Drill, Paper
1	Globe, Standing
1	Grinder Bench
2	Grounds Maintenance Equipment
21	Lamp, Desk or Task
2	Lectern
54	Locker, Full Length
	Miscellaneous Equipment
	Miscellaneous Furniture
	Miscellaneous Shelving
8	Monitor, Video
21	Open Office Equipment
187	Panel System
1	Panel Display
1	Paper Cutter, Commercial
1	Paper Jogger
5	Planters
5	Player/Recorder Video Cassette
1	Projector, Overhead
1	Radio, Table or Console
1	Range
5	Reader, Microfiche
2	Refrigerator
2	Saw, Table
3	Shelving, Portable
1	Sprayer
2	Stand, Dictionary
11	Stand, Machine
4	Stool, Wood, High
8	Surveillance Equipment
2	Table, Book Display
22	Table, Coffee, End, or Occasional
3	Table, Com/Catalog
6	Table, Conference
2	Table, Drafting
2	Table, Folding
2	Table, Index
37	Table, Library
12	Table, Round
1	Table, Study
30	Table, Work
1	Tape Recorder - Cassette
1	Telephone
3	Television
7	Typewriter, Electronic
1	Vacuum Cleaner
1	Vise, Bench
2	Wardrobe
1	Waxing Machine
50	Workstation
28	Worksurface

ACCEPTANCE OF ANNUAL AUDIT

Attached is the report of audit of financial statements for FY 2003-04 prepared by auditors, Murrell, Hall, McIntosh & Co., PLLP (MHM). The audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

The auditor's report indicated that the attached basic financial statements present fairly, in all material respects, the financial position of the Metropolitan Library System at June 30, 2004, and the results of its operations for the fiscal year then ended, in conformity with accounting principles generally accepted in the United States of America. The audit disclosed no material misstatement or material weakness.

Mr. Stan Hall and Ms. Carolyn Levings will be present at the Library Commission meeting to answer any questions concerning the audit.

COMMISSION ACTION

That the Commission accept the Financial Statements and Auditor's Report for FY 2003-04.

MLC – September 16, 2004

MLS – Annual Audit Report FY 2003-04 ~ MHM report attached

Prepared by: Director of Finance
Page 1 with MHM report

**Come Read With Me
Summer Statistics, 2004**

Reading Site	Total	Kids/ Wk.	Ethnicity					Gender	
			H	C	A	NA	O	M	F
* Presbyterian Urban Mission	398	53.07	143	18	22.	1	0	69	125
* Pierce Elementary	351	47	94	40	7	0	0	89	52
* Southern Oaks CC	296	39.5	45	67	36	4	0	96	73
* Capitol Hill CC	274	37.03	132	18	5	0	1	49	93
* Macklanburg CC	256	36.6	2	104	33	0	0	89	68
* Northeast CC	243	32.4	21	1	97	0	0	80	39
* Van Buren Elementary	231	33	104	25	3	0	0	60	125
* Coolidge Elementary	222	32.01	56	37	13	0	0	54	48
* Sellers CC	217	33.4	0	49	27	0	0	46	49
* Melrose CC	135	27	0	35	32	0	0	39	28
* Hawthorne Elementary	124	20.7	21	7	42	1	0	30	41
* Pitts CC	97	16.17	4	2	74	2	0	57	25
* YMCA Battered Women's Shelter**	6	?	?	?	?	?	?	?	?
Totals	2,851	407.88	622	403	391	8	16	758	770

** We did not keep a record of the ethnicity or gender of the children at the Y Shelter.

The ethnic variations at the other reading sites are **H**ispanic, **C**aucasian, **A**frican American, **N**ative American, **O** for other ethnicity (we do not ask the children to identify their ethnicity).

**FRIENDS OF THE METROPOLITAN LIBRARY SYSTEM
2004 GRANT AWARDS**

<u>CATEGORY</u>	<u>DATE DUE</u>	<u>AMOUNT</u>	<u>LIBRARY</u>
Grant Name			
CHILDREN			
LIFE Come Read With Me	07/04	\$ 7,500.00	Outreach
Read to Me Packets	10/04	\$ 10,000.00	Outreach
TEENS/YOUNG ADULTS			
Books for Mom, Tots, & Teens	09/04	\$ 2,000.00	Outreach
Teen Job Fair	11/04	\$ 500.00	Midwest City
ADULTS			
Asian Influences and Las Clases Espanolas	08/04	\$ 7000.00	The Village
OK Reads OK Celebration	09/04	\$ 1,361.00	Downtown
SENIORS			
Cultural Arts for Seniors	09/04	\$ 2,600.00	Midwest City
Project Laughter	10/04	\$ 4,000.00	Outreach
ALL AGES			
40 th Anniversary Celebration	10/04	\$ 3,000.00	Bethany
Oklahoma Reads Poetry	04/05	\$ 379.00	Downtown
Our World Series	09/04	\$ 13,600.00	Outreach
ART RELATED PROJECTS			
Public Art in Libraries	04/05	\$ 2,000.00	
MATERIALS/TECHNOLOGY			
Rebinding Local History/Genealogy	09/04	\$ 3,500.00	Downtown
Materials	09/04	\$ 15,000.00	All libraries
RECOGNITION			
MLS Volunteer Recognition	09/04	\$ 2,000.00	
Staff Recognition Reception	09/04	\$ 5,133.00	
LIBRARIAN RECRUITMENT			
Lee B. Brawner Scholarship Fund	07/04	\$ 10,000.00	MLS Staff
MISCELLANEOUS			
Big Book Carts	09/04	\$ 536.00	Belle Isle
Community Quilt Project	09/04	\$ 2,000.00	Choctaw
LIBRARY RELATED GRANTS			
Citizens for Library Support		\$ 5,000.00	
Library Endowment Trust	09/04	\$ 1,000.00	
GRAND TOTAL:		\$ 98,109.00	

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

COMMISSION TERMS AND COMMITTEE APPOINTMENTS

FY 2004 - 2005

<u>NAME</u>	<u>HOME ADDRESS</u>	<u>BUSINESS ADDRESS</u>	<u>EXPIRATION OF TERM</u>
Mrs. Penny McCaleb* Chair	1704 Pennington Way Oklahoma City, OK 73116		July 31, 2005
Mr. David Greenwell* Vice-Chair <u>Committee</u> Administrative & Personnel Committee, Chair 2004		Greenwell and Company P.O. Box 2360 Oklahoma City, OK 73101	July 31, 2007
Mr. Hugh D. Rice* Disbursing Agent <u>Committee</u> Finance Committee, Chair Long-Range Planning Committee, member 2004		Rainey, Ross, Rice & Binns 735 First Nat'l Center West Oklahoma City, OK 73102	July 31, 2005
Mrs. Nancy Anthony* Member <u>Committee</u> Finance Committee, member 2004		Oklahoma City Community Foundation/Executive Dir. P. O. Box 54672 Oklahoma City, OK 73154	July 31, 2006
Dr. Ann Caine* Member <u>Committee</u> Administrative & Personnel Committee, member 2004		Moore Public Schools Director of Elementary Educ. 1500 SE 4 th Street Moore, OK 73160	July 31, 2006
Mrs. Carolyn Cornelius* Member <u>Committee</u> Administrative & Personnel Committee, member 2004	10708 Woodridden Oklahoma City, OK 73170		July 31, 2007
Mr. Scott R. Duncan* Member <u>Committee</u> Finance Committee, member 2004		President Covenant Financial Services, Inc. 10914 Hefner Pointe Drive Suite 304 Oklahoma City, OK 73120	July 31, 2007
Mrs. Millicent Gillogly* Member <u>Committee</u> Long-Range Planning Committee, Chair 2004	3301 N. State Street Oklahoma City, OK 73122		July 31, 2007
Mrs. Deanna Hannah*** Member <u>Committee</u> Long-Range Planning Committee, member 2004	8133 N.W. 28 th Terrace Bethany, OK 73008		July 31, 2005

Mr. Jose L. Jimenez* Member Committee Public Services Committee, Chair 2004 Long- Range Planning Committee, member 2004	Smith & Nephew Endoscopy 76 S. Meridian Oklahoma City, OK 73107	July 31, 2007
Mrs. Shirley Pritchett*** Member Committee Administrative & Personnel Committee, member 2004	5805 N.W. 57 th Warr Acres, OK 73122	July 31, 2007
Mrs. Pamela Pung*** Member Committee Public Services Committee, member 2004	P. O. Box 10889 Midwest City, OK 73140	July 31, 2006
Ms. Marguerite Ross* Member Committee Administrative & Personnel Committee, member 2004	Union Bank Gold Mediallion Coordinator P. O. 12669 Oklahoma City, OK 73157	July 31, 2005
Mrs. Alyne Strube** Member Committee Long-Range Planning Committee, member 2004	13806 N.E. Eighth Street Choctaw, OK 73020	July 31, 2006
Mrs. Cynthia Trent*** Member Committee Public Services Committee, member 2004	3028 S.E. 21 st Del City, OK 73115	July 31, 2005
Mrs. Peggy Winters*** Member Committee Public Services Committee, member 2004	2149 Gladstone Terrace The Village, OK 73120	July 31, 2007
Mr. Greg Womack*** Member Committee Finance Committee, member 2004	Womack Investment Advisers 2000 S. E. 15 th , Bldg. 100-B Edmond, OK 73013	July 31, 2006
Mayor Mick Cornett Member Ex Officio Mayor of Oklahoma City	200 N. Walker Suite 302 Oklahoma City, OK 73102 297-2424	Term by virtue of office
Mr. Stan Inman Member Ex Officio Chair, Board of County Commissioners	320 Robert S. Kerr Room 621 Oklahoma City, OK 73102 713-1503	Term by virtue of office
Mrs. Donna Morris Executive Director Metropolitan Library System Secretary (Non-voting)	Metropolitan Library System 300 Park Ave. Oklahoma City, OK 73102 606-3726 (Fax: 606-3722)	Term as Executive Director
*Appointed by Mayor of OKC	**Appointed by Board of County Commissioners	***Appointed by Mayors of Bethany, Del City, Edmond, Midwest City, The Village, & Warr Acres

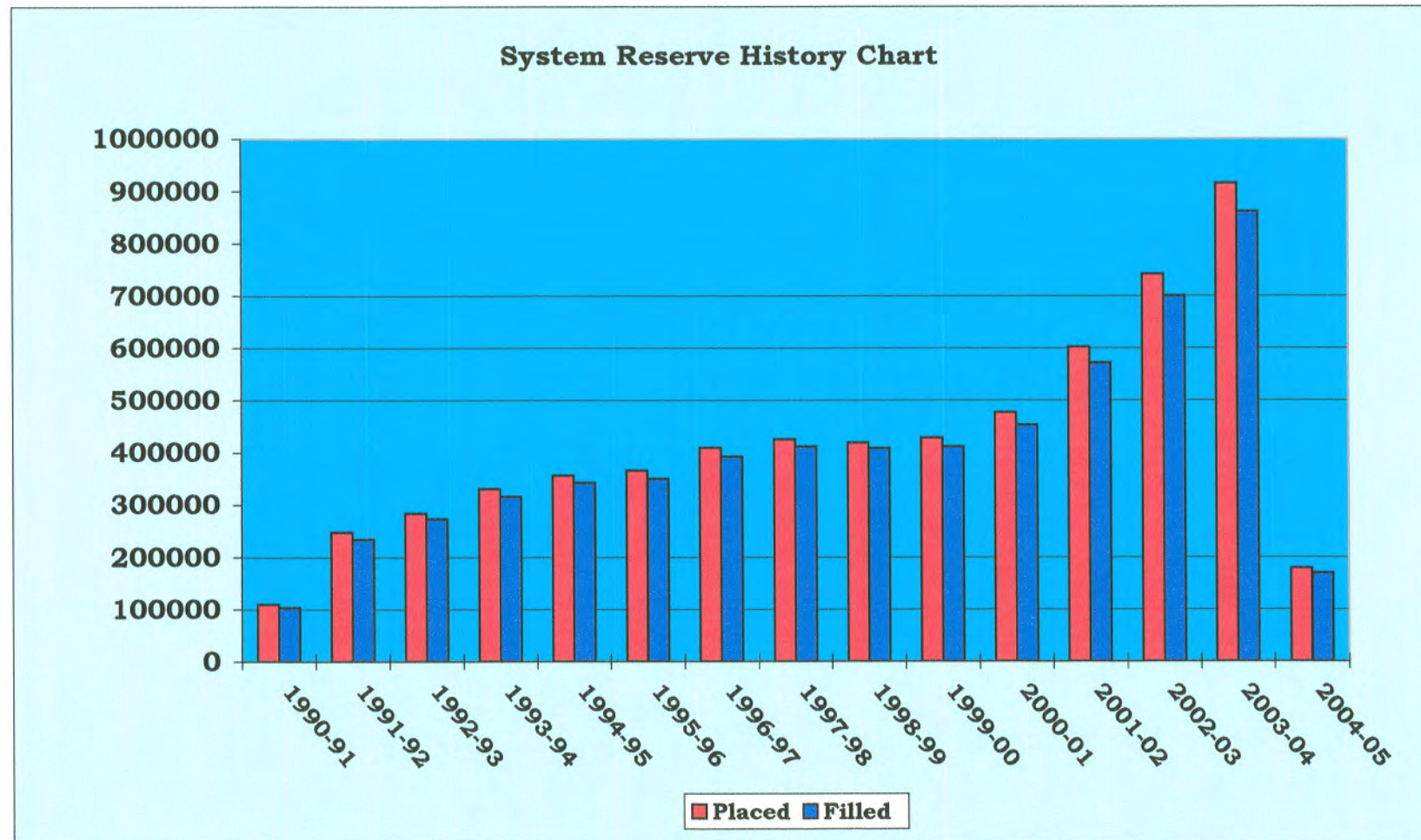
System Reserve Report

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)



System Reserve Report

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)



System Reserves Report

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

		Month	Year		Month	Year	
		Placed	Placed	%	Filled	Filled	%
BELLE ISLE	04	9,984	20,329		9,180	18,501	
	05	11,520	23,260		11,355	21,810	
		1,536	2,931	14.4	2,175	3,309	17.9
BETHANY	04	6,832	13,218		6,252	12,068	
	05	8,020	16,350		7,830	15,284	
		1,188	3,132	23.7	1,578	3,216	26.6
CAPITOL HILL	04	1,346	2,814		1,274	2,646	
	05	1,582	3,360		1,560	3,117	
		236	546	19.4	286	471	17.8
CHOCTAW	04	1,553	3,179		1,387	2,912	
	05	2,258	5,344		2,535	4,942	
		705	2,165	68.1	1,148	2,030	69.7
DEL CITY	04	3,428	7,113		3,174	6,436	
	05	3,847	7,779		3,839	7,652	
		419	666	9.4	665	1,216	18.9
EDMOND	04	13,546	27,881		12,535	25,842	
	05	17,631	35,400		17,292	33,341	
		4,085	7,519	27.0	4,757	7,499	29.0
DOWNTOWN	04	2,490	5,189		2,316	4,783	
	05	2,721	4,295		2,340	3,929	
		231	-894	-17.2	24	-854	-17.9
MIDWEST CITY	04	6,612	13,262		6,015	12,157	
	05	8,159	15,948		7,996	15,041	
		1,547	2,686	20.3	1,981	2,884	23.7
RALPH ELLISON	04	1,224	2,270		1,120	2,065	
	05	1,561	3,147		1,600	2,981	
		337	877	38.6	480	916	44.4
SOUTHERN OAKS	04	8,678	18,016		7,759	16,255	
	05	10,120	20,054		9,719	18,812	
		1,442	2,038	11.3	1,960	2,557	15.7
VILLAGE	04	7,458	14,999		6,606	13,537	
	05	8,806	18,590		8,838	17,544	
		1,348	3,591	23.9	2,232	4,007	29.6
WARR ACRES	04	6,909	14,151		6,466	13,070	
	05	8,376	17,879		8,320	16,819	
		1,467	3,728	26.3	1,854	3,749	28.7

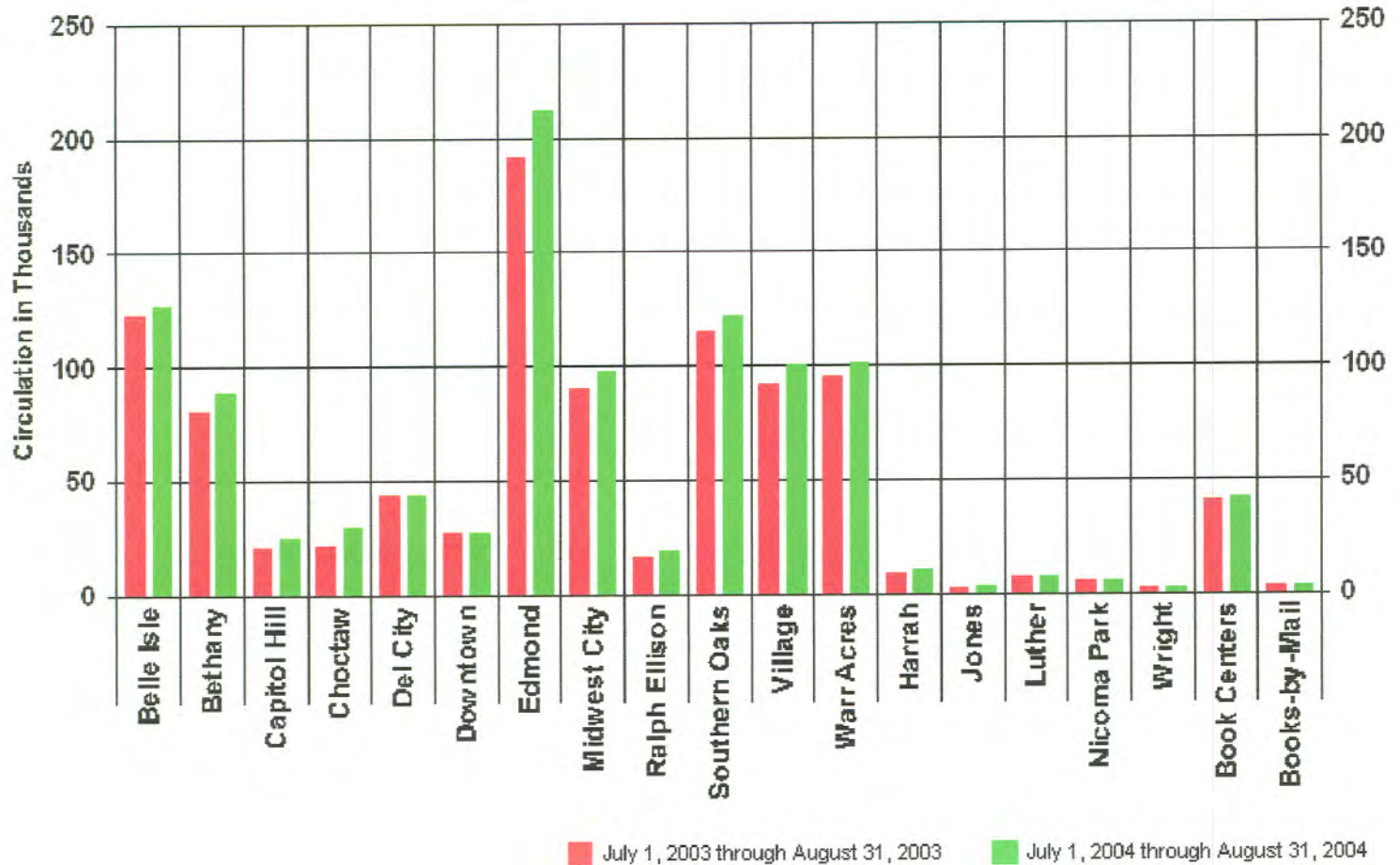
System Reserves Report

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	04	745	1,570		676	1,409	
	05	1,086	2,150		1,029	2,024	
		341	580	36.9	353	615	43.6
JONES	04	420	1,298		598	1,258	
	05	388	1,309		637	1,350	
		-32	11	.8	39	92	7.3
LUTHER	04	714	1,366		706	1,320	
	05	401	962		392	859	
		-313	-404	-29.6	-314	-461	-34.9
NICOMA PARK	04	632	1,354		577	1,237	
	05	629	1,176		674	1,222	
		-3	-178	-13.1	97	-15	-1.2
WRIGHT	04	219	688		221	700	
	05	468	1,011		434	931	
		249	323	46.9	213	231	33.0
BOOKS-BY-MAIL	04	605	1,350		600	1,300	
	05	515	983		468	926	
		-90	-367	-27.2	-132	-374	-28.8
TOTAL	04	73,395	150,047		67,464	137,504	
	05	88,092	179,011		86,862	168,600	
		14,697	28,964	19.3	19,398	31,096	22.6

Circulation Gains and Losses

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)



Circulation Gains and Losses

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

AUGUST 31, 2004		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
BELLE ISLE	04	44873	91816	13895	30813	58768	122629	
	05	48113	96548	13436	30332	61549	126880	
		3240	4732	-459	-481	2781	4251	3.5
BETHANY	04	26768	53900	11877	26696	38645	80596	
	05	30117	61116	12187	27161	42304	88277	
		3349	7216	310	465	3659	7681	9.5
CAPITOL HILL	04	6701	13908	2631	6317	9332	20225	
	05	8353	17454	2628	7182	10981	24636	
		1652	3546	-3	865	1649	4411	21.8
CHOCTAW	04	6499	13553	3310	7273	9809	20826	
	05	7585	18391	3813	11089	11398	29480	
		1086	4838	503	3816	1589	8654	41.6
DEL CITY	04	14117	28950	5824	14320	19941	43270	
	05	13407	29709	5289	13452	18696	43161	
		-710	759	-535	-868	-1245	-109	-.3
DOWNTOWN	04	11360	22950	1655	3817	13015	26767	
	05	13443	20040	5016	6358	18459	26398	
		2083	-2910	3361	2541	5444	-369	-1.4
EDMOND	04	52737	109851	35968	82055	88705	191906	
	05	59630	121218	41178	90881	100808	212099	
		6893	11367	5210	8826	12103	20193	10.5
MIDWEST CITY	04	30269	63840	10931	26695	41200	90535	
	05	35585	69984	11548	27377	47133	97361	
		5316	6144	617	682	5933	6826	7.5
RALPH ELLISON	04	6044	12049	1713	3730	7757	15779	
	05	7650	14470	2234	4431	9884	18901	
		1606	2421	521	701	2127	3122	19.8
SOUTHERN OAKS	04	41894	85616	12497	29351	54391	114967	
	05	44599	90581	13916	31119	58515	121700	
		2705	4965	1419	1768	4124	6733	5.9
VILLAGE	04	29819	61853	12915	30043	42734	91896	
	05	33874	68505	13879	31588	47753	100093	
		4055	6652	964	1545	5019	8197	8.9
WARR ACRES	04	30374	62279	13830	32508	44204	94787	
	05	32700	68109	14078	32692	46778	100801	
		2326	5830	248	184	2574	6014	6.3

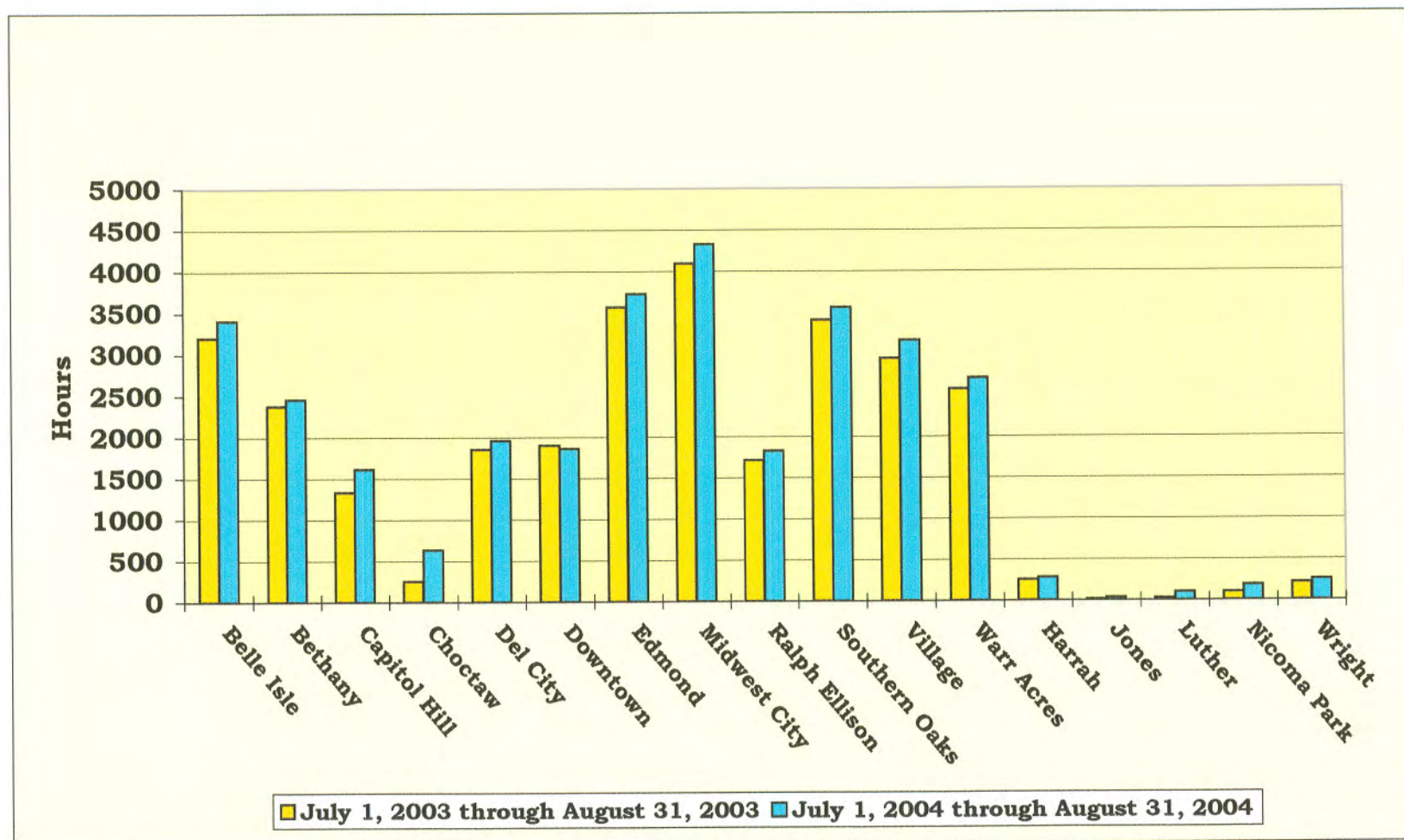
Circulation Gains and Losses

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

AUGUST 31, 2004		<u>ADULT</u> <u>MONTH</u>	<u>ADULT</u> <u>YEAR</u>	<u>JUVENILE</u> <u>MONTH</u>	<u>JUVENILE</u> <u>YEAR</u>	<u>TOTAL</u> <u>MONTH</u>	<u>TOTAL</u> <u>YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
HARRAH	04	2612	5749	1022	2719	3634	8468	
	05	3435	7286	1310	2896	4745	10182	
		823	1537	288	177	1111	1714	20.2
JONES	04	726	1753	140	431	866	2184	
	05	966	2131	206	779	1172	2910	
		240	378	66	348	306	726	33.2
LUTHER	04	2868	5233	844	1675	3712	6908	
	05	1967	4427	740	2669	2707	7096	
		-901	-806	-104	994	-1005	188	2.7
NICOMA PARK	04	1752	3749	567	1798	2319	5547	
	05	1897	3953	491	1560	2388	5513	
		145	204	-76	-238	69	-34	-1.6
WRIGHT	04	717	1754	134	411	851	2165	
	05	860	1829	203	423	1063	2252	
		143	75	69	12	212	87	4.0
<u>OTHER:</u>								
BOOK CENTERS	04	9544	19198	10297	21658	19841	40856	
	05	9146	18294	11570	23138	20716	41432	
		-398	-904	1273	1480	875	576	1.4
BOOKS-BY-MAIL	04	1449	3163	0	0	1449	3163	
	05	1515	3275	0	0	1515	3275	
		66	112	0	0	66	112	3.5
TOTALS	04	321123	661164	140050	322310	461173	983474	
	05	354842	717320	153722	345127	508564	1062447	
		33719	56156	13672	22817	47391	78973	8.0

Total Internet Hours Used by Library

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)



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Total Internet Usage

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	04	472		4,085		1,555.66		1,397		8,511		3,203.86	
	05	561		4,708		1,728.04		1,595		9,371		3,409.47	
		89	18.9	623	15.3	172.38	11.1	198	14.2	860	10.1	205.61	6.4
BETHANY	04	311		2,924		1,172.33		875		5,746		2,374.82	
	05	337		2,994		1,221.60		964		6,019		2,457.33	
		26	8.4	70	2.4	49.27	4.2	89	10.2	273	4.8	82.51	3.5
CAPITOL HILL	04	190		1,687		678.14		589		3,359		1,333.50	
	05	255		2,009		782.50		774		4,179		1,612.33	
		65	34.2	322	19.1	104.36	15.4	185	31.4	820	24.4	278.83	20.9
CHOCTAW	04	57		431		132.43		172		791		253.69	
	05	117		688		266.18		399		1,757		635.91	
		60	105.3	257	59.6	133.75	101.0	227	132.0	966	122.1	382.22	150.7
DEL CITY	04	283		2,378		915.03		801		4,796		1,853.80	
	05	258		2,258		891.43		894		5,030		1,955.59	
		-25	-8.8	-120	-5.0	-23.60	-2.6	93	11.6	234	4.9	101.79	5.5
DOWNTOWN	04	171		2,505		934.31		572		4,899		1,897.39	
	05	551		3,502		1,394.46		811		4,615		1,858.66	
		380	222.2	997	39.8	460.15	49.3	239	41.8	-284	-5.8	-38.73	-2.0
EDMOND	04	541		5,040		1,813.89		1,598		9,568		3,571.84	
	05	645		5,294		1,866.70		1,841		10,504		3,726.98	
		104	19.2	254	5.0	52.81	2.9	243	15.2	936	9.8	155.14	4.3
MIDWEST CITY	04	601		4,927		1,978.20		1,774		10,185		4,093.30	
	05	688		6,175		2,234.09		2,003		11,949		4,329.67	
		87	14.5	1,248	25.3	255.89	12.9	229	12.9	1,764	17.3	236.37	5.8
RALPH ELLISON	04	301		2,333		849.54		809		4,884		1,713.77	
	05	342		2,731		948.69		945		5,302		1,825.72	
		41	13.6	398	17.1	99.15	11.7	136	16.8	418	8.6	111.95	6.5

Total Internet Usage

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	04	542		4,019		1,646.48		1,533		8,246		3,410.16	
	05	687		4,747		1,840.24		1,826		9,100		3,561.37	
		145	26.8	728	18.1	193.76	11.8	293	19.1	854	10.4	151.21	4.4
VILLAGE	04	433		3,662		1,420.86		1,378		7,761		2,943.83	
	05	566		4,443		1,609.92		1,688		8,675		3,165.57	
		133	30.7	781	21.3	189.06	13.3	310	22.5	914	11.8	221.74	7.5
WARR ACRES	04	382		3,542		1,275.96		1,171		7,022		2,569.82	
	05	461		3,886		1,414.47		1,351		7,466		2,703.15	
		79	20.7	344	9.7	138.51	10.9	180	15.4	444	6.3	133.33	5.2
HARRAH	04	44		299		140.73		117		592		257.15	
	05	53		391		155.16		144		719		284.46	
		9	20.5	92	30.8	14.43	10.3	27	23.1	127	21.5	27.31	10.6
JONES	04	2		21		8.91		12		44		16.14	
	05	10		41		21.76		20		72		37.83	
		8	400.0	20	95.2	12.85	144.2	8	66.7	28	63.6	21.69	134.4
LUTHER	04	2		18		8.69		12		56		32.24	
	05	10		110		46.34		51		239		99.32	
		8	400.0	92	511.1	37.65	433.3	39	325.0	183	326.8	67.08	208.1
NICOMA PARK	04	22		97		47.25		45		206		98.58	
	05	12		163		91.58		49		351		186.78	
		-10	-45.5	66	68.0	44.33	93.8	4	8.9	145	70.4	88.20	89.5
WRIGHT	04	12		268		110.10		36		539		217.72	
	05	10		328		119.24		53		665		258.58	
		-2	-16.7	60	22.4	9.14	8.3	17	47.2	126	23.4	40.86	18.8
TOTAL	04	4,366		38,236		14,688.51		12,891		77,205		29,841.61	
	05	5,563		44,468		16,632.40		15,408		86,013		32,108.72	
		1,197	27.4	6,232	16.3	1,943.89	13.2	2,517	19.5	8,808	11.4	2,267.11	7.6

Internet Usage by Adult Customers

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	04	406		3,723		1,449.92		1,199		7,660		2,962.48	
	05	457		4,249		1,586.82		1,322		8,395		3,126.78	
		51	12.6	526	14.1	136.90	9.4	123	10.3	735	9.6	164.30	5.5
BETHANY	04	261		2,492		1,036.12		726		4,863		2,091.74	
	05	284		2,612		1,099.29		802		5,233		2,221.46	
		23	8.8	120	4.8	63.17	6.1	76	10.5	370	7.6	129.72	6.2
CAPITOL HILL	04	124		1,225		524.91		383		2,412		1,028.41	
	05	161		1,448		594.51		501		2,972		1,236.46	
		37	29.8	223	18.2	69.60	13.3	118	30.8	560	23.2	208.05	20.2
CHOCTAW	04	43		365		114.74		135		661		216.56	
	05	85		512		206.99		288		1,306		506.27	
		42	97.7	147	40.3	92.25	80.4	153	113.3	645	97.6	289.71	133.8
DEL CITY	04	229		2,107		839.35		633		4,161		1,679.85	
	05	209		1,975		801.14		712		4,279		1,729.45	
		-20	-8.7	-132	-6.3	-38.21	-4.6	79	12.5	118	2.8	49.60	3.0
DOWNTOWN	04	152		2,138		849.29		473		4,073		1,699.69	
	05	472		2,993		1,255.26		711		4,039		1,697.65	
		320	210.5	855	40.0	405.97	47.8	238	50.3	-34	-.8	-2.04	-.1
EDMOND	04	436		4,282		1,616.26		1,312		8,221		3,211.19	
	05	530		4,622		1,665.67		1,522		9,082		3,273.55	
		94	21.6	340	7.9	49.41	3.1	210	16.0	861	10.5	62.36	1.9
MIDWEST CITY	04	498		4,431		1,819.34		1,453		8,772		3,670.72	
	05	555		5,460		2,012.96		1,654		10,472		3,882.99	
		57	11.4	1,029	23.2	193.62	10.6	201	13.8	1,700	19.4	212.27	5.8
RALPH ELLISON	04	218		1,630		618.16		594		3,363		1,263.19	
	05	257		1,973		700.55		713		3,844		1,357.36	
		39	17.9	343	21.0	82.39	13.3	119	20.0	481	14.3	94.17	7.5

Internet Usage by Adult Customers

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	04	411		3,099		1,311.84		1,181		6,326		2,713.35	
	05	517		3,638		1,519.15		1,422		7,170		2,973.40	
		106	25.8	539	17.4	207.31	15.8	241	20.4	844	13.3	260.05	9.6
VILLAGE	04	352		3,143		1,254.48		1,140		6,683		2,613.17	
	05	454		3,832		1,433.60		1,408		7,577		2,845.48	
		102	29.0	689	21.9	179.12	14.3	268	23.5	894	13.4	232.31	8.9
WARR ACRES	04	309		3,203		1,156.69		986		6,243		2,329.50	
	05	382		3,388		1,276.29		1,143		6,484		2,431.00	
		73	23.6	185	5.8	119.60	10.3	157	15.9	241	3.9	101.50	4.4
HARRAH	04	36		237		115.67		91		457		209.12	
	05	46		265		113.53		108		503		207.77	
		10	27.8	28	11.8	-2.14	-1.9	17	18.7	46	10.1	-1.35	-.6
JONES	04	2		21		8.91		12		44		16.14	
	05	6		25		15.49		11		39		23.23	
		4	200.0	4	19.0	6.58	73.8	-1	-8.3	-5	-11.4	7.09	43.9
LUTHER	04	1		14		8.23		6		36		26.68	
	05	4		73		34.18		27		157		69.00	
		3	300.0	59	421.4	25.95	315.3	21	350.0	121	336.1	42.32	158.6
NICOMA PARK	04	17		78		39.27		34		169		80.82	
	05	9		102		65.53		27		214		133.98	
		-8	-47.1	24	30.8	26.26	66.9	-7	-20.6	45	26.6	53.16	65.8
WRIGHT	04	9		248		99.01		28		499		192.92	
	05	8		304		109.40		41		599		223.22	
		-1	-11.1	56	22.6	10.39	10.5	13	46.4	100	20.0	30.30	15.7
TOTAL	04	3,504		32,436		12,862.19		10,386		64,643		26,005.53	
	05	4,436		37,471		14,490.36		12,412		72,365		27,939.05	
		932	26.6	5,035	15.5	1,628.17	12.7	2,026	19.5	7,722	11.9	1,933.52	7.4

Internet Usage by Minor Customers

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	04	66		362		105.74		198		851		241.38	
	05	104		459		141.22		273		976		282.69	
		38	57.6	97	26.8	35.48	33.6	75	37.9	125	14.7	41.31	17.1
BETHANY	04	50		432		136.21		149		883		283.08	
	05	53		382		122.31		162		786		235.87	
		3	6.0	-50	-11.6	-13.90	-10.2	13	8.7	-97	-11.0	-47.21	-16.7
CAPITOL HILL	04	66		462		153.23		206		947		305.09	
	05	94		561		187.99		273		1,207		375.87	
		28	42.4	99	21.4	34.76	22.7	67	32.5	260	27.5	70.78	23.2
CHOCTAW	04	14		66		17.69		37		130		37.13	
	05	32		176		59.19		111		451		129.64	
		18	128.6	110	166.7	41.50	234.6	74	200.0	321	246.9	92.51	249.2
DEL CITY	04	54		271		75.68		168		635		173.95	
	05	49		283		90.29		182		751		226.14	
		-5	-9.3	12	4.4	14.61	19.3	14	8.3	116	18.3	52.19	30.0
DOWNTOWN	04	19		367		85.02		99		826		197.70	
	05	79		509		139.20		100		576		161.01	
		60	315.8	142	38.7	54.18	63.7	1	1.0	-250	-30.3	-36.69	-18.6
EDMOND	04	105		758		197.63		286		1,347		360.65	
	05	115		672		201.03		319		1,422		453.43	
		10	9.5	-86	-11.3	3.40	1.7	33	11.5	75	5.6	92.78	25.7
MIDWEST CITY	04	103		496		158.86		321		1,413		422.58	
	05	133		715		221.13		349		1,477		446.68	
		30	29.1	219	44.2	62.27	39.2	28	8.7	64	4.5	24.10	5.7
RALPH ELLISON	04	83		703		231.38		215		1,521		450.58	
	05	85		758		248.14		232		1,458		468.36	
		2	2.4	55	7.8	16.76	7.2	17	7.9	-63	-4.1	17.78	3.9

Internet Usage by Minor Customers

July 1, 2004 through August 31, 2004 (16.67% of the 04-05 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	04	131		920		334.64		352		1,920		696.81	
	05	170		1,109		321.09		404		1,930		587.97	
		39	29.8	189	20.5	-13.55	-4.0	52	14.8	10	.5	-108.84	-15.6
VILLAGE	04	81		519		166.38		238		1,078		330.66	
	05	112		611		176.32		280		1,098		320.09	
		31	38.3	92	17.7	9.94	6.0	42	17.6	20	1.9	-10.57	-3.2
WARR ACRES	04	73		339		119.27		185		779		240.32	
	05	79		498		138.18		208		982		272.15	
		6	8.2	159	46.9	18.91	15.9	23	12.4	203	26.1	31.83	13.2
HARRAH	04	8		62		25.06		26		135		48.03	
	05	7		126		41.63		36		216		76.69	
		-1	-12.5	64	103.2	16.57	66.1	10	38.5	81	60.0	28.66	59.7
JONES	04					.00						.00	
	05	4		16		6.27		9		33		14.60	
		4		16		6.27		9		33		14.60	
LUTHER	04	1		4		.46		6		20		5.56	
	05	6		37		12.16		24		82		30.32	
		5	500.0	33	825.0	11.70	2543.5	18	300.0	62	310.0	24.76	445.3
NICOMA PARK	04	5		19		7.98		11		37		17.76	
	05	3		61		26.05		22		137		52.80	
		-2	-40.0	42	221.1	18.07	226.4	11	100.0	100	270.3	35.04	197.3
WRIGHT	04	3		20		11.09		8		40		24.80	
	05	2		24		9.84		12		66		35.36	
		-1	-33.3	4	20.0	-1.25	-11.3	4	50.0	26	65.0	10.56	42.6
TOTAL	04	862		5,800		1,826.32		2,505		12,562		3,836.08	
	05	1,127		6,997		2,142.04		2,996		13,648		4,169.67	
		265	30.7	1,197	20.6	315.72	17.3	491	19.6	1,086	8.6	333.59	8.7

EXECUTIVE DIRECTOR'S REPORT

SEPTEMBER 2004

DEPUTY DIRECTOR, JUDITH WALDEN ANNOUNCES RETIREMENT

Long time Metropolitan Library System employee, Judy Walden has announced her retirement from MLS effective October 29, 2004.

Judy began working for the library system as a public service librarian at the Belle Isle Library in 1977. During her career she has served as manager at the Bethany Library, Regional manager at the Belle Isle Library, Public Services Manager, Director of Public Services and her current position as Deputy Director for Public Services.

She has been involved in a wide variety of library initiatives and changes and has been particularly influential as a customer service mentor to staff and the library system's unofficial "guru" of performance appraisals. In short, she has been an extremely loyal and effective member of the library system's administrative structure for many years. We will miss her devotion to library services and the mission of the public library and her ethical, calm judgement in resolving library issues.

She plans to spend time with family, travel, play lots of golf and enjoy birdwatching. We wish her well and will miss her very much.

LIBRARY RECEIVES ANOTHER GRANT FROM OKLAHOMA HUMANITIES COUNCIL

We are pleased to announce that the Midwest City Library has also received a grant from the Oklahoma Humanities Council (OHC) for the "Oklahoma Reads Oklahoma" program entitled *Honk & Holler Opening Soon*. The actual grant is for \$157.75; plus cost sharing funds in the amount of \$594.00 from OHC directly to the humanities scholar who will be involved in the program.

OKC FAMILY BOOK FESTIVAL

Beginning Friday, September 17th and running through Saturday, September 18th, the Metropolitan Library System will be hosting the OKC Family Book Festival at the Downtown Library. Authors who will be part of the 2 day event are: Billie Letts, Mike Wimmer, Bill Wallace, Una Belle Townsend, Anna Myers, Danny Gordon, Christine Pryor and Will Hill. This event is sponsored by MLS, The Friends of the Library, the Oklahoma City Community Foundation, and American Fidelity. Please come and join the fun!

ODL EARLY LITERACY GRANT

Oklahoma Department of Libraries has granted \$17,000 to aid the System's early literacy program. The grant will allow Outreach services to stock all system libraries with "Board Books"; these books are especially designed for infants to gain that early literacy headstart.

OPEN MEETING & OPEN RECORDS BOOK

A copy of the *Oklahoma Open Meeting & Open Records Book 12th edition* has been provided for each Commission member.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Attended OLA Board Meetings
- Will be attending "Woman of the Year" Awards Gala & Dinner

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

"WHAT SHOULD I DO TO BE PREPARED?"

October 12, 7:00 - 8:30 p.m., RJN Downtown Library, (405) 231-8650.

The OKC-County Health Dept. will address disaster preparedness as it relates to bioterrorism or public health emergencies. Program will cover personal preparedness, family plans and emergency kits, biological terrorism, and interventions.

"STORY SWAPPING: STORIES FROM AROUND THE WORLD"

October 19, 6:00 - 7:45 p.m., Choctaw Library, (405) 390-8418.

Participants are encouraged to come share their stories from around the world, particularly those associated with Fall.

OKLAHOMA READS OKLAHOMA: "THE HONK AND HOLLER OPENING SOON" BOOK DISCUSSION

October 23, 2:00 - 4:00 p.m., Midwest City Library, (405) 732-4828.

Join Southwestern Oklahoma State University Professor Emeritus Jerry Nye for a lively discussion of Billie Lett's second novel, *The Honk and Holler Opening Soon*. (We even have an autographed copy of the book to giveaway as a door prize!)

THE RESEARCH REVOLUTION: "BIOTERROR AND CHEMICAL WARFARE"

October 28, 7:00 p.m., Village Library, (405) 755-0710.

The fifth in our series *The Research Revolution: Science and the Shaping of Modern Life*, this talk will be led by OSU Associate Professor of Chemistry Allen Applelett.

OUR WORLD SERIES: KAHURANGI MAORI DANCE THEATRE OF NEW ZEALAND

October 31, 2:30 p.m., RJN Downtown Library, (405) 231-8650.

Come witness a presentation of the vibrant traditional Maori culture, with music and dance dating to 900 A.D. When the group's first migration through Polynesia took them from Hawaii to New Zealand



OCTOBER SPECIAL EVENTS

October 15, 2004 ~ Oklahoma City Community Foundation Reception

On Friday, October 15, 2004, the Oklahoma City Community Foundation (OCCF), which so generously helped make possible both our Grand Opening Book Passing and our Grand Opening OKC Family Book Festival, will host a reception to honor its donors and sponsors at the Downtown Library. The reception will be from 6:00 p.m. to 8:00 p.m. in the atrium. OCCF has extended an invitation to the MLS Commission, the Library Endowment Trust, the Board of Directors of the Friends of the Library, and the MLS Administrative Team to attend.

October 16, 2004 ~ Metropolitan Library System Staff Recognition Dinner

The Friends of the Library will host the annual Staff Recognition Dinner on Saturday, October 16, 2004, at 'The Centre' starting at 6:00 p.m. The facility is located at 4325 NW 50th.

October 23, 2004 ~ Beck Associates, Architects Program and Reception

On Saturday, October 23, 2004, at 4:00 p.m., Don Beck will be presenting a repeat of his program "Conversation with the Artist: Architect Don Beck" in the 46th Star Auditorium of the Downtown Library. Following Beck's talk, Lee Brawner and I will join Beck for a short question-and-answer period about our newest library.

We will then move to the Executive Director's Conference Room adjacent to the Director's office on the 3rd floor, where it will formally be unveiled as the "Lee B. Brawner Conference Room." We will conclude with a reception recognizing Lee in the atrium, which will be hosted by Beck Associates, Architects.

****Invitations for each of these events will be mailed to you soon****

Revenue helps library budget

Millage increase won't be required this year as had been expected.

By Karen Klinka, Staff Writer

Library officials say they no longer plan to seek a millage increase this year because the city-county library system will receive more property tax revenue than expected for 2004-05.

The Metropolitan Library System's adjusted fiscal-year budget total is now \$2.7 million higher than the preliminary budget approved by the commission in June, finance committee member Scott Duncan said.

As a result, the Metropolitan Library Commission decided Thursday not to seek a special election in February to ask voters for a millage increase.

At previous meetings, library officials had speculated a millage increase likely would be needed to pay for

the additional staffing and costs related to the opening of the new Ronald J. Norick Downtown Library.

Good for another year

Duncan said the library system had based its new fiscal year budget on a 4 percent increase in ad valorem receipts.

But tax receipts came in 6.2 percent higher than last year, resulting in about \$750,000 in additional revenue, Duncan said.

"Because of these unexpected ad valorem receipts, we believe we can push off for one more year the need to go to the public and hold an election to ask for a millage increase," he said.

Duncan said the library system will save the approximately \$100,000 needed to pay for a millage election and add that amount back into its budget for the year.

The library system's projected budget for 2004-05 totals \$35,336,855, Duncan told the commission.

Of that amount, \$18.8 million comes from property tax revenue, approximately \$5.5 million is last year's carry-over; \$699,984 is from state aid and library fines; and \$10.8 million are reserve funds, earmarked for specific capital projects.

Those projects include repairs and remodeling at Capitol Hill, Ralph Ellison and Southern Oaks libraries and for the proposed new Northwest Library, which is slated to be built in 2007-08.

Finance Director Lloyd Lovely said the library system will need about \$21.8 million to operate this year so the extra tax revenue is coming at a good time.

"We were happy this year's tax receipts were on the high side," Lovely said Friday. "But the amount could be lower next year, because it varies from year to year."

"That's why we always try to estimate conservatively with every budget," he said.

**Karen Klinka: 475-3566,
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Youth reading program posts record numbers

By Karen Klinka, Staff Writer

For the second year in a row, the Metropolitan Library System has racked up another record for participation in its annual summer youth reading program.

The readers added up to 14,818 participants — 12,208 children and 2,610 teens, library system spokesman Scott Carter said Friday.

Total participants exceeded last year's numbers by 1,588, Carter said.

Among the branches that posted the largest gains were **Edmond, The Village, Choctaw, Southern Oaks** and **Warr Acres**, he said.

Since 1974, the library system has offered summer reading programs designed to encourage children to spend time reading during their school break, Carter said.

"It keeps kids' minds ac-

tive, and gives them an opportunity to read and to fight illiteracy in Oklahoma," Carter said.

These annual summer reading efforts normally involve prizes, games and programs for participating youth, Carter said.

This year's incentives and giveaways included six mountain bikes, T-shirts, drink mugs, books, DVDs and DVD players, movie paraphernalia and admission coupons for White Water, Frontier City, Omniplex, Laser Quest and the Oklahoma City Museum of Art.

Dana Morrow, director of outreach, and LaVetta Dent, children's services coordinator, headed the children's portion of the summer reading program, he said.

That program was titled Summer of Champions, and featured athletic themes tied

to the Olympic Games.

Heidi Daniel-Morgan, the library system's young adult services coordinator, was in charge of the teen section, Urban Legends.

Daniel-Morgan credited some new activities and incentives for nearly doubling participation among teens.

Among the teen activities were movie nights and trendy presentations on drumming, hip-hop and salsa dancing, duct tape fashions and accessories, T-shirt painting, cartooning, batik designs, three-dimensional collages and constructing small, hot-air balloons.

Daniel-Morgan said more than 1,200 teens turned out for these special programs and classes.

Carter said stunt-bike demonstrations at several library branches drew sizable crowds of 12- to 14-year-old

boys.

"Tons of them came out," Carter said. "They really grooved on all the action."

Carter said Daniel-

Morgan's success in pulling teen participants into the reading program has begun to draw praise and requests for suggestions from other li-

braries across the state and nation.

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