

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, August 24, 2006, 3:30 p.m.

Belle Isle Library

5501 N. Villa

Oklahoma City, OK 73112

(Telephone: 843-9601)

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

Hugh Rice, Chair

3:30 – 3:45 pm INTRODUCTIONS

Announcement of Library Commission Appointments: Mr. Lee Alan Leslie appointed by Midwest City to replace Mrs. Pamela Pung; Mr. Ralph Bullard appointed by the Oklahoma County Board County Commissioners to replace Mrs. Alyne Strube

- Document #11 – Presentation of Service Certificates for Library Staff

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

3:45 – 4:00 pm CONSENT DOCKET (#12 - #15)

- Document #12 – Approval of Minutes of July 20, 2006 Meeting
- Document #13 – Acceptance of Review of Expenditures for July 2006
- Document #14 – Approval of Contract Awards and Purchases
 - Item A: Two $\frac{3}{4}$ Ton Cab and Chassis Trucks
 - Item B: Two Utility Bodies with Canopy Tops and Ladder Racks
 - Item C: Property and Casualty Insurance
- Document #15 – Approval of Surplus Equipment

4:00 – 4:20 pm COMMITTEE REPORTS

- Document #16 – Discussion, Consideration, and Possible Action: Report and Minutes ~ Long-Range Planning Committee meeting July 25, 2006 – Penny McCaleb, Chair
- Document #18 – Discussion, Consideration, and Possible Action: Report and Recommendations ~ Finance Committee meeting, August 15, 2006 – David Greenwell, Chair
- Document #17 – Metropolitan Library System Fiscal Year 2006 – 2007 Final Budget

4:20 – 4:30 pm NEW BUSINESS

- Document #19 – Resolution of Appreciation: Pamela Pung
- Document #20 – Resolution of Appreciation: Alyne Strube

4:30 – 4:35 pm SPECIAL PRESENTATIONS

- *Summer Reading Update* – Kristin Smith, Children's Services Coordinator, Outreach and Emily Williams, Young Adult Services Coordinator, Outreach

4:35 – 4:40 pm INFORMATION REPORTS

- Document #21 – MLS July 2006 Circulation Report
- Document #22 – MLS July 2006 Computer Usage Report
- Document #23 – MLS July 2006 System Reserve Report

4:40 – 4:45 pm EXECUTIVE DIRECTOR'S REPORT

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

NEXT COMMISSION MEETING DATE AND PLACE:

Thursday, September 21, 2006

Midwest City, 8143 E. Reno, Midwest City, OK 73110

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

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

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

Library System staff receiving Certificates of Service in August 2006:

<u>Employees</u>	<u>Years of Service</u>
Marilyn R. Barnett, Circulation Clerk, Southern Oaks Library	25
Kelly M. Dalrymple, Associate Librarian, Warr Acres Library	15
Karmen Queita Harvey, Page, Southern Oaks Library	15
Karen L. Litteral, Librarian, Library Operations	10
Deborah J. Willis, Library Manager II, Midwest City Library	10
David L. Calhoun, Page, Belle Isle Library	5
Kim L. Cobb, Circulation Clerk, Belle Isle Library	5
Elizabeth A. Pressler, Associate Librarian, Del City Library	5
John D. Wood, Information Technology Manager	5

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

DATE: July 20, 2006

TIME: 3:30pm

MEETING PLACE: Bethany Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County September 20, 2005. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Downtown Library, 300 Park Avenue, Oklahoma City, on July 18, 2006, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Nancy Anthony
Millicent Gillogly
David Greenwell, Disbursing Agent
Deanna Hannah
Jose Jimenez
Penny McCaleb
Shirley Pritchett
Marguerite Ross
Alyne Strube
Peggy Winters
Greg Womack
Hugh Rice, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Dr. Ann Caine, Vice-Chair
Carolyn Cornelius
Mick Cornett, Mayor of Oklahoma
City
Scott Duncan
Pamela Pung
Jim Roth, Chair, Board of County
Commissioners
Cynthia Trent

Estimate of general public and staff attending: 30

I. The meeting was called to order at 3:34 p.m. by Mr. Hugh D. Rice, Chair.

Roll was called to establish a quorum. Present: Anthony, Gillogly, Hannah, Jimenez, McCaleb, Pritchett, Ross, Strube, Winters, Rice. (Arrived: Greenwell, 3:39 pm; Womack, 3:35 pm)

II. Mr. Rice introduced Ms. Katrina Prince, Manager of the Bethany Library. Ms. Prince welcomed the Commission.

Mrs. Donna Morris introduced Ms. Candace McDaniel, the new Headquarters Manager. Ms. McDaniel will be managing system events as well as events at the Downtown Library.

Ms. Ernestine Clark introduced Ms. Kay Samaripa. Ms. Samaripa has been hired as the new Friends of the Library Coordinator. She is a long time member of the Friends and has served on the board for many years.

III. Mr. Rice presented the Metropolitan Library Commission of Oklahoma County Service Certificate recipient for July 2006: Karen R. Bray, Administrative Specialist, Maintenance, 20 years of service.

IV. Mr. Rice called for comments from the general public. There were none.

V. Mr. Rice presented the Consent Docket (Document #02 – Approval of minutes of June 20, 2006, Meeting; Document #03 – Acceptance of Review of Expenditures for June 2006; Document #04 – Approval of Contract Awards and Purchases; Document #05 – Request for Transfer of Funds).

Ms. Marguerite Ross moved to accept the Consent Docket. Mrs. Alyne Strube seconded. Mr. Rice called for questions. Discussion followed. Motion passed unanimously.

VI. Mr. Rice referred to Document #06 – Discussion, Consideration, and Possible Action: Report and Minutes from Finance Committee July 11, 2006 – David Greenwell, Chair.

Mr. Greenwell referred to the minutes from the meeting. He stated the Finance Committee met on July 11, 2006 for an informational meeting with the auditors regarding the upcoming audit. The committee and the auditors discussed the overall details and specifics of the audit. There was not a quorum at the meeting; therefore no action was taken. Mr. Greenwell called for questions. There were none.

VII. Mr. Rice referred to the Special Presentations. *Library Night at the Ballpark* – Kristin Smith, Children's Services Coordinator, Outreach & Emily Williams, Young Adult Services Coordinator, Outreach.

Ms. Smith and Ms. Williams provided an update on the Summer Reading program. Summer Reading statistics are up this year. Approximately 14,000 children have signed up and 5,799 have finished their first goal. There have been 2,878 Teens sign up and 1,032 have finished their first goal. Library Night at the Ballpark will be August 7. Ms. Smith and Ms. Williams invited the Commissioners to attend the ballgame and handed out vouchers for tickets.

VIII. Mr. Rice referred to the Information Reports.

Document #07 – MLS Annual Furniture & Equipment Inventory Report FY 2005-06

Document #08 – MLS June 2006 Circulation Report

Document #09 – MLS June 2006 Internet Usage Report

Document #10 – MLS June 2006 System Reserve Report

Discussion followed.

XII. Mr. Rice called on Mrs. Morris to present the Executive Director's Report.

Mrs. Morris reported circulation usage for the recently completed fiscal year was slightly ahead of last year's numbers. The new Internet Sign-up system is up and running.

Mrs. Morris expressed her thanks to the members of the commission who attended the reception for former Mayor Ronald J. Norick. A bust of the former mayor was unveiled at the reception and will be permanently placed in the hallway of the Downtown library. On behalf of the Norick Investment Company, Mr. Norick presented a check for \$25,000 to the Library Endowment Trust.

Mrs. Morris reviewed the Capital Project updates. The City of Oklahoma City has invited the system to submit proposals for a future bond election. Administration will be presenting the proposed information to the Long-Range planning committee at their next meeting on July 25.

The City of Oklahoma City reported they have received fifteen proposals from architects for the Ralph Ellison project. The City has also asked the system to submit to them a list of recommended firms.

Administration expects to close on the Service Center property no later than July 31.

Mr. Rice requested to be provided with a detailed outline of projects submitted to the City and to specify what the progress is on each.

IX. Mr. Rice called for comments from Commission members.

The next Commission meeting will be held at the Belle Isle Library, August 24, 2006.

There being no further business, the meeting was adjourned at 4:08.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

July 31, 2006

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of July 2006.

This is the first monthly report for FY 2006-07. The revenue budget and expenditure appropriations are based on the Preliminary Budget approved by the Commission on June 15, 2006.

COMMISSION ACTION

That the Commission acknowledge the financial report of July 2006.

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

Document # 13
MLC FY 2006-07
August 24, 2006

July 31, 2006

ASSETS

CASH - Overnight Investment Account		\$ 1,724,019.84
INVESTMENTS (Schedule attached)		17,463,682.90
TAXES RECEIVABLE: 2006-07 Ad Valorem Tax	24,015,288.00	
Less: Reserve for Delinquent Tax	(2,183,208.00)	
Budgeted Tax Revenue	21,832,080.00	
Less: Tax Received	0.00	
		21,832,080.00
Total Assets		<u>\$41,019,782.74</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2005-06 Reserve for Appropriations	\$ 169,850.42	
2006-07 Purchase Orders Outstanding	242,604.27	
2005-06 Purchase Orders Outstanding	238,924.40	
2006-07 Checks Outstanding	91,674.95	
2005-06 Checks Outstanding	63,163.58	
Total Liabilities		806,217.62

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	21,832,080.00
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FUND BALANCE:

Beginning of the Year	19,704,947.94	
Add: Revenues		
Budgeted	24,000.00	
Other	132,198.21	156,198.21
Less: Expenditures	(1,479,661.03)	
Total Fund Balance		18,381,485.12
Total Liabilities, Deferred Revenue and Fund Balance		<u>\$41,019,782.74</u>

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

As of July 31, 2006

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	9/24/2002	3/24/2011	3.800%	\$ 100,000.00
CD - Municipal Emp. Credit Union	6/18/2003	6/18/2009	3.750%	100,000.00
CD - Weokie Credit Union	1/17/2003	1/18/2010	4.100%	100,000.00
CD - UMB Bank	2/12/2003	2/18/2008	3.500%	100,000.00
Money Market - Yukon Bank	2/27/2003		4.420%	100,000.00
CD - Stillwater National Bank	4/23/2003	5/23/2009	4.250%	100,000.00
CD - National Bank of Commerce.	6/21/2003	12/20/2006	4.300%	100,000.00
CD - Kirkpatrick Bank, Edmond	7/18/2004	9/18/2006	4.060%	100,000.00
CD - Coppermark Bank	7/18/2004	1/18/2007	4.750%	100,000.00
CD - BancFirst	7/28/2004	7/28/2009	3.900%	100,000.00
CD - Rose Rock Bank	10/15/2003	6/15/2009	3.250%	100,000.00
CD - Fidelity Bank	10/19/2004	10/19/2009	4.000%	100,000.00
CD - Quail Creek Bank	12/7/2004	12/7/2006	4.400%	100,000.00
CD - Citizen's Bank of Edmond	7/2/2004	7/2/2009	4.060%	100,000.00
FHLB notes	2/15/2005	2/15/2007	3.570%	1,000,025.00
FHLB notes	2/25/2005	8/27/2008	4.000%	1,000,025.00
CD - Valliance Bank	3/3/2005	9/3/2006	4.420%	100,000.00
FNMA 06-08	8/3/2005	6/30/2008	4.300%	1,072,211.33
FNMA 06-07	8/8/2005	8/8/2007	4.250%	1,180,000.00
FNMA 06/07	8/2/2005	7/13/2007	4.150%	1,002,190.28
Fed Home LN 06-08	8/1/2005	2/25/2008	4.400%	2,000,000.00
Fed Home LN 07-06	9/29/2005	9/26/2007	4.250%	1,414,086.15
Fed Home LN MC '06	12/29/2005	8/22/2006	4.520%	1,457,406.25
Fed Home LN MC '06	12/29/2005	9/27/2006	4.530%	1,450,881.25
Fed Home LN MC '06	12/29/2005	10/17/2006	4.530%	1,447,256.25
FNMA '06	1/12/2006	9/1/2006	4.505%	972,031.11
Fed Home LN	1/12/2006	6/20/2007	4.550%	989,445.28
Fed Home LN MC '06	2/8/2006	8/4/2006	4.601%	978,125.00
Total Investments				<u>\$ 17,463,682.90</u>

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

July 1, 2006 to July 31, 2006

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2006 Ad Valorem Tax	\$21,832,080.00	\$ -	\$ -	0.00%
State Aid	287,762.00	-	-	0.00%
Fines	<u>432,000.00</u>	<u>24,000.00</u>	<u>24,000.00</u>	5.56%
Total Budgeted Revenue	<u><u>\$ 22,551,842.00</u></u>	<u><u>\$ 24,000.00</u></u>	<u><u>\$ 24,000.00</u></u>	0.11%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ -	\$ -	
Homestead Exemption Reimb.				
Gifts and Lost Books Fees		53,000.00	53,000.00	
Investment Income		69,386.58	69,386.58	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		0.00	0.00	
Miscellaneous		<u>9,811.63</u>	<u>9,811.63</u>	
Total Miscellaneous Revenue		<u><u>\$ 132,198.21</u></u>	<u><u>\$ 132,198.21</u></u>	
Total Revenue	<u><u>\$ 22,551,842.00</u></u>	<u><u>\$ 156,198.21</u></u>	<u><u>\$ 156,198.21</u></u>	0.69%

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

July 31, 2006

	BALANCE 7/1/2006	RECEIPTS July	EXPEND. July	BALANCE 7/31/2006
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 3,914.58	\$ 5,609.21	\$ 612.34	\$ 8,911.45
810 Prepaid Fees	(312.27)	0.00	310.58	(622.85)
815 Fines	64,358.38	44,466.15	406.50	108,418.03
820 Copy	81,034.34	4,001.54	961.36	84,074.52
900 Special Event Fund	2,706.34	0.00	0.00	2,706.34
Total Revolving Funds	\$ 151,701.37	\$ 54,076.90	\$ 2,290.78	\$ 203,487.49

	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 7/31/2006
<u>Special Grants</u>				
857 DN/LC Donations	89,000.00	88,544.29	62,064.35	26,479.94
858 Inasmuch/DN Building	130,000.00	130,000.00	115,804.01	14,195.99
859 OCCF/Invisible Man	26,721.81	26,721.81	25,014.44	1,707.37
895 06 Bill Gates	90,000.00	90,000.00	89,610.27	389.73
897 06 Endowment	16,000.00	16,000.00	15,225.00	775.00
898 06 Endowment/Summer Reading	12,000.00	12,121.50	12,025.00	96.50
899 06/OAC/Barbara Geary	500.00	500.00	500.00	0.00
901 06/Endowment/Vehicle	18,000.00	18,000.00	0.00	18,000.00
902 06/Endowment/Summer Reading	12,000.00	12,000.00	0.00	12,000.00
939 YMCA/21st Century Grant	6,810.00	6,810.00	3,660.00	3,150.00
943 Junior League/MWC	750.00	750.00	692.97	57.03
947 Endowment/ Choctaw Childrens	4,500.00	4,500.00	3,858.43	641.57
948 Endowment/DN Micro Equip	24,700.00	24,700.00	16,763.80	7,936.20
952 Human Rights Video Project	750.00	750.00	0.00	750.00
963 RE Friends/Programming Grant	3,300.00	3,201.45	2,613.12	588.33
978 06/ALA/Let's Talk About It: Jewish L	1,500.00	1,500.00	795.85	704.15
980 05 WalMart Children's	1,000.00	1,000.00	394.45	605.55
981 05 Downtown Club/Children's	1,600.00	1,600.00	1,520.17	79.83
984 05 Kirkpatrick/Come Read w/Me	10,000.00	10,000.00	9,953.52	46.48
991 06 Inasmuch	60,000.00	60,000.00	3,180.45	56,819.55
992 06 Deaconess/Read to Me Pack	9,000.00	9,000.00	9,000.00	0.00
993 06 WalMart/Edmond Library	2,000.00	2,000.00	1,664.48	335.52
994 06 WalMart/Village	2,000.00	2,000.00	547.55	1,452.45
995 06 WalMart/Midwest City	977.41	977.41	100.00	877.41
996 06 Endowment/Read to Me Pack	2,500.00	2,500.00	2,497.90	2.10
997 06 Eagle Scout/Village	630.00	630.00	0.00	630.00
998 06 Sonic/Ralph Ellison	500.00	500.00	0.00	500.00
<u>Grants - Friends of MLS</u>				

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 7/31/2006
938 03 VI - Library Sign	5,000.00	5,000.00	0.00	5,000.00
959 05 Books for Moms	2,000.00	2,000.00	2,000.00	0.00
960 05 OK Reads OK Celeb	1,361.00	1,361.00	395.78	965.22
961 05 Cultural Arts	2,600.00	2,600.00	1,720.72	879.28
966 05 Staff Recognition	5,341.72	5,341.72	5,281.18	60.54
969 05 Big Book Carts	536.00	536.00	523.50	12.50
970 05 Community Quilts	2,000.00	2,000.00	1,772.81	227.19
973 05 40th Anniversary	3,000.00	3,000.00	2,995.49	4.51
975 05 Oklahoma Ready Poetry	379.00	379.00	0.00	379.00
976 05 Public Art in Libraries	2,000.00	2,000.00	1,950.00	50.00

Grants - Friends of MLS

871 06 LIFE Come Read with Me	5,000.00	5,000.00	2,762.06	2,237.94
874 06 Bench & Receptacle	1,000.00	1,000.00	1,114.99	(114.99)
875 06 Outdoor Bench	450.00	450.00	455.00	(5.00)
876 06 Outdoor Bench	450.00	450.00	455.00	(5.00)
877 06 Las Clases Espanolas	8,000.00	8,000.00	4,760.00	3,240.00
878 06 Navajo Code Talkers	2,300.00	2,300.00	0.00	2,300.00
879 06 Staff Recognition Dinner	5,604.30	5,604.30	5,593.95	10.35
880 06 MLS Volunteer Recognition	2,000.00	2,000.00	1,595.92	404.08
881 06 Toys for the Library	750.00	750.00	0.00	750.00
882 06 Stories and Students	500.00	500.00	0.00	500.00
883 06 Local History Materials Binding	3,000.00	3,000.00	0.00	3,000.00
885 06 Person of Distinction	1,000.00	1,000.00	997.56	2.44
886 06 Lifetime Readers Society	2,500.00	2,500.00	2,000.00	500.00
887 06 Our World Series	15,000.00	19,200.00	18,200.00	1,000.00
888 06 Teen Job Fair (MWC)	425.00	425.00	195.28	229.72
889 06 Summer at the Library	5,000.00	5,000.00	5,000.00	0.00
891 06 Public Art in Libraries	2,000.00	2,217.67	2,217.67	0.00
892 06 Computer Paging System	2,500.00	2,500.00	0.00	2,500.00
893 06 Lee B Brawner Scholarship	8,000.00	8,300.00	2,462.47	5,837.53

Total Grants \$178,786.01

Total Special Funds \$ 382,273.50

Metropolitan Library System
Statement of Encumbrances
Month of July 2006

FY-07

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	668,517.88	668,517.88	7.14	9,361,610.00	8,693,092.12
102	Wages - Part-time	118,057.82	118,057.82	7.29	1,619,530.00	1,501,472.18
103	Payroll Taxes	58,287.87	58,287.87	7.01	832,015.00	773,727.13
109	Workers Comp Insurance	7,800.00	7,800.00	6.90	112,990.00	105,190.00
112	Group Insurance	112,117.07	112,117.07	7.97	1,406,415.00	1,294,297.93
113	Employees Retirement	34,368.39	34,368.39	2.86	1,200,000.00	1,165,631.61
114	Unemployment Compensation	.00	.00	.00	10,000.00	10,000.00
Total Personal Services		999,149.03	999,149.03	6.87	14,542,560.00	13,543,410.97

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	.00	.00	.00	172,216.00	172,216.00
202	Liability/Bonding Insurance	.00	.00	.00	22,600.00	22,600.00
205	Rent of Library Buildings	800.00	800.00	16.67	4,800.00	4,000.00
206	Rent of Equipment	.00	.00	.00	1,650.00	1,650.00
207	Janitorial Services	17,164.00	17,164.00	5.22	328,930.00	311,766.00
208	Maintenance of Facilities	16,254.20	16,254.20	6.58	247,063.00	230,808.80
211	Parking & Transportation	11,966.23	11,966.23	6.80	176,054.00	164,087.77
212	Travel Expenses	19.14	19.14	.04	49,821.00	49,801.86
213	Professional Services	2,941.39	2,941.39	1.51	195,164.00	192,222.61
214	Security Services	12,570.51	12,570.51	4.21	298,743.00	286,172.49
216	Telephone services	16,306.51	16,306.51	5.89	277,030.00	260,723.49
217	Electrical Services	45,913.56	45,913.56	9.18	500,119.00	454,205.44
218	Gas Services	1,275.00	1,275.00	2.00	63,596.00	62,321.00
219	Water & Garbage Services	6,439.46	6,439.46	12.61	51,078.00	44,638.54
220	Trigen Energy Services	11,500.00	11,500.00	7.10	162,000.00	150,500.00
226	Memberships	2,041.50	2,041.50	6.90	29,589.00	27,547.50
230	Other Library-related Services	203.96	203.96	.06	332,942.00	332,738.04
231	Automation Contractual	40,085.90	40,085.90	11.89	337,260.00	297,174.10
236	Network Catalog Services	.00	.00	.00	52,648.00	52,648.00
Total Contractual Services		185,481.36	185,481.36	5.62	3,303,303.00	3,117,821.64

Metropolitan Library System
Statement of Encumbrances
Month of July 2006

FY-07

Maintenance & Operations - Commodities

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
301	Printing & Printing Supplies	.00	.00	.00	200,820.00	200,820.00
302	Postage	21,682.05	21,682.05	7.54	287,650.00	265,967.95
303	Supplies	33,298.62	33,298.62	12.25	271,784.00	238,485.38
310	Maintenance Supplies	3,114.04	3,114.04	4.39	71,000.00	67,885.96
312	Safety Supplies & Equipment	224.04	224.04	3.61	6,200.00	5,975.96
321	Gasoline & Oil	2,822.12	2,822.12	8.82	32,000.00	29,177.88
322	Vehicle Parts & Repairs	261.64	261.64	1.45	18,000.00	17,738.36
330	Programming Activities	12,911.12	12,911.12	6.10	211,735.00	198,823.88
331	Other Commodities	465.00	465.00	1.46	31,855.00	31,390.00
Total Commodities		74,778.63	74,778.63	6.61	1,131,044.00	1,056,265.37

Capital Outlays

401	Books & Materials	161,683.22	161,683.22	5.14	3,148,050.00	2,986,366.78
404	Government Documents	.00	.00	.00	5,000.00	5,000.00
405	Book Repairs & Bindings	.00	.00	.00	2,700.00	2,700.00
407	Periodicals & Subscriptions	10,333.00	10,333.00	6.29	164,250.00	153,917.00
408	Furniture, Fixtures, & Equipmt	1,584.34	1,584.34	1.01	157,518.00	155,933.66
409	Motor Vehicles	.00	.00	.00	30,000.00	30,000.00
410	Automation Systems & Equipment	25,092.82	25,092.82	9.15	274,189.00	249,096.18
450	Capital Projects	21,558.63	21,558.63	.33	6,455,538.00	6,433,979.37
490	Capital Reserves - Current	.00	.00	.00	-544,282.00	-544,282.00
499	Reserve Carryover - Prior	.00	.00	.00	12,624,653.00	12,624,653.00
Total Capital Outlays		220,252.01	220,252.01	.99	22,317,616.00	22,097,363.99
Total Budget		1,479,661.03	1,479,661.03	3.58	41,294,523.00	39,814,861.97

General Fund F.Y. 06-07

Warrant Register

July 2006

Number	Vendor/Payee	Purpose	Amount
G-00001	Metropolitan Library System	Employee Deductions	77.00
		Employee Deductions	76.00
		Employee Deductions	10.00
			163.00
G-00002	City of Del City	Building Rental	400.00
G-00003	Bank of Oklahoma	Payroll Transmittal-Chks	47,497.96
		Payroll Transmittal-Chks	22,897.02
			70,394.98
G-00004	Bank of Oklahoma	Federal Withholding Tax	33,493.10
		Federal Withholding Tax	3,540.00
			37,033.10
G-00005	Oklahoma Tax Commission	State Withholding Tax	13,617.00
		State Withholding Tax	1,556.00
			15,173.00
G-00006	Mun. Employees Credit Union	Employee Cr Union Deducts	10,272.46
		Employee Cr Union Deducts	90.00
			10,362.46
G-00007	United Way of Central Oklahoma	Employee Deductions	261.25
		Employee Deductions	7.00
			268.25
G-00008	Oklahoma Tax Commission	Employee Deductions	306.04
			306.04
G-00009	Loan Express	Employee Deductions	156.67
			156.67
G-00010	Bank of America	Payroll Transmittal-DDep	166,604.84
		Payroll Transmittal-DDep	28,255.13
			194,859.97
G-00011	Nationwide Retirement Solution	Employee Deductions	7,274.07
			7,274.07
G-00012	Transamerica Worksite Mrktg.	Employee Deductions	651.93
			651.93
G-00013	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,012.25
			5,012.25
G-00014	Bank of Oklahoma	Employee Flexplan Deposit	16,892.86
		Employer Flexplan Deposit	1,155.00
			18,047.86
G-00015	Dowell Parking Center	Staff Parking	700.00
		Staff Parking	1,413.36
			2,113.36
G-00016	Bank of Oklahoma	Employee Soc/Sec Deposits	19,861.26
		Employee Soc/Sec Deposits	3,785.85
		Employee Medicare Deposit	4,645.00
		Employee Medicare Deposit	885.35
		Employer Soc/Sec Deposits	23,647.26
		Employer Medicare Deposit	5,530.43
			58,355.15
G-00017	MassMutual Financial Group	Employee Contrib -- DC PI	9,353.06
		Employee Contrib -- DC PI	45.60
		Employer Contrib -- DC PI	17,419.03
			26,817.69
G-00018	Love, Beal & Nixon, P.C.	Employee Deductions	85.00
			85.00
G-00019	C.O.T.P.A.	Staff Parking	588.00
			588.00
G-00020	Oklahoma Centralized Support	Employee Deductions	115.00
			115.00
G-00021	Administrative Systems, Inc.	Employee Deductions	930.47
			930.47
G-00022	COTPA	Staff Parking	2,044.00
			2,044.00
G-00023	COTPA	Staff Parking	404.80
			404.80
G-00024	UNUM Life Insurance	Grp Long-Trm Disab Prm-JL	6,191.18
			6,191.18
G-00025	City of Warr Acres	Water & Garbage Services	56.65
			56.65
G-00026	Edmond Chamber of Commerce	Memberships	262.00
			262.00
G-00027	Mary E. O'Connor	Programming	100.00
		Programming	100.00
			200.00
G-00028	Volunteer for Animal Welfare	Programming	200.00
			200.00
G-00029	Downtown College Consortium	Professional Services	140.00
			140.00
G-00030	Jennifer Lance	Programming	60.00
			60.00
G-00031	Bharathi Srinivasan	Programming	50.00
			50.00
G-00032	Michael Corley	Programming	119.00
			119.00
G-00033	Vision Service Plan of	Group Vision Ins Prem-JLY	2,020.07
			2,020.07
G-00034	Danny Gordon	Programming	125.00
			125.00

General Fund F.Y. 06-07

Warrant Register

July 2006

Number	Vendor/Payee	Purpose		Amount
G-00035	Fred Roper	Programming	100.00	100.00
G-00036	City of Midwest City	Water & Garbage Services	441.04	441.04
G-00037	City of the Village	Water & Garbage Services	76.42	76.42
G-00038	Gale Research	Materials	10,732.00	10,732.00
G-00039	Tina Clark	Programming	450.00	450.00
G-00040	Oklahoma Historical Society	Subscriptions	9,990.00	9,990.00
G-00041	South OKC Chamber of Commerce	Memberships	285.00	285.00
G-00042	Baker & Taylor Books - #510486	Materials	3,173.82	3,173.82
G-00043	Standard & Poor's	Materials	2,304.72	2,304.72
G-00044	Molly Lou Lemmons	Programming	150.00	150.00
G-00045	Mary E. O'Connor	Programming	100.00	100.00
G-00046	Amigos Library Services	Materials	6,210.00	6,210.00
G-00047	INTEGRIS Corporate Assistance	Employee Assistance	822.00	822.00
G-00048	Lorman Education Services	Registration	309.00	309.00
G-00049	Ingram Library Service	Materials	976.81	976.81
G-00050	Jennifer Lance	Programming	120.00	
		Programming	120.00	240.00
G-00051	Mergent Co., Inc.	Materials	8,805.00	8,805.00
G-00052	High-Tech Tronics, Inc.	Maintenance of Facilities	733.95	
		Maintenance of Facilities	179.55	913.50
G-00053	Republic Parking System	Staff Parking	342.00	342.00
G-00054	Fleetcor Technologies	Gas and Oil	2,315.62	2,315.62
G-00055	Rotary Foundation	Other Commodities	188.50	
		Memberships	54.50	243.00
G-00056	Southwest Paper - OKC	Supplies	2,944.80	2,944.80
G-00057	Kristie Ming Hwei Tan	Programming	150.00	150.00
G-00058	Learning Express	Materials	8,127.00	8,127.00
G-00059	City of Choctaw	Water & Gas Services	216.61	216.61
G-00060	Luann Sewell Waters	Programming	248.00	248.00
G-00061	Danny Gordon	Programming	125.00	125.00
G-00062	Allied Waste Services #060	Garbage Services	489.53	489.53
G-00063	James Cain	Programming	75.00	75.00
G-00064	Kiona Wooten-Millirons	Programming	400.00	400.00
G-00065	Baker & Taylor Books - #510486	Materials	3,284.63	3,284.63
G-00066	Dun & Bradstreet	Materials	6,623.25	6,623.25
G-00067	Standard & Poor's	Materials	75.00	75.00
G-00068	Value Line Publishing, Inc.	Materials	4,797.00	
		Materials	4,268.00	
		Materials	3,470.00	12,535.00
G-00069	Facts On File, Inc.	Materials	577.80	577.80
G-00070	Gale Group	Materials	1,614.35	1,614.35
G-00071	LexisNexis Matthew Bender	Materials	3,688.10	3,688.10
G-00072	Morningstar	Materials	6,360.00	
		Materials	795.00	7,155.00
G-00073	Ingram Library Service	Materials	375.17	375.17
G-00074	Sagebrush Corp.	Materials	48.49	48.49
G-00075	Barnes & Noble, Inc.	Materials	825.84	825.84
G-00076	ProQuest	Materials	28,535.00	28,535.00
G-00077	Newsbank	Materials	14,190.00	14,190.00
G-00078	BBC Audiobooks America	Materials	8.00	8.00
G-00079	Baker & Taylor Entertainment	Materials	47.52	47.52
G-00080	Employee Benefits	Materials	317.00	317.00

General Fund F.Y. 06-07

Warrant Register

July 2006

Number	Vendor/Payee	Purpose		Amount
G-00081	Metropolitan Library System	Employee Deductions	10.00	10.00
G-00082	Bank of Oklahoma	Payroll Transmittal-Chks	44,820.75	
		Payroll Transmittal-Chks	21,538.16	66,358.91
G-00083	Bank of Oklahoma	Federal Withholding Tax	34,021.10	
		Federal Withholding Tax	3,246.00	37,267.10
G-00084	Oklahoma Tax Commission	State Withholding Tax	13,918.00	
		State Withholding Tax	1,408.00	15,326.00
G-00085	Mun. Employees Credit Union	Employee Cr Union Deducts	10,117.46	
		Employee Cr Union Deducts	90.00	10,207.46
G-00086	United Way of Central Oklahoma	Employee Deductions	261.25	
		Employee Deductions	7.00	268.25
G-00087	Ken Felker & Associates	Employee Deductions	5.93	5.93
G-00088	Oklahoma Tax Commission	Employee Deductions	266.26	266.26
G-00089	Loan Express	Employee Deductions	153.57	153.57
G-00090	Bank of America	Payroll Transmittal-DDep	172,003.79	
		Payroll Transmittal-DDep	26,385.34	198,389.13
G-00091	Nationwide Retirement Solution	Employee Deductions	7,274.07	7,274.07
G-00092	Transamerica Worksite Mrktg.	Employee Deductions	651.93	651.93
G-00093	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,988.19	4,988.19
G-00094	Bank of Oklahoma	Employee Flexplan Deposit	7,797.76	7,797.76
G-00095	Bank of Oklahoma	Employee Soc/Sec Deposits	20,053.02	
		Employee Soc/Sec Deposits	3,539.35	
		Employee Medicare Deposit	4,689.81	
		Employee Medicare Deposit	827.62	
		Employer Soc/Sec Deposits	23,592.45	
		Employer Medicare Deposit	5,517.73	58,219.98
G-00096	MassMutual Financial Group	Employee Contrib -- DC PI	9,070.10	
		Employee Contrib -- DC PI	45.60	
		Employer Contrib -- DC PI	16,949.36	26,065.06
G-00097	Love, Beal & Nixon, P.C.	Employee Deductions	85.00	85.00
G-00098	Oklahoma Centralized Support	Employee Deductions	115.00	115.00
G-00099	Administrative Systems, Inc.	Employee Deductions	930.47	930.47
G-00100	Federal Corporation	Maintenance of Facilities	91.14	91.14
G-00101	Borders Group, Inc.	Programming	79.00	79.00
G-00102	Locke Supply Co.	Maintenance of Facilities	7.23	7.23
G-00103	Tech-Lock	Maintenance of Facilities	2.50	
		Maintenance of Facilities	8.98	11.48
G-00104	Hewlett-Packard Co.	Automation Contractual	12,391.00	12,391.00
G-00105	Doc Savage Supply Co.	Maintenance of Facilities	102.10	102.10
G-00106	FedEx	Postage	9.05	9.05
G-00107	Mobil 1 Lube/AFMS	Gas & Oil	148.92	148.92
G-00108	U.S. Postmaster	Postage	13.00	13.00
G-00109	ConocoPhillips Fleet	Gas & Oil	347.59	347.59
G-00110	Hunter's Battery Warehouse	Maintenance of Facilities	19.95	19.95
G-00111	Mutual Assurance	Grp Life/Ad&d Ins Prem-JL	25,926.53	25,926.53
G-00112	Jo L. Soske	Programming	150.00	150.00
G-00113	Benjamin Hill	Programming	75.00	75.00
G-00114	Rockhurst University	Professional Services	104.25	104.25
G-00115	Linda Hyams	Mileage	29.38	29.38
G-00116	United States Postal Service	Postage	6,000.00	6,000.00
G-00117	Oklahoma County Newspapers	Subscriptions	36.00	36.00
G-00118	Oklahoma City Zoo Educ. Dept.	Programming	300.00	300.00

General Fund F.Y. 06-07

Warrant Register

July 2006

Number	Vendor/Payee	Purpose		Amount
G-00119	Brett Heitzke	Programming	450.00	450.00
G-00120	Critter Tales, Inc.	Programming	60.00	60.00
G-00121	Home Depot Credit Services	Maintenance Supplies	22.89	
		Maintenance Supplies	27.70	
		Maintenance of Facilities	3.37	53.96
G-00122	Evans Hardware	Maintenance of Facilities	46.60	46.60
G-00123	Steve Crawford	Programming	150.00	150.00
G-00124	Jane J. Johnson	Programming	75.00	75.00
G-00125	Darleen Bailey Beard, Inc.	Programming	275.00	275.00
G-00126	Lisa M. Wood	Programming	79.69	79.69
G-00127	CPI Office Products	Supplies	2,259.75	2,259.75
G-00128	Ceridian HR Compliance	Subscriptions	307.00	307.00
G-00129	Metropolitan Library System	Grp Med/Dtl Ins Prem-July	76,824.29	76,824.29
G-00130	Commercial Card Solutions	Books & Materials	229.20	229.20
G-00131	John L. Hilbert	Programming	67.00	67.00
G-00132	USPS/BME	Postage	660.00	660.00
G-00133	Garcia Tire Service, Inc.	Vehicle Parts & Repairs	9.00	9.00
G-00134	Leadership Oklahoma City	Memberships	90.00	90.00
G-00135	Bryan Dahlvang	Programming	120.00	
		Programming	116.80	236.80
G-00136	Dr. Jennifer Kidney	Programming	100.00	100.00
G-00137	Donna Morris	Car Allowance	450.00	450.00
G-00138	Susan H. Wood	Programming	85.00	85.00
G-00139	SimplexGrinnell	Construction	11,815.03	11,815.03
G-00140	Smart Technologies	Automation Contractual	200.00	200.00
G-00141	Angela Wall	Programming	60.00	60.00
G-00142	Kiona Wooten-Millirons	Programming	200.00	200.00
G-00143	City of Del City	Building Rental	400.00	400.00
G-00144	City of Bethany	Water & Garbage Services	127.47	127.47
G-00145	Eales Electronics Corp.	Maintenance of Facilities	25.00	25.00
G-00146	Gaylord Bros.	Supplies	101.57	101.57
G-00147	Gale Research	Materials	1,941.25	1,941.25
G-00148	Doc Savage Supply Co.	Maintenance of Facilities	76.54	76.54
G-00149	Kathryn Thurman	Programming	100.00	100.00
G-00150	AT&T	Telephone Services	920.75	
		Telephone Services	1,313.26	
		Telephone Services	330.32	2,564.33
G-00151	City of Edmond	Electrical Services	4,238.56	4,238.56
G-00152	Oklahoma Library Association	Memberships	1,350.00	1,350.00
G-00153	Baker & Taylor Books - #510486	Materials	3,279.22	3,279.22
G-00154	Xerox Corp.	Maintenance of Facilities	174.00	174.00
G-00155	Value Line Publishing, Inc.	Materials	2,415.00	2,415.00
G-00156	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00157	Oklahoma Opry, LLC	Programming	150.00	150.00
G-00158	United Refrigeration, Inc.	Maintenance of Facilities	752.84	752.84
G-00159	Gale Group	Materials	2,151.12	2,151.12
G-00160	Hal Leonard Publishing	Materials	84.56	84.56
G-00161	Library Video Co.	Materials	585.52	585.52
G-00162	Scott C. Henderson	Programming	150.00	150.00
G-00163	Mary E. O'Connor	Programming	100.00	100.00
G-00164	Sydna Yellowfish	Programming	150.00	150.00
G-00165	Conney Safety Products	Safety Supplies	9.04	9.04

General Fund F.Y. 06-07

Warrant Register

July 2006

Number	Vendor/Payee	Purpose		Amount
G-00166	Robert A. Jackson	Mileage	13.35	13.35
G-00167	Oklahoma Air Filter	Maintenance of Facilities	148.68	148.68
G-00168	Jonathan Willis	Telephone Services	35.00	35.00
G-00169	Ingram Library Service	Materials	392.36	392.36
G-00170	Ingram Library Service	Materials	179.50	179.50
G-00171	Voss Lighting	Maintenance of Facilities	119.80	
		Maintenance of Facilities	211.81	331.61
G-00172	Bharathi Srinivasan	Programming	75.00	75.00
G-00173	Center Point Large Print	Materials	431.28	431.28
G-00174	City Clerk's Office	Maintenance of Facilities	20.00	20.00
G-00175	American Elevator Co., Inc.	Maintenance of Facilities	242.00	242.00
G-00176	Michael Corley	Programming	119.00	119.00
G-00177	Steve's Wholesale Distributors	Maintenance of Facilities	50.04	50.04
G-00178	Michel M. Haigh	Professional Services	300.00	300.00
G-00179	Rosalind L. Reeder	Programming	150.00	150.00
G-00180	City of Edmond	water & Garbage Services	437.70	437.70
G-00181	Baker & Taylor Books - #510486	Materials	484.50	484.50
G-00182	Baker & Taylor Entertainment	Materials	2,552.09	2,552.09
G-00183	Walmart Community	Supplies	148.78	148.78
G-00184	Carrier North	Maintenance of Facilities	49.68	49.68
G-00185	O'Reilly Auto Parts	Gasoline & Oil	9.99	9.99
G-00186	John Utley	Telephone Services	35.00	35.00
G-00187	Susan H. Wood	Programming	125.00	
		Programming	125.00	250.00
G-00188	Rondia K. Banks	Programming	156.98	156.98
G-00189	Worth Hydrochem of Oklahoma	Maintenance of Facilities	210.00	210.00
G-00190	Baker & Taylor Books - #510486	Materials	19,077.26	
		Materials	3,992.66	23,069.92
G-00191	Baker & Taylor Books - #510486	Materials	3,191.15	3,191.15
G-00192	Baker & Taylor Books-#510486	Materials	467.05	467.05
G-00193	Kone Inc	Maintenance of Facilities	1,135.00	1,135.00
G-00194	Shirley E. Wilson	Programming	75.00	75.00
G-00195	Erika Diel	Maintenance of Facilities	120.00	120.00
G-00196	Star Bright Books, Inc.	Programming	2,462.10	2,462.10
G-00197	Kiona Wooten-Millirons	Programming	200.00	200.00
G-00198	Miriam Canales	Summer Programming	150.00	150.00
G-00199	COTPA	Parking & Transportation	400.00	400.00

Total of FY 06-07 Warrants Issued \$ 1,237,056.76

General Fund F.Y. 05-06

Warrant Register

July 2006

Number	Vendor/Payee	Purpose	Amount
G-05190	Metropolitan Library System	Parking	9.50
		Printing	3.00
		Postage	3.00
		Motor Vehicle Tag	30.00
		Professional Services	54.85
		Supplies	135.40
		Supplies	54.11
		Programming	70.58
		Programming	65.37
		Maintenance of Facilities	3.67
		Other Commodities	76.13
		Electrical Services	33,910.72
G-05191	O G & E	Gas Services	108.97
G-05192	Oklahoma Natural Gas Co.	Programming Supplies	28.40
G-05193	Brodart, Inc.	Printing	3,955.52
G-05194	Southwestern Stationery and	Maintenance of Facilities	440.07
G-05195	Locke Supply Co.	Maintenance of Facilities	8.99
		Maintenance of Facilities	7.29
G-05196	Emsco Electric Supply	Maintenance of Facilities	5.57
		Maintenance of Facilities	6.40
		Maintenance of Facilities	55.70
G-05197	Demco	Supplies	87.36
G-05198	Highsmith Co., Inc.	Programming Supplies	73.19
		Programming Supplies	225.13
G-05199	Calvert's Plant Interior, Inc.	Maintenance of Facilities	195.63
G-05200	Doc Savage Supply Co.	Maintenance of Facilities	44.00
G-05201	Showtime Displays & Graphics	Library-Related Servi	2,386.68
G-05202	Standard Printing Co., Inc.	Printing	4,536.00
		Printing	2,325.00
G-05203	Central Oklahoma Winnelson	Maintenance of Facilities	13.48
		Maintenance of Facilities	28.38
G-05204	C & H Distributors, LLC	Supplies	862.64
G-05205	TDS Telecom	Telephone Services	842.61
G-05206	Reliance Label Solutions, Inc	Supplies	2,339.08
G-05207	Staples Business Advantage	Supplies	39.75
		Supplies	209.17
		Supplies	80.81
		Supplies	45.23
G-05208	Production Services	Library-Related Services	690.00
G-05209	Ultimate Office	Supplies	147.83
G-05210	BayScan Technologies	Computer Equipment	2,319.00
G-05211	Light Bulb Supply Co., Inc.	Maintenance of Facilities	8.95
G-05212	Copelin's Office Center	Supplies	9.99
G-05213	William A. Condos	Library-Related Services	200.00
G-05214	Kipp Brothers, Inc.	Programming Supplies	110.70
		Programming Supplies	87.50
G-05215	Design Resources	Maintenance of Facility	1,491.00
G-05216	Oklahoma Gazette	Library-Related Services	2,111.40
G-05217	Scott's Printing & Copying	Printing	1,271.46
		Printing	751.68
G-05218	Cummins Southern Plains, Ltd.	Maintenance of Facilities	750.00
G-05219	Voss Lighting	Maintenance of Facilities	315.31
	** Continued **		

General Fund F.Y. 05-06

Warrant Register

July 2006

Number	Vendor/Payee ** Continued **	Purpose	Amount
G-05219	Voss Lighting	Maintenance of Facilities	60.50
		Maintenance of Facilities	149.17
G-05220	Barnes & Noble, Inc.	Programming	187.45
G-05221	Evans Hardware	Maintenance of Facilities	41.78
		Maintenance of Facilities	11.70
G-05222	Scholastic, Inc.	Programming	2,417.20
G-05223	Associated Appliance, Inc.	Maintenance of Facilities	28.14
G-05224	Metro Family	Library-Related Services	1,300.00
G-05225	Kimberly A Terry	Parking	146.00
		Telephone Services	210.00
		Mileage	87.42
G-05226	Imagenation Promotional Group	Library-Related Services	6,151.25
G-05227	O'Reilly Auto Parts	Gas and Oil	94.71
G-05228	Star Lighting	Maintenance of Facilities	39.96
		Maintenance of Facilities	115.95
		Maintenance of Facilities	152.88
G-05229	RDJ Specialties, Inc.	Programming	217.67
G-05230	Corporate Express, Inc.	Supplies	148.85
		Library-Related Services	41.09
G-05231	Midwest Single Source, Inc.	Supplies	59.84
G-05232	CompSource Oklahoma	Worker Comp Insurance	7,158.00
G-05233	Metropolitan Library System	Parking	26.00
		Registration	35.00
		Professional Services	66.62
		Postage	29.90
		Supplies	63.70
		Programming	82.08
		Programming	123.96
		Other Commodities	110.61
G-05234	Oklahoma Natural Gas Co.	Gas Services	509.84
G-05235	City of Oklahoma City	Water & Garbage Services	1,090.98
G-05236	Locke Supply Co.	Maintenance of Facilities	96.74
G-05237	Edward Terry	Mileage	37.83
G-05238	Gale Research	Materials	5,385.25
G-05239	Highsmith Co., Inc.	Other Commodities	121.50
G-05240	Oriental Trading Co., Inc.	Programming Supplies	90.10
		Programming Supplies	325.68
G-05241	Ernestine Clark	Mileage	56.52
G-05242	Alma L. Brown	Programming	95.84
G-05243	Frank Ray	Mileage	19.36
G-05244	Oklahoma Historical Society	Materials	70.00
G-05245	Mary Patton	Mileage	49.84
G-05246	Standard Printing Co., Inc.	Printing	900.00
G-05247	Weston Woods Accts Receivable	Materials	962.20
G-05248	Baker & Taylor Books - #510486	Materials	821.29
G-05249	Susie Beasley	Programming	96.77
G-05250	Donna Morris	Travel Expense	428.85
G-05251	Mid-west Landscape, LLC	Maintenance of Facilities	1,785.00
G-05252	Charles S. Isaacs	Mileage	44.72
G-05253	Barbara Beasley	Furniture Fixtures	74.46
		Furniture Fixtures	105.65

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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-05254	KTUZ TV	Library-Related Services	2,950.00	2,950.00
G-05255	Chester 'Jack' Kinzie, Jr.	Mileage	4.23	4.23
G-05256	Recorded Books, LLC	Materials	5,952.09	5,952.09
G-05257	Mobil 1 Lube/AFMS	Gas and Oil	38.22	38.22
G-05258	Marilyn E. Backus	Mileage	40.50	40.50
G-05259	Jacquelyn J. Taylor	Programming	253.82	
		Programming	45.20	299.02
G-05260	Instructional Video, Inc.	Materials	4,211.68	4,211.68
G-05261	Denyveta Davis	Mileage	84.33	84.33
G-05262	Gale Group	Materials	1,177.50	1,177.50
G-05263	Kimbo Educational	Materials	35.65	35.65
G-05264	Randy Wayland	Mileage	22.70	22.70
G-05265	Davis Design Group, LLC	Capital Projects	500.00	500.00
G-05266	Production Services	Library-Related Services	760.00	760.00
G-05267	LexisNexis Matthew Bender	Materials	290.75	290.75
G-05268	JoNita Normore	Mileage	5.34	5.34
G-05269	Margaret A. Gaeddert	Library-Related Services	1,755.00	1,755.00
G-05270	Staples Credit Plan	Supplies	39.98	39.98
G-05271	Kristin J. Smith	Mileage	110.36	110.36
G-05272	New Atlas dot Com, Inc.	Materials	23.99	23.99
G-05273	Angie Paeltz	Mileage	13.35	13.35
G-05274	Library Video Co.	Materials	5,414.46	5,414.46
G-05275	Priscilla Doss	Mileage	6.68	6.68
G-05276	Rosemary Czarski	Other Commodities	85.43	85.43
G-05277	National Learning Corporation	Materials	30.15	30.15
G-05278	Janet Brooks	Mileage	35.70	35.70
G-05279	Joshua Montgomery	Mileage	10.24	10.24
G-05280	Reagan Bockhold	Mileage	21.81	21.81
G-05281	Genealogical Publishing Co, Inc	Materials	952.70	952.70
G-05282	Frances Kay Samaripa	Mileage	19.49	19.49
G-05283	Andrew Keepers-Phillips	Mileage	4.45	4.45
G-05284	Jonathan Willis	Mileage	72.31	72.31
G-05285	Frank's Custom Trailer Sales	Vehicle Parts & Repairs	488.88	488.88
G-05286	Blackstone Audio Books	Materials	236.21	236.21
G-05287	Random House, Inc	Materials	4,417.40	4,417.40
G-05288	Little River Zoo	Programming	100.00	
		Programming	115.00	215.00
G-05289	Brilliance Corporation	Materials	182.61	182.61
G-05290	Tara McDaniel	Programming	46.39	46.39
G-05291	Ingram Library Service	Materials	3,169.67	3,169.67
G-05292	Julia Ballou	Mileage	18.69	18.69
G-05293	Jennifer Lance	Programming	60.00	60.00
G-05294	Penton Overseas	Materials	240.21	240.21
G-05295	Information Today, Inc.	Materials	206.95	206.95
G-05296	High-Tech Tronics, Inc.	Maintenance of Facilities	120.00	120.00
G-05297	Walker Companies	Supplies	23.45	23.45
G-05298	Audio Editions	Materials	1,736.12	1,736.12
G-05299	Lakeshore Learning Materials	Programming	388.00	388.00
G-05300	Mardel, Inc.	Materials	1,234.98	1,234.98
G-05301	Ingram Library Service	Materials	2,901.28	2,901.28
G-05302	Sagebrush Corp.	Materials	891.85	891.85
G-05303	Voss Lighting	Maintenance of Facilities	203.76	203.76

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Number	Vendor/Payee	Purpose		Amount
G-05304	Town of Luther	Water & Garbage Services	64.04	64.04
G-05305	Barnes & Noble, Inc.	Programming	1,266.86	1,266.86
G-05306	Center Point Large Print	Materials	115.02	115.02
G-05307	Dana Phillips	Mileage	2.23	2.23
G-05308	Cherokee Painting	Painting	2,280.00	2,280.00
G-05309	Landon Holman	Mileage	8.46	8.46
G-05310	Anita Roesler	Mileage	94.83	94.83
G-05311	Douglas Bentin	Mileage	28.70	28.70
G-05312	J & B Graphics	Library-Related Services	147.50	147.50
G-05313	Home Depot Credit Services	Maintenance of Facilities	317.72	
		Maintenance of Facilities	42.93	360.65
G-05314	Evans Hardware	Maintenance of Facilities	32.63	32.63
G-05315	Debbie Robertus	Mileage	6.68	6.68
G-05316	Jim Austin Sales	Maintenance of Facilities	24.00	24.00
G-05317	Deborah Willis	Travel Expenses	120.80	120.80
G-05318	Rhonda Bryant	Programming	65.00	65.00
G-05319	Heidi A. Port	Mileage	212.18	212.18
G-05320	Southwest Paper - OKC	Supplies	432.68	432.68
G-05321	BMI Systems Corp.	Copier Maintenance	42.62	
		Copier Maintenance	95.00	
		Copier Maintenance	25.00	
		Copier Maintenance	95.00	
		Copier Maintenance	95.00	
		Copier Maintenance	38.95	
		Copier Maintenance	56.05	
		Copier Maintenance	41.20	488.82
G-05322	J & R Equipment	Vehicle Parts & Repairs	1,769.29	1,769.29
G-05323	OPUBCO Communications Group	Library-Related Services	84.35	
		Library-Related Services	9,376.65	9,461.00
G-05324	Heidi Johnson	Mileage	2.23	2.23
G-05325	Walter Wayne McEvilly	Materials	150.00	150.00
G-05326	ProQuest	Subscriptions	16,000.00	16,000.00
G-05327	AT&T	Telephone Services	49.85	49.85
G-05328	Ruby Soutiere	Mileage	21.36	21.36
G-05329	Kelley Riha	Mileage	84.55	84.55
G-05330	Dowell Parking Center	Staff Parking	110.00	110.00
G-05331	Kevin Colwell	Mileage	11.13	11.13
G-05332	City of Harrah	Water & Garbage Services	37.58	37.58
G-05333	Lisa M. Wood	Programming	86.66	86.66
G-05334	Darlene S. Browers	Programming	38.47	
		Programming	92.07	
		Programming	174.52	305.06
G-05335	Crowe & Dunlevy	Professional Services	3,793.00	3,793.00
G-05336	Fariba Williams	Mileage	3.12	3.12
G-05337	Office Depot Credit Plan	Supplies	76.35	76.35
G-05338	Todd Olberding	Mileage	45.48	45.48
G-05339	CPI Office Products	Supplies	57.98	57.98
G-05340	Karen L. Bays	Travel Expense	710.80	
		Mileage	56.96	767.76
G-05341	Baker & Taylor Books - #510486	Materials	3,586.38	3,586.38
G-05342	Loretta Frantz	Mileage	15.13	15.13
G-05343	Baker & Taylor Entertainment	Materials	1,945.13	1,945.13

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Number	Vendor/Payee	Purpose		Amount
G-05344	Walmart Community	Supplies	179.61	179.61
G-05345	The Meadows	Maintenance of Facilities	68.74	68.74
G-05346	Kimberly A Terry	Travel Expense	422.00	422.00
G-05347	Imagination Promotional Group	Promotional Gifts	1,743.68	
		Library Related Services	285.18	2,028.86
G-05348	Pamela Buchanan	Mileage	50.73	50.73
G-05349	Darrie Breathwitt	Programming	101.22	101.22
G-05350	John Utley	Mileage	50.06	50.06
G-05351	Melissa Weathers	Programming	232.44	
		Other Commodities	135.00	
		Mileage	4.01	371.45
G-05352	Kelley Hoffman	Mileage	35.16	35.16
G-05353	Oklahoma City Police Dept.	Maintenance of Facilities	50.00	
		Maintenance of Facilities	250.00	300.00
G-05354	LockWorks	Maintenance of Facilities	1,104.50	1,104.50
G-05355	Coral McCallister	Programming	150.00	150.00
G-05356	Securitas Security USA, Inc.	Security Services	4,411.34	
		Security Services	4,955.39	9,366.73
G-05357	Employee Benefits	Materials	283.00	283.00
G-05358	Baker & Taylor Books - #510486	Materials	714.09	
		Materials	1,005.04	
		Materials	4,047.11	
		Materials	3,378.96	
		Materials	2,964.95	
		Materials	9,340.57	
		Materials	10,998.10	32,448.82
G-05359	Baker & Taylor Books - #510486	Materials	991.27	
		Materials	3,979.61	
		Materials	4,242.09	
		Materials	6,215.46	
		Materials	4,751.14	20,179.57
G-05360	Baker & Taylor Books-#510486	Materials	1,979.04	1,979.04
G-05361	Emily Williams	Mileage	135.41	135.41
G-05362	Tulin LaFollette	Mileage	47.39	47.39
G-05363	Angela Wall	Programming	60.00	60.00
G-05364	Scholastic Book Fairs	Programming	1,236.57	1,236.57
G-05365	Dane & Associates	Maintenance of Facilities	590.00	590.00
G-05366	Stacy Schrank	Mileage	118.47	118.47
G-05367	Instructional Video, Inc.	Materials	879.19	879.19
G-05368	Random House, Inc	Materials	2,138.40	2,138.40
G-05369	Ingram Library Service	Materials	1,001.24	1,001.24
G-05370	Sagebrush Corp.	Materials	585.64	585.64
G-05371	Center Point Large Print	Materials	893.13	893.13
G-05372	Julia Brady Ratliff	Materials	114.75	114.75
G-05373	Baker & Taylor Books - #510486	Materials	997.50	997.50
G-05374	Baker & Taylor Books - #510486	Materials	512.02	
		Materials	1,147.47	
		Materials	1,666.85	
		Materials	3,739.22	
		Materials	6,154.41	13,219.97
G-05375	Baker & Taylor Books - #510486	Materials	2,704.84	
		Materials	1,243.05	

** Continued **

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Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-05375	Baker & Taylor Books - #510486	Materials	6,785.01	10,732.90
G-05376	Metropolitan Library System	Professional Services	30.00	
		Postage	53.55	
		Supplies	70.03	
		Supplies	105.92	
		Programming	128.88	
		Programming	83.51	
		Programming	107.13	
		Programming	18.68	
		Other Commodities	116.71	714.41
G-05377	O G & E	Electrical Services	14,997.79	14,997.79
G-05378	Oklahoma Natural Gas Co.	Gas Services	80.66	80.66
G-05379	City of Oklahoma City	Water & Garbage Services	925.92	925.92
G-05380	Southwestern Stationery and	Supplies	47.48	
		Supplies	16.52	64.00
G-05381	Locke Supply Co.	Maintenance of Facilities	120.69	120.69
G-05382	Tech-Lock	Maintenance of Facilities	51.59	51.59
G-05383	Demco	Supplies	124.90	
		Supplies	466.48	591.38
G-05384	MASSCO Maintenance Co.	Maintenance Supplies	1,536.40	1,536.40
G-05385	Eales Electronics Corp.	Maintenance of Facilities	80.00	80.00
G-05386	Gaylord Bros.	Supplies	538.00	538.00
G-05387	Highsmith Co., Inc.	Programming Supplies	37.35	
		Programming Supplies	45.42	82.77
G-05388	Alma L. Brown	Programming	123.49	123.49
G-05389	Standard Printing Co., Inc.	Supplies	130.00	130.00
G-05390	Donna Morris	Telephone services	50.00	50.00
G-05391	Susan Ryan	Mileage	18.69	18.69
G-05392	C & H Distributors, LLC	Supplies	166.39	166.39
G-05393	Oklahoma Opry, LLC	Programming	150.00	150.00
G-05394	N.E. Landfill, Inc	Maintenance of Facilities	25.05	25.05
G-05395	Denyvetta Davis	Travel Expense	904.50	904.50
G-05396	Staples Business Advantage	Fixtures	48.57	48.57
G-05397	Anne G. Fischer	Mileage	24.25	
		Telephone Services	50.00	74.25
G-05398	BayScan Technologies	supplies	1,674.00	1,674.00
G-05399	Spaces, Inc.	Furniture	27,276.00	
		Furniture	6,373.00	
		Furniture	11,353.00	45,002.00
G-05400	Rosemary Czarski	Mileage	24.48	24.48
G-05401	Boley Stitch & Print	Programming	600.00	600.00
G-05402	Screenvision Direct	Library-Related Services	300.00	300.00
G-05403	Tawni Holmes	Programming	75.00	75.00
G-05404	H & H Manufacturing &	Maintenance of Facilities	34.27	34.27
G-05405	Oklahoma Air Filter	Maintenance of Facilities	133.20	133.20
G-05406	Smith Roberts Baldischwiler,	Capital Projects	1,500.00	1,500.00
G-05407	Frank's Custom Trailer Sales	Maintenance of Facilities	18.95	18.95
G-05408	FedEx Kinko's Print Services	Printing	4.50	4.50
G-05409	Chickasaw Telecom, Inc.	Telephone System	9,142.50	9,142.50
G-05410	Voss Lighting	Maintenance of Facilities	42.50	42.50
G-05411	Kay L. Bauman	Mileage	12.68	12.68

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Number	Vendor/Payee	Purpose		Amount
G-05412	Pauline Boyer Rodriguez	Mileage	17.80	17.80
G-05413	Evans Hardware	Maintenance of Facilities	13.57	13.57
G-05414	Deborah Willis	Mileage	34.27	34.27
G-05415	SemaSys	Programming Supplies	86.65	86.65
G-05416	Steve's Wholesale Distributors	Maintenance of Facilities	389.00	
		Maintenance of Facilities	140.81	529.81
G-05417	Bank of America	Library-Related Services	148.97	148.97
G-05418	Katrina Prince	Travel Expenses	124.60	124.60
G-05419	Aaron Killough	Mileage	1.11	1.11
G-05420	MWM, LLC	Maintenance of Facilities	100.00	
		Maintenance of Facilities	352.90	452.90
G-05421	Darlene S. Browers	Programming	107.67	107.67
G-05422	C. L. Frates & Co.	Library-Related Services	30.00	30.00
G-05423	Joshua Schell	Mileage	5.79	5.79
G-05424	Office Depot Credit Plan	Programming	24.57	24.57
G-05425	A-1 Northwest Vacuum	Programming Supplies	177.99	177.99
G-05426	Cox Communications, Inc.	Internet Data Circuit	2,656.84	
		Internet Data Circuit	2,384.34	
		Internet Data Circuit	414.19	5,455.37
G-05427	Commercial Card Solutions	Registration	145.00	
		Programming Supplies	79.94	
		Supplies	27.49	
		Programming Supplies	115.24	
		Promotional Equipment	42.20	
		Supplies	91.41	
		Programming Supplies	468.96	
		Programming Supplies	38.74	
		Supplies	39.83	
		Subscription	200.00	
		Supplies	207.31	
		Supplies	66.40	
		Supplies	107.69	
		Supplies	17.38	
		Postage	227.20	
		Postage	125.80	
		Programming Supplies	35.66	
		Printing Supplies	27.47	
		Printing Supplies	322.08	
		Programming Supplies	54.70	
		Promotional Item	253.99	
		Promotional Item	87.97	
		Promotional Item	45.94	
		Supplies	48.57	
		Postage Supplies	19.12	
		Subscription	499.95	
		Travel Expenses	775.88	
		Automation Supplies	131.98	
		Professional Services	10.00	4,313.90
G-05428	LaVetta Kinsey Dent	Mileage	11.79	11.79
G-05429	Commercial Card Solutions	Books & Materials	336.82	
		Books & Materials	305.30	
		Books & Materials	419.05	

** Continued **

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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-05429	Commercial Card Solutions	Books & Materials	447.80	1,508.97
G-05430	Metro Tech	Programming	200.00	200.00
G-05431	EmTec Pest Control, Inc.	Maintenance of Facilities	163.00	
		Maintenance of Facilities	143.00	
		Maintenance of Facilities	33.00	339.00
G-05432	Cintas Corp.	Maintenance of Facilities	275.48	275.48
G-05433	Cox Communications, Inc.	Telephone Services	644.72	644.72
G-05434	Corporate Express, Inc.	Programming Supplies	98.09	98.09
G-05435	Midwest Single Source, Inc.	Programming Supplies	281.03	281.03
G-05436	Economy Janitorial, Inc.	Janitorial Services	10,530.00	
		Janitorial Services	6,125.00	16,655.00
G-05437	Custom Cleaning	Maintenance of Facilities	1,960.14	
		Maintenance of Facilities	250.00	
		Maintenance of Facilities	200.00	
		Maintenance of Facilities	300.00	
		Maintenance of Facilities	300.00	
		Maintenance of Facilities	1,263.08	
		Maintenance of Facilities	1,460.68	
		Maintenance of Facilities	2,450.00	
		Maintenance of Facilities	861.12	
		Maintenance of Facilities	1,699.36	
		Maintenance of Facilities	350.00	
		Maintenance of Facilities	1,736.15	12,830.53
G-05438	John Sing's	Maintenance of Facilities	2,300.00	2,300.00
G-05439	Grainger	Maintenance of Facilities	33.48	33.48
G-05440	Oklahoma Natural Gas Co.	Gas Services	257.91	257.91
G-05441	Brodart, Inc.	Supplies	120.00	120.00
G-05442	Southwestern Stationery and	Supplies	82.80	
		Programming Supplies	196.66	
		Printing Supplies	227.85	
		Supplies	182.91	
		Supplies	87.12	777.34
G-05443	Locke Supply Co.	Maintenance of Facilities	23.08	23.08
G-05444	Demco	Supplies	466.48	
		Furniture	310.64	777.12
G-05445	Gaylord Bros.	Furniture	1,089.51	1,089.51
G-05446	Showtime Displays & Graphics	Library-Related Services	265.00	265.00
G-05447	Standard Printing Co., Inc.	Supplies	475.00	475.00
G-05448	C & H Distributors, LLC	Supplies	146.27	146.27
G-05449	Charles S. Isaacs	Telephone Services	35.00	35.00
G-05450	Barbara Beasley	Mileage	6.01	6.01
G-05451	Johnstone Supply	Maintenance of Facilities	164.88	164.88
G-05452	Instructional Video, Inc.	Materials	180.00	180.00
G-05453	Staples Business Advantage	Supplies	121.99	121.99
G-05454	Fast Signs	Printing	75.60	75.60
G-05455	Spaces, Inc.	Furniture	1,300.20	1,300.20
G-05456	Crosslands A&A Rental-All	Programming	120.00	120.00
G-05457	Oklahoma Gazette	Library-Related Services	1,055.70	1,055.70
G-05458	Cingular Wireless	Telephone Services	84.34	84.34
G-05459	Gateway Films/Vision Video	Materials	67.96	67.96
G-05460	Ingram Library Service	Materials	88.47	88.47

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Number	Vendor/Payee	Purpose		Amount
G-05461	Walker Companies	Programming Supplies	12.13	12.13
G-05462	Lakeshore Learning Materials	Programming Supplies	394.75	
		Programming Supplies	207.07	601.82
G-05463	FedEx Kinko's Print Services	Printing	240.00	240.00
G-05464	Midwest Trophy Mfg. Co., Inc.	Supplies	45.50	45.50
G-05465	Hope Health/ IHAC	Professional Services	936.80	
		Printing	396.00	1,332.80
G-05466	Voss Lighting	Maintenance of Facilities	47.92	
		Maintenance of Facilities	20.40	68.32
G-05467	A & D Supply Co.	Maintenance of Facilities	343.12	343.12
G-05468	Perry Publishing Co.	Library-Related Services	576.00	576.00
G-05469	Barnes & Noble, Inc.	Programming	150.00	150.00
G-05471	Cox Media Oklahoma City	Library-Related Services	75.00	75.00
G-05472	Jim Austin Sales	Maintenance of Facilities	582.44	582.44
G-05473	Epperson Photo-Video	Programming	5.99	5.99
G-05474	Hewlett-Packard Co.	Computer Equipment	10,380.00	10,380.00
G-05475	Westrex International	Supplies	956.00	956.00
G-05476	Kelley Riha	Mileage	191.62	191.62
G-05477	Justin Systems, Inc.	Computer Equipment	731.39	731.39
G-05478	Metro Builders Supply	Furniture	899.00	899.00
G-05479	Graphic Display System	Fixtures	426.95	
		Fixtures	276.85	703.80
G-05480	Office Depot Credit Plan	Supplies	57.07	
		Printing	27.57	84.64
G-05481	CPI Office Products	Printing Supplies	399.50	399.50
G-05482	Karen L. Bays	Registration	170.00	170.00
G-05483	Baker & Taylor Books - #510486	Materials	672.77	672.77
G-05484	Consolidated Plastics Co., Inc	Fixtures	841.18	841.18
G-05485	Constructive Playthings	Programming Supplies	65.18	65.18
G-05486	Myers Landscape Managem't, Inc	Maintenance of Facilities	1,248.75	1,248.75
G-05487	Corporate Express, Inc.	Supplies	112.78	
		Furniture	396.50	
		Furniture	541.52	
		Printing Supplies	98.79	1,149.59
G-05488	Securitas Security USA, Inc.	Security Services	4,395.71	
		Security Services	597.36	4,993.07
G-05489	Baker & Taylor Books - #510486	Materials	612.52	
		Materials	5,019.19	
		Materials	1,968.79	
		Materials	1,383.01	
		Materials	88.23	9,071.74
G-05490	Baker & Taylor Books - #510486	Materials	1,116.31	
		Materials	1,563.03	
		Materials	301.80	2,981.14
G-05491	Tulin LaFollette	Programming	59.38	59.38
G-05492	Lab Safety Supply	Supplies	222.20	222.20
G-05493	Lloyd Lovely	Mileage	28.04	28.04
G-05494	Patrick Williams	Other Commodities	108.00	108.00
G-05495	Trigen-OKC Energy Corporation	Energy Services	14,925.19	14,925.19
G-05496	Stacy Schrank	Mileage	34.27	34.27
G-05497	First American Title Company	Land Purchase-MTC	237,810.99	237,810.99

Total of FY 05-06 Warrants Issued

\$ 710,641.41

Special Funds

Warrant Register

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Number	Vendor/Payee	Purpose		Amount
S-12272	Chris J. Eckart	Lost & Paid Book Returned	3.00	3.00
S-12273	Mildred L. Bennett	Lost & Paid Book Returned	3.00	3.00
S-12274	Matthew L. Patrick	Lost & Paid Book Returned	3.00	3.00
S-12275	Christi L. Bragg	Lost & Paid Book Returned	3.00	3.00
S-12276	Carla C. Daw	Lost & Paid Book Returned	21.95	21.95
S-12277	Adelaide P. Strunk	Lost & Paid Book Returned	3.00	3.00
S-12278	Larry G. Johnson	Lost & Paid Book Returned	15.95	15.95
S-12279	Linda F. Steele	Lost & Paid Book Returned	15.95	15.95
S-12280	Vidyawatti Ramdeo	Lost & Paid Book Returned	3.00	3.00
S-12281	UCLA Library Business Service	Book Replacement	20.00	20.00
S-12282	Jessica Harris-Buchanan	Summer Programming	37.50	37.50
S-12283	Sarah Hartsfield	Summer Programming	75.00	75.00
S-12284	Miriam Canales	Summer Programming	75.00	75.00
S-12285	Imagination Promotional Group	Promotional Gifts	1,000.00	1,000.00
S-12286	Benjamin Hill	Summer Programming	75.00	75.00
S-12287	Lindsay Liu	Summer Programming	75.00	75.00
S-12288	Jalisha Gardner	Summer Programming	75.00	75.00
S-12289	Mary Frayser	Summer Programming	75.00	75.00
S-12290	Dung Le	Summer Programming	37.50	37.50
S-12291	Claire Manning	Summer Programming	75.00	75.00
S-12292	Rocio Negrete	Summer Programming	75.00	75.00
S-12293	Baker & Taylor Entertainment	Materials	14.98	14.98
S-12294	Imagination Promotional Group	Library Related Services	266.50	266.50
S-12295	Standley Systems	Copier Usage	292.56	
		Copier Usage	372.43	664.99
S-12296	Metropolitan Library System	Transfer of Funds	2,720.00	2,720.00
S-12297	Courtney Blunt	Summer Programming	600.00	600.00
S-12298	Benjamin Hill	Summer Programming	150.00	150.00
S-12299	Lindsay Liu	Summer Programming	150.00	150.00
S-12300	Jalisha Gardner	Summer Programming	150.00	150.00
S-12301	Mary Frayser	Summer Programming	150.00	150.00
S-12302	Dung Le	Summer Programming	150.00	150.00
S-12303	Claire Manning	Summer Programming	150.00	150.00
S-12304	Rocio Negrete	Summer Programming	150.00	150.00
S-12305	Jessica Harris-Buchanan	Summer Programming	150.00	150.00
S-12306	Sarah Hartsfield	Summer Programming	150.00	150.00
S-12307	Miriam Canales	Summer Programming	150.00	150.00
S-12308	Instructional Video, Inc.	Materials	191.74	191.74
S-12309	Eunice H. Jones	Lost & Paid Book Returned	12.95	12.95
S-12310	Elijah H. Poe	Lost & Paid Book Returned	13.95	13.95
S-12311	Christi A. Smotherman	Lost & Paid Book Returned	3.00	3.00
S-12312	Elisabeth Hesser	Lost & Paid Book Returned	39.90	39.90
S-12313	Martha J. Torres	Lost & Paid Book Returned	3.00	3.00
S-12314	Maria G. Morin	Lost & Paid Book Returned	15.69	15.69
S-12315	Deborah E. Osmon	Lost & Paid Book Returned	14.95	14.95
S-12316	Rosie E. Jackson	Lost & Paid Book Returned	14.85	14.85
S-12317	Beverly J. Kelly	Lost & Paid Book Returned	3.00	3.00
S-12318	Cheryl L. Duke	Lost & Paid Book Returned	13.99	13.99
S-12319	Kathryn L. Schein	Lost & Paid Book Returned	19.94	19.94
S-12320	Janna E. O'Connor	Lost & Paid Book Returned	3.00	3.00
S-12321	Andrew L. Campbell	Lost & Paid Book Returned	3.00	3.00
S-12322	Wilson R. Garrison	Lost & Paid Book Returned	3.00	3.00

Special Funds

Warrant Register

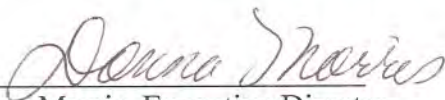
July 2006

Number	Vendor/Payee	Purpose		Amount
S-12323	Matthew R. Wolf	Lost & Paid Book Returned	6.65	6.65
S-12324	Wesley J. Day	Lost & Paid Book Returned	3.00	3.00
S-12325	Baker & Taylor Books - #510486	Materials	81.20	81.20
S-12326	Courtney Blunt	Summer Programming	150.00	150.00
S-12327	Benjamin Hill	Summer Programming	150.00	150.00
S-12328	Lindsay Liu	Summer Programming	112.50	112.50
S-12329	Jalisha Gardner	Summer Programming	150.00	150.00
S-12330	Mary Frayser	Summer Programming	150.00	150.00
S-12331	Dung Le	Summer Programming	150.00	150.00
S-12332	Sarah Dryer	Summer Programming	37.50	37.50
S-12333	Claire Manning	Summer Programming	112.50	112.50
S-12334	Rocio Negrete	Summer Programming	150.00	150.00
S-12335	Jessica Harris-Buchanan	Summer Programming	150.00	150.00
S-12336	Sarah Hartsfield	Summer Programming	150.00	150.00
S-12337	Miriam Canales	Summer Programming	150.00	150.00
S-12338	Oklahoma Tax Commission	State Sales Tax-June 2006	7.99	7.99
S-12339	Oklahoma Tax Commission	State Sales Tax-June 2006	296.37	296.37
S-12340	Commercial Card Solutions	06/Inasmuch	14.67	14.67
S-12341	Gale Group	Materials	26.36	26.36
S-12342	Ava C. Hutchins	Lost & Paid Book Returned	3.50	3.50
S-12343	Terri L. Mitchell	Lost & Paid Book Returned	4.90	4.90
S-12344	Ona R. Hale	Lost & Paid Book Returned	26.95	26.95
S-12345	Timothy E. Gunkel	Lost & Paid Book Returned	3.00	3.00
S-12346	Loyce J. Ingram	Lost & Paid Book Returned	3.00	3.00
S-12347	Reid M. Mettenbrink	Lost & Paid Book Returned	3.00	3.00
S-12348	Retirement Strategies	Meeting Room Cancellation	120.00	120.00
S-12349	Courtney Blunt	Summer Programming	150.00	150.00
S-12350	Benjamin Hill	Summer Programming	112.50	112.50
S-12351	Lindsay Liu	Summer Programming	150.00	150.00
S-12352	Mary Frayser	Summer Programming	150.00	150.00
S-12353	Dung Le	Summer Programming	150.00	150.00
S-12354	Claire Manning	Summer Programming	150.00	150.00
S-12355	Rocio Negrete	Summer Programming	112.50	112.50
S-12356	Jessica Harris-Buchanan	Summer Programming	150.00	150.00
S-12357	Sarah Hartsfield	Summer Programming	150.00	150.00
S-12358	Karen Gordon	Programming	100.00	100.00
S-12359	AMC Theatres	Summer Reading Programmin	125.00	125.00

Total of Special Funds Warrants Issued \$ 11,602.37

I, Donna Morris, certify that:

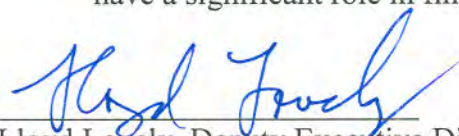
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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


Donna Morris, Executive Director

8-14-06
Date

I, Lloyd Lovely, certify that:

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


Lloyd Lovely, Deputy Executive Director of Finance and Support

8-11-06
Date

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: TWO ¾ TON CAB AND CHASSIS TRUCKS

Provided for in the FY 2006-07 budget and an Endowment Grant are the requests for two new ¾ ton cab and chassis trucks to be used as service vehicles for the Maintenance Department. The two new cab and chassis trucks would replace the two 1995 Ford service trucks.

Chevrolet, ¾ ton cab and chassis trucks are included on the Oklahoma State Contract for Vehicles, #SW0035. The Library's policy allows the Library to purchase equipment from state contracts.

The Library wishes to purchase the following vehicles from City Chevrolet, the contract dealer for ¾ ton cab and chassis trucks.

Quantity	Model or Code	Description	Contract Price	Extended Price
2	2500HD	¾ Ton Cab and Chassis Truck	\$15,265.00	\$30,530.00
2	#58	Delete 8' Bed	\$ (250.00)	\$ (500.00)
2	#15	Larger Amp Alternator (145 amps)	\$ 140.00	\$ 280.00
2	#77	Extended Mirrors	\$ 70.00	\$ 140.00
Total				\$ 30,450.00

RECOMMENDATION:

That the Commission approve the purchase of two Chevrolet, ¾ ton cab and chassis trucks, from City Chevrolet in the amount of \$30,450.00. Adequate funding is provided for in the FY 2006-07 budget, account 409 and the Endowment Grant.

CONTRACT AWARDS AND PURCHASES **(cont'd)**

ITEM B: TWO UTILITY BODIES WITH CANOPY TOPS AND LADDER RACKS

Provided for in the FY 2006-07 budget, and a Friends' Grant are the requests for two utility bodies with canopy tops and ladder racks to be installed on the two new cab and chassis trucks. When completed the two trucks with utility bodies will become new maintenance service trucks. These two new trucks will replace the 1995 Ford maintenance service trucks.

Stahl utility bodies, model 96CCSL are included on the Oklahoma State Contract for Truck Bodies, SW106. The Library's policy allows the Library to purchase equipment from state contracts.

The Library wishes to purchase the following Stahl utility bodies from OEM Systems, the contract dealer for low profile utility bodies.

Quantity	Model or Code	Description	Contract Price	Extended Price
2	Stahl 96CCSL	Stahl Low Profile Utility Body	\$ 4,440.00	\$ 8,880.00
2		Canopy Top with Ladder Rack	\$ 2,492.00	\$ 4,984.00
Total			\$ 6,932.00	\$13,864.00

RECOMMENDATION:

That the Commission approve the purchase of two Stahl utility bodies with canopy tops and ladder racks, from OEM Systems in the amount of \$13,864.00. Funding is provided for in the FY 2006-07 budget, and a Friends' Grant.

CONTRACT AWARDS AND PURCHASES **(cont'd)**

ITEM C: PROPERTY AND CASUALTY INSURANCE

The system's property, vehicle and fiduciary liability insurance policies are scheduled for renewal. Mr. Steve Payne, representing C.L. Frates and Company, our Agency of Record, has proposed premium for FY 2006-07. A comparison with last year's premium is presented as follows:

<u>Policy</u>	<u>FY 2005-06 Premiums</u>	<u>FY 2006-07 Premiums</u>
Commercial Package	\$114,760	\$106,705
Business Vehicles	\$ 26,970	\$ 26,825
Fiduciary Liability	\$ 11,050	\$ 11,050
Umbrella Liability	\$ 7,050	\$ 6,233
Total Premiums	\$159,830	\$150,813

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

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

RECOMMENDATION:

That the Commission renew the annual contract for the above coverage's with C.L. Frates and Company for the period October 1, 2006 to September 30, 2007 and for a total premium of \$150,813. Funding for the premium is provided for in the FY 2006-07 budget, account 201.

AN INSURANCE PROPOSAL

FOR

METROPOLITAN LIBRARY COMMISSION
DBA: METROPOLITAN LIBRARY SYSTEM

300 W Park Avenue
Oklahoma City, Oklahoma 73102
Phone No. (405) 231-8605



Serving You:

Vice President:
Steve Payne

Account Manager:
Maureen Farndon

August 14, 2006

C.L. FRATES AND COMPANY
2005 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105

This is only a summary of your insurance coverages. It is designed for your convenience. It does not alter or extend coverage in any way. Please consult your insurance policy for specific policy terms, conditions, or exclusions.

METROPOLITAN LIBRARY COMMISSION
DbA: METROPOLITAN LIBRARY SYSTEM

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METROPOLITAN LIBRARY COMMISSION
DbA: METROPOLITAN LIBRARY SYSTEM

NAMED INSURED LIST

Metropolitan Library Commission
DbA: Metropolitan Library System

Friends of the Metropolitan Library System

Library Endowment Trust

METROPOLITAN LIBRARY COMMISSION

COMMERCIAL PROPERTY

COMPANY: Federal Insurance / Chubb
Policy No: 3525-05-29
Term: October 1, 2006 – October 1, 2007

COVERED LOCATIONS:

	Location Address	Building	Contents & EDP	Ded
1	5501 N. Villa, OKC	\$1,715,303	\$2,271,003	\$2,500
2	3501 N. Mueller, Bethany	\$575,083	\$1,054,758	\$2,500
3	334 SW 26 th , OKC	\$1,404,218	\$980,558	\$2,500
4	10 S. Boulevard, Edmond	\$2,680,895	\$2,903,042	\$2,500
5	2000 NE 23rd OKC	\$1,223,867	\$1,011,087	\$2,500
6	6900 S Walker, OKC	\$1,371,292	\$2,186,587	\$2,500
7	5901 NW 63 rd , Warr Acres	\$899,394	\$1,514,440	\$2,500
8	2101 Exchange, OKC	\$99,384	\$87,275	\$2,500
9	4509 SE 15 th , Del City		\$991,340	\$2,500
10	1930 Church Ave, Harrah	\$166,000	\$185,842	\$2,500
11	1364 NE 3 rd , OKC			
	Bldg 1 – Outreach Maintenance Bldg 2 – Friends Storage	\$633,849 \$28,664	\$329,225 \$60,000	\$2,500 \$1,000
12	10307 N Pennsylvania,	\$1,495,293	\$1,515,628	\$2,500
13	8143 E Reno, Midwest City	\$3,080,461	\$2,382,306	\$2,500
14	111 E Main, Jones	\$19,656	\$39,444	\$2,500
15	300 Park Ave, OKC	\$23,166,780	\$6,678,675	\$2,500
16	2240 Overholser Dr, OKC		\$152,744	\$2,500
17	2525 N Muzzy, Choctaw Loss Payee: City of Choctaw	\$1,784,748	\$831,237	\$2,500
18	310 NE 3 rd , Luther	\$108,108	\$10,000	\$2,500
	Totals	\$40,452,995	\$25,185,191	

CONDITIONS: Causes of Loss – Special Form
Valuation – Replacement Cost
Agreed Amount Endorsement applies to Personal Property
No Coinsurance Limit

METROPOLITAN LIBRARY COMMISSION

COMMERCIAL PROPERTY

ADDITIONAL COVERAGES:

Coverage	Limit	Deductible
Personal Property – Any other location	\$125,000	
Personal Property – In Transit	\$125,000	
Earthquake Occur/Agg	\$30,000,000	\$50,000
Boiler & Machinery	\$5,000,000	\$2,500
Employee dishonesty	\$25,000	\$1,000
Transit Limit	\$125,000	
Money & Securities		
On Premises	\$25,000	
Off Premises	\$15,000	
Extra Expense – Sub limit	\$250,000	
Applies to each location	\$500,000	\$1,000
• Accounts Receivable	(Blanket Limit)	
• EDP Property		
• Fine Arts		
• Consequential Loss		
• Fire Dept Service Charge		
• Outdoor Trees, shrubs, Plants		
• Personal Property of Employees		
• Valuable Papers		
• Leasehold Interest		

METROPOLITAN LIBRARY COMMISSION

COMMERCIAL GENERAL LIABILITY

COMPANY: Federal Insurance / Chubb
Policy No: 3525-05-29
Term: October 1, 2006 – October 1, 2007

LIMITS OF LIABILITY:

\$1,000,000	General Aggregate
Included	Products/Completed Operations
\$1,000,000	Per Occurrence
\$1,000,000	Advertising & Personal Injury
\$5,000	Medical Expense

ESSENTIAL POLICY PROVISIONS:

- Blanket Contractual
- Broad Form Property Damage
- Personal Injury, including discrimination and humiliation coverage (other than employment related suits)
- Advertising Injury
- Employees as Additional Insureds
- Host Liquor Liability
- Incidental Malpractice

ADDITIONAL INSURED:

- | | |
|-----------------------------|---------------------------|
| - The City of Oklahoma City | - The City of Harrah |
| - The City of Bethany | - The City of Nicoma Park |
| - The City of Midwest City | - The City of Luther |
| - The City of Del City | - The City of Spencer |
| - The City of The Village | - The City of Jones |
| - The City of Warr Acres | - The City of Edmond |

METROPOLITAN LIBRARY COMMISSION

COMMERCIAL GENERAL LIABILITY

PREMIUM BASIS:

GL Classification Code 66309

LOC	Address	Sq. Ft.	Basis
01	5501 N. Villa, Oklahoma City	20,975	Area
02	3501 N. Mueller, Bethany	8,400	Area
03	334 SW 26 th , Oklahoma City	16,939	Area
04	10 S. Boulevard, Edmond	27,000	Area
05	2000 NE 23rd Oklahoma City	13,826	Area
06	6900 S Walker, Oklahoma City	16,693	Area
07	5901 NW 63 rd , Warr Acres	12,145	Area
08	2101 Exchange, Oklahoma City	1,050	Area
09	4509 SE 15 th , Del City	8,000	Area
10	1930 Church Ave, Harrah	1,805	Area
11	1364 NE 3 rd , Oklahoma City	12,369	Area
12	10307 N Pennsylvania, Oklahoma City	14,073	Area
13	8143 E Reno, Midwest City	36,109	Area
14	111 E Main, Jones	448	Area
15	1364 NE 3 rd , Oklahoma City (Storage)	1,000	Area
16	300 Park Ave, Oklahoma City	104,000	Area
17	2240 Overholser Dr, Oklahoma City	2,900	Area
18	2525 N Muzzy, Choctaw	9,000	Area
19	310 NE 3 rd , Luther	1,800	Area

METROPOLITAN LIBRARY COMMISSION

BUSINESS AUTO

COMPANY: Federal Insurance / Chubb
Policy No: 7323-17-75
Term: October 1, 2006 – October 1, 2007

COVERAGES:

	<u>LIMITS</u>
Bodily Injury/Property Damage (per accident)	\$1,000,000
Medical Payments	Not Covered
Uninsured Motorists	\$1,000,000
Physical Damage	See Schedule
Employer's Non-Owned Auto	Included
Hired Car Physical Damage	\$30,000
Comprehensive Deductible	\$1,000
Collision Deductible	\$1,000

DRIVERS:

	Name
01	Bahr, Lynda
02	Brooks, Janet
03	Buchanan, Pam
04	Davis, Denyvetta
05	Dent, LaVetta
06	Fischer, Ann
07	Hubbs, Kerry
08	Isaacs, Charles
09	Jenkin, Stevens
10	Knutson, Randy
11	Mack, David
12	Morrow, Dana
13	Myers, Lanny
14	Olberding, Todd

	Name
15	Pierce, Russell
16	Ray, Frank
17	Riha, Kelly
18	Roberson, Peter
19	Roesler, Anita
20	Smith, Kristin
21	Utle, John
22	Welch, Jim
23	Williams, Emily
24	Williams, Patrick
25	Willis, Jonathan
26	Wilson, Randy
27	Wood, John

METROPOLITAN LIBRARY COMMISSION

BUSINESS AUTO

VEHICLE SCHEDULE:

	Year	Make/Model Serial No.	Deductible	
			Comp	Collision
1	1995	Ford F250 Pickup 1FTHF25H7SLA88445	N/A	N/A
2	1995	Ford F250 Pickup 1FTHF25H5SLA88444	N/A	N/A
3	1996	Ford F150 Pickup 2FTEF15N4TCA34356	N/A	N/A
4	1997	Ford ½ Ton E150 Club Wagon 1FMEE1162VHA82687	N/A	N/A
5	1997	Ford F250 1FDHF25H7VEA93875	N/A	N/A
6	1999	Chevy 1 Ton cab & chassis 1GBJC34R1XF092690	N/A	N/A
7	2000	Ford F150 Pickup 1FTRF17W3YKA46248	\$1,000	\$1,000
8	2002	Chevy Van w/lift 1GNDX03E52D164786	\$1,000	\$1,000
9	2002	Dodge Van w/lift 2B4JB25Y92K108625	\$1,000	\$1,000
10	2004	GMC C550 Pickup w/lift 1GDE5C1E54F509017	\$1,000	\$1,000
11	2004	GMC C550 Pickup w/lift 1GDE5C1E84F509061	\$1,000	\$1,000
12	2005	Ford Pickup 1FTPX12W35NB40256	\$1,000	\$1,000
13	2005	Chevy Pickup w/Service body 1GBHC24U75E259957	\$1,000	\$1,000
14	2006	Chevy C2500 Pickup 1GBHC24U46E231518	\$1,000	\$1,000
15	2006	Ford F150 Pickup 1FTRX12W36KC76261	\$1,000	\$1,000

METROPOLITAN LIBRARY COMMISSION

FIDUCIARY LIABILITY

COMPANY: Federal Insurance / Chubb
Policy No: 8119-8020
Term: October 1, 2006 – October 1, 2007

COVERAGE:

Defense costs and ultimate liability settlement for claims for suit alleging wrongful acts.

CONTINUITY DATE:

October 1, 1987

LIMITS OF LIABILITY:

\$7,000,000	Each Loss
\$7,000,000	Aggregate

DEDUCTIBLE:

\$0	Non-Indemnifiable loss
\$25,000	Indemnifiable Loss

COVERED PLANS:

- Metropolitan Library System Pension Plan
- Metropolitan Library System Benefits Plan
- Friends of the Metropolitan Library System
- Friends of Metropolitan Library System of Oklahoma County Endowment Trust
- The past, present or future officers, directors or employees of The Metropolitan Library System.

METROPOLITAN LIBRARY COMMISSION

UMBRELLA LIABILITY

COMPANY: Federal Insurance / Chubb
Policy No: 7907-56-89
Term: October 1, 2006 – October 1, 2007

COVERAGE:

Layers over Primary General Liability, Automobile Liability and Employers Liability policies.

LIMITS OF INSURANCE:

\$1,000,000 Each Occurrence
\$1,000,000 Aggregate

RETENTION:

\$0 Retained limit

COVERAGE REQUIREMENTS:

- Defense Outside Limit
- Punitive Exclusion deleted
- Full Occurrence Form

FORMS & ENDORSEMENTS:

- Pollution Exclusion
- Real/Personal Property Care, Custody or Control Exclusion
- Employment Related Practices Exclusion
- Personal Injury/Discrimination Definition
- Intellectual Property Exclusion
- Sexual Abuse/Molestation Exclusion
- Biological Agents Exclusion

SCHEDULE OF UNDERLYING:

DESCRIPTION		POLICY No.	TERM
General Liability	Great Northern Ins. Co.	35250529	10/01/06 – 10/01/07
Auto Liability	Federal Insurance Co.	73231775	10/01/06 – 10/06/07
Employers Liability	CompSource	00255965	10/01/05 – 10/01/06

METROPOLITAN LIBRARY COMMISSION

PREMIUM SUMMARY

COVERAGE	EXPIRING	PROPOSED
Commercial Package <i>Property</i> <i>General Liability</i> <i>Employee Dishonesty</i>	\$114,760	\$106,705
Business Auto	\$26,970	\$26,825
Fiduciary Liability	\$11,050	\$11,050
Umbrella	\$7,050	\$6,233
Total Estimated Annual Premium	\$159,830	\$150,813

Proposed premiums do not include fees for terrorism coverage.

METROPOLITAN LIBRARY COMMISSION

CHANGES IN EXPOSURES

Property

1. 4% Inflation guard increase applied totaling \$1,555,881 increase in property coverage.

General Liability

1. Medical payments reduced from \$10,000 to \$5,000.
2. Excluded Water Perils (*Inundation, Back-up, Mud Flow & Surface Water*) from 2101 Exchange and 4509 SE 15th Street locations as they are in a flood zone.

Automobile

1. Added 2006 Chevy Van #1518
2. Added 2006 Ford #6261

Umbrella

1. No Changes

REQUEST TO DECLARE EQUIPMENT SURPLUS

Contingent upon the Commission approval of the purchase of two $\frac{3}{4}$ -ton Chevrolet cab and chassis trucks (Document # 14 – Item A). These trucks are to be equipped with utility bodies for use as service trucks for the Maintenance Department.

The two 2006 $\frac{3}{4}$ -ton Chevrolet trucks will replace the two 1995 $\frac{3}{4}$ -ton Ford service trucks. These two 1995 Ford trucks have become surplus to the Library's needs.

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

Notice of the **"Sealed Bid Sale"** will be published in the local papers and posted for public information at all library locations and on the Library's website.

Inventory Number	Description	Mileage
22105	1995 Ford F250 $\frac{3}{4}$ -Ton Service Truck	71,350
22114	1995 Ford F250 $\frac{3}{4}$ -Ton Service Truck	117,775

RECOMMENDATION:

That the Commission declare the two 1995 $\frac{3}{4}$ -ton Ford trucks to be surplus to the Library System's needs and authorize the sale of the two surplus trucks in accordance with Commission's policy by **"Sealed Bid Sale"**.

REPORT AND RECOMMENDATIONS
FROM LONG-RANGE PLANNING COMMITTEE

The Long-Range Planning Committee met on July 25, 2006, for:

- I. Discussion, Consideration, and Possible Action: Submittal of Library Project Proposals for upcoming Oklahoma City Bond Package

During its meeting, the Committee:

Reviewed and discussed all items.

COMMISSION ACTION:

No Action at this time.

METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY

LONG-RANGE PLANNING COMMITTEE

MINUTES

DATE: Tuesday, July 25, 2006 TIME: 3:30 PM
MEETING PLACE: Belle Isle Library
5501 N. Villa
Oklahoma City, OK 73112
(405) 843 - 9601

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County, July 7, 2006. 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 July 21, 2006, in conformity with the Oklahoma Open Meeting Act

COMMITTEE MEMBERS PRESENT:

Penny McCaleb, Chair
Millicent Gillogly
Deanna Hannah
Alyne Strube
Greg Womack

COMMITTEE MEMBERS EXCUSED:

COMMISSION MEMBERS PRESENT:

Donna Morris, Executive Director

ESTIMATE OF OTHERS PRESENT: 9

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

Roll was called to establish a quorum. Present: Gillogly, Hannah, Strube, McCaleb. (Arrived: Womack 3:40 p.m.)

II. Mrs. McCaleb referred to Agenda Item II – Discussion, Consideration, and Possible Action: Submittal of Library Project Proposals for upcoming Oklahoma City Bond Package.

Mrs. Donna Morris stated a letter was received from the City of Oklahoma City on June 14, 2006, inviting the system to submit a list of projects to be considered for the upcoming General Obligation Bond election in December 2007. The list of proposed projects is due to the City on August 1, 2006. Once the City receives the proposals, they will review and determine which projects will be presented to the City Council. At this time it is not known which proposals will or will not be approved for the next Bond Package.

Mrs. Morris provided information on the previous two bond issues. Discussion followed.

Mrs. Morris reviewed the projects staff plans to propose.

- Expansion, renovation, remodeling and repair and/or replacement of the Capitol Hill Library in the vicinity of 334 SW 26th, which may include related site acquisition and preparation, infrastructure, drainage, utilities, roadways, parking, landscaping and/or fencing.

Mrs. Morris explained after discussion with the City it was decided the system would resubmit a proposal for the Capitol Hill project. Since the proposal from the last bond election, the needs have changed and the approved funding is inadequate to do what is needed at this time. The estimated cost to renovate the Capitol Hill Library is approximately two million dollars. Mr. Todd Olberding, Director of Construction Management stated research is being done to decide whether the existing building should be replaced or renovated. If the project is approved by the city, the system would request and propose the Capitol Hill project be the first of the upcoming bond projects.

- Site acquisition for future new library to be located in far Northeast Oklahoma City.

Mrs. Morris passed around a copy of an Oklahoma City map. Research was done to identify where the possible future growth within Oklahoma City would be that would potentially need another library in approximately ten to fourteen years. The system has identified an area and is going to suggest land be purchased now for a future site in far Northeast Oklahoma City. Mr. Olberding added it is unclear whether land can be purchased now for future use, but is discussing the thought with the city. The area identified for a possible future site for a Northeast Library would be South of Edmond.

- Expansion of the Northwest Library (currently under design) which may include related site acquisition and preparation, infrastructure, drainage, utilities, roadways, parking, landscaping and/or fencing.

Mr. Olberding stated this request is to plan for a future expansion of the Northwest Library. This will enable the system in approximately ten years to expand and provide another ten or fifteen thousand square feet to the future Northwest Library. If approved, the plan would be incorporated into the design of the building to allow for the expansion capability.

- Improve existing Oklahoma City public libraries by designing and improving heating and air conditioning systems, roofs, parking lots, landscaping, and/or access, and/or by making other repairs, renovations, and/or improvements at the following libraries: Belle Isle, Ronald J. Norick Downtown, Wright, Southern Oaks, Capitol Hill, Ralph Ellison, and Northwest

Libraries. This may include related acquisition of additional real property, site preparation, infrastructure, drainage, utilities, roadways, and or/fencing.

Mrs. Morris stated this proposal is the one that is the most incomplete at this time. The idea is to ask the city to set aside a portion of the bond package to cover ongoing maintenance to the existing Oklahoma City library buildings.

The proposed projects to be submitted are estimated at approximately ten million dollars. Mrs. Morris stated a final copy of the proposal that is submitted to the city will be attached to the Executive Director's report in the August commission packets, and will include the actual dollars being requested.

Once the system submits its proposals, the city will then decide which projects will or will not be put on the General Obligation Bond Package in December 2007. No action is needed at this time. Once the city approves the proposals and includes them in the Bond Package, it would come back to the commission for endorsement. Administration will keep the committee advised on the discussion between the system and the city regarding the proposals.

III. Mrs. McCaleb asked about the status on the Service Center project. Mr. Olberding stated the closing on the property is scheduled for Wednesday, July 26 at 2 pm. The next step will be to select an architect. The system will advertise for proposals and then proposals will be reviewed and interviewing will take place.

IV. Mrs. McCaleb called on Mr. Greg Womack for updates on Edmond.

Mr. Womack asked what the City of Edmond needs to do to move forward on their request for a second Edmond Library. Mr. Womack recalled the letter from the Edmond Mayor identifying the request for a second Edmond Library and a developer who is interested in donating land and possibly providing construction services. Mrs. Morris stated ideally a second Edmond Library should be at least six miles from the current location, but without knowing the specifics of the location and the growth projections of Edmond, it is unknown whether the location would be ideal. She suggested the City of Edmond submit their ideas with the specifics and their future growth projections to the system. With that information the system will analyze the data and be able to provide a more specific response.

V. Mrs. Morris called on Mrs. Kay Bauman, Deputy Executive Director/Library Operations for information on the strategic plan. Mrs. Bauman stated in the fall there will be focus groups scheduled for the commission members to attend to answer some questions about the service rolls and responses the commission would like for the system to work and focus on in the coming years. The information collected will be used in the strategic plan.

Mrs. McCaleb called for any further comments or questions.

VI. Mrs. McCaleb adjourned the meeting at 4:35 p.m.



Donna Morris, Executive Director
(Secretary)

Final Budget
FY 2006 – 2007
(July 1, 2006 to June 30, 2007)

Please remember to bring your
FY 2006-07 Final Budget Binder
to Commission meeting August 24, 2006

REPORT AND RECOMMENDATIONS FROM FINANCE COMMITTEE

The Finance Committee met August 15, 2006, for:

(Please reference the Finance Committee packet for detailed reports.)

- I. Report and Recommendations from Administration
 - ❖ MLC FY 2006-07 Final Budget

During its meeting, the Committee:

Reviewed and discussed all items.

COMMISSION ACTION:

To approve the Metropolitan Library System Final Budget FY 2006-07

METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY

FINANCE COMMITTEE

MINUTES

DATE: Tuesday, August 15, 2006 TIME: 3:30 PM
MEETING PLACE: Downtown Library
300 Park Avenue
Oklahoma City, OK 73102
(405) 231-8650

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County, June 29, 2006. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Downtown Library, 300 Park Avenue, Oklahoma City, on August 11, 2006, in conformity with the Oklahoma Open Meeting Act

COMMITTEE MEMBERS PRESENT:

David Greenwell, Chair
Nancy Anthony
Greg Womack

COMMITTEE MEMBERS EXCUSED:

Scott Duncan

COMMISSION MEMBERS PRESENT:

Donna Morris, Executive Director
Lee Alan Leslie

ESTIMATE OF OTHERS PRESENT: 10

- I. The meeting was called to order at 3:36 p.m. by Mr. David Greenwell, Chair. Roll was called to establish a quorum. Present: Anthony, Womack, Greenwell.
- II. Mr. Greenwell called on Mr. Lloyd Lovely, Deputy Executive Director/Finance & Support, to present the Metropolitan Library System FY 2006-07 Final Budget reconciliation.

Mr. Lovely reviewed the reconciliation of the FY 2006-07 Final Budget.

He stated the final budget of \$42,416,927 represents an increase of \$1,122,404 over the preliminary budget approved by the Commission on June 15, 2006. The increase over the preliminary budget is a result of the following increases in funding sources:

Tax Revenues	\$ 185,893
Miscellaneous Income	(21,600)
Lapsed and Cancelled	958,111
Total increase	<u>\$ 1,122,404</u>

Mr. Lovely reviewed and explained the proposed changes from the preliminary budget. Questions and discussion followed.

Mr. Lovely concluded by stating the difference between the additional funding sources and the requested budget item changes is \$1,079,656. This amount is added to the Library System's reserve account and is earmarked for new libraries. He called for questions and discussion followed.

Mrs. Anthony moved to approve the MLS FY 2006-07 Final Budget as presented and to recommend Commission approval. Mr. Womack seconded. No further discussion. Motion passed unanimously.

- III. No further business, meeting was adjourned at 4:12 p.m.



Donna Morris, Executive Director
(Secretary)

Resolution of Appreciation for Outgoing Library Commissioner Pamela Pung

Whereas, Pamela Pung, appointed in July, 2000 by the City of Midwest City, has served as a member of the Metropolitan Library Commission of Oklahoma County for 6 years; and,

Whereas, she has served as a member of the Library Commission's Public Services Committee from 2000 to 2006, and;

Whereas, she has demonstrated her strong support and commitment to public libraries and library staff through her dedication to maintaining the provision of services to all library users, and;

Whereas, her tenure was marked by an exemplary sense of fairness, dedicated examination of all points of view in a spirit of reasoned involvement with difficult issues, and;

Whereas, she demonstrated a strong personal commitment to her service to the community and library by excellent attendance at commission and committee meetings,

Now, Therefore, be it Resolved that the Library Commission extend its gratitude to Pamela Pung for her distinguished and faithful service on the Commission and her longtime, dedicated support of library services for all the people of Oklahoma County.

Approved this 24th day of August 2006 by the Metropolitan Library Commission of Oklahoma County

Hugh Rice, Chair
Metropolitan Library Commission

Donna Morris, Executive Director
Metropolitan Library System

Resolution of Appreciation for Outgoing Library Commissioner Alyne Strube

Whereas, Alyne Strube, appointed in July, 1993 by the Oklahoma County Board of County Commissioners has served as a member of the Metropolitan Library Commission of Oklahoma County for 13 years; and,

Whereas, she has served as a member of the Library Commission's Long Range Planning Committee, Executive Director Search Committee, Administrative and Personnel Committee and the Ad Hoc Legislative Committee during her tenure on the Commission; and,

Whereas, she devoted additional time and energy as a member of the commission and the Choctaw community in the planning and establishment of a new, permanent library building for the city of Choctaw; and,

Whereas, her time as a commission member was marked by a strong sense of fairness, dedicated examination of all points of view in a spirit of reasoned involvement with difficult issues, and strong commitment to the provision of excellent library service and support for libraries and library staff; and,

Whereas, she demonstrated a strong personal commitment to her service to the community and library by excellent attendance at commission and committee meetings,

Now, Therefore, be it Resolved that the Library Commission extend its gratitude to Alyne Strube for her distinguished and faithful service on the Commission and her longtime, dedicated support of library services for all the people of Oklahoma County.

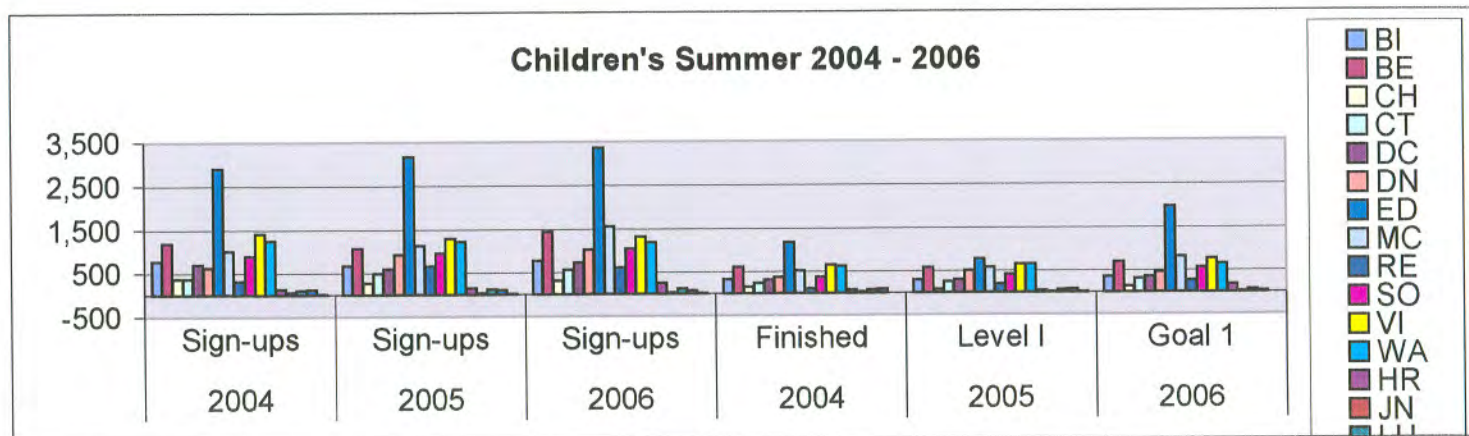
Approved this 24th day of August 2006 by the Metropolitan Library Commission of Oklahoma County

Hugh Rice, Chair
Metropolitan Library Commission

Donna Morris, Executive Director
Metropolitan Library System

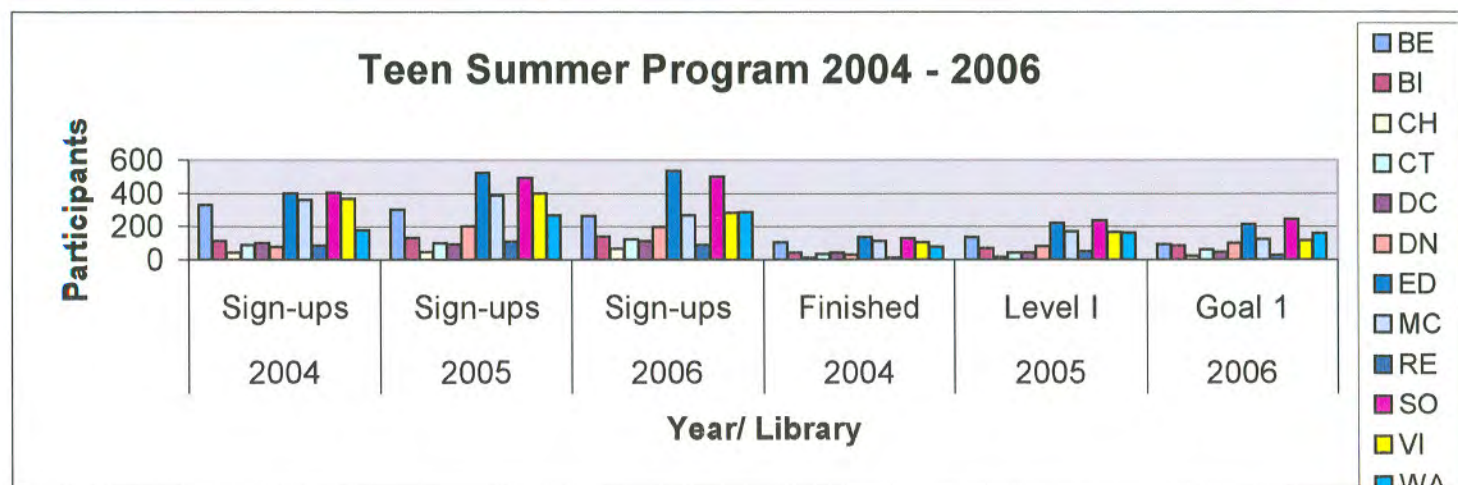
Children's Summer @ the Library Program

Library	2004 Sign-ups	2005 Sign-ups	2006 Sign-ups	2004 Finished	2005 Level I	2006 Goal 1
BI	767	666	770	331	296	351
BE	1,181	1066	1439	601	584	696
CH	372	271	310	148	75	134
CT	369	483	565	234	256	309
DC	691	597	731	314	292	357
DN	625	914	1015	375	500	453
ED	2,901	3160	3353	1,167	766	1967
MC	1,007	1119	1559	521	576	810
RE	318	654	609	104	199	262
SO	886	943	1032	378	412	556
VI	1,409	1286	1313	645	646	776
WA	1,240	1218	1189	626	652	648
HR	139	153	252	71	44	175
JN	59	32	38	37	18	16
LU	105	118	120	77	63	56
NP	127	108	81	86	70	28
WR	16	20	16	5	10	5
TOTAL	12,212	12808	14392	5720	5459	7599



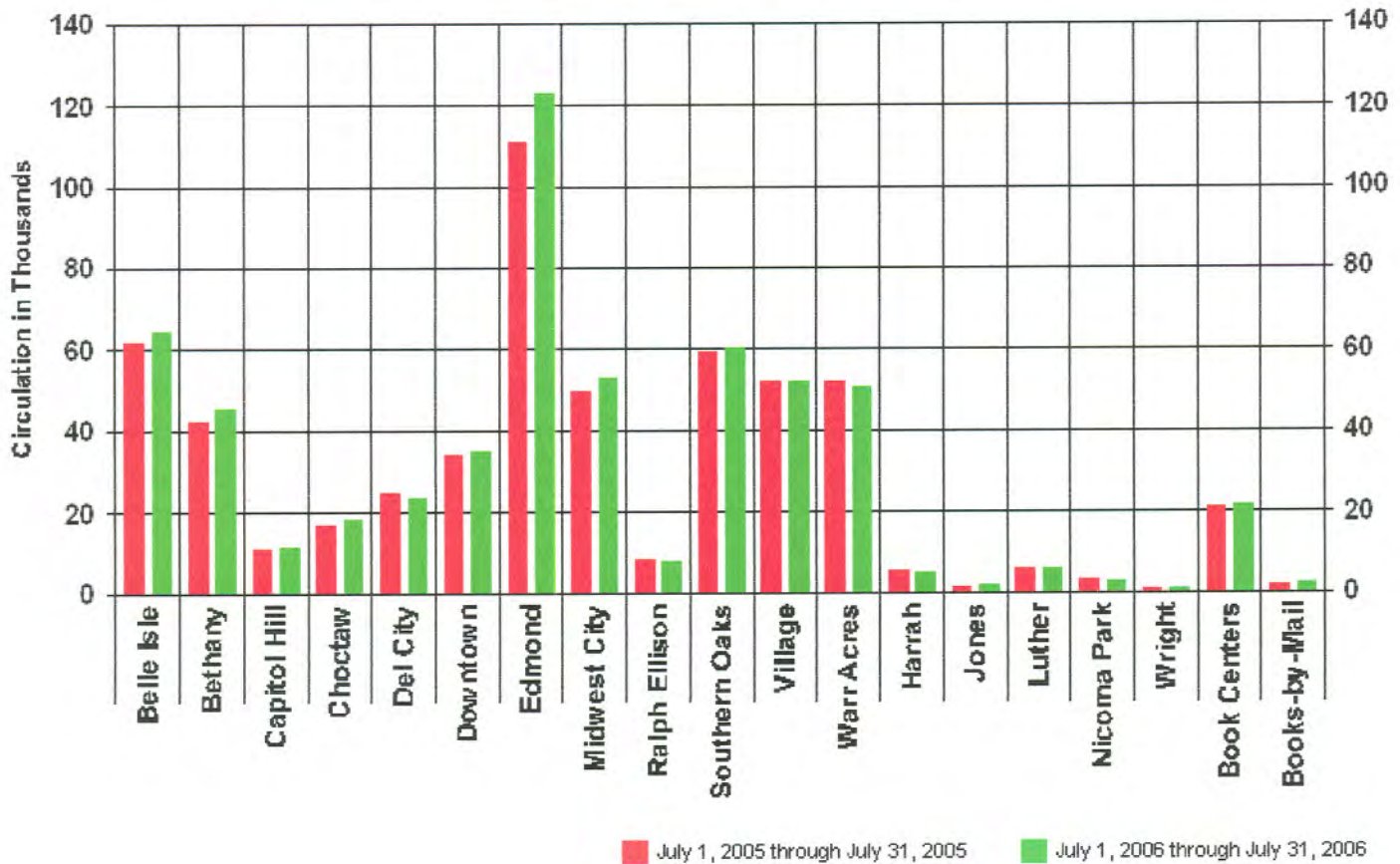
Teen Summer @ the Library Program

Library	2004	2005	2006	2004	2005	2006
	Sign-ups	Sign-ups	Sign-ups	Finished	Level I	Goal 1
BE	329	300	264	105	134	93
BI	113	130	138	44	68	87
CH	44	47	67	10	14	25
CT	88	100	122	34	41	60
DC	101	91	114	41	42	47
DN	79	203	197	30	82	100
ED	400	521	533	134	221	214
MC	361	389	269	111	170	125
RE	84	109	88	10	50	28
SO	401	491	500	128	237	245
VI	367	400	283	106	165	115
WA	178	266	286	77	161	157
HR	65	41	100	62	17	49
JN	19	7	14	8	2	4
LU	44	61	45	19	21	22
NP	33	69	34	8	30	16
WR	17	20	18	9	16	6
TOTAL	2723	3245	3072	936	1471	1393



Circulation Gains and Losses

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)



Circulation Gains and Losses

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

JULY 31, 2006		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
BELLE ISLE	06	46914	46914	14586	14586	61500	61500	
	07	47875	47875	16416	16416	64291	64291	
		961	961	1830	1830	2791	2791	4.5
BETHANY	06	29069	29069	13131	13131	42200	42200	
	07	29880	29880	15578	15578	45458	45458	
		811	811	2447	2447	3258	3258	7.7
CAPITOL HILL	06	7342	7342	3370	3370	10712	10712	
	07	7237	7237	4221	4221	11458	11458	
		-105	-105	851	851	746	746	7.0
CHOCTAW	06	10190	10190	6699	6699	16889	16889	
	07	11002	11002	7379	7379	18381	18381	
		812	812	680	680	1492	1492	8.8
DEL CITY	06	16769	16769	7814	7814	24583	24583	
	07	15415	15415	7685	7685	23100	23100	
		-1354	-1354	-129	-129	-1483	-1483	-6.0
DOWNTOWN	06	24596	24596	9508	9508	34104	34104	
	07	25017	25017	10058	10058	35075	35075	
		421	421	550	550	971	971	2.8
EDMOND	06	64132	64132	46615	46615	110747	110747	
	07	67875	67875	55217	55217	123092	123092	
		3743	3743	8602	8602	12345	12345	11.1
MIDWEST CITY	06	32906	32906	16616	16616	49522	49522	
	07	35575	35575	17191	17191	52766	52766	
		2669	2669	575	575	3244	3244	6.6
RALPH ELLISON	06	5986	5986	2149	2149	8135	8135	
	07	5470	5470	2029	2029	7499	7499	
		-516	-516	-120	-120	-636	-636	-7.8
SOUTHERN OAKS	06	43075	43075	16155	16155	59230	59230	
	07	43713	43713	16339	16339	60052	60052	
		638	638	184	184	822	822	1.4
VILLAGE	06	34654	34654	17419	17419	52073	52073	
	07	33574	33574	18364	18364	51938	51938	
		-1080	-1080	945	945	-135	-135	-3
WARR ACRES	06	33792	33792	18329	18329	52121	52121	
	07	32599	32599	18120	18120	50719	50719	
		-1193	-1193	-209	-209	-1402	-1402	-2.7

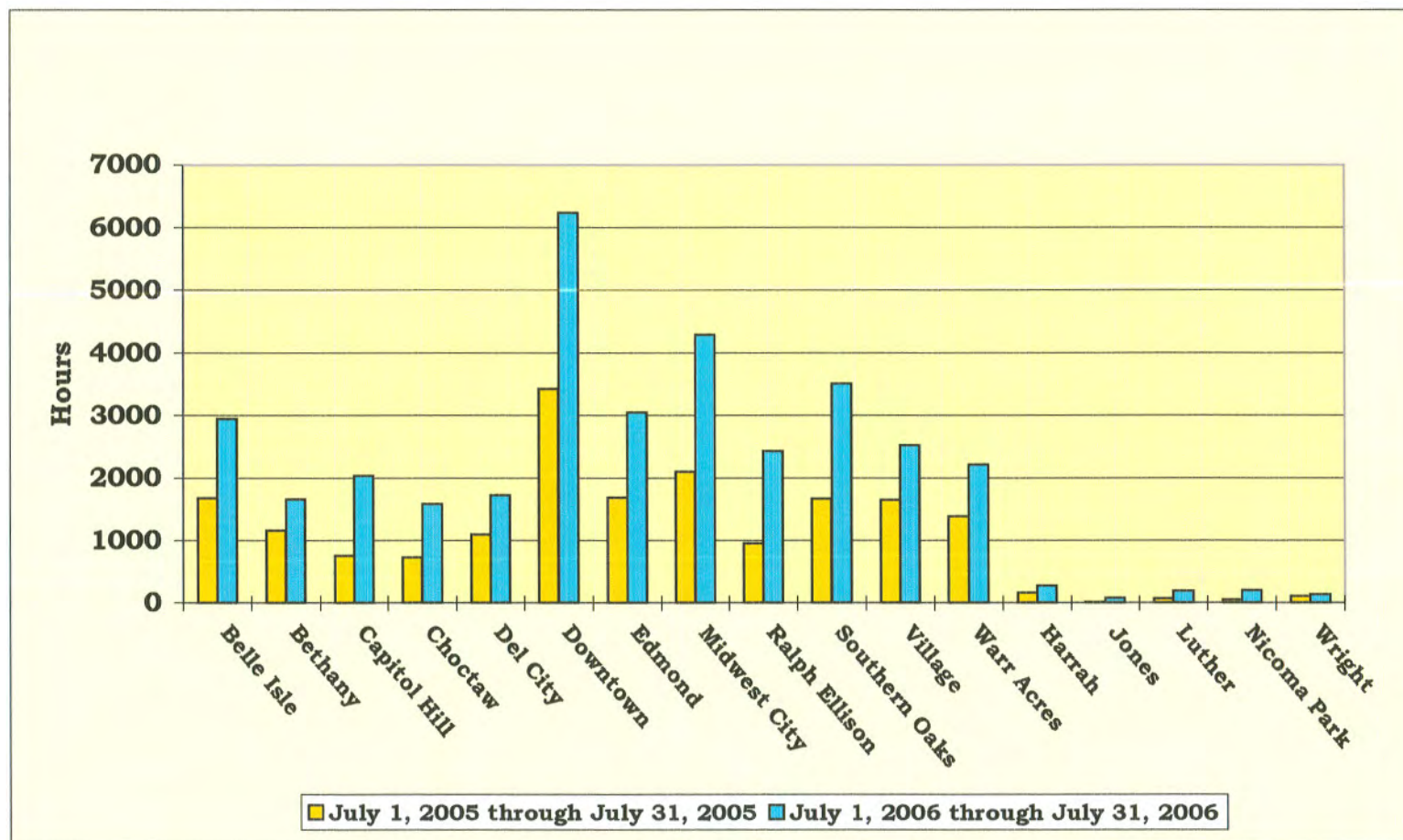
Circulation Gains and Losses

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

JULY 31, 2006		<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	06	3542	3542	1595	1595	5137	5137	
	07	3213	3213	1678	1678	4891	4891	
		-329	-329	83	83	-246	-246	-4.8
JONES	06	995	995	283	283	1278	1278	
	07	1222	1222	282	282	1504	1504	
		227	227	-1	-1	226	226	17.7
LUTHER	06	3601	3601	2078	2078	5679	5679	
	07	4052	4052	1586	1586	5638	5638	
		451	451	-492	-492	-41	-41	-.7
NICOMA PARK	06	2118	2118	934	934	3052	3052	
	07	1699	1699	638	638	2337	2337	
		-419	-419	-296	-296	-715	-715	-23.4
WRIGHT	06	690	690	145	145	835	835	
	07	611	611	272	272	883	883	
		-79	-79	127	127	48	48	5.7
<u>OTHER:</u>								
BOOK CENTERS	06	9430	9430	11738	11738	21168	21168	
	07	9316	9316	12000	12000	21316	21316	
		-114	-114	262	262	148	148	.7
BOOKS-BY-MAIL	06	1776	1776	0	0	1776	1776	
	07	1887	1887	0	0	1887	1887	
		111	111	0	0	111	111	6.3
TOTALS	06	371577	371577	189164	189164	560741	560741	
	07	377232	377232	205053	205053	582285	582285	
		5655	5655	15889	15889	21544	21544	3.8

Total Computer Hours Used by Library

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)



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Total Computer Usage

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	06	1,085		4,314		1,676.32		1,085		4,314		1,676.32	
	07	1,115		4,302		2,948.87		1,115		4,302		2,948.87	
		30	2.8	-12	-.3	1,272.55	75.9	30	2.8	-12	-.3	1,272.55	75.9
BETHANY	06	670		2,876		1,163.07		670		2,876		1,163.07	
	07	646		2,448		1,661.88		646		2,448		1,661.88	
		-24	-3.6	-428	-14.9	498.81	42.9	-24	-3.6	-428	-14.9	498.81	42.9
CAPITOL HILL	06	479		1,965		754.05		479		1,965		754.05	
	07	659		2,844		2,034.82		659		2,844		2,034.82	
		180	37.6	879	44.7	1,280.77	169.9	180	37.6	879	44.7	1,280.77	169.9
CHOCTAW	06	370		1,770		732.27		370		1,770		732.27	
	07	435		1,775		1,578.87		435		1,775		1,578.87	
		65	17.6	5	.3	846.60	115.6	65	17.6	5	.3	846.60	115.6
DEL CITY	06	674		2,770		1,094.72		674		2,770		1,094.72	
	07	618		2,406		1,725.49		618		2,406		1,725.49	
		-56	-8.3	-364	-13.1	630.77	57.6	-56	-8.3	-364	-13.1	630.77	57.6
DOWNTOWN	06	1,442		8,484		3,423.86		1,442		8,484		3,423.86	
	07	1,321		7,911		6,231.03		1,321		7,911		6,231.03	
		-121	-8.4	-573	-6.8	2,807.17	82.0	-121	-8.4	-573	-6.8	2,807.17	82.0
EDMOND	06	1,201		4,788		1,688.97		1,201		4,788		1,688.97	
	07	1,256		4,487		3,047.67		1,256		4,487		3,047.67	
		55	4.6	-301	-6.3	1,358.70	80.4	55	4.6	-301	-6.3	1,358.70	80.4
MIDWEST CITY	06	1,451		5,751		2,100.25		1,451		5,751		2,100.25	
	07	1,555		6,163		4,287.58		1,555		6,163		4,287.58	
		104	7.2	412	7.2	2,187.33	104.1	104	7.2	412	7.2	2,187.33	104.1
RALPH ELLISON	06	666		2,632		955.71		666		2,632		955.71	
	07	794		2,897		2,433.44		794		2,897		2,433.44	
		128	19.2	265	10.1	1,477.73	154.6	128	19.2	265	10.1	1,477.73	154.6

Total Computer Usage

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	06	1,183		4,147		1,666.85		1,183		4,147		1,666.85	
	07	1,336		5,334		3,512.94		1,336		5,334		3,512.94	
		153	12.9	1,187	28.6	1,846.09	110.8	153	12.9	1,187	28.6	1,846.09	110.8
VILLAGE	06	1,171		4,513		1,646.69		1,171		4,513		1,646.69	
	07	1,070		3,884		2,524.70		1,070		3,884		2,524.70	
		-101	-8.6	-629	-13.9	878.01	53.3	-101	-8.6	-629	-13.9	878.01	53.3
WARR ACRES	06	873		3,804		1,381.48		873		3,804		1,381.48	
	07	933		3,241		2,216.41		933		3,241		2,216.41	
		60	6.9	-563	-14.8	834.93	60.4	60	6.9	-563	-14.8	834.93	60.4
HARRAH	06	88		328		168.50		88		328		168.50	
	07	115		371		275.01		115		371		275.01	
		27	30.7	43	13.1	106.51	63.2	27	30.7	43	13.1	106.51	63.2
JONES	06	16		46		18.41		16		46		18.41	
	07	21		96		74.76		21		96		74.76	
		5	31.3	50	108.7	56.35	306.1	5	31.3	50	108.7	56.35	306.1
LUTHER	06	48		176		69.72		48		176		69.72	
	07	99		253		192.15		99		253		192.15	
		51	106.3	77	43.8	122.43	175.6	51	106.3	77	43.8	122.43	175.6
NICOMA PARK	06	34		109		55.06		34		109		55.06	
	07	40		232		202.49		40		232		202.49	
		6	17.6	123	112.8	147.43	267.8	6	17.6	123	112.8	147.43	267.8
WRIGHT	06	36		258		107.30		36		258		107.30	
	07	40		212		138.31		40		212		138.31	
		4	11.1	-46	-17.8	31.01	28.9	4	11.1	-46	-17.8	31.01	28.9
TOTAL	06	11,487		48,731		18,703.23		11,487		48,731		18,703.23	
	07	12,053		48,856		35,086.42		12,053		48,856		35,086.42	
		566	4.9	125	.3	16,383.19	87.6	566	4.9	125	.3	16,383.19	87.6

Computer Usage by Adult Customers

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	06	944		3,717		1,437.21		944		3,717		1,437.21	
	07	968		3,826		2,624.19		968		3,826		2,624.19	
		24	2.5	109	2.9	1,186.98	82.6	24	2.5	109	2.9	1,186.98	82.6
BETHANY	06	563		2,441		1,019.92		563		2,441		1,019.92	
	07	516		1,918		1,317.97		516		1,918		1,317.97	
		-47	-8.3	-523	-21.4	298.05	29.2	-47	-8.3	-523	-21.4	298.05	29.2
CAPITOL HILL	06	328		1,260		509.71		328		1,260		509.71	
	07	359		1,123		813.63		359		1,123		813.63	
		31	9.5	-137	-10.9	303.92	59.6	31	9.5	-137	-10.9	303.92	59.6
CHOCTAW	06	258		1,063		459.41		258		1,063		459.41	
	07	295		1,084		948.98		295		1,084		948.98	
		37	14.3	21	2.0	489.57	106.6	37	14.3	21	2.0	489.57	106.6
DEL CITY	06	547		2,316		958.77		547		2,316		958.77	
	07	495		1,908		1,354.64		495		1,908		1,354.64	
		-52	-9.5	-408	-17.6	395.87	41.3	-52	-9.5	-408	-17.6	395.87	41.3
DOWNTOWN	06	1,203		7,416		3,098.27		1,203		7,416		3,098.27	
	07	1,126		6,988		5,561.94		1,126		6,988		5,561.94	
		-77	-6.4	-428	-5.8	2,463.67	79.5	-77	-6.4	-428	-5.8	2,463.67	79.5
EDMOND	06	1,032		4,205		1,492.20		1,032		4,205		1,492.20	
	07	1,026		3,710		2,485.05		1,026		3,710		2,485.05	
		-6	-.6	-495	-11.8	992.85	66.5	-6	-.6	-495	-11.8	992.85	66.5
MIDWEST CITY	06	1,171		4,556		1,715.49		1,171		4,556		1,715.49	
	07	1,200		4,413		3,137.88		1,200		4,413		3,137.88	
		29	2.5	-143	-3.1	1,422.39	82.9	29	2.5	-143	-3.1	1,422.39	82.9
RALPH ELLISON	06	502		1,912		703.98		502		1,912		703.98	
	07	584		2,005		1,505.21		584		2,005		1,505.21	
		82	16.3	93	4.9	801.23	113.8	82	16.3	93	4.9	801.23	113.8

Computer Usage by Adult Customers

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	06	963		3,200		1,344.28		963		3,200		1,344.28	
	07	975		3,208		2,165.04		975		3,208		2,165.04	
		12	1.2	8	.3	820.76	61.1	12	1.2	8	.3	820.76	61.1
VILLAGE	06	985		3,704		1,369.93		985		3,704		1,369.93	
	07	840		2,757		1,817.79		840		2,757		1,817.79	
		-145	-14.7	-947	-25.6	447.86	32.7	-145	-14.7	-947	-25.6	447.86	32.7
WARR ACRES	06	743		3,040		1,141.43		743		3,040		1,141.43	
	07	759		2,555		1,769.52		759		2,555		1,769.52	
		16	2.2	-485	-16.0	628.09	55.0	16	2.2	-485	-16.0	628.09	55.0
HARRAH	06	69		277		148.24		69		277		148.24	
	07	78		279		192.52		78		279		192.52	
		9	13.0	2	.7	44.28	29.9	9	13.0	2	.7	44.28	29.9
JONES	06	11		37		15.97		11		37		15.97	
	07	9		42		37.01		9		42		37.01	
		-2	-18.2	5	13.5	21.04	131.7	-2	-18.2	5	13.5	21.04	131.7
LUTHER	06	26		77		32.33		26		77		32.33	
	07	47		115		95.39		47		115		95.39	
		21	80.8	38	49.4	63.06	195.1	21	80.8	38	49.4	63.06	195.1
NICOMA PARK	06	23		62		42.59		23		62		42.59	
	07	19		54		29.27		19		54		29.27	
		-4	-17.4	-8	-12.9	-13.32	-31.3	-4	-17.4	-8	-12.9	-13.32	-31.3
WRIGHT	06	28		214		85.45		28		214		85.45	
	07	26		157		106.46		26		157		106.46	
		-2	-7.1	-57	-26.6	21.01	24.6	-2	-7.1	-57	-26.6	21.01	24.6
TOTAL	06	9,396		39,497		15,575.18		9,396		39,497		15,575.18	
	07	9,322		36,142		25,962.49		9,322		36,142		25,962.49	
		-74	-.8	-3,355	-8.5	10,387.31	66.7	-74	-.8	-3,355	-8.5	10,387.31	66.7

Computer Usage by Minor Customers

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	06	141		597		239.11		141		597		239.11	
	07	147		476		324.68		147		476		324.68	
		6	4.3	-121	-20.3	85.57	35.8	6	4.3	-121	-20.3	85.57	35.8
BETHANY	06	107		435		143.15		107		435		143.15	
	07	130		530		343.91		130		530		343.91	
		23	21.5	95	21.8	200.76	140.2	23	21.5	95	21.8	200.76	140.2
CAPITOL HILL	06	151		705		244.34		151		705		244.34	
	07	300		1,721		1,221.19		300		1,721		1,221.19	
		149	98.7	1,016	144.1	976.85	399.8	149	98.7	1,016	144.1	976.85	399.8
CHOCTAW	06	112		707		272.86		112		707		272.86	
	07	140		691		629.89		140		691		629.89	
		28	25.0	-16	-2.3	357.03	130.8	28	25.0	-16	-2.3	357.03	130.8
DEL CITY	06	127		454		135.95		127		454		135.95	
	07	123		498		370.85		123		498		370.85	
		-4	-3.1	44	9.7	234.90	172.8	-4	-3.1	44	9.7	234.90	172.8
DOWNTOWN	06	239		1,068		325.59		239		1,068		325.59	
	07	195		923		669.09		195		923		669.09	
		-44	-18.4	-145	-13.6	343.50	105.5	-44	-18.4	-145	-13.6	343.50	105.5
EDMOND	06	169		583		196.77		169		583		196.77	
	07	230		777		562.62		230		777		562.62	
		61	36.1	194	33.3	365.85	185.9	61	36.1	194	33.3	365.85	185.9
MIDWEST CITY	06	280		1,195		384.76		280		1,195		384.76	
	07	355		1,750		1,149.70		355		1,750		1,149.70	
		75	26.8	555	46.4	764.94	198.8	75	26.8	555	46.4	764.94	198.8
RALPH ELLISON	06	164		720		251.73		164		720		251.73	
	07	210		892		928.23		210		892		928.23	
		46	28.0	172	23.9	676.50	268.7	46	28.0	172	23.9	676.50	268.7

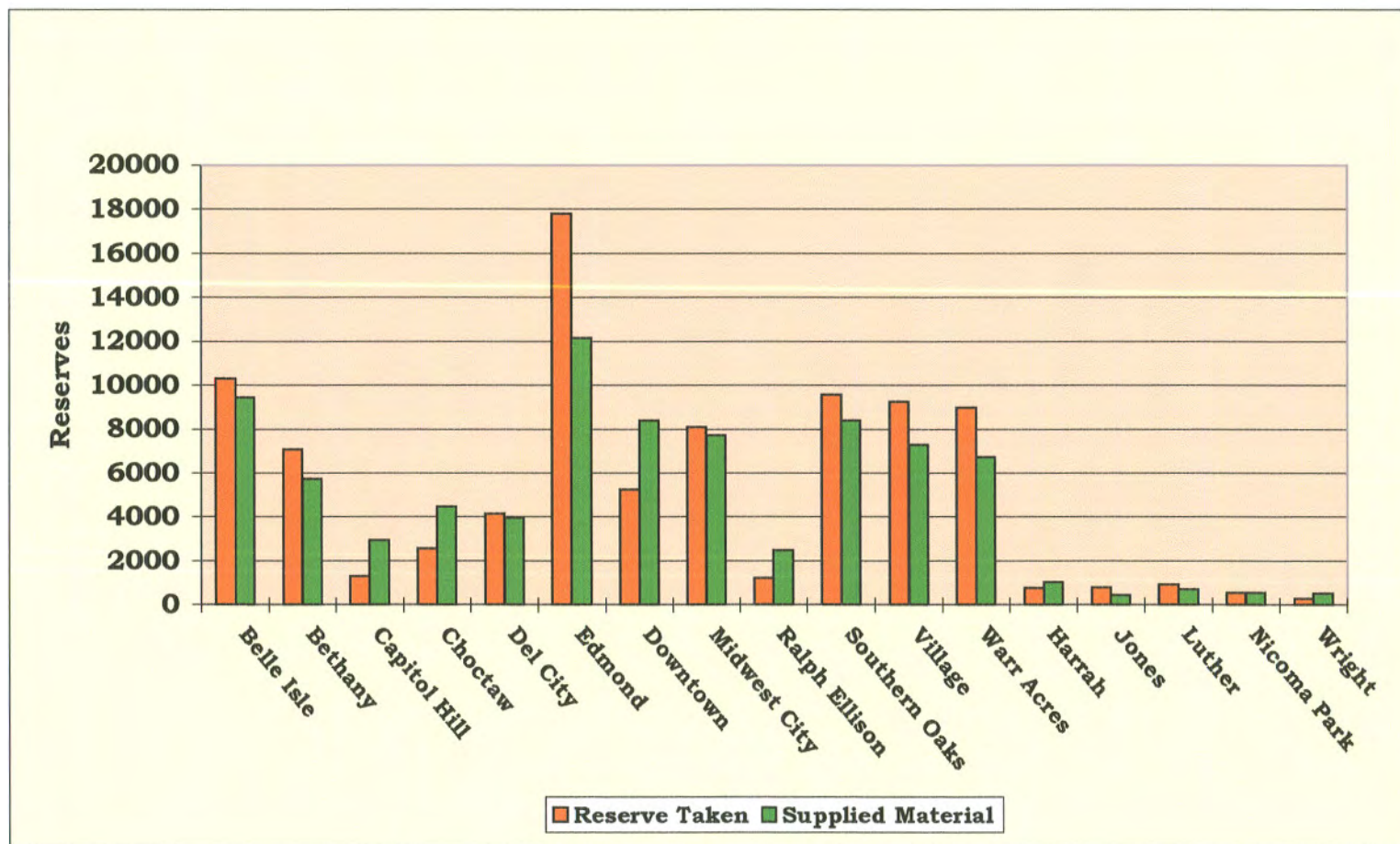
Computer Usage by Minor Customers

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	06	220		947		322.57		220		947		322.57	
	07	361		2,126		1,347.90		361		2,126		1,347.90	
		141	64.1	1,179	124.5	1,025.33	317.9	141	64.1	1,179	124.5	1,025.33	317.9
VILLAGE	06	186		809		276.76		186		809		276.76	
	07	230		1,127		706.91		230		1,127		706.91	
		44	23.7	318	39.3	430.15	155.4	44	23.7	318	39.3	430.15	155.4
WARR ACRES	06	130		764		240.05		130		764		240.05	
	07	174		686		446.89		174		686		446.89	
		44	33.8	-78	-10.2	206.84	86.2	44	33.8	-78	-10.2	206.84	86.2
HARRAH	06	19		51		20.26		19		51		20.26	
	07	37		92		82.49		37		92		82.49	
		18	94.7	41	80.4	62.23	307.2	18	94.7	41	80.4	62.23	307.2
JONES	06	5		9		2.44		5		9		2.44	
	07	12		54		37.75		12		54		37.75	
		7	140.0	45	500.0	35.31	1447.1	7	140.0	45	500.0	35.31	1447.1
LUTHER	06	22		99		37.39		22		99		37.39	
	07	52		138		96.76		52		138		96.76	
		30	136.4	39	39.4	59.37	158.8	30	136.4	39	39.4	59.37	158.8
NICOMA PARK	06	11		47		12.47		11		47		12.47	
	07	21		178		173.22		21		178		173.22	
		10	90.9	131	278.7	160.75	1289.1	10	90.9	131	278.7	160.75	1289.1
WRIGHT	06	8		44		21.85		8		44		21.85	
	07	14		55		31.85		14		55		31.85	
		6	75.0	11	25.0	10.00	45.8	6	75.0	11	25.0	10.00	45.8
TOTAL	06	2,091		9,234		3,128.05		2,091		9,234		3,128.05	
	07	2,731		12,714		9,123.93		2,731		12,714		9,123.93	
		640	30.6	3,480	37.7	5,995.88	191.7	640	30.6	3,480	37.7	5,995.88	191.7

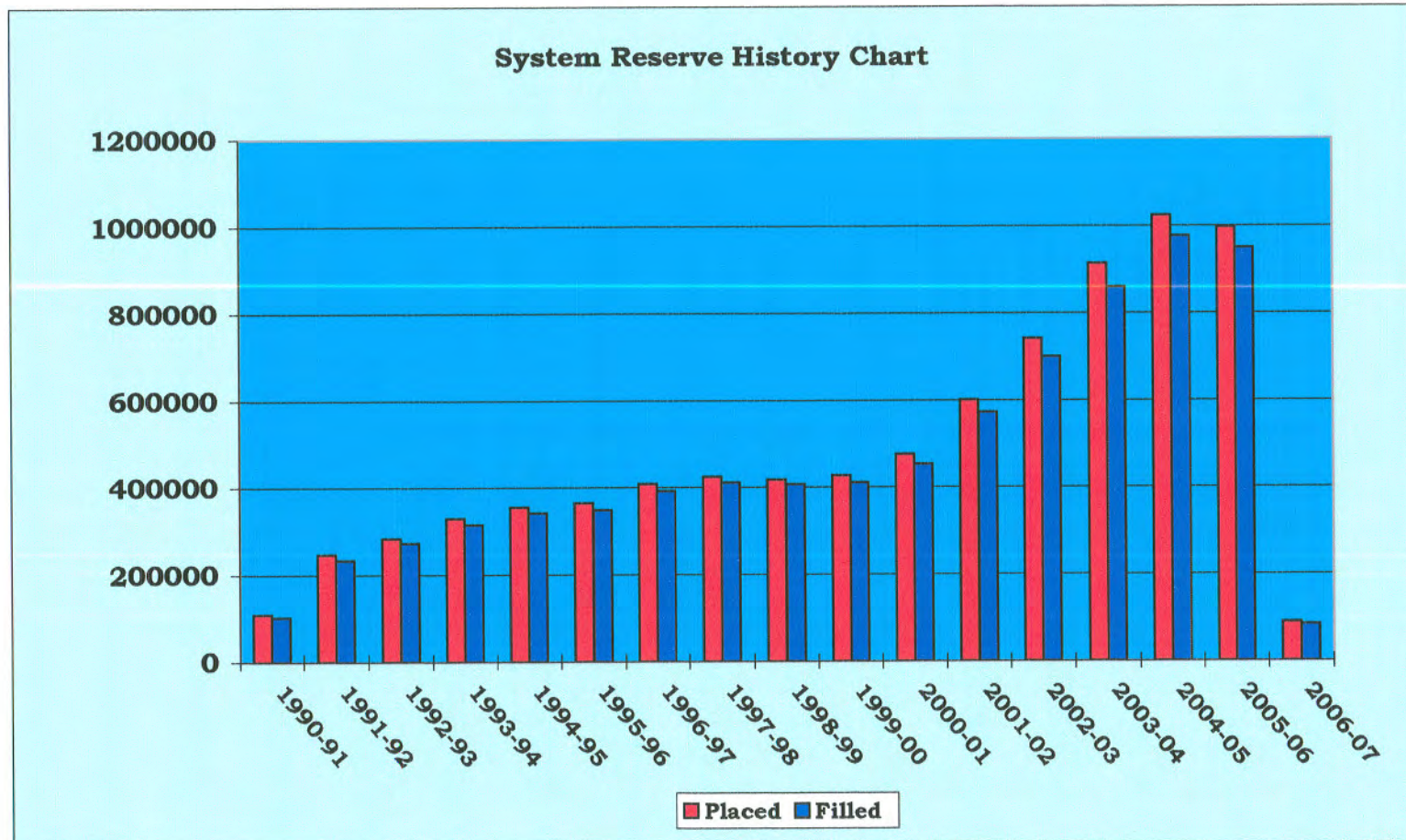
System Reserve Report

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)



System Reserve Report

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)



System Reserves Report

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	06	10,997	10,997		9,911	9,911	
	07	10,286	10,286		9,608	9,608	
		-711	-711	-6.5	-303	-303	-3.1
BETHANY	06	7,229	7,229		6,737	6,737	
	07	7,083	7,083		6,503	6,503	
		-146	-146	-2.0	-234	-234	-3.5
CAPITOL HILL	06	1,155	1,155		1,136	1,136	
	07	1,316	1,316		1,175	1,175	
		161	161	13.9	39	39	3.4
CHOCTAW	06	2,666	2,666		2,448	2,448	
	07	2,550	2,550		2,377	2,377	
		-116	-116	-4.4	-71	-71	-2.9
DEL CITY	06	4,109	4,109		3,839	3,839	
	07	4,160	4,160		3,954	3,954	
		51	51	1.2	115	115	3.0
EDMOND	06	18,484	18,484		16,846	16,846	
	07	17,798	17,798		16,760	16,760	
		-686	-686	-3.7	-86	-86	-.5
DOWNTOWN	06	5,394	5,394		4,882	4,882	
	07	5,252	5,252		4,873	4,873	
		-142	-142	-2.6	-9	-9	-.2
MIDWEST CITY	06	7,543	7,543		6,591	6,591	
	07	8,087	8,087		7,599	7,599	
		544	544	7.2	1,008	1,008	15.3
RALPH ELLISON	06	1,510	1,510		1,375	1,375	
	07	1,225	1,225		1,159	1,159	
		-285	-285	-18.9	-216	-216	-15.7
SOUTHERN OAKS	06	10,408	10,408		9,093	9,093	
	07	9,572	9,572		8,664	8,664	
		-836	-836	-8.0	-429	-429	-4.7
VILLAGE	06	9,254	9,254		8,260	8,260	
	07	9,247	9,247		8,498	8,498	
		-7	-7	-.1	238	238	2.9
WARR ACRES	06	9,692	9,692		8,797	8,797	
	07	8,982	8,982		8,324	8,324	
		-710	-710	-7.3	-473	-473	-5.4

System Reserves Report

July 1, 2006 through July 31, 2006 (8.33% of the 06-07 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	06	933	933		916	916	
	07	750	750		719	719	
		-183	-183	-19.6	-197	-197	-21.5
JONES	06	795	795		584	584	
	07	801	801		638	638	
		6	6	.8	54	54	9.2
LUTHER	06	769	769		648	648	
	07	936	936		807	807	
		167	167	21.7	159	159	24.5
NICOMA PARK	06	793	793		802	802	
	07	554	554		460	460	
		-239	-239	-30.1	-342	-342	-42.6
WRIGHT	06	277	277		278	278	
	07	277	277		295	295	
				.0	17	17	6.1
BOOKS-BY-MAIL	06	614	614		595	595	
	07	683	683		632	632	
		69	69	11.2	37	37	6.2
TOTAL	06	92,622	92,625		83,738	83,739	
	07	89,559	89,559		83,045	83,045	
		-3,063	-3,066	-3.3	-693	-694	-.8

EXECUTIVE DIRECTOR'S REPORT

AUGUST 2006

NEW COMMISSION MEMBERS NAMED

I am pleased to announce that Lee Alan Leslie has been appointed by the City of Midwest City as the newest member of the Metropolitan Library Commission representing Midwest City. Lee Alan has a long history of involvement with the Midwest City Library having served as a member of the Midwest City Library Advisory board for many years and was involved with library staff and MWC officials as a member of the building committee which worked on the planning, design and construction of the Midwest City Library. He replaces Pamela Pung who chose not to serve another term on the commission.

Ralph Bullard has been appointed by the Board of the Oklahoma County Commissioners as the new at-large commission member appointed by Oklahoma County. Mr. Bullard formerly served as headmaster at Christian Heritage Academy and lives in Edmond. He replaces Alyne Strube as the county's at-large representative to the commission.

CAPITAL PROJECTS UPDATE

Library Staff have been very busy this past month with details relating to the various capital projects.

As reported earlier in the minutes of the Long-Range Planning Committee, staff submitted to Oklahoma City a suggested list of projects for the **2007 General Obligation** bond package. A copy of the proposal submitted to the City is attached. These suggested projects will be tweaked and modified by MLS and city staff over the next few months before the final package is taken to the City Council for approval. Library staff will be meeting with the city as these projects are under review.

The purchase of the land for the library system's new **Service Center** is complete and the library now owns the property on NE 50th Street. We are preparing requests for proposals for an architectural firm to design the center. We hope to bring you additional information on that process next month.

Library Staff have submitted four potential sites for the **Northwest Library** to Oklahoma City staff. The city has agreed to do some preliminary investigation for the library system regarding utility availability and the potential costs of these four sites.

Fifteen proposals were submitted to Oklahoma City for the **Ralph Ellison Renovation Project**. The library will submit its top three to five choices to the city for the formal interview/selection process.

DIRECTOR OUTREACH ACTIVITIES

- Attended PLDC Meeting
- Attended OLA Meeting

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Conversational Spanish

September 11, 18, 25

Time: 5-6 pm

Location: Choctaw Library

Adults

Advanced, beginner and intermediate students are invited to join a free weekly class to practice and improve their conversational Spanish. These fun sessions, led by native speaker Maria Bozarth, are relaxed and easy-going. Please call 390-8418 to register.

September 11, 18, 25

Time: 5:30-6:30 pm

Location: Capitol Hill Library

Adults

This course is intended to teach basic Spanish language conversational skills. The class will meet on Monday nights during the month, and will continue until December 4th. Pre-register at 634-6308.

Spanish for Beginners

Sept. 28

Time: 6:30-8:30 pm

Location: Village Library

Join instructor Maria Rodriguez for an introductory class to learn the basics of Spanish in this fun free class. Students will meet for 8 weeks on Thursday nights. Materials are provided. Please call 755-0710 to sign up, as space is limited.

Music

Sept. 14 1-2 pm, Southern Oaks Library

Sept. 14 6:30-7:30 pm, Ralph Ellison Library

Sept. 17 2-3 pm, Downtown Library

A Ragtime Episode Featuring Banjoist Clarke Buehling of the Skirtlifters with Buckdancer Kent Beyette, free, MLC libraries. Clark Buehling, founder of the Skirtlifters, authentically recreates the music of the 19th century riverboat, stage and parlor, enlivened by period humor, skits, songs and percussive dance. His repertoire includes jigs, reels, rags, gallops, marches and waltzes. Mr. Buehling's programs range from Louisiana Purchase to Civil War to the early 20th century Ragtime and included traditional buckdancing and percussion, performed by Kent Beyette. Co-Sponsor: Friends of the Metropolitan Library System.

The Romance of Chopin

September 9, 2006

Time: 2-3 pm

Location: Warr Acres Library

All Ages

Wayne McEvilly, Concert pianist, personalizes for all ages the life and work of the great classical composer Chopin in an informal and relaxed program with dialogue and music.

Chopin and Phantom of the Opera

September 10, 2006

Time: 2-3 pm

Location: Downtown Library

All Ages

The Ronald J. Norick Downtown Library presents pianist Wayne McEvilly in a relaxing program of beautiful piano melodies with masterworks by Chopin and a medley of tunes from Phantom of the Opera. Open and free to the public.

Chopin for Everyone

September 28, 2006

Time: 1-2 pm

Location: Southern Oaks Library

All Ages

The Southern Oaks Library presents pianist, Wayne McEvilly in a relaxing program of beautiful piano melodies with masterworks by the classical composer Chopin. Call 631-4468 to sign up for the free concert.

Monarch Butterfly Education and Tracking Class

September 12, 2006

Time: 6-7:30 pm

Location: Midwest City Library

All Ages

Yes, it's Monarch Butterfly season again! Come join Master Naturalist Leslie Johnson for a fascinating look at the lifecycle and yearly migration of these famous insects. The anticipated migration dates through Oklahoma are currently estimated as September 19 through October 6. This timely program will also provide instruction on how local Mid-Del individuals of all ages and their families can get involved in tagging and tracking these beautiful but increasingly endangered butterflies. All are welcome. Program is free. To register, visit the Information Desk or call 732-4828.

METROPOLITAN LIBRARY SYSTEM			DATA DATE		31-Jul-06				
OKLAHOMA CITY - 2007 CAPITAL PROJECT PROPOSAL									
COST RECAP									
	Account / Description	1 Capitol Hill	2 Belle Isle	3 DN	4 Northwest	5 Northeast	Sub-Total	6 All OKC Libraries	Grand Total
MLS COSTS - ESTIMATED									
	DESIGN COST	\$ 261,546	\$ 372,676	\$ 67,999	\$ 283,125	\$ -	\$ 985,346	\$ 167,509	\$ 1,152,855
	MLS COSTS - OTHER								
	SUB-TOTAL MLS OTHER COSTS	\$ 555,632	\$ 237,569	\$ -	\$ 883,711	\$ -	\$ 1,676,912		\$ 1,676,912
	TOTAL MLS COSTS	\$ 817,178	\$ 610,245	\$ 67,999	\$ 1,166,836	\$ -	\$ 2,662,258	\$ 167,509	\$ 2,829,766
OKC COSTS									
	TOTAL OKC COSTS	\$ 2,760,000	\$ 3,730,000	\$ 800,000	\$ 3,240,000	\$ 470,000	\$ 11,000,000	\$ 1,230,000	\$ 12,200,000

CAPITAL PROJECTS TIME LINES

PROJECT / ACTIVITY	COMMENTS	DURATION MON CUR	CURRENT TARGET											
			START	FINISH	2006	0	1	2	3	4	5	6	7	8
					2006	2007	2008	2009	2010	2011	2012	2013	2014	2015

PROPOSED MLS 2007 CAPITAL IMPROVEMENT PROJECTS (CIP)

1 CAPITOL HILL LIBRARY MAJOR RENOVATION														
Select Architect / Complete Design	MAJOR RENOVATION	10	Jul-09	May-10										
Bid, Award & Construct Project		16	May-10	Sep-11										
2 BELLE ISLE - PARKING, MEP, ADDITION														
Select Architect / Complete Design	Adds 35 parking spaces Upgrades MEP System (1963 Adds 4000 SF, associated parking	9	Jun-11	Mar-12										
Bid, Award & Construct Project		12	Mar-12	Mar-13										
3 DOWNTOWN LIBRARY														
Select Architect / Complete Design	Replaces carpet; new paint public areas: Front door work;	6	Jun-11	Dec-11										
Bid, Award & Construct Project		9	Dec-11	Sep-12										
4 NORTHWEST LIBRARY														
Select Architect / Complete Design	Adds 10,000 sf & associated parking	9	Mar-13	Dec-13										
Bid, Award & Construct Project		14	Dec-13	Feb-15										
5 NORTHEAST LIBRARY - NEW														
Secure Site	Buys land for future library	6	Jan-14	Jul-14										