

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, September 20, 2007, 3:30 p.m.
Midwest City Library
8143 E. Reno
Midwest City, OK 73110
(Telephone: 732-4828)

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

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

Hugh Rice, Chair

3:30 - 3:45 pm INTRODUCTIONS

- Document #13 - 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 (#14 - #17)

- Document #14 - Approval of Minutes of July 19, 2007 Meeting
- Document #15 - Acceptance of Review of Expenditures for July 2007
- Document #16 - Acceptance of Review of Expenditures for August 2007
- Document #17 - Approval of Contract Awards and Purchases
 - Item A: Property and Casualty Insurance
 - Item B: RFID Hardware
 - Item C: RFID Tags
 - Item D: Cisco Network Upgrades
 - Item E: LPT: One Print & Copy Control
 - Item F: Northwest Library Programming & Design Consultation

4:00 - 4:15 pm COMMITTEE REPORTS

- Document #18 - Discussion, Consideration, and Possible Action: Report and Recommendations - Finance Committee meeting, September 7, 2007 - David Greenwell, Chair
- Document #19 - Metropolitan Library System Fiscal Year 2007 - 2008 Final Budget

4:15 - 4:20 pm NEW BUSINESS

- Document #20 - Discussion, Consideration and Possible Action: Acceptance of Annual Audit - Murrell, Hall, McIntosh & Co., PLLP

4:20 - 4:30 pm SPECIAL PRESENTATIONS

- *MLS: Transforming Lives: FOCUS 2007* - Stacy Schrank, Employee Development Coordinator, Planning

4:30 - 4:40 pm INFORMATION REPORTS

- Document #21 - MLS July 2007 Circulation Report
- Document #22 - MLS July 2007 Computer Usage Report
- Document #23 - MLS July 2007 System Reserve Report
- Document #24 - MLS August 2007 Circulation Report
- Document #25 - MLS August 2007 Computer Usage Report
- Document #26 - MLS August 2007 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, October 18, 2007
Del City, 4509 SE 15th, Del City, OK 73115

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

The Friends of the Metropolitan Library System have underwritten a staff recognition service program recognizing staff who 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 & September 2007:

<u>Employees</u>	<u>Years of Service</u>
<u>August 2007 Recipients</u>	
Priscilla M. Doss, Library Manager II, Belle Isle Library	35
Sharon L. Maine, Outreach Specialist	25
Phil Tolbert, Library Manager I, Capitol Hill Library	25
Kathleen M. Laugerman, Page, Midwest City Library	10
Glenn E. Webb Jr., Associate Librarian, Capitol Hill Library	10
Fannie M. Harshbarger, Associate Librarian, Library Operations	5
Gerald W. Hickman, Librarian, Library Operations	5
Barbara A. Johnson, Associate Librarian, Belle Isle Library	5
Sharon Davis Jorski, Librarian, Library Operations	5
<u>September 2007 Recipients</u>	
Karen L. Marriott, Deputy Executive Director/Materials & Outreach	30
Kay Bauman, Deputy Executive Director/Library Operations	25
Alma Louise Brown, Librarian, Warr Acres Library	25
Rosemary A. Czarski, Library Manager I, Choctaw Library	25
Van R. Bielstein, Circulation Clerk, Village Library	5
Matthew E. Evans, Page, Bethany Library	5
Thomas P. Gallagher, Page, Downtown Library	5
Elizabeth M. Newland, Librarian, Library Operations	5
Stuart H. Williamson, Researcher, Planning	5

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

DATE: July 19, 2007

TIME: 3:30 pm

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 October 16, 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 Bethany and Downtown Library, 300 Park Avenue, Oklahoma City, on July 17, 2007, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Nancy Anthony
Ralph Bullard
Scott Duncan
David Greenwell, Disbursing Agent
Deanna Hannah
Jose Jimenez
Lee Alan Leslie
Penny McCaleb
Marguerite Ross
Judy Smith
Ray Vaughn, Chair, Board of County
Commissioners
Greg Womack
Hugh Rice, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Dr. Ann Caine, Vice-Chair
Carolyn Cornelius
Mick Cornett, Mayor of Oklahoma City
Millicent Gillogly
Shirley Pritchett

Estimate of general public and staff attending: 26

The meeting was called to order at 3:31 p.m. by, Mr. Hugh D. Rice, Chair.

Roll was called to establish a quorum. Present: Bullard, Duncan, Greenwell, Hannah, Jimenez, Leslie, McCaleb, Ross, Smith, Rice. (Arrived: Anthony, 3:35; Vaughn, 4:00; Womack, 3:37)

I. Mr. Rice introduced Ms. Katrina Prince. Ms. Prince welcomed the Commission and provided an update on the Summer Reading program.

II. Mr. Rice presented the Metropolitan Library Commission of Oklahoma County Service Certificate recipients for July 2007: Ronna C. Davis, Librarian, Edmond Library, 25 years of service; Ursula A. Ward, Government Documents Cataloger, Cataloging, 25 years of service; Carol Moody, Library Assistant, Village Library, 10 years of service.

III. Mr. Rice called for comments from the general public. (*One Citizens Request to Speak* form is attached.)

IV. Mr. Rice presented the Consent Docket; Document #02 – Approval of minutes of June 21, 2007 Meeting; Document #03 – Acceptance of Review of Expenditures for June 2007; Document #04 – Approval of Contract Awards and Purchases – Item A & Item B; Document #05 – Request to Declare Equipment Surplus.

Mr. Rice called for a motion.

Mr. Scott Duncan moved to accept the consent docket. Ms. Marguerite Ross seconded. Discussion followed. Motion passed unanimously.

V. Mr. Rice referred to Document #06 – Discussion, Consideration, and Possible Action: Report and Recommendation – Finance/Long-Range Planning Committee meeting July 11, 2007 –David Greenwell, Chair.

Mr. David Greenwell stated the Finance committee met on a joint basis with the Long-Range Planning Committee and had discussion concerning the construction of the new Service Center for the library. At the conclusion of the meeting, the Finance Committee approved an expenditure of up to \$5,263,374.00 for the new Service Center. Mr. Greenwell introduced Mr. Jim Hasenbeck of Studio Architects to present a report on the conceptual design of the Service Center.

Mr. Hasenbeck stated the program and schematic design phases have been completed. The next phase is the detailed design. Mr. Hasenbeck provided images from the schematic process and showed the site plan for the facility. He called for questions and discussion followed.

Mr. Greenwell stated the requested approval of 5.2 million dollars for construction of the Service Center would accommodate a variety of different options. As the bids go out, and better estimates of the costs begin to develop, those types of decisions could be finalized at that point. The bids are scheduled to go out in January, with a due date in February, which will allow for the contract to be awarded at the February Commission meeting.

Mr. Greenwell stated the motion coming from committee is to approve the budget for construction of the Service Center in the amount of \$5,263, 374.00. A motion coming from committee requires no second. Discussion followed. Motion passed unanimously.

VI. Mr. Rice referred to Document #07 – Resolution of Appreciation: Cynthia Trent.

Mrs. Nancy Anthony moved to accept the Resolution of Appreciation for Mrs. Cynthia Trent. Mr. Lee Alan Leslie seconded. Motion passed unanimously.

VII. Mr. Rice referred to Document #08 – Resolution of Appreciation: Shirley Pritchett.

Mrs. Judy Smith moved to accept the Resolution of Appreciation for Mrs. Shirley Pritchett. Mrs. Penny McCaleb seconded. Motion passed unanimously.

VIII. Mr. Rice referred to the Special Presentations – *Library Night at the Ballpark* – Lisa Wood, Children's Services Coordinator, Outreach and 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 and 3,500 teens have signed up. Almost 5,000 children and over 1,000 teens have finished their goals. Library Night at the Ballpark will be August 14. Ms. Smith and Ms. Williams invited the Commissioners to attend the ballgame and handed out vouchers for tickets.

IX. Mr. Rice referred to the Information Reports.

- ♦ Document #09 – MLS Annual Furniture & Equipment Inventory Report 2006-07
- ♦ Document #10 – MLS June 2007 Circulation Report
- ♦ Document #11 – MLS June 2007 Computer Usage Report
- ♦ Document #12 – MLS June 2007 System Reserve Report

Discussion followed.

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

Mrs. Morris announced the reappointment of Mrs. Judy Smith for her first full 3 year term as The Village representative to the Metropolitan Library System.

The Commission is pleased to welcome back Mrs. Alyne Strube. She was appointed to serve a 3 year term by the City of Choctaw.

Ms. Glenda Choate has been appointed to the Commission to represent the City of Jones.

Ms. Margaret Graham was appointed by Luther to serve on the Metropolitan Library Commission.

Mrs. Penny McCaleb, Ms. Marguerite Ross, Dr. Ann Caine, and Mrs. Carolyn Cornelius have been reappointed by the Mayor of Oklahoma City.

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

The next Commission meeting will be held at the Belle Isle Library, August 23, 2007.

There being no further business, the meeting was adjourned at 4:04.


Donna Morris, Executive Director
(Secretary)

CITIZENS REQUEST TO SPEAK
-THE METROPOLITAN LIBRARY COMMISSION/COMMITTEE MEETING*

FORM MUST BE COMPLETED AND GIVEN TO SECRETARY **PRIOR**
TO START OF MEETING

DATE: 7-19-07

Please complete this form if you are interested in addressing the Library Commission

Jo T Duncan
PRINT NAME 907 No. Blvd. Edmond OK 73034

RESIDENCE: ADDRESS/ZIP

OK
COUNTY OF RESIDENCE

Jo T Duncan
SIGNATURE: NO OTHER PERSON MAY SIGN FOR YOU

ADDITIONAL CONTACT INFORMATION:

341-8856 jotduncan@sbcglobal.net
TELEPHONE **E-MAIL**

WHO YOU ARE REPRESENTING:

ORGANIZATION: Friends of MLS

SELF: yes

I ask to speak on the following Agenda Item(s) Shirley Pritchett - Thank you

I ask to speak on the topic or issue(s) of _____

*Citizens Request to speak forms are provided at all meetings. Persons must list their residential address, county of residence and indicate if they request to speak to a specific agenda item or to another Library Commission related topic or issue. Preference will be given residents of Oklahoma County. Speakers shall refrain from personal attacks, aspersions, and accusations against members of the Library Commission, the Executive Director, or employees of the Metropolitan Library System while addressing the Library Commission. Library Commission members are strongly encouraged to exhibit respect for the opinions expressed in public comments and likewise refrain from personal attacks, aspersions, and accusations against members of the public who address the Commission. The Commission Chair retains the right to waive the time limits and this procedure at meetings where circumstances warrant.

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

July 31, 2007

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of July 2007.

This is the first monthly report for 2007-08. The revenue budget and expenditure appropriations are based on the Preliminary Budget approved by the Commission on June 21, 2007

COMMISSION ACTION

That the Commission acknowledge the financial report of July 2007.

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

Document # 15
MLC FY 2007-08
September 20, 2007

July 31, 2007

ASSETS

CASH - Overnight Investment Account	\$ 3,141,858.86
INVESTMENTS (Schedule attached)	20,524,693.18

Total Assets	<u><u>\$23,666,552.04</u></u>
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LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2006-07 Reserve for Appropriations	\$181,439.52	
2007-08 Purchase Orders Outstanding	265,518.87	
2006-07 Purchase Orders Outstanding	345,742.20	
2007-08 Checks Outstanding	39,414.00	
2006-07 Checks Outstanding	<u>173,801.40</u>	
Total Liabilities		1,005,915.99

FUND BALANCE:

Beginning of the Year		\$23,823,209.10	
Add: Revenues			
Budgeted	55,000.00		
Other	<u>350,577.56</u>	405,577.56	
Less: Expenditures		<u>(1,568,150.61)</u>	
Total Fund Balance			<u>22,660,636.05</u>
Total Liabilities, Deferred Revenue and Fund Balance			<u><u>\$23,666,552.04</u></u>

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

As of July 31, 2007

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	9/24/2002	11/13/2007	5.100%	\$ 98,336.68
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		5.010%	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	12/20/2007	5.060%	100,000.00
CD - Kirkpatrick Bank, Edmond	7/18/2004	3/16/2008	5.150%	100,000.00
CD - Coppermark Bank	7/18/2004	8/18/2007	5.100%	100,000.00
CD - BancFirst	7/28/2004	7/28/2009	5.050%	100,000.00
CD - Rose Rock Bank	10/15/2003	10/5/2007	5.130%	96,750.00
CD - Fidelity Bank	10/19/2004	10/19/2009	4.000%	100,000.00
CD - Quail Creek Bank	12/7/2004	12/7/2007	4.840%	100,000.00
CD - Citizen's Bank of Edmond	7/2/2004	7/2/2009	4.060%	100,000.00
CD - Intrust Bank	7/9/2007	7/7/2008	5.050%	100,000.00
FHLB notes	2/25/2005	8/27/2008	4.000%	1,000,025.00
CD - Valliance Bank	3/3/2005	9/5/2007	5.300%	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
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 '07	12/29/2006	11/13/2007	5.100%	2,392,115.97
Fed Home LN MC '07	12/29/2006	10/16/2007	5.120%	2,400,979.17
Fed Home LN MC '07	12/29/2006	8/17/2007	5.130%	968,365.83
Fed Home LN MC '07	1/3/2007	9/18/2007	5.134%	964,056.67
FNMA 08-09	2/2/2007	1/16/2009	5.267%	2,004,684.44
FNMA Notes 07/08	2/2/2007	10/3/2008	5.146%	2,033,081.94
Fed Home LN 08-09	7/16/2007	7/16/2009	5.250%	1,500,000.00
Total Investments				<u>\$ 20,524,693.18</u>

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

July 1, 2007 to July 31, 2007

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2007 Ad Valorem Tax	\$23,118,871.00	\$ -	\$ -	0.00%
State Aid	282,936.00	-	-	0.00%
Fines	<u>513,000.00</u>	<u>55,000.00</u>	<u>55,000.00</u>	10.72%
Total Budgeted Revenue	<u>\$ 23,914,807.00</u>	<u>\$ 55,000.00</u>	<u>\$ 55,000.00</u>	0.23%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 75,273.07	\$ 75,273.07	
Gifts and Lost Books Fees		75,000.00	75,000.00	
Investment Income		152,534.31	152,534.31	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		0.00	0.00	
Miscellaneous		<u>47,770.18</u>	<u>47,770.18</u>	
Total Miscellaneous Revenue		<u>\$ 350,577.56</u>	<u>\$ 350,577.56</u>	
Total Revenue	<u>\$ 23,914,807.00</u>	<u>\$ 405,577.56</u>	<u>\$ 405,577.56</u>	1.70%

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

July 31, 2007

	BALANCE 7/1/2007	RECEIPTS July	EXPEND. July	BALANCE 7/31/2007
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 78,900.04	\$ 8,976.49	\$ 75,505.40	\$ 12,371.13
810 Prepaid Fees	(989.21)	114.85	0.00	(874.36)
815 Fines	56,944.48	50,911.60	56,636.71	51,219.37
820 Copy	115,066.94	4,198.78	930.49	118,335.23
900 Special Event Fund	2,300.92	0.00	0.00	2,300.92
Total Revolving Funds	\$ 252,223.17	\$ 64,201.72	\$ 133,072.60	\$ 183,352.29
GRANTS:				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 7/31/2007
<u>Special Grants</u>				
857 DN/LC Donations	92,000.00	91,379.29	89,785.96	1,593.33
858 Inasmuch/DN Building	130,000.00	130,000.00	127,836.52	2,163.48
859 OCCF/Invisible Man	26,721.81	26,721.81	25,014.44	1,707.37
897 06 Endowment/Vehicle	16,000.00	16,000.00	16,000.00	0.00
898 06 Endowment/Summer Reading	12,121.50	12,121.50	12,055.53	65.97
901 07/Endowment/Vehicle	18,000.00	18,000.00	16,523.89	1,476.11
902 07/Endowment/Summer Reading	12,000.00	12,000.00	9,109.87	2,890.13
919 07/OAC/Hinkles Puppets	250.00	250.00	0.00	250.00
924 07/Guild/Choctaw Spanish Classes	800.00	800.00	750.00	50.00
925 07/Guild/ Choctaw Tai Chi	250.00	250.00	250.00	0.00
926 07/Kirkpatrick/Come Read With Me	5,000.00	5,000.00	0.00	5,000.00
927 07/WalMart/Del City	1,000.00	1,000.00	0.00	1,000.00
928 07/LET/Summer Reading	12,000.00	12,000.00	0.00	12,000.00
939 YMCA/21st Century Grant	9,907.50	9,907.50	3,660.00	6,247.50
943 Junior League/MWC	750.00	750.00	692.97	57.03
947 Endowment/ Choctaw Childrens	4,500.00	4,500.00	4,467.79	32.21
952 Human Rights Video Project	750.00	750.00	0.00	750.00
963 RE Friends/Programming Grant	3,300.00	3,357.32	2,613.12	744.20
978 06/ALA/Let's Talk About It: Jewish L	1,500.00	1,500.00	1,395.85	104.15
980 05 WalMart Children's	1,000.00	1,000.00	394.45	605.55
981 05 Downtown Club/Children's	1,900.00	1,900.00	1,817.23	82.77
991 06 Inasmuch	60,000.00	60,000.00	38,349.21	21,650.79
993 06 WalMart/Edmond Library	2,000.00	2,000.00	1,990.75	9.25
994 06 WalMart/Village	2,000.00	2,000.00	1,806.05	193.95
995 06 WalMart/Midwest City	1,977.41	1,977.41	100.00	1,877.41
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

GRANTS:

	<u>GRANT AMOUNT</u>	<u>RECEIPTS TO DATE</u>	<u>EXPEND. TO DATE</u>	<u>BALANCE 7/31/2007</u>
<u>Grants - Friends of MLS</u>				
938 03 VI - Library Sign	5,000.00	5,000.00	0.00	5,000.00
960 05 OK Reads OK	0.00	0.00	481.62	(481.62)
877 06 Las Clases Espanolas	8,000.00	8,000.00	4,760.00	3,240.00
881 06 Toys for the Library	750.00	750.00	753.00	(3.00)
882 06 Stories and Students	500.00	500.00	500.00	0.00
883 06 Local History Materials Binding	3,000.00	3,000.00	2,015.30	984.70
893 06 Lee B Brawner Scholarship	8,300.00	8,300.00	8,287.47	12.53
<u>Grants - Friends of MLS</u>				
904 07 Volunteer Recognition	2,000.00	2,000.00	1,981.49	18.51
905 07 Staff Recognition	6,100.00	6,170.64	5,966.83	203.81
906 07 Summer at the Library	5,000.00	5,000.00	4,702.68	297.32
908 07 LIFE Come Read with Me	7,500.00	9,737.94	7,225.78	2,512.16
909 07 Author Visit - David Lubar	12,600.00	12,600.00	8,619.91	3,980.09
910 07 System-wide adult prgrmmng	6,300.00	6,781.62	5,900.00	881.62
912 07 Looking at Jazz - Downtown	925.00	925.00	900.00	25.00
913 07 Oklahoma Voices	11,175.00	11,175.00	4,550.30	6,624.70
915 07 Library Enhancement - CH	1,108.00	1,108.00	962.97	145.03
<u>Grants - Friends of MLS</u>				
860 08 Volunteer Recognition	2,000.00	2,000.00	0.00	2,000.00
861 08 Staff Recognition	6,845.00	6,845.00	0.00	6,845.00
863 08 123 Play with Me	3,000.00	3,000.00	0.00	3,000.00
864 08 LIFE	7,500.00	7,500.00	0.00	7,500.00
870 08 Oklahoma Voices - Phase 3	5,000.00	5,000.00	0.00	5,000.00
871 08 Wii Equipment	770.00	770.00	0.00	770.00
873 08 Teen & Children's Furnishings	1,713.00	1,713.00	0.00	1,713.00
Total Grants				<u>\$111,952.15</u>
Total Special Funds				<u>\$ 295,304.44</u>

Metropolitan Library System
Statement of Encumbrances
Month of July 2007

FY-08

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	712,769.38	712,769.38	7.19	9,906,716.00	9,193,946.62
102	Wages - Part-time	124,395.00	124,395.00	7.23	1,720,269.00	1,595,874.00
103	Payroll Taxes	61,876.17	61,876.17	7.67	807,177.00	745,300.83
109	Workers Comp Insurance	9,800.00	9,800.00	8.21	119,370.00	109,570.00
112	Group Insurance	133,239.43	133,239.43	8.25	1,614,468.00	1,481,228.57
113	Employees' retirement	38,530.52	38,530.52	3.33	1,156,220.00	1,117,689.48
114	Unemployment Compen.	.00	.00	.00	20,000.00	20,000.00
Total Personal Services		1,080,610.50	1,080,610.50	7.04	15,344,220.00	14,263,609.50

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	.00	.00	.00	166,865.00	166,865.00
202	Liability/Bonding Insurance	.00	.00	.00	13,000.00	13,000.00
205	Rent of Library Buildings	800.00	800.00	16.67	4,800.00	4,000.00
206	Rent of Equipment	.00	.00	.00	6,700.00	6,700.00
207	Janitorial Services	18,884.00	18,884.00	5.30	356,180.00	337,296.00
208	Maintenance of Facilities	17,097.64	17,097.64	6.73	253,875.00	236,777.36
211	Parking & Transportation	17,904.72	17,904.72	10.27	174,265.00	156,360.28
212	Travel Expenses	438.43	438.43	.53	82,708.00	82,269.57
213	Professional Services	4,085.64	4,085.64	1.42	288,045.00	283,959.36
214	Security Services	19,400.10	19,400.10	4.94	392,693.00	373,292.90
216	Telephone Services	20,633.64	20,633.64	7.29	282,960.00	262,326.36
217	Electrical Services	49,946.54	49,946.54	9.69	515,530.00	465,583.46
218	Gas Services	1,275.00	1,275.00	1.89	67,585.00	66,310.00
219	Water & Garbage Services	5,924.43	5,924.43	12.47	47,510.00	41,585.57
220	Trigen Energy Services	18,000.00	18,000.00	9.84	183,000.00	165,000.00
226	Memberships	2,527.50	2,527.50	11.07	22,835.00	20,307.50
230	Other Library-Related Services	12,732.95	12,732.95	3.86	330,087.00	317,354.05
231	Automation Contractual	15,100.92	15,100.92	4.60	328,417.00	313,316.08
236	Network Catalog Services	53,460.00	53,460.00	85.16	62,775.00	9,315.00
Total Contractual Services		258,211.51	258,211.51	7.21	3,579,830.00	3,321,618.49

Metropolitan Library System
Statement of Encumbrances
Month of July 2007

FY-08

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	5,345.00	5,345.00	2.61	204,420.00	199,075.00
302	Postage	18,188.29	18,188.29	6.57	276,765.00	258,576.71
303	Supplies	22,661.69	22,661.69	3.42	662,350.00	639,688.31
310	Maintenance Supplies	.00	.00	.00	71,000.00	71,000.00
312	Safety Supplies & Equipment	.00	.00	.00	12,900.00	12,900.00
321	Gasoline & Oil	.00	.00	.00	45,000.00	45,000.00
322	Vehicle Parts & Repairs	31.98	31.98	.18	18,000.00	17,968.02
330	Programming Activities	21,721.46	21,721.46	10.73	202,525.00	180,803.54
331	Other Commodities	385.01	385.01	1.24	31,015.00	30,629.99
Total Commodities		68,333.43	68,333.43	4.48	1,523,975.00	1,455,641.57

Capital Outlays

401	Books & Materials	143,122.57	143,122.57	4.37	3,275,170.00	3,132,047.43
404	Government Documents	.00	.00	.00	5,000.00	5,000.00
405	Book Repairs & Bindings	.00	.00	.00	2,200.00	2,200.00
407	Periodicals & Subscriptions	6,138.60	6,138.60	3.96	154,830.00	148,691.40
408	Furniture, Fixture, & Equipmnt	500.00	500.00	.31	162,919.00	162,419.00
409	Motor Vehicles	.00	.00	.00	50,000.00	50,000.00
410	Automation System & Equipment	.00	.00	.00	479,719.00	479,719.00
450	Capital Projects	11,234.00	11,234.00	.24	4,592,275.00	4,581,041.00
490	Capital Reserves - Current	.00	.00	.00	5,522,859.00	5,522,859.00
499	Reserve Carryover - Prior	.00	.00	.00	13,160,027.00	13,160,027.00
Total Capital Outlays		160,995.17	160,995.17	.59	27,404,999.00	27,244,003.83
Total Budget		1,568,150.61	1,568,150.61	3.28	47,853,024.00	46,284,873.39

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-04975	Weston Woods Accts Receivable	Materials	125.38	125.38
G-04976	Baker & Taylor Books	Materials	2,207.64	2,207.64
G-04977	Recorded Books, LLC	Materials	2,551.70	2,551.70
G-04978	Instructional Video, Inc.	Materials	274.49	274.49
G-04979	Arphax Publishing Co	Materials	1,062.06	1,062.06
G-04980	Gale Group	Materials	2,826.90	2,826.90
G-04981	Library Video Co.	Materials	748.70	748.70
G-04982	Full Circle Bookstore	Materials	468.21	468.21
G-04983	Mel Bay	Materials	118.56	118.56
G-04984	Random House, Inc	Materials	1,832.00	1,832.00
G-04985	Brilliance Corporation	Materials	615.86	615.86
G-04986	Ingram Library Service	Materials	1,606.81	1,606.81
G-04987	Audio Editions	Materials	457.74	457.74
G-04988	Full Cast Audio	Materials	130.90	130.90
G-04989	Ingram Library Service	Materials	1,000.15	1,000.15
G-04990	Tandem Library Group	Materials	280.80	280.80
G-04991	Barnes & Noble, Inc.	Materials	406.44	406.44
G-04992	Center Point Large Print	Materials	1,087.32	1,087.32
G-04993	Baker & Taylor Books	Materials	4,535.67	4,535.67
G-04994	Baker & Taylor Entertainment	Materials	1,369.35	1,369.35
G-04995	Baker & Taylor Books	Materials	508.94	
		Materials	2,419.64	
		Materials	2,628.51	
		Materials	4,851.52	
		Materials	14,117.72	24,526.33
G-04996	Baker & Taylor Books	Materials	1,045.17	
		Materials	733.60	
		Materials	4,653.57	
		Materials	6,883.61	13,315.95
G-04997	Baker & Taylor Books	Materials	39.49	39.49
G-04998	O G & E	Electrical Services	7,815.68	7,815.68
G-04999	Oklahoma Natural Gas Co.	Gas Services	27.09	
		Gas Services	97.56	124.65
G-05000	City of Oklahoma City	Water & Garbage Services	1,038.07	1,038.07
G-05001	Tech-Lock	Maintenance of Facilities	1,035.00	1,035.00
G-05002	Gaylord Bros.	Supplies	143.92	
		Supplies	89.46	233.38
G-05003	City of Warr Acres	Water & Garbage Services	60.90	60.90
G-05004	Ernestine Clark	Travel Expense	1,160.62	
		Registration	255.00	1,415.62
G-05005	Susie Beasley	Supplies	71.97	
		Programming Activities	62.25	134.22
G-05006	U.S. Postal Service	Postage for Permit	15,000.00	15,000.00
G-05007	Spence & Associates, Inc	Library-Related Services	500.00	500.00
G-05008	CompSource Oklahoma	Workers Comp Insurance	8,580.00	8,580.00
G-05009	FedEx	Postage	36.67	36.67
G-05010	Johnstone Supply	Maintenance of Facilities	586.76	
		Maintenance of Facilities	17.36	604.12
G-05011	Traci Jinkens	Mileage	12.05	12.05
G-05012	Staples Business Advantage	Supplies	57.99	57.99
G-05013	Production Services	Library-Related Services	1,220.00	1,220.00
G-05014	Anne G. Fischer	Department Recognition	120.00	120.00

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-05015	Spaces, Inc.	Furniture	1,028.00	1,028.00
G-05016	Sydna Yellowfish	Programming Activities	250.00	250.00
G-05017	Frances Kay Samaripa	Mileage	93.80	93.80
G-05018	Liberty Flags Inc.	Supplies	104.51	104.51
G-05019	Downtown College Consortium	Profession Services	70.00	70.00
G-05020	Mobile Storage Group	Maintenance of Facilities	100.00	100.00
G-05021	Oklahoma Gazette	Library-Related Services	558.90	
		Library-Related Services	558.90	1,117.80
G-05022	Culinary Concepts, LLC	Professional Services	161.28	161.28
G-05023	True Colors	Professional Services	1,350.00	1,350.00
G-05024	Francie Pendleton	Mileage	15.04	15.04
G-05025	Candace McDaniel	Supplies	35.58	35.58
G-05026	Walker Companies	Supplies	36.00	36.00
G-05027	Lakeshore Learning Materials	Supplies	9.90	
		Supplies	66.64	
		Programming Activities	95.35	171.89
G-05028	Chickasaw Telecom, Inc.	Computer Equipment	4,657.35	4,657.35
G-05029	Econo Lube N' Tune	Vehicle Parts & Repairs	19.73	19.73
G-05030	Sam Richards	Programming Activities	80.13	80.13
G-05031	Pauline Rodriguez-Atkins	Staff Appreciation	96.29	
		Mileage	41.23	137.52
G-05032	Baker & Taylor	Material	2,455.00	2,455.00
G-05033	Jeffrey J. Crawford	Security Services	162.50	162.50
G-05034	John Mark Dawson	Security Services	125.00	125.00
G-05035	Dell Marketing L.P.	Computer Equipment	198.86	
		Supplies	1,100.00	1,298.86
G-05036	Andrew L. Anthony	Security Services	112.50	112.50
G-05037	CDW Government, Inc.	Computer equipment	1,524.50	1,524.50
G-05038	Richard Scott Sanders	Security Services	162.50	162.50
G-05039	Jurden Brown, Jr.	Securities Services	800.00	800.00
G-05040	Movie Licensing USA	Programming Activities	75.00	75.00
G-05041	Label Design & Supplies	Supplies	10,983.78	10,983.78
G-05042	Stanley Campbell	Security Services	212.50	212.50
G-05043	Heidi Johnson	Other Commodities	71.71	71.71
G-05044	Twin Discovery Systems	Construction	388.50	388.50
G-05045	Premier Millwork	Construction	2,431.50	2,431.50
G-05046	Lisa Kay Camacho	Security Services	212.50	212.50
G-05047	Nicklas S. Wald	Security Services	112.50	112.50
G-05048	Del City Music & Supply, Inc.	Programming Activities	104.90	104.90
G-05049	Sharon A. Nolan	Programming Activities	254.94	254.94
G-05050	Oklahoma Center for Nonprofits	Professional Services	60.00	60.00
G-05051	ULINE	Maintenance of Equipment	66.44	66.44
G-05052	Darlene S. Browsers	Programming Supplies	51.24	51.24
G-05053	Linda Jameson	Mileage	19.89	19.89
G-05054	Office Depot Credit Plan	Supplies	31.93	
		Supplies	67.78	
		Supplies	34.99	134.70
G-05055	Todd Olberding	Travel Expenses	370.00	
		Telephone Services	45.55	415.55
G-05056	Producers Playhouse	Library-Related Services	120.00	120.00
G-05057	Walmart Community	Programming Activities	202.98	
		Programming Activities	70.16	

** Continued **

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-05057	Walmart Community	Supplies	43.51	316.65
G-05058	Imagination Promotional Group	Professional Services	494.87	494.87
G-05059	Cintas Corp.	Maintenance of Facilities	327.40	327.40
G-05060	Lesli Jones	Library-Related Services	215.00	215.00
G-05061	AT&T	Telephone Services	55.61	
		Telephone Services	142.26	197.87
G-05062	Corporate Express, Inc.	Repair of Furniture	30.00	
		Supplies	17.50	
		Supplies	6.10	53.60
G-05063	SimplexGrinnell	Maintenance of Facilities	1,150.00	1,150.00
G-05064	Smart Technologies	Construction	8,372.00	8,372.00
G-05065	Midwest Single Source, Inc.	Supplies	155.40	
		Supplies	282.18	
		Supplies	46.54	484.12
G-05066	Metropolitan Library System	Maintenance of Facilities	31.63	
		Professional Services	120.00	
		Parking & Transportation	5.00	
		Postage	50.34	
		Supplies	52.17	
		Programming Activities	196.95	
		Programming Activities	104.33	
		Other Commodities	43.55	
		Motor Vehicles	20.00	623.97
G-05067	Southwestern Stationery and	Supplies	1,614.64	1,614.64
G-05068	Demco	Programming Supplies	100.44	
		Supplies	19.90	
		Supplies	200.20	
		Supplies	29.31	
		Supplies	99.76	
		Supplies	109.68	559.29
G-05069	Highsmith Co., Inc.	Programming Supplies	33.90	33.90
G-05070	Amazon Credit Plan	Supplies	29.95	29.95
G-05071	Ernestine Clark	Mileage	21.83	21.83
G-05072	Susie Beasley	Professional Services	60.00	
		Travel Expenses	10.00	70.00
G-05073	Donna Morris	Travel Expenses	892.95	892.95
G-05074	Susan Ryan	Mileage	20.37	20.37
G-05075	Cheryl Mann	Mileage	5.58	5.58
G-05076	Charles S. Isaacs	Mileage	9.22	9.22
G-05077	Pure Service Corp.	Janitorial Services	5,200.00	
		Janitorial Services	1,580.00	
		Janitorial Services	50.00	6,830.00
G-05078	Marilyn E. Backus	Mileage	20.37	20.37
G-05079	Instructional Video, Inc.	Materials	299.03	299.03
G-05080	Gale Group	Materials	86.24	86.24
G-05081	Hunter's Battery Warehouse	Maintenance of Facilities	43.90	43.90
G-05082	Staples Business Advantage	Supplies	43.18	43.18
G-05083	Anne G. Fischer	Mileage	74.93	74.93
G-05084	Margaret A. Gaeddert	Library-Related Services	65.00	65.00
G-05085	Great Events Publishing	Programming Supplies	92.52	92.52
G-05086	Full Circle Bookstore	Programming Activities	123.87	123.87

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-05087	Rosemary Czarski	Other Commodities	99.00	99.00
G-05088	Nancy Lytle	Mileage	19.89	19.89
G-05089	Janet Brooks	Travel Expenses	760.84	
		Travel Expenses	360.10	1,120.94
G-05090	Superior Security	Security Services	4,280.92	4,280.92
G-05091	Oklahoma City Employment Guide	Library-Related Services	280.00	280.00
G-05092	Kristin Williamson	Programming Activities	290.16	290.16
G-05093	Melanie Levick	Mileage	16.49	16.49
G-05094	Dana Bickford	Professional Services	1,200.00	1,200.00
G-05095	Random House, Inc	Materials	1,520.00	1,520.00
G-05096	Cingular Wireless	Telephone Services	86.31	86.31
G-05097	Brilliance Corporation	Materials	53.49	53.49
G-05098	Ingram Library Service	Materials	2,949.88	2,949.88
G-05099	Julia Ballou	Mileage	20.37	20.37
G-05100	XPEDX	Printing Supplies	280.38	
		Printing Supplies	182.67	
		Printing Supplies	88.78	
		Printing Supplies	303.24	855.07
G-05101	Audio Editions	Materials	1,682.34	1,682.34
G-05102	Linda Temple	Programming Activities	90.07	90.07
G-05103	Perfection Truck Parts&Equip.	Vehicle Parts & Repairs	413.88	413.88
G-05104	Voss Lighting	Maintenance of Facilities	108.32	
		Maintenance of Facilities	95.00	
		Maintenance of Facilities	541.92	745.24
G-05105	Town of Luther	Water & Garbage Services	52.05	52.05
G-05106	Landon Holman	Mileage	17.46	17.46
G-05107	Anita Roesler	Mileage	48.74	48.74
G-05108	Jimmy Welch	Mileage	34.92	34.92
G-05109	Baker & Taylor	Programming Activities	49.35	49.35
G-05110	Evans Hardware	Maintenance of Facilities	7.87	
		Maintenance of Facilities	5.60	
		Maintenance of Facilities	7.79	21.26
G-05111	Deborah Willis	Supplies	183.89	183.89
G-05112	Heidi A. Port	Mileage	17.56	17.56
G-05113	OPUBCO Communications Group	Library-Related Services	245.00	245.00
G-05114	Heidi Johnson	Mileage	9.70	9.70
G-05115	Sharon A. Nolan	Programming Activities	191.91	191.91
G-05116	Shanelle Jackson	Mileage	11.16	11.16
G-05117	Carol Moody	Mileage	14.55	14.55
G-05118	Ruby Soutiere	Mileage	14.55	14.55
G-05119	Katrina Prince	Other Commodities	135.34	135.34
G-05120	Kelley Riha	Mileage	104.37	
		Mileage	38.22	142.59
G-05121	Kevin Colwell	Mileage	12.13	12.13
G-05122	City of Harrah	Water & Garbage Services	47.44	47.44
G-05123	Kimberly Rickey	Mileage	27.16	27.16
G-05124	Crowe & Dunlevy	Professional Services	1,586.00	1,586.00
G-05125	John Wood	Mileage	4.85	4.85
G-05126	Crystal Suppes	Mileage	9.70	9.70
G-05127	Fariba Williams	Mileage	11.64	11.64
G-05128	Kim Cobb	Mileage	7.52	7.52
G-05129	Office Depot Credit Plan	Supplies	164.95	
	** Continued **			

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05129	Office Depot Credit Plan	Supplies	76.76
		Programming Activities	79.95
G-05130	Roy Ballou	Mileage	21.34
G-05131	Baker & Taylor Entertainment	Materials	3,901.88
G-05132	Accu Cut	Programming Supplis	1,353.55
G-05133	John L. Hilbert	Programming Activities	153.03
G-05134	Amanda Joy Hogue	Mileage	18.59
G-05135	Reef Shop Warehouse	Maintenance of Facilities	30.97
G-05136	Pamela Buchanan	Mileage	27.40
G-05137	Trevor Dailey	Mileage	14.55
G-05138	Melissa Weathers	Other Commodities	56.02
G-05139	Kelley Hoffman	Mileage	11.01
G-05140	Baker & Taylor Books	Materials	1,604.33
		Materials	7,507.29
		Materials	6,859.36
G-05141	Baker & Taylor Books	Materials	4,022.03
G-05142	SimplexGrinnell	Construction	1,930.00
G-05143	Emily Williams	Mileage	72.27
G-05144	Patricia Whisenhunt	Mileage	7.52
G-05145	Recorded Books, LLC	Materials	349.87
G-05146	Instructional Video, Inc.	Materials	4,434.86
G-05147	California Newsreel	Materials	109.90
G-05148	Library Video Co.	Materials	619.44
G-05149	Random House, Inc	Materials	2,726.00
G-05150	Ingram Library Service	Materials	4,932.91
G-05151	Center Point Large Print	Materials	1,747.38
G-05152	Heritage Books Inc	Materials	558.00
G-05153	Baker & Taylor Books	Materials	883.50
G-05154	Baker & Taylor Entertainment	Materials	7,260.33
G-05155	Baker & Taylor Books	Materials	1,781.41
		Materials	1,023.56
		Materials	3,153.37
		Materials	1,939.12
		Materials	3,444.99
		Materials	4,179.74
G-05156	Baker & Taylor Books	Materials	1,138.50
		Materials	2,134.97
		Materials	1,673.25
G-05157	Baker & Taylor Books	Materials	447.12
G-05158	Metropolitan Library System	Parking & Transportation	11.00
		Professional Services	15.00
		Postage	68.41
		Supplies	45.51
		Programming Activities	155.69
		Programming Activities	57.88
		Other Commodities	77.68
G-05159	Bradford Industrial Suppl Corp	Maintenance of Facilities	203.41
G-05160	Del Technical Coatings, Inc.	Maintenance of Facilities	116.00
G-05161	O G & E	Electrical Services	13,855.76
		Electrical Services	12,826.23
G-05162	Oklahoma Natural Gas Co.	Gas Services	505.34
	** Continued **		

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05162	Oklahoma Natural Gas Co.	Gas Services	76.60
		Gas Services	330.27
G-05163	City of Oklahoma City	Water & Garbage Services	1,333.05
G-05164	Brodart, Inc.	Supplies	2,450.00
G-05165	Southwestern Stationery and	Printing	684.00
		Supplies	4.84
G-05166	Demco	Supplies	32.97
		Furniture	413.82
		Supplies	275.44
		Supplies	58.08
		Programming Supplies	50.91
G-05167	Eales Electronics Corp.	Maintenance of Facilities	160.00
G-05168	Highsmith Co., Inc.	Programming Supplies	224.41
G-05169	Standard Printing Co., Inc.	Printing	1,290.00
G-05170	Karen Marriott	Travel Expenses	867.40
G-05171	Xerox Corp.	Maintenance of Facilities	186.00
G-05172	Mid-west Landscape, LLC	Maintenance of Facilities	1,468.00
		Maintenance of Facilities	725.00
		Maintenance of Facilities	200.00
G-05173	C & H Distributors, LLC	Supplies	49.73
G-05174	American Library Assoc.	Programming Supplies	77.00
G-05175	Oklahoma Employment	Unemployment Compensation	3,365.47
G-05176	Denyveta Davis	Travel Expenses	966.83
G-05177	Staples Business Advantage	Supplies	79.76
		Programming Supplies	70.81
		Supplies	44.24
		Supplies	221.75
G-05178	Production Services	Library-Related Services	610.00
G-05179	Anne G. Fischer	Telephone Services	50.00
G-05180	School of Metaphysics	Programming Activities	50.00
G-05181	S & S Worldwide	Programming Supplies	23.27
G-05182	Liberty Flags Inc.	Supplies	80.51
G-05183	Oklahoma Air Filter	Maintenance of Facilities	95.76
G-05184	Kristin Williamson	Mileage	16.73
G-05185	Lynda G. Bahr	Mileage	115.44
G-05186	Fuelman	Maintenance of Facilities	2,898.81
G-05187	Cherokee Building Materials	Maintenance of Facilities	94.27
G-05188	Barnes & Noble, Inc.	Books & Materials	72.52
G-05189	Studio Architecture PC	Architectural Services	30,860.95
G-05190	Jason's Deli/Deli Partners	Professional Services	113.85
G-05191	Kay L. Bauman	Travel Expenses	254.00
		Other Commodities	70.00
G-05192	Jeffrey J. Crawford	Security Services	325.00
G-05193	Dell Marketing L.P.	Computer Equipment	1,494.00
		Computer Equipment	10,933.23
		Computer Equipment	468.00
		Computer Equipment	8,488.56
G-05194	Richard Scott Sanders	Security Services	150.00
G-05195	Miguel A. Campos	Security Service	368.75
G-05196	Jurden Brown, Jr.	Security Service	162.50
G-05197	Sooner Bindery, Inc.	Book Repairs & Bindings	376.00

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-05198	Bank of America	Library-Related Services	142.98	142.98
G-05199	Heather Kitchen	Mileage	6.31	6.31
G-05200	Joan Porter	Mileage	5.82	5.82
G-05201	Kellie Bradford	Mileage	31.04	31.04
G-05202	Teresa Goggins	Mileage	5.82	5.82
G-05203	Cox Communications, Inc.	Internet Data Circuit	2,113.08	
		Internet Data Circuit	2,768.11	
		Internet Data Circuit	424.73	5,305.92
G-05204	Commercial Card Solutions	Safety Supplies	152.95	
		Programming Supplies	214.40	
		Maintenance of Equipment	38.49	
		Supplies	44.85	
		Supplies	76.53	
		Automation Contractual	20.00	
		Automation Contractual	579.98	
		Programming Supplies	68.60	
		Programming Supplies	28.80	
		Construction	85.94	
		Subscription	605.90	
		Supplies	155.46	
		Programming Supplies	194.98	
		Supplies	81.66	
		Professional Services	16.00	2,364.54
G-05205	Kaplan - First 3 Years	Programming Activities	68.77	68.77
G-05206	Commercial Card Solutions	Books & Materials	708.29	
		Books & Materials	622.70	
		Books & Materials	506.10	
		Books & Materials	191.45	
		Books & Materials	224.38	
		Books & Materials	212.86	
		Books & Materials	257.05	2,722.83
G-05207	Kimberly A Terry	Travel Expenses	344.45	344.45
G-05208	Reef Shop Warehouse	Aquarium Maintenance	32.99	32.99
G-05209	Richard Rasmussen	Programming Activities	100.00	100.00
G-05210	Star Lighting	Maintenance of Facilities	79.56	
		Maintenance of Facilities	89.90	169.46
G-05211	Worth Hydrochem of Oklahoma	Maintenance of Facilities	210.00	210.00
G-05212	Cox Communications, Inc.	Telephone Services	373.29	373.29
G-05213	Corporate Express, Inc.	Supplies	5.29	
		Supplies	45.26	50.55
G-05214	SimplexGrinnell	Maintenance of Facilities	44.49	44.49
G-05215	Kone Inc	Maintenance of Facilities	567.00	567.00
G-05216	Smart Technologies	Automation Contractual	1,455.00	1,455.00
G-05217	Trigen-OKC Energy Corporation	Energy Services	14,802.04	14,802.04
G-05218	Midwest Single Source, Inc.	Supplies	117.34	
		Furniture	272.56	
		Supplies	355.64	745.54
G-05219	Stacy Schrank	Travel Expenses	283.80	283.80
G-05220	Commercial Card Solutions	Library-Related Services	162.88	162.88
G-05221	Metropolitan Library System	Parking	7.00	
		Professional Services	89.90	
		Automation Contractual	1.35	

** Continued **

General Fund F.Y. 06-07

Warrant Register

July 2007

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-05221	Metropolitan Library System	Postage	7.80
		Supplies	18.28
		Programming Activities	97.15
		Programming Activities	157.80
		Other Commodities	4.29
			383.57
G-05222	Triangle/A & E	Printing	4.00
		Printing	71.49
			75.49
G-05223	Brodart, Inc.	Programming Supplies	100.34
G-05224	KKWD FM	Library-Related Services	432.00
G-05225	KTUZ TV	Library-Related Services	2,330.00
		Library-Related Services	385.00
			2,715.00
G-05226	Recorded Books, LLC	Materials	12.90
G-05227	Instructional Video, Inc.	Materials	550.29
G-05228	Ultimate Office	Supplies	111.36
G-05229	Full Circle Bookstore	Programming Activities	28.72
G-05231	Restoration Station L.L.C.	Furniture	1,602.00
G-05232	Metrocall Wireless	Telephone Services	31.31
G-05233	Oklahoma Gazette	Library-Related Services	558.90
G-05234	Random House, Inc.	Materials	5,400.00
G-05235	Scott's Printing & Copying	Printing	350.52
		Printing	945.73
			1,296.25
G-05236	Ingram Library Service	Materials	232.73
G-05237	XPEDX	Supplies	238.72
		Fixtures	219.51
			458.23
G-05238	High-Tech-Tronics, Inc.	Maintenance of Facilities	233.75
G-05239	Summit Mailing Systems, Inc.	Equipment	4,656.00
		Rent of Equipment	278.50
		Maintenance of Facilities	303.75
			5,238.25
G-05240	Walker Companies	Programming Activities	1,925.52
G-05241	Audio Editions	Materials	904.76
G-05242	Barnes & Noble, Inc.	Programming Activities	129.24
		Programming Activities	129.24
			258.48
G-05243	TRC Publishing Co	Materials	243.35
G-05244	Cox Media Oklahoma City	Library-Related Services	13,541.00
G-05245	OPUBCO Communications Group	Library Related Services	118.75
G-05246	Kaaser and Blair Inc.	Programming Supplies	414.00
G-05247	Sharon A. Nolan	Programming Activities	69.83
G-05248	Oklahoma Press Service	Library-Related Services	144.63
G-05249	Baker & Taylor Entertainment	Materials	1,763.17
G-05250	KMGL	Library-Related Services	3,500.00
G-05251	Faith Centered Resources	Materials	279.64
G-05252	Baker & Taylor Books	Materials	931.77
		Materials	1,117.70
		Materials	911.58
		Materials	3,934.81
		Materials	920.88
			7,816.74
G-05253	Baker & Taylor Books	Materials	5,283.87
		Materials	4,920.35
			10,204.22
G-05254	Maria Watkins	Mileage	15.04
G-05255	KYIS 98.9 FM	Library-Related Services	586.00
G-05256	Midwest Single Source, Inc.	Supplies	1,452.96

Total of FY 06-07 Warrants Issued \$ 440,116.87

General Fund F.Y. 07-08

Warrant Register

July 2007

Number	Vendor/Payee	Purpose	Amount
G-00001	Bank of Oklahoma	Payroll Transmittal-Chks	42,380.51
		Payroll Transmittal-Chks	25,573.62
		Payroll Transmittal-Chks	220.00
G-00002	Bank of Oklahoma	Federal Withholding Tax	35,821.60
		Federal Withholding Tax	3,529.00
G-00003	Oklahoma Tax Commission	State Withholding Tax	13,059.00
		State Withholding Tax	1,301.00
G-00004	Mun. Employees Credit Union	Employee Cr Union Deducts	10,671.51
		Employee Cr Union Deducts	227.50
G-00005	United Way of Central Oklahoma	Employee Deductions	400.81
		Employee Deductions	3.00
G-00006	Bank of America	Payroll Transmittal-DDep	185,950.76
		Payroll Transmittal-DDep	27,776.52
		Payroll Transmittal-DDep	935.00
G-00007	Nationwide Retirement Solution	Employee Deductions	7,369.87
G-00008	Transamerica Worksite Mrktg.	Employee Deductions	620.28
G-00009	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,012.30
G-00010	Bank of Oklahoma	Employee Flexplan Deposit	19,318.36
G-00011	Bank of Oklahoma	Employee Soc/Sec Deposits	21,027.82
		Employee Soc/Sec Deposits	3,921.45
		Employee Medicare Deposit	4,917.73
		Employee Medicare Deposit	917.14
		Employer Soc/Sec Deposits	24,949.33
		Employer Medicare Deposit	5,834.96
G-00012	MassMutual Financial Group	Employee Contrib -- DC PI	10,545.14
		Employer Contrib -- DC PI	19,356.81
G-00013	Love, Beal & Nixon, P.C.	Employee Deductions	85.00
G-00014	ODHS Oklahoma Centralized	Employee Deductions	217.55
G-00015	Administrative Systems, Inc.	Employee Deductions	1,005.27
G-00016	City of Del City	Maintenance of Facilities	400.00
G-00017	UNUM Life Insurance	Grp L-T Disability Ins-JL	6,637.82
G-00018	Oklahoma Opry, LLC	Programming Activities	150.00
G-00019	INTEGRIS Corporate Assistance	Professional Services	836.00
G-00020	Christine Francis	Programming Activities	70.00
G-00021	Omniplex	Programming Activities	250.00
		Programming Activities	150.00
G-00022	Dowell Parking Center	Parking & Transportation	300.00
G-00023	Dean Johnson	Programming Activities	450.00
G-00024	Vision Service Plan of	Grp Vision Ins Prem-JL	2,257.53
G-00025	Greater Oklahoma City	Memberships	125.00
G-00026	COTPA	Staff Parking	2,484.00
		Staff Parking	2,484.00
		Staff Parking	2,858.14
G-00027	City of Midwest City	Water & Garbage Services	346.14
G-00028	City of the Village	Water & Garbage Services	80.98
G-00029	Arts Council of Oklahoma City	Memberships	100.00
G-00030	Gale Research	Materials	2,755.45
		Materials	9,995.00
G-00031	Oklahoma Library Association	Memberships	1,350.00
G-00032	Baker & Taylor Books	Materials	547.00
G-00033	Dun & Bradstreet	Materials	6,904.25
G-00034	LexisNexis Matthew Bender	Materials	3,893.10

General Fund F.Y. 07-08

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-00035	The Norman Transcript	Subscriptions	156.00	156.00
G-00036	Mutual Assurance	Group Insurance	1,408.42	1,408.42
G-00037	Full Circle Bookstore	Materials	180.00	180.00
G-00038	Morningstar	Materials	145.00	145.00
G-00039	Una Belle Townsend	Programming Activities	100.00	100.00
G-00040	AT&T	Internet	893.75	893.75
G-00041	Albert Bostick	Programming Activities	450.00	450.00
G-00042	High-Tech-Tronics, Inc.	Maintenance of Facilities	703.80	
		Maintenance of Facilities	209.70	913.50
G-00043	United States Postal Service	Postage	1,500.00	1,500.00
G-00044	FedEx Kinko's Print Services	Programming Activities	4.05	4.05
G-00045	Oklahoma County Newspapers	Subscriptions	72.00	72.00
G-00046	Patricia Jan Hall	Programming Activities	70.00	70.00
G-00047	Newsbank	Materials	15,050.00	15,050.00
G-00048	Rosalind L. Reeder	Programming Activities	60.00	60.00
G-00049	Learning Express	Materials	8,739.00	8,739.00
G-00050	City of Choctaw	Water & Garbage Services	108.42	108.42
G-00051	FBD Consulting, Inc.	Professional Services	450.00	450.00
G-00052	Metro Family	Library-Related Services	2,070.00	2,070.00
G-00053	Preston Bell	Transportation	40.00	40.00
G-00054	Luann Sewell Waters	Programming Activities	100.00	100.00
G-00055	Allied Waste Services #060	Garbage Services	502.82	502.82
G-00056	John Utley	Telephone Services	35.00	35.00
G-00057	Employee Benefits	Materials	327.00	327.00
G-00058	Sabre Technologies	Supplies	2,020.00	2,020.00
G-00059	Kiona Millirons	Programming Activities	200.00	200.00
G-00060	HSM Electronic Protection Serv	Maintenance of Facilities	249.00	249.00
G-00061	City of Bethany	Water & Garbage Services	139.43	139.43
G-00062	Southwestern Stationery and	Supplies	18.04	
		Supplies	19.25	
		Supplies	21.14	
		Printing	5,237.00	5,295.43
G-00063	Dagwell Dixie Inc	Maintenance of Facilities	10.02	10.02
G-00064	Eales Electronics Corp.	Maintenance of Facilities	25.00	25.00
G-00065	Gale Research	Materials	2,016.25	2,016.25
G-00066	Hewlett-Packard Co.	Automation Contractual	12,029.00	12,029.00
G-00067	AT&T	Telephone Services	935.06	
		Telephone Services	1,325.11	
		Telephone Services	327.17	2,587.34
G-00068	City of Edmond	Electrical Services	3,771.54	3,771.54
G-00069	Strictly Publishing, Inc.	Library-Related Services	55.00	55.00
G-00070	Oklahoma Library Association	Registration Fee	55.00	55.00
G-00071	Baker & Taylor Books	Materials	3,338.97	3,338.97
G-00072	Spence & Associates, Inc	Library-Related Services	200.00	200.00
G-00073	H.W. Wilson Company Lockbox	Materials	301.00	301.00
G-00074	Value Line Publishing, Inc.	Materials	3,891.00	
		Materials	4,344.00	
		Materials	3,891.00	
		Materials	2,824.00	14,950.00
G-00075	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00076	Gale Group	Materials	2,516.08	2,516.08
G-00077	Oklahoma Municipal League, Inc.	Materials	54.50	54.50

General Fund F.Y. 07-08

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
G-00078	Amigos Library Services	Materials	6,210.10	6,210.10
G-00079	Una Belle Townsend	Programming Activities	75.00	75.00
G-00080	Christine Francis	Programming Activities	35.00	35.00
G-00081	Mergent Co., Inc.	Materials	8,805.00	8,805.00
G-00082	American Library Assoc.	Materials	130.00	130.00
G-00083	Hannelore A. Chan	Programming Activities	35.00	35.00
G-00084	Rotary Club of Oklahoma City	Memberships	54.50	
		Other Commodities	188.50	243.00
G-00085	Econo Lube N' Tune	Vehicle Parts & Repairs	19.98	19.98
G-00086	Regina Kirkham	Mileage	4.85	4.85
G-00087	Perry Publishing Co.	Subscriptions	20.00	20.00
G-00088	Jason's Deli/Deli Partners	Professional Services	50.69	50.69
G-00089	Critter Tales, Inc.	Programming Activities	90.00	90.00
G-00090	Margaret Bauer	Programming Activities	200.00	200.00
G-00091	Jeffrey J. Crawford	Security Service	112.50	112.50
G-00092	John Mark Dawson	Security Service	300.00	300.00
G-00093	Jurden Brown, Jr.	Security Services	325.00	325.00
G-00094	Michael Corley	Programming Activities	145.00	145.00
G-00095	John Pauli	Security Services	156.25	156.25
G-00096	Stanley Campbell	Security Service	212.50	212.50
G-00097	Turner Publishing	Materials	511.30	511.30
G-00098	BCALA	Registration Fee	330.00	330.00
G-00099	ProQuest	Materials	29,960.00	29,960.00
G-00100	Shannon Price	Programming Activities	125.00	125.00
G-00101	Vincent M. Miller	Programming Activities	600.00	600.00
G-00102	Sugar Free Allstars	Materials	140.00	140.00
G-00103	OPHRA	Memberships	80.00	80.00
G-00104	Rosalind L. Reeder	Programming Activities	60.00	60.00
G-00105	City of Edmond	Water & Garbage Services	137.57	137.57
G-00106	Heritage Microfilm, Inc	Subscriptions	5,583.60	5,583.60
G-00107	Ceridian HR Compliance	Subscription	307.00	307.00
G-00108	Bob Moore	Programming Activities	250.00	250.00
G-00109	Commercial Card Solutions	Supplies	815.94	
		Postage	124.00	939.94
G-00110	Baker & Taylor Entertainment	Materials	579.30	579.30
G-00111	Jane Humphries	Professional Services	500.00	500.00
G-00112	Donna Morris	Parking & Transportation	450.00	450.00
G-00113	Star Lighting	Maintenance of Facilities	233.09	
		Maintenance of Facilities	13.25	246.34
G-00114	Baker & Taylor Books	Materials	1,005.43	1,005.43
G-00115	City of The Village	Ground Maintenance	4,300.00	4,300.00
G-00116	COTPA	Parking Coupons	600.00	600.00
G-00117	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-00118	Bank of Oklahoma	Payroll Transmittal-Chks	42,490.27	
		Payroll Transmittal-Chks	24,516.14	67,006.41
G-00119	Bank of Oklahoma	Federal Withholding Tax	36,495.60	
		Federal Withholding Tax	3,253.00	39,748.60
G-00120	Oklahoma Tax Commission	State Withholding Tax	13,389.00	
		State Withholding Tax	1,250.00	14,639.00
G-00121	Mun. Employees Credit Union	Employee Cr Union Deducts	10,671.51	
		Employee Cr Union Deducts	227.50	10,899.01
G-00122	United Way of Central Oklahoma	Employee Deductions	388.08	
	** Continued **			

General Fund F.Y. 07-08

Warrant Register

July 2007

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-00122	United Way of Central Oklahoma	Employee Deductions	3.00
G-00123	Bank of America	Payroll Transmittal-DDep	190,744.19
		Payroll Transmittal-DDep	27,218.64
G-00124	Nationwide Retirement Solution	Employee Deductions	7,369.87
G-00125	Transamerica Worksite Mrktg.	Employee Deductions	620.28
G-00126	Metro Library Sys Pension Trst	Employee Contrib -- DB Pl	4,952.48
G-00127	Bank of Oklahoma	Employee Flexplan Deposit	9,083.25
G-00128	Bank of Oklahoma	Employee Soc/Sec Deposits	21,407.55
		Employee Soc/Sec Deposits	3,790.89
		Employee Medicare Deposit	5,006.62
		Employee Medicare Deposit	886.60
		Employer Soc/Sec Deposits	25,198.68
		Employer Medicare Deposit	5,893.20
G-00129	MassMutual Financial Group	Employee Contrib -- DC Pl	10,389.75
		Employer Contrib -- DC Pl	19,173.71
G-00130	Love, Beal & Nixon, P.C.	Employee Deductions	85.00
G-00131	ODHS Oklahoma Centralized	Employee Deductions	217.55
G-00132	Administrative Systems, Inc.	Employee Deductions	1,054.87
G-00133	Triangle/A & E	Printing	108.00
G-00134	South OKC Chamber of Commerce	Memberships	305.00
G-00135	Baker & Taylor Books	Materials	4,781.60
G-00136	Fox Moon Productions	Programming Activities	150.00
G-00137	Bill Warren Office Products	Supplies	4.76
G-00138	TDS Telecom	Telephone Services	180.35
		Telephone Services	841.77
G-00139	Oklahoma Opry, LLC	Programming Activities	150.00
G-00140	U.S. Postmaster	Postage	46.48
G-00141	Pure Service Corp.	Janitorial Services	11,220.00
		Janitorial Services	6,135.00
		Janitorial Services	713.00
		Janitorial Services	650.00
		Janitorial Services	166.00
G-00142	Hunter's Battery Warehouse	Maintenance of Facilities	39.34
G-00143	JoNita Normore	Mileage	5.34
G-00144	Mutual Assurance	Grp Life/AD&D Ins Prm-JL	29,313.36
G-00145	Angie Paeltz	Mileage	29.59
G-00146	Sydna Yellowfish	Programming Activities	165.00
G-00147	Restoration Station L.L.C.	Furniture, Fixture	500.00
G-00148	Price Digests	Materials	1,224.85
G-00149	Jonathan Willis	Telephone Services	35.00
G-00150	Mobile Storage Group	Maintenance of Facilities	100.00
G-00151	Oklahoma City Employment Guide	Library-Related Services	298.00
G-00152	Christine Francis	Programming Activities	35.00
G-00153	Ingram Library Service	Materials	915.60
G-00154	High-Tech-Tronics, Inc.	Maintenance of Facilities	344.25
G-00155	Audio Editions	Materials	1,018.20
G-00156	Hannelore A. Chan	Programming Activities	35.00
G-00157	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	138.30
G-00158	Oklahoma City Zoo Educ. Dept.	Programming Activities	75.00
G-00159	Ingram Library Service	Materials	815.28
G-00160	Voss Lighting	Maintenance of Facilities	221.10
	** Continued **		

General Fund F.Y. 07-08

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-00160	Voss Lighting	Maintenance of Facilities	422.86	643.96
G-00161	Critter Tales, Inc.	Programming Activities	90.00	
		Programmmg Activities	90.00	
		Programming Activities	90.00	270.00
G-00162	Evans Hardware	Maintenace of Facilities	16.19	
		Maintenance of Facilities	9.49	
		Maintenance of Facilities	20.05	
		Maintenance of Facilities	32.37	78.10
G-00163	Vincent M. Miller	Programming Activities	600.00	600.00
G-00164	Xavier Garza	Programming Activities	300.00	300.00
G-00165	Belvia Louise Jones	Programming Activities	100.00	100.00
G-00166	Omniplex	Programming Activities	300.00	
		Programming Activities	150.00	450.00
G-00167	Rosalind L. Reeder	Programming Activities	60.00	60.00
G-00168	Steve Littleman	Programming Activities	900.00	900.00
G-00169	Baker & Taylor Entertainment	Materials	3,725.64	3,725.64
G-00170	Metropolitan Library System	Grp Med/Dtl Ins Prem-July	85,891.49	85,891.49
G-00171	Luann Sewell Waters	Programming Activities	450.00	
		Programming Activities	300.00	750.00
G-00172	American Library Association	Materials	118.00	118.00
G-00173	Leadership Oklahoma City	Memberships	90.00	90.00
G-00174	Melissa Weathers	Supplies	68.00	68.00
G-00175	Susan H. Wood	Programming Activities	250.00	
		Programming Activities	90.00	340.00
G-00176	Securitas Security USA, Inc.	Security Services	3,867.46	3,867.46
G-00177	Baker & Taylor Books	Materials	4,182.31	4,182.31
G-00178	Baker & Taylor Books	Materials	1,117.62	1,117.62
G-00179	Baker & Taylor Books	Materials	6,169.74	6,169.74
G-00180	Erika DieI	Mainteance of Facilities	120.00	120.00
G-00181	Klona Millirons	Programming Activities	150.00	
		Programming Activities	400.00	550.00
Total of FY 07-08 Warrants Issued				\$ 1,302,631.74

Special Funds

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
S-13050	Ann Kennett	Lost & Paid Book Returned	27.50	27.50
S-13051	Mariavis L. Fitzmorris	Lost & Paid Book Returned	24.65	24.65
S-13052	Jo'Ann C. King	Lost & Paid Book Returned	3.00	3.00
S-13053	Emily J. Flake	Lost & Paid Book Returned	3.00	3.00
S-13054	Jennifer Y. Howell	Lost & Paid Book Returned	3.00	3.00
S-13055	Nazareth Hernandez	Lost & Paid Book Returned	3.00	3.00
S-13056	Heidi S. Opie	Lost & Paid Book Returned	22.85	22.85
S-13057	Angela R. Palovik	Lost & Paid Book Returned	22.98	22.98
S-13058	Beverly T Brown	Lost & Paid Book Returned	9.98	9.98
S-13059	Deborah D. Justus	Lost & Paid Book Returned	3.95	3.95
S-13060	Oklahoma Pork Council	Meeting Room Cancellation	240.00	240.00
S-13061	OU College of Nursing	Meeting Room Cancellation	50.00	50.00
S-13062	Imagination Promotional Group	Summer Reading	887.03	887.03
S-13063	Del City Music & Supply, Inc.	FurnFixtures&Equipment	325.10	325.10
S-13064	Metropolitan Library System	Transfer of Funds	75,000.00	75,000.00
S-13065	Antonett L Williams	Lost & Paid Book Returned	3.00	3.00
S-13066	Anh N. Ninh	Lost & Paid Book Returned	3.00	3.00
S-13067	Jessica M. Lilienthal	Lost & Paid Book Returned	17.98	17.98
S-13068	Jack D. Elliott	Lost & Paid Book Returned	10.34	10.34
S-13069	Karen R. Gardner	Lost & Paid Book Returned	16.00	16.00
S-13070	Skylar F. Gardner	Lost & Paid Book Returned	14.00	14.00
S-13071	Lisa G. Hendrick	Lost & Paid Book Returned	3.00	3.00
S-13072	Kristi J. Morgan	Lost & Paid Book Returned	38.23	38.23
S-13073	Jeannie A. Hoang	Lost & Paid Book Returned	3.00	3.00
S-13074	DWe Williams	Programming	84.00	84.00
S-13075	Jason Meyers	07/Friends/Oklahoma Voice	196.00	196.00
S-13076	Metropolitan Library System	Transfer of Funds	55,000.00	55,000.00
S-13077	Standley Systems	Copier Usage	283.79	
		Copier Usage	339.39	623.18
S-13078	Amazon Credit Plan	Gift Books	174.90	174.90
S-13079	Metropolitan Library System	Transfer of Funds	13,552.48	13,552.48
S-13080	Sharon A. Nolan	Lost & Paid Book Returned	14.95	14.95
S-13081	Debra S. Eastep	Lost & Paid Book Returned	13.95	13.95
S-13082	Kenisha R. Simmons	Lost & Paid Book Returned	16.95	16.95
S-13083	Hanna M. Epperly	Lost & Paid Book Returned	3.95	3.95
S-13084	W. Yvonne Leard	Lost & Paid Book Returned	17.85	17.85
S-13085	Hannah M. Decker	Lost & Paid Book Returned	13.68	13.68
S-13086	James M. Sweet	Lost & Paid Book Returned	10.79	10.79
S-13087	Charlie Moore	Lost & Paid Book Returned	8.99	8.99
S-13088	Wanda L. Largent	Lost & Paid Book Returned	4.99	4.99
S-13089	Oklahoma Tax Commission	State Sales Tax-June 2007	130.64	130.64
S-13090	Peter Mattinson	Lost & Paid Book Returned	5.95	5.95
S-13091	Staci R Prutsman	Lost & Paid Book Returned	11.00	11.00
S-13092	Carolyn F. Churchill	Lost & Paid Book Returned	3.00	3.00
S-13093	Loreen L. Mall	Lost & Paid Book Returned	10.00	10.00
S-13094	Haily M. Thrasher	Lost & Paid Book Returned	3.00	3.00
S-13095	Kim Bryant	Lost & Paid Book Returned	14.00	14.00
S-13096	Connie F. Pearman	Lost & Paid Book Returned	3.00	3.00
S-13097	Rebecca L. Herrington	Lost & Paid Book Returned	24.95	24.95
S-13098	Bart J. Cozzens	Lost & Paid Book Returned	6.29	6.29
S-13099	Jason Meyers	07/Friends/Oklahoma Voice	84.00	84.00
S-13100	Michael Stone	07/Friends/Oklahoma Voice	63.00	63.00

Special Funds

Warrant Register

July 2007

Number	Vendor/Payee	Purpose		Amount
S-13101	Oklahoma Tax Commission	State Sales Tax-June 2007	39.60	39.60
S-13102	Oklahoma Tax Commission	State Sales Tax-June 2007	307.31	307.31
S-13103	Oklahoma Tax Commission	State Sales Tax-June 2007	30.53	30.53
Total of Special Funds Warrants Issued				\$ 147,207.52

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

8-24-07
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

8-24-07
Date

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

August 31, 2007

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of August 2007.

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

This is the second monthly report for 2007-08. The revenue budget and expenditure appropriations are based on the Preliminary Budget approved by the Commission on June 21, 2007

COMMISSION ACTION

That the Commission acknowledge the financial report of August 2007.

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

Document # 16
MLC FY 2007-08
September 20, 2007

August 31, 2007

ASSETS

CASH - Overnight Investment Account	\$ 3,496,618.79
INVESTMENTS (Schedule attached)	18,376,327.35

Total Assets	<u>\$21,872,946.14</u>
---------------------	------------------------

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2006-07 Reserve for Appropriations	\$181,439.52	
2007-08 Purchase Orders Outstanding	239,021.19	
2006-07 Purchase Orders Outstanding	220,190.39	
2007-08 Checks Outstanding	139,109.22	
2006-07 Checks Outstanding	<u>146,212.87</u>	
Total Liabilities		925,973.19

FUND BALANCE:

Beginning of the Year		\$23,823,209.10	
Add: Revenues			
Budgeted	55,000.00		
Other	<u>755,421.91</u>	810,421.91	
Less: Expenditures		<u>(3,686,658.06)</u>	
Total Fund Balance			<u>20,946,972.95</u>
Total Liabilities, Deferred Revenue and Fund Balance			<u>\$21,872,946.14</u>

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

As of August 31, 2007

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	9/24/2002	11/13/2007	5.100%	\$ 98,336.68
CD - Municipal Emp. Credit Union	6/18/2003	6/18/2009	3.750%	100,000.00
CD - Weekee 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		4.190%	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	12/20/2007	5.060%	100,000.00
CD - Kirkpatrick Bank, Edmond	7/18/2004	3/16/2008	5.150%	100,000.00
CD - Coppermark Bank	7/18/2004	3/18/2008	5.050%	100,000.00
CD - BancFirst	7/28/2004	7/28/2009	5.050%	100,000.00
CD - Rose Rock Bank	10/15/2003	10/5/2007	5.130%	96,750.00
CD - Fidelity Bank	10/19/2004	10/19/2009	4.000%	100,000.00
CD - Quail Creek Bank	12/7/2004	12/7/2007	4.840%	100,000.00
CD - Citizen's Bank of Edmond	7/2/2004	7/2/2009	4.060%	100,000.00
CD - Intrust Bank	7/9/2007	7/7/2008	5.050%	100,000.00
FHLB notes	2/25/2005	8/27/2008	4.000%	1,000,025.00
CD - Valliance Bank	3/3/2005	9/5/2007	5.300%	100,000.00
FNMA 06-08	8/3/2005	6/30/2008	4.300%	1,072,211.33
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 '07	12/29/2006	11/13/2007	5.100%	2,392,115.97
Fed Home LN MC '07	12/29/2006	10/16/2007	5.120%	2,400,979.17
Fed Home LN MC '07	1/3/2007	9/18/2007	5.134%	964,056.67
FNMA 08-09	2/2/2007	1/16/2009	5.267%	2,004,684.44
FNMA Notes 07/08	2/2/2007	10/3/2008	5.146%	2,033,081.94
Fed Home LN 08-09	7/16/2007	7/16/2009	5.250%	1,500,000.00
Total Investments				<u>\$ 18,376,327.35</u>

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

August 1, 2007 to August 31, 2007

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2007 Ad Valorem Tax	\$23,118,871.00	\$ -	\$ -	0.00%
State Aid	282,936.00	-	-	0.00%
Fines	<u>513,000.00</u>	<u>-</u>	<u>55,000.00</u>	10.72%
Total Budgeted Revenue	<u>\$ 23,914,807.00</u>	<u>\$ -</u>	<u>\$ 55,000.00</u>	0.23%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 261,435.70	\$ 336,708.77	
Gifts and Lost Books Fees		0.00	75,000.00	
Investment Income		134,887.32	287,421.63	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		4,794.88	4,794.88	
Miscellaneous		<u>3,726.45</u>	<u>51,496.63</u>	
Total Miscellaneous Revenue		<u>\$ 404,844.35</u>	<u>\$ 755,421.91</u>	
Total Revenue	<u>\$ 23,914,807.00</u>	<u>\$ 404,844.35</u>	<u>\$ 810,421.91</u>	3.39%

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

August 31, 2007

	<u>BALANCE</u> <u>8/1/2007</u>	<u>RECEIPTS</u> <u>August</u>	<u>EXPEND.</u> <u>August</u>	<u>BALANCE</u> <u>8/31/2007</u>
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 12,371.13	\$ 6,492.88	\$ 2,444.91	\$ 16,419.10
810 Prepaid Fees	(874.36)	184.37	0.00	(689.99)
815 Fines	51,219.37	46,582.67	60.00	97,742.04
820 Copy	118,335.23	3,964.15	9,610.26	112,689.12
900 Special Event Fund	2,300.92	0.00	0.00	2,300.92
Total Revolving Funds	\$ 183,352.29	\$ 57,224.07	\$ 12,115.17	\$ 228,461.19
GRANTS:				
	<u>GRANT</u> <u>AMOUNT</u>	<u>RECEIPTS</u> <u>TO DATE</u>	<u>EXPEND.</u> <u>TO DATE</u>	<u>BALANCE</u> <u>8/31/2007</u>
<u>Special Grants</u>				
857 DN/LC Donations	92,000.00	91,879.29	89,785.96	2,093.33
858 Inasmuch/DN Building	130,000.00	130,000.00	130,000.00	0.00
859 OCCF/Invisible Man	26,721.81	26,721.81	25,014.44	1,707.37
876 08/Guild/Choctaw Books	3,500.00	3,500.00	0.00	3,500.00
898 06 Endowment/Summer Reading	12,121.50	12,121.50	12,156.06	(34.56)
901 07/Endowment/Vehicle	18,000.00	18,000.00	16,523.89	1,476.11
902 07/Endowment/Summer Reading	12,000.00	12,000.00	12,006.17	(6.17)
919 07/OAC/Hinkles Puppets	250.00	250.00	0.00	250.00
924 07/Guild/Choctaw Spanish Classes	800.00	800.00	750.00	50.00
926 07/Kirkpatrick/Come Read With Me	5,000.00	5,000.00	0.00	5,000.00
927 07/WalMart/Del City	1,000.00	1,000.00	1,000.00	0.00
928 07/LET/Summer Reading	12,000.00	12,000.00	0.00	12,000.00
939 YMCA/21st Century Grant	9,907.50	9,907.50	3,660.00	6,247.50
943 Junior League/MWC	750.00	750.00	692.97	57.03
947 Endowment/ Choctaw Childrens	4,500.00	4,500.00	4,467.79	32.21
952 Human Rights Video Project	750.00	750.00	0.00	750.00
963 RE Friends/Programming Grant	3,300.00	3,357.32	2,613.12	744.20
978 06/ALA/Let's Talk About It: Jewish L	1,500.00	1,500.00	1,395.85	104.15
980 05 WalMart Children's	1,000.00	1,000.00	394.45	605.55
981 05 Downtown Club/Children's	1,900.00	1,900.00	1,817.23	82.77
991 06 Inasmuch	60,000.00	60,000.00	39,072.89	20,927.11
993 06 WalMart/Edmond Library	2,000.00	2,000.00	1,990.75	9.25
994 06 WalMart/Village	2,000.00	2,000.00	1,806.05	193.95
995 06 WalMart/Midwest City	1,977.41	1,977.41	100.00	1,877.41
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

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	BALANCE 8/31/2007
<u>Grants - Friends of MLS</u>					
938	03 VI - Library Sign	5,000.00	5,000.00	0.00	5,000.00
960	05 OK Reads OK	0.00	0.00	481.62	(481.62)
877	06 Las Clases Espanolas	8,000.00	8,000.00	5,140.00	2,860.00
881	06 Toys for the Library	750.00	750.00	753.00	(3.00)
883	06 Local History Materials Binding	3,000.00	3,000.00	2,015.30	984.70
893	06 Lee B Brawner Scholarship	8,300.00	8,300.00	8,287.47	12.53
<u>Grants - Friends of MLS</u>					
904	07 Volunteer Recognition	2,000.00	2,000.00	1,981.49	18.51
905	07 Staff Recognition	6,100.00	6,170.64	5,966.83	203.81
906	07 Summer at the Library	5,000.00	5,000.00	4,702.68	297.32
908	07 LIFE Come Read with Me	7,500.00	9,737.94	7,500.00	2,237.94
909	07 Author Visit - David Lubar	12,600.00	12,600.00	8,619.91	3,980.09
910	07 System-wide adult prgrmmng	6,300.00	6,781.62	5,900.00	881.62
912	07 Looking at Jazz - Downtown	925.00	925.00	900.00	25.00
913	07 Oklahoma Voices	11,175.00	11,175.00	7,835.17	3,339.83
915	07 Library Enhancement - CH	1,108.00	1,108.00	962.97	145.03
<u>Grants - Friends of MLS</u>					
860	08 Volunteer Recognition	2,000.00	2,000.00	0.00	2,000.00
861	08 Staff Recognition	6,845.00	6,845.00	0.00	6,845.00
863	08 123 Play with Me	3,000.00	3,000.00	0.00	3,000.00
864	08 LIFE	7,500.00	7,500.00	1,669.05	5,830.95
870	08 Oklahoma Voices - Phase 3	5,000.00	5,000.00	0.00	5,000.00
871	08 Wii Equipment	770.00	770.00	0.00	770.00
873	08 Teen & Children's Furnishings	1,713.00	1,713.00	0.00	1,713.00
Total Grants					<u>\$103,460.02</u>
Total Special Funds					<u>\$ 331,921.21</u>

Metropolitan Library System
Statement of Encumbrances
Month of August 2007

FY-08

Personal Services

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
101	Salaries	1,065,103.62	1,777,873.00	17.95	9,906,716.00	8,128,843.00
102	Wages - Part-time	174,576.70	298,971.70	17.38	1,720,269.00	1,421,297.30
103	Payroll Taxes	92,423.57	154,299.74	19.12	807,177.00	652,877.26
109	Workers Comp Insurance	9,800.00	19,600.00	16.42	119,370.00	99,770.00
112	Group Insurance	115,883.32	249,122.75	15.43	1,614,468.00	1,365,345.25
113	Employees' retirement	57,846.94	96,377.46	8.34	1,156,220.00	1,059,842.54
114	Unemployment Compen.	.00	.00	.00	20,000.00	20,000.00
Total Personal Services		1,515,634.15	2,596,244.65	16.92	15,344,220.00	12,747,975.35
		=====	=====		=====	=====

Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insur.	.00	.00	.00	166,865.00	166,865.00
202	Liability/Bonding Insurance	.00	.00	.00	13,000.00	13,000.00
205	Rent of Library Buildings	400.00	1,200.00	25.00	4,800.00	3,600.00
206	Rent of Equipment	.00	.00	.00	6,700.00	6,700.00
207	Janitorial Services	56,560.00	75,444.00	21.18	356,180.00	280,736.00
208	Maintenance of Facilities	25,199.64	42,482.28	16.73	253,875.00	211,392.72
211	Parking & Transportation	11,251.64	29,156.36	16.73	174,265.00	145,108.64
212	Travel Expenses	1,468.28	1,906.71	2.31	82,708.00	80,801.29
213	Professional Services	8,033.60	11,789.24	4.09	288,045.00	276,255.76
214	Security Services	35,719.97	55,120.07	14.04	392,693.00	337,572.93
216	Telephone Services	23,941.41	44,575.05	15.75	282,960.00	238,384.95
217	Electrical Services	45,176.65	95,123.19	18.45	515,530.00	420,406.81
218	Gas Services	856.11	2,131.11	3.15	67,585.00	65,453.89
219	Water & Garbage Services	4,749.26	10,673.69	22.47	47,510.00	36,836.31
220	Trigen Energy Services	17,251.87	35,251.87	19.26	183,000.00	147,748.13
226	Memberships	661.00	3,188.50	13.96	22,835.00	19,646.50
230	Other Library-Related Services	14,556.39	27,379.87	8.29	330,087.00	302,707.13
231	Automation Contractual	16,288.63	30,484.02	9.28	328,417.00	297,932.98
236	Network Catalog Services	408.00	53,868.00	85.81	62,775.00	8,907.00
Total Contractual Services		262,522.45	519,773.96	14.52	3,579,830.00	3,060,056.04
		=====	=====		=====	=====

Metropolitan Library System
Statement of Encumbrances
Month of August 2007

FY-08

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	6,949.58	12,294.58	6.01	204,420.00	192,125.42
302	Postage	24,759.47	42,947.76	15.52	276,765.00	233,817.24
303	Supplies	17,912.41	40,574.10	6.13	662,350.00	621,775.90
310	Maintenance Supplies	2,997.99	2,997.99	4.22	71,000.00	68,002.01
312	Safety Supplies & Equipment	1,311.66	1,311.66	10.17	12,900.00	11,588.34
321	Gasoline & Oil	2,774.60	2,774.60	6.17	45,000.00	42,225.40
322	Vehicle Parts & Repairs	702.01	733.99	4.08	18,000.00	17,266.01
330	Programming Activities	8,771.15	30,392.61	15.01	202,525.00	172,132.39
331	Other Commodities	2,781.56	3,166.57	10.21	31,015.00	27,848.43
Total Commodities		68,960.43	137,193.86	9.00	1,523,975.00	1,386,781.14

Capital Outlays

401	Books & Materials	251,230.01	394,352.58	12.04	3,275,170.00	2,880,817.42
404	Government Documents	.00	.00	.00	5,000.00	5,000.00
405	Book Repairs & Bindings	.00	.00	.00	2,200.00	2,200.00
407	Periodicals & Subscriptions	5,290.64	11,429.24	7.38	154,830.00	143,400.76
408	Furniture, Fixture, & Equipmnt	45.00	545.00	.33	162,919.00	162,374.00
409	Motor Vehicles	.00	.00	.00	50,000.00	50,000.00
410	Automation System & Equipment	11,209.00	11,209.00	2.34	479,719.00	468,510.00
450	Capital Projects	4,090.77	15,909.77	.35	4,592,275.00	4,576,365.23
490	Capital Reserves - Current	.00	.00	.00	5,522,859.00	5,522,859.00
499	Reserve Carryover - Prior	.00	.00	.00	13,160,027.00	13,160,027.00
Total Capital Outlays		271,865.42	433,445.59	1.58	27,404,999.00	26,971,553.41
Total Budget		2,118,982.45	3,686,658.06	7.70	47,853,024.00	44,166,365.94

General Fund F.Y. 07-08

Warrant Register

August 2007

Number	Vendor/Payee	Purpose	Amount
G-00182	Bank of Oklahoma	Payroll Transmittal-Chks	42,373.43
		Payroll Transmittal-Chks	25,841.59
		Payroll Transmittal-Chks	220.00
G-00183	Bank of Oklahoma	Federal Withholding Tax	35,050.60
		Federal Withholding Tax	3,476.00
G-00184	Oklahoma Tax Commission	State Withholding Tax	12,859.00
		State Withholding Tax	1,330.00
G-00185	Mun. Employees Credit Union	Employee Cr Union Deducts	11,021.51
		Employee Cr Union Deducts	227.50
G-00186	United Way of Central Oklahoma	Employee Deductions	388.08
		Employee Deductions	3.00
G-00187	Bank of America	Payroll Transmittal-DDep	182,513.00
		Payroll Transmittal-DDep	28,094.56
		Payroll Transmittal-DDep	935.00
G-00188	Nationwide Retirement Solution	Employee Deductions	7,885.87
G-00189	Transamerica Worksite Mrktg.	Employee Deductions	620.28
G-00190	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,960.97
G-00191	Bank of Oklahoma	Employee Flexplan Deposit	19,115.50
G-00192	Bank of Oklahoma	Employee Soc/Sec Deposits	20,762.99
		Employee Soc/Sec Deposits	3,959.11
		Employee Medicare Deposit	4,855.84
		Employee Medicare Deposit	925.89
		Employer Soc/Sec Deposits	24,722.38
		Employer Medicare Deposit	5,781.90
G-00193	MassMutual Financial Group	Employee Contrib -- DC PI	10,400.23
		Employee Contrib -- DC PI	19,124.33
G-00194	Love, Beal & Nixon, P.C.	Employee Deductions	85.00
G-00195	ODHS Oklahoma Centralized	Employee Deductions	102.55
G-00196	Administrative Systems, Inc.	Employee Deductions	1,008.77
G-00197	Metropolitan Library System	Parking Cards	40.00
		Professional Services	105.00
		Automation Contractual	27.48
		Postage	23.00
		Supplies	5.44
		Programming Activities	42.80
G-00198	City of Del City	Rent of Library Buildings	400.00
G-00199	Bradford Industrial Suppl Corp	Maintenance of Facilities	246.18
		Maintenance of Facilities	58.03
G-00200	Oklahoma Natural Gas Co.	Gas Services	101.34
G-00201	Kathryn Thurman	Programming Activities	150.00
G-00202	UNUM Life Insurance	Grp L-T Disability Ins-AG	6,575.81
G-00203	City of Warr Acres	Water & Garbage Services	58.50
G-00204	AT&T	Telephone Services	141.26
G-00205	Strictly Publishing, Inc.	Library-Related Services	55.00
		Library-Related Services	55.00
G-00206	Oklahoma Library Association	Registration	55.00
G-00207	U.S. Postal Service	Postage	15,000.00
G-00208	Susan Ryan	Mileage	12.13
G-00209	FedEx	Postage	18.81
G-00210	Denyvetta Davis	Mileage	79.59
G-00211	Traci Jinkens	Mileage	4.36
G-00212	Michael's Arts & Crafts	Other Commodities	59.97

General Fund F.Y. 07-08

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
G-00213	Commercial Concepts	Automation Contractual	250.00	250.00
G-00214	Amigos Library Services	Network Catalog Services	53,460.00	53,460.00
G-00215	Dana Bickford	Professional Services	1,200.00	1,200.00
G-00216	Oklahoma Gazette	Library-Related Services	1,117.80	1,117.80
G-00217	Culinary Concepts, LLC	Professional Services	208.95	208.95
G-00218	Little River Zoo	Programming Activities	105.00	105.00
G-00219	Christine Francis	Programming Activities	35.00	35.00
G-00220	Francie Pendleton	Mileage	10.48	10.48
G-00221	XPEDX	Supplies	2,272.11	2,272.11
G-00222	Dana Morrow	Other Commodities	72.95	72.95
G-00223	Hannelore A. Chan	Programming Activities	35.00	35.00
G-00224	Friends of Libraries U.S.A.	Memberships	100.00	100.00
G-00225	Patricia Jan Hall	Programming Activities	75.00	75.00
G-00226	Cherokee Painting	Maintenance of Facilities	3,460.00	3,460.00
G-00227	Jeffrey J. Crawford	Security Services	325.00	325.00
G-00228	Richard Scott Sanders	Security Services	250.00	250.00
G-00229	Miguel A. Campos	Security Services	212.50	212.50
G-00230	Jurden Brown, Jr.	Security Services	650.00	650.00
G-00231	Melissa O'Neil	Programming Activities	141.40	141.40
G-00232	John Paull	Security Services	162.50	162.50
G-00233	Stanley Campbell	Security Services	200.00	200.00
G-00234	BMI Systems Corp.	Maintenance of Facilities	62.11	
		Maintenance of Facilities	31.62	
		Maintenance of Facilities	270.30	
		Maintenance of Facilities	114.69	
		Maintenance of Facilities	95.69	574.41
G-00235	Custom Stainless	Construction	5,939.00	5,939.00
G-00236	Premier Millwork	Capital Projects	1,375.00	1,375.00
G-00237	Nicklas S. Wald	Security Services	112.50	112.50
G-00238	OSCA	Professional Services	25.00	25.00
G-00239	Sharon A. Nolan	Other Commodities	63.59	
		Programming Activities	76.61	140.20
G-00240	Kelly Mitchell Osborne	Programming Activities	380.00	380.00
G-00241	Kelly Fuselier	Programming Activities	100.00	100.00
G-00242	Sharon Wenzl	Library-Related Services	32.00	32.00
G-00243	Dowell Parking Center	Parking & Transportation	300.00	300.00
G-00244	J & I Trailer Hitches	Maintenance of Facilities	79.90	79.90
G-00245	Novalco, Inc	Maintenance of Facilities	620.00	620.00
G-00246	IFMA-Headquarters	Memberships	303.00	303.00
G-00247	ULINE	Supplies	57.97	57.97
G-00248	Gregory Bennett	Mileage	27.65	27.65
G-00249	OASLMS	Professional Services	50.00	50.00
G-00250	Office Depot Credit Plan	Supplies	110.56	110.56
G-00251	LaWana D. Morgan	Mileage	7.28	7.28
G-00252	USPS/BME	Postage	725.00	725.00
G-00253	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	12.00
G-00254	FOLIO Treasurer	Memberships	20.00	20.00
G-00255	Lesli Jones	Library-Related Services	140.00	140.00
G-00256	AT&T	Telephone Services	20.38	20.38
G-00257	Corporate Express, Inc.	Supplies	35.96	35.96
G-00258	Securitas Security USA, Inc.	Security Services	6,288.22	
		Security Services	6,225.67	12,513.89

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Number	Vendor/Payee	Purpose		Amount
G-00259	SimplexGrinnell	Automation Contractual	870.00	870.00
G-00260	Heartland Payphone Service	Construction	460.00	460.00
G-00261	COTPA	Staff Parking	2,576.00	
		Staff Parking	2,484.00	
		Staff Parking	3,006.32	8,066.32
G-00262	Midwest Single Source, Inc.	Supplies	23.76	23.76
G-00263	City of Midwest City	Water & Garbage Services	263.90	263.90
G-00264	Del Technical Coatings, Inc.	Maintenance of Facilities	57.80	
		Maintenance of Facilities	10.15	67.95
G-00265	O G & E	Electrical Services	21,749.02	
		Electrical Services	8,719.30	30,468.32
G-00266	Oklahoma Natural Gas Co.	Gas Services	379.93	379.93
G-00267	City of Oklahoma City	Water & Garbage Services	1,417.78	1,417.78
G-00268	Southwestern Stationery and	Supplies	13.28	
		Supplies	50.65	63.93
G-00269	Locke Supply Co.	Maintenance of Facilities	11.50	
		Maintenance of Facilities	20.10	
		Maintenance of Facilities	121.28	152.88
G-00270	Demco	Supplies	94.43	
		Supplies	21.43	
		Supplies	1,540.00	
		Supplies	109.60	1,765.46
G-00271	Gale Research	Materials	10,115.29	10,115.29
G-00272	Highsmith Co., Inc.	Supplies	193.21	
		Supplies	30.72	223.93
G-00273	Ernestine Clark	Mileage	11.65	11.65
G-00274	Frank Ray	Mileage	14.79	14.79
G-00275	Oklahoma Historical Society	Periodical & Subscription	225.00	225.00
G-00276	Baker & Taylor Books	Materials	3,991.98	3,991.98
G-00277	Susie Beasley	Programming Activities	75.00	75.00
G-00278	Central Oklahoma Winnelson	Maintenance of Facilities	59.58	
		Maintenance of Facilities	239.58	299.16
G-00279	Bill Warren Office Products	Supplies	52.25	52.25
G-00280	Charles S. Isaacs	Mileage	33.71	33.71
G-00281	Barbara Beasley	Mileage	14.79	14.79
G-00282	Marilyn E. Backus	Mileage	12.13	12.13
G-00283	Gale Group	Materials	6,588.41	6,588.41
G-00284	Production Services	Library-Related Services	230.00	230.00
G-00285	Anne G. Fischer	Mileage	98.21	98.21
G-00286	Staples Credit Plan	Supplies	245.98	
		Supplies	52.19	298.17
G-00287	Priscilla Doss	Mileage	12.61	12.61
G-00288	Full Circle Bookstore	Materials	175.86	175.86
G-00289	Morningstar	Materials	6,360.00	
		Materials	795.00	7,155.00
G-00290	Amigos Library Services	Materials	1,234.00	1,234.00
G-00291	INTEGRIS Corporate Assistance	Professional Services	842.00	842.00
G-00292	Oklahoma Air Filter	Maintenance of Facilities	64.80	
		Maintenance of Facilities	233.88	298.68
G-00293	National Archive Publishing Co	Subscriptions	1,212.10	
		Subscriptions	1,792.65	
		Subscriptions	931.09	3,935.84

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Number	Vendor/Payee	Purpose		Amount
G-00294	Jonathan Willis	Mileage	17.95	17.95
G-00295	Karen Lehr	Mileage	13.58	13.58
G-00296	Blackstone Audio Books	Materials	1,089.75	1,089.75
G-00297	Random House, Inc	Materials	6,489.60	6,489.60
G-00298	Brilliance Corporation	Materials	5,391.11	5,391.11
G-00299	Francie Pendleton	Mileage	8.15	8.15
G-00300	Ingram Library Service	Materials	1,591.74	1,591.74
G-00301	Julia Ballou	Mileage	12.13	12.13
G-00302	Walker Companies	Supplies	47.90	47.90
G-00303	Audio Editions	Materials	1,668.54	1,668.54
G-00304	Digital Library Reserve, Inc	Materials	1,386.66	1,386.66
G-00305	Hannelore A. Chan	Programming Activities	35.00	35.00
G-00306	JoNita White	Mileage	13.58	13.58
G-00307	Linda Temple	Programming Activities	251.01	251.01
G-00308	Sam Richards	Programming Activities	118.58	118.58
G-00309	Walker Group	Supplies	538.64	538.64
G-00310	Jerod Gerfen	Mileage	71.78	71.78
G-00311	Elizabeth L. Wilson	Mileage	23.04	23.04
G-00312	Ingram Library Service	Materials	1,668.06	1,668.06
G-00313	Voss Lighting	Maintenance of Facilities	54.82	
		Maintenance of Facilities	58.38	113.20
G-00314	Town of Luther	Water & Garbage	44.25	44.25
G-00315	Center Point Large Print	Materials	498.42	498.42
G-00316	L. E. Acker Co.	Maintenance of Facilities	17.68	17.68
G-00317	Landon Holman	Mileage	17.95	17.95
G-00318	Anita Roesler	Mileage	20.61	20.61
G-00319	Oklahoma Petroleum Directory	Materials	180.00	180.00
G-00320	Evans Hardware	Maintenance of Facilities	15.88	
		Maintenance of Facilities	8.15	
		Maintenance of Facilities	6.58	30.61
G-00321	Harry Hoang	Mileage	7.28	7.28
G-00322	Heather Kitchen	Mileage	10.19	10.19
G-00323	BP Sales & Service	Supplies	246.38	246.38
G-00324	Ruby Soutiere	Mileage	12.13	12.13
G-00325	Joan Porter	Mileage	20.37	20.37
G-00326	Taco Del Mar	Programming Activities	159.50	159.50
G-00327	U.S. Postal Service	Postage	2,500.00	2,500.00
G-00328	Novalco, Inc	Maintenance of Facilities	180.00	180.00
G-00329	City of Harrah	Water & Garbage Services	48.96	48.96
G-00330	Heritage Microfilm, Inc	Subscriptions	760.80	760.80
G-00331	John Wood	Telephone Services	50.00	50.00
G-00332	City of Choctaw	Water & Garbage Services	101.06	101.06
G-00333	Vision Service Plan of	Grp Vision Ins Prem-AG	2,210.93	2,210.93
G-00334	Office Depot Credit Plan	Supplies	99.99	99.99
G-00335	Roy Ballou	Mileage	29.59	29.59
G-00336	Baker & Taylor Entertainment	Materials	3,786.68	3,786.68
G-00337	Arts Council of Oklahoma City	Programming Activities	8,975.00	8,975.00
G-00338	FBD Consulting, Inc.	Professional Services	465.00	465.00
G-00339	LaVetta Kinsey Dent	Supplies	54.40	54.40
G-00340	Walmart Community	Programming Activities	81.59	81.59
G-00341	John L. Hilbert	Programming Activities	61.45	
		Programming Activities	40.05	101.50

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Number	Vendor/Payee	Purpose		Amount
G-00342	Preston Bell	Bus Pass	40.00	40.00
G-00343	Allied Waste Services #060	Water & Garbarge	539.76	539.76
G-00344	Pamela Buchanan	Mileage	20.37	20.37
G-00345	Star Lighting	Maintenance of Facilities	35.94	35.94
G-00346	Cintas Corp.	Maintenance of Facilities	327.40	327.40
G-00347	Oklahoma City Police Dept.	Maintenance of Facilities	50.00	50.00
G-00348	Baker & Taylor Books	Materials	15,199.16	
		Materials	12,585.43	
		Materials	3,337.05	31,121.64
G-00349	Baker & Taylor Books	Materials	8,599.95	8,599.95
G-00350	Baker & Taylor Books	Materials	2,648.47	2,648.47
G-00351	Maria Watkins	Mileage	31.14	31.14
G-00352	Emily Williams	Mileage	255.40	255.40
G-00353	The Daily Oklahoman Display	Library-Related Services	245.00	245.00
G-00354	Angela Wall	Programming Activities	60.00	60.00
G-00355	Kiona Millirons	Programming Activities	150.00	150.00
G-00356	John Sing	Maintenance of Facilities	300.00	300.00
G-00357	Mutual Assurance	Grp Life/AD&D Ins Prm-AUG	30,112.07	30,112.07
G-00358	Metropolitan Library System	Grp Med/Dtl Ins Prem-AUG	82,405.32	82,405.32
G-00359	Bradford Industrial Suppl Corp	Maintenance of Facilities	196.15	196.15
G-00360	Del Technical Coatings, Inc.	Maintenance of Facilities	76.50	76.50
G-00361	Oklahoma Natural Gas Co.	Gas Services	80.80	80.80
G-00362	City of Oklahoma City	Water & Garbage Services	972.05	972.05
G-00363	City of the Village	Water & Garbage Services	80.98	80.98
G-00364	Demco	Supplies	86.98	
		Supplies	194.42	281.40
G-00365	Eales Electronics Corp.	Maintenance of Facilities	25.00	25.00
G-00366	Gale Research	Materials	9,648.75	9,648.75
G-00367	City of Edmond	Electrical Services	3,994.57	3,994.57
G-00368	Alma L. Brown	Programming Activities	109.09	
		Programming Activities	74.02	
		Programming Activities	95.86	278.97
G-00369	Oklahoma Historical Society	Subscriptions	40.00	40.00
G-00370	Central Parking System	Parking	54.00	54.00
G-00371	Oklahoma Library Association	Professional Services	220.00	
		Professional Services	55.00	
		Memberships	32.00	307.00
G-00372	Baker & Taylor Books	Materials	1,075.48	1,075.48
G-00373	Mid-west Landscape, LLC	Maintenance of Facilities	1,540.00	
		Maintenance of Facilities	1,425.00	2,965.00
G-00374	Bill Warren Office Products	Supplies	37.10	37.10
G-00375	ALA Membership CSC	Memberships	150.00	150.00
G-00376	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00377	A.M. Best Co.	Materials	5,349.75	5,349.75
G-00378	Oklahoma Opry, LLC	Programming Activities	75.00	75.00
G-00379	Recorded Books, LLC	Materials	1,498.02	1,498.02
G-00380	Phillip Tolbert	Professional Services	225.00	225.00
G-00381	Johnstone Supply	Maintenance of Facilities	160.00	160.00
G-00382	Instructional Video, Inc.	Materials	1,776.06	1,776.06
G-00383	Greater Oklahoma City	Professional Services	250.00	250.00
G-00384	Gale Group	Materials	1,984.33	1,984.33
G-00385	Anne G. Fischer	Telephone Services	50.00	50.00

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Number	Vendor/Payee	Purpose		Amount
G-00386	Hal Leonard Publishing	Materials	230.73	230.73
G-00387	Library Video Co.	Materials	1,578.36	1,578.36
G-00388	Rosemary Czarski	Mileage	20.86	20.86
G-00389	Janet Brooks	Mileage	12.13	12.13
G-00390	Boone & Boone Sales Co., Inc.	Maintenance of Facilities	1,969.14	1,969.14
G-00391	Frances Kay Samaripa	Mileage	37.83	37.83
G-00392	Oklahoma City Employment Guide	Library-Related Services	298.00	298.00
G-00393	AT&T	Telephone Services	893.75	893.75
G-00394	Random House, Inc	Materials	2,416.00	2,416.00
G-00395	Culinary Concepts, LLC	Professional Services	192.45	192.45
G-00396	A T & T Mobility	Telephone Services	87.91	87.91
G-00397	Brilliance Corporation	Materials	2,586.52	2,586.52
G-00398	Ingram Library Service	Materials	156.92	156.92
G-00399	Candace McDaniel	Supplies	27.33	27.33
G-00400	Audio Editions	Materials	143.88	143.88
G-00401	United States Postal Service	Postage	6,000.00	
		Postage	1,030.00	7,030.00
G-00402	FedEx Kinko's Print Services	Programming Activities	4.05	4.05
G-00403	Hannelore A. Chan	Programming Activities	35.00	35.00
G-00404	Chickasaw Telecom, Inc.	Automation Contractual	926.81	
		Automation Contractual	1,813.00	2,739.81
G-00405	Sam Richards	Travel Expense-Mileage	74.69	74.69
G-00406	Ingram Library Service	Materials	579.38	579.38
G-00407	Perry Publishing Co.	Subscription	30.00	30.00
G-00408	Barnes & Noble, Inc.	Materials	502.98	502.98
G-00409	Oklahoma Magic, L.P.	Programming Activities	109.84	109.84
G-00410	Rose State College	Professional Services	248.00	248.00
G-00411	Jimmy Welch	Telephone Services	46.32	
		Telephone Services	46.32	92.64
G-00412	Evans Hardware	Maintenance of Facilities	4.99	4.99
G-00413	Jeffrey J. Crawford	Security Services	162.50	162.50
G-00414	John Mark Dawson	Security Services	300.00	300.00
G-00415	Richard Scott Sanders	Security Services	162.50	162.50
G-00416	Miguel A. Campos	Security Services	325.00	325.00
G-00417	Jurden Brown, Jr.	Security Services	625.00	625.00
G-00418	Deborah Willis	Mileage	31.04	31.04
G-00419	John Paull	Security Services	162.50	162.50
G-00420	Stanley Campbell	Security Services	212.50	212.50
G-00421	Brent J. Mackerelle	Security Services	162.50	162.50
G-00422	Forms World	Supplies	242.36	242.36
G-00423	Southwest Compressor, Inc.	Maintenance of Facilities	184.00	184.00
G-00424	Heidi Johnson	Mileage	12.13	12.13
G-00425	Lisa Walker	Mileage	2.04	2.04
G-00426	ProQuest	Materials	16,595.00	16,595.00
G-00427	Bank of America	Library-Related Services	202.62	202.62
G-00428	Aaron Killough	Mileage	2.43	2.43
G-00429	Steve Reynolds	Programming Activities	75.00	75.00
G-00430	Alex Carpenter	Programming Activities	395.00	395.00
G-00431	Travis E. Serna	Security Services	112.50	112.50
G-00432	Signs Now	Capital Projects	941.77	941.77
G-00433	Kelley Riha	Mileage	117.61	117.61
G-00434	Rosalind L. Reeder	Programming Activities	180.00	180.00

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Number	Vendor/Payee	Purpose		Amount
G-00435	City of Edmond	Water& Garbage Services	534.60	534.60
G-00436	Kevin Colwell	Mileage	12.13	12.13
G-00437	OASLMS	Professional Services	25.00	25.00
G-00438	Fariba Williams	Mileage	9.22	9.22
G-00439	Cox Communications, Inc.	Telephone Services	7,059.95	
		Telephone Services	6,000.00	
		Telephone Services	1,012.85	14,072.80
G-00440	Cheryl Pernell	Mileage	15.73	15.73
G-00441	Baker & Taylor Entertainment	Materials	4,995.21	4,995.21
G-00442	LaVetta Kinsey Dent	Other Commodities	63.87	63.87
G-00443	Walmart Community	Other Commodities	194.97	
		Other Commodities	80.35	275.32
G-00444	American Library Association	Other Commodities	831.38	831.38
G-00445	Steve McNutt	Programming Activities	150.00	150.00
G-00446	D.C.T. Enterprises of Oklahoma	Other Commodities	136.28	
		Other Commodities	289.50	425.78
G-00447	Carol Hunter	Mileage	14.55	14.55
G-00448	John Utley	Telephone Services	35.00	35.00
G-00449	Susan H. Wood	Programming Activities	90.00	90.00
G-00450	Kelley Hoffman	Mileage	18.92	18.92
G-00451	Cox Communications, Inc.	Telephone Service - July	3,390.21	3,390.21
G-00452	Securitas Security USA, Inc.	Security Services	6,230.66	6,230.66
G-00453	Baker & Taylor Books	Materials	2,257.51	
		Materials	4,189.86	
		Materials	4,698.41	11,145.78
G-00454	Baker & Taylor Books	Materials	3,594.85	
		Materials	2,743.58	6,338.43
G-00455	Laser Quest	Other Commodities	914.02	914.02
G-00456	Baker & Taylor Books	Materials	3,324.56	3,324.56
G-00457	Jenifer L. King	Programming Activities	100.00	100.00
G-00458	Angela Wall	Programming Activities	60.00	60.00
G-00459	Bank of Oklahoma	Payroll Transmittal-Chks	44,766.89	
		Payroll Transmittal-Chks	20,069.92	64,836.81
G-00460	Bank of Oklahoma	Federal Withholding Tax	36,820.60	
		Federal Withholding Tax	3,112.00	39,932.60
G-00461	Oklahoma Tax Commission	State Withholding Tax	13,451.00	
		State Withholding Tax	1,219.00	14,670.00
G-00462	Mun. Employees Credit Union	Employee Cr Union Deducts	10,952.51	
		Employee Cr Union Deducts	227.50	11,180.01
G-00463	United Way of Central Oklahoma	Employee Deductions	388.08	
		Employee Deductions	3.00	391.08
G-00464	Bank of America	Payroll Transmittal-DDep	189,376.26	
		Payroll Transmittal-DDep	26,410.73	215,786.99
G-00465	Nationwide Retirement Solution	Employee Deductions	7,948.69	7,948.69
G-00466	Debbie Robertus	Refund to Employee	28.17	28.17
G-00467	Transamerica Worksite Mrktg.	Employee Deductions	563.94	563.94
G-00468	Metro Library Sys Pension Trst	Employee Contrib -- DB Pl	4,930.30	4,930.30
G-00469	Bank of Oklahoma	Employee Flexplan Deposit	9,135.28	9,135.28
G-00470	Bank of Oklahoma	Employee Soc/Sec Deposits	21,556.85	
		Employee Soc/Sec Deposits	3,426.76	
		Employee Medicare Deposit	5,041.62	
		Employee Medicare Deposit	801.40	

** Continued **

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Number	Vendor/Payee	Purpose	Amount
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G-00470	Bank of Oklahoma	Employer Soc/Sec Deposits	24,983.63
		Employer Medicare Deposit	5,842.87
G-00471	MassMutual Financial Group	Employee Contrib -- DC PI	10,592.82
		Employer Contrib -- DC PI	19,521.42
G-00472	Love, Beal & Nixon, P.C.	Employee Deductions	85.00
G-00473	ODHS Oklahoma Centralized	Employee Deductions	102.55
G-00474	Administrative Systems, Inc.	Employee Deductions	1,008.77
G-00475	O G & E	Electrical Services	13,213.76
G-00476	Oklahoma Natural Gas Co.	Gas Services	323.10
G-00477	City of Bethany	Water & Garbage Services	148.75
G-00478	Brodart, Inc.	Supplies	630.00
G-00479	Southwestern Stationery and	Supplies	19.92
		Supplies	456.56
		Supplies	25.64
G-00480	Gaylord Bros.	Supplies	98.70
G-00481	Gale Research	Materials	1,273.35
G-00482	Hewlett-Packard Co.	Automation Contractual	12,029.00
G-00483	AT&T	Telephone Services	931.80
		Telephone Services	1,370.07
		Telephone Services	327.27
G-00484	Strictly Publishing, Inc.	Library-Related Services	90.00
G-00485	Weston Woods Accts Receivable	Materials	673.35
G-00486	Baker & Taylor Books	Materials	1,956.46
G-00487	Standard & Poor's	Materials	3,485.90
G-00488	Charles S. Isaacs	Telephone Services	35.00
G-00489	Barbara Beasley	Supplies	34.15
		Other Commodities	30.96
G-00490	A.M. Best Co.	Materials	5,349.75
G-00491	WCA Waste Corporation	Maintenance of Facilities	23.05
G-00492	Recorded Books, LLC	Materials	4,526.53
G-00493	Denyveta Davis	Travel Expenses	313.24
G-00494	Mutual Assurance	Professional Services	871.00
G-00495	Copelin's Office Center	Supplies	228.30
G-00496	Full Circle Bookstore	Programming Activities	56.00
G-00497	Jonathan Willis	Telephone Services	35.00
G-00498	Karen Lehr	Programming Supplies	80.24
G-00499	Random House, Inc	Materials	1,116.27
G-00500	Culinary Concepts, LLC	Professional Services	269.25
G-00501	Crystal Data/Business Products	Supplies	1,020.00
G-00502	Ingram Library Service	Materials	1,136.92
G-00503	XPEDX	Supplies	328.10
G-00504	HVAC Plus, Inc	Maintenance of Facilities	26.25
G-00505	Walker Companies	Supplies	54.91
G-00506	Audio Editions	Materials	957.31
G-00507	Lynda G. Bahr	Mileage	123.49
G-00508	Hannelore A. Chan	Programming Activities	35.00
G-00509	Scovil & Sides Hardware Co.	Maintenance of Facilities	1,072.80
G-00510	Fuelman	Gasoline & Oil	2,699.71
G-00511	Crystal Roper	Mileage	5.82
G-00512	Patricia Jan Hall	Programming Activities	75.00
G-00513	Ingram Library Service	Materials	676.54

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G-00514	Tandem Library Group	Materials	35.40	35.40
G-00515	Voss Lighting	Maintenance of Facilities	91.38	
		Maintenance of Facilities	146.80	238.18
G-00516	Cherokee Painting	Maintenance of Facilities	700.00	700.00
G-00517	Jason's Deli/Deli Partners	Professional Services	64.87	64.87
G-00518	Debbie Robertus	Mileage	24.98	24.98
G-00519	Marty Tipton	Programming Activities	125.00	125.00
G-00520	Scholastic, Inc.	Programming Activities	1,010.15	1,010.15
G-00521	OPUBCO Communications Group	Retail Sale Advertisement	499.15	
		Legal Advertisement	90.53	589.68
G-00522	Carol Moody	Mileage	14.55	14.55
G-00523	Kelly Fuselier	Programming Activities	100.00	100.00
G-00524	D. W. Mechanical	Maintenance of Facilities	585.00	585.00
G-00525	University of Central Oklahoma	Books & Materials	10.00	10.00
G-00526	Pleasant Pools	Maintenance of Facilities	607.35	607.35
G-00527	Rosalind L. Reeder	Programming Activities	60.00	60.00
G-00528	Alliance Personnel Service LLC	Wages-Part-Time	542.30	542.30
G-00529	John Wood	Telephone Services	50.00	50.00
G-00530	Commercial Card Solutions	Automation Contractual	159.13	
		Supplies	412.00	
		Supplies	96.11	
		Programming Supplies	33.00	
		Supplies	59.95	
		Supplies	119.91	
		Postage	751.00	
		Supplies	62.93	
		Programming Supplies	32.07	
		Automation Contractual	70.95	
		Automation Contractual	135.00	
		Professional Services	14.00	1,946.05
G-00531	Baker & Taylor Entertainment	Materials	1,449.56	1,449.56
G-00532	LaVetta Kinsey Dent	Mileage	14.55	14.55
G-00533	AFP Oklahoma	Professional Services	265.00	265.00
G-00534	Commercial Card Solutions	Books & Materials	306.03	306.03
G-00535	Reef Shop Warehouse	Maintenance of Facilities	107.97	107.97
G-00536	Carrier North	Maintenance of Facilities	45.75	45.75
G-00537	D.C.T. Enterprises of Oklahoma	Other Commodities	10.00	10.00
G-00538	Donna Morris	Parking & Transportation	450.00	450.00
G-00539	Susan H. Wood	Programming Activities	250.00	250.00
G-00540	Lesli Jones	Library-Related Services	310.00	310.00
G-00541	Worth Hydrochem of Oklahoma	Maintenance of Facilities	80.00	
		Maintenance of Facilities	210.00	290.00
G-00542	Securitas Security USA, Inc.	Security Services	6,334.54	6,334.54
G-00543	Baker & Taylor Books	Materials	3,526.63	
		Materials	3,425.30	
		Materials	7,323.98	14,275.91
G-00544	Baker & Taylor Books	Materials	1,132.01	
		Materials	13,741.55	14,873.56
G-00545	Baker & Taylor Books	Materials	1,268.74	1,268.74
G-00546	Mario Medrano	Programming Activities	200.00	200.00
G-00547	Kone Inc	Maintenance of Facilities	975.00	975.00
G-00548	William F Comstock, P.C.	Professional Services	937.50	937.50

General Fund F.Y. 07-08

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
G-00549	Sabre Technologies	Supplies	540.00	
		Supplies	3,725.00	4,265.00
G-00550	Cheryl Coleman	Mileage	4.61	4.61
G-00551	Trigen-OKC Energy Corporation	Engery Services	17,251.87	17,251.87
G-00552	Midwest Single Source, Inc.	Equipment	1,229.78	
		Safety Supplies	440.40	
		Supplies	983.62	2,653.80
G-00553	John C. Hill	Maintenance of Facilities	524.00	524.00
G-00554	Borders Group, Inc.	Materials	139.68	139.68
G-00555	Gale Research	Materials	808.75	808.75
G-00556	Baker & Taylor Books	Materials	1,928.11	1,928.11
G-00557	Gale Group	Materials	877.74	877.74
G-00558	Random House, Inc	Materials	720.00	720.00
G-00559	Brilliance Corporation	Materials	348.97	348.97
G-00560	Ingram Library Service	Materials	1,525.44	1,525.44
G-00561	Tandem Library Group	Materials	98.02	98.02
G-00562	Barnes & Noble, Inc.	Materials	71.95	71.95
G-00563	ProQuest	Materials	311.02	311.02
G-00564	BLAC, Inc.	Materials	364.00	364.00
G-00565	Donkor Khalid	Materials	14.00	14.00
G-00566	Baker & Taylor Books	Materials	869.25	869.25
G-00567	Baker & Taylor Entertainment	Materials	2,326.37	2,326.37
G-00568	Baker & Taylor Books	Materials	1,817.27	
		Materials	3,818.49	
		Materials	2,505.89	
		Materials	4,337.53	12,479.18
G-00569	Baker & Taylor Books	Materials	1,744.12	
		Materials	2,876.59	4,620.71
G-00570	Baker & Taylor Books	Materials	3,047.94	3,047.94
G-00571	Bank of Oklahoma	Payroll Transmittal-Chks	47,171.00	
		Payroll Transmittal-Chks	18,624.29	65,795.29
G-00572	Bank of Oklahoma	Federal Withholding Tax	38,157.60	
		Federal Withholding Tax	3,128.00	41,285.60
G-00573	Oklahoma Tax Commission	State Withholding Tax	13,850.00	
		State Withholding Tax	1,213.00	15,063.00
G-00574	Mun. Employees Credit Union	Employee Cr Union Deducts	10,952.51	
		Employee Cr Union Deducts	227.50	11,180.01
G-00575	Rausch, Sturm, Israel & Hornik	Employee Deductions	150.09	150.09
G-00576	Bank of America	Payroll Transmittal-DDep	193,733.39	
		Payroll Transmittal-DDep	27,513.34	221,246.73
G-00577	Nationwide Retirement Solution	Employee Deductions	7,948.69	7,948.69
G-00578	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,902.13	4,902.13
G-00579	Bank of Oklahoma	Employee Soc/Sec Deposits	21,754.26	
		Employee Soc/Sec Deposits	3,404.14	
		Employee Medicare Deposit	5,138.10	
		Employee Medicare Deposit	796.17	
		Employer Soc/Sec Deposits	25,158.60	
		Employer Medicare Deposit	5,934.19	62,185.46
G-00580	MassMutual Financial Group	Employee Contrib -- DC PI	10,405.35	
		Employee Contrib -- DC PI	19,201.19	29,606.54
G-00581	Love, Beal & Nixon, P.C.	Employee Deductions	85.00	85.00
G-00582	ODHS Oklahoma Centralized	Employee Deductions	102.55	102.55

General Fund F.Y. 07-08

Warrant Register

August 2007

Number	Vendor/Payee	Purpose	Amount	Amount
G-00583	Metropolitan Library System	Professional Services	105.00	
		Postage	56.12	
		Supplies	120.86	
		Supplies	21.32	
		Programming Activities	72.35	
		Programming Activities	153.20	
		Other Commodities	67.74	
		Parking	3.00	599.59
G-00584	City of Del City	Rent of Library Buildings	400.00	400.00
G-00585	Bradford Industrial Suppl Corp	Maintenance of Facilities	165.24	
		Maintenance of Facilities	21.75	
		Maintenance of Facilities	85.39	
		Maintenance of Facilities	103.85	
		Maintenance of Facilities	126.79	
		Maintenance of Facilities	15.91	518.93
G-00586	Oklahoma Natural Gas Co.	Gas Services	95.94	95.94
G-00587	Brodart, Inc.	Supplies	12.75	12.75
G-00588	Demco	Supplies	43.25	
		Supplies	26.14	
		Supplies	50.25	
		Supplies	76.18	195.82
G-00589	Highsmith Co., Inc.	Supplies	14.19	14.19
G-00590	City of Warr Acres	Water & Garbage Services	54.70	54.70
G-00591	AT&T	Telephone Services	141.58	141.58
G-00592	Donna Morris	Telephone Services	50.00	50.00
G-00593	U.S. Postal Service	Postage	15,000.00	15,000.00
G-00594	Spence & Associates, Inc	Library-Related Services	3,800.00	3,800.00
G-00595	TDS Telecom	Telephone Services	423.39	
		Telephone Services	841.77	1,265.16
G-00596	Pure Service Corp.	Janitorial Services	11,220.00	
		Janitorial Services	6,135.00	
		Janitorial Services	713.00	
		Janitorial Services	650.00	
		Janitorial Services	166.00	
		Janitorial Services	10,150.00	
		Janitorial Services	2,525.00	
		Janitorial Services	285.00	31,844.00
G-00597	Staples Credit Plan	Supplies	234.98	
		Supplies	173.94	
		Supplies	299.94	708.86
G-00598	Oklahoma Air Filter	Maintenance of Facilities	34.80	
		Maintenance of Facilities	26.52	61.32
G-00599	Culinary Concepts, LLC	Programming Activities	127.00	127.00
G-00600	Phyllis Davidson	Mileage	8.63	8.63
G-00601	Albert Bostick	Programming Activities	300.00	300.00
G-00602	XPEDX	Supplies	2,073.76	2,073.76
G-00603	Digital Library Reserve, Inc	Network Catalog Services	408.00	408.00
G-00604	Hannelore A. Chan	Programming Activities	35.00	35.00
G-00605	City of Edmond	Maintenance of Facilities	20.00	20.00
G-00606	Evans Hardware	Maintenance of Facilities	103.32	
		Maintenance of Facilities	45.49	
		Maintenance of Facilities	7.82	

** Continued **

General Fund F.Y. 07-08

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-00606	Evans Hardware	Maintenance of Facilities	19.99	176.62
G-00607	Jeffrey J. Crawford	Security Services	325.00	325.00
G-00608	Marianne's Rentals	Programming Activities	331.60	331.60
G-00609	Miguel A. Campos	Security Services	325.00	325.00
G-00610	Jurden Brown, Jr.	Security Services	650.00	650.00
G-00611	John Paull	Security Services	425.00	425.00
G-00612	Stanley Campbell	Security Services	212.50	212.50
G-00613	Southwest Compressor, Inc.	Maintenance of Facilities	3,290.34	3,290.34
G-00614	Oklahoma Center for Nonprofits	Professional Services	200.00	200.00
G-00615	Leslie Deer	Programming Activities	300.00	300.00
G-00616	Joe J. Poe	Mileage	17.73	17.73
G-00617	Quiznos #1749	Programming Activities	168.74	168.74
G-00618	Rosalind L. Reeder	Programming Activities	60.00	60.00
G-00619	Lisa M. Wood	Programming Activities	61.62	61.62
G-00620	Progressive Business Pub	Subscriptions	299.00	299.00
G-00621	John L. Hilbert	Programming Activities	40.60	
		Programming Activities	173.48	214.08
G-00622	Garcia Tire Service, Inc.	Vehicle Parts & Repairs	32.95	32.95
G-00623	O'Reilly Auto Parts	Vehicle Parts & Repairs	105.66	105.66
G-00624	Star Lighting	Maintenance of Facilities	26.50	26.50
G-00625	Karole Stout	Programming Activities	150.00	150.00
G-00626	Cynthia Daniel Wolf	Programming Activities	150.00	150.00
G-00627	AT&T	Telephone Services	55.44	55.44
G-00628	Postal Customer Council	Registration	20.00	20.00
G-00629	Securitas Security USA, Inc.	Security Services	6,274.97	6,274.97
G-00630	Lucas Miller	Programming Activities	1,000.00	1,000.00
G-00631	SimplexGrinnell	Maintenance of Facilities	160.99	
		Maintenance of Facilities	13.13	174.12
G-00632	Faye Horn	Parking	10.00	10.00
G-00633	Toby Tobin	Programming Activities	300.00	300.00
G-00634	Erika Diel	Maintenance of Facilities	120.00	120.00
G-00635	Midwest Single Source, Inc.	Supplies	313.92	
		Supplies	443.01	
		Supplies	7.94	764.87
Total of FY 07-08 Warrants Issued				\$ 2,145,005.13

General Fund F.Y. 06-07

Warrant Register

August 2007

Number	Vendor/Payee	Purpose	Amount	
G-05257	Metropolitan Library System	Postage	16.02	
		Supplies	26.73	
		Programming Activities	78.05	
		Other Commodities	86.26	207.06
G-05258	Grainger	Maintenance of Facilities	128.54	128.54
G-05259	Demco	Furniture	117.49	117.49
G-05260	Standard Printing Co., Inc.	Printing	1,043.25	1,043.25
G-05261	Oklahoma Library Association	Registration	85.00	85.00
G-05262	Donna Morris	Telephone Services	50.00	50.00
G-05263	CompSource Oklahoma	Workers Comp Insurance	8,648.00	8,648.00
G-05264	Superior Security	Security Services	3,198.75	
		Security Services	4,437.70	
		Security Services	3,807.75	11,444.20
G-05265	Chickasaw Telecom, Inc.	Computer Equipment	4,657.35	4,657.35
G-05266	Premier Millwork	Capital Projects	7,294.50	7,294.50
G-05267	OPHRA	Professional Services	65.00	65.00
G-05268	SimplexGrinnell	Automation Contractual	637.50	637.50
G-05269	Midwest Single Source, Inc.	Supplies	190.56	
		Programming Supplies	66.83	257.39
G-05270	John C. Hill	Construction	6,900.00	6,900.00
G-05271	Brodart, Inc.	Programming Equipment	193.78	193.78
G-05272	Demco	Supplies	99.03	99.03
G-05273	Journey House Travel, Inc.	Travel Expenses	259.10	259.10
G-05274	Instructional Video, Inc.	Materials	3,714.80	3,714.80
G-05275	Arphax Publishing Co	Materials	457.19	457.19
G-05276	Gale Group	Materials	145.32	145.32
G-05277	Copelin's Office Center	Supplies	15.99	
		Supplies	94.80	110.79
G-05278	Library Video Co.	Materials	1,229.15	1,229.15
G-05279	Random House, Inc	Materials	350.32	350.32
G-05280	Ingram Library Service	Materials	37.31	37.31
G-05281	Summit Mailing Systems, Inc.	Equipment Rental	226.50	
		Maintenance of Facilities	122.35	348.85
G-05282	Walker Companies	Programming Activities	280.00	280.00
G-05283	Lakeshore Learning Materials	Supplies	16.95	16.95
G-05284	Matthew Cotter	Mileage	9.70	9.70
G-05285	Center Point Large Print	Materials	158.16	158.16
G-05286	Pauline Rodriguez-Atkins	Travel Expenses	1,107.16	1,107.16
G-05287	MI-AIMH	Programming Supplies	824.00	824.00
G-05288	Markstaar	Fixtures	773.11	773.11
G-05289	Hewlett-Packard Co.	Computer Equipment	1,140.00	1,140.00
G-05290	Todd Olberding	Telephone Services	45.51	45.51
G-05291	Baker & Taylor Entertainment	Materials	696.56	696.56
G-05292	LaVetta Kinsey Dent	Travel Expense	165.00	165.00
G-05293	John L. Hilbert	Programming Activities	39.42	
		Programming Activities	17.10	56.52
G-05294	Imagenation Promotional Group	Library-Related Services	712.62	712.62
G-05295	Teaching Company	Materials	254.95	254.95
G-05296	Baker & Taylor Books	Materials	1,278.41	
		Materials	2,153.38	
		Materials	2,338.06	
		Materials	4,704.97	10,474.82

General Fund F.Y. 06-07

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
G-05297	Baker & Taylor Books	Materials	1,180.27	
		Materials	1,242.52	2,422.79
G-05298	Sabre Technologies	Computer Equipment	9,027.00	9,027.00
G-05299	Smart Technologies	Computer Equipment	9,027.00	9,027.00
G-05300	Gale Research	Materials	4,066.00	4,066.00
G-05301	Central Parking System	Parking	102.00	102.00
G-05302	Instructional Video, Inc.	Materials	30.84	30.84
G-05303	Margaret A. Gaedert	Library-Related Services	340.00	
		Library-Related Services	125.00	465.00
G-05304	Elizabeth Kessler	Professional Services	450.00	450.00
G-05305	Voss Lighting	Maintenance of Facilities	190.00	190.00
G-05306	Studio Architecture PC	Architectual Services	16,943.35	16,943.35
G-05307	Lisa Walker	Mileage	13.58	13.58
G-05308	Joshua Schell	Professional Services	819.80	819.80
G-05309	Cox Communications, Inc.	Automation Contractual	1,500.00	1,500.00
G-05310	Baker & Taylor Entertainment	Materials	293.99	293.99
G-05311	Gregath Publishing Company	Materials	312.75	312.75
G-05312	Baker & Taylor Books	Materials	742.58	
		Materials	1,279.90	
		Materials	401.82	2,424.30
G-05313	Baker & Taylor Books	Materials	240.19	240.19
G-05314	Smart Technologies	Automation Contractual	112.50	112.50
G-05315	Charles S. Isaacs	Telephone Services	35.00	35.00
G-05316	Instructional Video, Inc.	Materials	179.70	179.70
G-05317	Tandem Library Group	Materials	23.94	23.94
G-05318	Deborah Willis	Travel Expense	160.05	160.05
G-05319	Jerry's Contracting	Construction	2,960.00	2,960.00
G-05320	Commercial Card Solutions	Printing	664.30	
		Professional Services	200.00	
		Maintenance of Equipment	30.00	894.30
G-05321	Baker & Taylor Books	Materials	649.86	
		Materials	1,272.42	1,922.28
G-05322	Baker & Taylor Books	Materials	849.38	849.38
G-05323	William F Comstock, P.C.	Professional Services	156.25	156.25
G-05324	Metropolitan Library System	Mileage	.78	
		Professional Services	17.14	
		Supplies	8.65	
		Programming Activities	22.97	49.54
G-05325	American Library Assoc.	Other Commodities	288.00	288.00
G-05326	Briefings Publishing Group	Professional Services	176.50	176.50
G-05327	Commercial Concepts	Construction	325.00	325.00
G-05328	4 Imprint	Gifts	608.28	608.28
G-05329	Baker & Taylor Entertainment	Materials	144.56	144.56
G-05330	Baker & Taylor Books	Materials	1,297.15	
		Materials	78.90	1,376.05
G-05331	Baker & Taylor Books	Materials	513.00	513.00
G-05332	Baker & Taylor Books	Materials	1,211.84	1,211.84
G-05333	Midwest Single Source, Inc.	Supplies	41.07	41.07
Total of FY 06-07 Warrants Issued				\$ 125,551.81

Special Funds

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
S-13104	Ruthie I. Phillips	Lost & Paid Book Returned	3.00	3.00
S-13105	Priscilla K. Beattie	Lost & Paid Book Returned	4.99	4.99
S-13106	Lisa M. Bruce	Lost & Paid Book Returned	3.00	3.00
S-13107	Robert G. Heard	Lost & Paid Book Returned	12.99	12.99
S-13108	Melanie J. Jester	Lost & Paid Book Returned	13.95	13.95
S-13109	Jason T. Mann	Lost & Paid Book Returned	3.00	3.00
S-13110	Wesley J. Day	Lost & Paid Book Returned	3.00	3.00
S-13111	Suzy R. Bussert	Lost & Paid Book Returned	11.95	11.95
S-13112	Triangle/A & E	Printing	639.00	639.00
S-13113	Scott's Printing & Copying	Programming Supplies	744.28	744.28
S-13114	Jason Meyers	Programming Activities	196.00	
		Programming	182.00	378.00
S-13115	Susan Pierce	Programming	140.00	140.00
S-13116	Office Depot Credit Plan	Programming Supplies	168.26	168.26
S-13117	Merline Lovelace	Meeting Room Cancellation	60.00	60.00
S-13118	Business Imaging Systems, Inc.	Maintenance Agreement	2,101.93	
		Maintenance Agreement	1,039.88	
		Maintenance Agreement	2,772.00	
		Maintenance Agreement	1,984.00	
		Maintenance Agreement	924.00	8,821.81
S-13119	Demco	Furniture	1,000.00	1,000.00
S-13120	Metropolitan Library System	Transfer of Funds	2,163.48	2,163.48
S-13121	Amazon Credit Plan	Gifts	2,896.30	2,896.30
S-13122	Darlene A. Vigil-Clonts	Lost & Paid Book Returned	3.00	3.00
S-13123	Gale Group	Materials	27.16	27.16
S-13124	Marvin E. White, II	Lost & Paid Book Returned	3.00	3.00
S-13125	Jacqueline D. Provancher	Lost & Paid Book Returned	10.98	10.98
S-13126	Sherry A. Cohlma	Lost & Paid Book Returned	5.00	5.00
S-13127	Teaching Company	Materials	814.80	814.80
S-13128	Burnice T. Hill	Lost & Paid Book Returned	4.05	4.05
S-13130	Oklahoma Dept. of Libraries	Lost ILL Material	218.63	218.63
S-13131	Lee Williams	Lost & Paid Book Returned	3.00	3.00
S-13132	Harris County Public Library	Lost ILL Material	6.95	6.95
S-13133	Emma J. Williford	Lost & Paid Book Returned	18.99	18.99
S-13134	Terry L. Williamson	Lost & Paid Book Returned	3.00	3.00
S-13135	Shayaan Ahmed	Lost & Paid Book Returned	8.99	8.99
S-13136	Sha L. Buchanan	Lost & Paid Book Returned	10.95	10.95
S-13137	Bayan H. Abdallat	Lost & Paid Book Returned	3.00	3.00
S-13138	Leonard Q. Brewer	Lost & Paid Book Returned	35.00	35.00
S-13139	Lawrence M. Neumann	Lost & Paid Book Returned	14.99	14.99
S-13140	Univeristy of Notra Dame	Lost ILL Material	15.00	15.00
S-13141	Saginaw Valley State Univ	Lost ILL Material	40.00	40.00
S-13142	University of Texas-Pan Amer	Lost ILL Material	95.97	95.97
S-13143	Wichita Public Library	Lost ILL Material	79.95	79.95
S-13146	Barbara E. Gentry	Lost & Paid Book Returned	30.00	30.00
S-13148	Barnes & Noble, Inc.	Give-Away Books	274.22	274.22
S-13149	DWe Williams	Programming	119.00	119.00
S-13150	Susan Pierce	Programming	35.00	35.00
S-13151	Sandra L. McMillon	Programming	140.00	140.00
S-13152	Michael Stone	Programming	280.00	280.00
S-13153	Standley Systems	Copier Usage	165.71	
		Copier Usage	330.20	495.91

Special Funds

Warrant Register

August 2007

Number	Vendor/Payee	Purpose		Amount
S-13154	Barnes & Noble, Inc.	Give-Away Books	1,669.05	1,669.05
S-13155	Claudia C. Marin	Programming	120.00	120.00
S-13156	Mickey Sherman	Programming	70.00	70.00
S-13157	Belson Outdoors	Furniture	913.00	913.00
S-13158	Maximian F. D'Souza	Lost & Paid Book Returned	3.00	3.00
S-13159	Philip J. Duvall	Lost & Paid Book Returned	9.00	9.00
S-13160	Linda K. Lane	Lost & Paid Book Returned	3.00	3.00
S-13161	Lara T.L. Vannest	Lost & Paid Book Returned	3.00	3.00
S-13162	Karsten B. Moore	Lost & Paid Book Returned	10.95	10.95
S-13163	Tyler N. Franklin	Lost & Paid Book Returned	3.00	3.00
S-13164	Jason Meyers	Programming	210.00	
		Programming	273.00	483.00
S-13165	Michael Stone	Programming	112.00	112.00
S-13166	Claudia C. Marin	Programming	120.00	120.00
S-13167	Commercial Card Solutions	06/Inasmuch	318.95	
		Inasmuch Grant	187.61	
		Inasmuch Grant	217.12	723.68
S-13168	Amy J. Stark	Lost & Paid Book Returned	3.00	3.00
S-13169	Tyler D. Vandivort	Lost & Paid Book Returned	3.00	3.00
S-13170	Sharon A. Nolan	Lost & Paid Book Returned	22.00	22.00
S-13171	Anna L. Rodriguez	Lost & Paid Book Returned	3.49	3.49
S-13172	Carol A. Martin	Lost & Paid Book Returned	3.00	3.00
S-13173	Evelyn J. Rodriguez	Lost & Paid Book Returned	7.95	7.95
S-13174	Chelsea R. Williams	Lost & Paid Book Returned	3.00	3.00
S-13175	Katherine F. Loving	Lost & Paid Book Returned	3.00	3.00
S-13176	Shirley S. Brown	Lost & Paid Book Returned	13.98	13.98
S-13177	Burnice T. Hill	Lost & Paid Book Returned	9.15	9.15
S-13178	Metropolitan Library System	07/Friends/Oklahoma Voice	46.33	46.33
S-13179	Oklahoma Tax Commission	State Sales Tax-July 2007	292.54	292.54
S-13180	Mickey Sherman	Programming	70.00	70.00
S-13181	Oklahoma Tax Commission	State Sales Tax-July 2007	100.53	100.53
Total of Special Funds Warrants Issued				\$ 24,687.20

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

9-14-07
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

9-13-07
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: PROPERTY AND CASUALTY INSURANCE

Provided for in the FY 2007-08 budget is the annual requirement for property and casualty insurance. The current insurance policy was awarded to C.L. Frates in August 2001, Doc.#10A.

Specifications were prepared to reflect the coverage required with the latest updates, appraisals of buildings and equipment purchases. Bids were let for 38 days and were advertised for three days (June 26, July 3 and July 5, 2007) in the **Oklahoman**. Bids were also sent to six prospective vendors.

A pre-bid conference was held Wednesday, July 11, 2007. One vendor attended.

Bids were received and publicly opened Thursday, August 2, 2007. One vendor responded. A comparison of the bid premiums and last year's premium is provided.

Insurance Required	FY 2007-08 Premiums \$10,000 Deductible	FY 2006-07 Premiums
Commercial Package Property General Liability Employee's Theft	\$97,880.00	\$106,705.00
Business Auto	\$15,617.00	\$26,825.00
Fiduciary Liability	\$11,050.00	\$11,050.00
Umbrella \$1,000,000 Limit	\$4,442.00	\$6,233.00
Total Annual Premium	\$128,989.00	\$150,813.00

C.L. Frates is located in Oklahoma City and meets all specifications.

The Friends of the Metropolitan Library System and the Endowment Trust will reimburse the Library for their share of the insurance premium on commercial liability. The amounts of the Friends and Trust premiums are included in the above FY 2007-08 premiums.

Loss through terrorism is included in the premiums.

Attached is a summary of each policy and the coverage. Mr. Steve Payne, the Library's agent of record, will be present at the Commission meeting to answer any questions concerning the insurance policy.

RECOMMENDATION:

That the Commission award the contract for Property and Casualty Insurance to C.L. Frates in the amount of \$128,989.00. Adequate funding for this insurance is provided for in the FY 2007-08 budget, account 201.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM B: RFID HARDWARE

Provided for in the FY2007-08 budget is the request for RFID hardware and tags. While the tags can be purchased from multiple vendors, the hardware that will work with the software that has been developed is a sole source. To obtain what was needed for the software development, the library signed a non-disclosure agreement with Integrated Technology Group for use of TagSYS intellectual property.

The hardware being purchased consists of antennas and readers that will allow the RFID tags to be read when checking material in and out. Hardware is being purchased for all libraries in the system. It will be used at the checkout desk, in the backroom, and at the Express Checkout stations.

Integrated Technology Group is the vendor that sells the TagSYS RFID hardware. The table below shows the hardware that will be purchased along with the quantities and cost of the equipment.

TagSYS RFID Hardware			
Description	Quantity	Unit Price	Extended Price
Aero LI Antenna	2	\$810.00	\$1,620.00
L-SA3 Antenna	69	\$920.00	\$63,480.00
L-P101 Coupler	71	\$475.00	\$33,725.00
Shelf-Reader Wand	1	\$1,440.00	\$1,440.00
Shipping	1	\$1,482.38	\$1,482.38
Grand Total			\$101,747.38

RECOMMENDATION:

That the Commission approves the purchase of TagSYS RFID Hardware from Integrated Technology Group in the amount of \$101,747.38. Funding for the purchase is provided for in the FY2007-08 budget, account 410.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM C: RFID TAGS

Provided for in the FY2007-08 budget is the request for RFID hardware and tags. While the hardware needed to be a sole source item because of the software development, RFID tags can be purchased from any number of vendors as there are standards for RFID tags that allow them to work with most vendors' hardware.

The library will be marking all materials owned. This is a total of 1.3 million items. All tags will come from one vendor but will be received in six shipments over a six month period.

Specifications were prepared and bids were let for 18 days and were advertised for two days (August 21 and 23, 2007) in ***The Oklahoman***. Bids were sent to six prospective vendors.

A pre-bid conference was scheduled at the Downtown Library on Tuesday, August 28, 2007. No vendors attended.

Bids were received and publicly opened on Thursday, September 6, 2007. Four vendors responded.

1.3 Million RFID Tags				
Description	Unit Price	Total Tag Cost	Shipping	Total Price
Integrated Technology	\$0.295	\$383,500	\$362	\$383,862
Libramation	\$0.295	\$383,500	\$6,500	\$390,000
EnvisionWare	\$0.344	\$447,200	Included	\$447,200
EnvisionWare	\$0.368	\$478,400	Included	\$478,400
EnvisionWare	\$0.400	\$520,000	Included	\$520,000
MooreWallace	\$0.5083	\$660,790	\$572	\$661,362

Moore Wallace is located in Oklahoma City. The other three vendors are located out of state.

All vendors meet specifications. EnvisionWare bid three different RFID tags.

Integrated Technology is the best and lowest bidder meeting specifications. The Library wishes to purchase 1.3 million RFID tags to be delivered in six shipments.

RECOMMENDATION:

That the Commission approves the purchase of RFID tags from Integrated Technology Group in the amount of \$383,862. Funding for the purchase is provided for in the FY2007-08 budget, account 303.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM D: CISCO NETWORK UPGRADES

Provided for in the FY2007-08 budget is the request for Cisco hardware upgrades. These upgrades will allow the library to add an additional Internet connection and load balance the network traffic between the two connections. Currently, we have one 100Mb circuit for the entire system. With the addition of wireless access for customers along with additional public computers and higher usage of these computers, we are experiencing slower network traffic and need to have an additional 100Mb Internet connection.

There is a state contract for Cisco equipment and installation services. The state contract is: #C070015. The Library's purchasing policy allows the Library to purchase off of any state contract.

Chickasaw Telecom is on this state contract as a vendor. They are located in Oklahoma County. The table below shows the equipment that will be purchased and the pricing of the equipment:

Cisco Networking Equipment	
Equipment	Price
ASA 5540	\$10,553.90
7200 NPE Upgrade	\$ 9,315.00

RECOMMENDATION:

That the Commission approves the purchase of Cisco Networking equipment from Chickasaw Telecom in the amount of \$19,868.90. Funding for the purchase is provided for in the FY2007-08 budget, account 410.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM E: LPT: ONE PRINT & COPY CONTROL

Provided for in the FY2007-08 budget is the request for Print Management Hardware and Software. This equipment and software will allow us to manage public printing. At the current time, printing is on the honor system with the first 10 pages being free and a charge of 15 cents a page thereafter. Many customers either leave the paper in the printer, throw it away if they decide they do not want it, or walk away without paying for copies over 10 pages. This Print Management system will allow charging for copies before they are printed. It will also allow customers using their own computers with the wireless network to print to library printers from their computer. Wireless customers will also pay for their printouts prior to printing.

We have only found one company that provides a print management solution for libraries that also includes a module for printing from wireless computers. This option is highly desirable and we regularly get requests for these customers to be able to print. Therefore, this is considered a sole source product.

Envisionware is the provider of the LPT:One Print & Copy control system. The table below shows the cost for software, hardware, and installation services. We have chosen to have installation assistance for the first site and then IT staff will complete the installation at the other libraries.

LPT: One Print & Copy Control	
Software	\$17,985.00
Hardware	\$28,935.00
Installation Services	\$ 6,975.00
Total Cost	\$53,895.00

RECOMMENDATION:

That the Commission approves the purchase of LPT:One Print & Copy Control from Envisionware in the amount of \$53,895. Funding for the purchase is provided for in the FY2007-08 budget, account 410.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM F: NORTHWEST LIBRARY PROGRAMMING & DESIGN CONSULTATION

The Library wishes to contract with Jeffrey Scherer of Meyer, Scherer & Rockcastle, LTD, for professional architectural and design services for the Northwest Library. This contract is to consult and assist library staff in the development of the building program and other related tasks for the Northwest Library. The Scope of Work for his services is attached as well as a letter detailing his professional experience, which has an emphasis on library experience. He is currently involved or has completed library projects in the state of Oklahoma in the communities of Norman, Poteau, Moore, and Shawnee as well as a number of projects in his home state of Arkansas.

Library staff researched available library design consultants and found that there are not any who reside/work in the state of Oklahoma and the number of architect consultants with library experience in the United States is small .

The fee for these services is a not to exceed \$50,000 and is detailed in the attached scope of work. Reimbursable expenses are also detailed and will be taken from the budgeted miscellaneous travel.

RECOMMENDATION:

That the Commission awards the contract for architectural design consulting services to Meyer, Scherer & Rockcastle, LTD in the amount of \$50,000. Funding for this project is provided for in the FY 2007-08 budget, account 213.



Meyer, Scherer & Rockcastle, LTD
710 South 2nd Street, 7th Floor
Minneapolis, MN USA 55401-1294

612 375 0336 F 612 342 1116 F
www.msrltd.com

Architecture & Interior Design

August 21, 2007

Donna Morris, Director
Metropolitan Library System
300 Park Avenue
Oklahoma City, Oklahoma 73102

Re Library Programming and Design Consulting

Dear Donna:

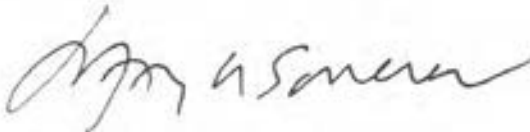
As you have requested, I have listed below information on the credentials of MS&R and myself for the purpose of evaluating our firm for professional services.

- MS&R has completed nearly 120 libraries across the United States. This totals over 5 Million square feet
- We have completed programs for the following libraries in your region:
 - Arkansas: Bentonville, Fort Smith, Fayetteville, Van Buren and Russellville (Arkansas Tech University)
 - Lawrence, Kansas; Norman, Oklahoma; Poteau, Oklahoma
- Our office specializes in library design and has served as design consultants to other architects in many states. For example, for the Toledo-Lucas County Library System, we have, for the past 8 years, served as the technical reviewer of all of their 18 library projects. For the City of San Diego, we are serving as the interior designer and functional reviewer of the 450,000 square foot main library.
- In the region of Oklahoma, we have completed or are working on libraries in:
 - Oklahoma: Poteau, Shawnee, Moore and Norman
 - Arkansas: Beebe, Van Buren, Fort Smith, Fayetteville, Bentonville, Russellville and Little Rock
 - Texas: Denton, Dallas and McAllen
 - Louisiana: City of New Orleans (Alvar Branch and system-wide master plan)
 - Missouri: Jefferson City
 - Kansas: Lawrence
- I am on the sub-committee of the Illuminating Engineering Society of North America that is re-writing the library lighting standards
- My full resume is attached which lists the multiple speaking engagements that I have completed. Some relevant speaking highlights include:
 - International Federation of Library Administrators in Paris, France (Sustainable Library Design) and Glasgow, Scotland (Carnegie Library Design)
 - Mid-Atlantic Futures conference on the impact of technology on library design

- Lifelong Learning Institute at the University of North Carolina on designing space for seniors
 - PLA 2006 on the cost of library construction
 - New Jersey Library Association talk entitled:
- I will be a featured speaker at the 2008 Texas library Association (community process and programming) and this fall at the New Jersey Library Association (talk entitled : "Pushy Problems and Shy Possibilities: Creating Libraries with Heart and Soul".)
- Conducted a workshop for the Stanford-California State Library Institute on 21st Century Librarianship's "Technology and Library Building Planning" conference.
- Co-author with Sam Demas of "Esprit de Place: Maintaining and Designing Library Buildings to Enhance a Community Sense of Place," published in the April 2002 issue of *American Libraries*.
- I am Past Chair of the Minnesota Library Planning Task Force—a group established to advise the governor and legislature on library planning and statewide electronic access.
- Past President of the Hennepin County Library Foundation Board of Directors
- Chair of the Americans for Libraries Council
- Chair of Minnesota Center for Film and Media Arts
- Past President of AIA Minnesota

Please let me know if you require any further information. I can also provide you with client references if needed.

Yours Sincerely,



Jeffrey Scherer, FAIA
CEO, Founding Principal



Meyer Scherer & Rockcastle, LTD
710 South 2nd Street, 7th Floor
Minneapolis, MN USA 55401-2294

612 375 0336 T 612 342 2216 F
www.msrltd.com

Architecture & Interior Design

Scope of Work for the Metropolitan Library System New Northwest Library Branch
Meyer, Scherer & Rockcastle, Ltd.

A. Overall Scope of Building

A new branch library of 35,000 gross square feet for the Metropolitan Library System located in Oklahoma City, Oklahoma.

B. Community Input

Conduct two (2) public input sessions. The first meeting would include an overview of the reasons that the MLS has identified this branch as necessary and a broader review of current library trends. In addition, this meeting will be a listening session aimed at understanding the citizen's aspirations for their community library. The second meeting will be to discuss the draft building program and receive public comments.

C. Building Program

MS&R will prepare, with data provided by the Metropolitan Library System, a Building Program that will contain recommendations for the building design based on the service population, service goals and trends in library services. This document will contain a description of and size requirements for the print and non-print collection, seating, space for the staff, program rooms and study rooms. This program will be used as part of the contract with your chosen architect and will, in a detailed way, identify all of the building requirements. These requirements would include architectural, mechanical and electrical. Our process is as follows:

1. Gather Library input about listing of spaces – relationships, design requirements, furniture needs, etc.
2. Identify general interior and exterior building design requirements.
3. Generate draft program for review and discussion.
4. Meet to discuss initial program draft.
5. Further develop program draft.
6. Meet to discuss and further develop program draft.
7. Further develop program draft.
8. Meet to finalize program document.
9. Complete program document. Final product will be in booklet form and submitted electronically.

D. Design Review Process

It is understood that the city of Oklahoma City will select an independent local architectural team for the design of this branch. MS&R will review their design for compliance with the Building Program. There will be two (2) reviews during the Preliminary Report Phase and two (2) reviews during the Final Plans phase (65% and 95% complete). There will be two trips associated with these reviews.

E. Professional Services

Professional services will be on an hourly with a cost-not-to-exceed of \$50,000. The amounts shown below are the maximum fees that MLS would be responsible for.

E.1	Community Input.....	\$3,500.00
E.2	Building Program	\$28,000.00
E.3	Design Review Process	\$18,500.00
	Total	\$50,000.00

G. Reimbursable Expenses

G.1 4 round trip airfares at \$750.00 \$3,000.00

Note: any travel that is combined with other projects will reduce this maximum allowance. Costs will be pro-rated by number of clients sharing the trip.

G.2	4 overnight hotel stays	\$400.00
	No charge for meals.	
G.3	Printing	\$100.00
	Final report will be delivered electronically for printing by MLS.	
G.4	Miscellaneous.....	\$250.00
	Telecommunications, postage, express deliveries, etc.	

H. Schedule

H.1	Contract approved and signed.....	October 2, 2007
H.2	Community Input Meetings	
	The first community input meeting will be held on October 16, 2007.	
	Date of second community meeting to be determined.	
H.3	Draft Program Complete for MLS review	December 7, 2007
	Final Program for distribution to selected architect.....	December 21, 2007
H.4	Design Review Process	
	The design review process will be conducted in accordance with the schedule established with the selected architect. MS&R will need one week for each review.	

I. Hourly rates

Jeffrey Scherer	\$165.00
Traci Lesneski	\$128.75

REPORT AND RECOMMENDATIONS FROM FINANCE COMMITTEE

The Finance Committee met September 7, 2007 for:

- I. FY 07-08 Final Budget** - Discussion, Consideration, and Possible Action: Approval of 2007-2008 Final Budget.
- II. Purchasing Policy** - Discussion, Consideration, and Possible Action: Approval of Purchasing Policy changes.

During its meeting, the Committee:

Reviewed and discussed all items.

COMMISSION ACTION:

1. To approve the Metropolitan Library System Proposed Final Budget for FY 2007-08 totaling \$47,848,051.
2. To approve the revised Stewardship of Financial Resources, SF 200 Purchasing policy.

METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY

FINANCE COMMITTEE

MINUTES

DATE: Friday, September 7, 2007 TIME: 3:30 PM
MEETING PLACE: Downtown Library
300 Park Avenue, Classrooms C & D
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, September 3, 2007. 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 September 5, 2007, 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

ESTIMATE OF OTHERS PRESENT: 10

I. In the absence of a quorum, Mr. David Greenwell, chair called on Mr. Lloyd Lovely, Deputy Executive Director/Finance & Support to provide an update on the status of the annual audit.

Mr. Lovely stated the annual audit should be completed within the next week and the report will be on the September Commission agenda to be presented to the commission. Mr. Greenwell asked Mr. Lovely to have the auditor email the Finance Committee a PDF copy of the audit report, prior to the commission meeting.

II. Mr. Greenwell called the meeting to order at 3:35 p.m. Roll was called to establish a quorum. Present: Anthony, Greenwell, Womack.

III. Mr. Greenwell called on Mr. Lloyd Lovely, Deputy Executive Director/Finance & Support, to present the Metropolitan Library System FY 2007-08 Final Budget reconciliation.

Mr. Lovely reviewed the reconciliation of the FY 2007-08 Final Budget.

He stated the final budget of \$47,848,501 represents an increase of \$5,431,124 or 12.80% over the last fiscal year's budget. It also represents a \$4,973 decrease from the preliminary budget approved by the Library Commission on June 21, 2007.

The decrease from the June preliminary budget is a result of following changes in funding sources:

Tax Revenues	\$ 110,035
Miscellaneous Income	0
Lapsed and Cancelled	<u>(115,008)</u>
Total	<u>\$(4,973)</u>

Mr. Lovely reviewed and explained the additional budget items included in the proposed final budget. Some of the main changes from the preliminary budget were explained in detail.

- \$36,644 ~ Facilities Project Manager. This is a new position, which would oversee the small construction projects, i.e. Restroom renovations and parking lot resurfacing.
- \$156,632 ~ Increase in Defined Benefit Plan of \$202,450; decrease in Defined Contribution Plan inflation projection. There were four adjustments spread over four years to the actuarial table. This was the final year of the adjustments and the increase was more than anticipated. The actuary does not anticipate a decrease next year. A Library Retirement Pension Board meeting is in the process of being scheduled and the plan will be studied further.
- \$50,000 ~ NW Library programming and design consultant. This consultant will work with the architect and library system to ensure the system has some control in the planning process for the future Northwest Library facility.
- \$42,000 ~ Hepatitis B shots: The Hepatitis B shots are a state requirement and have to be made available to every employee.

- \$15,000 ~ Exterior sign for the Village; \$20,000 ~ Development of other exterior signs for the system; \$35,000 Exterior sign for the Downtown Library. A proposed design for exterior signage has been drafted. The design will be consistent at each library location. The dollars allocated in the current budget will be sufficient to complete signage at about six of the libraries. Next budget year additional dollars will be allocated to replace the signage at the remaining locations.

Questions and discussion followed.

Mrs. Anthony moved to approve the MLS FY 2007-08 Final Budget as presented. Mr. Womack seconded. No further discussion. Motion passed unanimously.

IV. Purchasing Policy - Discussion, Consideration, and Possible Action: Approval of Purchasing Policy changes

Mrs. Morris referenced the proposed changes to the purchasing policy. The proposed changes are listed in red font. Questions and Discussion followed.

In addition to some of the grammatical changes, and changes in titles, a paragraph was added to the policy to allow the library to contract with employees or associated individuals to perform special services. Several examples are listed in the proposed language. Mrs. Anthony suggested adding a clause to the policy to have approval made by an outside party, not to be approved by someone directly related to the employee or performer. The Committee agreed.

Mrs. Morris stated another revision, which was not listed in the draft policy, is being proposed. Administration believes the language in the policy should be revised to allow for GSA pricing when available. The clause would be added where state contract pricing is referred to on page 2, paragraph 3, under Regulations and on page 4, paragraph 14.

Questions and Discussion followed.

Mr. Greenwell called for a motion on the revision of the Purchasing Policy.

Mr. Womack moved to approve the revision of the Purchasing Policy with the amendments presented. Mrs. Anthony seconded. No further discussion. Motion passed unanimously.

V. There being no further business, Mr. Greenwell adjourned the meeting at 4:17 p.m.



Donna Morris, Executive Director
(Secretary)

Final Budget
FY 2007 – 2008
(July 1, 2007 to June 30, 2008)

Please remember to bring your
FY 2007-08 Final Budget Binder
to Commission meeting September 20, 2007

METROPOLITAN LIBRARY SYSTEM

Basic Financial Statements
For the Year Ended June 30, 2007
Together with Auditors' Report

METROPOLITAN LIBRARY SYSTEM
Index
June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

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Independent Auditors' Report

To the Metropolitan Library Commission Members
of Oklahoma County
Oklahoma City, Oklahoma:

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Metropolitan Library System (the Library) as of and for the year ended June 30, 2007, which collectively comprise the Library's basic financial statements, as listed in the index. These basic financial statements are the responsibility of the Metropolitan Library System's management. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Metropolitan Library System, as of June 30, 2007, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*. We have also issued a report dated September 19, 2007, on our consideration of Metropolitan Library System's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Independent Auditors' Report

Document # 20
MLC FY 2007-08
September 20, 2007

The Management's Discussion and Analysis and budgetary comparison information on pages 4-10, and 38, respectively, are not a required part of the basic financial statements but are supplementary information required by the accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The combining non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining non-major fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements, and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Murrell, Hall, McIntosh & Co., PLLP

Oklahoma City, Oklahoma
September 19, 2007

REQUIRED SUPPLEMENTARY INFORMATION

METROPOLITAN LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2007

This discussion and analysis of the financial performance of Metropolitan Library System (the Library) provides an overall review of the Library's financial condition and results of operations for the fiscal year ended June 30, 2007. Readers should read this information in conjunction with the Library's financial statements.

Financial Highlights

For fiscal year 2006-07, the Library's general fund reported an ending balance of \$24,937,157, versus \$20,522,993 for fiscal year 2005-06. This increase equaled \$4,414,164, or 21.5%, of fiscal year 2005-06. Of the 2006-07 year-end totals, \$24,345,321 is unreserved, indicating availability for on-going Library service requirements including the expected capital expenditures for the expansions or renovations of Capitol Hill, Ralph Ellison, Southern Oaks, and a new northwest library. For fiscal year 2005-06, \$19,735,682 was unreserved. Unreserved but designated fund balances for 2006-07 include: \$4,260,000 committed to summer cash flow requirements and \$8,900,027 committed to Library capital improvement projects. Fiscal year 2005-06 unreserved but designated funds were \$3,700,000 committed to summer cash flow requirements and \$8,924,653 committed to Library capital improvement projects. Reserves for encumbrances were \$591,836 for fiscal year 2006-07 and \$787,311 for fiscal year 2005-06.

Over the years, the Library administration, with the Commission's approval, has prudently used or committed the money from the reserve fund to alleviate summer cash flow problems and provide funds for capital improvement projects. The Library System does not have legal authority to raise tax dollars for capital improvement projects through bond issues as most other local government entities do. Therefore, the money in this reserve fund offers opportunities for the Library System to improve and maintain its facilities.

Overview of the Financial Statements

This annual report consists of three parts – management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Library:

The first statements are *government-wide financial statements* that provide information about the Library's overall financial status.

The remaining statements are *fund financial statements* that focus on individual parts of the Library, reporting the Library's operations in more detail than the Library-wide statements.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements with a comparison of the Library's budget for the year.

Governmental Funds

The Library System has three kinds of funds – Governmental Funds, Proprietary Funds, and Fiduciary Funds:

Governmental Funds encompass two funds: General Fund and Other Governmental Funds.

General Fund represents unrestricted resources that are available for on-going general library operations. This is the Library System's primary operating fund. It includes income from special services, such as copy services, lost book fees, overdue book fines and other miscellaneous services.

Other Governmental Fund includes all the Gift/Grant Funds. Gift/Grant Funds include funds provided by intergovernmental grants and other third parties' gifts and grants. All these funds are generally restricted as to use. Therefore, each fund accounts for its receipts and disbursements of the restricted functions.

Proprietary Fund is the Library System's Insurance Fund. The Insurance Fund is used to maintain the Library's health and dental self-insurance plan.

Fiduciary Funds are reported in the fiduciary fund financial statements but are excluded from government-wide reporting. They include the Pension Fund and the Flexible Benefit Fund. Fiduciary fund financial statements report resources that are not available to fund Library System general operations.

Notes to the Financial Statements

The accompanying notes to the financial statements provide information essential to a full understanding of the Library System's fund financial statements.

Supplemental Information

In addition to the basic financial statements and accompanying notes, this report presents certain required supplementary information, such as a comparative statement between budget and actual expenditures, and combined financial statements for other governmental funds.

Financial Analysis of Library System's Funds

As financial information is accumulated on a continuous and consistent basis, financial statements and expenditure reports for governmental funds are presented to the Library Commission each month for its acknowledgement.

For fiscal year 2006-07, governmental fund balances equaled the following:

	General Fund	Other Governmental Funds	Total Governmental Funds
Revenues	\$25,889,451	\$ 152,033	\$26,051,484
Expenditures (incl. transfers)	<u>21,067,367</u>	<u>218,941</u>	<u>21,855,930</u>
Net Increase/(Decrease)	\$ 4,262,462	\$ (66,908)	\$ 4,195,554

For fiscal year 2005-06, governmental fund balances equaled the following:

	General Fund	Other Governmental Funds	Total Governmental Funds
Revenues	\$23,093,669	\$ 938,566	\$24,032,235
Expenditures (incl. transfers)	<u>20,074,132</u>	<u>828,528</u>	<u>20,902,660</u>
Net Increase/(Decrease)	\$ 3,019,537	\$ 110,038	\$ 3,129,575

General Fund:

The Library System is primarily funded by a 5.2 mil ad valorem (property) tax. For fiscal year 2006-07, the County's assessed property value had an increase of 6.7% versus 9.5% for 2005-06. Actual tax collections increased 7.8% for 2006-07 over 2005-06, as compared to a 5.9% increase in 2005-06 over the previous year. Interest income increased to \$1,148,162 in fiscal year 2006-07 from \$713,225 in fiscal year 2005-06. The increase is due to both higher interest rates and larger amounts invested.

The proportionate shares of major expenditure categories were consistent between 2006-07 and 2005-06, showing an overall increase of \$1,029,857. Within categories, Personal Services increased 4.8%, due to normal cost-of-living and performance award increases. Maintenance and Operations expenses were virtually unchanged, showing only a 1.3% increase. Capital Outlays increased 9.1% because of architectural fees paid for two new major building projects.

Other Governmental Funds:

Gift/Grant Funds – \$150,895 grant money was received during this year. This year's largest contributor to the Library was the Friends of the Metropolitan Library System (the Friends), which gave 19 grants for various Library activities with a total amount of \$103,090. Other major grantors include the Library Endowment Trust, the Arts Alliance, the YMCA, the Kirkpatrick Family Fund, Wal Mart, the Oklahoma Humanities Council, the Oklahoma Department of Libraries, the Oklahoma Arts Council, the Choctaw Guild, and the Downtown Club.

Proprietary Funds:

Insurance Fund	<u>2006-07</u>	<u>2005-06</u>
Revenues	\$ 1,346,044	\$ 1,222,647
Expenditures	<u>1,298,671</u>	<u>1,151,273</u>
Net Increase	\$ 47,373	\$ 71,374

The total insurance premium contributed by both the employer and employees to this fund was \$1,151,389 in fiscal year 2006-07 versus \$1,117,923 in fiscal year 2005-06, Claims paid for 2006-07 were \$1,298,671 and for 2005-06 were \$1,151,273.

The Library System as a Whole

	<u>2006-07</u>	<u>2005-06</u>
Assets		
Current and Other Assets	30,399,533	25,556,318
Capital Assets	<u>8,436,379</u>	<u>8,911,288</u>
Total Assets	<u>38,835,912</u>	<u>34,467,606</u>
Liabilities		
Accounts Payable and Accrued Expenses	895,213	765,624
Compensated Absences Payable	<u>190,705</u>	<u>205,521</u>
Total Liabilities	<u>1,085,918</u>	<u>971,145</u>
Net Assets		
Invested in Capital Assets	8,436,379	8,911,288
Unreserved/Unrestricted Net Assets	<u>29,313,615</u>	<u>24,585,173</u>
Total Assets	<u>37,749,994</u>	<u>33,496,461</u>
Changes in Net Assets:		
Beginning Net Assets	33,496,461	29,451,961
Revenues		
Property Taxes	24,211,680	22,699,615
State Aid	314,374	319,736
Charges for Services	1,101,736	530,066
Operating Grants and Contributions	152,033	220,076
Capital Grants and Contributions	0	106,000
Loss from Disposals	(697,329)	(673,687)
Investment Earnings	<u>1,192,047</u>	<u>713,225</u>
Total Revenues	<u>26,274,541</u>	<u>23,915,031</u>
Expenses		
Public Library Services	11,627,900	9,979,307
Administrative Services	7,634,193	7,156,555
Depreciation - unallocated	<u>2,758,915</u>	<u>2,734,670</u>
Total Expenses	<u>22,021,008</u>	<u>19,870,532</u>
Increase in Net Assets	<u>4,253,533</u>	<u>4,044,499</u>
Ending Net Assets	<u>37,749,994</u>	<u>33,496,461</u>

General Fund Budgetary Highlights

The General Fund budget for fiscal year 2006-07 was \$42,416,927, an increase of \$5,347,718, or 14.4%, over the 2005-06 budget of \$37,069,209. The highlights of the budget included:

- The bulk of the 06-07 budget increase occurred in the Capital Projects category. Three capital improvements - the new Maintenance Center, the new Northwest Library, and the addition to the Ralph Ellison Library – were scheduled to begin in that year. This category alone was give a budget increase of \$4,197,382.
- Employees’ retirement continued to show savings because of the addition of the Defined Contributions Plan, which lowered the actuarially-calculated expense.
- Janitorial expenses were given significantly more dollars, as the Library emphasized the care and repair of its buildings.

Capital Assets and Long-term Debt

The Library System’s investment in capital assets, net of accumulated depreciation, on June 30, 2007 was \$8,436,379, and on June 30, 2006 was \$8,911,288. Of the total depreciable capital assets on June 30, 2007, 33% are furniture, equipment, vehicles, and buildings, while the remaining 67% are books and materials. Of the total depreciable capital assets on June 30, 2006, 34% are furniture, equipment, vehicles and buildings; the remaining 66% are books and materials. There were no non-depreciable assets on June 30, 2007 or June 30, 2006.

The Library System has one long-term liability - the compensated annual leave payables. The balance on June 30, 2007 is \$190,705, as compared to the balance on June 30, 2006, which was \$205,521.

Economic Environment and Next Year’s Budget

The Library System’s primary revenue is ad valorem (property) tax. Barring a voter-approved mill levy increase, the annual growth in the Oklahoma County’s property values is the most important factor in the Library System’s revenue outlook. Currently, the System collects 5.2 mills of the assessed property values. With voters’ approval, the number of mills could go up to 6.21 mills.

In 1996, state voters approved State Question 676. This state question, with certain exceptions, put a five percent (5%) limitation on the growth of real estate value each year. That has impacted the annual growth of the system’s tax revenue.

In general, the Library System still expects a continued moderate growth in the tax revenue for the next year. The County Assessor has certified a 5.5% growth in property values for 2007-08, as opposed to 6.7% in 2006-07. Investment income is not expected to continue to rise, as it has done the past two years. Real estate prices have cooled, but new construction and population growth continue, so the Library does not expect a significant decline in its revenue growth.

For fiscal year 2007-08, the Library Commission approved a general fund budget of \$47,848,051, versus \$42,416,927 for fiscal year 2006-07. Of the total 2007-08 budget, \$24,891,030 is for operating costs, \$4,707,815 is for capital projects, and \$18,249,206 is

for reserve funds. In the 2006-07 budget, \$22,796,362 was for operating costs, \$6,460,538 was for capital projects, and \$13,160,027 was for reserve funds.

Contacting the Library System's Financial Management

This financial report is designed to provide a general overview of the Metropolitan Library System, comply with finance-related laws and regulations, and demonstrate the Library System's commitment to public accountability. If you have any questions about this report or would like to request additional information, contact the Library System's Business Office at 300 Park Avenue, Oklahoma City, OK 73102.

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BASIC FINANCIAL STATEMENTS

METROPOLITAN LIBRARY SYSTEM
Statement of Net Assets
June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	<u>Governmental Activities</u>
Assets	
Cash	\$ 6,348,493
Investments	20,011,077
Ad Valorem Tax Receivable, Net of Allowance for Uncollectible Taxes of \$28,280	3,511,762
Accrued Interest Receivable	400,850
Other Current Assets	127,351
Depreciable Capital Assets, Net	<u>8,436,379</u>
 Total Assets	 <u>\$ 38,835,912</u>
Liabilities	
Accounts Payable and Accrued Expenses	\$ 895,213
Compensated Absences Payable	<u>190,705</u>
 Total Liabilities	 <u>\$ 1,085,918</u>
Net Assets	
Invested in Capital Assets	\$ 8,436,379
Unrestricted Net Assets	<u>29,313,615</u>
 Total Net Assets	 <u><u>\$ 37,749,994</u></u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Statement of Activities
For the Year Ended June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

Functions/Programs	Expenses	Program Revenues			(Expense) Revenue and Changes in Net Assets
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Total Governmental Activities
Governmental Activities:					
Public Library Services	\$ 11,627,900	\$ 587,017	\$ 152,033	\$ --	\$ (10,888,850)
Administrative Services	7,634,193	514,719	--	--	(7,119,474)
Depreciation - unallocated	2,758,915	--	--	--	(2,758,915)
Total	<u>\$ 22,021,008</u>	<u>\$ 1,101,736</u>	<u>\$ 152,033</u>	<u>\$ --</u>	<u>\$ (20,767,239)</u>
General Revenues:					
Property taxes, levied for general purposes					\$ 24,211,680
State aid					314,374
Loss from disposals					(697,329)
Investment earnings					1,192,047
Total General Revenues					<u>\$ 25,020,772</u>
Change in net assets					\$ 4,253,533
Net assets - beginning					<u>33,496,461</u>
Net assets - ending					<u>\$ 37,749,994</u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM

Balance Sheet Governmental Funds June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

ASSETS	General Fund	Other Governmental Funds	Totals Governmental Funds
Cash	\$ 5,210,443	\$ 120,692	\$ 5,331,135
Investments	20,011,077	--	20,011,077
Ad Valorem Tax Receivable	3,511,762	--	3,511,762
Accrued Interest Receivable	400,850	--	400,850
Total Assets	\$ 29,134,132	\$ 120,692	\$ 29,254,824
LIABILITIES AND FUND BALANCES			
Liabilities			
Accounts Payable	\$ 374,128	\$ --	\$ 374,128
Accrued Salaries	420,120	--	420,120
Compensated Absences Payable	190,705	--	190,705
Deferred Revenue	3,212,022	--	3,212,022
Total Liabilities	\$ 4,196,975	\$ --	\$ 4,196,975
Fund Balances			
Unreserved			
Undesignated reported in :			
General Fund	\$ 11,185,294	\$ --	\$ 11,185,294
Designated reported in General Fund:			
Capital Projects	8,900,027	--	8,900,027
Cash Flows	4,260,000	--	4,260,000
Reserved for			
Purpose Restrictions: Grants	--	120,692	120,692
Encumbrances	591,836	--	591,836
Fund Balances, End of Year	\$ 24,937,157	\$ 120,692	\$ 25,057,849
Total Liabilities and Fund Balances	\$ 29,134,132	\$ 120,692	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$21,545,304 and the accumulated depreciation is \$13,108,925.	8,436,379
Property taxes receivable will be collected this year, but are not available soon enough to pay for the current period's expenditures, and therefore are deferred in the funds	3,212,022
Internal service fund separately stated as proprietary fund.	957,306
Prepaid insurance in governmental activities are not financial expenditures and therefore are not reported as an asset in governmental funds.	86,438

Total Net Assets - Governmental Activities	<u>\$ 37,749,994</u>
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See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	General Fund	Other Governmental Funds	Total Governmental Funds
Revenues:			
Property Taxes	\$ 23,611,266	\$ --	\$ 23,611,266
Collections on Book Fines and Copy Services	670,143	--	670,143
Gifts and Grants	--	150,896	150,896
State Revenue	314,374	--	314,374
Interest	1,148,162	--	1,148,162
Other	155,506	1,137	156,643
Total Revenues	<u>\$ 25,899,451</u>	<u>\$ 152,033</u>	<u>\$ 26,051,484</u>
Expenditures			
Personal Services	\$ 13,664,751	\$ --	\$ 13,664,751
Maintenance and Operations			
Contractual Services	2,672,992	136,028	2,809,020
Commodities	907,559	--	907,559
Capital Outlay	4,391,687	82,913	4,474,600
Total Expenditures	<u>\$ 21,636,989</u>	<u>\$ 218,941</u>	<u>\$ 21,855,930</u>
Net Change in Fund Balance	\$ 4,262,462	\$ (66,908)	\$ 4,195,554
Beginning Fund Balance	<u>\$ 20,674,695</u>	<u>\$ 187,600</u>	<u>\$ 20,862,295</u>
Ending Fund Balances	<u>\$ 24,937,157</u>	<u>\$ 120,692</u>	<u>\$ 25,057,849</u>
Total net changes in fund balances - governmental funds			\$ 4,195,554

The change in nets assets reported in the statement of activities is different because:

Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are shown in the statement allocated over their estimated useful lives as annual depreciation expenses in the statement of activities. This is the amount by which capital outlays exceed depreciation during the period.

Depreciation Expense	\$ (2,758,915)	
Capital Outlay	<u>3,082,491</u>	323,576

Disposals of capital assets are not considered to be expenditures in the governmental funds. Receipts of funds from the sale of capital assets are considered revenue in the governmental funds. They are however, recorded an overall loss the statement of activities. (798,485)

In the statement of activities a deposit in the prior year on a capital project was capitalized. In the governmental funds, however, the expenditure is measured by financial resources used. (10,000)

Because some property taxes will not be collected for several months after the Library's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead counted as deferred revenues. They are however, recorded as revenues in the statement of activities. 600,412

In the statement of activities, insurance expense is measured by the amount used during the year. In the governmental funds, however, expenditures for insurance are measured by the amount of financial resourced used. (3,931)

The statement of activities includes net activity of the internal services fund, which is shown as a proprietary fund in the governmental funds (53,593)

Change in net assets of governmental activities \$ 4,253,533

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Balance Sheet
Proprietary Fund
June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	Governmental Activities Internal Service Fund
ASSETS	
Current Assets	
Cash	\$ 1,017,359
Stop Loss Reimbursement Receivable	<u>40,913</u>
Total Assets	\$ 1,058,272
LIABILITIES	
Claims Payable	<u>100,966</u>
NET ASSETS	
Unrestricted	<u><u>\$ 957,306</u></u>

METROPOLITAN LIBRARY SYSTEM
Statement of Revenues, Expenditures, and Changes in Net Assets
Proprietary Fund
For the Year Ended June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	Governmental Activities Internal Service Fund
Operating Revenues	
Insurance Premiums	\$ 1,151,389
Stop-Loss Reimbursement	148,507
Refunds and Miscellaneous	<u>2,263</u>
Total Operating Revenues	\$ 1,302,159
Operating Expenses	
Claims	<u>1,399,637</u>
Operating Loss	\$ (97,478)
Nonoperating Revenue	
Interest Income	<u>43,885</u>
Change in Net Assets	(53,593)
Net Assets, Beginning of Year	<u>1,010,899</u>
Net Assets, End of Year	<u><u>\$ 957,306</u></u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Statement of Cash Flows
Proprietary Fund
For the Year Ended June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	Governmental Activities Internal Service Fund
Cash Flows from Operating Activities	
Cash Received from other fund for services	\$ 1,147,974
Receipts from Reinsurance	148,507
Payments of Claims	(1,298,671)
Other Receipts	<u>2,263</u>
Net Cash Provided by Operating Activities	<u>\$ 73</u>
Cash Flows from Investing Activities	
Interest on investments	<u>\$ 43,885</u>
Net Cash Provided (Used) by Investing Activities	<u>\$ 43,885</u>
Net Increase (Decrease) in Cash	\$ 43,958
Cash and Cash Equivalents, Beginning of Year	<u>973,401</u>
Cash and Cash Equivalents, End of Year	<u><u>\$ 1,105,202</u></u>
Reconciliation of Operating Income to Net Cash	
Provided by Operating Activities	
Operating Loss	\$ (97,478)
Change in assets:	
Increase in Receivables	(3,415)
Increase in Claims Payable	<u>100,966</u>
Net Cash Provided by Operating Activities	<u><u>\$ 73</u></u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Statement of Fiduciary Net Assets
Fiduciary Funds
June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	Pension Fund	Flex Benefit Fund	Total Fiduciary Funds
ASSETS			
Current Assets			
Cash	\$ 350,423	\$ 17,658	\$ 368,081
Receivables	213,132	--	213,132
Investments	<u>18,446,679</u>	<u>--</u>	<u>18,446,679</u>
Total Assets	\$ 19,010,234	\$ 17,658	\$ 19,027,892
Current Liabilities			
Employee Benefits Payable	<u>\$ 55,066</u>	<u>\$ 17,658</u>	<u>\$ 72,724</u>
Net Assets			
Held in Trust for Pension			
Benefits and Other Purposes	<u><u>\$ 18,955,168</u></u>	<u><u>\$ --</u></u>	<u><u>\$ 18,955,168</u></u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Statement of Changes in Fiduciary Net Assets
Fiduciary Funds
For the Year Ended June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

	Pension Fund	Flex Benefit Fund	Total Fiduciary Funds
Additions			
Contributions			
Employer	\$ 550,340	\$ 318,492	\$ 868,832
Employee	130,215	--	130,215
Interest and Dividend Income	530,832	79	530,911
Net Increase in the Fair Value of Investments	1,513,901	--	1,513,901
Net Realized Gain on Sale of Investments	349,395	--	349,395
Miscellaneous	7,389	--	7,389
Total Additions	<u>\$ 3,082,072</u>	<u>\$ 318,571</u>	<u>\$ 3,400,643</u>
Deductions			
Benefits Paid	\$ 745,001	\$ 318,571	\$ 1,063,572
Trustee and Management Fees	107,038	--	107,038
Interest Expense and Foreign Tax	17,811	--	17,811
Total Deductions	<u>\$ 869,850</u>	<u>\$ 318,571</u>	<u>\$ 1,188,421</u>
Net Increase	\$ 2,212,222	\$ --	2,212,222
Net Assets, Beginning of Year	<u>16,742,946</u>	<u>--</u>	<u>16,742,946</u>
Net Assets, End of Year	<u><u>\$ 18,955,168</u></u>	<u><u>\$ --</u></u>	<u><u>\$ 18,955,168</u></u>

See Accompanying Notes to Financial Statements

Note 1 – Summary of Significant Accounting Policies

The Metropolitan Library System (the Library) is a corporate body for public purposes created under Title 65 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes.

The Library's financial statements are prepared in accordance with generally accepted accounting principles promulgated by the Governmental Accounting Standards Board (GASB). In the government-wide financial statements and the fund financial statements for proprietary funds, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails.

The Reporting Entity - The Library is a corporate body for public purposes created under Title 65 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes. There are no component units included within the reporting entity.

The Library is governed by a commission composed of 19 voting members and 1 non-voting member. The Library operations are conducted by a librarian appointed by the commission. Commission members include: 10 voting members who are appointees of the city of Oklahoma City, one voting member who is an appointee of the Oklahoma County Commissioners, and one voting member each from the cities of Midwest City, Del City, Edmond, the Village, Warr Acres and Bethany; 2 ex-officio members-the Mayor of Oklahoma City and the Chairman of the County commissioners for a total of 19 voting members. The commission also includes one non-voting member, the Librarian. Effective for the year ending June 30, 2008, the commission will include an additional 6 voting members.

Note 1 – Summary of Significant Accounting Policies (continued)

Basic Financial Statements – Government-Wide Statements

The Library's basic financial statements include both government-wide (reporting the Library as a whole) and fund financial statements (reporting the Library's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Library does not have any activities classified as business-type activities. Internal service fund activity is eliminated to avoid "doubling up" revenues and expenses. Fiduciary funds are excluded.

In the government-wide Statement of Net Assets, the Library's governmental activities are reported using the accrual basis of accounting. The Library's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. Revenues are recognized when earned and expenses are recognized when incurred.

The government-wide Statement of Activities reports both the gross and net cost of each of the Library's programs and functions. The functions are also supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function. Charges for services include charges and fees to customers for fines and charges for service provided. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

All interfund transactions between governmental funds and internal service funds are eliminated in the government-wide statements.

The net costs are normally covered by general revenue (property taxes, State aid, other taxes etc.).

The government-wide focus is more on the sustainability of the Library as an entity and the change in the Library's net assets resulting from the current year's activities.

Basic Financial Statements – Fund Financial Statements

Fund financial statements report detailed information about the Library. The focus of governmental and enterprise fund financial statements is on major funds rather than reporting funds by type. Nonmajor funds are aggregated and presented in a single column.

All governmental funds are accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. Under this basis revenues are recorded when susceptible to accrual; i.e. both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to

Note 1 – Summary of Significant Accounting Policies (continued)

this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

Proprietary funds are accounted for using the economic resources measurement focus and the accrual basis of accounting. Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. All other revenues and expenses are nonoperating.

Fiduciary funds are accounted for using the economic resources measurement focus and the accrual basis of accounting except for recognition of certain liabilities of defined benefit pension plans. Employer and participant contributions are recognized in the period in which the contributions are due and the Library has made a formal commitment to provide the contributions. Retirement benefits and refunds are recognized when due and payable in accordance with the plan.

The Library reports the following major governmental fund:

General Fund is the primary operating fund of the Library. It is used to account for all financial resources except those required to be accounted for in another fund.

Additionally, the Library reports the following fund types:

Governmental Funds:

Gifts and Grant Funds – The Library accounts for resources received from various gifts and grants. These resources are restricted to, or designated for, specific purposes by a grantor.

Proprietary Funds:

Internal Service Funds – Revenues and expenses related to services provided to the Library for employee insurance are accounted for in the internal service fund, the Insurance Fund.

Fiduciary Funds:

Employee Benefit Trust Funds: The pension trust fund and flex benefit fund are used to report resources held in trust for members and beneficiaries of the plans.

Basis of Accounting - Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual: The government-wide financial statements are presented on the accrual basis of accounting as are the proprietary fund and fiduciary fund financial

METROPOLITAN LIBRARY SYSTEM
Notes to Financial Statements
June 30, 2007

Document # 20
MLC FY 2007-08
September 20, 2007

Note 1 – Summary of Significant Accounting Policies (continued)

statements. Revenues are recognized when earned and expenses are recognized when a liability is incurred. Property taxes are recognized as revenue in the year in which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Modified Accrual: The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e. both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

Capital Assets: Capital assets purchased or acquired with an original cost of \$500 or more are reported at historical cost or estimated historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	30 years
Furniture and Fixtures	7 years
Computer Equipment	4 years
Vehicles	5 years
Books and Materials	5 years

Compensated Absences: The Library accrues accumulated unpaid annual leave when earned by the employee. Generally, annual leave must be taken during the calendar year earned. Eligible employees who end their employment with the Library are reimbursed for each day of accumulated annual leave.

Budgets and Budgetary Accounting - The Library is required by state law to prepare an annual budget. The Oklahoma County Exise Board formally approves an annual budget for the general fund.

Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to a subsequent year. Program revenue received but not spent is restricted and deferred to the subsequent fiscal year. Amounts reported as program revenue includes (1) charges to customers, (2) operating grants and contributions, and (3) capital grants and contributions.

Note 1 – Summary of Significant Accounting Policies (continued)

Encumbrances - Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of resources are recorded as expenditures of the applicable funds, is used. This is an extension of the formal budgetary integration in the general fund. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities.

Cash and Cash Equivalents - The Library considers all cash on hand, demand deposits, money market checking and certificates of deposit, held at an individual bank which are subject to early withdrawal penalties no matter what the maturity period, to be cash. All short-term cash surpluses are maintained in a cash pool, the earnings from which are allocated to each fund based on month-end deposit balances.

Investments – In accordance with Governmental Accounting Standards Board Statement No. 31 “Accounting and Financial Reporting for Certain Investments”, investments held at June 30, 2007 with original maturities greater than one year are stated at fair value. All investments not required to be reported at fair value are stated at amortized cost.

Property Tax Revenues - The Library is authorized by state law to levy property taxes which consist of ad valorem taxes on real and personal property within the County. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax roll for submission to the county treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes are due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 1. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid by the following October 1, the property is offered for sale for the amount of taxes due. The owner has two years to redeem the property by paying the taxes and penalty owed. If at the end of two years the owner has not done so, the purchaser is issued a deed to the property. The Office of Oklahoma County bills and collects the property taxes and remits to the Library its share.

Property taxes receivable by the Library include uncollected taxes assessed as of October 1, 2006 and earlier. The Library considers prior years’ experience in estimating uncollectible property taxes. A provision of \$36,370 has been recorded at June 30, 2007. No provision has been made in the other funds for uncollectible amounts. All property taxes earned at year-end but not yet received are included in receivables reported on the government-wide statements. In the fund financial statements, property taxes are recorded as revenue in the period levied to the extent they are collected within 60 days of year-end. Any remaining property taxes due are deferred until they become available.

Note 1 – Summary of Significant Accounting Policies (continued)

State Revenues - The Library receives revenue from the state to administer certain categorical library programs.

Interfund Transfers - During the course of normal operations, the Library has transactions between funds including expenditures and transfers of resources to provide services, purchase assets and service debt. Transactions that are normal and recurring between funds are recorded as operating transfers.

Contributed Facilities and Services - The Library operates several branches located in government-owned buildings and receives certain services without charge. The estimated fair rental value of the premises and service is not reported in the accompanying statement of revenues, expenditures, and changes in fund balance.

Grants - The Library records income from grants in the period received or to the extent of expenses paid prior to reimbursement by a grant.

Income Taxes - The Library was established under the provisions of the Oklahoma Constitution and as such is exempt from income taxes under the Internal Revenue Code as a unit of government.

Prepaid Expenses - The Library records prepaid insurance for that portion of payments which have not been used at year-end for government-wide financial statement purposes. Prepaid insurance is included in other current assets in the statement of net assets.

Use of Estimates - The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Net Assets and Fund Balance

Government-Wide Financial Statements – When the Library incurs an expense for which it may use either restricted or unrestricted net assets, it uses restricted net assets first unless unrestricted net assets will have to be returned because they were not used. Net assets on the Statement of Net Assets include the following:

Investment in Capital Assets, Net of Related Debt – The component of net assets that reports the difference between capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of these capital assets.

Note 1 – Summary of Significant Accounting Policies (continued)

Unreserved/Unrestricted – The difference between assets and liabilities that is not reported as restricted or reserved for any particular purpose.

Governmental Fund Financial Statements – In the fund financial statements, governmental funds report fund balances as either a reserved or unreserved fund balance.

Reserved Fund Balance – That portion of fund balance which has been legally segregated for a specific purpose.

Unreserved Fund Balance – Composed of designated and undesignated portions. The undesignated portion of the unreserved fund balance represents that portion of fund balance that is available for budgeting in future periods. Designated fund balances represents tentative plans for future use of financial resources.

Note 2 – Cash and Investments

The Library's investment policies are governed by state statute. Permissible investments include direct obligations of the United States Government and Agencies; negotiable certificates of deposit of savings and loan associations and bank and trust companies; and savings accounts or savings certificates of savings and loan associations and trust companies. Nonnegotiable certificates of deposits are considered to be cash equivalents. Collateral is required for demand deposits and certificates of deposit for all amounts not covered by Federal Deposit Insurance Corporation insurance.

Custodial Credit Risk – Deposits – Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. At June 30, 2007, there was no exposure to custodial credit risk because the balance was insured and collateralized.

Investments – Investments are made under the custody of the Library Treasurer in accordance with investment policies complying with State statutes and Library policy.

Custodial Credit Risk – Investments – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Library policy provides that investment collateral is held by a third party custodian with whom the Library has a current custodial agreement in the Library's name or be held in the name of both parties by the Federal Reserve Bank servicing Oklahoma.

METROPOLITAN LIBRARY SYSTEM
Notes to Financial Statements
June 30, 2007

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Note 2 – Cash and Investments (continued)

Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest changes.

As of June 30, 2007, the Library had the following investments and maturities:

Investment Type	Moody's Credit Rating	Fair Value	Investment Maturities (In Years)		%
			Less Than 1	1-5 Years	
Federal Home Loan Association	AAA	11,786,270	10,801,270	985,000	
Federal National Mortgage Associatic	AAA	8,224,807	4,231,682	3,993,125	41%
		<u>\$ 20,011,077</u>	<u>\$ 15,032,952</u>	<u>\$ 4,978,125</u>	<u>41%</u>

Pension Fund Policy

The Metropolitan Library System Pension Plan and Trust provides for investment managers who have full discretion of assets allocated to them subject to the overall investment guidelines set out in the policy. Manager performance is reviewed by a consultant who provides reports to the board. Any changes in the investment management firm must be reported as they occur. Overall investment guidelines provide for diversification and allow investment in domestic and international common stocks, fixed income securities, cash equivalents, index funds, collective trust funds and mutual funds. The Plan addresses custodial credit risk with policy providing for the engagement of a custodian who accepts possession of securities for safekeeping; collects and disburses income; collects principal of sold, matured, or called items; and provides periodic accounting to the board. The pension trust fund holds \$19,010,234 in cash and investments. This amount is held by the investment counterparty, in the name of the pension fund.

Pension Trust investing is restricted by Oklahoma Statutes to the Prudent Investor Rule.

Note 3 – Collections

The Library has not capitalized existing inexhaustible collections, including research books, because the values are not readily determinable.

Note 4 – Long-term Liabilities

Compensated absences are liquidated through the General Fund.

	Beginning Balance 6/30/2006	Additions	Reductions	Ending Balance 6/30/2007	Amounts Due Within One Year
Compensated Absences	<u>205,521</u>	<u>684,674</u>	<u>699,490</u>	<u>190,705</u>	<u>190,705</u>

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Notes to Financial Statements
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Note 5 – Property, Plant, and Equipment

Property, plant and equipment of the Library at June 30, 2007 are as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Depreciable Capital Assets				
Library Books	15,249,192	2,616,258	2,633,722	15,231,728
Furniture and Fixtures	3,519,557	213,300	76,509	3,656,348
Computer Equipment	1,454,069	209,043	306,854	1,356,258
Vehicles	326,344	43,890	52,137	318,097
Land, Buildings and Improvements	982,873	--	--	982,873
Total Capital Assets	<u>21,532,035</u>	<u>3,082,491</u>	<u>3,069,222</u>	<u>21,545,304</u>
Less Accumulated Depreciation for:				
Library Books	9,388,415	2,026,995	1,875,428	9,539,982
Furniture and Fixtures	1,869,128	403,931	58,868	2,214,191
Computer Equipment	859,002	230,996	286,910	803,088
Vehicles	200,802	32,166	49,531	183,437
land, Buildings and Improvements	303,400	64,827	--	368,227
Total Accumulated Depreciation	<u>12,620,747</u>	<u>2,758,915</u>	<u>2,270,737</u>	<u>13,108,925</u>
Total Governmental Activity Capital Assets, Net	<u>8,911,288</u>	<u>323,576</u>	<u>798,485</u>	<u>8,436,379</u>

Note 6 – Operating Lease Commitments

The Library leases one of its branch library buildings from an area city within Oklahoma County. The lease generally provides for renewals by the Library until the facility is no longer being used as part of the Library system or until the withdrawal of the use of the property by the city.

Minimum rental payments required under operating leases that have initial or remaining noncancellable lease terms of one year or more at year-end are not significant.

Total lease expense for the year ending June 30, 2007 was \$4,800.

Note 7 – Retirement Plans

Defined Benefit Plan

Plan Description - The Metropolitan Library System Pension Plan (The Plan) is a single-employer plan that covers all full-time employees of the Library. The Plan is a defined benefit plan which provides for retirement benefits based on length of service and salary. The Plan was

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Note 7 – Retirement Plan (continued)

amended effective August 29, 2005. Changes in the various components are as follows. Normal retirement age for the plan was changed from 62 years of age to 65 years of age, with an early retirement eligibility provision of age 62 and five years' participation. Death, early and late retirement, and deferred vested benefits are also available under the plan. Benefits are vested 100% upon completion of 5 years of service. Assets of the Plan are held separately and may be used only for the payment of benefits to the members of the Plan. Actuarial valuations are performed annually on July 1.

Funding Policy – Participating employees contributed 3% through August 29, 2005 and 4% thereafter, of their compensation to the plan and the Library contributes any additional amount necessary to fund normal cost and to amortize unfunded past service costs over a period of thirty years. The contribution for 2006-2007 was \$550,340 which equaled the annual pension cost for the year. The required contribution for 2007-2008 is \$802,450.

Net Pension Obligation and Annual Pension Cost – The required contribution was determined as part of the July 1, 2007 actuarial valuation using the aggregate actuarial cost method, which does not identify and separately amortize unfunded actuarial liabilities. The actuarial assumptions included

- (a) 7% investment rate of return,
- (b) projected salary increases of 5% and
- (c) post-retirement increases of 7%.
- (d) Mortality UP84

The annual net pension benefit for the current year was as follows:

Net Pension Benefit, Beginning of Year	\$ (4,062,331)
Earnings from Investments	538,221
Unrealized Appreciation	1,513,901
Realized Gain	349,395
Contribution	680,555
Distributions	(745,001)
Fees and Commissions	(124,849)
Change in Valuation	(3,749,050)
Net Pension Benefit, End of Year	<u><u>\$ (5,599,159)</u></u>
Present Value of Future Benefits	\$ 13,411,075
Valuation of Assets	19,010,234
Net Pension Benefit	<u><u>\$ (5,599,159)</u></u>

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Notes to Financial Statements
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Note 7 – Retirement Plan (continued)

Three-year trend information is as follows:

<u>Three-Year Trend Information</u>			
<u>Fiscal</u> <u>Year</u> <u>Ending</u>	<u>Annual</u> <u>Pension</u> <u>Cost (APC)</u>	<u>Percentage</u> <u>of APC</u> <u>Contributed</u>	<u>Net Pension</u> <u>(Benefit)</u> <u>Obligation</u>
7/1/2005	\$ 719,272	100.0%	(\$2,951,474)
7/1/2006	\$ 550,340	100.0%	(\$4,062,331)
7/1/2007	\$ 802,450	100.0%	(\$5,599,159)

The Plan's annual financial report is available from the Finance Office of the Metropolitan Library System of Oklahoma County, 300 Park Avenue, Oklahoma City, Oklahoma 73102.

Also, effective August 29, 2005, a defined contribution plan was established. Participants of the defined benefit plan at that time were given the choice to stay in that plan or transfer their accounts to a new defined benefit plan. All new employees are enrolled in the defined contribution plan.

Defined Contribution Plan

Effective August 29, 2005, the Metropolitan Library System Defined Contribution Plan was established. The plan is intended to be a governmental plan as defined in Internal Revenue Code Section 414(d), and to be approved and qualified by the Internal Revenue Service as satisfying the governmental plan requirements of Sections 401(a), and 501(a) and other pertinent provisions of the Internal Revenue Code of 1986. Under the Plan, the employer's contribution shall be discretionary, to be determined by the Employer and is available to all participants. During 2007, the Library contributed 10% of the participant's compensation. Participants are fully vested in the employer's contributions after 5 years. Participants may make voluntary contributions of 4% or 6% of compensation before-tax. Participants are fully vested in the voluntary contributions. Participants may direct the trustee in the investment of their individual account balances. Normal retirement age is the later of a participant's 65th birthday or the 5th anniversary of the first day of the plan year in which participation in the Plan commenced. For the year ended June 30, 2007, the Library's contribution to the plan was \$466,341.

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Note 8 – Self-Insurance Risk of Loss

The Library operates a self-insurance plan to fund its employee health benefits. The plan purchased insurance policies to limit its maximum possible benefit cost on both an employee and an aggregate basis. The Library has a contract with a third party administrator to operate the plan. The Library has limited its risk of loss by purchasing insurance to pay an individual's claim in excess of \$40,000 per year.

The carrying amount of liabilities for unpaid claims is equal to the amount of claims unpaid but due at year-end. This amount has been determined by the third party administrator.

Changes in the fund's claims liability amounts for the year ended June 30, 2007 are:

Balance at beginning of year	\$ 59,963
Current year claims	1,342,790
Claim payments	<u>(1,301,787)</u>
Balance at end of year	<u><u>\$ 100,966</u></u>

Note 9 – Designated Fund Balance

The Library has designated portions of its fund balance for specific purposes. A description of the specific purposes follows.

a. General Fund Designations of Fund Balance

Reserve for Cash Flow	\$ 3,900,000
Reserve for Extra Payday	360,000
Capital Improvement Projects:	
Capital Hill Library	205,332
Southern Oaks Library	736,363
New Northwest Library	2,190,000
Future Capital Improvements	<u>5,768,332</u>
Total	<u><u>\$ 13,160,027</u></u>

METROPOLITAN LIBRARY SYSTEM
Notes to Financial Statements
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Note 10 -- Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Library carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

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REQUIRED SUPPLEMENTARY INFORMATION

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METROPOLITAN LIBRARY SYSTEM
Budget Comparison Schedule – General Fund (Unaudited)
For the Year Ended June 30, 2007

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts GAAP Basis	GAAP To Budgetary Basis Adjustments	Actual Amounts Budgetary Basis	Variance with Final Budget Positive(Negative)
Budgetary Fund Balance, July 1	\$ 18,742,681	\$ 19,700,792	\$ 20,674,695	3 \$ 4,202,318	\$ 16,472,377	\$ (3,228,415)
Resources (inflows)						
Property Taxes	21,832,080	22,017,973	23,611,266	1,578,021	22,033,245	15,272
State Revenue	287,762	287,762	314,374	(5,362)	319,736	31,974
Interest	--	--	1,148,162	138,758	1,009,404	1,009,404
Other	--	--	825,649	668,195	157,454	157,454
Transfers from Other Funds	432,000	410,400	--	456,000	456,000	45,600
Amounts Available for Appropriation	\$ 41,294,523	\$ 42,416,927	\$ 46,574,146	1 \$ 7,037,930	\$ 40,448,216	\$ (1,968,711)
Charges to Appropriations (outflows)						
Personal Services	\$ 14,542,560	\$ 14,470,062	\$ 13,664,751	\$ 624,511	\$ 13,040,240	\$ 1,429,822
Maintenance and Operations	3,303,303	3,380,554	2,672,992	38,482	2,634,510	746,044
Contractual Services	1,131,044	1,140,049	907,559	(48,890)	956,449	183,600
Commodities	15,862,078	16,965,724	4,391,687	279,618	4,112,069	12,853,655
Capital Outlay-Operations	6,455,538	6,460,538	--	--	--	6,460,538
Other Capital Projects						
Total Charges to Appropriations	\$ 41,294,523	\$ 42,416,927	\$ 21,636,989	2 \$ 893,721	\$ 20,743,268	\$ 21,673,659
Budgetary Fund Balance, June 30	\$ --	\$ --	\$ 24,937,157	\$ 6,144,209	\$ 19,704,948	\$ 19,704,948

Budget to Actual Reconciliation:

Revenues on a budgetary basis are based on cash received rather than the modified accrual basis used for financial reporting and revolving fund not reported as part of general fund for budgetary purposes

1 2,835,612

Encumbrances for supplies and equipment ordered but not received are reported in the year the order is placed for budgetary purposes but in the year the supplies are received for financial reporting. In addition, revolving fund not reported as part of the general fund for budgetary purposes

2 (893,721)

The amount reported as "fund balance" on the budgetary basis of accounting derives from the basis of accounting used in preparing the Library's budget. This amount differs from the fund balance reported in the statement of revenues, expenditures and changes in fund balances because of the cumulative effect of transactions such as those described above.

3 4,202,318
6,144,209

Under the budgetary basis of accounting revenues are recognized when they are received rather than earned. Purchases of materials,

See Accompanying Notes to Financial Statements

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OTHER SUPPLEMENTARY INFORMATION

METROPOLITAN LIBRARY SYSTEM
Combining Balance Sheet
Other Governmental Funds
June 30, 2007

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	<u>Gifts and Grants Funds</u>
ASSETS	
Cash and Cash Investments	<u>\$ 120,692</u>
Total Assets	<u><u>\$ 120,692</u></u>
LIABILITIES AND FUND BALANCES	
Fund Balance	
Unreserved	
Undesignated	
Special Revenue Funds	<u>\$ 120,692</u>
Total Fund Balances	<u><u>\$ 120,692</u></u>

See Accompanying Notes to Financial Statements

METROPOLITAN LIBRARY SYSTEM
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Other Governmental Funds
For the Year Ended June 30, 2007

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	<u>Gifts and Grants Funds</u>
Revenues	
Gifts and Grants	\$ 152,033
Collections on Book Fines and Copy Services	<u>--</u>
Total Revenues	<u>\$ 152,033</u>
 Expenditures	
Maintenance and Operations-Commodities	\$ 136,028
Capital Outlays	<u>82,913</u>
Total Expenditures	<u>\$ 218,941</u>
 Excess of Revenues over Expenditures	<u>\$ (66,908)</u>
 Other Financing Uses	
Operating Transfers Out	<u>\$ --</u>
 Net Change in Fund Balance	\$ (66,908)
 Beginning Fund Balance	<u>187,600</u>
 Ending Fund Balances	<u><u>\$ 120,692</u></u>

See Accompanying Notes to Financial Statements

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INTERNAL CONTROL, COMPLIANCE AND OTHER MATTERS



**REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Metropolitan Library Commission Members
of Oklahoma County
Oklahoma City, Oklahoma:

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Metropolitan Library System (the Library) as of and for the year ended June 30, 2007, which collectively comprise the Library's basic financial statements and have issued our report thereon dated September 19, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Library's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

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Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Metropolitan Library System's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Library in a separate letter dated September 19, 2007.

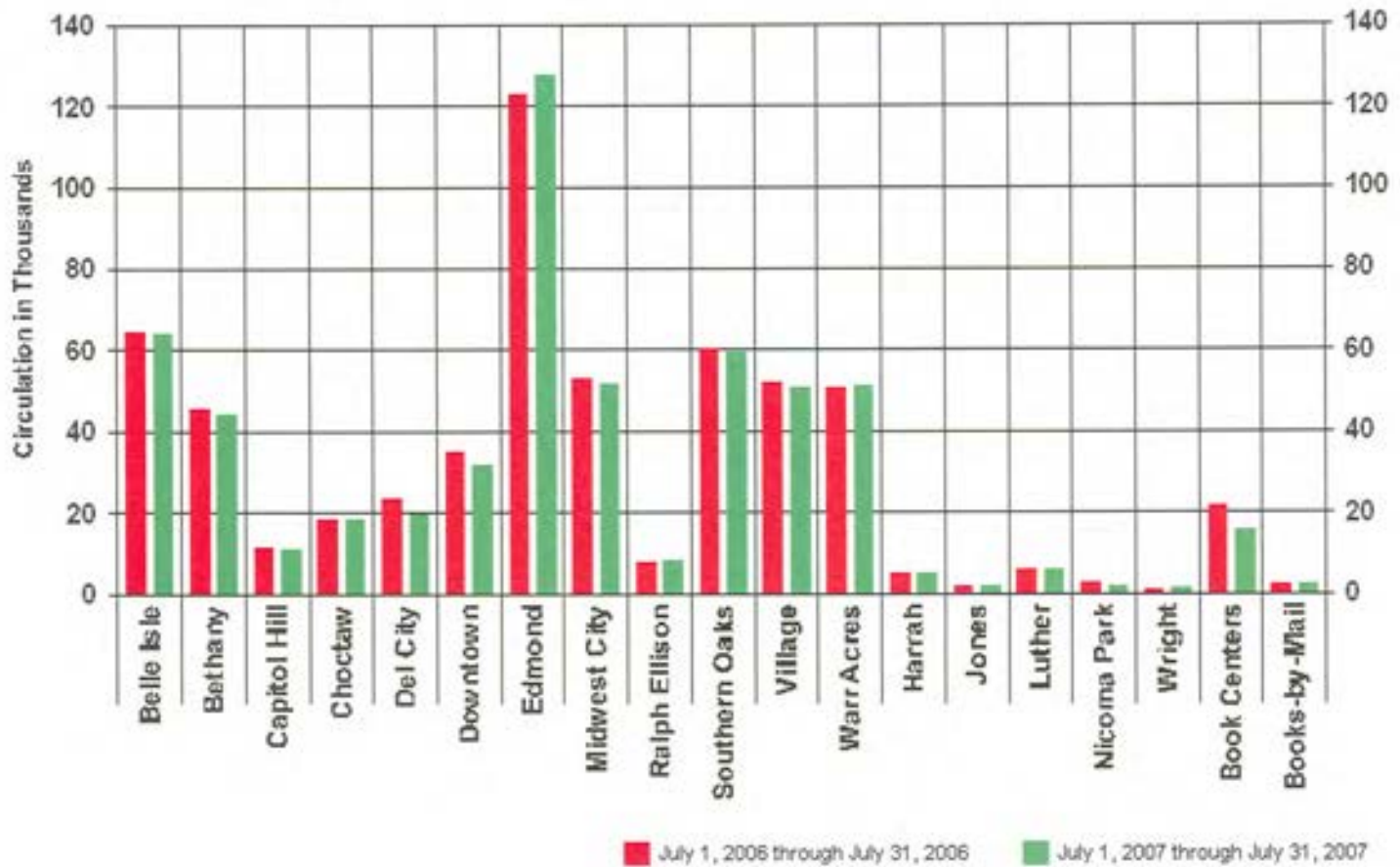
This report is intended solely for the information and use of the audit committee, members of the commission, management and state awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

Murrell, Hall, McIntosh & Co., PLLP

Oklahoma City, Oklahoma
September 19, 2007

Circulation Gains and Losses

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)



Circulation Gains and Losses

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

JULY 31, 2007		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
BELLE ISLE	07	47875	47875	16416	16416	64291	64291	
	08	47860	47860	16173	16173	64033	64033	
		-15	-15	-243	-243	-258	-258	-.4
BETHANY	07	29880	29880	15578	15578	45458	45458	
	08	29189	29189	14867	14867	44056	44056	
		-691	-691	-711	-711	-1402	-1402	-3.1
CAPITOL HILL	07	7237	7237	4221	4221	11458	11458	
	08	6914	6914	3823	3823	10737	10737	
		-323	-323	-398	-398	-721	-721	-6.3
CHOCTAW	07	11002	11002	7379	7379	18381	18381	
	08	10251	10251	7774	7774	18025	18025	
		-751	-751	395	395	-356	-356	-1.9
DEL CITY	07	15415	15415	7685	7685	23100	23100	
	08	13463	13463	6330	6330	19793	19793	
		-1952	-1952	-1355	-1355	-3307	-3307	-14.3
DOWNTOWN	07	25017	25017	10058	10058	35075	35075	
	08	22834	22834	8685	8685	31519	31519	
		-2183	-2183	-1373	-1373	-3556	-3556	-10.1
EDMOND	07	67875	67875	55217	55217	123092	123092	
	08	70214	70214	57501	57501	127715	127715	
		2339	2339	2284	2284	4623	4623	3.8
MIDWEST CITY	07	35575	35575	17191	17191	52766	52766	
	08	34665	34665	16565	16565	51230	51230	
		-910	-910	-626	-626	-1536	-1536	-2.9
RALPH ELLISON	07	5470	5470	2029	2029	7499	7499	
	08	5453	5453	2419	2419	7872	7872	
		-17	-17	390	390	373	373	5.0
SOUTHERN OAKS	07	43713	43713	16339	16339	60052	60052	
	08	42198	42198	17320	17320	59518	59518	
		-1515	-1515	981	981	-534	-534	-.9
VILLAGE	07	33574	33574	18364	18364	51938	51938	
	08	33667	33667	16715	16715	50382	50382	
		93	93	-1649	-1649	-1556	-1556	-3.0
WARR ACRES	07	32599	32599	18120	18120	50719	50719	
	08	33118	33118	17877	17877	50995	50995	
		519	519	-243	-243	276	276	.5

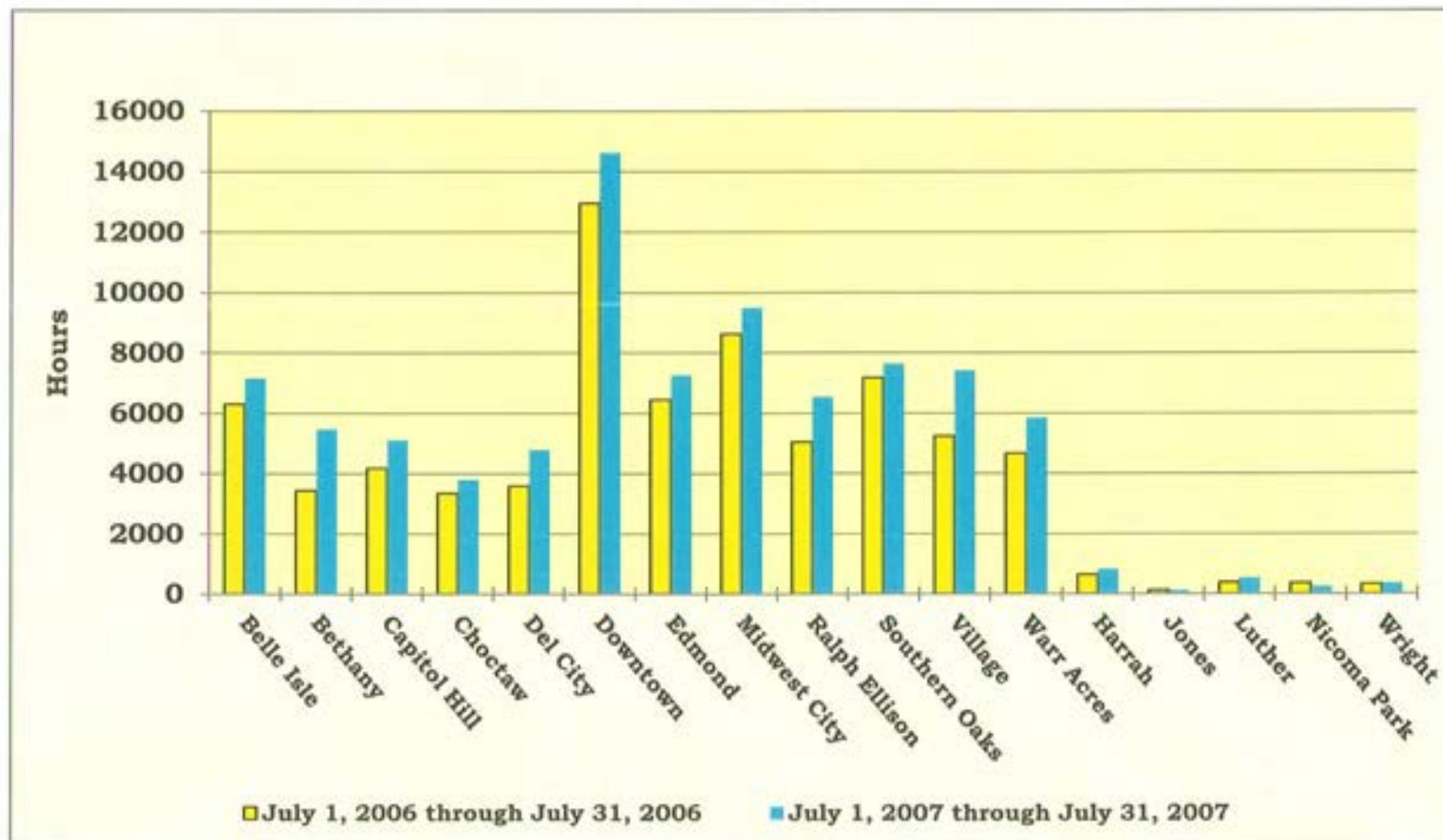
Circulation Gains and Losses

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

JULY 31, 2007		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
HARRAH	07	3213	3213	1678	1678	4891	4891	
	08	3394	3394	1597	1597	4991	4991	
		181	181	-81	-81	100	100	2.0
JONES	07	1222	1222	282	282	1504	1504	
	08	976	976	491	491	1467	1467	
		-246	-246	209	209	-37	-37	-2.5
LUTHER	07	4052	4052	1586	1586	5638	5638	
	08	4041	4041	1540	1540	5581	5581	
		-11	-11	-46	-46	-57	-57	-1.0
NICOMA PARK	07	1699	1699	638	638	2337	2337	
	08	1310	1310	329	329	1639	1639	
		-389	-389	-309	-309	-698	-698	-29.9
WRIGHT	07	611	611	272	272	883	883	
	08	881	881	357	357	1238	1238	
		270	270	85	85	355	355	40.2
<u>OTHER:</u>								
BOOK CENTERS	07	9316	9316	12000	12000	21316	21316	
	08	9562	9562	6022	6022	15584	15584	
		246	246	-5978	-5978	-5732	-5732	-26.9
BOOKS-BY-MAIL	07	1887	1887	0	0	1887	1887	
	08	1991	1991	0	0	1991	1991	
		104	104	0	0	104	104	5.5
TOTALS	07	377232	377232	205053	205053	582285	582285	
	08	371981	371981	196385	196385	568366	568366	
		-5251	-5251	-8668	-8668	-13919	-13919	-2.4

Total Computer Hours Used by Library

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)



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Total Computer Usage

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	628		4,833		3,363.03		1,730		9,130		6,307.83	
	08	510		5,118		3,662.77		1,630		10,140		7,168.13	
		-118	-18.8	285	5.9	299.74	8.9	-100	-5.8	1,010	11.1	860.30	13.6
BETHANY	07	367		2,516		1,774.46		1,008		4,963		3,436.16	
	08	428		3,794		2,831.67		1,284		7,553		5,471.37	
		61	16.6	1,278	50.8	1,057.21	59.6	276	27.4	2,590	52.2	2,035.21	59.2
CAPITOL HILL	07	340		2,946		2,136.73		996		5,790		4,171.55	
	08	389		3,609		2,642.66		1,119		6,840		5,110.94	
		49	14.4	663	22.5	505.93	23.7	123	12.3	1,050	18.1	939.39	22.5
CHOCTAW	07	240		2,004		1,766.43		670		3,778		3,344.67	
	08	235		2,430		1,951.37		737		4,634		3,792.18	
		-5	-2.1	426	21.3	184.94	10.5	67	10.0	856	22.7	447.51	13.4
DEL CITY	07	362		2,552		1,860.20		977		4,958		3,585.69	
	08	412		3,310		2,441.94		1,196		6,619		4,788.83	
		50	13.8	758	29.7	581.74	31.3	219	22.4	1,661	33.5	1,203.14	33.6
DOWNTOWN	07	591		8,414		6,726.48		1,899		16,325		12,957.51	
	08	498		10,684		7,572.85		1,737		20,787		14,616.00	
		-93	-15.7	2,270	27.0	846.37	12.6	-162	-8.5	4,462	27.3	1,658.49	12.8
EDMOND	07	666		4,982		3,404.05		1,916		9,467		6,450.12	
	08	620		5,069		3,670.33		1,812		10,159		7,253.51	
		-46	-6.9	87	1.7	266.28	7.8	-104	-5.4	692	7.3	803.39	12.5
MIDWEST CITY	07	862		6,057		4,344.53		2,385		12,215		8,628.97	
	08	839		6,857		4,869.54		2,375		13,425		9,498.76	
		-23	-2.7	800	13.2	525.01	12.1	-10	-4	1,210	9.9	869.79	10.1
RALPH ELLISON	07	433		3,308		2,616.83		1,213		6,204		5,049.82	
	08	361		4,747		3,390.45		1,076		9,432		6,543.74	
		-72	-16.6	1,439	43.5	773.62	29.6	-137	-11.3	3,228	52.0	1,493.92	29.6

Total Computer Usage

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	791		5,396		3,667.51		2,114		10,729		7,179.60	
	08	725		5,487		3,933.92		2,063		10,879		7,636.25	
		-66	-8.3	91	1.7	266.41	7.3	-51	-2.4	150	1.4	456.65	6.4
VILLAGE	07	566		4,140		2,723.80		1,629		8,022		5,246.68	
	08	588		5,566		3,863.54		1,685		11,023		7,414.96	
		22	3.9	1,426	34.4	1,139.74	41.8	56	3.4	3,001	37.4	2,168.28	41.3
WARR ACRES	07	430		3,577		2,461.71		1,355		6,816		4,676.14	
	08	453		4,642		3,061.62		1,356		8,837		5,843.91	
		23	5.3	1,065	29.8	599.91	24.4	1	.1	2,021	29.7	1,167.77	25.0
HARRAH	07	57		515		376.51		171		885		651.40	
	08	70		550		419.53		214		1,088		825.10	
		13	22.8	35	6.8	43.02	11.4	43	25.1	203	22.9	173.70	26.7
JONES	07	11		75		53.28		32		171		128.04	
	08	8		66		57.88		28		139		121.71	
		-3	-27.3	-9	-12.0	4.60	8.6	-4	-12.5	-32	-18.7	-6.33	-4.9
LUTHER	07	35		214		196.28		133		467		388.43	
	08	37		354		319.60		147		676		533.65	
		2	5.7	140	65.4	123.32	62.8	14	10.5	209	44.8	145.22	37.4
NICOMA PARK	07	15		173		158.07		55		405		360.56	
	08	20		133		90.97		54		321		247.20	
		5	33.3	-40	-23.1	-67.10	-42.4	-1	-1.8	-84	-20.7	-113.36	-31.4
WRIGHT	07	21		301		190.67		61		513		328.98	
	08	18		267		197.72		64		488		352.34	
		-3	-14.3	-34	-11.3	7.05	3.7	3	4.9	-25	-4.9	23.36	7.1
TOTAL	07	6,415		52,003		37,820.57		18,344		100,838		72,892.15	
	08	6,211		62,683		44,978.36		18,577		123,040		87,218.58	
		-204	-3.2	10,680	20.5	7,157.79	18.9	233	1.3	22,202	22.0	14,326.43	19.7

Computer Usage by Adult Customers

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	532		4,262		2,975.35		1,500		8,106		5,612.55	
	08	430		4,590		3,274.59		1,377		8,990		6,322.22	
		-102	-19.2	328	7.7	299.24	10.1	-123	-8.2	884	10.9	709.67	12.6
BETHANY	07	292		2,151		1,514.65		812		4,098		2,854.70	
	08	347		2,720		2,003.61		979		5,152		3,724.12	
		55	18.8	569	26.5	488.96	32.3	167	20.6	1,054	25.7	869.42	30.5
CAPITOL HILL	07	196		1,212		971.35		560		2,341		1,789.17	
	08	208		1,566		1,247.62		588		2,963		2,341.88	
		12	6.1	354	29.2	276.27	28.4	28	5.0	622	26.6	552.71	30.9
CHOCTAW	07	157		1,344		1,159.39		455		2,445		2,117.05	
	08	160		1,466		1,140.22		499		2,787		2,159.59	
		3	1.9	122	9.1	-19.17	-1.7	44	9.7	342	14.0	42.54	2.0
DEL CITY	07	281		2,113		1,555.75		779		4,027		2,921.32	
	08	325		2,222		1,601.54		895		4,283		3,047.42	
		44	15.7	109	5.2	45.79	2.9	116	14.9	256	6.4	126.10	4.3
DOWNTOWN	07	474		7,217		5,826.52		1,593		14,078		11,270.26	
	08	398		9,420		6,601.38		1,426		18,185		12,679.98	
		-76	-16.0	2,203	30.5	774.86	13.3	-167	-10.5	4,107	29.2	1,409.72	12.5
EDMOND	07	526		4,031		2,714.49		1,553		7,735		5,198.19	
	08	483		3,981		2,868.58		1,432		7,822		5,577.26	
		-43	-8.2	-50	-1.2	154.09	5.7	-121	-7.8	87	1.1	379.07	7.3
MIDWEST CITY	07	705		4,701		3,385.02		1,906		9,062		6,474.45	
	08	669		4,800		3,456.24		1,786		9,148		6,564.58	
		-36	-5.1	99	2.1	71.22	2.1	-120	-6.3	86	.9	90.13	1.4
RALPH ELLISON	07	337		2,397		1,836.50		919		4,361		3,306.31	
	08	276		2,275		1,708.45		735		4,330		3,129.85	
		-61	-18.1	-122	-5.1	-128.05	-7.0	-184	-20.0	-31	-7	-176.46	-5.3

Computer Usage by Adult Customers

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	594		3,574		2,495.21		1,573		6,830		4,687.34	
	08	511		3,505		2,578.14		1,471		7,002		5,028.56	
		-83	-14.0	-69	-1.9	82.93	3.3	-102	-6.5	172	2.5	341.22	7.3
VILLAGE	07	442		3,023		2,007.62		1,282		5,850		3,881.14	
	08	457		3,673		2,594.73		1,291		7,013		4,797.26	
		15	3.4	650	21.5	587.11	29.2	9	.7	1,163	19.9	916.12	23.6
WARR ACRES	07	340		2,649		1,860.92		1,102		5,213		3,632.77	
	08	374		3,135		2,100.22		1,074		5,771		3,855.40	
		34	10.0	486	18.3	239.30	12.9	-28	-2.5	558	10.7	222.63	6.1
HARRAH	07	37		357		235.38		116		635		425.59	
	08	49		363		262.42		133		696		495.17	
		12	32.4	6	1.7	27.04	11.5	17	14.7	61	9.6	69.58	16.3
JONES	07	7		39		30.97		15		73		62.08	
	08	5		38		31.69		15		62		52.27	
		-2	-28.6	-1	-2.6	.72	2.3		.0	-11	-15.1	-9.81	-15.8
LUTHER	07	20		113		88.90		67		228		183.60	
	08	18		166		153.32		64		321		250.15	
		-2	-10.0	53	46.9	64.42	72.5	-3	-4.5	93	40.8	66.55	36.2
NICOMA PARK	07	11		82		57.15		31		157		104.55	
	08	16		105		63.58		39		183		110.77	
		5	45.5	23	28.0	6.43	11.3	8	25.8	26	16.6	6.22	5.9
WRIGHT	07	14		253		161.66		41		416		273.42	
	08	15		171		114.93		45		305		206.35	
		1	7.1	-82	-32.4	-46.73	-28.9	4	9.8	-111	-26.7	-67.07	-24.5
TOTAL	07	4,965		39,518		28,876.83		14,304		75,655		54,794.49	
	08	4,741		44,196		31,801.26		13,849		85,013		60,342.83	
		-224	-4.5	4,678	11.8	2,924.43	10.1	-455	-3.2	9,358	12.4	5,548.34	10.1

Computer Usage by Minor Customers

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	96		571		387.68		230		1,024		695.28	
	08	80		528		388.18		253		1,150		845.91	
		-16	-16.7	-43	-7.5	.50	.1	23	10.0	126	12.3	150.63	21.7
BETHANY	07	75		365		259.81		196		865		581.46	
	08	81		1,074		828.06		305		2,401		1,747.25	
		6	8.0	709	194.2	568.25	218.7	109	55.6	1,536	177.6	1,165.79	200.5
CAPITOL HILL	07	144		1,734		1,165.38		436		3,449		2,382.38	
	08	181		2,043		1,395.04		531		3,877		2,769.06	
		37	25.7	309	17.8	229.66	19.7	95	21.8	428	12.4	386.68	16.2
CHOCTAW	07	83		660		607.04		215		1,333		1,227.62	
	08	75		964		811.15		238		1,847		1,632.59	
		-8	-9.6	304	46.1	204.11	33.6	23	10.7	514	38.6	404.97	33.0
DEL CITY	07	81		439		304.45		198		931		664.37	
	08	87		1,088		840.40		301		2,336		1,741.41	
		6	7.4	649	147.8	535.95	176.0	103	52.0	1,405	150.9	1,077.04	162.1
DOWNTOWN	07	117		1,197		899.96		306		2,247		1,687.25	
	08	100		1,264		971.47		311		2,602		1,936.02	
		-17	-14.5	67	5.6	71.51	7.9	5	1.6	355	15.8	248.77	14.7
EDMOND	07	140		951		689.56		363		1,732		1,251.93	
	08	137		1,088		801.75		380		2,337		1,676.25	
		-3	-2.1	137	14.4	112.19	16.3	17	4.7	605	34.9	424.32	33.9
MIDWEST CITY	07	157		1,356		959.51		479		3,153		2,154.52	
	08	170		2,057		1,413.30		589		4,277		2,934.18	
		13	8.3	701	51.7	453.79	47.3	110	23.0	1,124	35.6	779.66	36.2
RALPH ELLISON	07	96		911		780.33		294		1,843		1,743.51	
	08	85		2,472		1,682.00		341		5,102		3,413.89	
		-11	-11.5	1,561	171.4	901.67	115.5	47	16.0	3,259	176.8	1,670.38	95.8

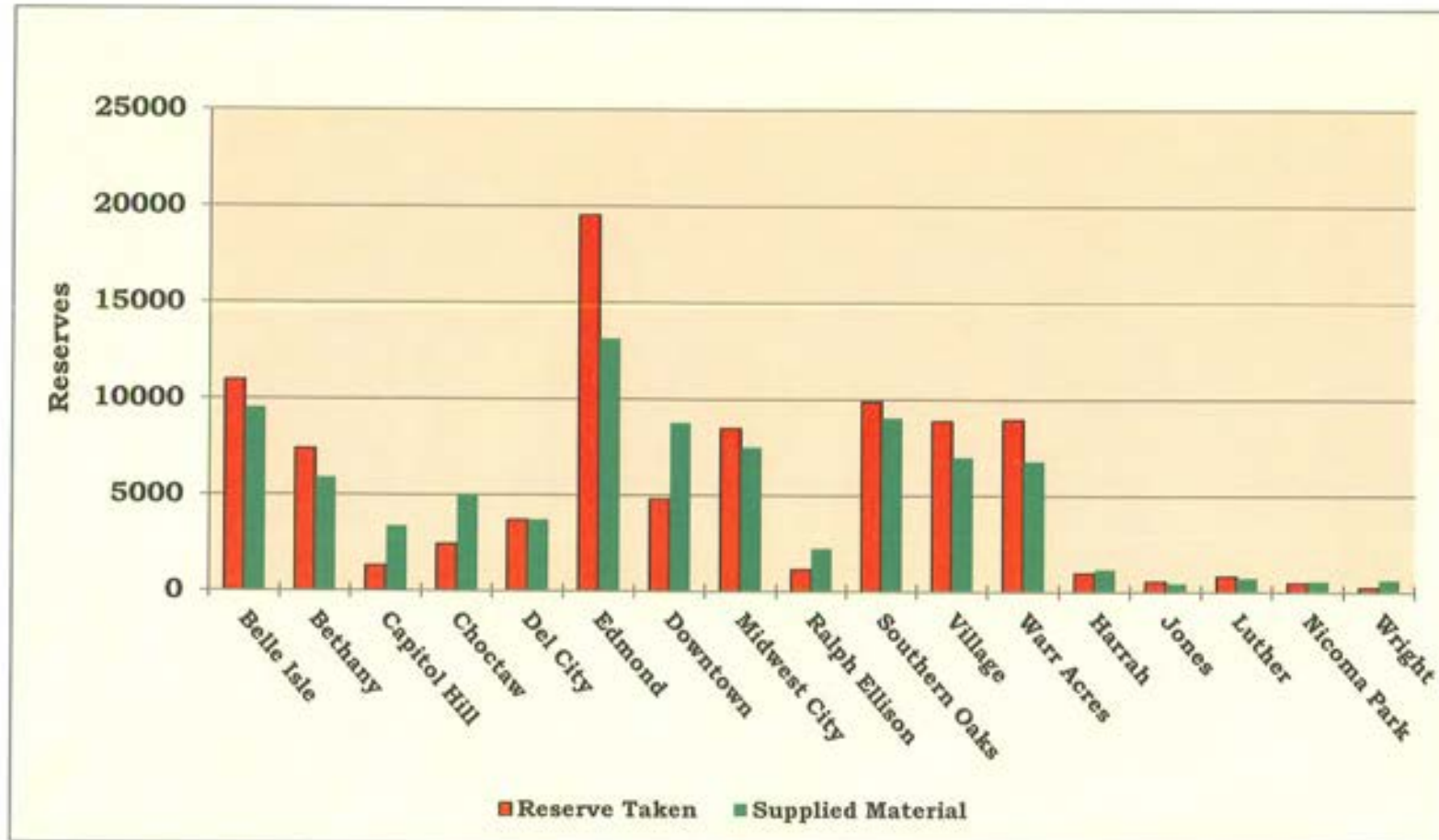
Computer Usage by Minor Customers

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	197		1,822		1,172.30		541		3,899		2,492.26	
	08	214		1,982		1,355.78		592		3,877		2,607.69	
		17	8.6	160	8.8	183.48	15.7	51	9.4	-22	-6	115.43	4.6
VILLAGE	07	124		1,117		716.18		347		2,172		1,365.54	
	08	131		1,893		1,268.81		394		4,010		2,617.70	
		7	5.6	776	69.5	552.63	77.2	47	13.5	1,838	84.6	1,252.16	91.7
WARR ACRES	07	90		928		600.79		253		1,603		1,043.37	
	08	79		1,507		961.40		282		3,066		1,988.51	
		-11	-12.2	579	62.4	360.61	60.0	29	11.5	1,463	91.3	945.14	90.6
HARRAH	07	20		158		141.13		55		250		225.81	
	08	21		187		157.11		81		392		329.93	
		1	5.0	29	18.4	15.98	11.3	26	47.3	142	56.8	104.12	46.1
JONES	07	4		36		22.31		17		98		65.96	
	08	3		28		26.19		13		77		69.44	
		-1	-25.0	-8	-22.2	3.88	17.4	-4	-23.5	-21	-21.4	3.48	5.3
LUTHER	07	15		101		107.38		66		239		204.83	
	08	19		188		166.28		83		355		283.50	
		4	26.7	87	86.1	58.90	54.9	17	25.8	116	48.5	78.67	38.4
NICOMA PARK	07	4		91		100.92		24		248		256.01	
	08	4		28		27.39		15		138		136.43	
			.0	-63	-69.2	-73.53	-72.9	-9	-37.5	-110	-44.4	-119.58	-46.7
WRIGHT	07	7		48		29.01		20		97		55.56	
	08	3		96		82.79		19		183		145.99	
		-4	-57.1	48	100.0	53.78	185.4	-1	-5.0	86	88.7	90.43	162.8
TOTAL	07	1,450		12,485		8,943.74		4,040		25,183		18,097.66	
	08	1,470		18,487		13,177.10		4,728		38,027		26,875.75	
		20	1.4	6,002	48.1	4,233.36	47.3	688	17.0	12,844	51.0	8,778.09	48.5

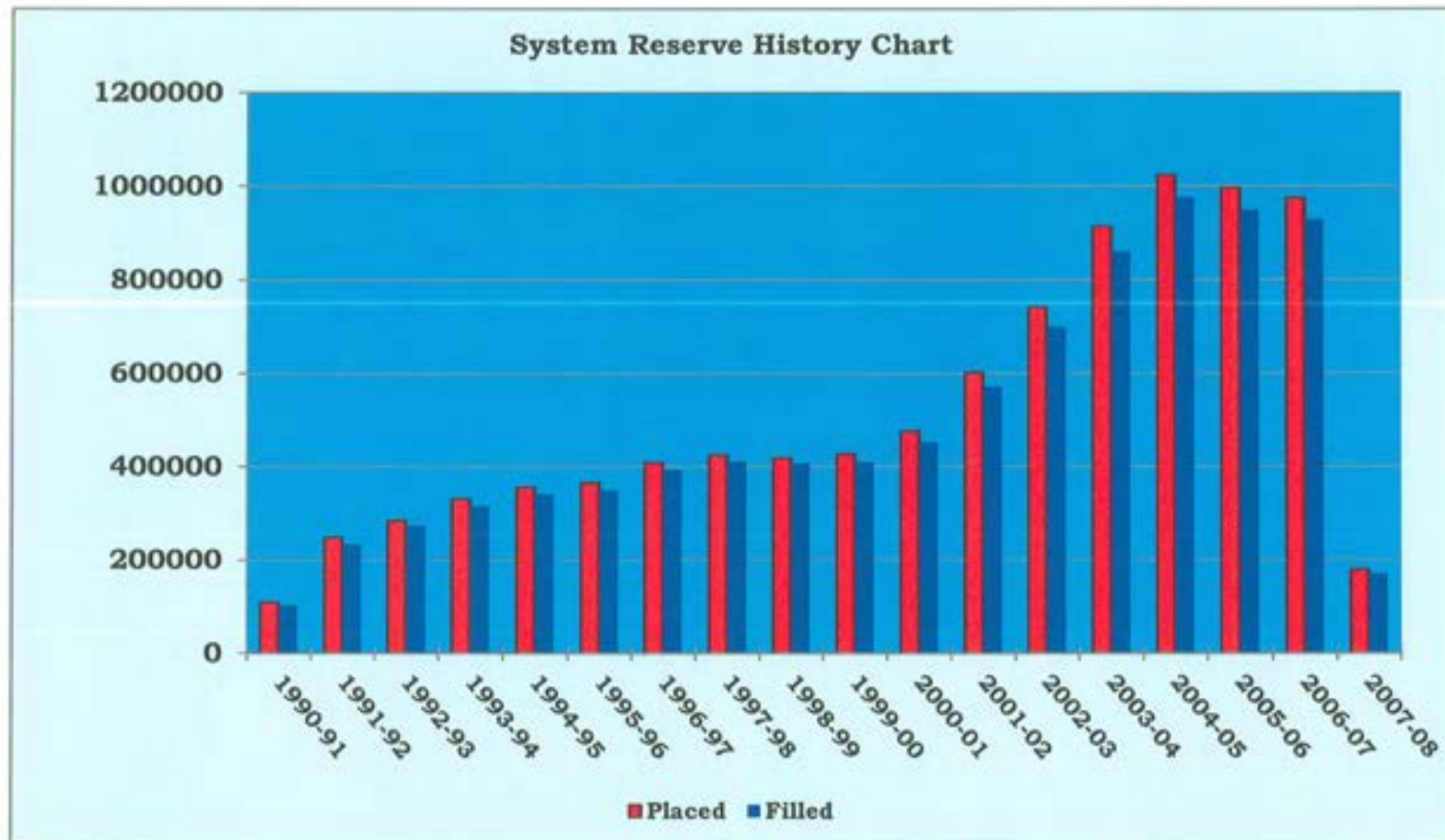
System Reserve Report

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)



System Reserve Report

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)



System Reserves Report

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	07	10,286	10,286		9,608	9,608	
	08	10,958	10,958		10,383	10,383	
		672	672	6.5	775	775	8.1
BETHANY	07	7,083	7,083		6,503	6,503	
	08	7,394	7,394		6,889	6,889	
		311	311	4.4	386	386	5.9
CAPITOL HILL	07	1,316	1,316		1,175	1,175	
	08	1,310	1,310		1,193	1,193	
		-6	-6	-0.5	18	18	1.5
CHOCTAW	07	2,550	2,550		2,377	2,377	
	08	2,440	2,440		2,231	2,231	
		-110	-110	-4.3	-146	-146	-6.1
DEL CITY	07	4,160	4,160		3,954	3,954	
	08	3,705	3,705		3,470	3,470	
		-455	-455	-10.9	-484	-484	-12.2
EDMOND	07	17,798	17,798		16,760	16,760	
	08	19,532	19,532		18,403	18,403	
		1,734	1,734	9.7	1,643	1,643	9.8
DOWNTOWN	07	5,252	5,252		4,873	4,873	
	08	4,789	4,789		4,474	4,474	
		-463	-463	-8.8	-399	-399	-8.2
MIDWEST CITY	07	8,087	8,087		7,599	7,599	
	08	8,478	8,478		7,893	7,893	
		391	391	4.8	294	294	3.9
RALPH ELLISON	07	1,225	1,225		1,159	1,159	
	08	1,155	1,155		1,098	1,098	
		-70	-70	-5.7	-61	-61	-5.3
SOUTHERN OAKS	07	9,572	9,572		8,664	8,664	
	08	9,885	9,885		9,109	9,109	
		313	313	3.3	445	445	5.1
VILLAGE	07	9,247	9,247		8,498	8,498	
	08	8,873	8,873		8,476	8,476	
		-374	-374	-4.0	-22	-22	-0.3
WARR ACRES	07	8,982	8,982		8,324	8,324	
	08	8,951	8,951		8,497	8,497	
		-31	-31	-0.3	173	173	2.1

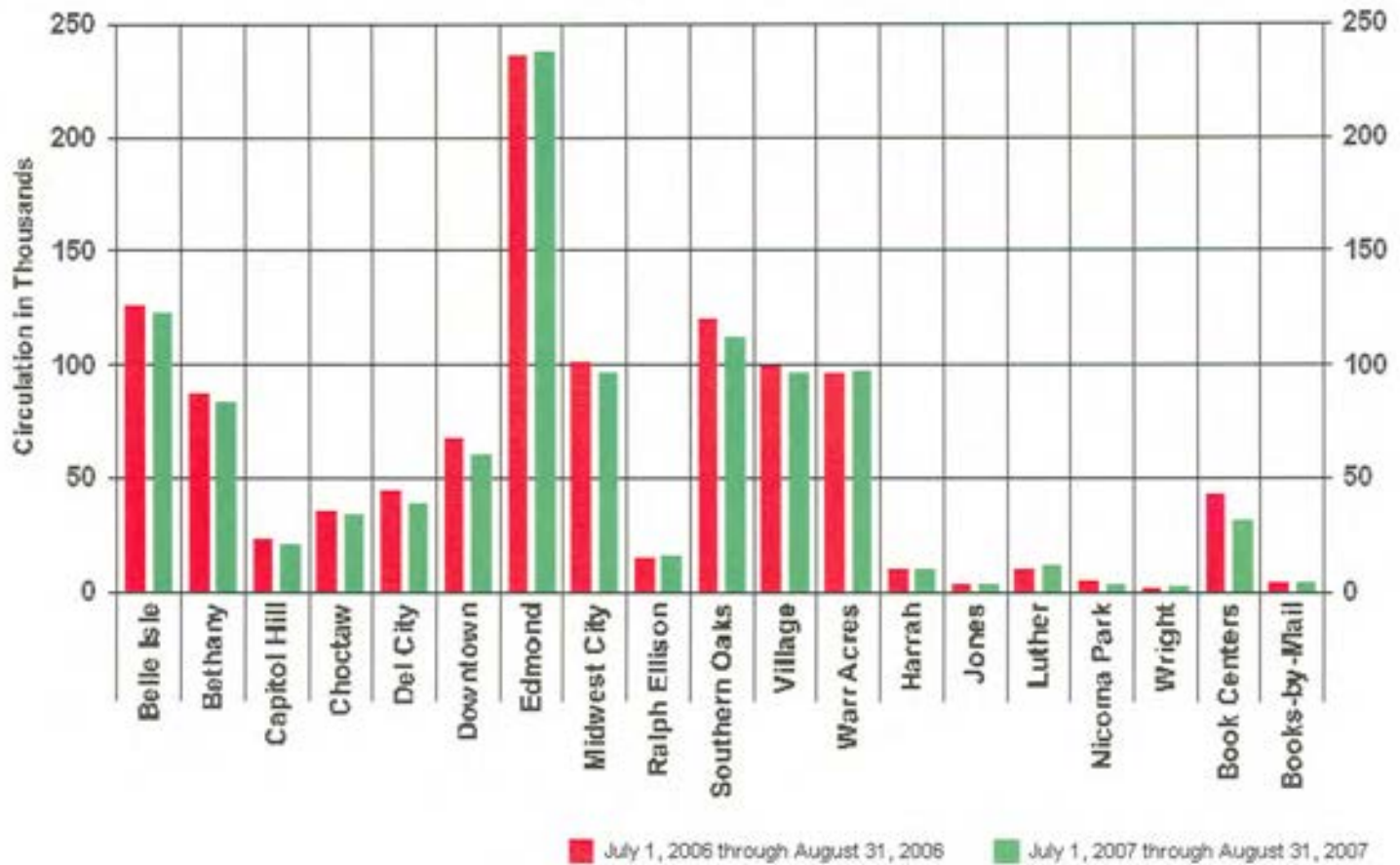
System Reserves Report

July 1, 2007 through July 31, 2007 (8.33% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	07	750	750		719	719	
	08	983	983		904	904	
		233	233	31.1	185	185	25.7
JONES	07	801	801		638	638	
	08	560	560		556	556	
		-241	-241	-30.1	-82	-82	-12.9
LUTHER	07	936	936		807	807	
	08	833	833		818	818	
		-103	-103	-11.0	11	11	1.4
NICOMA PARK	07	554	554		460	460	
	08	488	488		457	457	
		-66	-66	-11.9	-3	-3	-.7
WRIGHT	07	277	277		295	295	
	08	251	251		249	249	
		-26	-26	-9.4	-46	-46	-15.6
BOOKS-BY-MAIL	07	683	683		632	632	
	08	541	541		535	535	
		-142	-142	-20.8	-97	-97	-15.3
TOTAL	07	89,559	89,559		83,045	83,045	
	08	91,126	91,129		85,635	85,636	
		1,567	1,570	1.8	2,590	2,591	3.1

Circulation Gains and Losses

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)



Circulation Gains and Losses

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

AUGUST 31, 2007		ADULT MONTH	ADULT YEAR	JUVENILE MONTH	JUVENILE YEAR	TOTAL MONTH	TOTAL YEAR	%
BELLE ISLE	07	47290	95165	14227	30643	61517	125808	
	08	44864	92724	13509	29682	58373	122406	
		-2426	-2441	-718	-961	-3144	-3402	-2.7
BETHANY	07	28970	58850	12276	27854	41246	86704	
	08	27112	56301	11279	26146	38391	82447	
		-1858	-2549	-997	-1708	-2855	-4257	-4.9
CAPITOL HILL	07	7414	14651	3589	7810	11003	22461	
	08	7023	13937	2687	6510	9710	20447	
		-391	-714	-902	-1300	-1293	-2014	-9.0
CHOCTAW	07	10868	21870	6005	13384	16873	35254	
	08	9974	20225	5157	12931	15131	33156	
		-894	-1645	-848	-453	-1742	-2098	-6.0
DEL CITY	07	15423	30838	5693	13378	21116	44216	
	08	13292	26755	5147	11477	18439	38232	
		-2131	-4083	-546	-1901	-2677	-5984	-13.5
DOWNTOWN	07	24433	49450	7926	17984	32359	67434	
	08	22243	45077	6189	14874	28432	59951	
		-2190	-4373	-1737	-3110	-3927	-7483	-11.1
EDMOND	07	67448	135323	45204	100421	112652	235744	
	08	64926	135140	44764	102265	109690	237405	
		-2522	-183	-440	1844	-2962	1661	.7
MIDWEST CITY	07	35490	71065	12369	29560	47859	100625	
	08	32956	67621	11845	28410	44801	96031	
		-2534	-3444	-524	-1150	-3058	-4594	-4.6
RALPH ELLISON	07	5572	11042	1676	3705	7248	14747	
	08	5363	10816	1705	4124	7068	14940	
		-209	-226	29	419	-180	193	1.3
SOUTHERN OAKS	07	45166	88879	14371	30710	59537	119589	
	08	39371	81569	13042	30362	52413	111931	
		-5795	-7310	-1329	-348	-7124	-7658	-6.4
VILLAGE	07	33254	66828	14507	32871	47761	99699	
	08	32679	66346	13105	29820	45784	96166	
		-575	-482	-1402	-3051	-1977	-3533	-3.5
WARR ACRES	07	31243	63842	14099	32219	45342	96061	
	08	31845	64963	14065	31942	45910	96905	
		602	1121	-34	-277	568	844	.9

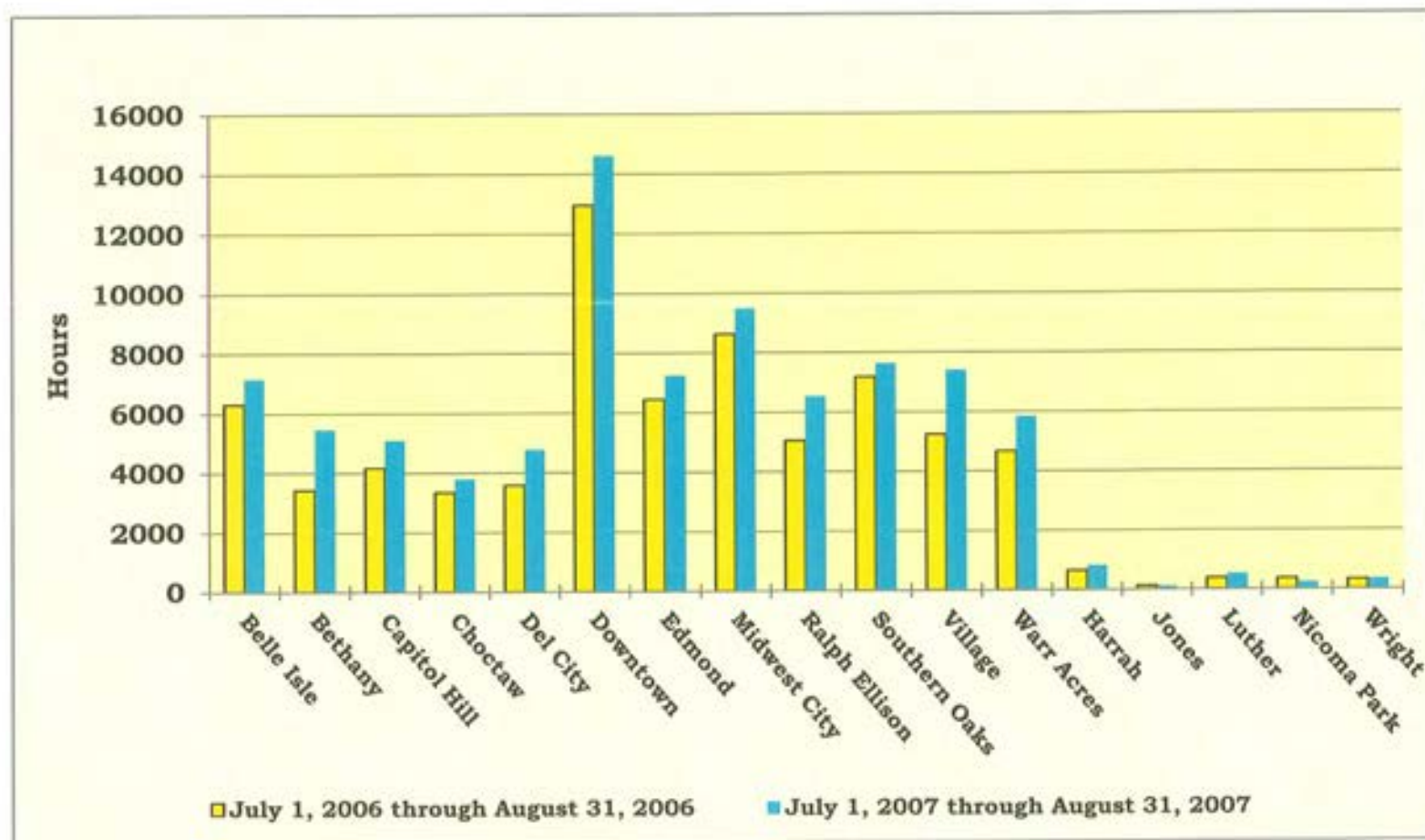
Circulation Gains and Losses

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

AUGUST 31, 2007		<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	07	3477	6690	1527	3205	5004	9895	
	08	3330	6724	1238	2835	4568	9559	
		-147	34	-289	-370	-436	-336	-3.4
JONES	07	1171	2393	284	566	1455	2959	
	08	934	1910	164	655	1098	2565	
		-237	-483	-120	89	-357	-394	-13.3
LUTHER	07	2852	6904	1017	2603	3869	9507	
	08	4143	8184	1118	2658	5261	10842	
		1291	1280	101	55	1392	1335	14.0
NICOMA PARK	07	1849	3548	310	948	2159	4496	
	08	1387	2697	228	557	1615	3254	
		-462	-851	-82	-391	-544	-1242	-27.6
WRIGHT	07	626	1237	107	379	733	1616	
	08	575	1456	215	572	790	2028	
		-51	219	108	193	57	412	25.5
<u>OTHER:</u>								
BOOK CENTERS	07	9314	18630	11997	23997	21311	42627	
	08	9557	19119	6114	12136	15671	31255	
		243	489	-5883	-11861	-5640	-11372	-26.7
BOOKS-BY-MAIL	07	1754	3641	0	0	1754	3641	
	08	1920	3911	0	0	1920	3911	
		166	270	0	0	166	270	7.4
TOTALS	07	373614	750846	167184	372237	540798	1123083	
	08	353494	725475	151571	347956	505065	1073431	
		-20120	-25371	-15613	-24281	-35733	-49652	-4.4

Total Computer Hours Used by Library

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)



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Total Computer Usage

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	628		4,833		3,363.03		1,730		9,130		6,307.83	
	08	510		5,118		3,662.77		1,630		10,140		7,168.13	
		-118	-18.8	285	5.9	299.74	8.9	-100	-5.8	1,010	11.1	860.30	13.6
BETHANY	07	367		2,516		1,774.46		1,008		4,963		3,436.16	
	08	428		3,794		2,831.67		1,284		7,553		5,471.37	
		61	16.6	1,278	50.8	1,057.21	59.6	276	27.4	2,590	52.2	2,035.21	59.2
CAPITOL HILL	07	340		2,946		2,136.73		996		5,790		4,171.55	
	08	389		3,609		2,642.66		1,119		6,840		5,110.94	
		49	14.4	663	22.5	505.93	23.7	123	12.3	1,050	18.1	939.39	22.5
CHOCTAW	07	240		2,004		1,766.43		670		3,778		3,344.67	
	08	235		2,430		1,951.37		737		4,634		3,792.18	
		-5	-2.1	426	21.3	184.94	10.5	67	10.0	856	22.7	447.51	13.4
DEL CITY	07	362		2,552		1,860.20		977		4,958		3,585.69	
	08	412		3,310		2,441.94		1,196		6,619		4,788.83	
		50	13.8	758	29.7	581.74	31.3	219	22.4	1,661	33.5	1,203.14	33.6
DOWNTOWN	07	591		8,414		6,726.48		1,899		16,325		12,957.51	
	08	498		10,684		7,572.85		1,737		20,787		14,616.00	
		-93	-15.7	2,270	27.0	846.37	12.6	-162	-8.5	4,462	27.3	1,658.49	12.8
EDMOND	07	666		4,982		3,404.05		1,916		9,467		6,450.12	
	08	620		5,069		3,670.33		1,812		10,159		7,253.51	
		-46	-6.9	87	1.7	266.28	7.8	-104	-5.4	692	7.3	803.39	12.5
MIDWEST CITY	07	862		6,057		4,344.53		2,385		12,215		8,628.97	
	08	839		6,857		4,869.54		2,375		13,425		9,498.76	
		-23	-2.7	800	13.2	525.01	12.1	-10	-4	1,210	9.9	869.79	10.1
RALPH ELLISON	07	433		3,308		2,616.83		1,213		6,204		5,049.82	
	08	361		4,747		3,390.45		1,076		9,432		6,543.74	
		-72	-16.6	1,439	43.5	773.62	29.6	-137	-11.3	3,228	52.0	1,493.92	29.6

Total Computer Usage

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	791		5,396		3,667.51		2,114		10,729		7,179.60	
	08	725		5,487		3,933.92		2,063		10,879		7,636.25	
		-66	-8.3	91	1.7	266.41	7.3	-51	-2.4	150	1.4	456.65	6.4
VILLAGE	07	566		4,140		2,723.80		1,629		8,022		5,246.68	
	08	588		5,566		3,863.54		1,685		11,023		7,414.96	
		22	3.9	1,426	34.4	1,139.74	41.8	56	3.4	3,001	37.4	2,168.28	41.3
WARR ACRES	07	430		3,577		2,461.71		1,355		6,816		4,676.14	
	08	453		4,642		3,061.62		1,356		8,837		5,843.91	
		23	5.3	1,065	29.8	599.91	24.4	1	.1	2,021	29.7	1,167.77	25.0
HARRAH	07	57		515		376.51		171		885		651.40	
	08	70		550		419.53		214		1,088		825.10	
		13	22.8	35	6.8	43.02	11.4	43	25.1	203	22.9	173.70	26.7
JONES	07	11		75		53.28		32		171		128.04	
	08	8		66		57.88		28		139		121.71	
		-3	-27.3	-9	-12.0	4.60	8.6	-4	-12.5	-32	-18.7	-6.33	-4.9
LUTHER	07	35		214		196.28		133		467		388.43	
	08	37		354		319.60		147		676		533.65	
		2	5.7	140	65.4	123.32	62.8	14	10.5	209	44.8	145.22	37.4
NICOMA PARK	07	15		173		158.07		55		405		360.56	
	08	20		133		90.97		54		321		247.20	
		5	33.3	-40	-23.1	-67.10	-42.4	-1	-1.8	-84	-20.7	-113.36	-31.4
WRIGHT	07	21		301		190.67		61		513		328.98	
	08	18		267		197.72		64		488		352.34	
		-3	-14.3	-34	-11.3	7.05	3.7	3	4.9	-25	-4.9	23.36	7.1
TOTAL	07	6,415		52,003		37,820.57		18,344		100,838		72,892.15	
	08	6,211		62,683		44,978.36		18,577		123,040		87,218.58	
		-204	-3.2	10,680	20.5	7,157.79	18.9	233	1.3	22,202	22.0	14,326.43	19.7

Computer Usage by Adult Customers

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	532		4,262		2,975.35		1,500		8,106		5,612.55	
	08	430		4,590		3,274.59		1,377		8,990		6,322.22	
		-102	-19.2	328	7.7	299.24	10.1	-123	-8.2	884	10.9	709.67	12.6
BETHANY	07	292		2,151		1,514.65		812		4,098		2,854.70	
	08	347		2,720		2,003.61		979		5,152		3,724.12	
		55	18.8	569	26.5	488.96	32.3	167	20.6	1,054	25.7	869.42	30.5
CAPITOL HILL	07	196		1,212		971.35		560		2,341		1,789.17	
	08	208		1,566		1,247.62		588		2,963		2,341.88	
		12	6.1	354	29.2	276.27	28.4	28	5.0	622	26.6	552.71	30.9
CHOCTAW	07	157		1,344		1,159.39		455		2,445		2,117.05	
	08	160		1,466		1,140.22		499		2,787		2,159.59	
		3	1.9	122	9.1	-19.17	-1.7	44	9.7	342	14.0	42.54	2.0
DEL CITY	07	281		2,113		1,555.75		779		4,027		2,921.32	
	08	325		2,222		1,601.54		895		4,283		3,047.42	
		44	15.7	109	5.2	45.79	2.9	116	14.9	256	6.4	126.10	4.3
DOWNTOWN	07	474		7,217		5,826.52		1,593		14,078		11,270.26	
	08	398		9,420		6,601.38		1,426		18,185		12,679.98	
		-76	-16.0	2,203	30.5	774.86	13.3	-167	-10.5	4,107	29.2	1,409.72	12.5
EDMOND	07	526		4,031		2,714.49		1,553		7,735		5,198.19	
	08	483		3,981		2,868.58		1,432		7,822		5,577.26	
		-43	-8.2	-50	-1.2	154.09	5.7	-121	-7.8	87	1.1	379.07	7.3
MIDWEST CITY	07	705		4,701		3,385.02		1,906		9,062		6,474.45	
	08	669		4,800		3,456.24		1,786		9,148		6,564.58	
		-36	-5.1	99	2.1	71.22	2.1	-120	-6.3	86	.9	90.13	1.4
RALPH ELLISON	07	337		2,397		1,836.50		919		4,361		3,306.31	
	08	276		2,275		1,708.45		735		4,330		3,129.85	
		-61	-18.1	-122	-5.1	-128.05	-7.0	-184	-20.0	-31	-.7	-176.46	-5.3

Computer Usage by Adult Customers

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	594		3,574		2,495.21		1,573		6,830		4,687.34	
	08	511		3,505		2,578.14		1,471		7,002		5,028.56	
		-83	-14.0	-69	-1.9	82.93	3.3	-102	-6.5	172	2.5	341.22	7.3
VILLAGE	07	442		3,023		2,007.62		1,282		5,850		3,881.14	
	08	457		3,673		2,594.73		1,291		7,013		4,797.26	
		15	3.4	650	21.5	587.11	29.2	9	.7	1,163	19.9	916.12	23.6
WARR ACRES	07	340		2,649		1,860.92		1,102		5,213		3,632.77	
	08	374		3,135		2,100.22		1,074		5,771		3,855.40	
		34	10.0	486	18.3	239.30	12.9	-28	-2.5	558	10.7	222.63	6.1
HARRAH	07	37		357		235.38		116		635		425.59	
	08	49		363		262.42		133		696		495.17	
		12	32.4	6	1.7	27.04	11.5	17	14.7	61	9.6	69.58	16.3
JONES	07	7		39		30.97		15		73		62.08	
	08	5		38		31.69		15		62		52.27	
		-2	-28.6	-1	-2.6	.72	2.3		.0	-11	-15.1	-9.81	-15.8
LUTHER	07	20		113		88.90		67		228		183.60	
	08	18		166		153.32		64		321		250.15	
		-2	-10.0	53	46.9	64.42	72.5	-3	-4.5	93	40.8	66.55	36.2
NICOMA PARK	07	11		82		57.15		31		157		104.55	
	08	16		105		63.58		39		183		110.77	
		5	45.5	23	28.0	6.43	11.3	8	25.8	26	16.6	6.22	5.9
WRIGHT	07	14		253		161.66		41		416		273.42	
	08	15		171		114.93		45		305		206.35	
		1	7.1	-82	-32.4	-46.73	-28.9	4	9.8	-111	-26.7	-67.07	-24.5
TOTAL	07	4,965		39,518		28,876.83		14,304		75,655		54,794.49	
	08	4,741		44,196		31,801.26		13,849		85,013		60,342.83	
		-224	-4.5	4,678	11.8	2,924.43	10.1	-455	-3.2	9,358	12.4	5,548.34	10.1

Computer Usage by Minor Customers

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	96		571		387.68		230		1,024		695.28	
	08	80		528		388.18		253		1,150		845.91	
		-16	-16.7	-43	-7.5	.50	.1	23	10.0	126	12.3	150.63	21.7
BETHANY	07	75		365		259.81		196		865		581.46	
	08	81		1,074		828.06		305		2,401		1,747.25	
		6	8.0	709	194.2	568.25	218.7	109	55.6	1,536	177.6	1,165.79	200.5
CAPITOL HILL	07	144		1,734		1,165.38		436		3,449		2,382.38	
	08	181		2,043		1,395.04		531		3,877		2,769.06	
		37	25.7	309	17.8	229.66	19.7	95	21.8	428	12.4	386.68	16.2
CHOCTAW	07	83		660		607.04		215		1,333		1,227.62	
	08	75		964		811.15		238		1,847		1,632.59	
		-8	-9.6	304	46.1	204.11	33.6	23	10.7	514	38.6	404.97	33.0
DEL CITY	07	81		439		304.45		198		931		664.37	
	08	87		1,088		840.40		301		2,336		1,741.41	
		6	7.4	649	147.8	535.95	176.0	103	52.0	1,405	150.9	1,077.04	162.1
DOWNTOWN	07	117		1,197		899.96		306		2,247		1,687.25	
	08	100		1,264		971.47		311		2,602		1,936.02	
		-17	-14.5	67	5.6	71.51	7.9	5	1.6	355	15.8	248.77	14.7
EDMOND	07	140		951		689.56		363		1,732		1,251.93	
	08	137		1,088		801.75		380		2,337		1,676.25	
		-3	-2.1	137	14.4	112.19	16.3	17	4.7	605	34.9	424.32	33.9
MIDWEST CITY	07	157		1,356		959.51		479		3,153		2,154.52	
	08	170		2,057		1,413.30		589		4,277		2,934.18	
		13	8.3	701	51.7	453.79	47.3	110	23.0	1,124	35.6	779.66	36.2
RALPH ELLISON	07	96		911		780.33		294		1,843		1,743.51	
	08	85		2,472		1,682.00		341		5,102		3,413.89	
		-11	-11.5	1,561	171.4	901.67	115.5	47	16.0	3,259	176.8	1,670.38	95.8

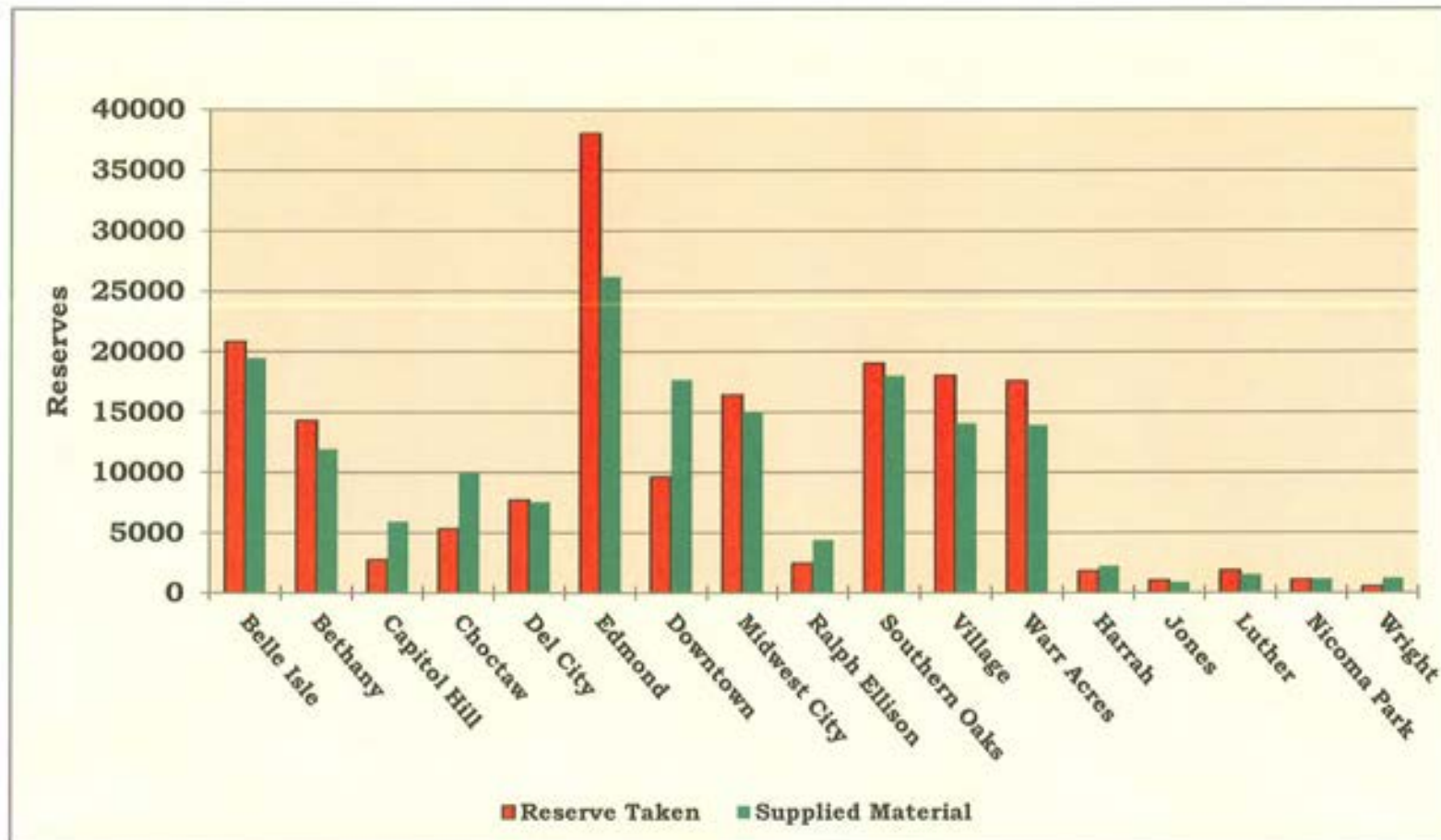
Computer Usage by Minor Customers

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	197		1,822		1,172.30		541		3,899		2,492.26	
	08	214		1,982		1,355.78		592		3,877		2,607.69	
		17	8.6	160	8.8	183.48	15.7	51	9.4	-22	-6	115.43	4.6
VILLAGE	07	124		1,117		716.18		347		2,172		1,365.54	
	08	131		1,893		1,268.81		394		4,010		2,617.70	
		7	5.6	776	69.5	552.63	77.2	47	13.5	1,838	84.6	1,252.16	91.7
WARR ACRES	07	90		928		600.79		253		1,603		1,043.37	
	08	79		1,507		961.40		282		3,066		1,988.51	
		-11	-12.2	579	62.4	360.61	60.0	29	11.5	1,463	91.3	945.14	90.6
HARRAH	07	20		158		141.13		55		250		225.81	
	08	21		187		157.11		81		392		329.93	
		1	5.0	29	18.4	15.98	11.3	26	47.3	142	56.8	104.12	46.1
JONES	07	4		36		22.31		17		98		65.96	
	08	3		28		26.19		13		77		69.44	
		-1	-25.0	-8	-22.2	3.88	17.4	-4	-23.5	-21	-21.4	3.48	5.3
LUTHER	07	15		101		107.38		66		239		204.83	
	08	19		188		166.28		83		355		283.50	
		4	26.7	87	86.1	58.90	54.9	17	25.8	116	48.5	78.67	38.4
NICOMA PARK	07	4		91		100.92		24		248		256.01	
	08	4		28		27.39		15		138		136.43	
			.0	-63	-69.2	-73.53	-72.9	-9	-37.5	-110	-44.4	-119.58	-46.7
WRIGHT	07	7		48		29.01		20		97		55.56	
	08	3		96		82.79		19		183		145.99	
		-4	-57.1	48	100.0	53.78	185.4	-1	-5.0	86	88.7	90.43	162.8
TOTAL	07	1,450		12,485		8,943.74		4,040		25,183		18,097.66	
	08	1,470		18,487		13,177.10		4,728		38,027		26,875.75	
		20	1.4	6,002	48.1	4,233.36	47.3	688	17.0	12,844	51.0	8,778.09	48.5

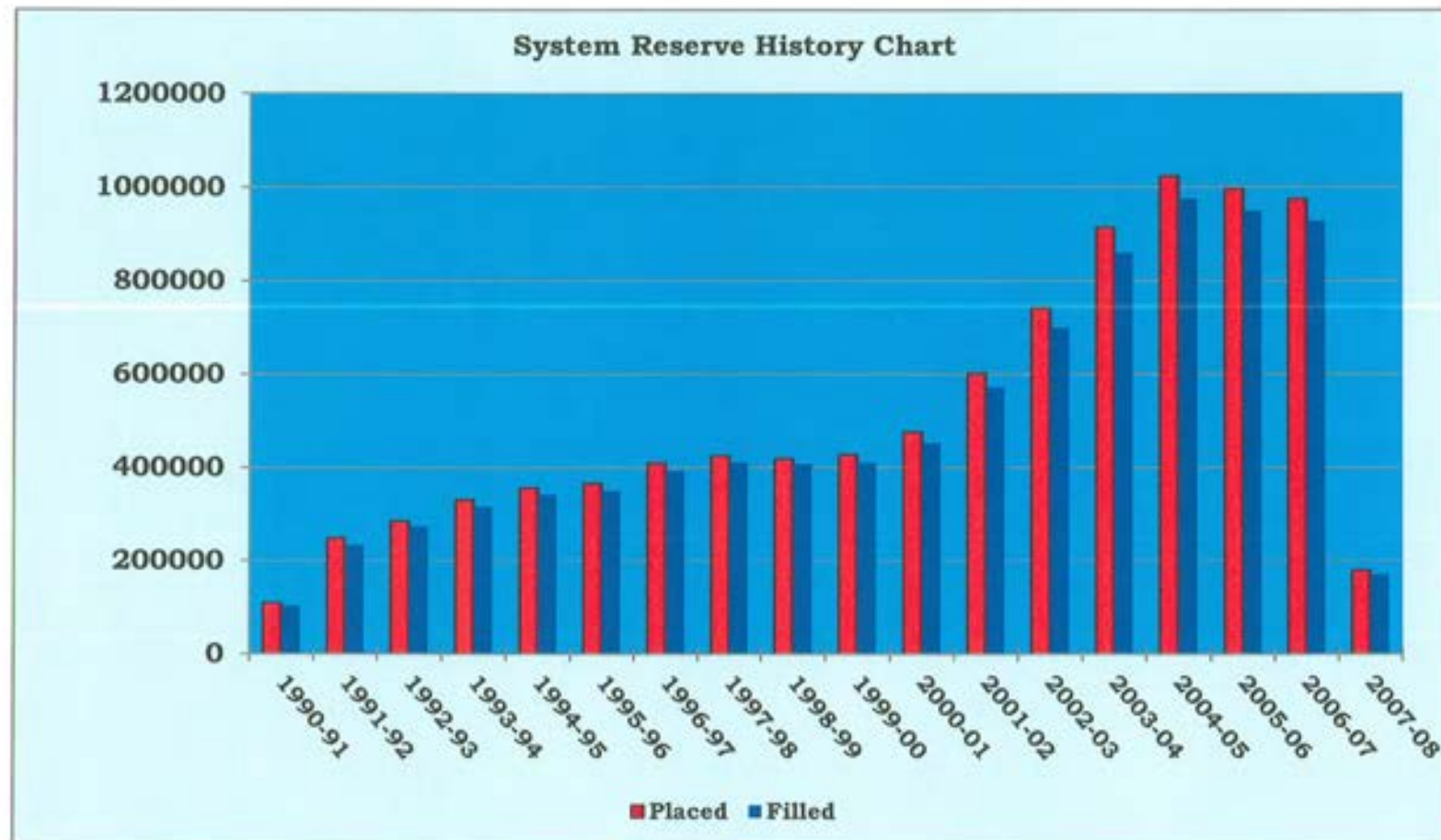
System Reserve Report

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)



System Reserve Report

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)



System Reserves Report

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	07	10,332	20,618		9,969	19,576	
	08	9,874	20,835		9,725	20,106	
		-458	217	1.1	-244	530	2.7
BETHANY	07	7,444	14,527		7,233	13,733	
	08	6,900	14,294		6,791	13,680	
		-544	-233	-1.6	-442	-53	-.4
CAPITOL HILL	07	1,372	2,688		1,278	2,452	
	08	1,443	2,753		1,321	2,514	
		71	65	2.4	43	62	2.5
CHOCTAW	07	2,848	5,398		2,736	5,113	
	08	2,861	5,301		2,717	4,947	
		13	-97	-1.8	-19	-166	-3.2
DEL CITY	07	4,120	8,280		4,025	7,979	
	08	3,996	7,701		3,807	7,273	
		-124	-579	-7.0	-218	-706	-8.8
EDMOND	07	18,455	36,257		18,296	35,053	
	08	18,512	38,044		18,087	36,488	
		57	1,787	4.9	-209	1,435	4.1
DOWNTOWN	07	4,755	10,008		4,559	9,432	
	08	4,820	9,609		4,581	9,055	
		65	-399	-4.0	22	-377	-4.0
MIDWEST CITY	07	8,286	16,373		8,099	15,697	
	08	7,942	16,420		7,847	15,739	
		-344	47	.3	-252	42	.3
RALPH ELLISON	07	1,298	2,523		1,187	2,346	
	08	1,308	2,463		1,228	2,326	
		10	-60	-2.4	41	-20	-.9
SOUTHERN OAKS	07	9,759	19,332		9,324	17,984	
	08	9,143	19,029		8,856	17,964	
		-616	-303	-1.6	-468	-20	-.1
VILLAGE	07	8,885	18,132		8,585	17,081	
	08	9,156	18,032		8,770	17,246	
		271	-100	-.6	185	165	1.0
WARR ACRES	07	7,921	16,905		7,875	16,199	
	08	8,648	17,600		8,474	16,970	
		727	695	4.1	599	771	4.8

System Reserves Report

July 1, 2007 through August 31, 2007 (16.67% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	07	823	1,573		831	1,550	
	08	848	1,831		834	1,738	
		25	258	16.4	3	188	12.1
JONES	07	772	1,573		667	1,304	
	08	474	1,034		546	1,102	
		-298	-539	-34.3	-121	-202	-15.5
LUTHER	07	701	1,637		783	1,590	
	08	1,037	1,870		937	1,755	
		336	233	14.2	154	165	10.4
NICOMA PARK	07	422	976		499	959	
	08	612	1,100		556	1,013	
		190	124	12.7	57	54	5.6
WRIGHT	07	276	553		243	538	
	08	284	535		232	481	
		8	-18	-3.3	-11	-57	-10.6
BOOKS-BY-MAIL	07	694	1,377		632	1,264	
	08	439	980		460	995	
		-255	-397	-28.8	-172	-269	-21.3
TOTAL	07	89,163	178,731		86,821	169,851	
	08	88,297	179,434		85,769	171,395	
		-866	703	.4	-1,052	1,544	.9

EXECUTIVE DIRECTOR'S REPORT

SEPTEMBER 2007

COMMISSION UPDATE

I am happy to announce that Nancy Anthony, David Greenwell, Jose Jimenez and Hugh Rice were reappointed by the Oklahoma City Council at their meeting on July 31.

In addition, the Oklahoma City Council has approved 4 new commission members. They are Ms. G. Alexandra Vera, Ms. Tracy L. McGehee, Ms. Lori Nelson and Mrs. Fran Cory. Ms. Nelson is replacing commission member Millicent Gillogly. Millicent has been a valuable member of the commission and will be missed very much. She will be back in Oklahoma in November and we plan to recognize her service to the commission at that time.

Harrah has appointed Ms. Kim Patterson as their representative to the Commission; and Nicoma Park has approved Mr. Jim Shonts as their representative. Beth Toland was appointed by Warr Acres to serve as their representative to the commission.

The commission membership as of today stands at 26. We have not received word from Del City as to a replacement for Cynthia Trent.

The quorum requirement for the commission will be 14 members when the Del City vacancy is filled.

Suggested revisions to the Commission Bylaws have been reviewed by Bill Comstock and Commission chair, Hugh Rice. These revisions relate to changes needed in light of the changed number of library commissioners. The commission will need to review and recommend changes to the bylaws to reflect the new legislation.

CAFÉ OPEN!

The 1st Edition and Espresso Bar opened on Friday, August 3rd. For the first several weeks café staff will be having "soft opening" as they finalize details and refine menus. Several of us have sampled the coffee, pastries, sandwiches and salads and they are getting high marks! Next time you are downtown, come by and try some of their specialties.

E-Rate Funding Commitment received

We recently received notification of our E-Rate commitment for Fiscal Year 2007. As you might recall, these are discounts on telecommunication rates for telecom services and Internet Access. These discounts will save the library \$236,238.51 in the coming year.

RECENTLY PUBLISHED BOOKS BY MLS STAFF AND COMMISSION MEMBER

Congratulations to MLS/Downtown staff member Larry "Buddy Johnson" and Commission member Greg Womack for their newly published books. Buddy is the author of "Historic Photos of Oklahoma City", which captures the remarkable story of this city and its people through vintage photos. This is a book published by Turner Publishing which is doing a series of books featuring historic photos of cities. Most of the photos are from the Nation Archives and OK Historical Society; but about 10 are from our Oklahoma Images Collection.

Greg Womack has just published the book "Wisdom & Wealth: A Christians Guide to Managing your Life and Finances. The book is published by Beacon Hill Press and is available through Amazon.com.

NORTHWEST LIBRARY COMMUNITY MEETING PLANNED.

MLS and OKC will be holding a community meeting on Tuesday, October 16, 2007 from 7:00pm to 9:00p to discuss the new **Northwest** Library. The meeting will be held at the Crossings Community Church, located at 1460 N. Portland. This meeting will be led by Architectural Consultant, Jeffrey Scherer and is intended to solicit input from residents in the Northwest OKC area as to some of their wishes and ideas concerning plans for the new library.

CAPITAL PROJECTS UPDATE

Staff continues to work with Studio on completing the design plans for the **Service Center**. On September 6th, MLS staff members traveled to Dallas, Texas to look at an RFID sorter. This sorter is being considered for use in the new service center to expedite the sorting of new books and intra-agency materials. It is a fascinating piece of equipment and we were all impressed with the process. On the way back we stopped at the Lewisville Public Library and the North Denton Library, both of which have been renovated or remodeled in the last couple of years. The next phase of the project, *Construction Documents*, has started.

The **Northwest** site selection is nearing completion. Oklahoma City is working out final details regarding the purchase of the land. We hope to be able to announce the site within the next week or two.

Work on the **Ralph Ellison** project is proceeding and staff is in the process of completing space requirements for the architects.

OKC continues to work with the contractor, BMI and his subcontractors to correct the leaks at the **Downtown Library**.

The **2007 General Obligation Bond Package** was approved by the OKC Council on Tuesday, September 11th. The election will be held on December 11, 2007. This bond package includes funding for the:

- ◆ Northwest Library - \$3,240,000 which would be added to the 2000 bond funds. This is needed to cover the cost of the land and the impact of inflation.
- ◆ Capitol Hill Library - \$2,760,000 for construction in 2010.
- ◆ Belle Isle Library - \$3,730,000 for construction in 2012.

We are pleased that these projects requested by MLS staff have been included in the proposal. Officials from Oklahoma City will be invited to speak to commissioners in October about the upcoming election.

Attached to the Directors report is a letter the commission received from the City of **Edmond** this week. City officials are very interested in working with the commission to provide a 2nd Library for the **Edmond** community. The attached letter provides more detail as the inclusion of this library as part of Edmond's 2007-09 Strategic Plan.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Speaker at Women's Book Club
- Attended Legislative meeting @ ODL

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Celebrate! Made in Oklahoma Products

October 1-31

Time: 9:00am-9:00pm

Location: Southern Oaks Library

All Ages

Celebrate customer appreciation month, October 1-31st.

Made in Oklahoma...Good For You. Good for Oklahoma!

Did you know that Made in Oklahoma food products present \$2 billion in annual sales and generate 18,000 jobs for Oklahomans? Visit the Southern Oaks library anytime during the month of October and register for a chance to win a beautiful "Made in Oklahoma" basket, filled with Oklahoma products.

Books on Trail: "Red Scare in the Heartland"

October 1, Choctaw Library, 6:30pm

Also October 2, Southern Oaks Library, 6:30pm

And October 2, Edmond Library 6:30pm

Adults

Woody Guthrie, Eleanor Roosevelt and many others protested an event that happened in Oklahoma City in the 1940's. Join us for this "Spotlight on OK History." Learn about this little known part of our city's history. The speaker, Wayne Wiegand, will tell the story of what happened when four book store proprietors in Oklahoma City were put on trial not for anything they said or did but for what was in the books they sold. A thought provoking story to highlight the questions around banned books. Mr. Wiegand is Director of American Studies at the Florida State University and bases his lecture on research done for his book, "Books On Trail: Red Scare in the Heartland."

"Alfalfa Bill" Murray as portrayed by John Hinkle

Monday, October 1

Time: 7:00pm-8:00pm

Location: Edmond Library

Junior High to Adults

No other single individual is more colorful or more controversial in past Oklahoma politics than Oklahoma Governor "Alfalfa Bill" William H. Murray. He was an agronomist, a lawyer, a secretary to the Indian Territorial Sequoyah Constitutional Convention; Speaker of the 1st elected House of Representatives, among other things. Hinkle's comment is, "To say Alfalfa Bill was colorful is an enormous understatement. Oklahomans either loved him or hated him. He is hero/villain, he is good/evil. I think that he is worthy of a Shakespeare play because he's so complex." The performance is written for adults and Oklahoma History Students.

Schedule for Alfalfa Bill:

10/1 - Edmond Library, 7:00pm

10/3 - Luther Library, 3:15pm

10/3 - Del City Library, 6:30pm

10/4 - Capitol Hill Library, 1:00pm

10/6 - Choctaw Library, 2:00pm

10/7 - Belle Isle Library, 2:00pm
10/9 - Warr Acres Library, 7:00pm
10/11 - Bethany Library, 6:30pm
10/12 - Village Library, 10:30am
10/13 - Southern Oaks Library, 2:00pm
10/14 - Midwest City Library, 2:00pm

Trees and Their Care from the Oklahoma Forestry Service

Thursday, October 18
Time: 7:00pm-8:00pm
Location: Belle Isle
All Ages

Winter is upon us so learn about the trees of Oklahoma and preparing them for winter. Alanna McFarland from the State of Oklahoma Forestry Service will present this workshop. Please sign up at the Belle Isle Reference Desk.

Write a Novel in 30 Days

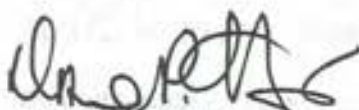
Monday, October 29
Time: 7:30pm-8:30pm
Location: Midwest City Library
Adults

Have you ever wanted to write a novel? With this unique approach, you can write a novel in just thirty days! In this first session, you'll get the guidebook and learn the rules to start planning your novel, but don't start writing yet! National Novel Writing Month officially starts November 1st. Join us on Mondays for a month and get that novel written! Register at the Information Desk, or call Beth Wilson at 732-4828.

Vegan Cooking

Tuesday, October 30
Time: 6:30pm-7:30pm
Location: Del City Library
Adults

Do you like tasty and healthy food? Join amateur chef and librarian, Sam Weehunt, for some tasty vegan food and recipes. Sam is not a practicing vegan, but he has discovered that many vegan dishes are delicious and he wants to share them with you. Call 672-1377 to pre-register.



Daniel P. O'Neil
Mayor of Edmond