

# **METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY**

Thursday, January 17, 2008, 3:30 p.m.

Belle Isle Library

5501 N. Villa

Oklahoma City, OK 73112

(Telephone: 843-9601)

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 #58 – 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 (#59 - #62)**

- Document #59 – Approval of Minutes of December 13, 2007 Meeting
- Document #60 – Acceptance of Review of Expenditures for December 2007
- Document #61 – Approval of Contract Awards and Purchases  
Item A: Hewlett Packard CP 3505dn Printers
- Document #62 – Request to Declare Vehicles and Equipment Surplus

## **4:00 – 4:15 pm COMMITTEE REPORTS**

- Document #63 – Minutes from the Administrative and Personnel Committee meeting, December 11, 2007 – Dr. Ann Caine, chair
- 2008 Nominating Committee Report – Nancy Anthony, chair

## **4:15 – 4:30 pm SPECIAL PRESENTATIONS**

- Portable Family Place – Presented by: Lisa Wood, Children's Services Coordinator, Outreach
- *Winter Read Fest* – Presented by: Anita Roesler, Senior Services Coordinator, Outreach

## **4:30 – 4:45 pm INFORMATION REPORTS**

- Document #64 – MLS December 2007 Circulation Report
- Document #65 – MLS December 2007 Computer Usage Report
- Document #66 – MLS December 2007 System Reserve Report
- Document #67 – MLS 2007 Annual Report

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

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

- Request by Commission Chair for 2008 MLC Standing Committee assignments

### ***NEXT COMMISSION MEETING DATE AND PLACE:***

Thursday, February 21, 2008

Village Library, 10307 N. Penn., Oklahoma City, OK 73120

*JANUARY'S REFRESHMENTS HOSTED BY WARR ACRES LIBRARY  
BARBARA BEASLEY, MANAGER*

## **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 January 2008:

<b><u>Employees</u></b>	<b><u>Years of Service</u></b>
Jim Nimmo, Page, Downtown Library	15
Vickie. Dixon, Librarian, Downtown Library	10
Tim Fisher, Assistant Manager, Downtown Library	10
Kathy L. Fritsch, Page, Belle Isle Library	10
Buddy Johnson, Librarian, Downtown Library	10
Denise A. Lukes, Materials Selection Technician	10
Lisa L. Walker, Purchasing Specialist, Business Office	10
Kelley E. Hoffman, Benefits Manager, Human Resources	5

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

DATE: December 13, 2007      TIME: 3:30 pm

MEETING PLACE: Downtown Library

**Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 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 Downtown Library, 300 Park Avenue, Oklahoma City, on December 11, 2007, in conformity with the Oklahoma Open Meeting Act §311.**

**Commission Members**

PRESENT:

Nancy Anthony  
Ralph Bullard  
Dr. Ann Caine, Vice-Chair  
Carolyn Cornelius  
Deanna Hannah  
Lee Alan Leslie  
Penny McCaleb  
Tracy McDaniel  
Tracy McGehee  
Lori Nelson  
Mukesh Patel  
Marguerite Ross  
Judy Smith  
Beth Toland  
Ray Vaughn  
Greg Womack  
Hugh Rice, Chair  
Donna Morris, Executive Director  
**(Secretary)**

EXCUSED:

Glenda Choate  
Mick Cornett, Mayor of Oklahoma City  
Fran Cory  
Margaret Graham  
David Greenwell, Disbursing Agent  
Jose Jimenez  
Kim Patterson  
Jim Shonts  
Alyne Strube  
Alexandra Vera

Estimate of general public and staff attending: 31

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

Roll was called to establish a quorum. Present: Anthony, Bullard, Caine, Cornelius, Hannah, Leslie, McCaleb, McDaniel, McGehee, Nelson, Patel, Ross, Smith, Toland, Rice. (Arrived: Womack, 3:35; Vaughn, 3:38.)

**II.** Mr. Rice welcomed the two newest members of the commission, Mr. Tracy McDaniel, representative to Oklahoma City and Mr. Mukesh Patel, representative to Del City.

Mr. Rice introduced Mr. Phil Tolbert, Manager of the Capitol Hill Library.

Mr. Tolbert welcomed the commission and provided party horns to each commission member to celebrate the passing of the December 11<sup>th</sup> bond issue. Mr. Tolbert also provided a slideshow of the recent Holiday Open House celebration at Capitol Hill.

**III.** Mr. Rice presented Mrs. Shirley Pritchett with a Resolution of Appreciation for her years of service to the Metropolitan Library Commission.

**IV.** Mr. Rice introduced Mr. Jim Hassenbeck from Studio Architects who provided a story board presentation of the future Service Center. The presentation provided a description of the floor plan and the exterior and interior plans for the building. Assisting Mr. Hassenbeck with the presentation was Mr. Josh Hill and Ms. Emily Ellis. Questions and Discussion followed.

Mr. Rice and Mrs. Donna Morris, Executive Director, provided the new commission members with information on the future Service Center's function.

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

**VI.** Mr. Rice presented the Consent Docket; Document #50 – Approval of Minutes for November 15, 2007 Meeting; Document #51 – Acceptance of Review of Expenditures for November 2007; Document #52 – Approval of Contract Awards and Purchases.

Mr. Rice called for a motion.

**Ms. Marguerite Ross moved to accept the consent docket. Mrs. Nancy Anthony seconded. Questions and discussion followed. Motion passed unanimously.**

**VII.** Mr. Rice referred to the discussion, hiring, appointment, promotion, etc., of the Executive Director.

Mr. Rice called for a motion to go into Executive Session.

**Mrs. Beth Toland moved to go into Executive Session. Dr. Ann Caine seconded. No further Discussion. Motion passed unanimously.**

**VIII.** The Commission went into Executive Session at 3:52 p.m.

**IX.** The Commission ended Executive Session at 4:22 p.m.

**X.** Mr. Rice called for a motion to reconvene.

**Ms. Ross moved to reconvene. Dr. Caine seconded. No further Discussion. Motion passed unanimously.**

**XI.** The Commission reconvened at 4:23 p.m.

**XII.** Mr. Rice referred to Document #53 – Discussion, Consideration and Possible Action: Report and Recommendation ~ A & P Committee meeting, December 6, 2007, Dr. Ann Caine, Chair.

**Dr. Caine stated the motion coming from the Administrative & Personnel Committee is to renew Donna Morris', Executive Director's employment contract and award her a 7% pay increase; 4% for market adjustment and 3% for merit increase, effective December 31, 2007. A motion coming from Committee requires no second. No further discussion. Motion passed unanimously.**

**XIII.** Mr. Rice referred to Special Presentations ~ *Leadership MLS* – Stacy Schrank, Employee Development Coordinator.

Mr. Schrank provided information on the new training program entitled *Leadership MLS*. The goal of this program is to prepare and develop current employees for their current and future leadership positions within the organization. Mr. Schrank stated eight staff members were selected to participate in class I of the *Leadership MLS* program and next week will be the graduation ceremony for those individuals. Mr. Schrank extended an invitation to each commission member to attend the ceremony on Wednesday, December 19<sup>th</sup> at 11:30 a.m. Lunch will be provided.

**XIV.** Mr. Rice referred to the Information Reports.

- ◆ Document #54 – MLS Annual Statistical Report
- ◆ Document #55 – MLS November 2007 Circulation Report
- ◆ Document #56 – MLS November 2007 Computer Usage Report
- ◆ Document #57 – MLS November 2007 System Reserve Report

Discussion followed.


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

Mr. Morris stated the Oklahoma City Bond Election passed. Currently, two Requests for Qualifications have been sent out to Architects. One is for the Northwest Library Project, within the Metropolitan Library System and the other for the South Oklahoma City Library Project, within the Pioneer Library System. Proposals are due back on December 21.

The Downtown Library will once again be a venue for Opening Night. Boru's Ghost, a Celtic rock band and the Kristen Butke School of Irish Dance will be performing. Mrs. Morris encouraged Commission members who will be Downtown for the festivities to stop by the library.

**XVI.** The next Commission meeting will be held at the Belle Isle Library on January 17, 2008.

There being no further business, the meeting was adjourned at 4:40 pm.

  
Donna Morris, Executive Director  
(Secretary)

## **FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES**

December 31, 2007

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

For comparison, 50.00% of the fiscal year has passed.

### **COMMISSION ACTION**

That the Commission acknowledge the financial report of December 2007.

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

**December 31, 2007**

**ASSETS**

CASH - Overnight Investment Account		\$ 7,386,531.26
INVESTMENTS (Schedule attached)		18,456,920.77
TAXES RECEIVABLE: 2007-08 Ad Valorem Tax	25,551,797.00	
Less: Reserve for Delinquent Tax	(2,322,891.00)	
Budgeted Tax Revenue	23,228,906.00	
Less: Tax Received	(9,910,020.88)	
		13,318,885.12
<b>Total Assets</b>		<b><u>\$39,162,337.15</u></b>

**LIABILITIES, DEFERRED REVENUE AND FUND BALANCE**

**LIABILITIES:**

2006-07 Reserve for Appropriations	\$166,923.03	
2007-08 Purchase Orders Outstanding	1,002,669.15	
2006-07 Purchase Orders Outstanding	111,679.72	
2007-08 Checks Outstanding	84,082.54	
2006-07 Checks Outstanding	559.41	
<b>Total Liabilities</b>		<b>1,365,913.85</b>

**DEFERRED TAX REVENUE:**

Current Year Ad Valorem Tax	13,318,885.12
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**FUND BALANCE:**

Beginning of the Year	\$23,823,209.10	
Add: Revenues		
Budgeted	10,189,020.88	
Other	2,634,952.89	12,823,973.77
Less: Expenditures	(12,169,644.69)	
<b>Total Fund Balance</b>		<b><u>24,477,538.18</u></b>
<b>Total Liabilities, Deferred Revenue and Fund Balance</b>		<b><u>\$39,162,337.15</u></b>



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

**As of December 31, 2007**

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	11/16/2007	11/16/2014	5.686%	\$ 95,000.00
CD - Municipal Emp. Credit Union	6/18/2003	6/18/2009	3.750%	100,000.00
CD - Weokie Credit Union	1/17/2003	1/18/2010	4.100%	100,000.00
CD - UMB Bank	2/12/2003	2/18/2008	3.500%	100,000.00
CD - Stillwater National Bank	4/23/2003	5/23/2009	4.250%	100,000.00
CD - National Bank of Commerce.	12/20/2007	12/20/2008	4.180%	95,000.00
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	9/5/2008	5.010%	95,000.00
CD - Fidelity Bank	10/19/2004	10/19/2009	4.000%	100,000.00
CD - Quail Creek Bank	12/7/2007	6/7/2008	4.500%	95,000.00
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	3/5/2008	5.200%	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
FNMA 08-09	2/2/2007	1/16/2009	5.267%	2,004,684.44
Fed Home LN 08-09	7/16/2007	7/16/2009	5.250%	1,500,000.00
Fed Home LN BKS 08-10	10/29/2007	10/29/2010	5.000%	1,000,000.00
Fed Home LN MTG CORP 08-10	10/1/2007	4/1/2010	5.000%	2,400,000.00
Fed Home LN BKS 08-09	10/23/2007	10/23/2009	4.800%	1,000,000.00
Fed Home LN BKS 08-09	10/30/2007	10/30/2009	4.580%	2,000,000.00
Fed Home LN BKS 08-10	12/3/2007	9/3/2010	4.350%	1,000,000.00
Fed Home LN BKS 08-10	12/17/2007	12/17/2010	4.300%	2,000,000.00
Total Investments				<u>\$ 18,456,920.77</u>

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

**December 1, 2007 to December 31, 2007**

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<b><u>BUDGETED:</u></b>				
2007 Ad Valorem Tax	\$23,228,906.00	\$ 8,520,519.51	\$ 9,910,020.88	42.66%
State Aid	282,936.00	-	-	0.00%
Fines	<u>513,000.00</u>	<u>42,000.00</u>	<u>279,000.00</u>	54.39%
<b>Total Budgeted Revenue</b>	<b><u>\$ 24,024,842.00</u></b>	<b><u>\$ 8,562,519.51</u></b>	<b><u>\$10,189,020.88</u></b>	42.41%
<b><u>NOT BUDGETED:</u></b>				
Prior Years Taxes		\$ 89,043.66	\$ 1,765,868.71	
Gifts and Lost Books Fees		0.00	75,000.00	
Investment Income		50,773.37	681,773.16	
Flexible Benefits Account Balance		4,725.31	4,725.31	
Sale of Surplus Equipment		0.00	4,794.88	
Miscellaneous		<u>8,871.80</u>	<u>102,790.83</u>	
<b>Total Miscellaneous Revenue</b>		<b><u>\$ 153,414.14</u></b>	<b><u>\$ 2,634,952.89</u></b>	
<b>Total Revenue</b>	<b><u>\$ 24,024,842.00</u></b>	<b><u>\$ 8,715,933.65</u></b>	<b><u>\$12,823,973.77</u></b>	53.38%



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

**December 31, 2007**

	<u>BEGINNING OF MONTH</u>	<u>RECEIPTS December</u>	<u>EXPEND. December</u>	<u>ENDING BALANCE</u>
<b>REVOLVING FUNDS:</b>				
805 Gifts/Lost Books	\$ 36,535.26	\$ 5,117.92	\$ 658.58	\$ 40,994.60
810 Prepaid Fees	(2,007.72)	0.00	175.39	(2,183.11)
815 Fines	42,389.35	37,137.17	42,060.00	37,466.52
820 Copy	105,168.55	2,873.95	1,545.34	106,497.16
900 Special Event Fund	1,915.12	0.00	0.00	1,915.12
<b>Total Revolving Funds</b>	<u>\$ 184,000.56</u>	<u>\$ 45,129.04</u>	<u>\$ 44,439.31</u>	<u>\$ 184,690.29</u>

<b>GRANTS:</b>	<u>GRANT AMOUNT</u>	<u>RECEIPTS TO DATE</u>	<u>EXPEND. TO DATE</u>	<u>ENDING BALANCE</u>
<b><u>Special Grants</u></b>				
857 DN/LC Donations	92,000.00	92,029.29	89,785.96	2,243.33
859 OCCF/Invisible Man	26,721.81	26,721.81	25,294.28	1,427.53
876 08/Guild/Choctaw Books	3,500.00	3,500.00	3,224.90	275.10
879 08/Krisman/Books by Mail	1,000.00	1,000.00	0.00	1,000.00
884 08/OAC/Indian Classical Music	4,500.00	0.00	4,500.00	(4,500.00)
887 08/WalMart/MWC	300.00	300.00	0.00	300.00
901 07/Endowment/Vehicle	18,000.00	18,000.00	17,476.86	523.14
928 07/LET/Summer Reading	12,000.00	12,000.00	38.63	11,961.37
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	5,000.00	4,857.32	2,613.12	2,244.20
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	41,783.89	18,216.11
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	1,711.10	266.31

**Grants - Friends of MLS, Previous Years**

938 03 VI - Library Sign	5,000.00	5,000.00	0.00	5,000.00
877 06 Las Clases Espanolas	8,000.00	8,000.00	6,280.00	1,720.00
906 07 Summer at the Library	5,000.00	5,000.00	4,702.68	297.32
908 07 LIFE Come Read with Me	9,737.94	9,737.94	8,918.80	819.14
915 07 Library Enhancement - CH	1,108.00	1,108.00	962.97	145.03

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Grants - Friends of MLS, Current Fiscal Year</u>					
860	08 Volunteer Recognition	2,000.00	2,000.00	206.34	1,793.66
861	08 Staff Recognition	6,845.00	7,004.45	6,477.19	527.26
863	08 123 Play with Me	3,000.00	3,000.00	3,042.72	(42.72)
864	08 LIFE	7,500.00	7,500.00	1,669.05	5,830.95
868	08 Author Visit - Bob Burke	3,266.00	3,266.00	773.02	2,492.98
869	08 Our World - System Prgrmmng	14,400.00	14,400.00	5,000.00	9,400.00
870	08 Oklahoma Voices - Phase 3	5,000.00	5,000.00	4,848.62	151.38
873	08 Teen & Children's Furnishings	1,713.00	1,713.00	0.00	1,713.00
Total Grants					<u>\$65,478.82</u>
Total Special Funds					<u>\$ 250,169.11</u>



**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of December 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	713,465.50	4,624,710.97	46.53	9,939,418.00	5,314,707.03
102	Wages - Part-time	96,537.82	695,114.93	40.35	1,722,782.00	1,027,667.07
103	Payroll Taxes	59,918.99	392,111.71	48.58	807,177.00	415,065.29
109	Workers Comp Insurance	7,971.00	57,526.00	48.19	119,370.00	61,844.00
112	Group Insurance	119,820.38	733,290.41	45.42	1,614,468.00	881,177.59
113	Employees' retirement	38,771.29	1,052,456.67	80.17	1,312,852.00	260,395.33
114	Unemployment Compen.	.00	7,535.00	37.68	20,000.00	12,465.00
Total Personal Services		1,036,484.98	7,562,745.69	48.68	15,536,067.00	7,973,321.31
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**Maintenance & Operations - Contractual Services**

201	Bldg, Property, & Auto Insur.	.00	128,989.00	77.30	166,865.00	37,876.00
202	Liability/Bonding Insurance	.00	.00	.00	5,500.00	5,500.00
205	Rent of Library Buildings	400.00	2,800.00	58.33	4,800.00	2,000.00
206	Rent of Equipment	496.50	993.00	14.82	6,700.00	5,707.00
207	Janitorial Services	19,117.38	158,873.38	44.60	356,180.00	197,306.62
208	Maintenance of Facilities	20,137.72	124,793.94	44.59	279,875.00	155,081.06
211	Parking & Transportation	11,549.17	75,507.34	43.33	174,265.00	98,757.66
212	Travel Expenses	-61.42	20,517.78	24.81	82,708.00	62,190.22
213	Professional Services	73,687.14	222,652.87	58.13	383,045.00	160,392.13
214	Security Services	25,324.29	170,211.73	43.34	392,693.00	222,481.27
216	Telephone Services	4,689.76	63,768.29	22.54	282,960.00	219,191.71
217	Electrical Services	25,089.07	241,894.74	46.92	515,530.00	273,635.26
218	Gas Services	2,453.67	7,780.99	11.51	67,585.00	59,804.01
219	Water & Garbage Services	3,171.98	27,044.51	56.92	47,510.00	20,465.49
220	Trigen Energy Services	1,885.24	81,634.41	44.61	183,000.00	101,365.59
226	Memberships	600.00	15,843.50	58.13	27,255.00	11,411.50
230	Other Library-Related Services	140,255.68	188,092.82	56.98	330,087.00	141,994.18
231	Automation Contractual	24,433.53	145,384.94	44.27	328,417.00	183,032.06
236	Network Catalog Services	41.65	56,169.65	89.48	62,775.00	6,605.35
Total Contractual Services		353,271.36	1,732,952.89	46.87	3,697,750.00	1,964,797.11
		=====	=====		=====	=====

**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of December 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	1,133.93	53,377.56	26.11	204,420.00	151,042.44
302	Postage	15,577.08	113,528.38	41.02	276,765.00	163,236.62
303	Supplies	22,956.20	518,148.64	78.02	664,100.00	145,951.36
310	Maintenance Supplies	1,343.48	19,507.18	27.47	71,000.00	51,492.82
312	Safety Supplies & Equipment	.00	1,635.65	12.68	12,900.00	11,264.35
321	Gasoline & Oil	2,465.99	12,655.53	28.12	45,000.00	32,344.47
322	Vehicle Parts & Repairs	338.52	2,676.74	14.87	18,000.00	15,323.26
330	Programming Activities	10,287.49	65,495.63	32.34	202,525.00	137,029.37
331	Other Commodities	51.47	7,033.81	22.68	31,015.00	23,981.19
Total Commodities		54,154.16	794,059.12	52.04	1,525,725.00	731,665.88
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**Capital Outlays**

401	Books & Materials	185,357.57	1,427,485.54	43.59	3,275,170.00	1,847,684.46
404	Government Documents	.00	1,500.00	30.00	5,000.00	3,500.00
405	Book Repairs & Bindings	.00	177.99	8.09	2,200.00	2,022.01
407	Periodicals & Subscriptions	110,294.51	135,620.28	87.59	154,830.00	19,209.72
408	Furniture, Fixture, & Equipmnt	9,744.99	54,031.80	32.83	164,569.00	110,537.20
409	Motor Vehicles	45,420.00	45,420.00	90.84	50,000.00	4,580.00
410	Automation System & Equipment	149,289.15	357,490.68	74.52	479,719.00	122,228.32
450	Capital Projects	36,346.66	58,160.70	1.24	4,707,815.00	4,649,654.30
490	Capital Reserves - Current	.00	.00	.00	5,089,179.10	5,089,179.10
499	Reserve Carryover - Prior	.00	.00	.00	13,160,027.00	13,160,027.00
Total Capital Outlays		536,452.88	2,079,886.99	7.68	27,088,509.10	25,008,622.11
		=====	=====		=====	=====
Total Budget		1,980,363.38	12,169,644.69	25.43	47,848,051.10	35,678,406.41
		=====	=====		=====	=====



General Fund F.Y. 07-08

Warrant Register

December 2007

Number	Vendor/Payee	Purpose		Amount
G-01988	Gale Research	Materials	4,376.75	4,376.75
G-01989	Baker & Taylor Books	Materials	3,869.76	3,869.76
G-01990	Best of Books	Materials	57.44	57.44
G-01991	CCH Incorporated	Materials	159.68	159.68
G-01992	Gale Group	Materials	1,931.27	1,931.27
G-01993	Hal Leonard Publishing	Materials	365.73	365.73
G-01994	Random House, Inc	Materials	1,899.80	1,899.80
G-01995	Brilliance Corporation	Materials	807.81	807.81
G-01996	Ingram Library Service	Materials	1,752.57	1,752.57
G-01997	Digital Library Reserve, Inc	Materials	5,250.00	5,250.00
G-01998	Baker & Taylor Books	Materials	2,502.22	2,502.22
G-01999	Baker & Taylor Entertainment	Materials	4,525.09	4,525.09
G-02000	Teaching Company	Materials	5,623.30	5,623.30
G-02001	Faith Centered Resources	Materials	91.79	91.79
G-02002	Baker & Taylor Books	Materials	937.23	
		Materials	1,370.14	
		Materials	1,599.44	
		Materials	4,925.55	
		Materials	4,957.79	
		Materials	9,010.70	22,800.85
G-02003	Baker & Taylor Books	Materials	962.47	
		Materials	3,317.63	
		Materials	5,886.40	10,166.50
G-02004	Bank of Oklahoma	Payroll Transmittal-Chks	40,436.91	
		Payroll Transmittal-Chks	18,276.84	
		Payroll Transmittal-Chks	220.00	58,933.75
G-02005	Bank of Oklahoma	Federal Withholding Tax	36,159.60	
		Federal Withholding Tax	2,201.00	38,360.60
G-02006	Oklahoma Tax Commission	State Withholding Tax	13,103.00	
		State Withholding Tax	837.50	13,940.50
G-02007	Mun. Employees Credit Union	Employee Cr Union Deducts	11,375.51	
		Employee Cr Union Deducts	217.50	11,593.01
G-02008	United Way of Central Oklahoma	Employee Deductions	382.56	
		Employee Deductions	3.00	385.56
G-02009	Oklahoma Tax Commission	Employee Deductions	308.83	308.83
G-02010	Rausch, Sturm, Israel & Hornik	Employee Deductions	150.09	150.09
G-02011	Bank of America	Payroll Transmittal-DDep	186,805.56	
		Payroll Transmittal-DDep	21,578.58	
		Payroll Transmittal-DDep	990.00	209,374.14
G-02012	Nationwide Retirement Solution	Employee Deductions	7,888.69	7,888.69
G-02013	Transamerica Worksite Mktg.	Employee Deductions	551.67	551.67
G-02014	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,835.69	4,835.69
G-02015	Bank of Oklahoma	Employee Flexplan Deposit	18,934.26	18,934.26
G-02016	Bank of Oklahoma	Employee Soc/Sec Deposits	21,481.44	
		Employee Soc/Sec Deposits	2,894.50	
		Employee Medicare Deposit	5,108.74	
		Employee Medicare Deposit	676.94	
		Employer Soc/Sec Deposits	24,375.86	
		Employer Medicare Deposit	5,785.53	60,323.01
G-02017	MassMutual Financial Group	Employee Contrib -- DC PI	10,617.81	
		Employer Contrib -- DC PI	19,483.67	30,101.48
G-02018	Love, Beal & Nixon, P.C.	Employee Deductions	85.00	85.00



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Number	Vendor/Payee	Purpose		Amount
G-02019	ODHS Oklahoma Centralized	Employee Deductions	102.55	102.55
G-02020	Administrative Systems, Inc.	Employee Deductions	979.48	979.48
G-02021	City of Midwest City, Inc.	Maintenance of Facilities	4,500.00	4,500.00
G-02022	Federal Corporation	Maintenance of Facilities	35.58	35.58
G-02023	O G & E	Electrical Services	12,426.00	12,426.00
G-02024	City of Oklahoma City	Water & Garbage Services	1,099.63	1,099.63
G-02025	Triangle/A & E	Capital Projects	170.75	170.75
G-02026	Brodart, Inc.	Supplies	630.00	
		Supplies	192.00	822.00
G-02027	Southwestern Stationery and	Supplies	70.96	
		Supplies	151.97	222.93
G-02028	Borders Group, Inc.	Books & Materials	195.30	195.30
G-02029	Locke Supply Co.	Maintenance of Facilities	11.60	11.60
G-02030	Demco	Supplies	1,540.00	
		Supplies	243.02	
		Supplies	31.98	
		Supplies	475.00	
		Supplies	46.68	
		Supplies	3,050.00	5,386.68
G-02031	Gaylord Bros.	Supplies	107.51	
		Postage	16.50	
		Supplies	330.40	
		Supplies	213.84	668.25
G-02032	Highsmith Co., Inc.	Supplies	275.55	275.55
G-02033	Amazon Credit Plan	Supplies	37.79	37.79
G-02034	UNUM Life Insurance	Grp L-T Disab. Ins.-DEC	6,568.52	6,568.52
G-02035	Synergy Datacom Supply, Inc.	Maintenance of Facilities	12.09	12.09
G-02036	Central Oklahoma Winnelson	Maintenance of Facilities	16.01	16.01
G-02037	The Newspress	Subscriptions	142.80	142.80
G-02038	TDS Telecom	Telephone Services	115.47	115.47
G-02039	CompSource Oklahoma	Workers Comp Insurance	7,971.00	7,971.00
G-02040	Barbara Beasley	Mileage	14.79	14.79
G-02041	U.S. Postmaster	Postage	44.78	44.78
G-02042	Johnstone Supply	Maintenance of Facilities	288.73	288.73
G-02043	Sylvia Lawson	Mileage	9.22	9.22
G-02045	Mutual Assurance	Grp Life/AD&D Ins Prm-DEC	29,118.72	29,118.72
G-02046	Spaces, Inc.	Furniture	1,218.00	1,218.00
G-02047	Jill Justice	Programming Activities	300.00	300.00
G-02048	Priscilla Doss	Mileage	22.55	22.55
G-02049	Jill Vessels	Professional Services	450.00	450.00
G-02050	Oklahoma Gazette	Library Related Services	607.50	607.50
G-02051	Scott's Printing & Copying	Printing	549.54	
		Printing	1,159.95	1,709.49
G-02052	Candace McDaniel	Furniture, Fixtures	68.65	
		Furniture & Fixtures	143.00	211.65
G-02053	Dana Morrow	Programming Activities	181.24	181.24
G-02054	Cummins Southern Plains, Ltd.	Maintenance of Facilities	210.00	210.00
G-02055	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	107.00	107.00
G-02056	Jason Meyers	Programming Activities	700.00	700.00
G-02057	Town of Luther	Water & Garbage	44.25	44.25
G-02058	Evans Hardware	Maintenance of Facilities	3.96	
		Maintenance of Facilities	19.96	

\*\* Continued \*\*



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**Warrant Register**

December 2007

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-02058	Evans Hardware	Maintenance of Facilities	25.74	49.66
G-02059	Jeffrey J. Crawford	Security Services	325.00	325.00
G-02060	John Mark Dawson	Security Service	200.00	200.00
G-02061	Jim Austin Sales	Maintenance of Facilities	24.00	24.00
G-02062	Miguel A. Campos	Security Services	537.50	537.50
G-02063	Jurden Brown, Jr.	Security Services	437.50	437.50
G-02064	John Paull	Security Services	162.50	162.50
G-02065	Pacer Fitness Center	Professional Services	3,617.00	3,617.00
G-02066	OPUBCO Communications Group	Library Related Services	473.69	473.69
G-02067	Sharon A. Nolan	Programming Activities	103.97	103.97
G-02068	Rainbow Pennant Co.	Library-Related Services	250.00	250.00
G-02069	PS Print, LLC	Printing	1,440.69	1,440.69
G-02070	Joel McClung	Programming Activities	150.00	150.00
G-02071	Timothy W. Brewer, Jr.	Security Services	162.50	162.50
G-02072	HF Group, LLC	Book Repairs & Bindings	177.99	177.99
G-02073	City of Harrah	Water & Garbage	70.15	70.15
G-02074	AFP	Memberships	265.00	265.00
G-02075	City of Choctaw	Water & Garbage Services	94.50	94.50
G-02076	Vision Service Plan of	Grp Vision Ins Prem-DEC	2,170.57	2,170.57
G-02077	Office Depot Credit Plan	Supplies	667.13	
		Supplies	76.52	743.65
G-02078	Todd Olberding	Telephone Services	45.45	45.45
G-02079	Public Library Association	Professional Services	180.00	180.00
G-02080	Metropolitan Library System	Grp Med/Dtl Ins Prem-DEC	80,752.57	80,752.57
G-02081	Walmart Community	Supplies	92.50	92.50
G-02082	Bill's Pavement Maintenance	Maintenance of Facilities	370.00	
		Maintenance of Facilities	1,680.00	2,050.00
G-02083	Phillip M. Mitchell	Programming Activities	600.00	600.00
G-02084	Oklahoma City Ad Club	Memberships	250.00	250.00
G-02085	Kelley Hoffman	Mileage	30.94	30.94
G-02086	Securitas Security USA, Inc.	Security Services	6,131.44	6,131.44
G-02087	Maria Watkins	Mileage	24.25	24.25
G-02088	Maria Y. Bozarth	Programming Activities	100.00	100.00
G-02089	Angela Wall	Programming	60.00	60.00
G-02090	COTPA	Staff Parking	2,668.00	
		Staff Parking	2,217.00	
		Staff Parking	3,956.00	8,841.00
G-02091	Metropolitan Library System	Parking	10.00	
		Professional Services	96.94	
		Postage	125.46	
		Programming Activities	143.87	
		Programming Activities	158.52	
		Programming Activities	133.63	
		Other Commodities	5.39	
		Supplies	82.63	
		Safety Supplies	43.24	799.68
G-02092	City of Midwest City, Inc.	Water & Garbage Services	224.78	224.78
G-02093	Bradford Industrial Suppl Corp	Maintenance of Facilities	11.49	11.49
G-02094	O G & E	Electrical Services	4,455.25	4,455.25
G-02095	Oklahoma Natural Gas Co.	Gas Services	1,365.20	
		Gas Services	172.44	1,537.64



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Number	Vendor/Payee	Purpose		Amount
G-02096	City of the Village	Water & Garbage Services	80.98	80.98
G-02097	Locke Supply Co.	Maintenance of Facilities	74.95	74.95
G-02098	Eales Electronics Corp.	Maintenance of Facilities	25.00	25.00
G-02099	EBSCO Subscription Services	Subscriptions	36,180.98	
		Subscriptions	20,234.98	
		Subscriptions	19,455.08	
		Subscriptions	15,911.03	
		Subscriptions	8,801.34	
		Subscriptions	5,984.89	
		Subscriptions	838.17	
		Subscriptions	2,013.59	109,420.06
G-02100	Gale Research	Materials	1,908.95	1,908.95
G-02101	Hewlett-Packard Co.	Automation Contractual	12,741.00	12,741.00
G-02102	Ernestine Clark	Mileage	54.33	54.33
G-02103	Marie Harris	Programming Activities	100.00	100.00
G-02104	Baker & Taylor Books	Materials	4,316.43	4,316.43
G-02105	U.S. Postal Service	Postage	15,000.00	15,000.00
G-02106	Susan Ryan	Mileage	11.16	11.16
G-02107	West Group Payment Center	Subscriptions	399.48	
		Materials	1,086.00	1,485.48
G-02108	Marilyn E. Backus	Mileage	13.58	13.58
G-02109	Films for the Humanities	Materials	695.23	695.23
G-02110	Denyvetta Davis	Mileage	171.69	171.69
G-02111	Gale Group	Materials	592.82	592.82
G-02112	Urban Libraries Council	Memberships	7,500.00	7,500.00
G-02113	Staples Business Advantage	Supplies	79.76	
		Promotional Items	59.80	139.56
G-02114	Anne G. Fischer	Mileage	47.05	
		Telephone Services	50.00	97.05
G-02115	Friday	Subscriptions	50.00	50.00
G-02116	Spaces, Inc.	Furniture	1,850.20	1,850.20
G-02117	Walter Wayne McEvilly	Programming Activities	200.00	
		Programming Activities	200.00	400.00
G-02118	Rosemary Czarski	Mileage	24.74	24.74
G-02119	Sydna Yellowfish	Programming Activities	185.00	185.00
G-02120	Janet Brooks	Mileage	21.69	21.69
G-02121	INTEGRIS Corporate Assistance	Professional Services	812.00	812.00
G-02122	The Oil & Gas Directory	Materials	270.00	270.00
G-02123	Jonathan Willis	Mileage	27.65	27.65
G-02124	Mary Strasner	Mileage	23.77	23.77
G-02125	Mobile Storage Group	Maintenance of Facilities	21.48	21.48
G-02126	AT&T	Telephone Services	893.75	893.75
G-02127	Culinary Concepts, LLC	Programming Activities	920.00	920.00
G-02128	Ingram Library Service	Materials	1,442.25	1,442.25
G-02129	Julia Ballou	Mileage	39.77	39.77
G-02130	XPEDX	Supplies	262.70	262.70
G-02131	Audio Editions	Materials	647.00	647.00
G-02132	Lynda G. Bahr	Mileage	85.59	85.59
G-02133	Chickasaw Telecom, Inc.	Automation Contractual	383.50	383.50
G-02134	Brett Heitzke	Programming Activities	600.00	600.00
G-02135	Matthew Cotter	Mileage	31.04	31.04
G-02136	Minuteman Press	Printing	46.66	46.66



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Number	Vendor/Payee	Purpose		Amount
G-02137	Voss Lighting	Maintenance of Facilities	103.80	
		Maintenance of Facilities	766.96	
		Maintenance of Facilities	46.73	
		Maintenance of Facilities	112.28	1,029.77
G-02138	Landon Holman	Mileage	20.37	20.37
G-02139	Melissa O'Neil	Programming Activities	107.93	107.93
G-02140	GovConnection, Inc.	Computer Equipment	587.32	587.32
G-02141	Heidi Johnson	Mileage	4.85	4.85
G-02142	Medco Supply Company	Supplies	51.65	51.65
G-02143	Ruby Soutiere	Mileage	11.16	11.16
G-02144	Joan Porter	Mileage	24.25	24.25
G-02145	Kelley Riha	Mileage	88.27	88.27
G-02146	Daniel P. James	Programming Activities	90.00	90.00
G-02147	Walterine Alfredia Pickett	Programming Activities	150.00	150.00
G-02148	Right Management	Professional Services	24,744.68	24,744.68
G-02149	Kim Ventrella	Programming Activities	150.34	150.34
G-02150	Oklahoma Roofing &	Maintenance of Facilities	524.00	524.00
G-02151	Kevin Colwell	Mileage	7.28	7.28
G-02152	Kyle Dillingham	Programming	500.00	500.00
G-02153	Concentra Medical Centers	Professional Services	35.00	35.00
G-02154	Priscilla A. Russell	Programming Activities	300.00	300.00
G-02155	Polk Directories	Materials	2,825.00	2,825.00
G-02156	Crowe & Dunlevy	Professional Services	1,324.38	1,324.38
G-02157	Oklahoma Press Service	Materials	165.00	165.00
G-02158	Baker & Taylor Entertainment	Materials	3,207.67	3,207.67
G-02159	Metro Family Magazine	Library-Related Services	683.00	683.00
G-02160	Allied Waste Services #060	Water & Garbage	544.63	544.63
G-02161	Pamela Buchanan	Mileage	19.64	19.64
G-02162	Star Lighting	Maintenance of Facilities	37.74	37.74
G-02163	Louise Goldberg	Programming Activities	200.00	200.00
G-02164	Susan H. Wood	Programming Activities	125.00	125.00
G-02165	Target Bank	Programming Supplies	93.62	93.62
G-02166	Securitas Security USA, Inc.	Security Services	4,800.99	4,800.99
G-02167	Baker & Taylor Books	Materials	940.03	
		Materials	5,225.18	
		Materials	6,422.36	
		Materials	1,128.56	13,716.13
G-02168	Baker & Taylor Books	Materials	4,814.09	
		Materials	4,881.88	9,695.97
G-02169	Baker & Taylor Books	Materials	2,810.21	2,810.21
G-02170	SimplexGrinnell	Maintenance of Facilities	5,468.60	5,468.60
G-02171	Emily Williams	Mileage	33.95	33.95
G-02172	7-Eleven	Programming Activities	100.00	100.00
G-02173	Smart Technologies	Automation Contractual	355.00	355.00
G-02174	Midwest Single Source, Inc.	Supplies	8.04	8.04
G-02175	Stacy Schrank	Travel Expense	105.28	105.28
G-02176	Oklahoma Natural Gas Co.	Gas Services	791.03	791.03
G-02177	City of Oklahoma City	Water & Garbage Services	575.93	575.93
G-02178	Southwestern Stationery and	Printing	3,521.00	
		Supplies	50.10	
		Supplies	18.98	3,590.08
G-02179	Tech-Lock	Maintenance of Facilities	867.00	867.00



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Number	Vendor/Payee	Purpose		Amount
G-02180	Demco	Supplies	86.83	
		Supplies	28.51	
		Supplies	127.73	243.07
G-02181	EBSCO Subscription Services	Subscriptions	255.97	255.97
G-02182	Gale Research	Materials	2,932.95	2,932.95
G-02183	Highsmith Co., Inc.	Supplies	305.60	305.60
G-02184	AT&T	Telephone Services	935.59	
		Telephone Services	1,359.86	
		Telephone Services	326.73	2,622.18
G-02185	City of Edmond	Electrical Services	3,218.34	3,218.34
G-02186	Baker & Taylor Books	Materials	122.31	122.31
G-02187	Susan Ryan	Mileage	20.37	20.37
G-02188	Mid-west Landscape, LLC	Maintenance of Facilities	1,490.00	
		Maintenance of Facilities	1,434.00	2,924.00
G-02189	Charles S. Isaacs	Telephone Services	35.00	35.00
G-02190	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-02191	Phillip Tolbert	Programming Activities	124.95	124.95
G-02192	ConocoPhillips Fleet	Gasoline	78.93	78.93
G-02193	Instructional Video, Inc.	Materials	2,323.56	2,323.56
G-02194	Greater Oklahoma City	Other Commodities	75.00	75.00
G-02195	Bill Veazey's Party Store	Supplies	94.05	94.05
G-02196	Gale Group	Materials	1,381.51	1,381.51
G-02197	Live Oak Media	Materials	92.93	92.93
G-02198	Hal Leonard Publishing	Materials	555.10	555.10
G-02199	Copelin's Office Center	Supplies	246.00	246.00
G-02200	Mel Bay	Materials	221.85	221.85
G-02201	Great American Glass & Tinting	Maintenance of Facilities	180.63	180.63
G-02202	IPMA-HR	Memberships	145.00	145.00
G-02203	Random House, Inc	Materials	1,040.00	1,040.00
G-02204	Scott's Printing & Copying	Printing	2,060.63	2,060.63
G-02205	Brilliance Corporation	Materials	623.84	623.84
G-02206	Flower City	Furniture & Fixtures	324.91	324.91
G-02207	MPLC	Programming Activities	189.00	189.00
G-02208	Hobby Lobby	Programming Activities	96.65	96.65
G-02209	Ingram Library Service	Materials	527.40	527.40
G-02210	Candace McDaniel	Programming Activities	372.69	372.69
G-02211	Audio Editions	Materials	1,162.58	1,162.58
G-02212	Lynda G. Bahr	Mileage	106.92	106.92
G-02213	Fuelman	Gasoline	2,387.06	
		Vehicle Parts & Repairs	33.98	2,421.04
G-02214	Ingram Library Service	Materials	430.68	430.68
G-02215	Grey House Publishing	Materials	897.90	897.90
G-02216	Anita Roesler	Mileage	34.92	34.92
G-02217	Jimmy Welch	Mileage	22.31	22.31
G-02218	Atlas Business Solutions, Inc.	Automation Contractual	600.00	600.00
G-02219	Jeffrey J. Crawford	Security Services	437.50	437.50
G-02220	John Mark Dawson	Security Services	300.00	300.00
G-02221	1st Edition Cafe	Programming Activities	36.77	
		Supplies	54.00	90.77
G-02222	Miguel A. Campos	Security Services	212.50	212.50
G-02223	Jurden Brown, Jr.	Security Services	650.00	650.00
G-02224	John Paull	Security Services	437.50	437.50



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Number	Vendor/Payee	Purpose		Amount
G-02225	Stanley Campbell	Security Services	200.00	200.00
G-02226	Southwest Paper - OKC	Supplies	307.50	307.50
G-02227	OPUBCO Communications Group	Publication	76.91	76.91
G-02228	MCC Centers of Oklahoma	Vehicle Parts & Repairs	18.98	18.98
G-02229	Sam's Club	Membership	70.00	70.00
G-02230	Meyer, Scherer & Rockcastle, Lt	Professional Services	3,584.63	
		Professional Services	573.69	4,158.32
G-02231	City of Edmond	Water & Garbage Services	222.80	222.80
G-02232	U.S. Postmaster	Postage	52.00	52.00
G-02233	Richard Wittman	Programming Activities	150.00	150.00
G-02234	Trinity Products	Programming Activities	160.00	160.00
G-02235	Rhodes, Hieronymus, Jones	Professional Services	717.50	717.50
G-02236	Crossings Community Church	Capital Projects	25.00	25.00
G-02237	Charles Timmons	Capital Projects	75.00	75.00
G-02238	Amazon/GE Money Bank	Equipment	149.98	149.98
G-02239	National Pen Corp.	Supplies	75.09	75.09
G-02240	Office Depot Credit Plan	Supplies	237.60	
		Supplies	45.98	283.58
G-02241	Commercial Card Solutions	Equipment	519.00	
		Supplies	147.46	
		Supplies	55.22	
		Professional Services	59.00	
		Supplies	90.91	
		Supplies	518.32	
		Supplies	148.07	
		Supplies	167.73	
		Supplies	1,344.61	
		Telephone Service	89.68	
		Supplies	100.99	
		Furniture	349.14	
		Equipment	199.90	
		Supplies	243.52	
		Supplies	222.50	
		Supplies	394.74	
		Supplies	50.88	
		Supplies	35.94	
		Travel Expenses	100.00	
		Professional Service	8.00	4,845.61
G-02242	Baker & Taylor Entertainment	Materials	3,790.43	3,790.43
G-02243	Love and Logic Institute	Materials	61.58	61.58
G-02244	Commercial Card Solutions	Books & Materials	214.75	214.75
G-02245	Kimberly A Terry	Postage	66.27	
		Telephone Services	175.00	241.27
G-02246	Preston Bell	Transportation	40.00	40.00
G-02247	Donna Morris	Parking & Transportation	450.00	450.00
G-02248	Melissa Weathers	Memberships	35.00	
		Mileage	25.71	60.71
G-02249	Cintas Corp.	Maintenance of Facilities	292.20	292.20
G-02250	Lesli Jones	Library-Related Services	145.00	145.00
G-02251	Cox Communications, Inc.	Telephone Service - NOV	241.92	241.92
G-02252	Corporate Express, Inc.	Supplies	136.50	136.50
G-02253	Securitas Security USA, Inc.	Security Services	5,367.04	5,367.04



General Fund F.Y. 07-08

**Warrant Register**

December 2007

Number	Vendor/Payee	Purpose	Amount	Amount
G-02254	Baker & Taylor Books	Materials	733.76	
		Materials	949.13	
		Materials	539.02	
		Materials	2,530.10	
		Materials	3,351.88	
		Materials	2,455.00	10,558.89
G-02255	Baker & Taylor Books	Materials	2,330.12	
		Materials	3,120.77	5,450.89
G-02256	Robert Brent Greenwood	Programming Activities	75.00	75.00
G-02257	Mario Medrano	Programming Activities	300.00	300.00
G-02258	Kone Inc	Maintenance of Facilities	975.00	975.00
G-02259	Sabre Technologies	Supplies	7,060.00	
		Supplies	2,175.00	9,235.00
G-02260	Erika Sterling	Maintenance of Facilities	120.00	120.00
G-02261	Trigen-OKC Energy Corporation	Engery Services	9,885.24	9,885.24
G-02262	Kiona Millirons	Programming Activities	100.00	100.00
G-02263	Bank of Oklahoma	Payroll Transmittal-Chks	43,277.66	
		Payroll Transmittal-Chks	20,069.63	63,347.29
G-02264	Bank of Oklahoma	Federal Withholding Tax	36,780.60	
		Federal Withholding Tax	2,460.00	39,240.60
G-02265	Oklahoma Tax Commission	State Withholding Tax	13,368.00	
		State Withholding Tax	901.50	14,269.50
G-02266	Mun. Employees Credit Union	Employee Cr Union Deducts	11,375.51	
		Employee Cr Union Deducts	217.50	11,593.01
G-02267	United Way of Central Oklahoma	Employee Deductions	372.56	
		Employee Deductions	3.00	375.56
G-02268	Oklahoma Tax Commission	Employee Deductions	303.43	303.43
G-02269	Rausch, Sturm, Israel & Hornik	Employee Deductions	150.09	150.09
G-02270	Bank of America	Payroll Transmittal-DDep	188,862.33	
		Payroll Transmittal-DDep	22,386.66	211,248.99
G-02271	Nationwide Retirement Solution	Employee Deductions	7,888.69	7,888.69
G-02272	Transamerica Worksite Mrktg.	Employee Deductions	554.47	554.47
G-02273	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,786.93	4,786.93
G-02274	Bank of Oklahoma	Employee Flexplan Deposit	8,878.53	8,878.53
G-02275	Bank of Oklahoma	Employee Soc/Sec Deposits	20,937.43	
		Employee Soc/Sec Deposits	3,090.78	
		Employee Medicare Deposit	5,006.67	
		Employee Medicare Deposit	722.89	
		Employer Soc/Sec Deposits	24,028.35	
		Employer Medicare Deposit	5,729.25	59,515.37
G-02276	MassMutual Financial Group	Employee Contrib -- DC PI	10,479.60	
		Employee Contrib -- DC PI	19,287.62	29,767.22
G-02277	Love, Beal & Nixon, P.C.	Employee Deductions	85.00	85.00
G-02278	ODHS Oklahoma Centralized	Employee Deductions	102.55	102.55
G-02279	Administrative Systems, Inc.	Employee Deductions	948.06	948.06
G-02280	Metropolitan Library System	Parking	5.00	
		Professional Services	85.00	
		Postage	22.00	
		Supplies	43.02	
		Programming Activities	132.46	
		Other Commodities	44.93	332.41
G-02281	City of Del City	Rent of Library Buildings	400.00	400.00



General Fund F.Y. 07-08

Warrant Register

December 2007

Number	Vendor/Payee	Purpose		Amount
G-02282	Grainger	Maintenance of Facilities	125.42	125.42
G-02283	City of Bethany	Water & Garbage Services	139.43	139.43
G-02284	Brodart, Inc.	Supplies	20.75	20.75
G-02285	Southwestern Stationery and	Furniture	200.00	200.00
G-02286	Locke Supply Co.	Maintenance of Facilities	250.00	250.00
G-02287	Demco	Supplies	1,029.35	
		Supplies	56.03	1,085.38
G-02288	MASSCO Maintenance Co.	Maintenance Supplies	733.00	733.00
G-02289	Laurie F. Mack-Clark	Mileage	28.64	28.64
G-02290	Susie Beasley	Mileage	8.73	8.73
G-02291	Donna Morris	Telephone Services	50.00	50.00
G-02292	Spence & Associates, Inc	Library-Related Services	1,900.00	1,900.00
G-02293	ALA Membership CSC	Memberships	170.00	170.00
G-02294	Pure Service Corp.	Janitorial Services	11,453.38	
		Janitorial Services	6,135.00	
		Janitorial Services	713.00	
		Janitorial Services	650.00	
		Janitorial Services	166.00	
		Maintenance of Facilities	5,200.00	
		Maintenance of Facilities	1,505.00	
		Maintenance of Facilities	125.00	25,947.38
G-02295	Production Services	Library-Related Services	920.00	920.00
G-02296	Spaces, Inc.	Furniture	8,727.84	8,727.84
G-02297	Elizabeth Kessler	Professional Services	450.00	450.00
G-02298	Rosemary Czarski	Programming	50.31	50.31
G-02299	Nancy Lytle	Mileage	6.79	6.79
G-02300	Board of County Commissioners	Library-Related Services	135,859.66	135,859.66
G-02301	Jonathan Willis	Telephone Services	35.00	35.00
G-02302	XPEDX	Supplies	260.99	260.99
G-02303	James E. Nimmo	Transportation	120.00	120.00
G-02304	Chickasaw Telecom, Inc.	Automation Contractual	796.50	796.50
G-02305	Voss Lighting	Maintenance of Facilities	624.50	
		Maintenance of Facilities	24.90	
		Maintenance of Facilities	111.80	
		Maintenance of Facilities	84.75	845.95
G-02306	Jimmy Welch	Telephone Services	46.29	46.29
G-02307	Samuel Weehunt	Programming Activities	66.41	66.41
G-02308	Heidi A. Port	Mileage	58.37	58.37
G-02309	Bank of America	Library-Related Services	154.50	154.50
G-02310	Sharon A. Nolan	Programming Activities	179.55	179.55
G-02311	Carol L. Roberts	Mileage	17.95	17.95
G-02312	Oklahoma Press Service	Library-Related Services	135.60	135.60
G-02313	John Wood	Telephone Services	50.00	50.00
G-02314	Office Depot Credit Plan	Supplies	44.94	44.94
G-02315	Producers Playhouse	Library-Related Services	125.00	125.00
G-02316	Daniel Fields	Programming Activities	86.35	
		Programming Activities	41.53	127.88
G-02317	Melissa Weathers	Postage	77.00	77.00
G-02318	Sabre Technologies	Supplies	1,215.00	1,215.00
G-02319	Scholastic Book Fairs	Programming Activities	845.81	845.81
G-02320	Cheryl Coleman	Programming Activities	75.00	75.00
G-02321	O G & E	Electrical Services	4,989.48	4,989.48



General Fund F.Y. 07-08

Warrant Register

December 2007

Number	Vendor/Payee	Purpose		Amount
G-02322	Southwestern Stationery and	Printing	576.00	576.00
G-02323	Journey House Travel, Inc.	Travel Expense	407.98	407.98
G-02324	Journal Record Publishing	Subscriptions	169.00	169.00
G-02325	Baker & Taylor Books	Materials	575.09	575.09
G-02326	Best of Books	Materials	155.85	155.85
G-02327	Barbara Beasley	Mileage	10.67	10.67
G-02328	Instructional Video, Inc.	Materials	336.95	336.95
G-02329	Bill Veazey's Party Store	Supplies	104.00	104.00
G-02330	Gale Group	Materials	3,239.72	3,239.72
G-02331	Hunter's Battery Warehouse	Maintenance of Facilities	26.05	26.05
G-02332	Reliance Label Solutions, Inc	Supplies	1,531.65	1,531.65
G-02333	Library Video Co.	Materials	1,250.49	1,250.49
G-02334	Random House, Inc	Materials	798.00	798.00
G-02335	Brilliance Corporation	Materials	899.80	899.80
G-02336	Ingram Library Service	Materials	522.38	522.38
G-02337	Summit Mailing Systems, Inc.	Rent of Equipment	226.50	
		Maintenance of Facilities	138.75	365.25
G-02338	Walker Companies	Programming Supplies	188.70	188.70
G-02339	Audio Editions	Materials	1,531.65	1,531.65
G-02340	Digital Library Reserve, Inc	Materials	1,098.78	1,098.78
G-02341	Jerod Gerfen	Mileage	36.86	36.86
G-02342	Minuteman Press	Printing	460.63	460.63
G-02343	Ingram Library Service	Materials	430.42	430.42
G-02344	Tandem Library Group	Materials	12.00	12.00
G-02345	Center Point Large Print	Materials	1,601.37	1,601.37
G-02346	Deborah Willis	Mileage	9.70	9.70
G-02347	OPUBCO Communications Group	Library-Related Services	545.16	545.16
G-02348	Better Containers	Supplies	71.41	
		Promotional Supplies	117.10	188.51
G-02349	Dowell Parking Center	Parking & Transportation	150.00	150.00
G-02350	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-02351	American Bldg Specialties, Inc	Maintenance of Facilities	205.00	205.00
G-02352	ULINE	Postage	52.59	52.59
G-02353	Leinbach Commercial	Maintenance of Facilities	848.00	848.00
G-02354	Fariba Williams	Mileage	34.44	34.44
G-02355	Office Depot Credit Plan	Supplies	67.96	67.96
G-02356	Baker & Taylor Books	Materials	799.12	799.12
G-02357	Baker & Taylor Entertainment	Materials	4,708.11	
		Materials	1,222.32	5,930.43
G-02358	Walmart Community	Supplies	69.87	69.87
G-02359	MSC Technologies	Automation Contractual	3,558.00	3,558.00
G-02360	Lesli Jones	Library-Related Services	90.00	90.00
G-02361	Kelley Hoffman	Mileage	14.55	14.55
G-02362	Oklahoma City Police Dept.	Maintenance of Facilities	65.00	
		Maintenance of Facilities	65.00	130.00
G-02363	Target Bank	Other Commodities	31.98	31.98
G-02364	Baker & Taylor Books	Materials	1,116.55	
		Materials	1,118.89	
		Materials	2,436.24	
		Materials	4,355.49	
		Materials	3,021.43	12,048.60
G-02365	Baker & Taylor Books	Materials	2,459.09	

\*\* Continued \*\*



General Fund F.Y. 07-08

**Warrant Register**

December 2007

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>	<b>Amount</b>
	** Continued **		
G-02365	Baker & Taylor Books	Materials	5,311.09
		Materials	3,117.52
G-02366	Baker & Taylor Books	Materials	1,290.85
G-02367	COTPA	Parking	500.00
			10,887.70
			1,290.85
			500.00
		Total of FY 07-08 Warrants Issued	\$ 1,746,205.15

General Fund F.Y. 06-07

**Warrant Register**

December 2007

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-05396	Baker & Taylor Books	Materials	170.00	170.00
G-05397	Kimberly A Terry	Telephone Services	35.00	35.00
Total of FY 06-07 Warrants Issued				\$ 205.00

Special Funds

Warrant Register

December 2007

Number	Vendor/Payee	Purpose		Amount
S-13429	Weng K. Lee	Lost & Paid Book Returned	11.99	11.99
S-13430	Mahjobeh Farahmand	Lost & Paid Book Returned	8.98	8.98
S-13431	Amber N. McCune	Lost & Paid Book Returned	11.99	11.99
S-13432	Sadie E. Elliott	Lost & Paid Book Returned	16.98	16.98
S-13433	Tarah A. Godwin	Lost & Paid Book Returned	11.99	11.99
S-13434	Lawrence F. Fields	Lost & Paid Book Returned	3.95	3.95
S-13435	Melissa D. Nawaz	Lost & Paid Book Returned	7.95	7.95
S-13436	Vicki J. Dimmer	Lost & Paid Book Returned	26.80	26.80
S-13437	Karen Zanfardino, M.S.	Programming	135.00	135.00
S-13438	Susan Pierce	Programming	266.00	266.00
S-13439	Baker & Taylor Books	Materials	61.43	61.43
S-13440	Trevor A. Bone	Lost & Paid Book Returned	3.00	3.00
S-13441	Amy D. Smith	Lost & Paid Book Returned	12.95	12.95
S-13442	Alexander X. Anderson	Lost & Paid Book Returned	8.98	8.98
S-13443	Robert Andrew Reynolds	Lost & Paid Book Returned	3.00	3.00
S-13444	Danisha D. Thomas	Lost & Paid Book Returned	11.00	11.00
S-13445	Mabel R. Gamino	Lost & Paid Book Returned	4.29	4.29
S-13446	Kelli D. Clark	Lost & Paid Book Returned	3.00	3.00
S-13447	Laurie L. Baird	Lost & Paid Book Returned	6.95	6.95
S-13448	Christine K. Lewis	Lost & Paid Book Returned	3.00	3.00
S-13449	Laura J. Gandy	Lost & Paid Book Returned	19.70	19.70
S-13450	Paulette L. Finnegan	Lost & Paid Book Returned	13.89	13.89
S-13451	Metropolitan Library System	Programming	37.93	37.93
S-13452	Metropolitan Library System	Transfer of Fines&Fees	42,000.00	42,000.00
S-13453	BMI Systems Corp.	Copy Fund	78.50	
		Copy Fund	31.62	
		Copy Fund	313.12	
		Copy Fund	91.57	
		Copy Fund	75.99	
		Copy Fund	78.50	
		Copy Fund	114.52	783.82
S-13454	Standley Systems	Copier Usage	203.39	
		Copier Usage	297.16	500.55
S-13455	Darlene S. Browsers	08/Friends/Author Visit	350.30	
		Programming	422.72	773.02
S-13456	DWe Williams	Programming	539.00	539.00
S-13457	Carrie A. Barnett	Lost & Paid Book Returned	3.00	3.00
S-13458	M. Katherine Harrison	Lost & Paid Book Returned	3.00	3.00
S-13459	Ingram Library Service	Materials	123.93	123.93
S-13460	Gene J. Streller	Lost & Paid Book Returned	12.89	12.89
S-13461	Jerry L Lyons, Sr	Lost & Paid Book Returned	3.00	3.00
S-13462	Natosha N. Douglas	Lost & Paid Book Returned	3.00	3.00
S-13463	Douglass G. Howard	Lost & Paid Book Returned	77.84	77.84
S-13464	C. Jean Crosswhite	Lost & Paid Book Returned	27.00	27.00
S-13465	Amy S. Powell	Lost & Paid Book Returned	15.89	15.89
S-13466	Baker & Taylor Books	Materials	60.18	60.18
S-13467	Home Community & Education	Refund Meeting Room Fees	60.00	60.00
S-13468	Karen Zanfardino, M.S.	08/Friends/123 Play With	85.00	85.00
S-13469	Jason Meyers	Programming	987.00	987.00
S-13470	Baker & Taylor Books	Materials	24.86	24.86
S-13471	Oklahoma Tax Commission	State Sales Tax-Nov 2007	65.53	65.53
S-13472	Alyssa D. McCook	Lost & Paid Book Returned	9.99	9.99



Special Funds

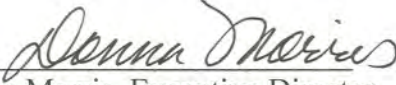
Warrant Register

December 2007

Number	Vendor/Payee	Purpose		Amount
S-13473	Patricia A. Maddry	Lost & Paid Book Returned	17.95	17.95
S-13474	Rhonda J. Ross	Lost & Paid Book Returned	12.95	12.95
S-13475	Melecia R. Caruthers	Lost & Paid Book Returned	13.00	13.00
S-13476	I. Neil Barfield	Lost & Paid Book Returned	34.95	34.95
S-13477	Beth LaFave	Lost & Paid Book Returned	8.78	8.78
S-13478	Patrick J. Donahay	Lost & Paid Book Returned	3.75	3.75
S-13479	Kelly D. Stout	Lost & Paid Book Returned	16.00	16.00
S-13480	Stephen B. Gold	Lost & Paid Book Returned	5.05	5.05
S-13481	Oklahoma Tax Commission	State Sales Tax-Nov 2007	260.97	260.97
S-13482	Susan Pierce	Programming	474.95	474.95
S-13483	Baker & Taylor	Materials	279.84	279.84
Total of Special Funds Warrants Issued				\$ 47,977.44

I, Donna Morris, certify that:

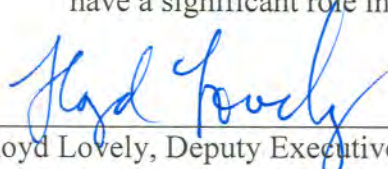
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

1-10-08  
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

1-9-08  
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: HEWLETT PACKARD CP 3505dn PRINTERS**

The Commission awarded a contract for 19 Hewlett Packard color laser 3600dn printers, at a cost of \$799 each, on October 18, 2007 (Doc #30A). The printers were received; however the printers did not operate as were expected and were returned to Hewlett Packard. The model 3600dn printers were returned to Hewlett Packard.

The Hewlett Packard printer that will operate within the Library's system is CP3505dn color laser printer. These printers will be used by the staff for preparing documents and fliers for various programs and other needs.

The State of Oklahoma participates in the Western States Contracting Alliance (WSCA) for computers under State Contract SW206. The Library's purchasing policy allows the Library to purchase off of any state contract. Hewlett Packard is a printer manufacturer listed on the WSCA State Contract.

<b>Manufacturer</b>	<b>Model</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Hewlett Packard	CP3505dn	19	\$1106	21,014.00

Hewlett Packard is offering a promotional rebate of \$250 for any old laser printer traded-in on a new printer purchase. The Library will trade-in 19 old laser printers of various models to Hewlett Packard. Therefore the amount of the CP3505dn color laser printer, less the trade-in allowance (\$250) is a net cost of \$856. The actual cash outlay for the 19 laser printers will be \$16,264.00

### **RECOMMENDATION:**

That the Commission approve the purchase of the nineteen (19) HP Color laser printers CP3505dn from Hewlett Packard in the amount of \$16,264.00. Funding for this purchase is provided for in the FY 2007-08 budget, Account 410.

## **REQUEST TO DECLARE VEHICLES AND EQUIPMENT SURPLUS**

The Commission on December 13, 2007 (Doc #52) approved the purchase of one ¾-Ton Chevrolet Truck with service body, canopy top and ladder rack and one ½-Ton Chevrolet Passenger Van.

The ¾-Ton Chevrolet Truck will replace a 1997 Ford Service Truck. The ½-Ton Chevrolet Passenger Van will replace the 1997 Ford Club Wagon Van. The 1997 Ford Service Truck and the 1997 Ford Club Wagon Van have become surplus to the Library System's needs.

The library system has a Martin-Yale Model #9520 Letter Folder and a Neopost Model #SM58 Postage/Mailing Machine that is obsolete technology. The new pressure seal overdue forms have eliminated the need for this equipment and forms go through an automated mail system. The Martin-Yale Letter Folder and the Neopost Postage/Mailing Machine have become surplus to the Library System's needs.

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

Notice of the Sealed Bid Sale will be published in the local papers and posted for public information at all library locations.

<b>Inventory Number</b>	<b>Description</b>	<b>Mileage</b>
22114	1997 Ford Service Truck	78,305
22107	1997 Ford Club Wagon Van	65,200
24707	Martin-Yale Model #9520 Letter Folder	Not Applicable
26007	Neopost Model #SM58 Postage/Mailing Machine	Not Applicable

### **RECOMMENDATION:**

That the Commission declares the 1997 Ford Service Truck, 1997 Ford Club Wagon Van, Martin-Yale Letter Folder and Neopost Postage/Mailing Machine to be surplus to the Library System's needs and authorize the sale of surplus in accordance with Commission policy by sealed bid sale.

**METROPOLITAN LIBRARY COMMISSION  
OF OKLAHOMA COUNTY**

**ADMINISTRATIVE & PERSONNEL COMMITTEE**

**MINUTES**

DATE: Thursday, December 13, 2007 TIME: 3:00 PM  
MEETING PLACE: Downtown Library  
300 Park Avenue  
Oklahoma City, OK 73102  
(405) 231-8650

Written public notice of the time, date and place of this meeting was given to the County Clerk of Oklahoma County, December 7, 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 December 11, 2007, in conformity with the Oklahoma Open Meeting Act

**COMMITTEE MEMBERS PRESENT:**

Dr. Ann Caine, Chair  
Carolyn Cornelius  
Marguerite Ross

**COMMITTEE MEMBERS EXCUSED:**

Margaret Graham  
Alexandra Vera

**OTHERS PRESENT:**

Donna Morris, Executive Director

**ESTIMATE OF OTHERS PRESENT: 0**



I. The meeting was called to order at 3:00 p.m. by Dr. Ann Caine, Chair.

Roll was called to establish a quorum. Present: Pritchett, Ross, Caine.

II. Dr. Caine called for a motion to move into Executive Session. To discuss the employment, hiring, appointment, promotion, etc., of the Executive Director pursuant to the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes § 307, (B)(1).

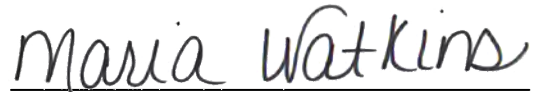
**Ms. Marguerite Ross moved to go into Executive Session. Mrs. Carolyn Cornelius seconded. No further discussion. Motion passed unanimously.**

The Committee went into Executive Session at 3:03 p.m.

**Mrs. Cornelius moved to end Executive Session. Ms. Ross seconded. No further discussion. Motion passed unanimously.**

The Committee ended Executive Session at 3:25 p.m.

III. There being no further business, the meeting was adjourned at 3:25 p.m.

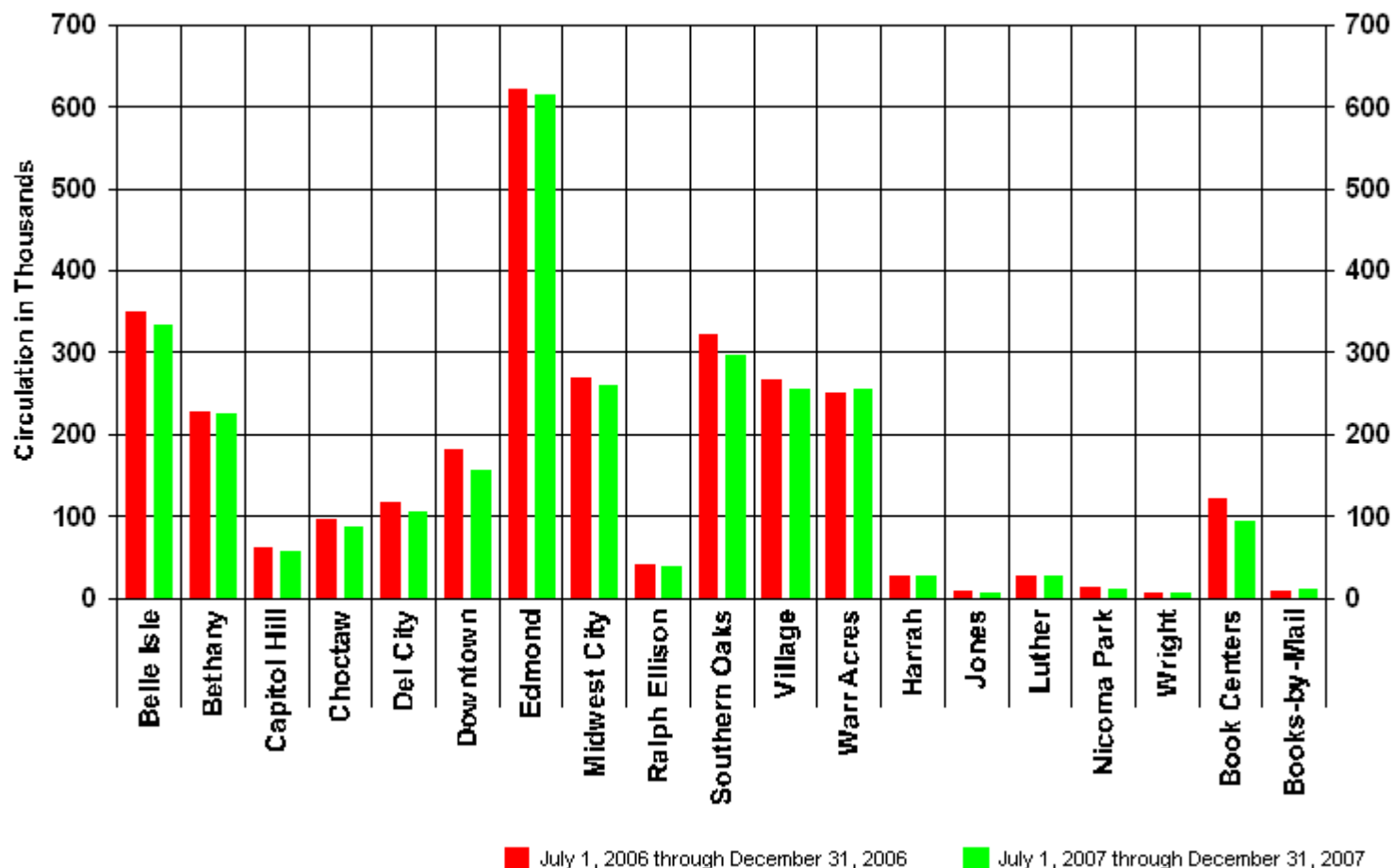


Respectfully Submitted,

Maria Watkins, Executive Assistant

## **Circulation Gains and Losses**

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**





## **Circulation Gains and Losses**

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

<b>DECEMBER 31, 2007</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
BELLE ISLE	07	38596	261590	11066	87459	49662	349049	
	08	37182	252918	10125	80125	47307	333043	
		<b>-1414</b>	<b>-8672</b>	<b>-941</b>	<b>-7334</b>	<b>-2355</b>	<b>-16006</b>	<b>-4.6</b>
BETHANY	07	23030	155494	9049	72760	32079	228254	
	08	22126	154523	8073	71333	30199	225856	
		<b>-904</b>	<b>-971</b>	<b>-976</b>	<b>-1427</b>	<b>-1880</b>	<b>-2398</b>	<b>-1.1</b>
CAPITOL HILL	07	5655	40836	2356	21034	8011	61870	
	08	5008	38601	1899	17218	6907	55819	
		<b>-647</b>	<b>-2235</b>	<b>-457</b>	<b>-3816</b>	<b>-1104</b>	<b>-6051</b>	<b>-9.8</b>
CHOCTAW	07	8282	60033	4105	35992	12387	96025	
	08	6486	52924	3694	34573	10180	87497	
		<b>-1796</b>	<b>-7109</b>	<b>-411</b>	<b>-1419</b>	<b>-2207</b>	<b>-8528</b>	<b>-8.9</b>
DEL CITY	07	11491	82858	3949	33776	15440	116634	
	08	10816	73988	3959	30701	14775	104689	
		<b>-675</b>	<b>-8870</b>	<b>10</b>	<b>-3075</b>	<b>-665</b>	<b>-11945</b>	<b>-10.2</b>
DOWNTOWN	07	19016	134917	5788	45695	24804	180612	
	08	16180	119759	4401	36458	20581	156217	
		<b>-2836</b>	<b>-15158</b>	<b>-1387</b>	<b>-9237</b>	<b>-4223</b>	<b>-24395</b>	<b>-13.5</b>
EDMOND	07	52035	361279	29317	260777	81352	622056	
	08	51685	358159	29499	257056	81184	615215	
		<b>-350</b>	<b>-3120</b>	<b>182</b>	<b>-3721</b>	<b>-168</b>	<b>-6841</b>	<b>-1.1</b>
MIDWEST CITY	07	27166	192960	8511	75826	35677	268786	
	08	25801	183563	9403	75681	35204	259244	
		<b>-1365</b>	<b>-9397</b>	<b>892</b>	<b>-145</b>	<b>-473</b>	<b>-9542</b>	<b>-3.6</b>
RALPH ELLISON	07	5288	31427	1470	9915	6758	41342	
	08	3523	28449	1161	9715	4684	38164	
		<b>-1765</b>	<b>-2978</b>	<b>-309</b>	<b>-200</b>	<b>-2074</b>	<b>-3178</b>	<b>-7.7</b>
SOUTHERN OAKS	07	33897	239294	10704	82577	44601	321871	
	08	31728	218717	9508	78593	41236	297310	
		<b>-2169</b>	<b>-20577</b>	<b>-1196</b>	<b>-3984</b>	<b>-3365</b>	<b>-24561</b>	<b>-7.6</b>
VILLAGE	07	25805	181380	10347	84956	36152	266336	
	08	25412	176376	10550	79172	35962	255548	
		<b>-393</b>	<b>-5004</b>	<b>203</b>	<b>-5784</b>	<b>-190</b>	<b>-10788</b>	<b>-4.1</b>
WARR ACRES	07	24459	167884	10398	83350	34857	251234	
	08	24663	172892	10328	83131	34991	256023	
		<b>204</b>	<b>5008</b>	<b>-70</b>	<b>-219</b>	<b>134</b>	<b>4789</b>	<b>1.9</b>

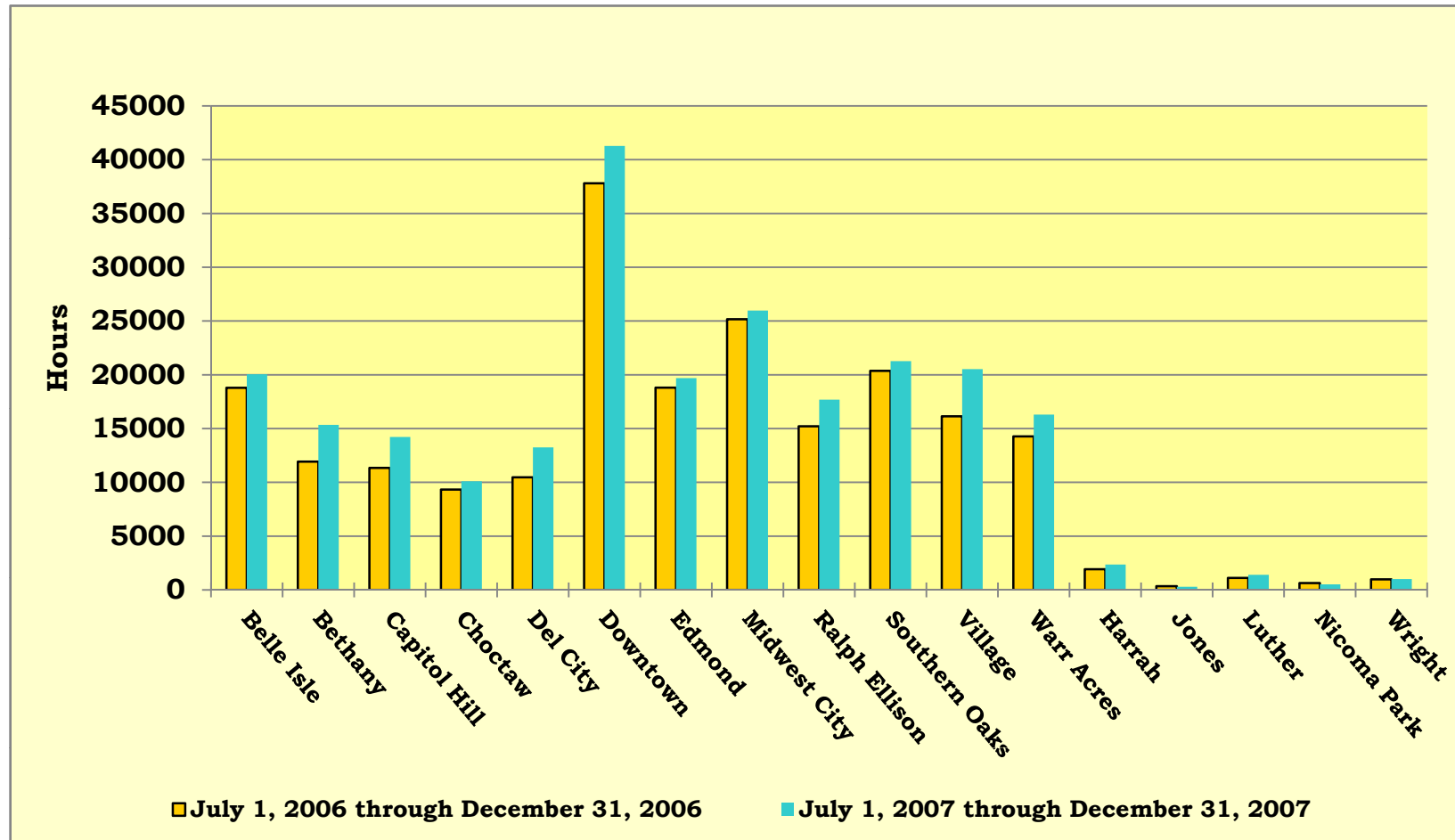
## **Circulation Gains and Losses**

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

<b>DECEMBER 31, 2007</b>		<b><u>ADULT</u></b> <b><u>MONTH</u></b>	<b><u>ADULT</u></b> <b><u>YEAR</u></b>	<b><u>JUVENILE</u></b> <b><u>MONTH</u></b>	<b><u>JUVENILE</u></b> <b><u>YEAR</u></b>	<b><u>TOTAL</u></b> <b><u>MONTH</u></b>	<b><u>TOTAL</u></b> <b><u>YEAR</u></b>	<b><u>%</u></b>
<b><u>EXTENSION LIBRARIES:</u></b>								
HARRAH	07	2702	19411	844	8096	3546	27507	
	08	2619	18507	873	7755	3492	26262	
		<b>-83</b>	<b>-904</b>	<b>29</b>	<b>-341</b>	<b>-54</b>	<b>-1245</b>	<b>-4.5</b>
JONES	07	972	6717	196	1570	1168	8287	
	08	612	4788	139	1498	751	6286	
		<b>-360</b>	<b>-1929</b>	<b>-57</b>	<b>-72</b>	<b>-417</b>	<b>-2001</b>	<b>-24.1</b>
LUTHER	07	3161	20458	960	6744	4121	27202	
	08	1855	19856	440	5656	2295	25512	
		<b>-1306</b>	<b>-602</b>	<b>-520</b>	<b>-1088</b>	<b>-1826</b>	<b>-1690</b>	<b>-6.2</b>
NICOMA PARK	07	1736	11264	272	2582	2008	13846	
	08	1509	8719	199	1605	1708	10324	
		<b>-227</b>	<b>-2545</b>	<b>-73</b>	<b>-977</b>	<b>-300</b>	<b>-3522</b>	<b>-25.4</b>
WRIGHT	07	606	3820	85	882	691	4702	
	08	635	4010	191	1249	826	5259	
		<b>29</b>	<b>190</b>	<b>106</b>	<b>367</b>	<b>135</b>	<b>557</b>	<b>11.8</b>
<b><u>OTHER:</u></b>								
BOOK CENTERS	07	9372	56187	5998	65677	15370	121864	
	08	9673	57500	6090	36452	15763	93952	
		<b>301</b>	<b>1313</b>	<b>92</b>	<b>-29225</b>	<b>393</b>	<b>-27912</b>	<b>-22.9</b>
BOOKS-BY-MAIL	07	1269	9104	0	0	1269	9104	
	08	1293	10125	0	0	1293	10125	
		<b>24</b>	<b>1021</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>1021</b>	<b>11.2</b>
TOTALS	07	294538	2036913	115415	979668	409953	3016581	
	08	278806	1954374	110532	907971	389338	2862345	
		<b>-15732</b>	<b>-82539</b>	<b>-4883</b>	<b>-71697</b>	<b>-20615</b>	<b>-154236</b>	<b>-5.1</b>

## Total Computer Hours Used by Library

July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)



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## Total Computer Usage

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	264		4,137		2,962.14		3,109		26,821		18,795.46	
	08	350		4,020		2,869.51		2,943		28,166		20,046.52	
		<b>86</b>	<b>32.6</b>	<b>-117</b>	<b>-2.8</b>	<b>-92.63</b>	<b>-3.1</b>	<b>-166</b>	<b>-5.3</b>	<b>1,345</b>	<b>5.0</b>	<b>1,251.06</b>	<b>6.7</b>
BETHANY	07	177		3,145		2,348.27		1,919		16,314		11,932.00	
	08	222		2,830		2,203.46		2,312		20,614		15,344.36	
		<b>45</b>	<b>25.4</b>	<b>-315</b>	<b>-10.0</b>	<b>-144.81</b>	<b>-6.2</b>	<b>393</b>	<b>20.5</b>	<b>4,300</b>	<b>26.4</b>	<b>3,412.36</b>	<b>28.6</b>
CAPITOL HILL	07	172		2,291		1,847.03		1,875		15,146		11,345.98	
	08	154		2,616		2,180.24		1,986		18,106		14,213.31	
		<b>-18</b>	<b>-10.5</b>	<b>325</b>	<b>14.2</b>	<b>333.21</b>	<b>18.0</b>	<b>111</b>	<b>5.9</b>	<b>2,960</b>	<b>19.5</b>	<b>2,867.33</b>	<b>25.3</b>
CHOCTAW	07	91		1,616		1,309.20		1,161		10,864		9,330.88	
	08	80		1,373		1,142.63		1,213		12,367		10,103.07	
		<b>-11</b>	<b>-12.1</b>	<b>-243</b>	<b>-15.0</b>	<b>-166.57</b>	<b>-12.7</b>	<b>52</b>	<b>4.5</b>	<b>1,503</b>	<b>13.8</b>	<b>772.19</b>	<b>8.3</b>
DEL CITY	07	171		2,071		1,590.37		1,763		14,138		10,462.69	
	08	252		2,543		1,899.61		2,098		17,563		13,245.72	
		<b>81</b>	<b>47.4</b>	<b>472</b>	<b>22.8</b>	<b>309.24</b>	<b>19.4</b>	<b>335</b>	<b>19.0</b>	<b>3,425</b>	<b>24.2</b>	<b>2,783.03</b>	<b>26.6</b>
DOWNTOWN	07	291		7,721		5,946.27		3,314		48,854		37,806.56	
	08	271		7,575		5,827.21		2,969		56,928		41,270.22	
		<b>-20</b>	<b>-6.9</b>	<b>-146</b>	<b>-1.9</b>	<b>-119.06</b>	<b>-2.0</b>	<b>-345</b>	<b>-10.4</b>	<b>8,074</b>	<b>16.5</b>	<b>3,463.66</b>	<b>9.2</b>
EDMOND	07	274		3,981		2,967.20		3,410		26,693		18,809.10	
	08	326		3,430		2,644.35		3,301		26,556		19,695.97	
		<b>52</b>	<b>19.0</b>	<b>-551</b>	<b>-13.8</b>	<b>-322.85</b>	<b>-10.9</b>	<b>-109</b>	<b>-3.2</b>	<b>-137</b>	<b>-.5</b>	<b>886.87</b>	<b>4.7</b>
MIDWEST CITY	07	318		5,199		3,946.53		4,276		34,612		25,168.68	
	08	413		4,644		3,450.76		4,252		35,743		25,978.10	
		<b>95</b>	<b>29.9</b>	<b>-555</b>	<b>-10.7</b>	<b>-495.77</b>	<b>-12.6</b>	<b>-24</b>	<b>-.6</b>	<b>1,131</b>	<b>3.3</b>	<b>809.42</b>	<b>3.2</b>
RALPH ELLISON	07	198		2,872		2,459.49		2,228		18,658		15,213.06	
	08	139		2,400		2,049.33		2,014		23,600		17,691.14	
		<b>-59</b>	<b>-29.8</b>	<b>-472</b>	<b>-16.4</b>	<b>-410.16</b>	<b>-16.7</b>	<b>-214</b>	<b>-9.6</b>	<b>4,942</b>	<b>26.5</b>	<b>2,478.08</b>	<b>16.3</b>



## Total Computer Usage

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	307		4,367		3,135.40		3,909		29,018		20,363.71	
	08	384		4,133		3,053.67		3,802		29,216		21,267.30	
		<b>77</b>	<b>25.1</b>	<b>-234</b>	<b>-5.4</b>	<b>-81.73</b>	<b>-2.6</b>	<b>-107</b>	<b>-2.7</b>	<b>198</b>	<b>.7</b>	<b>903.59</b>	<b>4.4</b>
VILLAGE	07	307		3,931		3,038.29		2,927		23,269		16,144.72	
	08	269		3,737		2,960.62		3,071		28,461		20,526.98	
		<b>-38</b>	<b>-12.4</b>	<b>-194</b>	<b>-4.9</b>	<b>-77.67</b>	<b>-2.6</b>	<b>144</b>	<b>4.9</b>	<b>5,192</b>	<b>22.3</b>	<b>4,382.26</b>	<b>27.1</b>
WARR ACRES	07	213		3,306		2,442.83		2,426		20,164		14,272.80	
	08	237		3,155		2,267.01		2,462		23,521		16,302.97	
		<b>24</b>	<b>11.3</b>	<b>-151</b>	<b>-4.6</b>	<b>-175.82</b>	<b>-7.2</b>	<b>36</b>	<b>1.5</b>	<b>3,357</b>	<b>16.6</b>	<b>2,030.17</b>	<b>14.2</b>
HARRAH	07	19		386		280.13		298		2,632		1,923.24	
	08	27		385		304.18		372		3,101		2,358.35	
		<b>8</b>	<b>42.1</b>	<b>-1</b>	<b>-.3</b>	<b>24.05</b>	<b>8.6</b>	<b>74</b>	<b>24.8</b>	<b>469</b>	<b>17.8</b>	<b>435.11</b>	<b>22.6</b>
JONES	07	7		72		52.87		57		474		342.50	
	08	2		23		20.66		52		362		290.63	
		<b>-5</b>	<b>-71.4</b>	<b>-49</b>	<b>-68.1</b>	<b>-32.21</b>	<b>-60.9</b>	<b>-5</b>	<b>-8.8</b>	<b>-112</b>	<b>-23.6</b>	<b>-51.87</b>	<b>-15.1</b>
LUTHER	07	23		260		209.57		229		1,439		1,114.23	
	08	10		199		156.37		229		1,738		1,401.68	
		<b>-13</b>	<b>-56.5</b>	<b>-61</b>	<b>-23.5</b>	<b>-53.20</b>	<b>-25.4</b>		<b>.0</b>	<b>299</b>	<b>20.8</b>	<b>287.45</b>	<b>25.8</b>
NICOMA PARK	07	8		110		76.17		94		801		641.32	
	08	16		111		70.32		102		747		518.68	
		<b>8</b>	<b>100.0</b>	<b>1</b>	<b>.9</b>	<b>-5.85</b>	<b>-7.7</b>	<b>8</b>	<b>8.5</b>	<b>-54</b>	<b>-6.7</b>	<b>-122.64</b>	<b>-19.1</b>
WRIGHT	07	10		253		163.36		105		1,489		981.78	
	08	18		211		161.06		127		1,366		1,008.33	
		<b>8</b>	<b>80.0</b>	<b>-42</b>	<b>-16.6</b>	<b>-2.30</b>	<b>-1.4</b>	<b>22</b>	<b>21.0</b>	<b>-123</b>	<b>-8.3</b>	<b>26.55</b>	<b>2.7</b>
TOTAL	07	2,850		45,718		34,775.12		33,100		291,386		214,648.71	
	08	3,170		43,385		33,260.99		33,305		328,155		241,263.33	
		<b>320</b>	<b>11.2</b>	<b>-2,333</b>	<b>-5.1</b>	<b>-1,514.13</b>	<b>-4.4</b>	<b>205</b>	<b>.6</b>	<b>36,769</b>	<b>12.6</b>	<b>26,614.62</b>	<b>12.4</b>

## Computer Usage by Adult Customers

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	218		3,568		2,539.63		2,618		23,352		16,351.46	
	08	303		3,310		2,365.33		2,474		24,319		17,262.69	
		<b>85</b>	<b>39.0</b>	<b>-258</b>	<b>-7.2</b>	<b>-174.30</b>	<b>-6.9</b>	<b>-144</b>	<b>-5.5</b>	<b>967</b>	<b>4.1</b>	<b>911.23</b>	<b>5.6</b>
BETHANY	07	147		2,263		1,712.28		1,526		12,936		9,551.47	
	08	185		2,063		1,558.21		1,798		14,594		10,741.07	
		<b>38</b>	<b>25.9</b>	<b>-200</b>	<b>-8.8</b>	<b>-154.07</b>	<b>-9.0</b>	<b>272</b>	<b>17.8</b>	<b>1,658</b>	<b>12.8</b>	<b>1,189.60</b>	<b>12.5</b>
CAPITOL HILL	07	99		1,093		879.90		1,036		6,514		5,165.48	
	08	88		1,218		1,134.44		1,038		8,284		7,124.07	
		<b>-11</b>	<b>-11.1</b>	<b>125</b>	<b>11.4</b>	<b>254.54</b>	<b>28.9</b>	<b>2</b>	<b>.2</b>	<b>1,770</b>	<b>27.2</b>	<b>1,958.59</b>	<b>37.9</b>
CHOCTAW	07	63		974		740.68		804		6,952		5,808.08	
	08	64		863		675.88		852		7,534		5,926.94	
		<b>1</b>	<b>1.6</b>	<b>-111</b>	<b>-11.4</b>	<b>-64.80</b>	<b>-8.7</b>	<b>48</b>	<b>6.0</b>	<b>582</b>	<b>8.4</b>	<b>118.86</b>	<b>2.0</b>
DEL CITY	07	125		1,470		1,095.55		1,364		10,891		7,965.06	
	08	179		1,626		1,194.20		1,571		11,559		8,669.63	
		<b>54</b>	<b>43.2</b>	<b>156</b>	<b>10.6</b>	<b>98.65</b>	<b>9.0</b>	<b>207</b>	<b>15.2</b>	<b>668</b>	<b>6.1</b>	<b>704.57</b>	<b>8.8</b>
DOWNTOWN	07	238		6,791		5,273.01		2,750		43,549		33,903.01	
	08	221		6,960		5,325.74		2,443		51,278		36,936.24	
		<b>-17</b>	<b>-7.1</b>	<b>169</b>	<b>2.5</b>	<b>52.73</b>	<b>1.0</b>	<b>-307</b>	<b>-11.2</b>	<b>7,729</b>	<b>17.7</b>	<b>3,033.23</b>	<b>8.9</b>
EDMOND	07	217		3,194		2,401.97		2,750		21,959		15,523.71	
	08	250		2,913		2,243.45		2,574		21,099		15,630.96	
		<b>33</b>	<b>15.2</b>	<b>-281</b>	<b>-8.8</b>	<b>-158.52</b>	<b>-6.6</b>	<b>-176</b>	<b>-6.4</b>	<b>-860</b>	<b>-3.9</b>	<b>107.25</b>	<b>.7</b>
MIDWEST CITY	07	242		3,614		2,782.80		3,361		25,043		18,409.32	
	08	336		3,145		2,339.73		3,259		24,931		18,379.27	
		<b>94</b>	<b>38.8</b>	<b>-469</b>	<b>-13.0</b>	<b>-443.07</b>	<b>-15.9</b>	<b>-102</b>	<b>-3.0</b>	<b>-112</b>	<b>-.4</b>	<b>-30.05</b>	<b>-.2</b>
RALPH ELLISON	07	151		1,978		1,708.08		1,690		13,098		10,458.97	
	08	118		1,557		1,334.20		1,456		13,022		9,969.44	
		<b>-33</b>	<b>-21.9</b>	<b>-421</b>	<b>-21.3</b>	<b>-373.88</b>	<b>-21.9</b>	<b>-234</b>	<b>-13.8</b>	<b>-76</b>	<b>-.6</b>	<b>-489.53</b>	<b>-4.7</b>

## Computer Usage by Adult Customers

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	229		2,895		2,139.62		2,884		19,541		14,009.04	
	08	294		2,752		2,066.09		2,760		19,418		14,412.41	
		<b>65</b>	<b>28.4</b>	<b>-143</b>	<b>-4.9</b>	<b>-73.53</b>	<b>-3.4</b>	<b>-124</b>	<b>-4.3</b>	<b>-123</b>	<b>-.6</b>	<b>403.37</b>	<b>2.9</b>
VILLAGE	07	243		2,911		2,258.53		2,290		16,893		11,891.18	
	08	221		2,729		2,164.12		2,386		19,428		14,237.41	
		<b>-22</b>	<b>-9.1</b>	<b>-182</b>	<b>-6.3</b>	<b>-94.41</b>	<b>-4.2</b>	<b>96</b>	<b>4.2</b>	<b>2,535</b>	<b>15.0</b>	<b>2,346.23</b>	<b>19.7</b>
WARR ACRES	07	174		2,395		1,742.62		1,979		15,499		11,014.52	
	08	189		2,119		1,516.71		1,983		16,225		11,328.66	
		<b>15</b>	<b>8.6</b>	<b>-276</b>	<b>-11.5</b>	<b>-225.91</b>	<b>-13.0</b>	<b>4</b>	<b>.2</b>	<b>726</b>	<b>4.7</b>	<b>314.14</b>	<b>2.9</b>
HARRAH	07	13		275		196.19		210		1,874		1,278.13	
	08	13		233		183.69		234		2,039		1,494.97	
			<b>.0</b>	<b>-42</b>	<b>-15.3</b>	<b>-12.50</b>	<b>-6.4</b>	<b>24</b>	<b>11.4</b>	<b>165</b>	<b>8.8</b>	<b>216.84</b>	<b>17.0</b>
JONES	07	5		37		27.51		30		182		136.57	
	08	2		15		15.95		31		202		170.05	
		<b>-3</b>	<b>-60.0</b>	<b>-22</b>	<b>-59.5</b>	<b>-11.56</b>	<b>-42.0</b>	<b>1</b>	<b>3.3</b>	<b>20</b>	<b>11.0</b>	<b>33.48</b>	<b>24.5</b>
LUTHER	07	13		154		127.78		121		747		611.09	
	08	4		71		51.51		108		821		678.85	
		<b>-9</b>	<b>-69.2</b>	<b>-83</b>	<b>-53.9</b>	<b>-76.27</b>	<b>-59.7</b>	<b>-13</b>	<b>-10.7</b>	<b>74</b>	<b>9.9</b>	<b>67.76</b>	<b>11.1</b>
NICOMA PARK	07	7		80		58.96		62		421		285.72	
	08	13		79		46.74		71		487		290.21	
		<b>6</b>	<b>85.7</b>	<b>-1</b>	<b>-1.3</b>	<b>-12.22</b>	<b>-20.7</b>	<b>9</b>	<b>14.5</b>	<b>66</b>	<b>15.7</b>	<b>4.49</b>	<b>1.6</b>
WRIGHT	07	8		154		93.88		69		1,118		761.01	
	08	13		121		83.32		86		864		622.29	
		<b>5</b>	<b>62.5</b>	<b>-33</b>	<b>-21.4</b>	<b>-10.56</b>	<b>-11.2</b>	<b>17</b>	<b>24.6</b>	<b>-254</b>	<b>-22.7</b>	<b>-138.72</b>	<b>-18.2</b>
TOTAL	07	2,192		33,846		25,778.99		25,544		220,569		163,123.82	
	08	2,493		31,774		24,299.31		25,124		236,104		173,875.16	
		<b>301</b>	<b>13.7</b>	<b>-2,072</b>	<b>-6.1</b>	<b>-1,479.68</b>	<b>-5.7</b>	<b>-420</b>	<b>-1.6</b>	<b>15,535</b>	<b>7.0</b>	<b>10,751.34</b>	<b>6.6</b>

## Computer Usage by Minor Customers

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	07	46		569		422.51		491		3,469		2,444.00	
	08	47		710		504.18		469		3,847		2,783.83	
		<b>1</b>	<b>2.2</b>	<b>141</b>	<b>24.8</b>	<b>81.67</b>	<b>19.3</b>	<b>-22</b>	<b>-4.5</b>	<b>378</b>	<b>10.9</b>	<b>339.83</b>	<b>13.9</b>
BETHANY	07	30		882		635.99		393		3,378		2,380.53	
	08	37		767		645.25		514		6,020		4,603.29	
		<b>7</b>	<b>23.3</b>	<b>-115</b>	<b>-13.0</b>	<b>9.26</b>	<b>1.5</b>	<b>121</b>	<b>30.8</b>	<b>2,642</b>	<b>78.2</b>	<b>2,222.76</b>	<b>93.4</b>
CAPITOL HILL	07	73		1,198		967.13		839		8,632		6,180.50	
	08	66		1,398		1,045.80		948		9,822		7,089.24	
		<b>-7</b>	<b>-9.6</b>	<b>200</b>	<b>16.7</b>	<b>78.67</b>	<b>8.1</b>	<b>109</b>	<b>13.0</b>	<b>1,190</b>	<b>13.8</b>	<b>908.74</b>	<b>14.7</b>
CHOCTAW	07	28		642		568.52		357		3,912		3,522.80	
	08	16		510		466.75		361		4,833		4,176.13	
		<b>-12</b>	<b>-42.9</b>	<b>-132</b>	<b>-20.6</b>	<b>-101.77</b>	<b>-17.9</b>	<b>4</b>	<b>1.1</b>	<b>921</b>	<b>23.5</b>	<b>653.33</b>	<b>18.5</b>
DEL CITY	07	46		601		494.82		399		3,247		2,497.63	
	08	73		917		705.41		527		6,004		4,576.09	
		<b>27</b>	<b>58.7</b>	<b>316</b>	<b>52.6</b>	<b>210.59</b>	<b>42.6</b>	<b>128</b>	<b>32.1</b>	<b>2,757</b>	<b>84.9</b>	<b>2,078.46</b>	<b>83.2</b>
DOWNTOWN	07	53		930		673.26		564		5,305		3,903.55	
	08	50		615		501.47		526		5,650		4,333.98	
		<b>-3</b>	<b>-5.7</b>	<b>-315</b>	<b>-33.9</b>	<b>-171.79</b>	<b>-25.5</b>	<b>-38</b>	<b>-6.7</b>	<b>345</b>	<b>6.5</b>	<b>430.43</b>	<b>11.0</b>
EDMOND	07	57		787		565.23		660		4,734		3,285.39	
	08	76		517		400.90		727		5,457		4,065.01	
		<b>19</b>	<b>33.3</b>	<b>-270</b>	<b>-34.3</b>	<b>-164.33</b>	<b>-29.1</b>	<b>67</b>	<b>10.2</b>	<b>723</b>	<b>15.3</b>	<b>779.62</b>	<b>23.7</b>
MIDWEST CITY	07	76		1,585		1,163.73		915		9,569		6,759.36	
	08	77		1,499		1,111.03		993		10,812		7,598.83	
		<b>1</b>	<b>1.3</b>	<b>-86</b>	<b>-5.4</b>	<b>-52.70</b>	<b>-4.5</b>	<b>78</b>	<b>8.5</b>	<b>1,243</b>	<b>13.0</b>	<b>839.47</b>	<b>12.4</b>
RALPH ELLISON	07	47		894		751.41		538		5,560		4,754.09	
	08	21		843		715.13		558		10,578		7,721.70	
		<b>-26</b>	<b>-55.3</b>	<b>-51</b>	<b>-5.7</b>	<b>-36.28</b>	<b>-4.8</b>	<b>20</b>	<b>3.7</b>	<b>5,018</b>	<b>90.3</b>	<b>2,967.61</b>	<b>62.4</b>

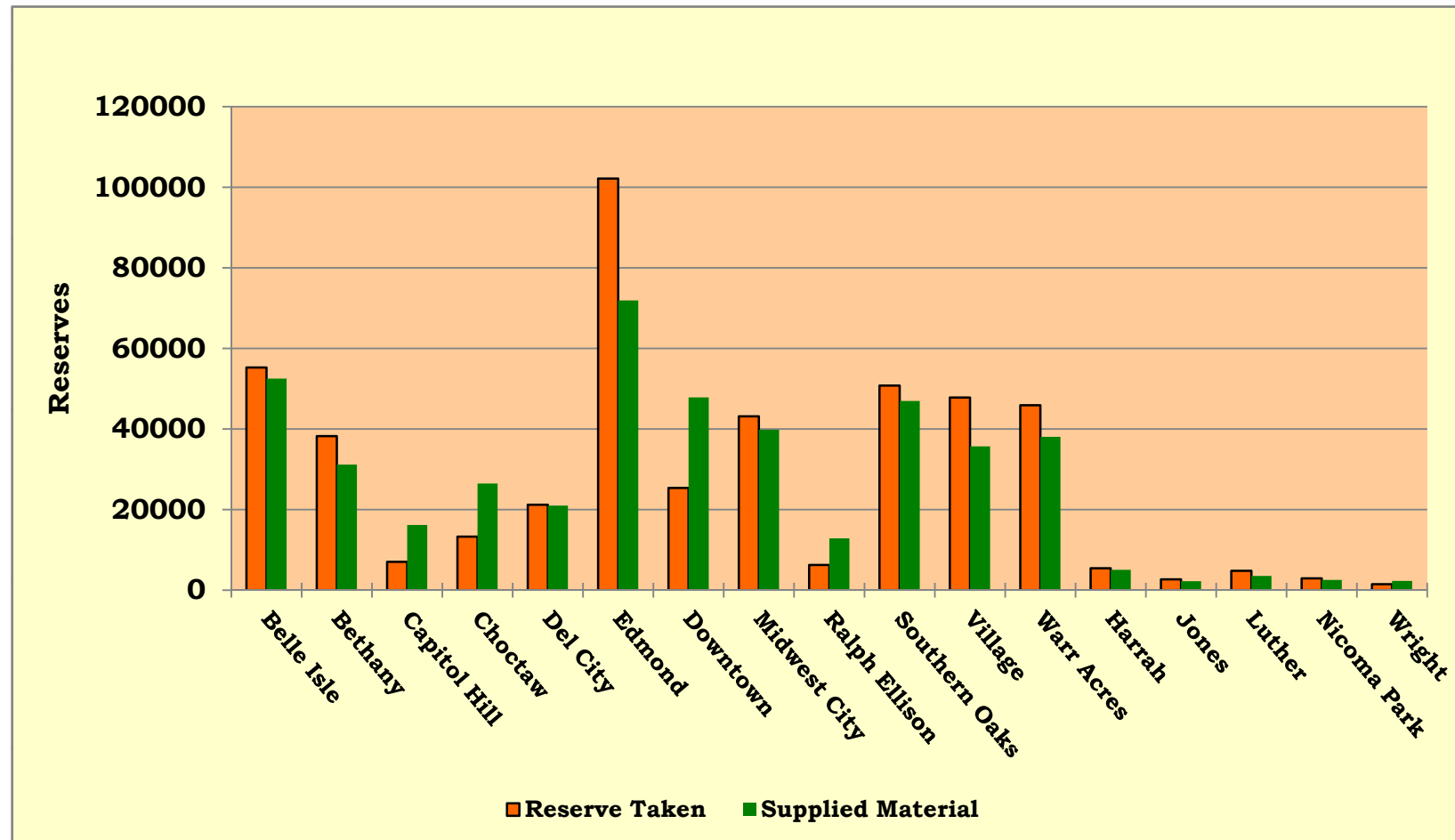
## Computer Usage by Minor Customers

**July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	07	78		1,472		995.78		1,025		9,477		6,354.67	
	08	90		1,381		987.58		1,042		9,798		6,854.89	
		<b>12</b>	<b>15.4</b>	<b>-91</b>	<b>-6.2</b>	<b>-8.20</b>	<b>-8</b>	<b>17</b>	<b>1.7</b>	<b>321</b>	<b>3.4</b>	<b>500.22</b>	<b>7.9</b>
VILLAGE	07	64		1,020		779.76		637		6,376		4,253.54	
	08	48		1,008		796.50		685		9,033		6,289.57	
		<b>-16</b>	<b>-25.0</b>	<b>-12</b>	<b>-1.2</b>	<b>16.74</b>	<b>2.1</b>	<b>48</b>	<b>7.5</b>	<b>2,657</b>	<b>41.7</b>	<b>2,036.03</b>	<b>47.9</b>
WARR ACRES	07	39		911		700.21		447		4,665		3,258.28	
	08	48		1,036		750.30		479		7,296		4,974.31	
		<b>9</b>	<b>23.1</b>	<b>125</b>	<b>13.7</b>	<b>50.09</b>	<b>7.2</b>	<b>32</b>	<b>7.2</b>	<b>2,631</b>	<b>56.4</b>	<b>1,716.03</b>	<b>52.7</b>
HARRAH	07	6		111		83.94		88		758		645.11	
	08	14		152		120.49		138		1,062		863.38	
		<b>8</b>	<b>133.3</b>	<b>41</b>	<b>36.9</b>	<b>36.55</b>	<b>43.5</b>	<b>50</b>	<b>56.8</b>	<b>304</b>	<b>40.1</b>	<b>218.27</b>	<b>33.8</b>
JONES	07	2		35		25.36		27		292		205.93	
	08			8		4.71		21		160		120.58	
		<b>-2</b>	<b>-100.0</b>	<b>-27</b>	<b>-77.1</b>	<b>-20.65</b>	<b>-81.4</b>	<b>-6</b>	<b>-22.2</b>	<b>-132</b>	<b>-45.2</b>	<b>-85.35</b>	<b>-41.4</b>
LUTHER	07	10		106		81.79		108		692		503.14	
	08	6		128		104.86		121		917		722.83	
		<b>-4</b>	<b>-40.0</b>	<b>22</b>	<b>20.8</b>	<b>23.07</b>	<b>28.2</b>	<b>13</b>	<b>12.0</b>	<b>225</b>	<b>32.5</b>	<b>219.69</b>	<b>43.7</b>
NICOMA PARK	07	1		30		17.21		32		380		355.60	
	08	3		32		23.58		31		260		228.47	
		<b>2</b>	<b>200.0</b>	<b>2</b>	<b>6.7</b>	<b>6.37</b>	<b>37.0</b>	<b>-1</b>	<b>-3.1</b>	<b>-120</b>	<b>-31.6</b>	<b>-127.13</b>	<b>-35.8</b>
WRIGHT	07	2		99		69.48		36		371		220.77	
	08	5		90		77.74		41		502		386.04	
		<b>3</b>	<b>150.0</b>	<b>-9</b>	<b>-9.1</b>	<b>8.26</b>	<b>11.9</b>	<b>5</b>	<b>13.9</b>	<b>131</b>	<b>35.3</b>	<b>165.27</b>	<b>74.9</b>
TOTAL	07	658		11,872		8,996.13		7,556		70,817		51,524.89	
	08	677		11,611		8,961.68		8,181		92,051		67,388.17	
		<b>19</b>	<b>2.9</b>	<b>-261</b>	<b>-2.2</b>	<b>-34.45</b>	<b>-4</b>	<b>625</b>	<b>8.3</b>	<b>21,234</b>	<b>30.0</b>	<b>15,863.28</b>	<b>30.8</b>

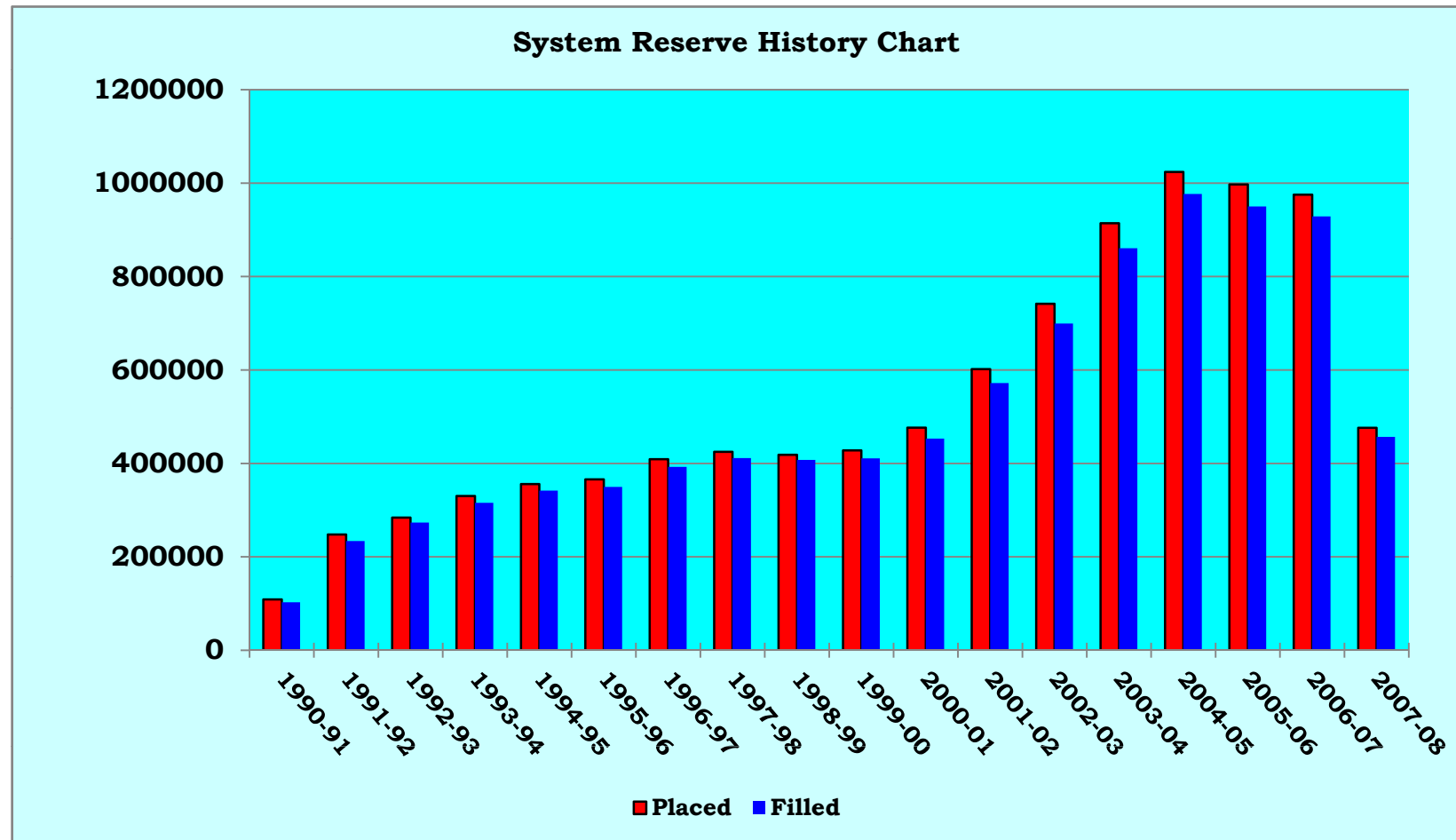
## System Reserve Report

July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)



## System Reserve Report

July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)



# System Reserves Report

July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	07	8,136	56,714		8,075	54,386	
	08	7,402	55,276		7,148	53,094	
		<b>-734</b>	<b>-1,438</b>	<b>-2.5</b>	<b>-927</b>	<b>-1,292</b>	<b>-2.4</b>
BETHANY	07	4,943	37,731		5,095	36,268	
	08	4,740	38,220		4,678	36,708	
		<b>-203</b>	<b>489</b>	<b>1.3</b>	<b>-417</b>	<b>440</b>	<b>1.2</b>
CAPITOL HILL	07	1,010	7,540		1,024	7,033	
	08	771	7,039		744	6,471	
		<b>-239</b>	<b>-501</b>	<b>-6.6</b>	<b>-280</b>	<b>-562</b>	<b>-8.0</b>
CHOCTAW	07	1,706	14,307		1,729	13,798	
	08	1,348	13,285		1,406	12,706	
		<b>-358</b>	<b>-1,022</b>	<b>-7.1</b>	<b>-323</b>	<b>-1,092</b>	<b>-7.9</b>
DEL CITY	07	3,118	22,434		2,995	21,463	
	08	2,888	21,219		2,838	20,317	
		<b>-230</b>	<b>-1,215</b>	<b>-5.4</b>	<b>-157</b>	<b>-1,146</b>	<b>-5.3</b>
EDMOND	07	12,632	97,362		12,614	94,001	
	08	13,556	102,141		13,010	98,205	
		<b>924</b>	<b>4,779</b>	<b>4.9</b>	<b>396</b>	<b>4,204</b>	<b>4.5</b>
DOWNTOWN	07	3,943	27,685		3,949	26,450	
	08	3,143	25,382		3,123	24,272	
		<b>-800</b>	<b>-2,303</b>	<b>-8.3</b>	<b>-826</b>	<b>-2,178</b>	<b>-8.2</b>
MIDWEST CITY	07	5,637	43,631		5,724	42,040	
	08	5,081	43,139		5,107	41,441	
		<b>-556</b>	<b>-492</b>	<b>-1.1</b>	<b>-617</b>	<b>-599</b>	<b>-1.4</b>
RALPH ELLISON	07	1,031	7,076		1,020	6,823	
	08	657	6,253		686	6,008	
		<b>-374</b>	<b>-823</b>	<b>-11.6</b>	<b>-334</b>	<b>-815</b>	<b>-11.9</b>
SOUTHERN OAKS	07	7,207	51,840		7,169	49,307	
	08	6,542	50,787		6,346	48,309	
		<b>-665</b>	<b>-1,053</b>	<b>-2.0</b>	<b>-823</b>	<b>-998</b>	<b>-2.0</b>
VILLAGE	07	6,109	47,699		6,247	45,640	
	08	6,306	47,804		6,026	45,722	
		<b>197</b>	<b>105</b>	<b>.2</b>	<b>-221</b>	<b>82</b>	<b>.2</b>
WARR ACRES	07	5,996	44,963		6,093	43,418	
	08	5,609	45,900		5,533	44,258	
		<b>-387</b>	<b>937</b>	<b>2.1</b>	<b>-560</b>	<b>840</b>	<b>1.9</b>



## System Reserves Report

July 1, 2007 through December 31, 2007 (50.00% of the 07-08 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	07	590	4,682		615	4,579	
	08	659	5,439		678	5,063	
		<b>69</b>	<b>757</b>	<b>16.2</b>	<b>63</b>	<b>484</b>	<b>10.6</b>
JONES	07	317	3,639		522	3,524	
	08	305	2,685		338	2,629	
		<b>-12</b>	<b>-954</b>	<b>-26.2</b>	<b>-184</b>	<b>-895</b>	<b>-25.4</b>
LUTHER	07	664	4,824		746	4,729	
	08	441	4,801		458	4,619	
		<b>-223</b>	<b>-23</b>	<b>-.5</b>	<b>-288</b>	<b>-110</b>	<b>-2.3</b>
NICOMA PARK	07	437	3,471		478	3,255	
	08	349	2,928		335	2,839	
		<b>-88</b>	<b>-543</b>	<b>-15.6</b>	<b>-143</b>	<b>-416</b>	<b>-12.8</b>
WRIGHT	07	150	1,317		184	1,303	
	08	168	1,481		176	1,415	
		<b>18</b>	<b>164</b>	<b>12.5</b>	<b>-8</b>	<b>112</b>	<b>8.6</b>
BOOKS-BY-MAIL	07	438	3,343		475	3,262	
	08	340	2,740		357	2,691	
		<b>-98</b>	<b>-603</b>	<b>-18.0</b>	<b>-118</b>	<b>-571</b>	<b>-17.5</b>
TOTAL	07	64,064	480,265		64,754	461,284	
	08	60,305	476,522		58,987	456,770	
		<b>-3,759</b>	<b>-3,743</b>	<b>-.8</b>	<b>-5,767</b>	<b>-4,514</b>	<b>-1.0</b>

# 2007 ANNUAL REPORT

*Centennial Dreams...  
Just the Beginning*

# Centennial Dreams... Just the Beginning



Between noon and sunset on April 22, 1889, a tent city of 10,000 that would become Oklahoma City sprang up on the prairie. In a little over a year, on May 23, 1890, the city became incorporated and began the wait for statehood.

What the city didn't have to wait for was library service. In Oklahoma County, several society ladies banded together to raise funds and the rest is not just history, but the future as well.

Public library service in central Oklahoma predates statehood. Think about that for a minute. Oklahomans wanted a public library before they wanted to be one of the United States.

For over 100 years we've been right here, continuing to do what we do best—inform you, entertain you, enlighten you. We've helped you teach your kids to read, and we've helped them successfully plan their weddings. We've seen you through two world wars with stacks of national and international news sources at hand, and we've been here with information when evil struck in our own backyard.

We like to think that these moments together have made us part of your family. We know you're part of ours.

And that's just the beginning . . .

# Diversity

Diversity may be the word that best describes Oklahoma. We know it's a word that describes your Metropolitan Library System. The system holds books in over a dozen languages, but books don't tell the whole story.

We deliver entertainment and information in a variety of formats. Whether you're looking for a book on CD to relieve the boredom of a long drive or piano lessons on video, we can satisfy the need.

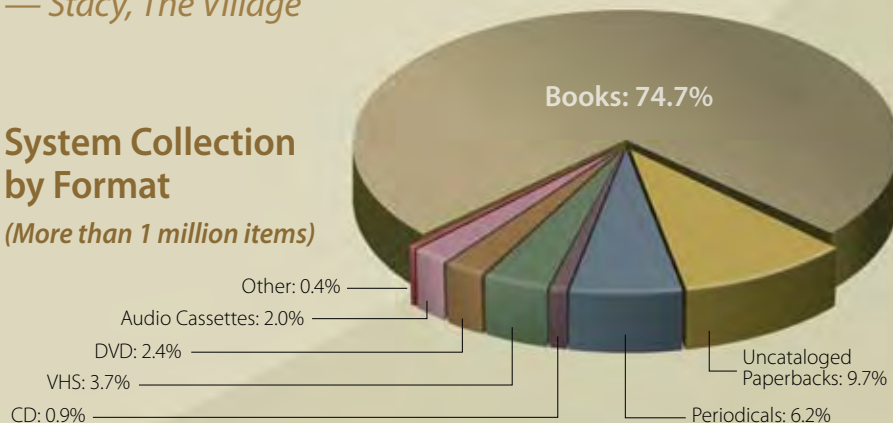
We even publish *info* magazine every month, which contains our calendar of library events as well as reviews and articles. It's free and you can pick up a copy at your neighborhood library.

*"I like to try out CDs and DVDs before I buy them.  
The library collection is a great resource for that."*

— Stacy, The Village

## System Collection by Format

(More than 1 million items)







# Services and Resources

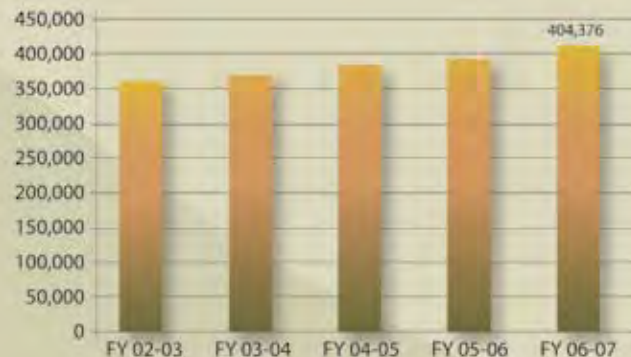
*"There is not such a cradle of democracy upon the earth as the Free Public Library, this republic of letters, where neither rank, office, nor wealth receives the slightest consideration."*

— Andrew Carnegie

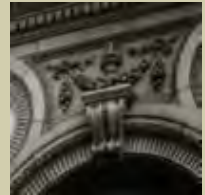
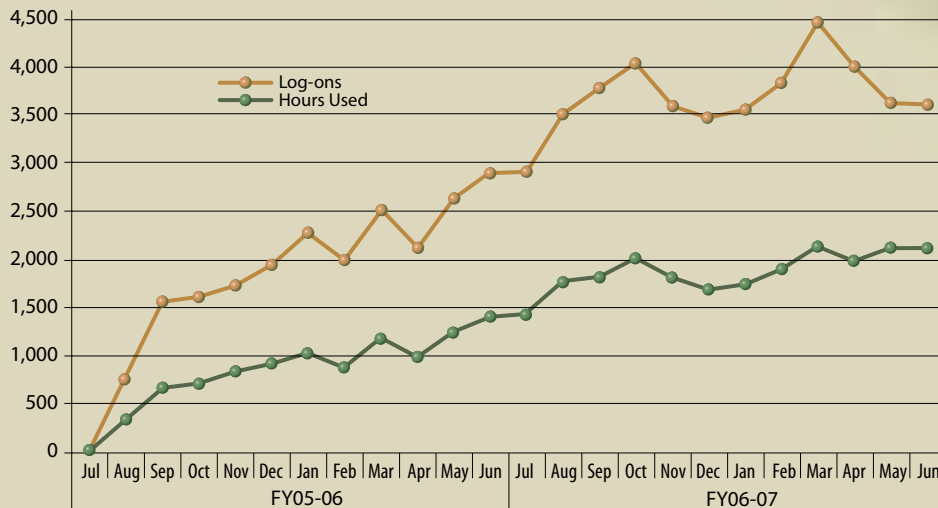
Carnegie gave Oklahoma City its first state-of-the-art library in 1899, and while the building is no longer standing, the excitement over having a great library is still alive.

And another thing that's still alive at your neighborhood Metropolitan Library is our pledge to be your inviting, innovative link to the world. Whether it's relaxing at one of our libraries to read newspapers from around the country, checking out some magazines, connecting to the Internet for free on one of our public service computers, or using your wi-fi enabled laptop for wireless access, we've got what you need.

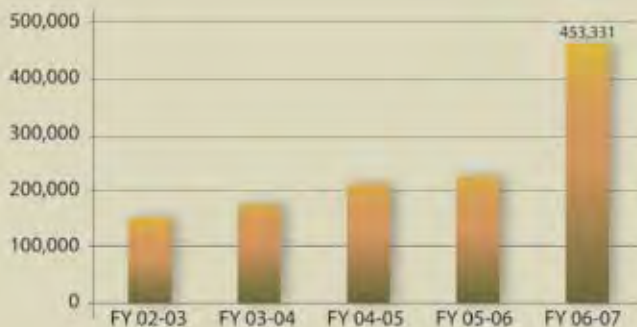
## Registered Library Card Holders



## Wireless Internet Access



## Internet Usage (Hours Used)



## Value of Service to Our Customers

If an average person bought:

- 4 books a year at \$14.60
- 6 music CDs at \$13.01
- 2 DVDs at \$19.14

and

- rented 2 DVDs or videos a month at the local video store
- had a yearly Wall Street Journal subscription
- attended 2 musical performances or plays

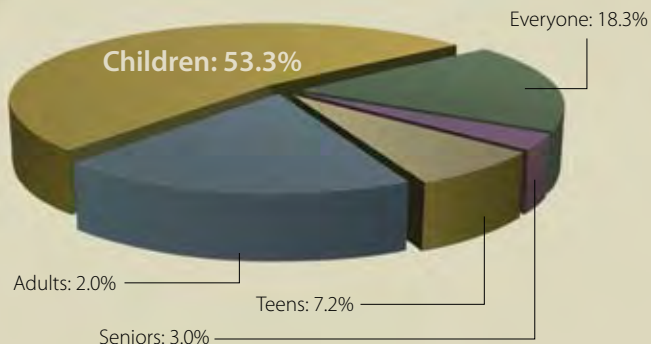
S/he would have spent an average of \$495.49 in one year.

This person could check out all of this and more at the Metropolitan Library System! Compare that with the free services and materials provided by just a few of your tax dollars.

# Outreach and Marketing

Since the first public library opened in Oklahoma County, over five generations have depended on us and we've always been there with answers, but MLS isn't just the best place to turn for auto repair manuals, cookbooks, and homework help. We're here for fun, too.

## Event Attendance by Age Group



**139,061 Total Attendance**

At a time when so many people are glued to their TV screens, computer monitors, and iPods, the live human interaction they find at the neighborhood library can be immensely rewarding. And fun.



*Former Gov. George Nigh presenting an "Oklahoma Moment".*

Our emphasis in 2007 has been on the Centennial and we asked one of Oklahoma's favorite sons to help us celebrate. Former Governor George Nigh was our spokesman for a series of history-oriented TV spots called "Oklahoma Moments." They originally aired on the MLS TV program "Read About It," and many of them are now available for viewing on our website, [www.metrolibrary.org](http://www.metrolibrary.org).

We also introduced library customers to state history through Oklahoma Voices, an oral history project, and through our Oklahoma Folklore Collection, made up of diaries, journals, songs, poems, letters and anecdotes collected during the 1940s.



# *Your Inviting, Innovative Link To The World*

Famed international best selling mystery writer, Sue Grafton, intrigued us with her tales at the Library Endowment Trusts' annual Literary Voices™ event. In February, Oklahoma City's performance troupe Rhythmically Speaking presented "Sweet Biscuits", which told the story of the creation, development and evolution of black towns in Oklahoma.

But our accomplishments this year were not only in the area of events. We introduced eMedia, a way for our customers to download audio books from our website. We also developed a new Five-Year Strategic Plan and began Leadership MLS, a series of workshops to strengthen the leadership skills of staff who will guide MLS during the next 100 years.

What else does the future have in store? Plans are progressing for a new Library Service Center that will offer expanded space and a centralized location for many of MLS' behind-the-scenes functions. We'll be continuing to develop plans for a new Northwest Library and a major renovation of the Ralph Ellison Library. Look, too, for our new RFID (radio frequency identification) project. RFID will completely change the way our libraries manage and track materials.







# Community Support

*But what do we have planned for our community for the next 100 years?*

*M*ore of the same and a lot more of what's different. MLS is a recognized leader in library technology and that won't change. Our most deeply held values won't change, either.

*Excellence...*

*Diversity...*

*Service...*

*Integrity...*

*Innovative Thinking...*

"At MLS," said executive director Donna Morris, "we believe libraries should still be the places where people can come in, relax, read, and find the information they're seeking. Sure, the Metropolitan Library System will continue to change and evolve, but the spirit of this institution will remain just as it has for the past 100 years — a publicly funded enterprise designed to meet the information needs of the residents of Oklahoma City and Oklahoma County."

We know the people in our community are going into the next 100 years with us. The future is only a breath away . . .

## Metropolitan Library Commission

From July 1, 2006 to June 30, 2007

Hugh Rice, Chairman - Oklahoma City  
Dr. Ann Caine, Vice Chairman - Oklahoma City  
David Greenwell, Disbursing Agent - Oklahoma City  
Nancy Anthony - Oklahoma City  
Ralph Bullard - Midwest City  
Carolyn Cornelius - Oklahoma City  
Scott Duncan - Oklahoma City  
Millicent Gillogly - Oklahoma City  
Deanna Hannah - Bethany  
Jose Jimenez - Oklahoma City  
Lee Alan Leslie - Midwest City  
Penny McCaleb - Oklahoma City  
Shirley Pritchett - Warr Acres  
Marguerite Ross - Oklahoma City  
Judy Smith - The Village  
Cynthia Trent - Del City  
Peggy Winters - The Village  
Greg Womack - Edmond

### Ex-Officio Members of the MLS Commission:

Mayor Mick Cornett - Oklahoma City  
Jim Roth - Oklahoma County Chairman,  
Board of County Commissioners

Donna Morris, Secretary (non-voting)



In FY06-07:

41,435  
*new cardholders*

1 million  
*items reserved by customers*

6.01 million  
*items checked out*

903,000  
*hits on our website*

17,404  
*children and teens enrolled in Summer at the Library*

# Financial Statement

## Revenues

	FY07	FY06
Property Taxes	\$ 23,584,537.42	\$ 22,033,245.26
Fines, Fees, & Gifts, etc.	623,000.00	456,000.00
State Aid	314,374.00	319,736.00
Investment Income	886,950.89	1,009,404.23
Miscellaneous Revenues	155,503.90	157,454.28
<b>Total Revenues</b>	<b>\$ 25,564,366.21</b>	<b>\$ 23,975,839.77</b>
Beginning Fund Balance Forward	\$ 7,080,294.58	\$ 4,899,336.01
Reserves for future capital and other projects	\$ 12,624,653.00	\$ 10,862,981.34
<b>Total Revenues &amp; Balance Forward</b>	<b>\$ 45,269,313.79</b>	<b>\$ 39,738,157.12</b>

## Expenditures

Personnel	\$ 13,606,292.35	\$ 13,038,720.39
Maintenance & Operations	3,585,046.19	3,523,797.16
Books & Materials	3,326,202.78	3,263,062.05
Capital Outlays	107,955.63	129,556.89
Capital Improvements	820,608.10	78,073.05
<b>Total Expenditures</b>	<b>\$ 21,446,105.05</b>	<b>\$ 20,033,209.54</b>
Ending Fund Balance	10,663,181.74	7,080,294.58
Reserves for future capital and other projects	\$ 13,160,027.00	\$ 12,624,653.00
<b>Total Expenditures and Ending Balance</b>	<b>\$ 45,269,313.79</b>	<b>\$ 39,738,157.12</b>





## MLS LIBRARIES

1	Belle Isle	5501 N. Villa, Oklahoma City	843-9601
2	Bethany	3510 N. Mueller, Bethany	789-8363
3	Capitol Hill	334 S.W. 26th, Oklahoma City	634-6308
4	Choctaw	2525 Muzzy Street, Choctaw	390-8418
5	Del City	4509 S.E. 15th, Del City	672-1377
6	Downtown	300 Park Ave., Oklahoma City	231-8650
7	Edmond	10 S. Boulevard, Edmond	341-9282
8	Midwest City	8143 E. Reno, Midwest City	732-4828
9	Ralph Ellison	2000 N.E. 23rd, Oklahoma City	424-1437
10	Southern Oaks	6900 S. Walker, Oklahoma City	631-4468
11	The Village	10307 N. Pennsylvania Ave., The Village	755-0710
12	Warr Acres	5901 N.W. 63rd, Warr Acres	721-2616

## MLS EXTENSION LIBRARIES

13	Harrah	1930 N. Church Ave., Harrah	454-2001
14	Jones	111 E. Main, Jones	399-5471
15	Luther	310 N.E. 3rd, Luther	277-9967
16	Nicoma Park	2240 Overholser, Nicoma Park	769-9452
17	Wright	2101 Exchange, Oklahoma City	235-5035

# 2007 ANNUAL REPORT

*Centennial Dreams...  
Just the Beginning*



Metropolitan  
LIBRARY SYSTEM

300 Park Avenue  
Oklahoma City, OK 73102

405.231.8650 [www.metrolibrary.org](http://www.metrolibrary.org)

## EXECUTIVE DIRECTOR'S REPORT

JANUARY 2008

### LUTHER LIBRARY EXPANDS HOURS

We are pleased to report an expansion in the number of hours that customers can now access the Luther Library. Beginning December 31, 2007 Luther began their new service hours and are now open Mon-Thurs, 9:30am - 6:00pm, and Friday and Saturday from 9:30am – 5:00pm. The library was formerly only open 4 days a week and service is now available to residents of this far eastern Oklahoma County community 6 days a week.

### RFID PROJECT ROLLS ON

Progress on the tagging of books with the new RFID (Radio Frequency Identification) tags is moving along very well. Southern Oaks, Midwest City and Belle Isle have completed the process and IT staff have moved on to the Edmond Library. Staff at these agencies are already reporting what a tremendous timesaver the new tags are proving to be in the “check out/in” procedures, and also in the collection development/weeding process.

### CAPITAL PROJECTS UPDATE

Review and refinement of the architectural plans for the **Service Center** continues. We expect to issue bid documents on January 31 with bids due back on March 4<sup>th</sup>. A recommendation will be presented to the Commission at the March meeting regarding the contract award.

Work is proceeding on the selection of an architect for the **Northwest Library**. 14 firms submitted *Letters of Interest* for the project on December 14th. Library staff reviewed and sent to the city recommendations for 5 firms to be interviewed. The city has scheduled interviews for January 22, 2008. The firms to be interviewed, in alphabetical order are: Architectural Design Group (ADG); Crafton, Tull, Sparks; Frankfurt-Short-Bruza (FSB); LWPB Architecture and PSA-Dewberry.

Library consultant, Jeff Scherer, has submitted a draft building program to the library and staff are reviewing the document. Mr. Scherer will be assisting the staff in the interview process and staff will be meeting with him to finalize and make changes to the building program during the week of January 22. The complete building program will be provided to the selected architect.

With the passage of the 2007 bond, the Northwest Project agreement may need to be amended to cover the additional Architectural/Engineering Design Fees. If necessary, that amendment would be presented at the February meeting.

The Preliminary Report/building program for the **Ralph Ellison** expansion project was submitted by FSB Architects and approved by OKC on December 18. The next phase, Final Design, is scheduled to be completed in mid May and contract award is anticipated in late June.

### DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Attended ALA Midwinter Conference
- Attended Village Friends Meeting



## **FUTURE LIBRARY EVENTS OF SPECIAL NOTE**

### ***Asian Film Fest***

Saturday, February 2, 2008  
Time: 1:00pm – 4:00pm  
Location: Downtown Library  
All Ages

Enjoy an Asian Cultural Festival the first weekend of February at the Downtown Library. The first event is a free Asian film fest on February 2<sup>nd</sup> from 1pm -4pm. The three films that will be shown are "Buddha Mind Monastery", "A New Year Ping Wei", and "Kung Fu Hustle". Event will continue on February 3<sup>rd</sup>.

### ***Luna New Year Celebration: 2008***

Sunday, February 3, 2008  
Time: 1:00 – 5:00pm  
Location: Downtown Library  
All Ages

To continue a weekend of Asian Culture, join the Downtown Library for the 2008 Pre-Lunar New Year's celebration on February 3<sup>rd</sup>. Come watch and experience the local Asian cultures and talent from around the state. The event is free and will consist of Asian influenced artwork from Oklahoma artists, information booths and performances from Asian communities of Oklahoma. Performances will take place in the 46<sup>th</sup> Star Room from 2:00pm – 3:00pm. See Dragon Dance performed by the Giac Quang Temple Youth Group, and the Lion Dance performed by the Chinese Society.

### ***Rhythmically Speaking Presents: "Hidden Soldier: I Just Need A J\*O\*B"***

Wednesday, February 6, 2008  
Time: 3:15pm – 4:15pm  
Location: Luther Library  
Ages 7 & Older

Rhythmically Speaking presents the story of Cathay Williams. When "Cathay" Williams disguised herself, and reversed her name to join the Army as William "Cathay," she was not trying to make history, she just needed a J\*O\*B. From 1866 to 1868 Cathay Williams was a soldier in the 38<sup>th</sup> Infantry, Company A, making her the one and only documented female Buffalo soldier to serve in the United States Army.

Co-Sponsor: Friends of the Metropolitan Library System and the Oklahoma Arts Council.

*MLS Libraries will host Rhythmically Speaking throughout February for Black History Month. Please check the calendar for more dates and times.*

### ***Ethnic Genealogy***

Saturday, February 16, 2008  
Time: 10:00am – 12:00pm  
Location: Choctaw Library  
Adults

Kathy Huber, genealogy librarian for the Tulsa City-County Library will lead this workshop. Ms. Huber will provide tips and guidance on ethnic family research including African-American and Native American using many types of records that are available. Kathy Huber has attended many genealogy workshops and conferences and has participated in classes at the Institute of Genealogy and Historical Research at Samford University and the National Institute on Genealogical Research at the National Archives in Washington, DC. Kathy presents programs for the genealogy department of the

Tulsa City-County Library and coordinates the library's family history month programs held in July. Kathy is a member of the Daughters of the American Revolution and the United Daughters of the Confederacy. Resource materials will be provided. Pre-registration is required.  
Co-Sponsored: Eastern Oklahoma County Technology Center and Tulsa City-County Genealogy Center.

***Jazz Concert with Phillip Mitchell***

Saturday, February 16, 2008  
Time: 2:00pm – 4:00pm  
Location: Ralph Ellison Library  
All Ages

Come to the library and enjoy a free jazz concert with Phillip Mitchell and crew. Pre-registration is required.

***Andes Manta Presents: Traditional Music From the Andean Highlands***

Sunday, February 17, 2008  
Time: 2:00pm – 3:00pm  
Location: Downtown Library  
All Ages

You saw them in November 2006. *Now they are passing this way again for one show only!* Don't miss this exciting trip through the Andes with traditional music from the Andean Highlands presented by Andes Manta. Together, these brothers from the Ecuadorian Andes play 35 different traditional instruments.

***Keeping Your Brain Active***

Monday, February 18, 2008  
Time: 6:00pm – 7:00pm  
Location: Midwest City Library  
Adults/Seniors

Come find out ways to develop your brain power! Every time you learn something new, you build new brain cells. This program will give lots of suggestions and tips to stimulate your thinking.  
Co-Sponsor: Autumn Bridge Hospice

***Friends Booksale 2008***

Saturday and Sunday, February 23 & 24, 2008  
Time: 9:00am – 5:30pm  
Location: Oklahoma Expo Hall  
All Ages

Join us at the Fairgrounds for our annual booksale! Oklahoma Expo Hall, Oklahoma State Fairgrounds.  
Co-Sponsor: Friends Metropolitan Library System.

***Big Brain Academy***

Monday, February 25, 2008  
Time: 6:00pm – 7:00pm  
Location: Midwest City Library  
Adults/Seniors

Learning new things and making new connections can keep our brains young and healthy, and it can be fun, *too!* In this program, we'll be playing Big Brain Academy on the Nintendo Wii, and learning that video games aren't just for kids anymore! Sign ups are limited, so call 732-4828 or visit the Information Desk at Midwest City Library to register.