

# **METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY**

Thursday, April 16, 2009, 3:30 p.m.  
Midwest City Library  
8143 E. Reno  
Oklahoma City, OK 73110  
(Telephone: 732-4828)

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

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

Hugh Rice, Chair

## **3:30 – 3:40 pm INTRODUCTIONS**

- Document #81 – 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.

## **3:40 – 3:50 pm CONSENT DOCKET (#82 - #84)**

- Document #82 – Approval of Minutes of March 19, 2009 Meeting
- Document #83 – Acceptance of Review of Expenditures for March 2009
- Document #84 – Contract Awards and Purchases
  - Item A: Printing of the Library's *info* Magazine
  - Item B: Cancellation of Contract and Award of New Contract for Furniture for the Ralph Ellison Library
  - Item C: Furniture and Fixtures for Maintenance/Service Center

## **3:50 – 4:00 pm SPECIAL PRESENTATIONS**

- *Winter Read Fest* Update – Presented by: Anita Roesler, Senior Services Coordinator, Outreach

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

- Document #85 – MLS March 2009 Circulation Report
- Document #86 – MLS March 2009 Computer Usage Report
- Document #87 – MLS March 2009 System Reserve Report

## **4:15 – 4:20 pm EXECUTIVE DIRECTOR'S REPORT**

## **4:20 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS**

*A tour of this library will be available for Commission members at the conclusion of the meeting.*

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

Thursday, May 21, 2009  
Downtown Library, 300 Park Avenue, Oklahoma City, OK 73102

*APRIL'S REFRESHMENTS HOSTED BY RALPH ELLISON LIBRARY  
MICHAEL OWENS, 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 April 2009:

<b><u>Employees</u></b>	<b><u>Years of Service</u></b>
LaVetta Kinsey-Dent, Manager of Library Operations I, Village Library	30
Heidi M. Johnson, Technical Processing Manager	30
Loretta G. Frantz, Technical Processor	15
Melanie Diane Levick, Technical Processor	5
Kerry Stewart Hubbs, Maintenance Technician II	5

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

DATE: March 19, 2009

TIME: 3:30 pm

MEETING PLACE: Southern Oaks Library

**Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County October 31, 2008. 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 Southern Oaks Library and Downtown Library, 300 Park Avenue, Oklahoma City, on March 17, 2009, in conformity with the Oklahoma Open Meeting Act §311.**

**Commission Members**

**PRESENT:**

Nancy Anthony  
Ralph Bullard  
Glenda Choate  
Margaret Graham  
David Greenwell, Disbursing Agent  
Jose Jimenez  
Lee Alan Leslie  
Penny McCaleb  
Tracy McDaniel  
Lori Nelson  
Mukesh Patel  
Jim Shonts  
Judy Smith  
Alyne Strube  
Beth Toland  
Hugh Rice, Chair  
Donna Morris, Executive Director  
**(Secretary)**

**EXCUSED:**

Carolyn Cornelius, Vice-Chair  
Mick Cornett, Mayor of Oklahoma City  
Fran Cory  
Deanna Hannah  
Tracy McGehee  
Cynthia Mitas  
Brenda Palmer  
Kim Patterson  
Ray Vaughn  
Alexandra Vera  
Greg Womack

Estimate of general public and staff attending: 23

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

Roll was called to establish a quorum. Present: Anthony, Bullard, Choate, Graham, Greenwell, Jimenez, Leslie, McCaleb, McDaniel, Patel, Shonts, Smith, Strube, Toland, Rice, (Arrived: Nelson, 3:35).

**II.** Mr. Rice introduced Ms. Rosemary Czarski, Manager of the Choctaw Library.

**III.** Mr. Rice called for Presentations of Service Certificates for March 2009. There were none.

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

**V.** Mr. Rice presented the Consent Docket: Document #75 – Approval of Minutes for February 19, 2009 Meeting; Document #76 – Acceptance of Review of Expenditures for February 2009; Document #77 – Approval of Contract Awards and Purchases.

Mr. Rice called for a motion.

**Mrs. Nancy Anthony moved to accept the consent docket. Mrs. Penny McCaleb seconded. Questions and discussion followed.**

**Corrections were made to Document #77 Contract Awards and Purchases.**

**Motion passed unanimously.**

**VI.** Mr. Rice referred to Special Presentations ~ *MLS 2009 Literary Voices*, Mary Price, Endowment Trustee & Co-Chair of Literary Voices.

Ms. Price extended an invitation to the commission to attend the 2009 Literary Voices event on Tuesday, April 14. The guest speaker this year is Author Ann Patchett. Commission member Penny McCaleb will be awarded the Lee B. Brawner Lifetime Achievement Award at the event. Invitations to the event will be mailed out to each commission member.

Mr. Rice called on Ms. Carol Gilbert to present the Friends 2009 Booksale update.

Ms. Gilbert reported 2009 was a record year for the book sale. The grand total of proceeds from the sale was \$251,884.69. Ms. Gilbert provided sales statistics by the hour, minute and second for the book sale. She thanked all the volunteers for their hard work and dedication.

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

- ◆ Document #78 – MLS February 2009 Circulation Report
- ◆ Document #79 – MLS February 2009 Computer Usage Report
- ◆ Document #80 – MLS February 2009 System Reserve Report

Questions and discussion followed.

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

Mrs. Morris provided information on the use of conference spaces at the downtown library. Last year over 428 events were held in the downtown library, most were in the 4<sup>th</sup> floor conference meeting area. Approximately \$43,000 in revenue was generated for the system.

The first half of state aid funding has been received. The second half will be received in a couple of months.

Architectural Design Group (ADG) has been recommended for the Southern Oaks Library project. The city is in the process of contract negotiations with the firm and hopes to award

the project to them at the city council meeting on April 7. ADG is a well-known Oklahoma City firm who designed the Bricktown Ballpark and the city center parking garage.

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

**X.** The next Commission meeting will be held at the Midwest City Library on April 16, 2009.

There being no further business, the meeting was adjourned at 4:01 p.m.

A handwritten signature in cursive script that reads "Donna Morris". The signature is written in dark ink and is positioned above a horizontal line.

Donna Morris, Executive Director  
(Secretary)

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

March 31, 2009

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of March 2009.

For comparison, 75.00% of the fiscal year has passed.

### **COMMISSION ACTION**

That the Commission acknowledge the financial report of March 2009.

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

**March 31, 2009**

**ASSETS**

CASH - Overnight Investment Account		\$ 7,415,747.28
INVESTMENTS (Schedule attached)		25,840,003.61
PREPAID ACCOUNTS		30,000.00
TAXES RECEIVABLE: 2008-09 Ad Valorem Tax	26,993,368.00	
Less: Reserve for Delinquent Tax	(2,453,943.00)	
Budgeted Tax Revenue	24,539,425.00	
Less: Tax Received	(22,271,119.64)	
		2,268,305.36
<b>Total Assets</b>		<u><u>\$35,554,056.25</u></u>

**LIABILITIES, DEFERRED REVENUE AND FUND BALANCE**

**LIABILITIES:**

2007-08 Reserve for Appropriations	\$126,555.65	
2008-09 Purchase Orders Outstanding	3,791,356.01	
2007-08 Purchase Orders Outstanding	17,932.17	
2008-09 Checks Outstanding	245,709.77	
2007-08 Checks Outstanding	4,277.96	
<b>Total Liabilities</b>		4,185,831.56

**DEFERRED TAX REVENUE:**

Current Year Ad Valorem Tax	2,268,305.36
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**FUND BALANCE:**

Beginning of the Year		\$28,059,672.84
Add: Revenues		
Budgeted	22,866,323.14	
Other	<u>1,998,797.01</u>	24,865,120.15
Less: Expenditures		<u>(23,824,873.66)</u>
<b>Total Fund Balance</b>		<u>29,099,919.33</u>
<b>Total Liabilities, Deferred Revenue and Fund Balance</b>		<u><u>\$35,554,056.25</u></u>



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

**As of March 31, 2009**

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	2/3/2009	2/3/2011	2.700%	\$ 95,003.61
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	2/18/2009	3/18/2010	2.800%	95,000.00
CD - Stillwater National Bank	4/23/2003	5/23/2009	4.250%	100,000.00
CD - National Bank of Commerce.	12/19/2008	12/19/2009	3.000%	240,000.00
CD - Kirkpatrick Bank, Edmond	12/12/2008	12/12/2011	3.030%	95,000.00
CD - Coppermark Bank	9/15/2008	6/15/2009	3.350%	95,000.00
CD - BancFirst	7/28/2004	7/28/2009	3.830%	100,000.00
CD - Rose Rock/Union Bank	9/5/2008	10/5/2009	3.040%	95,000.00
CD - Fidelity Bank	10/19/2004	10/19/2009	4.000%	100,000.00
CD - Quail Creek Bank	12/7/2008	6/7/2009	3.300%	240,000.00
CD - Citizen's Bank of Edmond	7/2/2004	7/2/2009	4.060%	100,000.00
CD - Intrust Bank	7/7/2008	7/7/2009	2.500%	95,000.00
CD - Valliance Bank	3/5/2009	3/5/2010	2.250%	95,000.00
CD - IronStone Bank	9/23/2008	9/23/2009	4.070%	95,000.00
Fed Home LN BKS 10-12	8/28/2008	8/24/2012	4.020%	2,000,000.00
CD - Bank of Oklahoma	1/8/2009	7/7/2009	0.910%	8,000,000.00
Fed Home LN BKS 09-12	10/30/2008	10/30/2012	4.125%	1,000,000.00
Fed Home LN BKS 10-12	7/30/2008	1/30/2012	4.020%	2,000,000.00
Fed NATL MTG ASSN 09/12	12/18/2008	12/18/2012	3.150%	2,000,000.00
Fed Home LN BKS 09-12	10/30/2008	10/30/2012	4.150%	2,000,000.00
Fed Home LN BKS 08-13	1/22/2008	1/22/2013	4.000%	1,000,000.00
CD - Bank of Oklahoma	1/8/2009	10/5/2009	1.070%	2,000,000.00
FNMA 09-13	9/25/2008	9/25/2013	4.125%	2,000,000.00
Fed Home LN BKS 09-11	12/30/2008	12/30/2011	2.100%	2,000,000.00
Total Investments				<u>\$ 25,840,003.61</u>

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

**March 1, 2009 to March 31, 2009**

	<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	\$24,539,425.00	\$ 1,413,953.57	\$22,271,119.64	90.76%
State Aid	317,714.00	177,203.50	177,203.50	55.77%
Fines	<u>482,400.00</u>	<u>49,000.00</u>	<u>418,000.00</u>	86.65%
<b>Total Budgeted Revenue</b>	<u><u>\$ 25,339,539.00</u></u>	<u><u>\$ 1,640,157.07</u></u>	<u><u>\$22,866,323.14</u></u>	90.24%
<b><u>NOT BUDGETED:</u></b>				
Prior Years Taxes		\$ 12,419.03	\$ 1,024,068.74	
Gifts and Lost Books Fees		0.00	75,000.00	
Investment Income		48,446.96	781,512.96	
Flexible Benefits Account Balance		0.00	2,088.20	
Sale of Surplus Equipment		0.00	5,795.72	
Miscellaneous		<u>1,510.24</u>	<u>110,331.39</u>	
<b>Total Miscellaneous Revenue</b>		<u><u>\$ 62,376.23</u></u>	<u><u>\$ 1,998,797.01</u></u>	
<b>Total Revenue</b>	<u><u>\$ 25,339,539.00</u></u>	<u><u>\$ 1,702,533.30</u></u>	<u><u>\$24,865,120.15</u></u>	98.13%



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

**March 31, 2009**

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
<b>REVOLVING FUNDS:</b>				
805 Gifts/Lost Books	\$ 35,207.71	\$ 5,417.63	\$ 620.58	\$ 40,004.76
810 Prepaid Fees	290.51	0.00	19.77	270.74
815 Fines	49,135.86	53,593.95	49,030.00	53,699.81
820 Copy	157,528.36	9,615.03	2,740.14	164,403.25
900 Special Event Fund	1,915.12	0.00	0.00	1,915.12
<b>Total Revolving Funds</b>	<b>\$ 244,077.56</b>	<b>\$ 68,626.61</b>	<b>\$ 52,410.49</b>	<b>\$ 260,293.68</b>
<b>GRANTS:</b>				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u><b>Special Grants</b></u>				
857 DN/LC Donations	92,029.29	92,529.29	89,785.96	2,743.33
876 08/Guild/Choctaw Books	10,000.00	7,000.00	6,098.81	901.19
890 08/ALA/Lets Talk About It	2,500.00	2,500.00	2,123.67	376.33
921 09 Walmart Del City	2,000.00	2,000.00	256.87	1,743.13
929 09/OAC/African American History	4,500.00	0.00	4,500.00	(4,500.00)
930 09/OAC/Zydeco Music	3,000.00	0.00	3,000.00	(3,000.00)
932 09/Village/Shelving	10,031.00	10,031.00	0.00	10,031.00
933 09/Rose State/Big Read	3,043.86	3,043.86	1,627.00	1,416.86
934 09/Guild/Tai Chi	1,400.00	1,400.00	0.00	1,400.00
935 09/Guild/Creative Teen Arts	300.00	300.00	234.10	65.90
936 09/Guild/Scottish Heritage	500.00	500.00	0.00	500.00
937 09/Guild/Spanish Classes	350.00	350.00	0.00	350.00
940 09/Sams/Programming MWC	1,000.00	1,000.00	0.00	1,000.00
941 09/LET/Summer Reading	12,000.00	12,000.00	1,185.68	10,814.32
942 09/LET/Winter Readfest	3,000.00	3,000.00	0.00	3,000.00
944 09/LET/Gift Materials	33,563.00	33,563.00	0.00	33,563.00
945 09/LET/Piano performances	3,000.00	3,000.00	0.00	3,000.00
946 09/Guild/5th Anniversary - Progr	1,500.00	1,500.00	0.00	1,500.00
948 09/Walmart/MWC Teen Events	1,000.00	1,000.00	0.00	1,000.00
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
991 06 Inasmuch	60,000.00	60,000.00	59,324.49	675.51
994 06 WalMart/Village	2,000.00	2,000.00	1,967.62	32.38
995 06 WalMart/Midwest City	1,977.41	1,977.41	1,977.41	0.00
<u><b>Grants - Friends of MLS, Previous Years</b></u>				
872 08 Big Cozy Book Furniture	10,000.00	10,000.00	0.00	10,000.00
875 08 Public Art	3,000.00	3,000.00	0.00	3,000.00

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Grants - Friends of MLS, Current Fiscal Year</u>					
901	09 Volunteer Recognition	\$2,000.00	2,000.00	2,000.00	0.00
902	09/Staff Recognition	\$6,845.00	6,924.35	6,877.53	46.82
904	09 Summer at the Library	\$5,000.00	5,000.00	0.00	5,000.00
905	09 L.I.F.E.	\$7,500.00	7,500.00	1,067.08	6,432.92
906	09 YA Author Visit	\$13,100.00	13,100.00	9,849.24	3,250.76
907	09 System-wide adult programming	\$2,500.00	2,500.00	2,500.00	0.00
908	09 System-wide senior programmin	\$6,000.00	6,000.00	5,600.00	400.00
909	09 Noon Tunes	\$19,000.00	19,000.00	10,808.00	8,192.00
910	09 Our World - System Programmin	\$18,000.00	18,000.00	18,000.00	0.00
911	09 Celebration of Black History & C	\$1,000.00	1,000.00	992.91	7.09
913	09 Teen Café Tables	\$1,420.00	0.00	1,192.50	(1,192.50)
914	09 Children's Furniture	\$10,000.00	10,000.00	0.00	10,000.00
915	09 Big Cozy Books Furniture	\$8,000.00	8,000.00	7,598.00	402.00
916	09 Inviting Storytime Rug	\$580.69	580.69	484.77	95.92
917	09 Public Art in Libraries	\$3,000.00	3,000.00	0.00	3,000.00
918	09 Harlem Renaissance Arts Projec	\$360.00	360.00	345.72	14.28
919	09 Library Endowment Trust	\$1,000.00	0.00	0.00	0.00
920	09 MLS TV Ad Production	\$15,000.00	15,000.00	0.00	15,000.00
Total Grants					<u>\$133,111.99</u>
Total Special Funds					<u>\$ 393,405.67</u>



**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of March 2009

FY-09

**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	809,687.73	7,729,288.85	72.34	10,685,220.00	2,955,931.15
102	Wages - Part-time	114,965.39	1,112,295.96	66.84	1,664,141.00	551,845.04
103	Payroll Taxes	68,329.19	651,748.57	68.10	957,089.00	305,340.43
109	Workers Comp Insurance	8,029.00	81,184.00	64.84	125,211.00	44,027.00
112	Group Insurance	142,670.93	1,251,856.59	68.96	1,815,292.00	563,435.41
113	Employees' Retirement	45,255.90	1,143,388.69	85.47	1,337,774.00	194,385.31
114	Unemployment Compensation	.00	7,077.95	35.39	20,000.00	12,922.05
Total Personal Services		1,188,938.14	11,976,840.61	72.13	16,604,727.00	4,627,886.39

**Maintenance & Operations - Contractual Services**

201	Bldg, Property, & Auto Insur.	.00	130,857.00	93.43	140,066.00	9,209.00
202	Liability/Bonding Insurance	4,025.00	11,911.00	86.94	13,700.00	1,789.00
205	Rent of Library Buildings	4,837.33	43,935.97	74.72	58,800.00	14,864.03
206	Rent of Equipment	.00	540.00	7.50	7,200.00	6,660.00
207	Janitorial Services	30,809.00	309,214.86	74.94	412,625.00	103,410.14
208	Maintenance of Facilities	12,019.62	168,668.99	51.37	328,354.00	159,685.01
211	Parking & Transportation	13,342.73	117,891.29	69.67	169,216.00	51,324.71
212	Travel Expenses	4,022.74	25,057.69	47.20	53,088.00	28,030.31
213	Professional Services	19,001.02	124,231.88	43.49	285,656.00	161,424.12
214	Security Services	31,589.27	273,462.22	69.08	395,843.00	122,380.78
216	Telephone Services	4,626.38	92,307.07	34.41	268,231.00	175,923.93
217	Electrical Services	31,159.94	369,406.49	73.74	500,950.00	131,543.51
218	Gas Services	7,283.54	53,093.57	83.59	63,516.00	10,422.43
219	Water & Garbage Services	2,835.18	37,052.53	76.85	48,213.00	11,160.47
220	Trigen Energy Services	9,492.01	113,742.68	60.18	189,000.00	75,257.32
226	Memberships	777.00	23,662.00	76.18	31,060.00	7,398.00
230	Other Library-related Services	21,597.36	249,201.74	62.45	399,051.00	149,849.26
231	Automation Contractual	-20,112.03	205,187.46	57.22	358,570.00	153,382.54
236	Network Catalog Services	.00	46,871.44	78.74	59,525.00	12,653.56
Total Contractual Services		177,306.09	2,396,295.88	63.35	3,782,664.00	1,386,368.12

**Metropolitan Library System**  
**Statement of Encumbrances**  
Month of March 2009

FY-09

**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	32,778.70	116,146.48	71.65	162,100.00	45,953.52
302	Postage	18,342.89	181,101.50	64.87	279,175.00	98,073.50
303	Supplies	24,397.86	269,830.41	64.50	418,318.00	148,487.59
310	Maintenance Supplies	2,228.21	38,082.27	53.64	71,000.00	32,917.73
312	Safety Supplies & Equipment	2,017.37	5,738.06	56.26	10,200.00	4,461.94
321	Gasoline & Oil	1,427.36	19,072.95	39.74	48,000.00	28,927.05
322	Vehicle Parts & Repairs	194.29	9,690.55	48.45	20,000.00	10,309.45
330	Programming Activities	10,465.29	101,039.01	49.68	203,395.00	102,355.99
331	Other Commodities	4,483.99	11,935.61	34.20	34,900.00	22,964.39
Total Commodities		96,335.96	752,636.84	60.35	1,247,088.00	494,451.16
		=====	=====		=====	=====

**Capital Outlays**

401	Books & Materials	303,450.00	2,402,099.82	68.58	3,502,400.00	1,100,300.18
404	Government Documents	.00	.00	.00	5,000.00	5,000.00
405	Book Repairs & Bindings	.00	.00	.00	2,200.00	2,200.00
407	Periodicals & Subscriptions	380.16	139,065.66	90.29	154,020.00	14,954.34
408	Furniture, Fixture, & Equipmnt	5,965.51	68,094.64	10.84	628,227.00	560,132.36
409	Motor Vehicles	.00	57,860.00	77.15	75,000.00	17,140.00
410	Automation System & Equipment	10,364.98	312,577.47	63.09	495,463.00	182,885.53
450	Capital Projects	266,098.92	5,719,402.74	55.68	10,271,327.00	4,551,924.26
490	Capital Reserves - Current	.00	.00	.00	-1,618,109.96	-1,618,109.96
499	Reserve Carryover - Prior	.00	.00	.00	18,249,206.10	18,249,206.10
Total Capital Outlays		586,259.57	8,699,100.33	27.39	31,764,733.14	23,065,632.81
		=====	=====		=====	=====
Total Budget		2,048,839.76	23,824,873.66	44.62	53,399,212.14	29,574,338.48
		=====	=====		=====	=====



**Monthly Journal Entries -- March 2009**

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<b><u>Investments</u></b>				
169	1001	Cash	\$ 194.56	
	3602	Interest Income Interest from MidFirst CD		\$ 194.56
170	1001	Cash	\$ 972.35	
	3602	Interest Income Interest from Fidelity CD		\$ 972.35
171	1001	Cash	\$ 3,329.81	
	3602	Interest Income Interest from Valliance CD		\$ 3,329.81
172	1001	Cash	\$ 41,250.00	
	3602	Interest Income FNMA 09-13, semi-annual interest		\$ 41,250.00
<b><u>Tax revenues</u></b>				
173	1001	Cash	\$ 177,203.50	
	3401	State Aid State Aid, first payment		\$ 177,203.50
174	1001	Cash	\$ 245,536.50	
	1201	Ad Valorem Tax - Current year		\$ 233,219.53
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 2/16 to 2/27		\$ 12,316.97
175	1001	Cash	\$ 213,803.38	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/1 to 3/6		\$ 213,803.38
176	1001	Cash	\$ 369,948.35	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/09 to 3/13		\$ 369,948.35
177	1001	Cash	\$ 137.08	
	1201	Ad Valorem Tax - Current year		\$ 35.02
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 3/1 to 3/13		\$ 102.06
178	1001	Cash	\$ 596,947.29	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/16 to 3/20		\$ 596,947.29
<b><u>Miscellaneous revenue</u></b>				
179	1001	Cash	\$ 1,510.24	

3605	Mic. Reimbursements				\$	1,510.24
	US Conf of Mayors	\$	20.73	Café rent	\$	500.00
	long distance		32.70	Amigos		50.01
	Abitibi		15.75	rtnd check		(676.00)
	Photocopies-Friends		891.05	Insurance		676.00
				Total		1,510.24

### Fines

180	1001	Cash		\$	49,000.00	
	3403	Projected Mic. Revenue - Fines				\$ 49,000.00
		Fines transferred to General Fund in March				

### Payable entries

181	3001	Current Year Reserv. for Appropriations.		\$	2,048,839.76	
	3011	Current Year P.O. Outstanding				\$ 2,048,839.76
	3002	Prior Year Reserv. for Appropriations.		\$	-	\$ 2,233.20
	3012	Prior Year P.O. Outstanding		\$	2,233.20	\$ -
		Purchase orders issued in March				
182	3011	Current Year P.O. Outstanding		\$	2,047,576.04	
	3021	Current Year Warrants Outstanding				\$ 2,047,576.04
	3012	Prior Year P.O. Outstanding		\$	5,786.71	
	3022	Prior Year Warrants Outstanding				\$ 5,786.71
		Checks issued in March				
183	3021	Current Year Warrants Outstanding		\$	2,023,656.43	
	1001	Cash				\$ 2,023,656.43
	3022	Prior Year Warrants Outstanding		\$	1,519.00	
	1001	Cash				\$ 1,519.00
		Checks cleared Bank in March				

### Bank interest and fees

184	1001	Cash		\$	2,700.24	
	3602	Interest Income				\$ 2,700.24
		Interest from GF Checking Acct less fees				
185	8000	Special Fund Cash				\$ 6.97
	8815	Fines Account		\$	6.97	
		Interest from SF Checking Acct less fees				

### Special funds

186	8000	Special Fund Cash		\$	74,839.69	
	8815	Fines				\$ 43,326.80
	8820	Copy				\$ 9,615.03
	8805	Gift/Lost Books				\$ 5,417.63
	8810	Prepaid Fees		\$	19.77	
	8865					\$ 173.82
	8868			\$	173.82	
	8907					\$ 2,500.00



8914			\$	10,000.00	
8917			\$	3,000.00	
8948			\$	1,000.00	

Revenues of special funds received in March

187	8000	Special Fund Cash			\$	65,779.39
	8815	Fines	\$	49,030.00		
	8820	Copy	\$	2,740.14		
	8805	Gift/Lost Books	\$	620.58		
	8907		\$	2,500.00		
	8909		\$	3,336.00		
	8911		\$	692.91		
	8906		\$	118.24		
	8910		\$	2,500.00		
	8930		\$	3,000.00		
	8935		\$	234.10		
	8995		\$	7.42		
	8901		\$	1,000.00		

Expenditures of special funds in March

**Corrections, adjustments, and miscellaneous**

188	8805		\$	1,295.00		
	8000				\$	1,295.00
	8000		\$	1,806.00		
	8815				\$	1,806.00
		To record the increase in petty cash funds				
189	8000		\$	8,468.09		
	8815				\$	8,468.12
	8995		\$	0.03		
		To record credit card receipts and adjust for \$3 bank error and closeout grant (.03)				
190	8005		\$	1,295.00		
	8805				\$	1,295.00
		to correct account number keyed wrong in entry 190				
191	8865		\$	173.82		
	8868				\$	173.82
		To correct entry on subsidiary ledger only				
		Grand Total		\$ 7,986,002.02	\$ 7,986,002.02	
					\$	-

General Fund F.Y. 08-09

Warrant Register

March 2009

Number	Vendor/Payee	Purpose		Amount
G-03380	Metropolitan Library System	Professional Services	15.00	
		Postage	9.02	
		Supplies	68.84	
		Programming Activities	122.18	
		Other Commodities	37.12	252.16
G-03381	City of Oklahoma City	Water & Garbage	349.45	349.45
G-03382	Triangle/A & E	Capital Projects	232.75	
		Printing	37.50	
		Capital Projects	289.44	559.69
G-03383	Brodart, Inc.	Supplies	660.00	660.00
G-03384	Tech-Lock	Maintenance of Facilities	375.00	
		Maintenance of Facilities	25.00	
		Maintenance of Facilities	5.00	405.00
G-03385	MASSCO Maintenance Supply Co.	Maintenance Supplies	374.10	374.10
G-03386	Highsmith Co., Inc.	Programming Supplies	68.20	
		Supplies	72.28	140.48
G-03387	Hewlett-Packard Co.	Automation Contractual	4,274.35	4,274.35
G-03388	UNUM Life Insurance	Grp L-T Disab Ins.-March	5,625.50	5,625.50
G-03389	AT&T	Telephone Services	139.70	139.70
G-03390	Frank Ray	Mileage	80.85	80.85
G-03391	Oklahoma Library Association	Professional Services	100.00	
		Professional Services	160.00	260.00
G-03392	Baker & Taylor Books	Materials	213.75	213.75
G-03393	Spence & Associates, Inc	Library-Related Services	2,150.00	2,150.00
G-03394	CompSource Oklahoma	Workers Comp Insurance	8,029.00	8,029.00
G-03395	ALA Membership CSC	Memberships	159.00	
		Memberships	245.00	404.00
G-03396	Keystone Tape & Label, Inc.	Printing	642.93	642.93
G-03397	Oasis Audio LLC	Materials	21.20	21.20
G-03398	Cilisse Simonds	Materials	111.00	111.00
G-03399	Eureka Water Co.	Ralph Ellison Relocation	21.00	21.00
G-03400	Instructional Video, Inc.	Materials	359.89	359.89
G-03401	Gale Group	Materials	1,935.72	1,935.72
G-03402	Ann Aliotta	Mileage	16.50	16.50
G-03403	Mutual Assurance	Grp Med/Dtl Ins Prem-MAR	32,110.88	32,110.88
G-03404	Light Bulb Supply Co., Inc.	Maintenance of Facilities	205.92	205.92
G-03405	Walter Wayne McEvilly	Programming Activities	200.00	200.00
G-03406	Full Circle Bookstore	Programming Activities	98.86	98.86
G-03407	Nancy Lytle	Mileage	6.38	6.38
G-03408	INTEGRIS Corporate Assistance	Professional Services	864.00	864.00
G-03409	Oklahoma Air Filter	Maintenance of Facilities	66.54	
		Maintenance of Facilities	482.56	
		Maintenance of Facilities	38.88	587.98
G-03410	Southwest Solutions Group, Inc	Maintenance of Facilities	2,500.00	2,500.00
G-03411	Shawver & Son	Maintenance of Facilities	224.13	224.13
G-03412	Random House, Inc	Materials	3,606.35	3,606.35
G-03413	Scott's Printing & Copying	Printing	230.00	
		Printing	1,341.40	1,571.40
G-03414	Ingram Library Service	Materials	2,172.37	2,172.37
G-03415	Audio Editions	Materials	191.76	191.76
G-03416	SmileMakers, Inc.	Supplies	72.38	72.38
G-03417	Walker Group	Supplies	522.55	522.55



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Warrant Register

March 2009

Number	Vendor/Payee	Purpose		Amount
G-03418	Ingram Library Service	Materials	333.77	333.77
G-03419	Oklahoma Secretary of State	Library-Related Services	20.00	20.00
G-03420	Town of Luther	Water & Garbage	44.25	44.25
G-03421	Barnes & Noble, Inc.	Materials	7.16	7.16
G-03422	Dana Phillips	Mileage	24.48	24.48
G-03423	Susan Pierce	Programming Activities	21.00	21.00
G-03424	Evans Hardware	Maintenance of Facilities	46.25	
		Maintenance of Facilities	28.05	
		Maintenance of Facilities	53.00	127.30
G-03426	OPUBCO Communications Group	Capital Projects	252.25	252.25
G-03427	KVSP FM	Library-Related Services	600.00	600.00
G-03428	Hewlett-Packard Co.	Automation Contractual	26,023.65	26,023.65
G-03429	Choctaw Chamber of Commerce	Memberships	100.00	100.00
G-03430	Books in Motion	Materials	140.25	140.25
G-03431	City of Harrah	Water & Garbage Services	46.85	46.85
G-03432	Heritage Microfilm, Inc	Subscriptions	6,421.14	6,421.14
G-03433	City of Choctaw	Water & Garbage Services	70.94	70.94
G-03434	Todd Olberding	Telephone Services	37.30	37.30
G-03435	NewsOK.com	Materials	12,000.00	12,000.00
G-03436	Baker & Taylor Entertainment	Materials	5,630.83	
		Materials	3,554.83	9,185.66
G-03437	Metropolitan Library System	Grp Med/Dtl Ins Prms-MAR	99,359.18	99,359.18
G-03438	Kimberly A Terry	Library-Related Services	50.48	50.48
G-03439	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	12.00
G-03440	Barbara A. Johnson	Mileage	16.21	16.21
G-03441	Star Lighting	Maintenance of Facilities	93.00	
		Maintenance of Facilities	158.00	
		Maintenance of Facilities	114.72	
		Maintenance of Facilities	199.70	
		Maintenance of Facilities	93.00	
		Maintenance of Facilities	104.70	763.12
G-03442	Lesli Jones	Library-Related Services	440.00	440.00
G-03443	AT&T	Telephone Services	59.37	59.37
G-03444	Baker & Taylor Books	Materials	1,095.65	
		Materials	1,559.29	
		Materials	1,756.71	
		Materials	4,008.13	
		Materials	5,422.59	
		Materials	3,037.09	
		Materials	5,298.32	
		Materials	2,633.53	24,811.31
G-03445	Baker & Taylor Books	Materials	527.42	
		Materials	1,813.91	
		Materials	3,642.43	
		Materials	3,593.93	9,577.69
G-03446	Baker & Taylor Books	Materials	2,900.55	2,900.55
G-03447	Maria Watkins	Mileage	34.32	34.32
G-03448	Sabre Technologies	Computer Equipment	2,184.00	
		Computer Equipment	716.00	
		Computer Equipment	1,432.00	
		Computer Equipment	1,432.00	
		Computer Equipment	1,432.00	

\*\* Continued \*\*



General Fund F.Y. 08-09

Warrant Register

March 2009

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03448	Sabre Technologies	Computer Equipment	1,432.00	
		Computer Equipment	1,432.00	10,060.00
G-03449	Heartland Payphone Service	Telephone Services	273.10	273.10
G-03450	COTPA	Parking & Transportation	3,048.00	
		Parking & Transportation	2,116.00	
		Parking & Transportation	4,534.71	9,698.71
G-03451	Midwest Single Source, Inc.	Supplies	88.36	
		Supplies	44.57	
		Supplies	33.55	
		Supplies	54.78	221.26
G-03452	Baker & Taylor Entertainment	Materials	359.54	359.54
G-03453	Mackin	Materials	101.43	101.43
G-03454	KRMP AM/UOTV	Library-Related Services	600.00	600.00
G-03455	Overdrive, Inc.	Materials	1,490.39	1,490.39
G-03456	Karla Richards	Programming Activities	150.00	150.00
G-03457	Jerome O. Braggs	Programming Activities	500.00	500.00
G-03458	iArchives dba Footnote	Materials	6,000.00	6,000.00
G-03459	University of Tulsa	Library-Related Services	100.00	100.00
G-03460	Journal Record Publishing	Materials	660.00	660.00
G-03461	Weston Woods Accts Receivable	Materials	168.20	168.20
G-03462	Baker & Taylor Books	Materials	3,063.36	3,063.36
G-03463	Recorded Books, LLC	Materials	3,852.19	3,852.19
G-03464	Instructional Video, Inc.	Materials	161.38	161.38
G-03465	Gale Group	Materials	3,527.68	3,527.68
G-03466	Live Oak Media	Materials	122.80	122.80
G-03467	Hal Leonard Publishing	Materials	20.62	20.62
G-03468	Library Video Co.	Materials	3,542.24	3,542.24
G-03469	Random House, Inc	Materials	2,720.00	2,720.00
G-03470	Brilliance Corporation	Materials	136.95	136.95
G-03471	Ingram Library Service	Materials	1,901.15	1,901.15
G-03472	Audio Editions	Materials	340.87	340.87
G-03473	Full Cast Audio	Materials	110.95	110.95
G-03474	Ingram Library Service	Materials	308.46	308.46
G-03475	Barnes & Noble, Inc.	Materials	43.08	43.08
G-03476	Center Point Large Print	Materials	704.52	704.52
G-03477	Maverick Books	Materials	98.96	98.96
G-03478	BBC Audiobooks America	Materials	572.85	572.85
G-03479	Baker & Taylor Books	Materials	1,058.46	1,058.46
G-03480	Baker & Taylor Entertainment	Materials	4,377.22	
		Materials	281.05	4,658.27
G-03481	Faith Centered Resources	Materials	153.08	153.08
G-03482	Baker & Taylor Books	Materials	1,105.09	
		Materials	2,119.15	
		Materials	3,063.22	
		Materials	6,235.03	
		Materials	2,517.05	
		Materials	1,130.82	16,170.36
G-03483	Baker & Taylor Books	Materials	1,016.93	
		Materials	3,949.15	
		Materials	252.29	5,218.37
G-03484	Mackin	Materials	43.14	43.14



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Number	Vendor/Payee	Purpose		Amount
G-03485	Overdrive, Inc.	Materials	5,250.00	5,250.00
G-03486	National Cowboy & Western	Materials	83.00	83.00
G-03487	Rossana Franco	Materials	2.87	2.87
G-03488	Bank of Oklahoma	Payroll Transmittal-Chks	42,006.12	
		Payroll Transmittal-Chks	19,850.67	
		Payroll Transmittal-Chks	275.00	62,131.79
G-03489	Bank of Oklahoma	Federal Withholding Tax	40,536.60	
		Federal Withholding Tax	3,192.00	43,728.60
G-03490	Oklahoma Tax Commission	State Withholding Tax	13,218.00	
		State Withholding Tax	738.50	13,956.50
G-03491	Mun. Employees Credit Union	Employee Cr Union Deducts	11,333.13	
		Employee Cr Union Deducts	87.50	11,420.63
G-03492	United Way of Central Oklahoma	Employee Deductions	415.56	
		Employee Deductions	2.00	417.56
G-03493	Bank of America	Payroll Transmittal-DDep	214,940.11	
		Payroll Transmittal-DDep	31,667.40	
		Payroll Transmittal-DDep	1,210.00	247,817.51
G-03494	Nationwide Retirement Solution	Employee Deductions	7,314.92	7,314.92
G-03495	Transamerica Worksite Mrktg.	Employee Deductions	486.42	486.42
G-03496	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,076.29	5,076.29
G-03497	Bank of Oklahoma	Employee Flexplan Deposit	22,513.42	22,513.42
G-03498	Bank of Oklahoma	Employee Soc/Sec Deposits	23,682.34	
		Employee Soc/Sec Deposits	3,728.59	
		Employee Medicare Deposit	5,538.65	
		Employee Medicare Deposit	871.95	
		Employer Soc/Sec Deposits	27,411.04	
		Employer Medicare Deposit	6,410.67	67,643.24
G-03499	MassMutual Financial Group	Employee Contrib -- DC PI	12,411.51	
		Employer Contrib -- DC PI	22,667.07	35,078.58
G-03500	Love, Beal & Nixon, P.C.	Employee Deductions	389.75	389.75
G-03501	ODHS Oklahoma Centralized	Employee Deductions	353.05	353.05
G-03502	Administrative Systems, Inc.	Employee Deductions	1,116.98	1,116.98
G-03503	UNUM Life Insurance	Employee Deductions	1,652.20	
		Employee Deductions	17.40	1,669.60
G-03504	City of Midwest City, Inc.	Water & Garbage Services	227.53	227.53
G-03505	Federal Corporation	Maintenance of Facilities	107.29	
		Maintenance of Facilities	417.99	525.28
G-03506	Grainger	Maintenance of Facilities	448.92	448.92
G-03507	O G & E	Electrical Services	4,761.65	4,761.65
G-03508	Oklahoma Natural Gas Co.	Gas Services	1,889.96	
		Gas Services	2,996.52	
		Gas Services	123.47	5,009.95
G-03509	City of Oklahoma City	Water & Garbage	70.54	
		Water & Garbage	161.87	232.41
G-03510	City of the Village	Water & Garbage	82.97	82.97
G-03511	Triangle/A & E	Capital Projects	6.30	
		Capital Projects	4.00	10.30
G-03512	Southwestern Stationery and	Supplies	18.31	
		Supplies	1,001.96	
		Supplies	31.20	1,051.47
G-03513	Demco	Supplies	791.98	
		Supplies	33.85	825.83



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Number	Vendor/Payee	Purpose		Amount
G-03514	Eales Electronics Corp.	Maintenance of Facilities	45.00	45.00
G-03515	Gaylord Bros.	Equipment	1,898.58	1,898.58
G-03516	Hewlett-Packard Co.	Automation Contractual	4,701.85	4,701.85
G-03517	Synergy Datacom Supply, Inc.	Maintenance of Equipment	54.67	54.67
G-03518	Ernestine Clark	Mileage	43.29	43.29
G-03519	Alma L. Brown	Programmin Activities	12.19	12.19
G-03520	Standard Printing Co., Inc.	Supplies	475.00	475.00
G-03521	Oklahoma Library Association	Professional Services	195.00	
		Professional Services	125.00	
		Professional Services	125.00	
		Professional Services	125.00	570.00
G-03522	Donna Morris	Telephone Services	100.00	100.00
G-03523	Spence & Associates, Inc	Library-Related Services	2,650.00	2,650.00
G-03524	Mid-west Landscape, LLC	Maintenance of Facilities	1,701.10	
		Maintenance of Facilities	623.92	2,325.02
G-03525	Bill Warren Office Products	Supplies	1,009.00	
		Supplies	753.18	1,762.18
G-03526	Charles S. Isaacs	Mileage	123.21	123.21
G-03527	United Refrigeration, Inc.	Maintenance of Facilities	3,861.00	
		Maintenance of Facilities	662.46	4,523.46
G-03528	FedEx	Postage	47.53	47.53
G-03529	Johnstone Supply	Maintenance of Facilities	12.74	12.74
G-03530	Eureka Water Co.	Ralph Ellison Relocation	50.65	50.65
G-03531	Denyveta Davis	Mileage	189.56	189.56
G-03532	Staples Business Advantage	Supplies	35.07	35.07
G-03533	Anne G. Fischer	Mileage	79.20	79.20
G-03534	Copelin's Office Center	Supplies	11.19	11.19
G-03535	Angie Paeltz	Mileage	63.25	63.25
G-03536	Walter Wayne McEvilly	Programming Activities	200.00	200.00
G-03537	Jean Hill	Programming Activities	150.00	150.00
G-03538	Jonathan Willis	Mileage	69.58	69.58
G-03539	Linda Hyams	Mileage	36.69	36.69
G-03540	A T & T Mobility	Telephone Services	87.11	87.11
G-03541	Scott's Printing & Copying	Printing	446.48	
		Printing	703.24	1,149.72
G-03542	A. Rifkin Co.	Supplies	219.05	219.05
G-03543	Phyllis Davidson	Mileage	14.71	14.71
G-03544	Dana Morrow	Programming Activities	153.98	153.98
G-03545	James E. Nimmo	Transportation	120.00	120.00
G-03546	Linda Temple	Mileage	13.99	13.99
G-03547	Matthew Cotter	Mileage	45.10	45.10
G-03548	Frances V. Harbert	Mileage	46.53	46.53
G-03549	Cherokee Building Materials	Maintenance of Facilities	33.60	33.60
G-03550	Perry Publishing Co.	Subscriptions	140.00	140.00
G-03551	Landon Holman	Mileage	67.65	67.65
G-03552	Jimmy Welch	Milage	20.30	20.30
G-03553	Scholastic Library Publishing	Materials	14,484.00	14,484.00
G-03554	Jeffrey J. Crawford	Security Services	487.50	487.50
G-03555	Rena Gibson	Mileage	11.00	11.00
G-03556	Miguel A. Campos	Security Services	212.50	212.50
G-03557	Jurden Brown, Jr.	Security Services	162.50	162.50
G-03558	Stanley Campbell	Security Services	212.50	212.50



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Warrant Register

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Number	Vendor/Payee	Purpose		Amount
G-03559	Heidi Johnson	Mileage	5.50	5.50
G-03560	Edward Ahad Marand	Mileage	6.99	6.99
G-03561	TLM Solutions	Professional Services	325.00	325.00
G-03562	Kevin Colwell	Mileage	5.50	5.50
G-03563	OHC of Oklahoma, L.L.C.	Professional Services	286.00	286.00
G-03564	Amazon/GE Money Bank	Supplies	257.49	
		Supplies	140.59	
		Supplies	68.88	
		Supplies	114.94	
		Suppleis	63.73	
		Programming Supplies	32.93	
		Program Material	27.57	706.13
G-03565	Vision Service Plan of	Grp Vision Ins Prem-March	2,345.06	2,345.06
G-03566	Fariba Williams	Mileage	65.45	65.45
G-03567	Office Depot Credit Plan	Supplies	50.48	
		Supplies	69.99	120.47
G-03568	Producers Playhouse	Library-Related Services	257.00	257.00
G-03569	Karen L. Bays	Other Commodities	70.09	70.09
G-03570	Cox Communications, Inc.	Telephone Services	847.58	
		Telephone Services	741.22	1,588.80
G-03571	SYMETRA LIFE INSURANCE COMPANY	Insurance	4,025.00	4,025.00
G-03572	Reef Shop Warehouse	Maintenance of Facilities	124.95	124.95
G-03573	Carrier North	Maintenance of Facilities	206.00	206.00
G-03574	Allied Waste Services #060	Water & Garbage Services	706.33	706.33
G-03575	Pamela Buchanan	Mileage	57.20	57.20
G-03576	Bryan Dahlvang	Programming Activities	150.00	150.00
G-03577	SLRS, Inc.	Programming Activities	169.00	169.00
G-03578	Carol Hunter	Mileage	14.85	14.85
G-03579	Saisri V. McCormick	Mileage	6.05	6.05
G-03580	John Utley	Mileage	35.20	
		Telephone Services	35.00	70.20
G-03581	Cintas Corp.	Maintenance of Facilities	350.50	350.50
G-03582	York International Corp.	Maintenance of Facilities	54.00	54.00
G-03583	Lesli Jones	Library-Related Services	55.00	55.00
G-03584	Oklahoma City Police Dept.	Maintenance of Facilities	68.00	68.00
G-03585	Securitas Security USA, Inc.	Security Services	6,724.14	6,724.14
G-03586	Emily Williams	Mileage	27.45	27.45
G-03587	National Library Legislative	Professional Services	20.00	20.00
G-03588	Angela Wall	Programming Activities	60.00	60.00
G-03589	Stacy Schrank	Mileage	100.65	
		Mileage	21.45	
		Professional Services	62.59	184.69
G-03590	Dan Holman	Telephone Services	38.87	
		Mileage	20.90	59.77
G-03591	Joshua Pershica	Security Services	600.00	600.00
G-03592	H I S Paints	Maintenance of Facilities	40.57	40.57
G-03593	Alexandra Brodt	Programming Activities	150.00	150.00
G-03594	Occucare Corporation	Professional Services	75.00	75.00
G-03595	UNUM Life Insurance	Grp LTC Insurance-March	1,740.90	1,740.90
G-03596	Vernon L. Kriethe	Security Services	112.50	112.50
G-03597	Charla Aucone	Memberships	35.00	35.00
G-03598	Jason K. Saxon	Security Services	162.50	162.50



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Number	Vendor/Payee	Purpose		Amount
G-03599	Kristina Adams	Programming Activities	75.00	
		Programming Activities	75.00	150.00
G-03600	Jamar Rahming	Mileage	74.92	74.92
G-03601	James L. Chavis dba	Programming Activities	2,500.00	2,500.00
G-03602	Emily Butterfield	Programming Activities	50.00	50.00
G-03603	Hiawatha N. Bouldin, Jr.	Programming Activities	135.00	135.00
G-03604	Metropolitan Library System	Professional Services	15.00	
		Postage	77.16	
		Supplies	108.33	
		Programming Activities	120.31	
		Other Commodities	40.46	361.26
G-03605	O G & E	Electrical Services	12,995.15	12,995.15
G-03606	Oklahoma Natural Gas Co.	Gas Services	956.54	
		Gas Services	59.66	1,016.20
G-03607	City of Oklahoma City	Water & Garbage	317.27	317.27
G-03608	Brodart, Inc.	Supplies	40.00	40.00
G-03609	Southwestern Stationery and	Printing	7,528.49	7,528.49
G-03610	Locke Supply Co.	Maintenance of Facilities	711.58	
		Maintenance of Facilities	6.42	
		Maintenance of Facilities	2.75	720.75
G-03611	Emsco Electric Supply	Maintenance of Facilities	52.44	52.44
G-03612	Demco	Supplies	377.83	
		Supplies	569.34	
		Supplies	57.75	1,004.92
G-03613	Eales Electronics Corp.	Maintenance of Facilities	240.00	240.00
G-03614	Gaylord Bros.	Furniture	1,237.20	1,237.20
G-03615	Gale Research	Materials	2,845.00	
		Materials	206.65	3,051.65
G-03616	Highsmith Co., Inc.	Supplies	122.64	122.64
G-03617	Journey House Travel, Inc.	Travel Expenses	469.70	
		Travel Expenses	406.90	
		Travel Expenses	469.70	1,346.30
G-03618	AT&T	Telephone Services	906.34	
		Telephone Services	770.53	
		Telephone Services	328.91	2,005.78
G-03619	City of Edmond	Electrical Services	3,069.94	3,069.94
G-03620	Oklahoma Library Association	Professional Services	125.00	
		Professional Services	160.00	
		Professional Services	100.00	
		Professional Services	160.00	
		Professional Services	160.00	
		Professional Services	125.00	
		Professional Services	185.00	
		Professional Services	160.00	
		Professional Services	125.00	1,300.00
G-03621	Weston Woods Accts Receivable	Materials	52.62	52.62
G-03622	Baker & Taylor Books	Materials	163.43	163.43
G-03623	Charles S. Isaacs	Telephone Services	35.00	35.00
G-03624	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-03625	WCA Waste Corporation	Maintenance of Facilities	84.39	84.39
G-03626	FedEx	Programming Activities	221.71	221.71
G-03627	ConocoPhillips Fleet	Gasoline	28.61	28.61



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G-03628	Eureka Water Co.	Ralph Ellison Relocation	7.00	7.00
G-03629	Gale Group	Materials	2,481.88	2,481.88
G-03630	Del City Chamber of Commerce	Memberships	120.00	120.00
G-03631	Anne G. Fischer	Telephone Services	50.00	50.00
G-03632	Library Video Co.	Materials	50.91	50.91
G-03633	Criss-Cross Numerical Direct.	Materials	7,955.88	7,955.88
G-03634	Janet Brooks	Mileage	53.34	53.34
G-03635	Great American Glass & Tinting	Maintenance of Facilities	1,133.32	
		Maintenance of Facilities	138.90	1,272.22
G-03636	TheStreet.com	Materials	448.95	448.95
G-03637	Metrocall Wireless	Telephone Services	83.19	83.19
G-03638	Oklahoma City Employment Guide	Library-Related Services	165.00	165.00
G-03639	Blackstone Audio Books	Materials	465.75	465.75
G-03640	Random House, Inc	Materials	2,072.00	2,072.00
G-03641	Scott's Printing & Copying	Printing	112.14	112.14
G-03642	Brilliance Corporation	Materials	109.18	109.18
G-03643	Karen L. Litteral	Programming Activities	84.30	84.30
G-03644	Francie Pendleton	Mileage	12.65	12.65
G-03645	ALA Advance Registration	Professional Services	210.00	210.00
G-03646	Ingram Library Service	Materials	535.66	535.66
G-03647	Dana Morrow	Mileage	45.71	45.71
G-03648	Audio Editions	Materials	481.32	481.32
G-03649	Hannelore A. Chan	Programming Activities	100.00	100.00
G-03650	Scovil & Sides Hardware Co.	Maintenance of Facilities	240.00	240.00
G-03651	Fuelman	Gasoline	1,398.75	
		Vehicle Parts & Repairs	150.01	1,548.76
G-03652	Full Cast Audio	Materials	45.95	45.95
G-03653	Ingram Library Service	Materials	109.24	109.24
G-03654	Cherokee Building Materials	Maintenance of Facilities	46.78	46.78
G-03655	Perry Publishing Co.	Library-Related Services	1,152.00	1,152.00
G-03656	Studio Architecture PC	Capital Projects	2,749.88	2,749.88
G-03657	L. E. Acker Co.	Maintenance of Facilities	14.08	14.08
G-03658	Jimmy Welch	Telephone Services	50.00	50.00
G-03659	Municipal Employees Cr Union	Programming Activities	2,500.00	2,500.00
G-03660	Bank of America	Library-Related Services	179.47	179.47
G-03661	OPHRA	Professional Services	65.00	65.00
G-03662	Kelley Riha	Mileage	149.51	149.51
G-03663	Finder Binder	Materials	700.00	700.00
G-03664	Kim Ventrella	Mileage	35.48	
		Travel Expenses	66.00	101.48
G-03665	City of Edmond	Water & Garbage Services	234.75	234.75
G-03666	OHC of Oklahoma, L.L.C.	Professional Services	643.50	643.50
G-03667	Info USA Marketing, Inc.	Materials	5,500.00	5,500.00
G-03668	Producers Playhouse	Library-Related Services	163.00	163.00
G-03669	Baker & Taylor Books	Materials	548.50	548.50
G-03670	Baker & Taylor Entertainment	Materials	5,205.68	
		Materials	6,724.51	11,930.19
G-03671	LaVetta Kinsey Dent	Professional Services	215.00	
		Travel Expenses	330.90	
		Supplies	114.25	660.15
G-03672	MetroFamily Magazine	Library-Related Services	1,449.00	1,449.00
G-03673	Preston Bell	Transportation	40.00	40.00



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G-03674	Pamela Buchanan	Telephone Services	35.00	35.00
G-03675	SLRS, Inc.	Programming Activities	145.00	145.00
G-03676	Donna Morris	Parking & Transportation	450.00	450.00
G-03677	Star Lighting	Maintenance of Facilities	445.20	
		Maintenance of Facilities	79.50	
		Maintenance of Facilities	15.22	539.92
G-03678	Oklahoma Heritage Association	Materials	238.85	238.85
G-03679	Melissa Weathers	Mileage	22.60	22.60
G-03680	Lesli Jones	Library-Related Services	120.00	120.00
G-03681	Worth Hydrochem of Oklahoma	Maintenacne of Facilities	222.00	222.00
G-03682	Oklahoma City Police Dept.	Maintenance of Facilities	17.00	17.00
G-03683	Securitas Security USA, Inc.	Security Services	6,802.82	6,802.82
G-03684	Thomson Reuters	Materials	877.05	877.05
G-03685	Baker & Taylor Books	Materials	989.62	
		Materials	1,390.58	
		Materials	1,387.06	
		Materials	3,440.80	
		Materials	2,713.87	
		Materials	4,872.25	
		Materials	1,218.21	16,012.39
G-03686	Baker & Taylor Books	Materials	1,014.29	
		Materials	2,732.83	
		Materials	4,493.66	
		Materials	2,859.63	11,100.41
G-03687	Baker & Taylor Books	Materials	1,229.54	1,229.54
G-03688	Kone Inc	Maintenance of Facilities	975.00	975.00
G-03689	Erika Sterling	Maintenance of Facilities	120.00	120.00
G-03690	Trigen-OKC Energy Corporation	Engery Services	9,492.01	9,492.01
G-03691	Midwest Single Source, Inc.	Supplies	35.04	
		Supplies	64.98	100.02
G-03692	KOCB, Inc.	Library-Related Services	2,260.00	2,260.00
G-03693	Postal Customer Council USPS	Other Commodities	18.50	18.50
G-03694	H I S Paints	Maintenance of Facilities	93.77	
		Maintenance of Facilities	45.54	
		Maintenance of Facilities	36.41	175.72
G-03695	Baker & Taylor Entertainment	Materials	109.17	109.17
G-03696	Provantage	Programming Equipment	183.77	183.77
G-03697	R. Justin Herwig	Mileage	56.93	56.93
G-03698	Thomas B. Horne	Rent of Facility	4,437.33	4,437.33
G-03699	Overdrive, Inc.	Materials	843.62	843.62
G-03700	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-03701	Atlas General Contractors, LLC	Capital Projects	244,391.00	
		Capital Projects	1,053.00	245,444.00
G-03702	JobDig	Library-Related Services	263.00	263.00
G-03703	Darin R. Smith	Transportation	20.00	20.00
G-03704	Chris Kennedy	Supplies	50.25	
		Mileage	67.93	118.18
G-03705	Oklahoma Department of Labor	Maintenance of Facilities	25.00	25.00
G-03706	Russell Interiors	Fixtures	1,671.00	1,671.00
G-03707	Jim Frank Graves	Programming Activities	300.00	300.00
G-03708	Business 21 Publishing	Safety Supplies & Equip	238.00	238.00
G-03709	IAWP-Job Fair	Library-Related Services	175.00	175.00



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Number	Vendor/Payee	Purpose		Amount
G-03710	Instructional Video, Inc.	Materials	499.65	499.65
G-03711	Gale Group	Materials	869.12	869.12
G-03712	Live Oak Media	Materials	102.33	102.33
G-03713	Library Video Co.	Materials	239.60	239.60
G-03714	Blackstone Audio Books	Materials	870.00	870.00
G-03715	Random House, Inc	Materials	4,591.15	4,591.15
G-03716	Brilliance Corporation	Materials	2,706.65	2,706.65
G-03717	Ingram Library Service	Materials	3,640.75	3,640.75
G-03718	Audio Editions	Materials	672.75	672.75
G-03719	Ingram Library Service	Materials	480.78	480.78
G-03720	Center Point Large Print	Materials	506.22	506.22
G-03721	Findaway World, LLC	Materials	85.00	85.00
G-03722	Baker & Taylor Books	Materials	889.20	889.20
G-03723	Baker & Taylor Entertainment	Materials	3,029.05	
		Materials	623.22	3,652.27
G-03724	Baker & Taylor Books	Materials	954.95	
		Materials	1,000.01	
		Materials	1,009.44	
		Materials	3,404.02	
		Materials	4,096.34	
		Materials	2,068.20	12,532.96
G-03725	Baker & Taylor Books	Materials	1,304.31	
		Materials	4,127.81	
		Materials	2,985.08	8,417.20
G-03726	Baker & Taylor Books	Materials	1,657.45	1,657.45
G-03727	Baker & Taylor Entertainment	Materials	54.87	54.87
G-03728	Mackin	Materials	167.30	167.30
G-03729	Overdrive, Inc.	Materials	813.65	813.65
G-03730	Jack Frank Productions	Materials	299.40	299.40
G-03731	Metropolitan Library System	Professional Services	45.00	
		Automation Contractual	19.70	
		Printing	45.18	
		Postage	41.00	
		Supplies	61.04	
		Programming Activities	158.33	
		Programming Activities	137.73	
		Other Commodities	108.05	616.03
G-03732	City of Del City	Rent of Library Buildings	400.00	400.00
G-03733	O G & E	Electrical Services	10,233.20	
		Electrical Services	881.70	11,114.90
G-03734	Oklahoma Natural Gas Co.	Gas Services	412.14	
		Gas Services	615.25	1,027.39
G-03735	City of Bethany	Water & Garbage	135.73	135.73
G-03736	City of Oklahoma City	Wate & Garbage	408.57	408.57
G-03737	Tech-Lock	Maintenance of Facilities	7.50	
		Maintenance of Facilities	6.53	14.03
G-03738	Forest Building Materials	Maintenance of Facilities	8.29	8.29
G-03739	Standard Printing Co., Inc.	Printing	475.00	475.00
G-03740	Central Parking System	Parking	120.00	120.00
G-03741	Oklahoma Library Association	Professional Services	125.00	
		Professional Services	125.00	
		Professional Services	125.00	

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Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-03741	Oklahoma Library Association	Professional Services	125.00	
		Professional Services	125.00	
		Professional Services	90.00	
		Professional Services	125.00	
		Professional Services	160.00	
		Professional Services	195.00	
		Professional Services	135.00	
		Professional Services	125.00	
		Professional Services	100.00	
		Professional Services	100.00	
		Professional Services	100.00	
		Professional Services	125.00	
		Professional Services	195.00	
		Professional Services	125.00	
		Professional Services	100.00	
		Professional Services	160.00	
		Professional Services	160.00	
		Professional Services	160.00	
		Professional Services	100.00	
		Professional Services	115.00	
		Professional Services	100.00	
		Professional Services	125.00	
		Professional Services	125.00	3,345.00
G-03742	Spence & Associates, Inc	Library-Related Services	300.00	300.00
G-03743	TDS Telecom	Telephone Services	116.92	116.92
G-03744	ALA Membership CSC	Memberships	159.00	
		Memberships	159.00	
		Memberships	159.00	477.00
G-03745	Pure Service Corp.	Janitorial Services	13,645.00	
		JANITORIAL SERVICES	6,760.00	
		Janitorial Services	753.00	
		Janitorial Services	690.00	
		Janitorial Services	176.00	
		Janitorial Services	4,800.00	
		Janitorial Services	3,220.00	
		Janitorial Services	765.00	30,809.00
G-03746	Ann Aliotta	Mileage	16.50	16.50
G-03747	Great American Glass & Tinting	Maintenance of Facilities	300.00	300.00
G-03748	Jonathan Willis	Telephone Services	35.00	35.00
G-03749	Dana Bickford	Professional Services	600.00	600.00
G-03750	Oklahoma Center for the Book	Library-Related Services	145.00	145.00
G-03751	Ginger Waldrip	Programming Activities	85.00	85.00
G-03752	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	88.50	88.50
G-03753	Evans Enterprises Inc-OKC	Maintenance of Facilities	1,134.00	1,134.00
G-03754	Elizabeth L. Wilson	Memberships	35.00	35.00
G-03755	J & B Graphics	Maintenance of Facilities	132.50	132.50
G-03756	Jim Austin Sales	Maintenance of Facilities	1,886.30	1,886.30
G-03757	OPUBCO Communications Group	Library-Related Services	90.05	90.05
G-03758	Custom Stainless	Maintenance of Facilities	468.00	468.00
G-03759	Sharon A. Nolan	Programming Activities	132.97	132.97
G-03760	Joan Porter	Mileage	14.30	14.30



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Number	Vendor/Payee	Purpose		Amount
G-03761	Postmaster	Postage	3,000.00	3,000.00
G-03762	Dowell Parking Center	Parking & Transportation	50.00	50.00
G-03763	4 Imprint	Programming Supplies	245.08	245.08
G-03764	Carol L. Roberts	Mileage	44.00	44.00
G-03765	OHC of Oklahoma, L.L.C.	Professional Services	214.50	
		Professional Services	143.00	357.50
G-03766	Oklahoma Literacy Coalition	Memberships	40.00	40.00
G-03767	Oklahoma Press Service	Library-Related Services	218.04	218.04
G-03768	John Wood	Telephone Services	50.00	50.00
G-03769	Fariba Williams	Memberships	35.00	35.00
G-03770	Office Depot Credit Plan	Furniture	179.99	179.99
G-03771	AT&T Yellow Pages	Library-Related Services	2,094.00	2,094.00
G-03772	Commercial Card Solutions	Travel Expenses	664.70	
		Travel Expenses	540.07	
		Travel Expenses	540.07	
		supplies	160.53	
		Supplies	27.37	
		Supplies	224.00	
		Library-Related Services	35.00	
		Programming Supplies	31.11	
		Supplies	41.41	
		Postage	65.07	
		Programming Supplies	33.00	
		Programming Supplies	35.99	
		Automation Contractual	212.20	
		Automation Contractual	212.20	
		Automation Contractual	212.20	
		Automation Contractual	212.20	
		Automation Contractual	53.05	
		Equipment Maintenance	665.52	
		Programming Supplies	75.00	
		Equipment	652.94	
		Equipment	368.56	
		Supplies	55.60	
		Supplies	54.90	
		Professional Services	4.00	
		Supplies	68.45	5,245.14
G-03773	LaVetta Kinsey Dent	Supplies	88.55	88.55
G-03774	Commercial Card Solutions	Books & Materials	248.23	
		Books & Materials	191.07	
		Books & Materials	351.36	
		Books & Materials	181.75	
		Books & Materials	248.39	
		Books & Materials	102.55	1,323.35
G-03775	Oklahoma City Police Dept.	Maintenance of Facilities	17.00	17.00
G-03776	Securitas Security USA, Inc.	Security Services	6,913.28	6,913.28
G-03777	Oklahoma Business Forms	Supplies	9,281.71	9,281.71
G-03778	Tonda Kelly	Mileage	5.61	5.61
G-03779	Midwest Single Source, Inc.	Printing Supplies	14.43	
		Postage Supplies	55.82	
		Supplies	65.63	135.88
G-03780	KOCB, Inc.	Library-Related Services	990.00	990.00



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Number	Vendor/Payee	Purpose		Amount
G-03781	Jupiterimages	Library-Related Services	1,999.00	1,999.00
G-03782	Provantage	Supplies	1,165.21	1,165.21
G-03783	Tyler Outdoor Advertising, LLC	Library-Related Services	4,240.00	4,240.00
G-03784	Suzette V. Felton	Programming Activities	62.29	62.29
G-03785	Chris Kennedy	Memberships	35.00	35.00
G-03786	Knoll	Furniture	9,322.86	9,322.86
G-03787	Lindsay Jones Egle	Programming Activities	167.49	
		Supplies	79.89	247.38
G-03788	Maudie Davis	Maintenance of Facilities	55.00	55.00
G-03789	Bank of Oklahoma	Payroll Transmittal-Chks	42,824.13	
		Payroll Transmittal-Chks	20,093.15	62,917.28
G-03790	Bank of Oklahoma	Federal Withholding Tax	38,108.60	
		Federal Withholding Tax	1,297.00	39,405.60
G-03791	Oklahoma Tax Commission	State Withholding Tax	14,079.00	
		State Withholding Tax	655.50	14,734.50
G-03792	Mun. Employees Credit Union	Employee Cr Union Deducts	11,534.13	
		Employee Cr Union Deducts	87.50	11,621.63
G-03793	United Way of Central Oklahoma	Employee Deductions	415.56	
		Employee Deductions	40.00	
		Employee Deductions	2.00	457.56
G-03794	Bank of America	Payroll Transmittal-DDep	231,356.55	
		Payroll Transmittal-DDep	28,497.24	259,853.79
G-03795	Nationwide Retirement Solution	Employee Deductions	7,314.92	7,314.92
G-03796	Transamerica Worksite Mrktg.	Employee Deductions	486.42	486.42
G-03797	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,222.75	5,222.75
G-03798	Bank of Oklahoma	Employee Flexplan Deposit	10,431.31	10,431.31
G-03799	Bank of Oklahoma	Employee Soc/Sec Deposits	24,567.78	
		Employee Soc/Sec Deposits	3,399.32	
		Employee Medicare Deposit	5,745.70	
		Employee Medicare Deposit	795.07	
		Employer Soc/Sec Deposits	27,966.91	
		Employer Medicare Deposit	6,540.57	69,015.35
G-03800	MassMutual Financial Group	Employee Contrib -- DC PI	12,379.05	
		Employer Contrib -- DC PI	22,588.83	34,967.88
G-03801	Love, Beal & Nixon, P.C.	Employee Deductions	393.09	393.09
G-03802	ODHS Oklahoma Centralized	Employee Deductions	353.05	353.05
G-03803	Administrative Systems, Inc.	Employee Deductions	1,101.84	1,101.84
G-03804	NCO Financial Systems, INC	Employee Deductions	331.40	331.40
G-03805	Weston Woods Accts Receivable	Materials	252.30	252.30
G-03806	Recorded Books, LLC	Materials	1,336.49	1,336.49
G-03807	Instructional Video, Inc.	Materials	434.20	434.20
G-03808	Gale Group	Materials	935.48	935.48
G-03809	Full Circle Bookstore	Materials	134.12	134.12
G-03810	Genealogical Publishing Co, Inc	Materials	527.00	527.00
G-03811	Blackstone Audio Books	Materials	180.00	180.00
G-03812	Random House, Inc	Materials	2,942.40	2,942.40
G-03813	Ingram Library Service	Materials	1,029.19	1,029.19
G-03814	R. R. Bowker	Materials	521.64	521.64
G-03815	Audio Editions	Materials	79.85	79.85
G-03816	AV Cafe Inc	Materials	97.74	97.74
G-03817	Ingram Library Service	Materials	2,015.59	2,015.59
G-03818	BBC Audiobooks America	Materials	160.36	160.36

General Fund F.Y. 08-09

**Warrant Register**

March 2009

Number	Vendor/Payee	Purpose		Amount
G-03819	Baker & Taylor Books	Materials	1,622.46	1,622.46
G-03820	Baker & Taylor Entertainment	Materials	2,822.54	
		Materials	2,465.86	5,288.40
G-03821	Financial Information, Inc.	Materials	1,095.00	1,095.00
G-03822	Baker & Taylor Books	Materials	671.23	
		Materials	1,364.69	
		Materials	964.94	
		Materials	823.42	
		Materials	4,181.10	
		Materials	3,294.08	
		Materials	1,436.14	12,735.60
G-03823	Baker & Taylor Books	Materials	893.15	
		Materials	5,021.30	
		Materials	5,844.93	11,759.38
G-03824	Baker & Taylor Books	Materials	1,722.47	1,722.47
G-03825	ALA Subscription Dept	Materials	35.00	35.00
G-03826	Baker & Taylor Entertainment	Materials	168.51	168.51
G-03827	Mackin	Materials	100.95	100.95
G-03828	Overdrive, Inc.	Materials	835.74	835.74
G-03829	7 Hawks Publishing Company	Materials	29.90	29.90
G-03830	Global Studio	Materials	296.00	296.00
G-03831	Kidsafety of America	Materials	230.84	230.84
Total of FY 08-09 Warrants Issued				\$ 2,047,576.04

General Fund F.Y. 07-08

**Warrant Register**

March 2009

<b>Number</b>	<b>Vendor/Payee</b>	<b>Purpose</b>		<b>Amount</b>
G-05482	Vance Hunt & Associates, Inc.	Fixtures	1,519.00	1,519.00
G-05483	Baker & Taylor Books	Materials	94.12	94.12
G-05484	Meyer, Scherer & Rockcastle, Lt	Professional Services	57.34	
		Professional Services	4,116.25	4,173.59
		Total of FY 07-08 Warrants Issued		\$ 5,786.71



Special Funds

Warrant Register

March 2009

Number	Vendor/Payee	Purpose		Amount
S-14471	Rebecca N. Jolley	Lost & Paid Book Returned	16.75	16.75
S-14472	Karen L. Bays	Lost & Paid Book Returned	22.90	22.90
S-14473	Charles E. Turnbull	Lost & Paid Book Returned	11.95	11.95
S-14474	Luis E. Galdamez, Jr	Lost & Paid Book Returned	10.95	10.95
S-14475	Carole J. Lehman	Lost & Paid Book Returned	6.00	6.00
S-14476	Marie E. Bryant	Lost & Paid Book Returned	31.00	31.00
S-14477	Lezlie S. Marricle	Lost & Paid Book Returned	3.00	3.00
S-14478	Albert E. Mestas	Lost & Paid Book Returned	12.20	12.20
S-14479	Lisa M. Darwin	Lost & Paid Book Returned	3.95	3.95
S-14480	William Bernhardt	Programming	2,500.00	2,500.00
S-14481	Susan Pierce	Noon Tunes Programming	448.00	
		Noon Tunes Programming	2,440.00	2,888.00
S-14482	Cimarron Circuit Opera Company	Programming	300.00	300.00
S-14483	BMI Systems Corp.	Copier Maintenance	78.50	
		Copier Maintenance	31.62	
		Copier Maintenance	36.00	
		Copier Maintenance	137.89	
		Copier Maintenance	152.37	
		Copier Maintenance	70.25	
		Copier Maintenance	69.12	
		Copier Maintenance	51.05	
		Copier Maintenance	78.50	
		Copier Maintenance	49.33	754.63
S-14484	David J. Wolf	Lost & Paid Book Returned	4.95	4.95
S-14485	Tarleton State University	Lost Interlibrary Loan BK	66.50	66.50
S-14486	Thomas E. Wellence	Lost & Paid Book Returned	14.95	14.95
S-14487	Samantha M. Powell	Lost & Paid Book Returned	7.95	7.95
S-14488	Steven Manning	Lost & Paid Book Returned	17.75	17.75
S-14489	Jessamy E. Long	Lost & Paid Book Returned	16.95	16.95
S-14490	LeAnne R. Ulrich	Lost & Paid Book Returned	3.00	3.00
S-14491	Katy L. Folks	Lost & Paid Book Returned	55.90	55.90
S-14492	Cynthia A. Akers	Lost & Paid Book Returned	6.00	6.00
S-14493	Walmart Community	Programming Activities	24.49	24.49
S-14494	Emily Williams	Author Visit Programming	93.75	93.75
S-14495	James L. Chavis dba	Programming	2,500.00	2,500.00
S-14496	Standley Systems	Copier Usage	259.70	
		Copier Usage	304.14	563.84
S-14497	James L. Chavis dba	Programming	3,000.00	3,000.00
S-14498	Danny Gordon	Teen Arts Programming	234.10	234.10
S-14499	Rhonda J. Turley	Lost & Paid Book Returned	29.65	29.65
S-14500	W. Jeanie Johnson	Lost & Paid Book Returned	18.70	18.70
S-14501	Lucie G. Taylor	Lost & Paid Book Returned	13.95	13.95
S-14502	Mandy C. White	Lost & Paid Book Returned	17.95	17.95
S-14503	Aimee Gordon	Lost & Paid Book Returned	11.95	11.95
S-14504	Loralei V. Rivas	Lost & Paid Book Returned	14.50	14.50
S-14505	Robert C. Rudolph Jr	Lost & Paid Book Returned	13.95	13.95
S-14506	Lisa J. Ryan	Lost & Paid Book Returned	6.95	6.95
S-14507	Rochelle King	Lost & Paid Book Returned	3.00	3.00
S-14508	Ivy A. Rust	Lost & Paid Book Returned	3.00	3.00
S-14509	Kelli A. Kitchens	Lost & Paid Book Returned	4.00	4.00
S-14510	Susan C. Kelly	Lost & Paid Book Returned	4.25	4.25
S-14511	Metropolitan Library System	Transfer of Fines & Fees	49,000.00	49,000.00



Special Funds

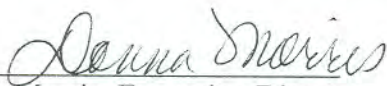
Warrant Register

March 2009

Number	Vendor/Payee	Purpose		Amount
S-14512	Southeastern Public Library	Lost I L L Material	92.75	92.75
S-14513	Oklahoma Tax Commission	State Sales Tax-Feb. 2009	43.08	43.08
S-14514	Zachary D. Hutton	Lost & Paid Book Returned	3.00	3.00
S-14515	Jennifer Wall	Lost & Paid Book Returned	18.00	18.00
S-14516	Violette A. Crandall	Lost & Paid Book Returned	13.95	13.95
S-14517	Ishita G. Thakar	Lost & Paid Book Returned	3.50	3.50
S-14518	Kathleen M. Myers	Lost & Paid Book Returned	3.00	3.00
S-14519	Melinda J. Dykes	Lost & Paid Book Returned	10.25	10.25
S-14520	Jennifer B. Olsen	Lost & Paid Book Returned	3.00	3.00
S-14521	Claudette L. Wade	Lost & Paid Book Returned	3.00	3.00
S-14522	Metropolitan Library System	Black History Celebration	49.91	49.91
S-14523	Commercial Card Solutions	Programming Activity	343.00	343.00
S-14524	Wisconsin Library Services	I L L Borrowing Fees	20.00	20.00
S-14525	Oklahoma Tax Commission	State Sales Tax-Feb. 2009	647.04	647.04
S-14526	Metropolitan Library System	Black History Celebration	7.42	7.42
S-14527	Imagination Promotional Group	Volunteer Recognition	1,000.00	1,000.00
S-14528	Kara A. Phillips	Lost & Paid Returned	3.00	3.00
S-14529	Damian L. Stanart	Lost & Paid Return	3.00	3.00
S-14530	Jonetta S. Jonte	Lost & Paid Returned	3.00	3.00
S-14531	Angelica I. Villalobos	Lost & Paid Returned	10.35	10.35
S-14532	Rebecca J. Miller	Lost & Paid Returned	6.00	6.00
S-14533	Zhengxing Zhao	Lost & Paid Returned	3.00	3.00
S-14534	Gina B Golshani	Lost & Paid Returned	5.95	5.95
S-14535	Heidi J. Jackson	Lost & Paid Returned	13.95	13.95
S-14536	Abeer M. Abousetta	Lost & Paid Returned	16.25	16.25
S-14537	Susan Pierce	Programming	448.00	448.00
S-14538	Montana Historical Society	I L L Borrowing Fees	10.00	10.00
S-14539	BMI Systems Corp.	Copier Maintenance	78.50	
		Copier Maintenance	31.62	
		Copier Maintenance	36.00	
		Copier Maintenance	139.05	
		Copier Maintenance	130.26	
		Copier Maintenance	91.20	
		Copier Maintenance	76.19	
		Copier Maintenance	43.98	
		Copier Maintenance	78.50	
		Copier Maintenance	49.33	754.63
S-14540	Wisconsin Library Services	Copy Fund	20.00	20.00
Total of Special Funds Warrants Issued				\$ 65,871.34

I, Donna Morris, certify that:

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

  
Donna Morris, Executive Director

4-8-09  
Date

I, Lloyd Lovely, certify that:

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

  
Lloyd Lovely, Deputy Executive Director of Finance and Support

4-8-09  
Date

## CONTRACT AWARDS AND PURCHASES

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

### **ITEM A: PRINTING OF THE LIBRARY'S INFO MAGAZINE**

To be provided in the FY 2009-10 budget is the annual request for printing and delivery of the Library's **info** Magazine, distributed throughout the Library system. The **info** Magazine is to be printed during the FY 2009-2010.

Specifications were prepared and bids were let for eighteen days and were advertised for two days (March 10 and 12, 2009) in **The Oklahoman**. Bid packets were also sent to nine prospective vendors.

A pre-bid meeting was scheduled for Thursday, March 19, 2009. One vendor attended.

Bids were received and publicly opened on Thursday, March 26, 2009. Four vendors responded.

	<b>Southwestern Stationary</b>	<b>Hoffman's Graphics</b>	<b>Standard Printing</b>	<b>B &amp; S Quality Printing</b>
<b>info</b> Magazine: 12 Issues per Year, 5,000 Copies per Issue	<b>\$4,323.00</b>	\$4,397.50	\$4,482.00	\$6,154.00

All vendors are located in Oklahoma City.

All vendors meet specifications and have provided major printing projects to the Library. Southwestern Stationary is the best and lowest bidder.

### **RECOMMENDATION:**

That the Commission award the contract for printing and delivery of the **info** Magazine, to Southwestern Stationary in the amount of \$4,323.00 per issue. Funding for this purchase will be provided for the FY2009-10 budget, account 301.



## **CONTRACT AWARDS AND PURCHASES**

(cont'd)

### **ITEM B: CANCELLATION OF CONTRACT AND AWARD OF NEW CONTRACT FOR FURNITURE FOR THE RALPH ELLISON LIBRARY**

The Metropolitan Library Commission awarded contracts for furniture and shelving for the remodeling Ralph Ellison Library on March 19, 2009, Doc. #77C.

A contract was awarded to Corporate Express for five furniture groups totaling \$23,536.41. Corporate Express has contacted the Library and has requested that they be allowed to withdraw two furniture groups from consideration. Substantial cost errors were made in the bid proposal. The two furniture groups are Group #3 – Global Tables and #4 – Fixtures Furniture Tables. Corporate Express did not include the special wood veneer covering required on the Global tables nor did they provide freight and installation charges for the Fixtures Furniture tables.

Corporate Express is able to provide the other three furniture groups quoted.

The next lowest bidder meeting specifications for these two furniture groups is Scott Rice. The cost difference is provided below.

<b>Furniture Group</b>	<b>Scott Rice</b>	<b>Corporate Express</b>	<b>Difference</b>
#3 Global Tables	\$ 2,862.14	\$ 1,233.61	\$1,628.53
#4 Fixtures Furniture Tables	\$19,409.17	\$18,657.64	\$ 751.53
New Contract Amount	\$22,271.31		

Scott Rice has agreed to honor the bid price quoted for these two furniture groups.

### **RECOMMENDATION:**

That the Commission cancel the contract with Corporate Express for Group #3 – Global tables and Group #4 – Fixtures Furniture tables. It is further recommended that the Commission award the contract for Group #3 – Global tables and Group #4 – Fixtures Furniture tables to Scott Rice in the amount of \$22,271.31.

## **CONTRACT AWARDS AND PURCHASES**

(cont'd)

### **ITEM C: FURNITURE AND FIXTURES FOR MAINTENANCE/SERVICE CENTER**

Provided for in the FY 2008-09 budget is the request for new furniture, shelving and fixtures for the new Maintenance/Service Center. Studio Architecture, the architects of record, and the Library staff selected the brand, make and model of furniture and fixtures required and Studio Architecture prepared the specifications packets.

Bids were let for 28 days and were advertised for three days in **The Oklahoman** (March 12, 17 and 19, 2009). Bid packets were sent to 24 prospective vendors. Specifications were also provided to three Construction Plan Rooms in Oklahoma City.

A pre-bid conference was conducted on Wednesday, March 18, 2009. One vendor attended.

Bids were received and publicly opened on Tuesday, April 7, 2009. Seven vendors responded.

#### **See attached tabulation of bids.**

Five vendors are located in Oklahoma County. Cultural Surroundings and KI International are located out of Oklahoma County. All vendors meet specifications.

Furniture Groups #8 – Fixtures Furniture; #14 – Shelving; and #17 – KI Furniture are to be awarded at the next Commission meeting.

- **Spaces** is the best and lowest bidder for Furniture Groups: #1, #6 and #18: – Knoll Division Workstations.
- **Scott Rice** is best and lowest bidder for Furniture Groups: #2 – Flexfab Files; #3 – Ultimate Office cart; #4 – Vestil cart; #5 – Pro-Line work tables; #7 – Carico supply cart; #9 – Turnstone furniture; #10 – Nestaflex conveyors; #11 – Peter Pepper rack; #12 – Rubbermaid tilt truck; #13 – Lyon shelving; #16 – Spec chairs; #19 – Material Flow stackable bins, and #20 – Turnstone task chairs.
- **Southwestern Stationary** is best and lowest bidder for Furniture Group #15 – Furniture Lab, round tables.

### **RECOMMENDATION:**

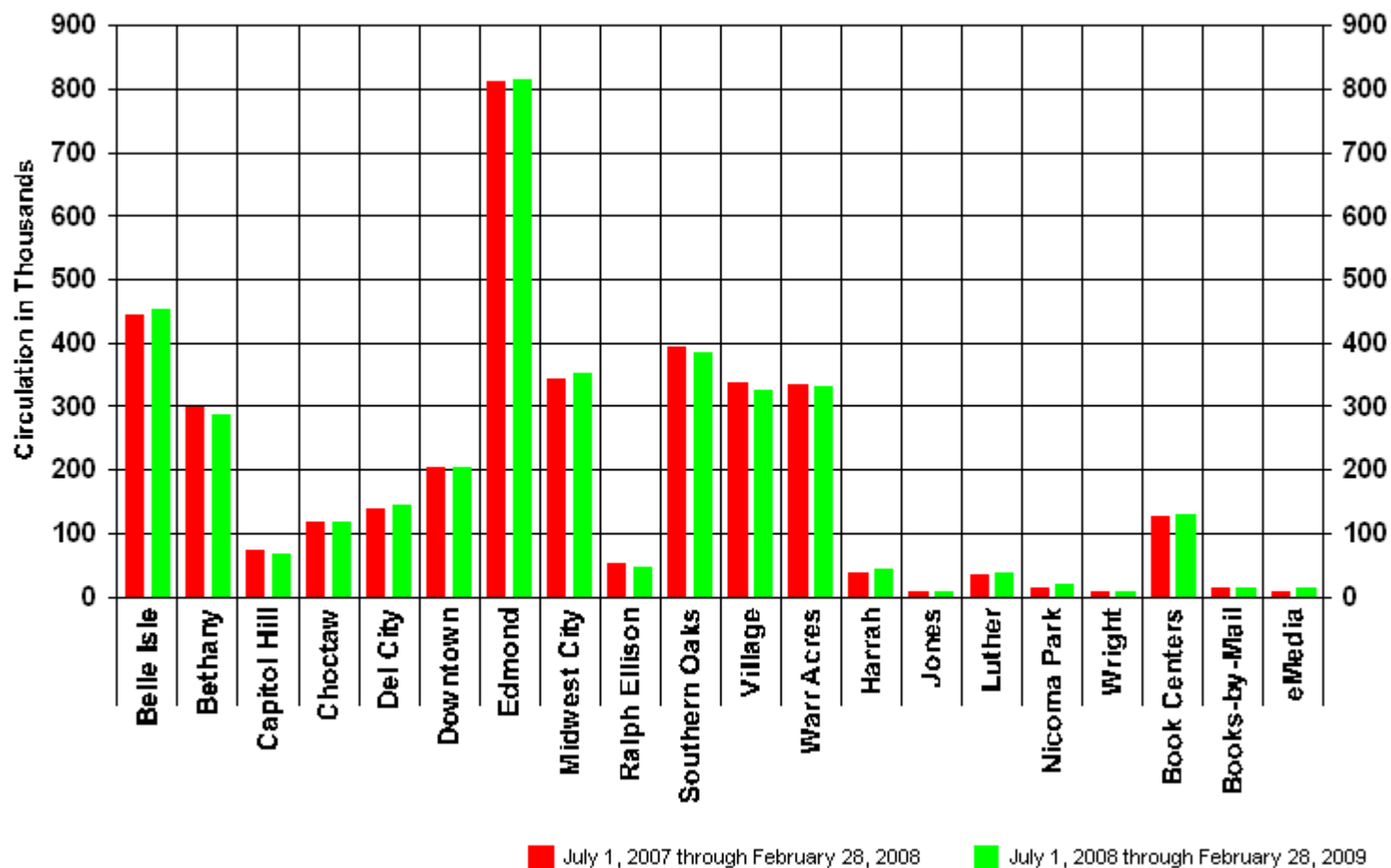
That the Commission award the contracts for the new furniture and fixtures for the newly constructed Maintenance/Service Center to the following vendors: Spaces for three groups of furniture in the amount of \$62,758.44; Scott Rice for thirteen groups of furniture in the amount of \$79,243.36; Southwestern Stationary for one group of furniture in the amount of \$2,048.00, Adequate funding for these purchases is provided for in the FY 2008-09 budget, account 408.

**Bid Tabulation for Furniture, Fixtures and Shelving  
Maintenance/Service Center**

Group	Furniture & Fixtures	Cultural Surroundings	KI	Scott Rice	Southwest Solutions	Southwestern Stationary	Spaces	Workplace Resources
Group #1	Turnstone Workstations	No Bid	No Bid	\$51,830.67	No Bid	No Bid	\$50,239.80	No Bid
Group #2	Flexfab File Cabinets	No Bid	No Bid	9,713.23	No Bid	No Bid	No Bid	No Bid
Group #3	Ultimate Office Cart	No Bid	No Bid	300.64	No Bid	No Bid	No Bid	No Bid
Group #4	Vestil Cart	No Bid	No Bid	357.48	No Bid	No Bid	No Bid	No Bid
Group #5	Pro-Line Work Tables	No Bid	No Bid	25,505.58	No Bid	No Bid	No Bid	No Bid
Group #6	Turnstone Freestanding	No Bid	No Bid	10,527.47	No Bid	No Bid	10,135.08	No Bid
Group #7	Carico Carts	No Bid	No Bid	5,716.60	No Bid	No Bid	No Bid	No Bid
Group #8	Fixture Furniture	No Bid	No Bid	4,700.22	No Bid	2,772.00	No Bid	3,703.56
Group #9	Turnstone Payback	No Bid	No Bid	5,433.64	No Bid	No Bid	No Bid	No Bid
Group #10	Nextaflex Conveyers	No Bid	No Bid	7,034.49	No Bid	No Bid	No Bid	No Bid
Group #11	Peter Pepper Products	No Bid	No Bid	1,176.45	No Bid	No Bid	No Bid	No Bid
Group #12	Rubbermaid Cart	No Bid	No Bid	1,569.56	No Bid	No Bid	No Bid	No Bid
Group #13	Lyon Shelving	No Bid	No Bid	6,080.02	No Bid	No Bid	No Bid	No Bid
Group #14	MJ Shelving	40,671.65	No Bid	34,110.44	22,419.00	No Bid	No Bid	No Bid
Group #15	Furniture Lab	No Bid	No Bid	2,214.68	No Bid	2,048.00	No Bid	No Bid
Group #16	Spec Chairs	No Bid	No Bid	2,186.15	No Bid	2,320.00	No Bid	3,271.30
Group #17	KI Furniture	No Bid	13,410.00	12,130.46	No Bid	No Bid	No Bid	17,825.42
Group #18	Turnstone Reception Desk	No Bid	No Bid	2,416.40	No Bid	No Bid	2,383.56	No Bid
Group #19	Material Flow Bins	No Bid	No Bid	836.72	No Bid	No Bid	No Bid	No Bid
Group #20	Turnstone Task Chair	No Bid	No Bid	13,332.80	No Bid	No Bid	No Bid	No Bid

## **Circulation Gains and Losses**

**July 1, 2008 through February 28, 2009 (66.67% of the 08-09 Fiscal Year)**







## **Circulation Gains and Losses**

**July 1, 2008 through February 28, 2009 (66.67% of the 08-09 Fiscal Year)**

<b>FEBRUARY 28, 2009</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	08	42006	338465	12760	105542	54766	444007	
	09	41340	343673	13142	109614	54482	453287	
		<b>-666</b>	<b>5208</b>	<b>382</b>	<b>4072</b>	<b>-284</b>	<b>9280</b>	<b>2.1</b>
Bethany	08	25090	205598	9875	91508	34965	297106	
	09	24383	197218	10198	87608	34581	284826	
		<b>-707</b>	<b>-8380</b>	<b>323</b>	<b>-3900</b>	<b>-384</b>	<b>-12280</b>	<b>-4.1</b>
Capitol Hill	08	6110	50833	2716	22509	8826	73342	
	09	6801	49291	2657	18633	9458	67924	
		<b>691</b>	<b>-1542</b>	<b>-59</b>	<b>-3876</b>	<b>632</b>	<b>-5418</b>	<b>-7.4</b>
Choctaw	08	9408	70979	5604	45605	15012	116584	
	09	8932	74154	5206	44549	14138	118703	
		<b>-476</b>	<b>3175</b>	<b>-398</b>	<b>-1056</b>	<b>-874</b>	<b>2119</b>	<b>1.8</b>
Del City	08	11839	97717	5138	40155	16977	137872	
	09	11430	99695	4810	43743	16240	143438	
		<b>-409</b>	<b>1978</b>	<b>-328</b>	<b>3588</b>	<b>-737</b>	<b>5566</b>	<b>4.0</b>
Downtown	08	18027	156400	6040	48061	24067	204461	
	09	18333	157532	4833	44459	23166	201991	
		<b>306</b>	<b>1132</b>	<b>-1207</b>	<b>-3602</b>	<b>-901</b>	<b>-2470</b>	<b>-1.2</b>
Edmond	08	59722	478187	39209	334290	98931	812477	
	09	59305	475674	40558	337699	99863	813373	
		<b>-417</b>	<b>-2513</b>	<b>1349</b>	<b>3409</b>	<b>932</b>	<b>896</b>	<b>.1</b>
Midwest City	08	29893	243563	12491	100150	42384	343713	
	09	29983	250168	11837	101712	41820	351880	
		<b>90</b>	<b>6605</b>	<b>-654</b>	<b>1562</b>	<b>-564</b>	<b>8167</b>	<b>2.4</b>
Ralph Ellison	08	4918	38482	1167	12262	6085	50744	
	09	4497	34690	1211	11140	5708	45830	
		<b>-421</b>	<b>-3792</b>	<b>44</b>	<b>-1122</b>	<b>-377</b>	<b>-4914</b>	<b>-9.7</b>
Southern Oaks	08	35201	290010	11319	101661	46520	391671	
	09	34480	285074	11478	100339	45958	385413	
		<b>-721</b>	<b>-4936</b>	<b>159</b>	<b>-1322</b>	<b>-562</b>	<b>-6258</b>	<b>-1.6</b>
Village	08	27840	233388	11285	102533	39125	335921	
	09	26893	224853	12444	100110	39337	324963	
		<b>-947</b>	<b>-8535</b>	<b>1159</b>	<b>-2423</b>	<b>212</b>	<b>-10958</b>	<b>-3.3</b>
Warr Acres	08	27003	227941	11335	106304	38338	334245	
	09	28152	225820	11050	104646	39202	330466	
		<b>1149</b>	<b>-2121</b>	<b>-285</b>	<b>-1658</b>	<b>864</b>	<b>-3779</b>	<b>-1.1</b>

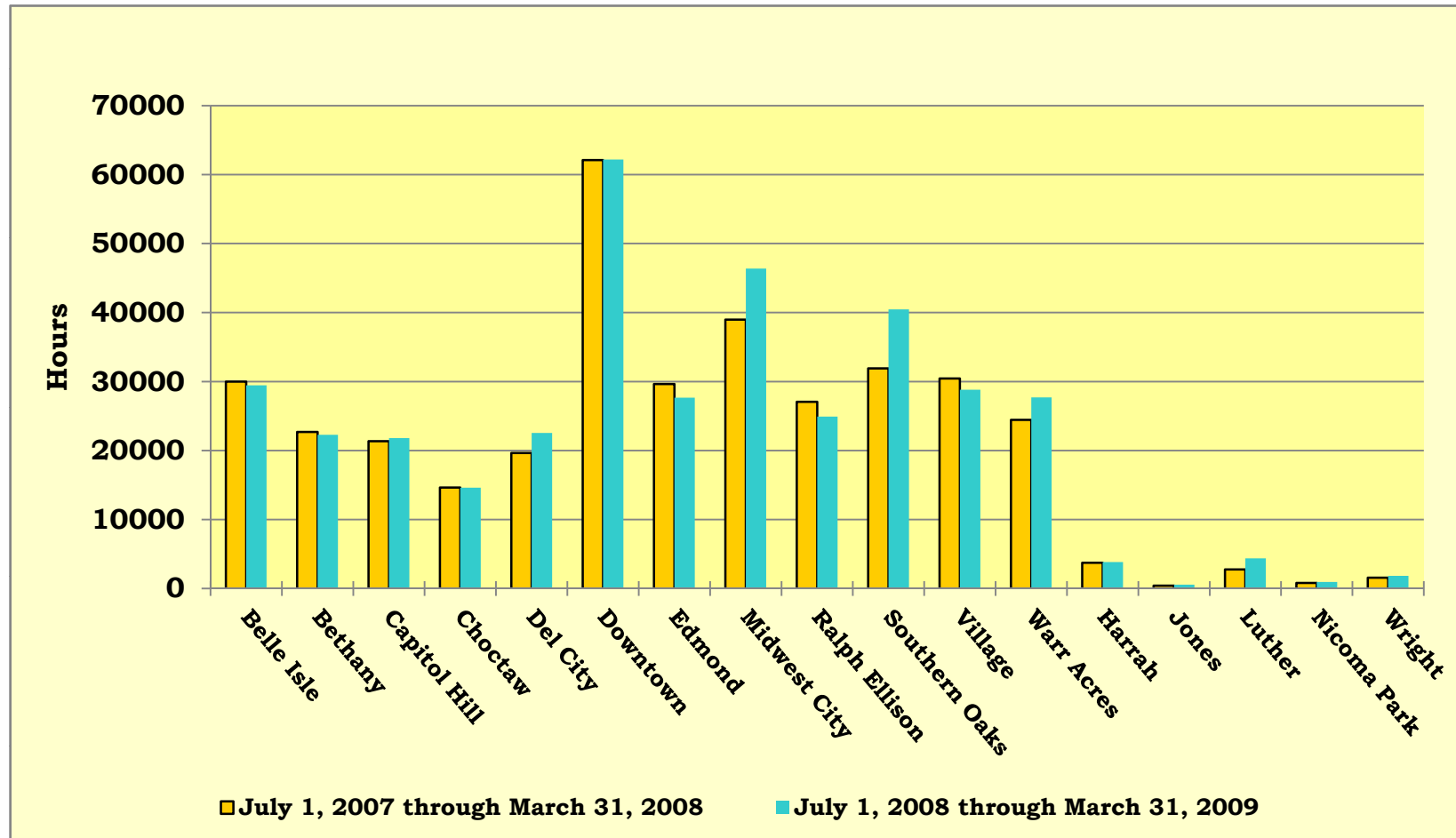
## **Circulation Gains and Losses**

**July 1, 2008 through February 28, 2009 (66.67% of the 08-09 Fiscal Year)**

<b>FEBRUARY 28, 2009</b>		<b><u>ADULT</u> <u>MONTH</u></b>	<b><u>ADULT</u> <u>YEAR</u></b>	<b><u>JUVENILE</u> <u>MONTH</u></b>	<b><u>JUVENILE</u> <u>YEAR</u></b>	<b><u>TOTAL</u> <u>MONTH</u></b>	<b><u>TOTAL</u> <u>YEAR</u></b>	<b><u>%</u></b>
<b><u>EXTENSION LIBRARIES:</u></b>								
Harrah	08	3388	25350	1435	10606	4823	35956	
	09	3877	29663	1587	12512	5464	42175	
		<b>489</b>	<b>4313</b>	<b>152</b>	<b>1906</b>	<b>641</b>	<b>6219</b>	<b>17.3</b>
Jones	08	812	6343	303	2102	1115	8445	
	09	914	6686	176	2122	1090	8808	
		<b>102</b>	<b>343</b>	<b>-127</b>	<b>20</b>	<b>-25</b>	<b>363</b>	<b>4.3</b>
Luther	08	3539	27000	906	7431	4445	34431	
	09	3414	29027	701	8249	4115	37276	
		<b>-125</b>	<b>2027</b>	<b>-205</b>	<b>818</b>	<b>-330</b>	<b>2845</b>	<b>8.3</b>
Nicoma Park	08	2036	12503	330	2160	2366	14663	
	09	1928	13862	1048	4489	2976	18351	
		<b>-108</b>	<b>1359</b>	<b>718</b>	<b>2329</b>	<b>610</b>	<b>3688</b>	<b>25.2</b>
Wright	08	727	5449	141	1516	868	6965	
	09	958	6281	96	1198	1054	7479	
		<b>231</b>	<b>832</b>	<b>-45</b>	<b>-318</b>	<b>186</b>	<b>514</b>	<b>7.4</b>
<b><u>OTHER:</u></b>								
Book Centers	08	9725	76819	6134	48722	15859	125541	
	09	10058	79554	6206	49543	16264	129097	
		<b>333</b>	<b>2735</b>	<b>72</b>	<b>821</b>	<b>405</b>	<b>3556</b>	<b>2.8</b>
Books-by-Mail	08	1604	13580	0	0	1604	13580	
	09	1716	13198	0	0	1716	13198	
		<b>112</b>	<b>-382</b>	<b>0</b>	<b>0</b>	<b>112</b>	<b>-382</b>	<b>-2.8</b>
eMedia	08	922	6225	0	0	922	6225	
	09	1970	13829	0	0	1970	13829	
		<b>1048</b>	<b>7604</b>	<b>0</b>	<b>0</b>	<b>1048</b>	<b>7604</b>	<b>122.2</b>
TOTALS	08	319810	2604832	138188	1183117	457998	3787949	
	09	319364	2609942	139238	1182365	458602	3792307	
		<b>-446</b>	<b>5110</b>	<b>1050</b>	<b>-752</b>	<b>604</b>	<b>4358</b>	<b>.1</b>

## Total Computer Hours Used by Library

July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)



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## Total Computer Usage

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	261		4,509		3,337.97		3,723		41,711		29,998.95	
	09	268		4,446		3,455.61		3,802		39,131		29,458.63	
		<b>7</b>	<b>2.7</b>	<b>-63</b>	<b>-1.4</b>	<b>117.64</b>	<b>3.5</b>	<b>79</b>	<b>2.1</b>	<b>-2,580</b>	<b>-6.2</b>	<b>-540.32</b>	<b>-1.8</b>
BETHANY	08	185		3,211		2,512.68		2,950		30,108		22,696.25	
	09	205		3,216		2,559.70		2,947		28,846		22,289.67	
		<b>20</b>	<b>10.8</b>	<b>5</b>	<b>.2</b>	<b>47.02</b>	<b>1.9</b>	<b>-3</b>	<b>-.1</b>	<b>-1,262</b>	<b>-4.2</b>	<b>-406.58</b>	<b>-1.8</b>
CAPITOL HILL	08	165		3,083		2,493.29		2,485		26,845		21,363.86	
	09	197		2,904		2,550.41		2,527		25,548		21,815.89	
		<b>32</b>	<b>19.4</b>	<b>-179</b>	<b>-5.8</b>	<b>57.12</b>	<b>2.3</b>	<b>42</b>	<b>1.7</b>	<b>-1,297</b>	<b>-4.8</b>	<b>452.03</b>	<b>2.1</b>
CHOCTAW	08	81		1,697		1,473.73		1,477		17,660		14,636.33	
	09	105		1,971		1,719.15		1,493		16,144		14,616.06	
		<b>24</b>	<b>29.6</b>	<b>274</b>	<b>16.1</b>	<b>245.42</b>	<b>16.7</b>	<b>16</b>	<b>1.1</b>	<b>-1,516</b>	<b>-8.6</b>	<b>-20.27</b>	<b>-.1</b>
DEL CITY	08	198		2,875		2,256.22		2,632		25,642		19,635.71	
	09	219		3,175		2,625.13		2,741		27,720		22,539.60	
		<b>21</b>	<b>10.6</b>	<b>300</b>	<b>10.4</b>	<b>368.91</b>	<b>16.4</b>	<b>109</b>	<b>4.1</b>	<b>2,078</b>	<b>8.1</b>	<b>2,903.89</b>	<b>14.8</b>
DOWNTOWN	08	232		8,827		7,171.38		3,700		83,492		62,101.28	
	09	236		9,962		7,273.97		3,625		83,421		62,177.66	
		<b>4</b>	<b>1.7</b>	<b>1,135</b>	<b>12.9</b>	<b>102.59</b>	<b>1.4</b>	<b>-75</b>	<b>-2.0</b>	<b>-71</b>	<b>-.1</b>	<b>76.38</b>	<b>.1</b>
EDMOND	08	276		4,466		3,372.87		4,124		39,538		29,645.10	
	09	238		4,069		3,463.89		3,804		34,734		27,657.58	
		<b>-38</b>	<b>-13.8</b>	<b>-397</b>	<b>-8.9</b>	<b>91.02</b>	<b>2.7</b>	<b>-320</b>	<b>-7.8</b>	<b>-4,804</b>	<b>-12.2</b>	<b>-1,987.52</b>	<b>-6.7</b>
MIDWEST CITY	08	343		5,791		4,400.51		5,255		53,200		38,987.43	
	09	398		6,550		5,325.17		5,480		58,108		46,379.48	
		<b>55</b>	<b>16.0</b>	<b>759</b>	<b>13.1</b>	<b>924.66</b>	<b>21.0</b>	<b>225</b>	<b>4.3</b>	<b>4,908</b>	<b>9.2</b>	<b>7,392.05</b>	<b>19.0</b>
RALPH ELLISON	08	161		3,803		3,093.46		2,489		35,177		27,055.90	
	09	173		3,678		3,001.55		2,365		31,388		24,925.97	
		<b>12</b>	<b>7.5</b>	<b>-125</b>	<b>-3.3</b>	<b>-91.91</b>	<b>-3.0</b>	<b>-124</b>	<b>-5.0</b>	<b>-3,789</b>	<b>-10.8</b>	<b>-2,129.93</b>	<b>-7.9</b>



## Total Computer Usage

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	361		4,961		3,663.10		4,807		43,571		31,916.86	
	09	437		6,107		4,724.83		5,209		54,007		40,454.88	
		<b>76</b>	<b>21.1</b>	<b>1,146</b>	<b>23.1</b>	<b>1,061.73</b>	<b>29.0</b>	<b>402</b>	<b>8.4</b>	<b>10,436</b>	<b>24.0</b>	<b>8,538.02</b>	<b>26.8</b>
VILLAGE	08	263		4,131		3,292.45		3,854		41,385		30,449.82	
	09	267		4,246		3,394.63		3,885		36,865		28,823.55	
		<b>4</b>	<b>1.5</b>	<b>115</b>	<b>2.8</b>	<b>102.18</b>	<b>3.1</b>	<b>31</b>	<b>.8</b>	<b>-4,520</b>	<b>-10.9</b>	<b>-1,626.27</b>	<b>-5.3</b>
WARR ACRES	08	210		3,795		2,712.21		3,094		34,725		24,444.38	
	09	248		4,153		3,340.12		3,266		35,657		27,693.07	
		<b>38</b>	<b>18.1</b>	<b>358</b>	<b>9.4</b>	<b>627.91</b>	<b>23.2</b>	<b>172</b>	<b>5.6</b>	<b>932</b>	<b>2.7</b>	<b>3,248.69</b>	<b>13.3</b>
HARRAH	08	47		624		490.18		495		4,823		3,724.61	
	09	42		593		436.56		530		5,058		3,837.32	
		<b>-5</b>	<b>-10.6</b>	<b>-31</b>	<b>-5.0</b>	<b>-53.62</b>	<b>-10.9</b>	<b>35</b>	<b>7.1</b>	<b>235</b>	<b>4.9</b>	<b>112.71</b>	<b>3.0</b>
JONES	08	3		52		39.70		66		529		420.28	
	09	3		60		48.17		55		581		554.57	
			<b>.0</b>	<b>8</b>	<b>15.4</b>	<b>8.47</b>	<b>21.3</b>	<b>-11</b>	<b>-16.7</b>	<b>52</b>	<b>9.8</b>	<b>134.29</b>	<b>32.0</b>
LUTHER	08	23		400		422.91		301		3,150		2,754.36	
	09	14		579		481.83		334		5,309		4,362.86	
		<b>-9</b>	<b>-39.1</b>	<b>179</b>	<b>44.8</b>	<b>58.92</b>	<b>13.9</b>	<b>33</b>	<b>11.0</b>	<b>2,159</b>	<b>68.5</b>	<b>1,608.50</b>	<b>58.4</b>
NICOMA PARK	08	8		129		96.16		128		1,135		795.80	
	09	10		136		90.06		133		1,212		941.97	
		<b>2</b>	<b>25.0</b>	<b>7</b>	<b>5.4</b>	<b>-6.10</b>	<b>-6.3</b>	<b>5</b>	<b>3.9</b>	<b>77</b>	<b>6.8</b>	<b>146.17</b>	<b>18.4</b>
WRIGHT	08	11		255		198.97		157		2,111		1,563.65	
	09	10		283		218.55		150		2,347		1,836.15	
		<b>-1</b>	<b>-9.1</b>	<b>28</b>	<b>11.0</b>	<b>19.58</b>	<b>9.8</b>	<b>-7</b>	<b>-4.5</b>	<b>236</b>	<b>11.2</b>	<b>272.50</b>	<b>17.4</b>
TOTAL	08	2,828		52,609		41,027.79		41,737		484,802		362,190.57	
	09	3,070		56,128		44,709.33		42,346		486,076		380,364.91	
		<b>242</b>	<b>8.6</b>	<b>3,519</b>	<b>6.7</b>	<b>3,681.54</b>	<b>9.0</b>	<b>609</b>	<b>1.5</b>	<b>1,274</b>	<b>.3</b>	<b>18,174.34</b>	<b>5.0</b>

## Computer Usage by Adult Customers

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	215		3,706		2,731.18		3,117		35,346		25,347.65	
	09	234		3,787		2,948.77		3,159		32,170		24,223.97	
		<b>19</b>	<b>8.8</b>	<b>81</b>	<b>2.2</b>	<b>217.59</b>	<b>8.0</b>	<b>42</b>	<b>1.3</b>	<b>-3,176</b>	<b>-9.0</b>	<b>-1,123.68</b>	<b>-4.4</b>
BETHANY	08	153		2,492		1,922.31		2,343		21,871		16,347.17	
	09	172		2,531		2,024.11		2,320		21,988		16,954.23	
		<b>19</b>	<b>12.4</b>	<b>39</b>	<b>1.6</b>	<b>101.80</b>	<b>5.3</b>	<b>-23</b>	<b>-1.0</b>	<b>117</b>	<b>.5</b>	<b>607.06</b>	<b>3.7</b>
CAPITOL HILL	08	89		1,433		1,288.59		1,357		12,812		11,190.46	
	09	119		1,578		1,509.06		1,408		13,262		12,119.17	
		<b>30</b>	<b>33.7</b>	<b>145</b>	<b>10.1</b>	<b>220.47</b>	<b>17.1</b>	<b>51</b>	<b>3.8</b>	<b>450</b>	<b>3.5</b>	<b>928.71</b>	<b>8.3</b>
CHOCTAW	08	59		1,064		897.18		1,060		10,853		8,733.14	
	09	72		1,328		1,145.63		1,037		10,129		8,991.32	
		<b>13</b>	<b>22.0</b>	<b>264</b>	<b>24.8</b>	<b>248.45</b>	<b>27.7</b>	<b>-23</b>	<b>-2.2</b>	<b>-724</b>	<b>-6.7</b>	<b>258.18</b>	<b>3.0</b>
DEL CITY	08	153		1,992		1,560.96		2,020		17,404		13,297.19	
	09	166		2,401		2,024.62		2,093		19,443		15,898.52	
		<b>13</b>	<b>8.5</b>	<b>409</b>	<b>20.5</b>	<b>463.66</b>	<b>29.7</b>	<b>73</b>	<b>3.6</b>	<b>2,039</b>	<b>11.7</b>	<b>2,601.33</b>	<b>19.6</b>
DOWNTOWN	08	191		7,607		6,148.84		3,083		74,943		55,424.16	
	09	201		9,093		6,600.63		3,007		74,174		54,899.48	
		<b>10</b>	<b>5.2</b>	<b>1,486</b>	<b>19.5</b>	<b>451.79</b>	<b>7.3</b>	<b>-76</b>	<b>-2.5</b>	<b>-769</b>	<b>-1.0</b>	<b>-524.68</b>	<b>-.9</b>
EDMOND	08	229		3,588		2,712.70		3,273		31,627		23,688.63	
	09	194		3,448		2,955.94		3,118		28,796		22,927.16	
		<b>-35</b>	<b>-15.3</b>	<b>-140</b>	<b>-3.9</b>	<b>243.24</b>	<b>9.0</b>	<b>-155</b>	<b>-4.7</b>	<b>-2,831</b>	<b>-9.0</b>	<b>-761.47</b>	<b>-3.2</b>
MIDWEST CITY	08	249		4,005		3,113.15		4,094		37,799		28,124.41	
	09	321		4,622		3,840.47		4,287		39,614		32,689.85	
		<b>72</b>	<b>28.9</b>	<b>617</b>	<b>15.4</b>	<b>727.32</b>	<b>23.4</b>	<b>193</b>	<b>4.7</b>	<b>1,815</b>	<b>4.8</b>	<b>4,565.44</b>	<b>16.2</b>
RALPH ELLISON	08	117		2,172		1,860.59		1,822		19,991		15,813.22	
	09	139		2,314		1,882.85		1,676		17,590		14,356.08	
		<b>22</b>	<b>18.8</b>	<b>142</b>	<b>6.5</b>	<b>22.26</b>	<b>1.2</b>	<b>-146</b>	<b>-8.0</b>	<b>-2,401</b>	<b>-12.0</b>	<b>-1,457.14</b>	<b>-9.2</b>

## Computer Usage by Adult Customers

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	270		3,313		2,500.34		3,569		29,170		21,804.73	
	09	328		3,902		3,125.10		3,794		33,554		26,144.87	
		<b>58</b>	<b>21.5</b>	<b>589</b>	<b>17.8</b>	<b>624.76</b>	<b>25.0</b>	<b>225</b>	<b>6.3</b>	<b>4,384</b>	<b>15.0</b>	<b>4,340.14</b>	<b>19.9</b>
VILLAGE	08	219		2,981		2,407.21		3,032		29,058		21,697.50	
	09	217		3,254		2,590.38		3,062		27,575		21,514.70	
		<b>-2</b>	<b>-.9</b>	<b>273</b>	<b>9.2</b>	<b>183.17</b>	<b>7.6</b>	<b>30</b>	<b>1.0</b>	<b>-1,483</b>	<b>-5.1</b>	<b>-182.80</b>	<b>-.8</b>
WARR ACRES	08	164		2,233		1,667.75		2,506		23,630		16,872.82	
	09	209		3,148		2,532.10		2,629		25,685		20,127.81	
		<b>45</b>	<b>27.4</b>	<b>915</b>	<b>41.0</b>	<b>864.35</b>	<b>51.8</b>	<b>123</b>	<b>4.9</b>	<b>2,055</b>	<b>8.7</b>	<b>3,254.99</b>	<b>19.3</b>
HARRAH	08	37		413		327.18		330		3,211		2,423.73	
	09	26		347		244.07		325		3,179		2,391.15	
		<b>-11</b>	<b>-29.7</b>	<b>-66</b>	<b>-16.0</b>	<b>-83.11</b>	<b>-25.4</b>	<b>-5</b>	<b>-1.5</b>	<b>-32</b>	<b>-1.0</b>	<b>-32.58</b>	<b>-1.3</b>
JONES	08	3		40		30.05		44		330		272.86	
	09	3		34		25.23		32		314		283.30	
			<b>.0</b>	<b>-6</b>	<b>-15.0</b>	<b>-4.82</b>	<b>-16.0</b>	<b>-12</b>	<b>-27.3</b>	<b>-16</b>	<b>-4.8</b>	<b>10.44</b>	<b>3.8</b>
LUTHER	08	16		223		242.79		154		1,461		1,300.51	
	09	9		204		148.33		171		2,227		1,752.92	
		<b>-7</b>	<b>-43.8</b>	<b>-19</b>	<b>-8.5</b>	<b>-94.46</b>	<b>-38.9</b>	<b>17</b>	<b>11.0</b>	<b>766</b>	<b>52.4</b>	<b>452.41</b>	<b>34.8</b>
NICOMA PARK	08	5		63		40.35		91		739		463.01	
	09	6		107		67.24		103		899		663.41	
		<b>1</b>	<b>20.0</b>	<b>44</b>	<b>69.8</b>	<b>26.89</b>	<b>66.6</b>	<b>12</b>	<b>13.2</b>	<b>160</b>	<b>21.7</b>	<b>200.40</b>	<b>43.3</b>
WRIGHT	08	9		184		146.67		108		1,364		1,011.69	
	09	6		249		199.03		113		1,929		1,533.16	
		<b>-3</b>	<b>-33.3</b>	<b>65</b>	<b>35.3</b>	<b>52.36</b>	<b>35.7</b>	<b>5</b>	<b>4.6</b>	<b>565</b>	<b>41.4</b>	<b>521.47</b>	<b>51.5</b>
TOTAL	08	2,178		37,509		29,597.84		32,003		351,609		263,812.88	
	09	2,422		42,347		33,863.56		32,334		352,528		277,471.10	
		<b>244</b>	<b>11.2</b>	<b>4,838</b>	<b>12.9</b>	<b>4,265.72</b>	<b>14.4</b>	<b>331</b>	<b>1.0</b>	<b>919</b>	<b>.3</b>	<b>13,658.22</b>	<b>5.2</b>

## Computer Usage by Minor Customers

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	46		803		606.79		606		6,365		4,651.30	
	09	34		659		506.84		643		6,961		5,234.66	
		<b>-12</b>	<b>-26.1</b>	<b>-144</b>	<b>-17.9</b>	<b>-99.95</b>	<b>-16.5</b>	<b>37</b>	<b>6.1</b>	<b>596</b>	<b>9.4</b>	<b>583.36</b>	<b>12.5</b>
BETHANY	08	32		719		590.37		607		8,237		6,349.08	
	09	33		685		535.59		627		6,858		5,335.44	
		<b>1</b>	<b>3.1</b>	<b>-34</b>	<b>-4.7</b>	<b>-54.78</b>	<b>-9.3</b>	<b>20</b>	<b>3.3</b>	<b>-1,379</b>	<b>-16.7</b>	<b>-1,013.64</b>	<b>-16.0</b>
CAPITOL HILL	08	76		1,650		1,204.70		1,128		14,033		10,173.40	
	09	78		1,326		1,041.35		1,119		12,286		9,696.72	
		<b>2</b>	<b>2.6</b>	<b>-324</b>	<b>-19.6</b>	<b>-163.35</b>	<b>-13.6</b>	<b>-9</b>	<b>-.8</b>	<b>-1,747</b>	<b>-12.4</b>	<b>-476.68</b>	<b>-4.7</b>
CHOCTAW	08	22		633		576.55		417		6,807		5,903.19	
	09	33		643		573.52		456		6,015		5,624.74	
		<b>11</b>	<b>50.0</b>	<b>10</b>	<b>1.6</b>	<b>-3.03</b>	<b>-.5</b>	<b>39</b>	<b>9.4</b>	<b>-792</b>	<b>-11.6</b>	<b>-278.45</b>	<b>-4.7</b>
DEL CITY	08	45		883		695.26		612		8,238		6,338.52	
	09	53		774		600.51		648		8,277		6,641.08	
		<b>8</b>	<b>17.8</b>	<b>-109</b>	<b>-12.3</b>	<b>-94.75</b>	<b>-13.6</b>	<b>36</b>	<b>5.9</b>	<b>39</b>	<b>.5</b>	<b>302.56</b>	<b>4.8</b>
DOWNTOWN	08	41		1,220		1,022.54		617		8,549		6,677.12	
	09	35		869		673.34		618		9,247		7,278.18	
		<b>-6</b>	<b>-14.6</b>	<b>-351</b>	<b>-28.8</b>	<b>-349.20</b>	<b>-34.2</b>	<b>1</b>	<b>.2</b>	<b>698</b>	<b>8.2</b>	<b>601.06</b>	<b>9.0</b>
EDMOND	08	47		878		660.17		851		7,911		5,956.47	
	09	44		621		507.95		686		5,938		4,730.42	
		<b>-3</b>	<b>-6.4</b>	<b>-257</b>	<b>-29.3</b>	<b>-152.22</b>	<b>-23.1</b>	<b>-165</b>	<b>-19.4</b>	<b>-1,973</b>	<b>-24.9</b>	<b>-1,226.05</b>	<b>-20.6</b>
MIDWEST CITY	08	94		1,786		1,287.36		1,161		15,401		10,863.02	
	09	77		1,928		1,484.70		1,193		18,494		13,689.63	
		<b>-17</b>	<b>-18.1</b>	<b>142</b>	<b>8.0</b>	<b>197.34</b>	<b>15.3</b>	<b>32</b>	<b>2.8</b>	<b>3,093</b>	<b>20.1</b>	<b>2,826.61</b>	<b>26.0</b>
RALPH ELLISON	08	44		1,631		1,232.87		667		15,186		11,242.68	
	09	34		1,364		1,118.70		689		13,798		10,569.89	
		<b>-10</b>	<b>-22.7</b>	<b>-267</b>	<b>-16.4</b>	<b>-114.17</b>	<b>-9.3</b>	<b>22</b>	<b>3.3</b>	<b>-1,388</b>	<b>-9.1</b>	<b>-672.79</b>	<b>-6.0</b>



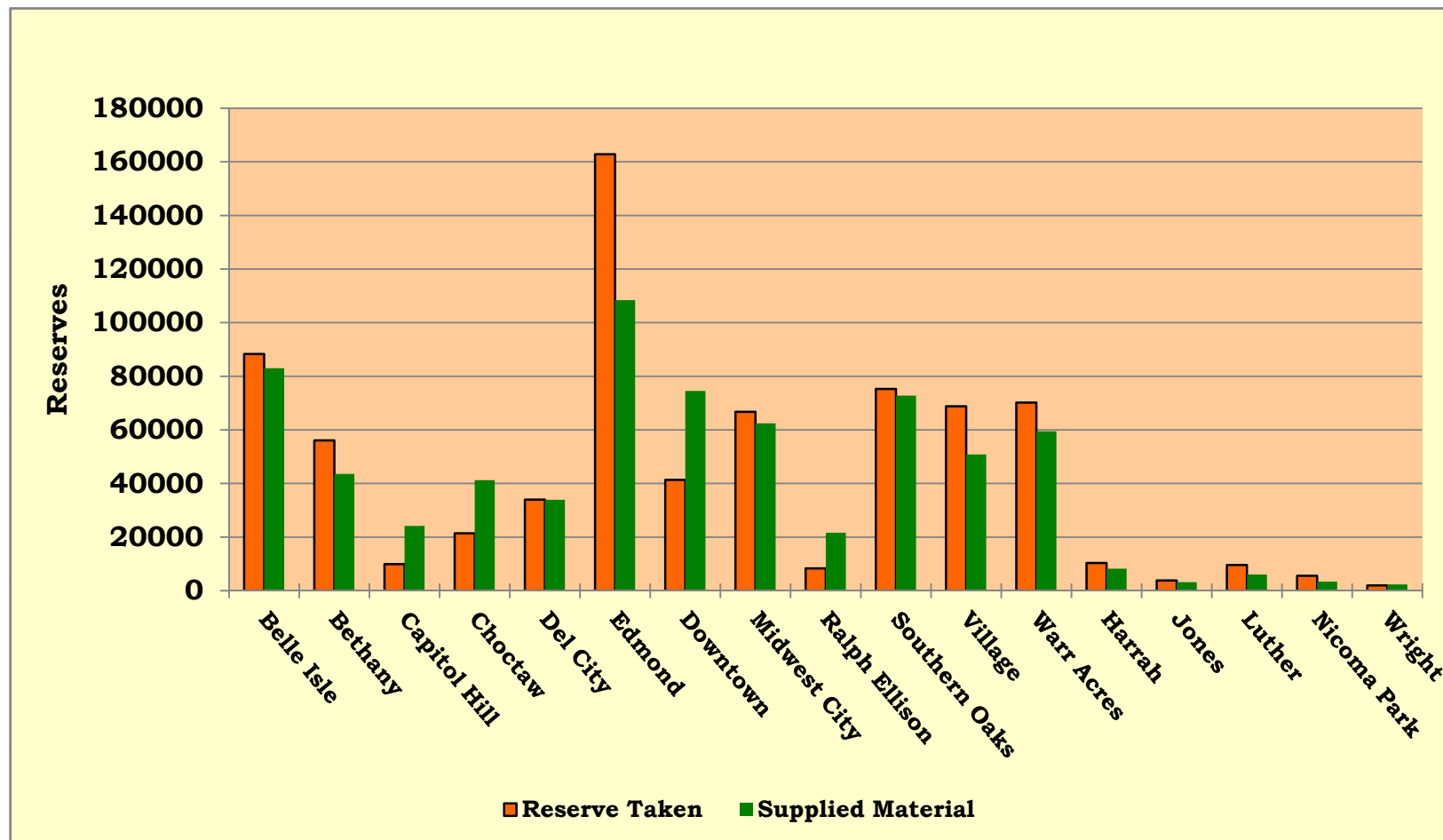
## Computer Usage by Minor Customers

**July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	91		1,648		1,162.76		1,238		14,401		10,112.13	
	09	109		2,205		1,599.73		1,415		20,453		14,310.01	
		<b>18</b>	<b>19.8</b>	<b>557</b>	<b>33.8</b>	<b>436.97</b>	<b>37.6</b>	<b>177</b>	<b>14.3</b>	<b>6,052</b>	<b>42.0</b>	<b>4,197.88</b>	<b>41.5</b>
VILLAGE	08	44		1,150		885.24		822		12,327		8,752.32	
	09	50		992		804.25		823		9,290		7,308.85	
		<b>6</b>	<b>13.6</b>	<b>-158</b>	<b>-13.7</b>	<b>-80.99</b>	<b>-9.1</b>	<b>1</b>	<b>.1</b>	<b>-3,037</b>	<b>-24.6</b>	<b>-1,443.47</b>	<b>-16.5</b>
WARR ACRES	08	46		1,562		1,044.46		588		11,095		7,571.56	
	09	39		1,005		808.02		637		9,972		7,565.26	
		<b>-7</b>	<b>-15.2</b>	<b>-557</b>	<b>-35.7</b>	<b>-236.44</b>	<b>-22.6</b>	<b>49</b>	<b>8.3</b>	<b>-1,123</b>	<b>-10.1</b>	<b>-6.30</b>	<b>-.1</b>
HARRAH	08	10		211		163.00		165		1,612		1,300.88	
	09	16		246		192.49		205		1,879		1,446.17	
		<b>6</b>	<b>60.0</b>	<b>35</b>	<b>16.6</b>	<b>29.49</b>	<b>18.1</b>	<b>40</b>	<b>24.2</b>	<b>267</b>	<b>16.6</b>	<b>145.29</b>	<b>11.2</b>
JONES	08			12		9.65		22		199		147.42	
	09			26		22.94		23		267		271.27	
				<b>14</b>	<b>116.7</b>	<b>13.29</b>	<b>137.7</b>	<b>1</b>	<b>4.5</b>	<b>68</b>	<b>34.2</b>	<b>123.85</b>	<b>84.0</b>
LUTHER	08	7		177		180.12		147		1,689		1,453.85	
	09	5		375		333.50		163		3,082		2,609.94	
		<b>-2</b>	<b>-28.6</b>	<b>198</b>	<b>111.9</b>	<b>153.38</b>	<b>85.2</b>	<b>16</b>	<b>10.9</b>	<b>1,393</b>	<b>82.5</b>	<b>1,156.09</b>	<b>79.5</b>
NICOMA PARK	08	3		66		55.81		37		396		332.79	
	09	4		29		22.82		30		313		278.56	
		<b>1</b>	<b>33.3</b>	<b>-37</b>	<b>-56.1</b>	<b>-32.99</b>	<b>-59.1</b>	<b>-7</b>	<b>-18.9</b>	<b>-83</b>	<b>-21.0</b>	<b>-54.23</b>	<b>-16.3</b>
WRIGHT	08	2		71		52.30		49		747		551.96	
	09	4		34		19.52		37		418		302.99	
		<b>2</b>	<b>100.0</b>	<b>-37</b>	<b>-52.1</b>	<b>-32.78</b>	<b>-62.7</b>	<b>-12</b>	<b>-24.5</b>	<b>-329</b>	<b>-44.0</b>	<b>-248.97</b>	<b>-45.1</b>
TOTAL	08	650		15,100		11,429.95		9,734		133,193		98,377.69	
	09	648		13,781		10,845.77		10,012		133,548		102,893.81	
		<b>-2</b>	<b>-.3</b>	<b>-1,319</b>	<b>-8.7</b>	<b>-584.18</b>	<b>-5.1</b>	<b>278</b>	<b>2.9</b>	<b>355</b>	<b>.3</b>	<b>4,516.12</b>	<b>4.6</b>

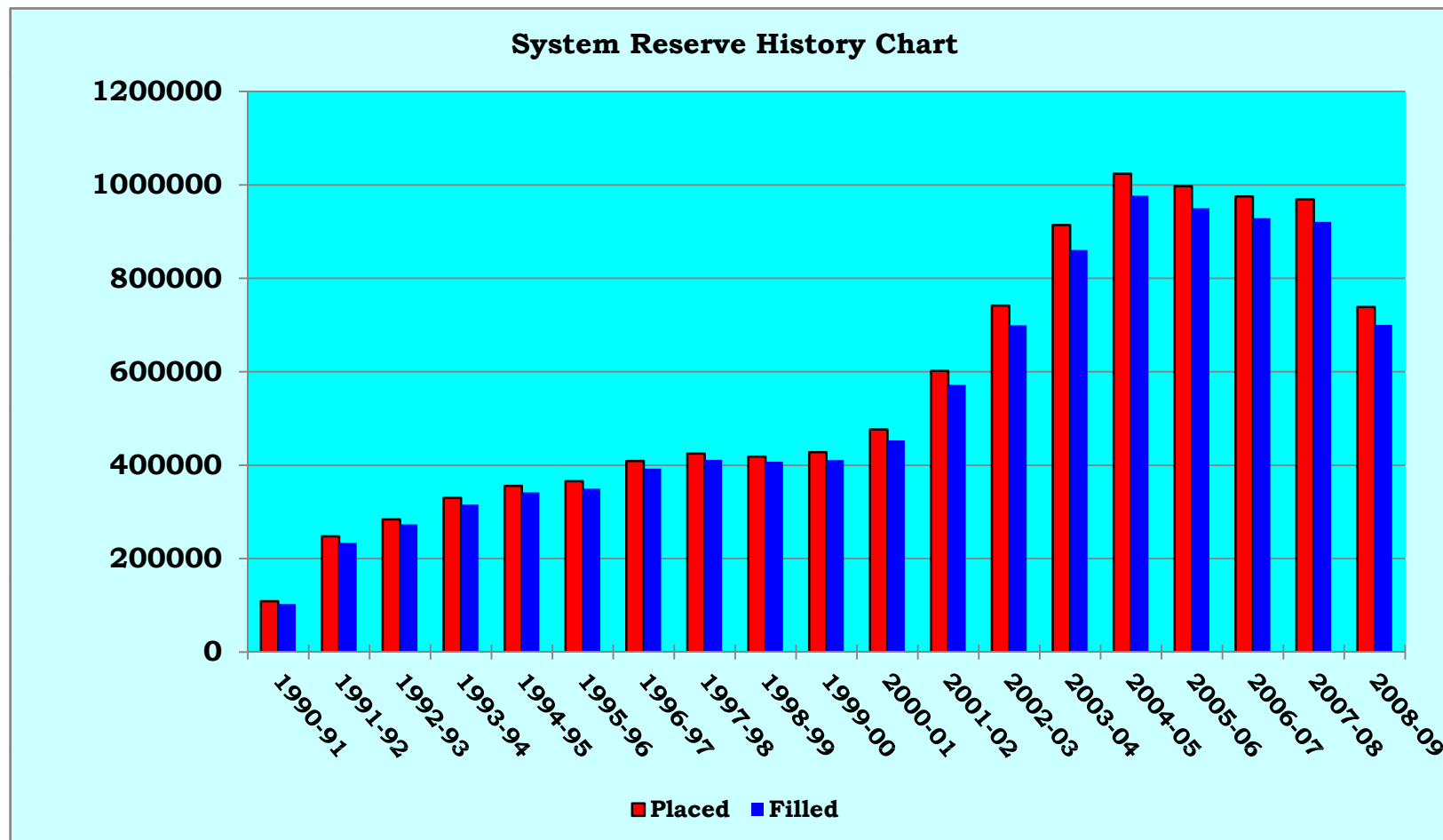
## System Reserve Report

July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)



## System Reserve Report

July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)



## System Reserves Report

July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	08	9,661	84,331		8,785	80,313	
	09	10,646	88,314		9,803	83,227	
		<b>985</b>	<b>3,983</b>	<b>4.7</b>	<b>1,018</b>	<b>2,914</b>	<b>3.6</b>
BETHANY	08	6,639	58,493		6,417	55,922	
	09	6,957	56,072		6,418	53,131	
		<b>318</b>	<b>-2,421</b>	<b>-4.1</b>	<b>1</b>	<b>-2,791</b>	<b>-5.0</b>
CAPITOL HILL	08	1,123	10,367		979	9,476	
	09	1,201	9,938		1,151	8,975	
		<b>78</b>	<b>-429</b>	<b>-4.1</b>	<b>172</b>	<b>-501</b>	<b>-5.3</b>
CHOCTAW	08	2,466	20,468		2,370	19,402	
	09	2,668	21,404		2,451	20,187	
		<b>202</b>	<b>936</b>	<b>4.6</b>	<b>81</b>	<b>785</b>	<b>4.0</b>
DEL CITY	08	3,405	31,514		3,238	29,916	
	09	4,085	33,998		3,892	32,456	
		<b>680</b>	<b>2,484</b>	<b>7.9</b>	<b>654</b>	<b>2,540</b>	<b>8.5</b>
EDMOND	08	18,335	157,202		17,162	150,555	
	09	20,332	162,840		19,370	155,007	
		<b>1,997</b>	<b>5,638</b>	<b>3.6</b>	<b>2,208</b>	<b>4,452</b>	<b>3.0</b>
DOWNTOWN	08	4,095	38,327		3,815	36,278	
	09	4,857	41,327		4,356	38,974	
		<b>762</b>	<b>3,000</b>	<b>7.8</b>	<b>541</b>	<b>2,696</b>	<b>7.4</b>
MIDWEST CITY	08	7,360	65,289		6,825	62,279	
	09	8,044	66,706		7,569	63,495	
		<b>684</b>	<b>1,417</b>	<b>2.2</b>	<b>744</b>	<b>1,216</b>	<b>2.0</b>
RALPH ELLISON	08	1,305	9,850		1,073	9,284	
	09	1,013	8,303		931	7,836	
		<b>-292</b>	<b>-1,547</b>	<b>-15.7</b>	<b>-142</b>	<b>-1,448</b>	<b>-15.6</b>
SOUTHERN OAKS	08	8,499	76,173		8,021	72,220	
	09	9,233	75,261		8,521	71,241	
		<b>734</b>	<b>-912</b>	<b>-1.2</b>	<b>500</b>	<b>-979</b>	<b>-1.4</b>
VILLAGE	08	7,763	71,875		7,302	68,419	
	09	8,266	68,797		7,505	64,735	
		<b>503</b>	<b>-3,078</b>	<b>-4.3</b>	<b>203</b>	<b>-3,684</b>	<b>-5.4</b>
WARR ACRES	08	7,508	68,461		7,061	65,670	
	09	8,555	70,188		8,121	67,114	
		<b>1,047</b>	<b>1,727</b>	<b>2.5</b>	<b>1,060</b>	<b>1,444</b>	<b>2.2</b>



## System Reserves Report

July 1, 2008 through March 31, 2009 (75.00% of the 08-09 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	08	1,174	8,905		1,092	8,274	
	09	1,207	10,337		1,137	9,641	
		<b>33</b>	<b>1,432</b>	<b>16.1</b>	<b>45</b>	<b>1,367</b>	<b>16.5</b>
JONES	08	275	3,758		342	3,677	
	09	492	3,794		538	3,608	
		<b>217</b>	<b>36</b>	<b>1.0</b>	<b>196</b>	<b>-69</b>	<b>-1.9</b>
LUTHER	08	1,074	7,940		939	7,337	
	09	1,141	9,577		969	9,073	
		<b>67</b>	<b>1,637</b>	<b>20.6</b>	<b>30</b>	<b>1,736</b>	<b>23.7</b>
NICOMA PARK	08	512	4,655		592	4,496	
	09	748	5,591		679	5,271	
		<b>236</b>	<b>936</b>	<b>20.1</b>	<b>87</b>	<b>775</b>	<b>17.2</b>
WRIGHT	08	240	2,049		222	1,968	
	09	186	1,979		201	1,925	
		<b>-54</b>	<b>-70</b>	<b>-3.4</b>	<b>-21</b>	<b>-43</b>	<b>-2.2</b>
BOOKS-BY-MAIL	08	424	4,195		429	4,040	
	09	546	4,527		496	4,302	
		<b>122</b>	<b>332</b>	<b>7.9</b>	<b>67</b>	<b>262</b>	<b>6.5</b>
TOTAL	08	81,858	723,855		76,664	689,529	
	09	90,177	738,957		84,108	700,202	
		<b>8,319</b>	<b>15,102</b>	<b>2.1</b>	<b>7,444</b>	<b>10,673</b>	<b>1.5</b>

## EXECUTIVE DIRECTOR'S REPORT

APRIL 2009

### SERVICE CENTER CHANGE ORDERS

As directed by the Library Commission on October 16<sup>th</sup>, 2008, change orders for the Service Center Project less than \$25,000 should be reported to the commission individually and cumulatively.

Since our last report to the commission in December of 2008, we have had 6 items that have required MLS, working with the architect & the contractor, to modify the contract.

- **Item 1** includes the labor and materials needed for the addition of furring wall to north side of Common Sort S101.
  - Cost \$2,147.00
  - Time 0 days
- **Item 2** includes the labor and materials needed for additional wall protection - corner guards and crash rails in Common Sort S101.
  - Cost \$3,139.00
  - Time 0 days
- **Item 3** includes the labor and materials needed for modifications to the exterior sheathing and moisture barrier, under metal wall panels.
  - Cost \$7,554.00
  - Time 0 days
- **Item 4** includes the additional labor & and material- Modifications to the electrical system.
  - Cost \$1,209.00
  - Time 0 days
- **Item 5** includes the labor and materials needed for Proposal Request 8 - Modifications to the Safe Room door frames, doors, and hardware.
  - Cost \$12,122.00
  - Time 0 days
- **Item 6** includes the labor and materials needed for a credit for not providing or installing the 2x4 treated wood roof nailers at the vertical walls.
  - Deduct Cost <\$3,027.00>
  - Time 0 days

### In Summary:

Original Contract Amount (*)	\$ 4,052,600.00
Previously Approved Contract Changes	<u>19,881.00</u>
Contract Amount before this Change	\$ 4,072,481.00
Contact Changes - this Report	<u>23,144.00</u>
Revised Contract Amount	\$ 4,095,625.00

Original Completion Date (390 days)	September 8, 2009
Previous Request for Time	5 days
This Report	0 days
Revised Completion Date (395 days)	September 13, 2009

### **OKLAHOMA LIBRARY ASSOCIATION ANNUAL CONFERENCE**

The Oklahoma Library Association will hold its annual conference on April 20-22 at the Reed Center in Midwest City. Some of the better known speakers include authors, S.E. Hinton, Bob Burke, Anna Meyers, and Mike Wimmer. Other speakers include the current president of the American Library Association, Jim Rettig, Jan Sanders, past president of the Public Library Association and current director of the Pasadena Public Library and Joseph Janes, Professor at the University of Washington and author of the Internet Librarian in the *American Libraries* monthly magazine. If any commission members might be interested in attending a session of the conference, contact the director's office and we can give you a summary of the programs that will be offered.

### **NATIONAL LIBRARY LEGISLATIVE DAY**

I will once again be representing the state of Oklahoma in Washington D.C for the annual library legislative day sponsored by the Washington Office of the American Library Association. Our delegation will consist of librarians from across the state. This year, the emphasis will be visiting with the congressional delegation on the growing usage of libraries in the current recession and the dollars needed to handle that increased usage. Money for improved public computing centers and better broadband support for libraries is available in the American Recovery and Reinvestment Stimulus package. We will visit with the delegation about Oklahoma's needs in those areas.

### **MARIE NICHOLS, WRIGHT LIBRARY RECEIVES OK SENATE CITATION OF COMMENDATION**

Recently, Marie Nichols, Extension Assistant at the Wright Library received a special commendation from the Oklahoma State Senate for her work at the Wright Library. The commendation cites Marie's work in the community to foster education and literacy and also to assist the Hispanic population with the library's collection of Spanish language materials.

**Congratulations Marie!**

### **AMERICAN LIBRARY ASSOCIATION ANNUAL CONFERENCE**

The American Library Association Annual Conference will be held in Chicago, IL on July 11-15. The library has budget money available for a Commission member to attend. There is a special division within ALA for Trustees and Friends of the Library called ALTAFF. This year they will be presenting a variety of interesting programs. In addition, the divisions and round tables of ALA provide hundreds of other programs relevant to serving as a library trustee. If you have any interest in attending, please contact the director's office soon.

### **CAPITAL PROJECTS UPDATE**

We received the 95% design documents for the Northwest Library this week and will be reviewing and passing on comments to the city and architects in the next few weeks.

Work is on schedule at both Ralph Ellison and the Service Center for September and October openings respectively.

Library staff is compiling data for a condensed building program for the Southern Oaks project and will be working with the architects on the priorities for improvements at the library.

### **DIRECTOR OUTREACH ACTIVITIES**

- Attended Rotary 29 Club Meetings
- Attend OLA Committee Meeting

- Attended OLA Legislative Day @ State Capitol
- Attended Endowment Trust Meeting
- Attended Literary Voices Meeting
- Speech at OCU Law School
- Participate in meeting related to Northwest Library Project
- Attended United Way Committee Meeting
- Attended Rotary Vocational Day

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

### ***Mariachi Music***

Sunday, May 3, 2009

Time: 2:00 pm-3:00 pm

Location: Downtown

All Ages

The Oklahoma History Center is presenting a series titled "Old Ways: An Introduction to Oklahoma Folklife" throughout our library system. Mariachi music with Robert Ruiz is the sixth feature in the series. Program includes a short video, followed by a live demonstration, and a question/answer period.

### ***Buffalofitz presents American Acoustic Music***

Monday, May 4, 2009

Time: 5:30 pm-6:30 pm

Location: Capitol Hill

All Ages

Buffalofitz is a roots-based acoustic duo rolling out of the plains of Western Oklahoma. The band is the combined effort of Buffalo Rogers, mandolin, harmonica, guitar, accordion and vocals, and Fitz Jennings, guitar and vocals. They play a mixture of traditional songs, blues, and ballads, together with surprising original songs. In 2006, they won a Woody Guthrie Award from the Oklahoma Gazette.

### ***Reptiles and Amphibians!***

Thursday, May 7, 2009

Time: 7:30 pm-8:45 pm

Location: Midwest City

All Ages

Come join the Oklahoma City Herpetological Society on the first Thursday of each month at the Midwest City Library! If you are interested in reptiles and amphibians, these meetings are for you. The OCHS promotes the scientific study and conservation of herps, emphasizing regional herpetology. This is your chance to learn about herps, and even show off your own. Any properly caged, non-venomous reptiles or amphibians are welcome. For more information, call Larry Daniel at 737-8331, or send him an e-mail at jostoy1@aol.com. *Co-sponsor: Oklahoma City Herpetological Society.*

### ***Setting Limits With Love: DO Fence Me In***

Thursday, May 14, 2009

Time: 5:30 pm-6:30 pm

Location: Village

Parents/Caregivers of Young Children

Next to love, setting limits is a parent's second most important gift to a child. This workshop will offer suggestions for providing clear, consistent and predictable expectations. Facilitated by

MLC - April 16, 2009

MLS - Executive Director's Report

Prepared by: Executive Director

Page 3 of 4



Sarita Naegeli. Please call 425-4412 to pre-register. *Co-Sponsor: Oklahoma City-County Health Department.*

***Salsa Dancing Workshop***

Saturday, May 16, 2009

Time: 5:30 pm-6:30 pm

Location: Ralph Ellison

Ages 12 - adult

Ready to get your Salsa on? Come to the library and let a professional dancer teach you the basic steps of Salsa. Questions? Call 606.3459.

***Teaching Children to Be More Cooperative***

Wednesday, May 20, 2009

Time: 3:00 pm-5:00 pm

Location: Edmond

Adults

Sometimes being a parent isn't easy. We will talk about when to discipline or ignore unwanted behaviors. Come and learn the guidance techniques used by experts to teach your child how to cooperate more often. Call 425-4412 to register. Facilitated by: Robyn Sears MS, CCPS, CFLE, Child Development Specialist. *Co-Sponsor: Oklahoma City-County Health Department.*

***Story Buffing at Its Finest!***

Wednesday, May 27, 2009

Time: 10:30 am-11:15 am

Location: Del City

All Ages

The Del City Library presents "Story Buffing at its Finest." It is an amazing adventure with stories and music, performed by "Princess Prose" and "Lady Lyrical." An author and a musician, these unique storytellers combine the best of their background and training to create fun stories filled with colorful characters, fascinating story lines, and imaginative endings. It is tandem style story buffing at its finest! Please call 672-1377 for more information about this free program.