

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, May 21, 2009, 3:30 p.m.
Downtown Library
300 Park Avenue
Oklahoma City, OK 73102
(Telephone: 231-8650)

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 #88 – 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 – 4:00 pm CONSENT DOCKET (#89 - #91)

- Document #89 – Approval of Minutes of April 16, 2009 Meeting
- Document #90 – Acceptance of Review of Expenditures for April 2009
- Document #91 – Contract Awards and Purchases
 - Item A: Emergency Replacement of Hydraulic Unit for the Elevator at the Capitol Hill Library
 - Item B: Coin-Operated Copiers
 - Item C: Furniture and Fixtures for the Maintenance/Service Center
 - Item D: Data Telecommunications cabling at the Ralph Ellison Library
 - Item E: Data Telecommunications cabling at the Maintenance/Service Center
 - Item F: Georgia Pacific Janitorial Products

4:00 – 4:10 pm OLD BUSINESS

- Document #92 – Discussion, Consideration, and Possible Action: Report and Recommendation from Administration ~ Ralph Ellison Project Amended and Restated Agreement

4:10 – 4:20 pm SPECIAL PRESENTATIONS

- *Volunteer Recognition* – Heidi Port, Volunteer Coordinator
- *MLS Summer Reading Programs* – Emily Williams, Young Adult Services Coordinator and Lisa Wood, Children's Services Coordinator

4:20 – 4:30 pm INFORMATION REPORTS

- Document #93 – MLS April 2009 Circulation Report
- Document #94 – MLS April 2009 Computer Usage Report
- Document #95 – MLS April 2009 System Reserve Report

4:30 – 4:45 pm EXECUTIVE DIRECTOR'S REPORT

4:45 – 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, June 18, 2009
Southern Oaks Library, 6900 S. Walker, Oklahoma City, OK 73102

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 May 2009:

<u>Employees</u>	<u>Years of Service</u>
Frank C. Ray, Purchasing Officer, Business Office	25
Joshua H. Wells, Library Page, Bethany Library	10

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

DATE: April 16, 2009

TIME: 3:30 pm

MEETING PLACE: Midwest City 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 Midwest City and Downtown Library, 300 Park Avenue, Oklahoma City, on April 14, 2009, in conformity with the Oklahoma Open Meeting Act §311.

Commission Members

PRESENT:

Nancy Anthony
Ralph Bullard
Glenda Choate
Carolyn Cornelius, Vice-Chair
Fran Cory
Margaret Graham
Lee Alan Leslie
Penny McCaleb
Cynthia Mitas
Lori Nelson
Mukesh Patel
Kim Patterson
Judy Smith
Alyne Strube
Beth Toland
Greg Womack
Hugh Rice, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma City
David Greenwell, Disbursing Agent
Deanna Hannah
Jose Jimenez
Tracy McDaniel
Tracy McGehee
Brenda Palmer
Jim Shonts
Ray Vaughn
Alexandra Vera

Estimate of general public and staff attending: 17

The meeting was called to order at 3:33 p.m. by Mr. Hugh D. Rice, Chair.

Roll was called to establish a quorum. Present: Bullard, Choate, Cornelius, Cory, Graham, Leslie, Mitas, Patel, Patterson, Smith, Strube, Toland, Womack, Rice (Arrived: Anthony, 3:38; McCaleb, 3:39; Nelson, 3:39).

I. Mr. Rice introduced Mr. Michael Owens, Manager of the Ralph Ellison Library.

II. Mr. Rice called for Presentations of Service Certificates for April 2009: LaVetta Kinsey-Dent, Manager Library Operations ~ The Village Library, 30 years of service; Heidi Johnson, Technical Processing Manager ~ Technical Processing, 30 years of service; Loretta Frantz, Technical Processor ~ Technical Processing, 15 years of service; Melanie Levick, Technical Processor ~ Technical Processing, 5 years of service; Kerry Hubbs, Maintenance Technician ~ Maintenance, 5 years of service.

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

IV. Mr. Rice presented the Consent Docket: Document #82 – Approval of Minutes of March 19, 2009 Meeting; Document #83 – Acceptance of Review of Expenditures for March 2009; Document # 84 – Approval of Contract Awards and Purchases.

Mr. Rice called for a motion.

Mrs. Beth Toland moved to accept the consent docket. Mrs. Judy Smith seconded. Discussion followed. Motion passed unanimously.

V. Mr. Rice referred to Special Presentation ~ *Winter Read Fest Update*, Anita Roesler, Senior Services Coordinator, Outreach.

Mrs. Roesler stated Winter Read Fest was a successful event. Enrollment was up this year to 3,541 customers. There were increases at many of the branch libraries. Ralph Ellison tripled their enrollment from last year, Midwest City nearly doubled their enrollment, and Jones doubled their enrollment as well.

VI. Mr. Rice referred to the 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

Discussion followed.

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

Mrs. Morris reported on change order information for the Service Center. A "hard hat" tour may be possible at the Service Center location in late May.

The Choctaw Library was listed as an emergency location during the recent wild fires in Choctaw and Midwest City. We will be talking with the City of Choctaw regarding this so that we can be better prepared for any future emergencies.

Congratulations to Commissioner Penny McCaleb for being chosen to receive the Lee B. Brawner Award. Mrs. McCaleb received the award at the annual Literary Voices dinner on April 14.

Mrs. Morris thanked the Endowment Trust and all the wonderful volunteers; Literary Voices was a successful event. She also thanked the commission members who were able to attend the event. The guest author, Mrs. Ann Patchett, was an outstanding

speaker. Mr. Rice suggested that a clip of Mrs. Patchett's speech be shown at a future Commission meeting.

The American Library Association Annual Conference will be held in Chicago, IL, July 11-15. Mrs. Morris stated budget money is available if any Commission member is interested in attending.

Mrs. Morris will again be representing the state of Oklahoma at the National Library Legislative Day in Washington, D.C. the week of May 11.


Marie Nichols, Extension Specialist at the Wright Library received a *Citation of Commendation* from the State Senate for her work at the Wright Library. The commendation cites Marie as "Librarian Extraordinaire" for her outstanding and dedicated service to the Stockyards Community. Congratulations, Marie!

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

Mrs. Lori Nelson stated she was very pleased with the experience her family had while visiting the Ralph Ellison Library a couple of weeks ago. She thanked Library Manager Michael Owens and his staff for their hard work and dedication.

The next Commission meeting will be held at the Downtown Library, May 21, 2009.

There being no further business, the meeting was adjourned at 3:59.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

April 30, 2009

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

For comparison, 83.33% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of April 2009.

[This page is intentionally left blank]

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

April 30, 2009

ASSETS

CASH - Overnight Investment Account	\$ 8,207,178.34
INVESTMENTS (Schedule attached)	25,840,003.61
PREPAID ACCOUNTS	30,000.00
Total Assets	<u>\$34,077,181.95</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2007-08 Reserve for Appropriations	\$126,565.90	
2008-09 Purchase Orders Outstanding	3,444,417.85	
2007-08 Purchase Orders Outstanding	17,313.42	
2008-09 Checks Outstanding	265,462.33	
2007-08 Checks Outstanding	618.75	
Total Liabilities		3,854,378.25

FUND BALANCE:

Beginning of the Year		\$28,059,672.84	
Add: Revenues			
Budgeted	26,168,462.86		
Other	<u>2,087,965.88</u>	28,256,428.74	
Less: Expenditures		<u>(26,093,297.88)</u>	
Total Fund Balance			<u>30,222,803.70</u>
Total Liabilities, Deferred Revenue and Fund Balance			<u>\$34,077,181.95</u>

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

As of April 30, 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**

April 1, 2009 to April 30, 2009

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2007 Ad Valorem Tax	\$24,539,425.00	\$ 3,249,139.72	\$25,520,259.36	104.00%
State Aid	317,714.00	-	177,203.50	55.77%
Fines	<u>482,400.00</u>	<u>53,000.00</u>	<u>471,000.00</u>	97.64%
Total Budgeted Revenue	<u><u>\$ 25,339,539.00</u></u>	<u><u>\$ 3,302,139.72</u></u>	<u><u>\$26,168,462.86</u></u>	103.27%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 12,608.31	\$ 1,036,677.08	
Gifts and Lost Books Fees		0.00	75,000.00	
Investment Income		64,635.64	846,148.60	
Flexible Benefits Account Balance		0.00	2,088.20	
Sale of Surplus Equipment		0.00	5,795.72	
Miscellaneous		<u>11,924.89</u>	<u>122,256.28</u>	
Total Miscellaneous Revenue		<u><u>\$ 89,168.84</u></u>	<u><u>\$ 2,087,965.88</u></u>	
Total Revenue	<u><u>\$ 25,339,539.00</u></u>	<u><u>\$ 3,391,308.56</u></u>	<u><u>\$28,256,428.74</u></u>	111.51%

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

April 30, 2009

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 40,004.76	\$ 4,414.61	\$ 663.26	\$ 43,756.11
810 Prepaid Fees	270.74	277.27	0.00	548.01
815 Fines	53,699.81	46,588.05	54,647.90	45,639.96
820 Copy	164,403.25	8,734.23	1,253.57	171,883.91
900 Special Event Fund	1,915.12	0.00	0.00	1,915.12
Total Revolving Funds	\$ 260,293.68	\$ 60,014.16	\$ 56,564.73	\$ 263,743.11
GRANTS:				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Special Grants</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	4,500.00	4,500.00	0.00
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	385.85	114.15
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	3,000.00	0.00
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	210.07	1,289.93
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
981 Downtown Club/Children's	300.00	300.00	0.00	300.00
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
<u>Grants - Friends of MLS, Previous Years</u>				
872 08 Big Cozy Book Furniture	10,000.00	10,000.00	9,352.00	648.00
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>					
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	9,927.90	3,172.10
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	11,125.21	7,874.79
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	3,000.00	0.00
918	09 Harlem Renaissance Arts Projec	\$360.00	360.00	345.72	14.28
920	09 MLS TV Ad Production	\$15,000.00	15,000.00	0.00	15,000.00
Total Grants					<u>\$121,568.20</u>
Total Special Funds					<u><u>\$ 385,311.31</u></u>

Metropolitan Library System
Statement of Encumbrances
Month of April 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	814,173.08	8,543,461.93	79.96	10,685,220.00	2,141,758.07
102	Wages - Part-time	115,522.11	1,227,818.07	73.78	1,664,141.00	436,322.93
103	Payroll Taxes	68,714.94	720,463.51	75.28	957,089.00	236,625.49
109	Workers Comp Insurance	8,153.00	89,337.00	71.35	125,211.00	35,874.00
112	Group Insurance	142,863.66	1,402,428.25	77.26	1,815,292.00	412,863.75
113	Employees' Retirement	45,163.69	1,188,552.38	88.85	1,337,774.00	149,221.62
114	Unemployment Compensation	619.60	7,697.55	38.49	20,000.00	12,302.45
Total Personal Services		1,195,210.08	13,179,758.69	79.37	16,604,727.00	3,424,968.31

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	.00	11,911.00	86.94	13,700.00	1,789.00
205	Rent of Library Buildings	4,837.33	48,773.30	82.95	58,800.00	10,026.70
206	Rent of Equipment	270.00	810.00	11.25	7,200.00	6,390.00
207	Janitorial Services	22,024.00	331,238.86	80.28	412,625.00	81,386.14
208	Maintenance of Facilities	19,742.71	188,411.70	57.38	328,354.00	139,942.30
211	Parking & Transportation	13,076.33	130,928.01	77.37	169,216.00	38,287.99
212	Travel Expenses	1,239.00	26,296.69	49.53	53,088.00	26,791.31
213	Professional Services	11,372.33	127,816.21	44.74	285,656.00	157,839.79
214	Security Services	33,177.20	306,639.42	77.46	395,843.00	89,203.58
216	Telephone Services	3,531.56	95,838.63	35.73	268,231.00	172,392.37
217	Electrical Services	30,709.06	400,115.55	79.87	500,950.00	100,834.45
218	Gas Services	-1,321.48	51,772.09	81.51	63,516.00	11,743.91
219	Water & Garbage Services	2,677.41	39,729.94	82.41	48,213.00	8,483.06
220	Trigen Energy Services	7,001.30	120,743.98	63.89	189,000.00	68,256.02
226	Memberships	640.50	24,382.50	78.50	31,060.00	6,677.50
230	Other Library-related Services	26,704.20	275,905.94	69.14	399,051.00	123,145.06
231	Automation Contractual	10,808.27	215,995.73	60.24	358,570.00	142,574.27
236	Network Catalog Services	48.00	46,919.44	78.82	59,525.00	12,605.56
Total Contractual Services		186,537.72	2,575,085.99	68.08	3,782,664.00	1,207,578.01

Metropolitan Library System
Statement of Encumbrances
Month of April 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	11,851.46	127,997.94	78.96	162,100.00	34,102.06
302	Postage	24,108.33	205,209.83	73.51	279,175.00	73,965.17
303	Supplies	27,503.02	297,306.19	71.07	418,318.00	121,011.81
310	Maintenance Supplies	5,429.24	43,511.51	61.28	71,000.00	27,488.49
312	Safety Supplies & Equipment	2.83	5,740.89	56.28	10,200.00	4,459.11
321	Gasoline & Oil	1,960.62	21,033.57	43.82	48,000.00	26,966.43
322	Vehicle Parts & Repairs	248.51	9,939.06	49.70	20,000.00	10,060.94
330	Programming Activities	25,249.57	126,315.82	62.10	203,395.00	77,079.18
331	Other Commodities	2,953.04	14,888.65	42.66	34,900.00	20,011.35
Total Commodities		99,306.62	851,943.46	68.31	1,247,088.00	395,144.54
		=====	=====		=====	=====

Capital Outlays

401	Books & Materials	314,875.97	2,716,975.79	77.57	3,502,400.00	785,424.21
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	-4.74	139,060.92	90.29	154,020.00	14,959.08
408	Furniture, Fixture, & Equipmnt	4,798.14	72,892.78	11.60	628,227.00	555,334.22
409	Motor Vehicles	.00	57,860.00	77.15	75,000.00	17,140.00
410	Automation System & Equipment	.00	312,577.47	63.09	495,463.00	182,885.53
450	Capital Projects	467,740.04	6,187,142.78	60.24	10,271,327.00	4,084,184.22
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		787,409.41	9,486,509.74	29.86	31,764,733.14	22,278,223.40
		=====	=====		=====	=====
Total Budget		2,268,463.83	26,093,297.88	48.86	53,399,212.14	27,305,914.26
		=====	=====		=====	=====

Monthly Journal Entries -- April 2009

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Investments</u>				
192	1001	Cash	\$ 215.43	
	3602	Interest Income CD with Midfirst monthly interest		\$ 215.43
193	1001	Cash	\$ 41,500.00	
	3602	Interest Income Interest on FED HOME LN 09-12 at BOK		\$ 41,500.00
194	1001	Cash	\$ 20,625.00	
	3602	Interest Income Interest on FED HOME LN 09-12 at BOK		\$ 20,625.00
<u>Tax revenues</u>				
195	1001	Cash	\$ 1,217,748.07	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 3/23 to 3/31		\$ 1,217,748.07
196	1001	Cash	\$ 12,619.99	
	1201	Ad Valorem Tax - Current year		\$ 11.65
	3601	Prior year Tax Ad Valorem Tax apportioned by County for 3/16 to 3/31		\$ 12,608.34
197	1001	Cash	\$ 2,031,380.00	
	1201	Ad Valorem Tax - Current year Ad Valorem Tax apportioned by County for 4/01 to 4/15		\$ 2,031,380.00
<u>Miscellaneous revenue</u>				
198	1001	Cash	\$ 11,924.89	
	3605	Mic. Reimbursements		\$ 11,924.89
		Staff T-shirts \$ 104.71 Sheet Mus. Ref \$ 19.77		
		E-rate refund 10,620.00 redeposit 676.00		
		Admin Sys-refund 4.41 Abitibi 21.36		
		Café rent 500.00 Abitibi (21.36)		
		Total \$ 11,924.89		
<u>Fines</u>				
199	1001	Cash	\$ 53,000.00	
	3403	Projected Mic. Revenue - Fines Fines transferred from Special fund in April		\$ 53,000.00
<u>Payable entries</u>				
200	3001	Current Year Reserv. for Appropriations.	\$ 2,268,424.22	
	3011	Current Year P.O. Outstanding		\$ 2,268,424.22

	3002	Prior Year Reserv. for Appropriations.		\$	10.25
	3012	Prior Year P.O. Outstanding	\$	10.25	
		Purchase orders issued or cancelled in April			
201	3011	Current Year P.O. Outstanding	\$	2,615,362.38	
	3021	Current Year Warrants Outstanding			\$ 2,615,362.38
	3012	Prior Year P.O. Outstanding	\$	608.50	
	3022	Prior Year Warrants Outstanding			\$ 608.50
		Checks issued in April			
202	3021	Current Year Warrants Outstanding	\$	2,595,609.82	
	1001	Cash			\$ 2,595,609.82
	3022	Prior Year Warrants Outstanding	\$	4,267.71	
	1001	Cash			\$ 4,267.71
		Checks cleared Bank in April			

Bank interest and fees

203	1001	Cash	\$	2,295.21	
	3602	Interest Income			\$ 2,295.21
		Interest from GF Checking Acct less fees			
204	8000	Special Fund Cash	\$	3.53	
	8815	Fines Account			\$ 3.53
		Interest from SF Checking Acct less fees			

Special funds

205	8000	Special Fund Cash	\$	64,810.63	
	8815	Fines			\$ 34,665.60
	8820	Copy			\$ 8,734.23
	8805	Gift/Lost Books			\$ 4,414.61
	8810	Prepaid Fees			\$ 277.27
	8929				\$ 4,500.00
	8981	other			\$ 300.00
	8815	credit card receipts			\$ 11,918.92
		Revenues of special funds received in April			
206	8000				\$ 72,908.52
	8815	Fines	\$	54,647.90	
	8820	Copy	\$	1,253.57	
	8805		\$	663.26	
	8936		\$	385.85	
	8942		\$	3,000.00	
	8906		\$	78.66	
	8909		\$	317.21	
	8917		\$	3,000.00	
	8946		\$	210.07	
	8872		\$	9,352.00	
		Expenditures of special funds in April			

Grand Total

\$ 11,013,314.15 \$ 11,013,314.15

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-03832	Federal Corporation	Maintenance of Facilities	29.26	
		Maintenance of Facilities	65.12	94.38
G-03833	Grainger	Maintenance of Facilities	190.10	
		Maintenance of Facilities	140.02	
		Maintenance of Facilities	40.28	370.40
G-03834	O G & E	Electrical Services	14,766.97	14,766.97
G-03835	Triangle/A & E	Capital Projects	258.75	258.75
G-03836	Brodart, Inc.	Supplies	173.96	173.96
G-03837	Locke Supply Co.	Maintenance of Facilities	143.18	143.18
G-03838	Demco	Supplies	76.49	76.49
G-03839	Eales Electronics Corp.	Maintenance of Facilities	45.00	45.00
G-03840	EBSCO Subscription Services	Subscriptions	142.47	142.47
G-03841	Gaylord Bros.	Furniture	9,987.49	
		Supplies	102.74	
		Supplies	63.44	10,153.67
G-03842	UNUM Life Insurance	Grp L-T Disab Ins.-April	5,238.93	5,238.93
G-03843	City of Warr Acres	Water & Garbage	59.50	59.50
G-03844	AT&T	Telephone Services	139.70	139.70
G-03845	Frank Ray	Mileage	94.05	94.05
G-03846	Strictly Jobs	Library-Related Services	175.00	175.00
G-03847	Central Oklahoma Winnelson	Maintenance of Facilities	146.67	146.67
G-03848	U.S. Postal Service	Postage	15,000.00	15,000.00
G-03849	CompSource Oklahoma	Workers Comp Insurance	8,153.00	8,153.00
G-03850	United Refrigeration, Inc.	Maintenance of Facilities	18.14	18.14
G-03851	Johnstone Supply	Maintenance of Facilities	86.85	
		Maintenance of Facilities	56.57	
		Maintenance of Facilities	45.38	
		Maintenance of Facilities	206.03	
		Maintenance of Facilities	205.14	
		Maintenance of Facilities	60.54	660.51
G-03852	Eureka Water Co.	Ralph Ellison Relocation	44.20	44.20
G-03853	Mutual Assurance	Grp Med/Dtl Ins Prem-APR	32,130.28	32,130.28
G-03854	Hambrick-Ferguson, Inc.	Maintenance of Facilities	211.00	211.00
G-03855	Staples Credit Plan	Supplies	49.94	
		Supplies	51.95	101.89
G-03856	Walter Wayne McEvilly	Programming Activities	200.00	200.00
G-03857	Liberty Flags Inc.	Supplies	115.70	115.70
G-03858	Linda Hyams	Group Insurance	4.41	4.41
G-03859	Dana Bickford	Professional Services	600.00	600.00
G-03860	Oklahoma Gazette	Library-Related Services	1,175.00	1,175.00
G-03861	Scott's Printing & Copying	Printing	436.90	
		Printing	86.00	
		Printing	62.00	584.90
G-03862	Ursula Ward	Mileage	5.68	5.68
G-03863	XPEDX	Supplies	1,343.18	1,343.18
G-03864	High-Tech-Tronics, Inc.	Maintenance of Facilities	748.80	
		Maintenance of Facilities	164.70	913.50
G-03865	OSCPA	Professional Services	215.00	215.00
G-03866	Lynda G. Bahr	Mileage	115.34	115.34
G-03867	FedEx Kinko's Print Services	Professional Services	14.96	14.96
G-03868	Oklahoma County Newspapers	Subscriptions	36.00	36.00
G-03869	Porch School Supply	Programming Activities	37.18	37.18

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-03870	Oklahoma Secretary of State	Library-Related Services	10.00	10.00
G-03871	A & D Supply Co.	Maintenance of Facilities	138.19	138.19
G-03872	Vernon Library Supply	Programming Supplies	23.75	23.75
G-03873	Anita Roesler	Mileage	71.72	71.72
G-03874	Evans Hardware	Maintenance of Facilities	20.36	
		Maintenance of Facilities	4.90	
		Maintenance of Facilities	114.73	
		Maintenance of Facilities	6.69	
		Maintenance of Facilities	15.87	
		Maintenance of Facilities	8.58	171.13
G-03875	Jeffrey J. Crawford	Security Services	487.50	487.50
G-03876	John Mark Dawson	Security Services	300.00	300.00
G-03877	Miguel A. Campos	Security Services	212.50	212.50
G-03878	Jurden Brown, Jr.	Security Services	162.50	162.50
G-03879	Stanley Campbell	Security Services	212.50	212.50
G-03880	Southwest Paper - OKC	Maintenance Supplies	223.84	223.84
G-03881	Katrina Prince	Mileage	19.25	19.25
G-03882	Steve Crawford	Programming Activities	200.00	200.00
G-03883	Integrated Technology Group	Automation Equipment	75,909.63	75,909.63
G-03884	Walterine Alfredia Pickett	Programming Activities	140.00	140.00
G-03885	Office Depot Credit Plan	Supplies	16.99	16.99
G-03886	Producers Playhouse	Library-Related Services	118.00	118.00
G-03887	Metropolitan Library System	Grp Med/Dtl Ins Prms-APR	99,154.75	99,154.75
G-03888	Walmart Community	Supplies	47.96	
		Programming	82.77	130.73
G-03889	John L. Hilbert	Programming Activities	293.85	
		Programming Activities	21.95	
		Programming Activities	80.04	
		Programming Activities	7.00	402.84
G-03890	Imagination Promotional Group	Programming Supplies	721.56	
		Printing	7,838.30	
		Other Commodities	2,075.75	
		Other Commodities	44.88	10,680.49
G-03891	Carrier North	Maintenance of Facilities	142.28	142.28
G-03892	Evelyn Carol Gilbert	Mileage	87.78	87.78
G-03893	Robyn Poston	Programming Activities	170.00	170.00
G-03894	Star Lighting	Maintenance Supplies	269.80	269.80
G-03895	Cintas Corp.	Maintenance of Facilities	335.70	335.70
G-03896	Susan H. Wood	Programming Activities	250.00	250.00
G-03897	Lesli Jones	Library-Related Services	65.00	65.00
G-03898	AT&T	Telephone Services	65.74	65.74
G-03899	Securitas Security USA, Inc.	Security Services	6,865.08	
		Security Services	6,808.48	13,673.56
G-03900	COTPA	Parking & Transportation	2,944.00	
		Parking & Transportation	2,116.00	
		Parking & Transportation	4,680.13	
		Parking Coupons	400.00	10,140.13
G-03901	Veronica Escobar	Mileage	2.75	2.75
G-03902	Joshua Pershica	Security Services	437.50	437.50
G-03903	Savannah Mitchell	Programming Activities	100.00	100.00
G-03904	Mobile Mini, Inc.	Capital Projects	123.00	123.00
G-03905	Vernon L. Kriethe	Security Services	112.50	112.50

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-03906	Casey Samuel Friedman	Programming Activities	700.00	700.00
G-03907	Quality Food Equipment	Equipment	9,046.44	9,046.44
G-03908	Jason K. Saxon	Security Services	325.00	325.00
G-03909	Rita Keresztesi	Programming Activities	200.00	200.00
G-03910	Oklahoma City-County Health	Professional Services	35.00	35.00
G-03911	Strategic Government Resources	Professional Services	1,045.47	1,045.47
G-03912	Thrasher	Subscriptions	17.95	17.95
G-03913	La Luna Mexican Cafe	Other Commodities	439.25	439.25
G-03914	City of Midwest City, Inc.	Water & Garbage Services	240.57	240.57
G-03915	O G & E	Electrical Services	3,638.49	3,638.49
G-03916	Oklahoma Natural Gas Co.	Gas Services	1,418.02	
		Gas Services	2,348.31	
		Gas Services	77.87	3,844.20
G-03917	City of Oklahoma City	Water & Garbage	297.05	
		Water & Garbage	60.06	357.11
G-03918	Brodart, Inc.	Supplies	660.00	
		Supplies	45.88	
		Supplies	907.92	1,613.80
G-03919	Dagwell Dixie Inc	Maintenance of Facilities	10.01	10.01
G-03920	Demco	Supplies	713.80	
		Supplies	66.85	
		Supplies	266.00	1,046.65
G-03921	MASSCO Maintenance Supply Co.	Maintenance Supplies	697.95	697.95
G-03922	Highsmith Co., Inc.	Supplies	64.80	
		Supplies	119.44	184.24
G-03923	Journey House Travel, Inc.	Travel Expenses	360.90	360.90
G-03924	Alma L. Brown	Programming Activities	12.72	12.72
G-03925	Oklahoma Library Association	Professional Services	180.00	
		Professional Services	100.00	
		Professional Services	100.00	380.00
G-03926	Weston Woods Accts Receivable	Materials	140.78	140.78
G-03927	Baker & Taylor Books	Materials	2,756.48	2,756.48
G-03928	Central Oklahoma Winnelson	Maintenance of Facilities	56.95	56.95
G-03929	Mid-west Landscape, LLC	Maintenance of Facilities	1,701.10	
		Maintenance of Facilities	623.92	2,325.02
G-03930	Charles S. Isaacs	Mileage	25.85	25.85
G-03931	West Group Payment Center	Materials	394.50	394.50
G-03932	American Library Assoc.	Promotional Items	92.00	92.00
G-03933	United Refrigeration, Inc.	Maintenance of Facilities	14.06	
		Maintenance of Facilities	170.91	
		Maintenance of Facilities	170.91	
		Maintenance of Facilities	68.34	424.22
G-03934	Recorded Books, LLC	Materials	1,114.87	1,114.87
G-03935	Johnstone Supply	Maintenance of Facilities	26.61	
		Maintenance of Facilities	180.79	207.40
G-03936	The Penworthy Co.	Materials	1,222.55	1,222.55
G-03937	Instructional Video, Inc.	Materials	171.26	171.26
G-03938	Denyvetta Davis	Mileage	135.88	135.88
G-03939	Gale Group	Materials	5,305.58	5,305.58
G-03940	Ann Aliotta	Mileage	7.15	7.15
G-03941	Live Oak Media	Materials	284.22	284.22
G-03942	Anne G. Fischer	Mileage	119.63	119.63

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-03943	Light Bulb Supply Co., Inc.	Maintenance of Facilities	89.85	89.85
G-03944	Copelin's Office Center	Supplies	622.80	622.80
G-03945	Staples Credit Plan	Winter Readfest Prizes	276.92	276.92
G-03946	Full Circle Bookstore	Programming Activities	26.32	26.32
G-03947	Genealogical Publishing Co, Inc	Materials	74.95	74.95
G-03948	INTEGRIS Corporate Assistance	Group Insurance	870.00	870.00
G-03949	Jonathan Willis	Mileage	52.25	52.25
G-03950	Oklahoma City Employment Guide	Library-Related Services	200.00	200.00
G-03951	Dana Bickford	Professional Services	600.00	600.00
G-03952	Random House, Inc	Materials	3,140.80	3,140.80
G-03953	A T & T Mobility	Telephone Services	85.06	85.06
G-03954	Scott's Printing & Copying	Printing	1,526.39	
		Printing	581.93	
		Printing	32.00	2,140.32
G-03955	Ingram Library Service	Materials	315.84	315.84
G-03956	HVAC Plus, Inc	Maintenance Facilities	250.00	250.00
G-03957	Audio Editions	Materials	2,960.51	2,960.51
G-03958	Lynda G. Bahr	Mileage	280.90	280.90
G-03959	Matthew Cotter	Mileage	41.53	41.53
G-03960	Ingram Library Service	Materials	77.94	77.94
G-03961	Voss Lighting	Maintenance Supplies	730.50	730.50
G-03962	Town of Luther	Water & Garbage	44.25	44.25
G-03963	Barnes & Noble, Inc.	Materials	99.06	99.06
G-03964	Landon Holman	Mileage	74.25	74.25
G-03965	Jeffrey J. Crawford	Security Services	487.50	487.50
G-03966	Scholastic Library	Materials	553.20	553.20
G-03967	Miguel A. Campos	Security Service	425.00	425.00
G-03968	Jurden Brown, Jr.	Security Services	162.50	162.50
G-03969	Southwest Paper - OKC	Supplies	1,444.40	1,444.40
G-03970	Quill Corporation	Supplies	119.95	119.95
G-03971	Steve's Wholesale Distributors	Maintenance of Facilities	10.77	10.77
G-03972	OPUBCO Communications Group	Library-Related services	166.95	166.95
G-03973	Skillpath Seminars	Professional Services	269.00	269.00
G-03974	Right Management	Professional Services	5,981.25	5,981.25
G-03975	Kevin Colwell	Mileage	11.00	11.00
G-03976	OHC of Oklahoma, L.L.C.	Professional Services	143.00	143.00
G-03977	City of Harrah	Water & Garbage Services	48.19	48.19
G-03978	Amazon/GE Money Bank	Supplies	96.49	96.49
G-03979	Ford Audio-Video	Equipment	4,513.89	4,513.89
G-03980	Crowe & Dunlevy	Professional Services	26.00	26.00
G-03981	John Wood	Mileage	26.13	26.13
G-03982	City of Choctaw	Water & Garbage Services	119.29	119.29
G-03983	Fariba Williams	Mileage	63.03	63.03
G-03984	C. L. Frates & Co.	Library Related Services	30.00	30.00
G-03985	Office Depot Credit Plan	Supplies	36.75	36.75
G-03986	Baker & Taylor Books	Materials	1,771.47	1,771.47
G-03987	Baker & Taylor Entertainment	Materials	4,816.27	
		Materials	8,206.15	13,022.42
G-03988	Reef Shop Warehouse	Maintenance of Facilities	124.69	124.69
G-03989	University of Oklahoma Press	Materials	25.74	25.74
G-03990	Betty Scott	Mileage	94.38	94.38
G-03991	Allied Waste Services #060	Water & Garbage Services	704.03	704.03

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-03992	Pamela Buchanan	Mileage	90.48	
		Telephone Services	35.00	125.48
G-03993	O'Reilly Automotive, Inc.	Maintenance of Facilities	44.28	44.28
G-03994	John Utley	Telephone Services	35.00	
		Mileage	105.60	140.60
G-03995	Melissa Weathers	Mileage	34.37	34.37
G-03996	Charleen Miller	Mileage	7.70	7.70
G-03997	Securitas Security USA, Inc.	Security Services	6,802.43	6,802.43
G-03998	Baker & Taylor Books	Materials	1,732.40	
		Materials	2,718.16	
		Materials	6,326.38	
		Materials	8,782.41	19,559.35
G-03999	Baker & Taylor Books	Materials	5,235.46	
		Materials	6,451.89	
		Materials	1,799.11	13,486.46
G-04000	Baker & Taylor Books	Materials	1,420.91	1,420.91
G-04001	Beatriz Meyer	Programming Activities	380.00	380.00
G-04002	Maria Watkins	Mileage	35.70	35.70
G-04003	Emily Williams	Mileage	20.90	20.90
G-04004	Monster, Inc.	Library-Related Services	305.00	305.00
G-04005	Kelly Dalrymple	Programming Activities	65.60	65.60
G-04006	Lab Safety Supply	Safety Supplies	22.58	22.58
G-04007	Sabre Technologies	Supplies	5,745.00	5,745.00
G-04008	Angela Wall	Programming Activities	60.00	60.00
G-04009	Midwest Single Source, Inc.	Supplies	88.36	88.36
G-04010	Dan Holman	Mileage	37.40	
		Telephone Services	38.64	76.04
G-04011	Joshua Pershica	Security Services	487.50	487.50
G-04012	Provantage	Automation Supplies	1,599.54	1,599.54
G-04013	R. Justin Herwig	Mileage	119.08	119.08
G-04014	Greathall Productions, Inc.	Materials	32.41	32.41
G-04015	Overdrive, Inc.	Materials	655.53	655.53
G-04016	The McCullough Group, LLC	Professional Services	6,750.00	6,750.00
G-04017	Suzette V. Felton	Mileage	61.33	61.33
G-04018	Vernon L. Kriethe	Security Services	112.50	112.50
G-04019	Lindsay Jones Egle	Mileage	3.93	
		Programming Activities	86.21	90.14
G-04020	Jason K. Saxon	Security Services	162.50	162.50
G-04021	Homco Construction Company	Construction	15,291.00	15,291.00
G-04022	Jamar Rahming	Mileage	50.05	50.05
G-04023	Bank of Oklahoma	Payroll Transmittal-Chks	44,096.41	
		Payroll Transmittal-Chks	19,427.28	
		Payroll Transmittal-Chks	275.00	63,798.69
G-04024	Bank of Oklahoma	Federal Withholding Tax	36,443.60	
		Federal Withholding Tax	1,445.00	37,888.60
G-04025	Oklahoma Tax Commission	State Withholding Tax	13,550.00	
		State Withholding Tax	731.50	14,281.50
G-04026	Mun. Employees Credit Union	Employee Cr Union Deducts	11,534.13	
		Employee Cr Union Deducts	87.50	11,621.63
G-04027	United Way of Central Oklahoma	Employee Deductions	415.56	
		Employee Deductions	2.00	417.56
G-04028	Bank of America	Payroll Transmittal-DDep	220,410.79	
	** Continued **			

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee ** Continued **	Purpose	Amount	
G-04028	Bank of America	Payroll Transmittal-DDep	32,245.55	
		Payroll Transmittal-DDep	1,210.00	253,866.34
G-04029	Nationwide Retirement Solution	Employee Deductions	7,314.92	7,314.92
G-04030	Transamerica Worksite Mrktg.	Employee Deductions	486.42	486.42
G-04031	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,229.12	5,229.12
G-04032	Bank of Oklahoma	Employee Flexplan Deposit	22,211.76	22,211.76
G-04033	Bank of Oklahoma	Employee Soc/Sec Deposits	23,978.09	
		Employee Soc/Sec Deposits	3,621.24	
		Employee Medicare Deposit	5,607.85	
		Employee Medicare Deposit	846.89	
		Employer Soc/Sec Deposits	27,599.48	
		Employer Medicare Deposit	6,454.66	68,108.21
G-04034	MassMutual Financial Group	Employee Contrib -- DC PI	12,333.60	
		Employer Contrib -- DC PI	22,515.28	34,848.88
G-04035	Love, Beal & Nixon, P.C.	Employee Deductions	397.50	397.50
G-04036	Vision Service Plan of	Grp Vision Ins Prem-April	2,277.10	2,277.10
G-04037	ODHS Oklahoma Centralized	Employee Deductions	353.05	353.05
G-04038	Administrative Systems, Inc.	Employee Deductions	1,101.84	1,101.84
G-04039	UNUM Life Insurance	Employee Deductions	1,652.20	
		Employee Deductions	17.40	
		Grp LTC Insurance-April	1,707.60	3,377.20
G-04040	NCO Financial Systems, INC	Employee Deductions	337.25	337.25
G-04041	Grainger	Maintenance of Facilities	93.56	93.56
G-04042	Oklahoma Natural Gas Co.	Gas Services	71.32	71.32
G-04043	City of Oklahoma City	Water & Garbage	151.39	151.39
G-04044	City of the Village	Water & Garbage	82.97	82.97
G-04045	Triangle/A & E	Maintenance of Facilities	5.00	
		Capital Projects	22.50	
		Capital Projects	5.40	
		Printing	191.80	224.70
G-04046	Southwestern Stationery and	Supplies	14.35	
		Printing	5,038.00	
		Supplies	21.76	5,074.11
G-04047	Hunzicker Brothers, Inc.	Maintenance of Facilities	29.30	29.30
G-04048	Emsco Electric Supply	Maintenance of Facilities	42.32	42.32
G-04049	Demco	Supplies	3,050.00	
		Equipment	337.50	
		Supplies	36.63	
		Supplies	9.78	3,433.91
G-04050	MASSCO Maintenance Supply Co.	Maintenance Supplies	299.88	299.88
G-04051	Gaylord Bros.	Supplies	67.59	
		Supplies	32.60	100.19
G-04052	Gale Research	Materials	3,082.50	3,082.50
G-04053	Highsmith Co., Inc.	Programming Supplies	69.85	
		Supplies	44.90	
		Supplies	50.87	165.62
G-04054	City of Edmond	Electrical Services	3,756.39	3,756.39
G-04055	Weston Woods Accts Receivable	Materials	40.88	40.88
G-04056	Baker & Taylor Books	Materials	420.48	420.48
G-04057	Donna Morris	Telephone Services	50.00	50.00
G-04058	Spence & Associates, Inc	Library Related Services	3,380.00	3,380.00

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04059	Bill Warren Office Products	Supplies	353.20	353.20
G-04060	Charles S. Isaacs	Telephone Services	35.00	35.00
G-04061	ALA Membership CSC	Memberships	230.00	230.00
G-04062	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-04063	United Refrigeration, Inc.	Maintenance of Facilities	22.97	22.97
G-04064	WCA Waste Corporation	Maintenance of Facilities	27.63	27.63
G-04065	Facts On File, Inc.	Materials	1,271.16	1,271.16
G-04066	Recorded Books, LLC	Materials	993.97	993.97
G-04067	ConocoPhillips Fleet	Gasoline	111.54	111.54
G-04068	Eureka Water Co.	Ralph Ellison Relocation	32.25	32.25
G-04069	Instructional Video, Inc.	Materials	1,775.83	1,775.83
G-04070	Oklahoma Genealogical Society	Books & Materials	58.00	58.00
G-04071	Hunter's Battery Warehouse	Maintenance of Facilities	19.99	19.99
G-04072	Hambrick-Ferguson, Inc.	Maintenance of Facilities	103.25	103.25
G-04073	Walter Wayne McEvilly	Programming Activities	200.00	200.00
G-04074	Library Video Co.	Materials	89.70	89.70
G-04075	Janet Brooks	Mileage	63.25	63.25
G-04076	H & H Manufacturing &	Maintenance of Facilities	237.28	
		Maintenance of Facilities	9.05	246.33
G-04077	Oklahoma Air Filter	Maintenance of Facilities	93.96	
		Maintenance of Facilities	62.40	156.36
G-04078	Shawver & Son	Capital Projects	306.85	306.85
G-04079	Linda Hyams	Mileage	44.79	44.79
G-04080	Random House, Inc	Materials	1,621.60	1,621.60
G-04081	Scott's Printing & Copying	Printing	614.94	614.94
G-04082	Brilliance Corporation	Materials	3,295.86	3,295.86
G-04083	Ingram Library Service	Materials	2,951.30	2,951.30
G-04084	Phyllis Davidson	Mileage	16.16	16.16
G-04085	Dana Morrow	Mileage	132.99	
		Programming Activities	174.23	307.22
G-04086	Audio Editions	Materials	91.88	91.88
G-04087	Lynda G. Bahr	Mileage	62.44	62.44
G-04088	American Petroleum Institute	Materials	1,500.00	1,500.00
G-04089	United States Postal Service	Postage	9,000.00	9,000.00
G-04090	Scovil & Sides Hardware Co.	Maintenance of Facilities	822.26	822.26
G-04091	JoNita White	Mileage	12.10	12.10
G-04092	Fuelman	Gasoline	1,849.08	
		Vehicle Parts & Repairs	184.51	2,033.59
G-04093	Rotary Club of Oklahoma City	Memberships	205.50	
		Other Commodities	89.50	295.00
G-04094	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	88.50	88.50
G-04095	Voss Lighting	Maintenance of Facilities	56.28	
		Maintenance of Facilities	34.56	90.84
G-04096	Studio Architecture PC	Capital Projects	2,749.88	2,749.88
G-04097	L. E. Acker Co.	Maintenance of Facilities	48.96	48.96
G-04098	Heidi Johnson	Mileage	10.73	10.73
G-04099	Contractors Supply Co.	Maintenance of Facilities	32.46	
		Maintenance of Facilities	18.55	51.01
G-04100	Better Containers	Supplies	248.39	248.39
G-04101	Sharon A. Nolan	Programming Activities	121.48	121.48
G-04102	Hewlett-Packard Co.	Computer Equipment	7,185.00	7,185.00
G-04103	Kelly Fuselier	Programming Activities	100.00	100.00

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04104	Ruby Soutiere	Mileage	19.12	19.12
G-04105	BBC Audiobooks America	Materials	497.66	497.66
G-04106	City of Edmond	Water & Garbage Services	265.95	265.95
G-04107	Carol L. Roberts	Travel Expenses	70.20	70.20
G-04108	OHC of Oklahoma, L.L.C.	Professional Services	143.00	
		Professional Services	71.50	214.50
G-04109	Ford Audio-Video	Supplies	1,243.96	1,243.96
G-04110	Teresa Goggins	Reservations	740.88	
		Travel Expenses	304.00	1,044.88
G-04111	Office Depot Credit Plan	Supplies	89.98	
		Supplies	87.97	177.95
G-04112	Baker & Taylor Books	Materials	1,982.73	1,982.73
G-04113	Baker & Taylor Entertainment	Materials	1,412.60	
		Materials	5,581.81	6,994.41
G-04114	FBD Consulting, Inc.	Professional Services	320.00	320.00
G-04115	Imagenation Promotional Group	Other Commodities	1,182.70	1,182.70
G-04116	Coop's Buttons	Supplies	103.49	103.49
G-04117	City Treasurer's Office	Capital Projects	423,000.00	423,000.00
G-04118	Donna Morris	Parking & Transportation	450.00	450.00
G-04119	Robyn Poston	Programming Activities	170.00	170.00
G-04120	Lesli Jones	Library-Related Services	190.00	190.00
G-04121	Carol Hamilton	Programming Activities	300.00	300.00
G-04122	Faith Centered Resources	Materials	141.54	141.54
G-04123	Target Bank	Other Commodities	7.99	7.99
G-04124	Securitas Security USA, Inc.	Security Services	6,694.85	6,694.85
G-04125	Baker & Taylor Books	Materials	899.59	
		Materials	779.69	
		Materials	5,094.11	
		Materials	7,451.93	
		Materials	5,241.21	19,466.53
G-04126	Baker & Taylor Books	Materials	5,153.61	
		Materials	6,915.98	
		Materials	9,458.56	21,528.15
G-04127	Baker & Taylor Books	Materials	2,845.57	2,845.57
G-04128	Kelly Dalrymple	Programming Activities	88.13	88.13
G-04129	Sabre Technologies	Automation Contractual	100.00	100.00
G-04130	Midwest Single Source, Inc.	Supplies	51.73	
		Supplies	79.99	
		Supplies	71.62	203.34
G-04131	Veronica Escobar	Mileage	14.86	14.86
G-04132	Michelle Marston	Programming Activities	50.00	50.00
G-04133	H I S Paints	Maintenance of Facilities	19.95	19.95
G-04134	Baker & Taylor Entertainment	Materials	942.14	942.14
G-04135	Thomas B. Horne	Rent of Facility	4,437.33	4,437.33
G-04136	Alexandra Brodt	Programming Activities	150.00	150.00
G-04137	Occucare Corporation	Professional Services	225.00	225.00
G-04138	Angie Oxtoby	Other Commodities	61.57	61.57
G-04139	Chris Kennedy	Mileage	62.70	62.70
G-04140	Gale Research	Materials	494.50	494.50
G-04141	Baker & Taylor Books	Materials	1,911.15	1,911.15
G-04142	Recorded Books, LLC	Materials	929.47	929.47
G-04143	The Penworthy Co.	Materials	6.37	6.37

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04144	Instructional Video, Inc.	Materials	423.49	423.49
G-04145	Gale Group	Materials	4,118.84	4,118.84
G-04146	Library Video Co.	Materials	4,259.08	4,259.08
G-04147	Mel Bay	Materials	53.84	53.84
G-04148	Blackstone Audio Books	Materials	998.25	998.25
G-04149	Random House, Inc	Materials	273.60	273.60
G-04150	Brilliance Corporation	Materials	916.02	916.02
G-04151	Ingram Library Service	Materials	1,795.68	1,795.68
G-04152	Audio Editions	Materials	128.80	128.80
G-04153	Ingram Library Service	Materials	273.33	273.33
G-04154	Barnes & Noble, Inc.	Materials	512.56	512.56
G-04155	Center Point Large Print	Materials	506.22	506.22
G-04156	Baker & Taylor Books	Materials	3,186.76	3,186.76
G-04157	Baker & Taylor Entertainment	Materials	1,957.22	
		Materials	5,544.78	7,502.00
G-04158	Teaching Company	Materials	379.65	379.65
G-04159	Marquis Who's Who	Materials	336.00	336.00
G-04160	Faith Centered Resources	Materials	212.54	212.54
G-04161	Baker & Taylor Books	Materials	861.92	
		Materials	2,222.24	
		Materials	2,149.44	
		Materials	3,387.55	
		Materials	6,155.51	
		Materials	5,998.59	
		Materials	3,428.36	
		Materials	25.45	24,229.06
G-04162	Baker & Taylor Books	Materials	968.30	
		Materials	3,006.94	
		Materials	5,820.64	
		Materials	4,547.04	14,342.92
G-04163	Baker & Taylor Books	Materials	2,065.62	2,065.62
G-04164	Baker & Taylor Entertainment	Materials	101.90	101.90
G-04165	Overdrive, Inc.	Materials	1,629.77	1,629.77
G-04166	Metropolitan Library System	Maintenance of Facilities	3.40	
		Professional Services	30.00	
		Supplies	57.26	
		Programming Activities	104.66	
		Programming Activities	49.65	
		Other Commodities	188.79	
		Maintenance of Equipment	15.16	448.92
G-04167	City of Bethany	Water & Garbage	126.05	126.05
G-04168	City of Oklahoma City	Water & Garbage	316.71	316.71
G-04169	Demco	Supplies	187.20	
		Supplies	187.19	
		Supplies	242.85	
		Supplies	2,015.00	
		Supplies	44.24	2,676.48
G-04170	Hewlett-Packard Co.	Automation Contractual	4,701.85	4,701.85
G-04171	AT&T	Telephone Services	910.32	
		Telephone Services	765.55	
		Telephone Services	332.02	2,007.89
G-04172	Alma L. Brown	Programming Activities	25.40	25.40

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04173	Eureka Water Co.	Ralph Ellison Relocation	43.80	43.80
G-04174	Mullin Plumbing West Division	Capital Projects	364.00	364.00
G-04175	Staples Business Advantage	Supplies	82.22	82.22
G-04176	Anne G. Fischer	Telephone Services	50.00	50.00
G-04177	Full Circle Bookstore	Supplies	48.74	48.74
G-04178	Great American Glass & Tinting	Maintenance of Facilities	446.00	446.00
G-04179	Downtown College Consortium	Professional Services	70.00	70.00
G-04180	Jonathan Willis	Telephone Services	35.00	35.00
G-04181	Metrocall Wireless	Telephone Services	83.32	83.32
G-04182	Culinary Concepts, LLC	Professional Services	406.50	406.50
G-04183	Deli Partners of Little Rock	Professional Services	316.43	316.43
G-04184	Cox Media Oklahoma City	Library-Related Services	350.00	350.00
G-04185	Jeffrey J. Crawford	Security Services	487.50	487.50
G-04186	John Mark Dawson	Security Services	300.00	300.00
G-04187	Jurden Brown, Jr.	Security Services	325.00	325.00
G-04188	Stanley Campbell	Security Services	212.50	212.50
G-04189	Southwest Paper - OKC	Maintenance Supplies	1,806.40	1,806.40
G-04190	Kimberly Edwards	Programming Activities	150.00	150.00
G-04191	KVSP FM	Library-Related Services	500.00	500.00
G-04192	Bank of America	Library-Related Services	187.29	187.29
G-04193	Carol L. Roberts	Mileage	8.80	8.80
G-04194	ULINE	Supplies	543.12	543.12
G-04195	Amazon/GE Money Bank	Supplies	347.61	347.61
G-04196	Oklahoma Press Service	Library-Related Services	259.12	259.12
G-04197	John Wood	Telephone Services	50.00	50.00
G-04198	Roy Ballou	Mileage	122.10	122.10
G-04199	Commercial Card Solutions	Professional Services	300.00	
		Supplies	24.05	
		Supplies	99.90	
		Safety Supplies	1,759.62	
		Postage	253.00	
		Supplies	135.99	
		Programming Equipment	227.91	
		Maintenance of Facility	14.97	
		Security Equipment	788.61	
		Automation Supplies	148.56	
		Professional Services	44.00	
		Other Commodities	59.95	3,856.56
G-04200	Commercial Card Solutions	Books & Materials	236.06	
		Books & Materials	163.88	
		Books & Materials	291.68	
		Books & Materials	19.60	711.22
G-04201	John L. Hilbert	Programming Activities	89.29	
		Programming Activities	49.61	138.90
G-04202	Preston Bell	Transportation	40.00	40.00
G-04203	Reef Shop Warehouse	Maintenance of Facilities	148.93	148.93
G-04204	Robyn Poston	Programming Activities	85.00	85.00
G-04205	Star Lighting	Maintenance of Facilities	112.50	
		Maintenance of Facilities	100.64	
		Maintenance of Facilities	103.48	
		Maintenance of Facilities	44.70	
		Maintenance of Facilities	50.83	412.15

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04206	Susan H. Wood	Programming Activities	250.00	250.00
G-04207	Lesli Jones	Library-Related Services	75.00	75.00
G-04208	Worth Hydrochem of Oklahoma	Maintenance of Facilities	222.00	222.00
G-04209	Securitas Security USA, Inc.	Security Services	6,594.88	6,594.88
G-04210	Kone Inc	Maintenance of Facilities	975.00	975.00
G-04211	Erika Sterling	Maintenance of Facilities	120.00	120.00
G-04212	Trigen-OKC Energy Corporation	Engery Services	12,001.30	12,001.30
G-04213	COTPA	Parking	300.00	300.00
G-04214	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-04215	Midwest Single Source, Inc.	Programming Supplies	31.04	
		Supplies	46.53	77.57
G-04216	Joshua Pershica	Security Services	600.00	600.00
G-04217	KRMP AM/UOTV	Library-Related Services	500.00	500.00
G-04218	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-04219	Atlas General Contractors, LLC	Capital Projects	222,362.00	
		Capital Projects	792.00	223,154.00
G-04220	Vernon L. Kriethe	Security Services	112.50	112.50
G-04221	Chris Kennedy	Supplies	84.26	84.26
G-04222	Deborah J. Hunter	Programming Activities	200.00	200.00
G-04223	Sharon B. Martin	Programming Activities	75.00	75.00
G-04224	PC Mall	Computer Software	3,179.98	3,179.98
G-04225	Promo Managers	Library-Related Services	3,824.78	3,824.78
G-04226	Sarah Baker	Programming Activities	100.00	100.00
G-04227	Bank of Oklahoma	Payroll Transmittal-Chks	42,881.89	
		Payroll Transmittal-Chks	19,274.48	62,156.37
G-04228	Bank of Oklahoma	Federal Withholding Tax	38,264.60	
		Federal Withholding Tax	1,344.00	39,608.60
G-04229	Oklahoma Tax Commission	State Withholding Tax	14,087.00	
		State Withholding Tax	702.50	14,789.50
G-04230	Mun. Employees Credit Union	Employee Cr Union Deducts	11,534.13	
		Employee Cr Union Deducts	87.50	11,621.63
G-04231	United Way of Central Oklahoma	Employee Deductions	415.56	
		Employee Deductions	2.00	417.56
G-04232	Bank of America	Payroll Transmittal-DDep	230,932.87	
		Payroll Transmittal-DDep	31,335.30	262,268.17
G-04233	Nationwide Retirement Solution	Employee Deductions	7,314.92	7,314.92
G-04234	Transamerica Worksite Mrktg.	Employee Deductions	478.18	478.18
G-04235	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	5,161.02	5,161.02
G-04236	Bank of Oklahoma	Employee Flexplan Deposit	10,732.97	10,732.97
G-04237	Bank of Oklahoma	Employee Soc/Sec Deposits	24,550.07	
		Employee Soc/Sec Deposits	3,541.19	
		Employee Medicare Deposit	5,741.58	
		Employee Medicare Deposit	828.18	
		Employer Soc/Sec Deposits	28,091.13	
		Employer Medicare Deposit	6,569.67	69,321.82
G-04238	MassMutual Financial Group	Employee Contrib -- DC PI	12,412.28	
		Employer Contrib -- DC PI	22,648.41	35,060.69
G-04239	Love, Beal & Nixon, P.C.	Employee Deductions	393.09	393.09
G-04240	ODHS Oklahoma Centralized	Employee Deductions	353.05	353.05
G-04241	Administrative Systems, Inc.	Employee Deductions	1,116.98	1,116.98
G-04242	NCO Financial Systems, INC	Employee Deductions	331.40	331.40
G-04243	Metropolitan Library System	Professional Services	60.00	

** Continued **

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee ** Continued **	Purpose	Amount
G-04243	Metropolitan Library System	Postage	77.77
		Supplies	33.73
		Programming Activities	136.11
		Other Commodities	49.70
G-04244	Grainger	Maintenance of Facilities	63.54
G-04245	O G & E	Electrical Services	9,212.25
		Electrical Services	15,129.96
		Electrical Services	869.62
G-04246	Oklahoma Natural Gas Co.	Gas Services	1,277.44
		Gas Services	330.56
G-04247	City of Oklahoma City	Wate & Garbage	398.09
G-04248	Brodart, Inc.	Programming Supplies	85.42
G-04249	Southwestern Stationery and	Supplies	11.04
		Printing Supplies	826.00
		Supplies	25.24
		Printing	580.00
G-04250	Locke Supply Co.	Maintenance of Facilities	16.26
		Maintenance of Facilities	16.33
		Maintenance of Facilities	3.26
		Maintenance of Facilities	42.50
G-04251	Tech-Lock	Maintenance of Facilities	11.95
G-04252	EBSCO Subscription Services	Materials	5,250.00
G-04253	Gale Research	Materials	4,853.06
G-04254	Highsmith Co., Inc.	Furniture	478.55
		Programming Supplies	32.55
		Progarmming Supplies	49.84
		Programming Supplies	130.41
G-04255	City of Warr Acres	Water & Garbage	54.70
G-04256	AT&T	Telephone Services	140.34
G-04257	Alma L. Brown	Mileage	4.40
G-04258	Standard Printing Co., Inc.	Printing	469.81
G-04259	Baker & Taylor Books	Materials	1,898.73
G-04260	Central Oklahoma Winnelson	Maintenance of Facilities	61.48
G-04261	Spence & Associates, Inc	Library-Related Services	2,700.00
G-04262	Mitchell Repair Information Co	Materials	13,491.00
G-04263	TDS Telecom	Telephone Services	153.27
G-04264	Best of Books	Materials	149.75
G-04265	United Refrigeration, Inc.	Maintenance of Facilities	50.00
		Maintenance of Facilities	136.68
		Maintenance of Facilities	327.40
G-04266	FedEx	Postage	5.30
G-04267	Recorded Books, LLC	Materials	4,574.65
G-04268	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
G-04269	Oklahoma Employment	Unemployment Compensation	619.60
G-04270	Eureka Water Co.	Ralph Ellison Relocation	25.80
G-04271	Instructional Video, Inc.	Materials	2,754.26
G-04272	Journal Record Publishing	Library-Related Services	50.00

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04273	Gale Group	Materials	595.36	595.36
G-04274	LexisNexis Matthew Bender	Materials	1,149.66	1,149.66
G-04275	JoNita Normore	Mileage	10.45	10.45
G-04276	BayScan Technologies	Supplies	993.45	993.45
G-04277	California Newsreel	Materials	2,083.10	2,083.10
G-04278	Full Circle Bookstore	Materials	31.76	31.76
G-04279	Oklahoma Air Filter	Maintenance of Facilities	94.46	
		Maintenance of Facilities	214.78	309.24
G-04280	Random House, Inc	Materials	4,090.85	4,090.85
G-04281	Jo Elyn Wheeler	Programming Activities	140.00	140.00
G-04282	Scott's Printing & Copying	Printing	492.89	
		Printing	389.00	881.89
G-04283	Brilliance Corporation	Materials	1,026.18	1,026.18
G-04284	Francie Pendleton	Mileage	11.00	11.00
G-04285	Ingram Library Service	Materials	1,767.03	
		Materials	874.03	2,641.06
G-04286	Bottom Line Personal	Subscriptions	39.00	39.00
G-04287	Mergent Co., Inc.	Materials	4,490.00	4,490.00
G-04288	High-Tech-Tronics, Inc.	Maintenance of Facilities	344.25	344.25
G-04289	Summit Mailing Systems, Inc.	Rent of Equipment	270.00	
		Maintenance of Facilities	473.75	743.75
G-04290	Audio Editions	Materials	767.41	767.41
G-04291	OSCPA	Professional Services	244.00	244.00
G-04292	OverDrive, Inc fka	Network Catalog Services	48.00	48.00
G-04293	Ginger Waldrip	Programming Activities	100.00	100.00
G-04294	Ingram Library Service	Materials	958.97	958.97
G-04295	Love Envelopes Inc	Supplies	2,186.80	2,186.80
G-04296	Frances V. Harbert	Mileage	32.67	32.67
G-04297	Jimmy Welch	Telephone Services	50.00	50.00
G-04298	Cox Media Oklahoma City	Library-Related Services	3,300.00	3,300.00
G-04299	Evans Hardware	Maintenance of Supplies	15.38	
		Maintenance of Facilities	14.28	
		Maintenance of Facilities	49.77	
		Maintenance of Facilities	22.57	
		Maintenance of Facilities	46.53	
		Maintenance of Facilities	30.16	178.69
G-04300	First Edition Cafe	Supplies	114.00	
		Supplies	111.00	225.00
G-04301	Jim Austin Sales	Maintenance of Facilities	186.00	186.00
G-04302	OPUBCO Communications Group	Library-Related Services	78.65	78.65
G-04303	ProQuest	Materials	13,800.00	13,800.00
G-04304	Joy E. Cavett	Programming Activities	60.00	60.00
G-04305	Integrated Technology Group	Equipment	2,901.00	2,901.00
G-04306	Walterine Alfredia Pickett	Programming Activities	140.00	140.00
G-04307	Sally Gray	Mileage	45.21	45.21
G-04308	OHC of Oklahoma, L.L.C.	Professional Services	357.50	
		Professional Services	214.50	572.00
G-04309	Darlene S. Browers	Mileage	13.20	13.20
G-04310	Office Depot Credit Plan	Furniture	284.98	
		Furniture	89.99	
		Supplies	11.78	386.75
G-04311	Producers Playhouse	Library-Related Services	172.00	172.00

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04312	Ann Meeks	Mileage	26.13	26.13
G-04313	Baker & Taylor Entertainment	Materials	926.22	
		Materials	5,105.18	
		Materials	22.46	6,053.86
G-04314	Daniel Fields	Programming Activities	150.83	
		Programming Activities	65.70	216.53
G-04315	AccuZip, Inc.	Software	599.00	599.00
G-04316	Walmart Community	Other Commodities	59.36	
		Other Commodities	50.68	
		Supplies	47.96	
		Programming Activities	36.26	
		Supplies	11.47	205.73
G-04317	Dr. Max Price	Programming Activities	150.00	
		Programming Activities	75.00	225.00
G-04318	Numara Software	Automation Contractual	2,325.00	2,325.00
G-04319	Garcia Tire Service, Inc.	Maintenance of Facilities	40.00	
		Maintenance of Facilities	12.00	52.00
G-04320	National Center for	Materials	92.12	92.12
G-04321	City Treasurer's Office	Maintenance of Facilities	55.00	55.00
G-04322	Robyn Poston	Programming Activities	120.00	120.00
G-04323	Melissa Weathers	Memberships	35.00	35.00
G-04324	Susan H. Wood	Programming Activities	450.00	450.00
G-04325	Rondia K. Banks	Programming Activities	55.24	55.24
G-04326	Lesli Jones	Library-Related Services	170.00	170.00
G-04327	AT&T	Telephone Services	58.75	58.75
G-04328	Myers Landscape Management,	Maintenance of Facilities	1,540.00	
		Maintenance of Facilities	755.00	2,295.00
G-04329	Securitas Security USA, Inc.	Security Services	7,706.65	7,706.65
G-04330	Baker & Taylor Books	Materials	1,141.99	
		Materials	817.47	
		Materials	1,968.38	
		Materials	3,663.52	
		Materials	6,269.84	
		Materials	1,785.86	15,647.06
G-04331	Baker & Taylor Books	Materials	897.98	
		Materials	2,609.04	
		Materials	4,666.85	
		Materials	1,560.76	9,734.63
G-04332	Baker & Taylor Books	Materials	2,653.31	2,653.31
G-04333	Maria Watkins	Mileage	42.57	42.57
G-04334	Lloyd Lovely	Other Commodities	74.00	74.00
G-04335	Heartland Payphone Service	Telephone Services	545.50	545.50
G-04336	Stacy Schrank	Mileage	89.53	89.53
G-04337	Tulsa Library Trust	Other Commodities	148.20	148.20
G-04338	H I S Paints	Maintenance of Facilities	131.63	
		Maintenance of Facilities	55.60	187.23
G-04339	Baker & Taylor Entertainment	Materials	179.84	179.84
G-04340	Mackin	Materials	185.20	185.20
G-04341	Fitz Jennings	Programming Activities	500.00	500.00
G-04342	Tyler Outdoor Advertising, LLC	Library-Related Services	4,240.00	4,240.00
G-04343	Overdrive, Inc.	Materials	826.39	826.39
G-04344	Mobile Mini, Inc.	Ralph Ellison Relocation	123.00	123.00

General Fund F.Y. 08-09

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-04345	Gary A. Boyer D.O.	Professional Services	137.00	137.00
G-04346	Industrial Signs & Neon, Inc.	Capital Projects	1,995.00	1,995.00
G-04347	Knoll	Capital Project	1,347.78	1,347.78
G-04348	Lindsay Jones Egle	Mileage	15.40	
		Programming Activities	59.25	74.65
G-04349	Enye Media, LLC	Programming Activities	500.00	500.00
G-04350	Short Vowel Phonics LLC	Materials	2,172.40	2,172.40
G-04351	Oklahoma City-County Health	Professional Services	35.00	35.00
G-04352	David Hoffner	Materials	80.00	80.00
G-04353	Luis Munoz	Programming Activities	160.00	160.00
G-04354	The Doo-Dads	Materials	168.00	168.00
G-04355	JoAnn Walkup	Mileage	19.80	19.80
Total of FY 08-09 Warrants Issued				\$ 2,615,401.99

General Fund F.Y. 07-08

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
G-05485	Meyer, Scherer & Rockcastle, Lt	Professional Services	618.75	618.75
		Total of FY 07-08 Warrants Issued		\$ 618.75

Special Funds

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
S-14541	Rhonda J. Turley	Lost & Paid Book Returned	13.35	13.35
S-14542	Wesley J. Day	Lost & Paid Book Returned	3.00	3.00
S-14543	Carmon M. Fogle	Lost & Paid Book Returned	15.95	15.95
S-14544	Suzanne E. Rooker	Lost & Paid Book Returned	12.20	12.20
S-14545	Kayla J. Hawkins	Lost & Paid Book Returned	3.00	3.00
S-14546	Edgar Toledo	Lost & Paid Book Returned	11.45	11.45
S-14547	Sebastian Juaraz	Lost & Paid Book Returned	9.95	9.95
S-14548	Lisa M. Shero	Lost & Paid Book Returned	8.95	8.95
S-14549	Cierra L. Howell	Lost & Paid Book Returned	3.00	3.00
S-14550	Nancy S. Israel	Lost & Paid Book Returned	3.00	3.00
S-14551	Paula J. Martin	Lost & Paid Book Returned	19.00	19.00
S-14552	OKC Metro Assoc of Realtors	Meeting Room Cancellation	1,480.00	1,480.00
S-14553	Standley Systems	Copier Usage	338.64	
		Copier Usage	246.10	584.74
S-14554	Jean Hill	Programming	175.00	175.00
S-14555	Mikeal V. Murray	Programming	210.85	210.85
S-14556	Staples Credit Plan	Winter Readfest Prizes	148.08	148.08
S-14557	Walmart Community	Winter Readfest Prizes	2,851.92	2,851.92
S-14558	Daniel E. Welch	Lost & Paid Book Returned	3.00	3.00
S-14559	Oklahoma Tax Commission	State Sales Tax-Mar. 2009	49.76	49.76
S-14560	Kelly E. Bass	Lost & Paid Book Returned	10.95	10.95
S-14561	Sydney L. Martinek	Lost & Paid Book Returned	3.00	3.00
S-14562	Aaron L. McBride	Lost & Paid Book Returned	22.00	22.00
S-14563	Spencer L. Yates	Lost & Paid Book Returned	6.95	6.95
S-14564	Mary Lou Washburn	Lost & Paid Book Returned	12.95	12.95
S-14565	Dustin P. Rodgers	Lost & Paid Book Returned	39.95	39.95
S-14566	Amanda E. Kirkpatrick	Lost & Paid Book Returned	36.95	36.95
S-14567	Chelle A. Richtmyre	Lost & Paid Book Returned	3.00	3.00
S-14568	Elizabeth J. Stetler	Lost & Paid Book Returned	3.00	3.00
S-14569	Lacy N. Torres	Lost & Paid Book Returned	3.00	3.00
S-14570	Michael S. Hixon	Lost & Paid Book Returned	16.95	16.95
S-14571	Mindy M. Fuzzell	Lost & Paid Book Returned	7.65	7.65
S-14572	Lydia T. Harris	Lost & Paid Book Returned	3.00	3.00
S-14573	Grace Morales	Lost & Paid Book Returned	3.00	3.00
S-14574	John A. Foster	Lost & Paid Book Returned	3.00	3.00
S-14575	Sharon D. Stringer	Lost & Paid Book Returned	24.95	24.95
S-14576	Nicole L. Knox	Lost & Paid Book Returned	3.00	3.00
S-14577	Johnson County Library	Lost ILL Materials	29.95	29.95
S-14578	Metropolitan Library System	Transfer of Fines & Fees	53,000.00	53,000.00
S-14579	Georgetown University - Inter-	ILL Borrowing Fee	15.00	15.00
S-14580	University of Iowa	ILL Borrowing Fees	33.00	33.00
S-14581	Oklahoma Tax Commission	State Sales Tax-Mar. 2009	668.83	668.83
S-14582	Jennifer L. McClain	Lost & Paid Book Returned	3.00	3.00
S-14583	Annie L. Griffin	Lost & Paid Book Returned	3.00	3.00
S-14584	Nancy M. Tarr	Lost & Paid Book Returned	3.00	3.00
S-14585	Cynthia A. Akers	Lost & Paid Book Returned	6.00	6.00
S-14586	Mia A. Corcoran	Lost & Paid Book Returned	11.00	11.00
S-14587	Dawna C. Murray	Lost & Paid Book Returned	17.85	17.85
S-14588	Julie A. Reising	Lost & Paid Book Returned	3.00	3.00
S-14589	McKenzie M. Hamilton	Lost & Paid Book Returned	9.95	9.95
S-14590	Dannielle N. Pratt	Lost & Paid Book Returned	4.95	4.95
S-14591	Nancy L. Ritenour	Lost & Paid Book Returned	102.25	102.25

Special Funds

Warrant Register

April 2009

Number	Vendor/Payee	Purpose		Amount
S-14592	Cierra S. Vaughan	Lost & Paid Book Returned	8.95	8.95
S-14593	Angela A. Dormiani	Lost & Paid Book Returned	25.00	25.00
S-14594	Sabrina L. Every	Lost & Paid Book Returned	11.15	11.15
S-14595	Metropolitan Library System	YA Author Visit	78.66	78.66
S-14596	Displays 2 Go	Restocking Fees	317.21	317.21
S-14597	Commercial Card Solutions	Monthly Fee	119.90	119.90
S-14598	Randy Spangler Art	Public Artwork in Libr.	3,000.00	3,000.00
S-14599	Carol L. Roberts	Programming	59.23	59.23
S-14600	Commercial Card Solutions	Supplies	150.84	150.84
S-14601	Brooksie D. Bruner	Lost & Paid Book Returned	3.00	3.00
S-14602	Lee Williams	Lost & Paid Book Returned	12.95	12.95
S-14603	Carolyn A. Sheppard	Lost & Paid Book Returned	6.55	6.55
S-14604	Tina C. Waldrip	Lost & Paid Book Returned	19.95	19.95
S-14605	Robert D. Helton	Lost & Paid Book Returned	11.95	11.95
S-14606	Carolyn M. Veale	Lost & Paid Book Returned	3.00	3.00
S-14607	Ashley A. Porter	Lost & Paid Book Returned	13.95	13.95
S-14608	Joan B. Cunningham	Lost & Paid Book Returned	22.95	22.95
S-14609	Jacquelyn F. Cavins	Lost & Paid Book Returned	23.95	23.95
S-14610	Thippeswamy Devasamudram	Lost & Paid Book Returned	10.95	10.95
S-14611	Alice A. Wilson	Lost & Paid Book Returned	3.00	3.00
S-14612	John P. Hogan	Lost & Paid Book Returned	20.95	20.95
S-14613	Vance Hunt & Associates, Inc.	Furniture	9,352.00	9,352.00
Total of Special Funds Warrants Issued				\$ 72,996.37

I, Donna Morris, certify that:

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


Donna Morris, Executive Director

5-14-09
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

5-11-09
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: EMERGENCY REPLACEMENT OF HYDRAULIC POWER UNIT FOR THE ELEVATOR AT THE CAPITOL HILL LIBRARY

During a routine service call, it was discovered that the existing hydraulic power unit of the elevator at Capitol Hill Library is worn out. The elevator and the power unit is over fifty years old; the power unit is obsolete and serviceable parts are becoming very scarce and difficult to obtain. Kone, the company which has the annual elevator maintenance contract, stated that the existing hydraulic system may not last three more months. The elevator operates very slowly, noisily and is erratic in its present condition.

Kone was awarded the current annual elevator maintenance contract on May 17, 2007, Doc#98D. Kone will provide and install a new hydraulic power unit with all control valves, solid-state starter, and other operating features. The cost to provide and install the complete hydraulic unit is \$16,456.00.

Funding for this emergency replacement will come from the FY 2008-09 budget, account 208.

RECOMMENDATION:

That the Commission approve the contract with Kone to provide emergency repairs to the hydraulic power unit of the elevator at Capitol Hill Library in the amount of \$16,456.00. Adequate funding for this repair project is provided for the FY 2008-09 budget, account 208.

CONTRACT AWARDS AND PURCHASES
(cnt'd)

ITEM B: COIN-OPERATED COPIERS

The Library wishes to purchase seven new Savin 9025 digital coin-operated copiers. The seven new Savin copiers would replace the 5-year old Savin 2522 and 4022 copiers. The seven Savin copiers to be replaced are located at: Bethany; Capitol Hill; Downtown (two); Southern Oaks; Warr Acres, and Choctaw Libraries.

Standley Systems is the local Savin dealer in Oklahoma City. Savin 9025 copiers are included on the Oklahoma State Contract for Copiers #SW0171.

The Savin 9025 copiers will include the following features: automatic document feeder, reduction and enlargement, automatic duplexing, finisher/stapler, large capacity paper tray and coin-operating feature. Standley Systems will also take the old Savin 2522 and 4022 copiers as trade-in.

Savin 9025 Coin-Op Copier	7 each	\$5,700.00	\$39,900.00
Trade-In Savin 2522 & 4022 Copiers	7 each	(150.00)	(1,050.00)
Net Amount		\$5,550.00	\$38,850.00

RECOMMENDATION:

That the Commission award the contract for the purchase of seven Savin 9025 copiers to Standley Systems in the amount of \$38,850.00. Funding for this purchase is available in the special fund 820.

CONTRACT AWARDS AND PURCHASES

(cnt'd)

ITEM C: FURNITURE AND FIXTURES FOR THE 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.

The Commission awarded all but three groups of furniture and fixtures for the Maintenance/Service Center at the April Commission meeting, Doc. #84C. The three furniture groups to be awarded now are: Group #8—Fixtures Furniture; Group #14—MJ Shelving; and Group #17—KI Furniture. A tabulation of the bids received for these three furniture groups is attached.

Scott Rice bid an unacceptable brand of nesting tables and chairs for Group #17—KI Furniture. The bid for this furniture group is rejected for this reason. All other vendors meet specifications for the specific furniture group that they bid.

Scott Rice, Southwest Solutions, Southwestern Stationary and Workplace Resources are located in Oklahoma City. The other two vendors, Cultural Surroundings and KI Furniture are located out of Oklahoma County.

- **Southwestern Stationary** is best and lowest bidder for Group #8—Fixtures Furniture Jazz Stacking Chair. Southwestern Stationary is quoting Set On It brand stacking chairs, an acceptable alternate to the Fixtures Furniture Jazz Stacking Chair.
- **Southwest Solutions** is best and lowest bidder for Group #14—MJ Shelving. Southwest Solutions is quoting SpaceSaver brand steel shelving, an acceptable alternate to the MJ Shelving.
- **KI** is best and lowest bidder on Group #17—KI Furniture.

RECOMMENDATION:

That the Commission award the contracts for new furniture, shelving and fixtures for the newly constructed Maintenance/Service Center to the following vendors: Southwestern Stationary for furniture Group #8 in the amount of \$2,772.00; Southwest Solutions for furniture Group #14 in the amount of \$22,419.00; and KI Furniture for furniture Group #17 in the amount of \$13,410.00. Adequate funding for these purchases is provided for in the FY 2008-09 budget, account 408.

**Bid Tabulation for
FURNITURE, SHELVING and FIXTURES for
MAINTENANCE/SERVICE CENTER**

Group	Furniture, Shelving & Fixtures	Cultural Surroundings	KI Furniture	Scott Rice	Southwestern Stationary	Southwest Solutions	Workplace Resources
8	Fixtures Furniture Jazz Stacking Chairs	No Bid	No Bid	\$4,700.22	\$2,772.00(1)	No Bid	\$3,703.56
14	MJ Shelving	\$40,671.65	No Bid	\$34,110.44	No Bid	\$22,419.00(2)	No Bid
17	KI Furniture	No Bid	\$13,410.00	\$12,130.46(3)	No Bid	No Bid	\$17,825.42

- (1) Southwestern Stationary bid the Set It On brand of stacking chairs as an acceptable alternate to the Fixtures Furniture Jazz stacking chairs.
- (2) Southwest Solutions bid SpaceSaver brand of steel shelving as an acceptable alternate to the MJ Shelving.
- (3) Scott Rice bid Safco Rumba tables and Fixtures Allure chairs in lieu of the KI brand furniture. The Rumba tables and Fixtures Allure chairs are unacceptable alternate brands.

CONTRACT AWARDS AND PURCHASES
(cnt'd)

ITEM D: DATA TELECOMMUNICATIONS CABLING AT THE RALPH ELLISON LIBRARY

Provided for in the FY 2008-09 budget is the request for installing new data telecommunications cabling at the remodeled Ralph Ellison Library.

Specifications were prepared and bids were let for 23 days, and were advertised for three days in ***The Oklahoman*** (April 14, 16 and 21, 2009). Bid packets were sent to five prospective vendors. Specifications were also provided to two Construction Plan Rooms in Oklahoma City.

A mandatory pre-bid meeting at the job-site was conducted on Tuesday, April 21, 2009. Six vendors attended the pre-bid meeting.

Bids were received and publicly opened on Tuesday, May 5, 2009. Five vendors responded.

See attached tabulation of bids.

CEIS TECHSICO is located in Tulsa, Oklahoma. The other four vendors are located in Oklahoma County.

All vendors meet specifications. Smart Technologies is the best and lowest bidder.

RECOMMENDATION:

That the Commission award the contract for Data Telecommunication Cabling for the Ralph Ellison Library to Smart Technologies in the amount of \$13,532.16. Adequate funding for this project is provided for in the FY 2008-09 budget, account 450.

Bid Tabulation
DATA TELECOMMUNICATIONS CABLING
For RALPH ELLISON LIBRARY
Tuesday, 2:00pm May, 5, 2009

Cabling	CEIS TECHSICO	DANE	HIGH TECH	SHAWVER	SMART
67 Drops	\$11,104.28	\$21,869.00	\$16,174.00	\$ 9,850.00	\$ 9,797.80
Rack	\$ 1,540.06	\$ 1,828.00	\$ 1,274.00	\$ 1,500.00	\$ 1,281.80
Cat 6 Panel	\$ 498.90	\$ 1,332.00	\$ 989.00	\$ 700.00	\$ 692.00
Horizontal & Vertical Cabling	\$ 863.79	\$ 557.00	\$ 760.00	\$ 60.00	\$ 53.00
25' Patch Cable	\$ 302.17	\$ 191.00	\$ 540.00	\$ 330.00	\$ 320.00
20' Patch Cable	\$ 267.41	\$ 181.00	\$ 500.00	\$ 250.00	\$ 245.00
15' Patch Cable	\$ 208.42	\$ 163.00	\$ 210.00	\$ 220.00	\$ 210.00
10' Patch Cable	\$ 242.42	\$ 226.00	\$ 360.00	\$ 255.00	\$ 498.51
7' Patch Cable	\$ 133.54	\$ 131.00	\$ 225.00	\$ 185.00	\$ 181.75
3' Patch Cable	\$ 3,367.00	\$ 440.00	\$ 736.00	\$ 500.00	\$ 252.30
Total Amount	\$18,537.99	\$26,918.00	\$21,768.00	\$13,595.00	\$13,532.16

CONTRACT AWARDS AND PURCHASES
(cnt'd)

ITEM E: DATA TELECOMMUNICATIONS CABLING AT THE MAINTENANCE/SERVICE CENTER

Provided for in the FY 2008-09 budget is the request for installing new data telecommunications cabling at the newly constructed Maintenance/Service Center.

Specifications were prepared and bids were let for 23 days, and were advertised for three days in ***The Oklahoman*** (April 14, 16 and 21, 2009). Bid packets were sent to five prospective vendors. Specifications were also provided to two Construction Plan Rooms in Oklahoma City.

A mandatory pre-bid meeting at the job-site was conducted on Tuesday, April 21, 2009. Six vendors attended the pre-bid meeting.

Bids were received and publicly opened on Tuesday, May 5, 2009. Five vendors responded.

See attached tabulation of bids.

CEIS TECHSICO is located in Tulsa, Oklahoma. The other four vendors are located in Oklahoma County.

All vendors meet specifications. Smart Technologies is the best and lowest bidder.

RECOMMENDATION:

That the Commission award the contract for Data Telecommunication Cabling for the Maintenance/Service Center to Smart Technologies in the amount of \$14,643.16. Adequate funding for this project is provided for in the FY 2008-09 budget, account 450.

DATA TELECOMMUNICATIONS CABLING
For MAINTENANCE/SERVICE CENTER
Tuesday, 2:00pm May, 5, 2009

Cabling	CEIS TECHSICO	DANE	HIGH TECH	SHAWVER	SMART
92 Drops	\$15,117.49	\$30,029.00	\$20,834.00	\$10,900.00	\$10,907.80
Rack	\$ 1,540.06	\$ 1,828.00	\$ 1,274.00	\$ 1,500.00	\$ 1,281.80
Cat 6 Panel	\$ 650.75	\$ 1,808.00	\$ 989.00	\$ 700.00	\$ 692.00
Horizontal & Vertical Cabling	\$ 863.79	\$ 557.00	\$ 900.00	\$ 56.00	\$ 53.00
25' Patch Cable	\$ 302.17	\$ 267.00	\$ 540.00	\$ 330.00	\$ 320.00
20' Patch Cable	\$ 267.41	\$ 242.00	\$ 500.00	\$ 250.00	\$ 245.00
15' Patch Cable	\$ 208.42	\$ 218.00	\$ 210.00	\$ 215.00	\$ 210.00
10' Patch Cable	\$ 242.42	\$ 272.00	\$ 360.00	\$ 255.00	\$ 253.30
7' Patch Cable	\$ 200.32	\$ 202.00	\$ 225.00	\$ 187.50	\$ 181.75
3' Patch Cable	\$ 432.90	\$ 607.00	\$ 736.00	\$ 517.65	\$ 498.51
Total Amount	\$19,825.73	\$36,030.00	\$26,568.00	\$14,911.15	\$14,643.16

CONTRACT AWARDS AND PURCHASES
(cnt'd)

ITEM F: GEORGIA PACIFIC JANITORIAL PRODUCTS

To be provided for the FY 2009-10 annual budget is the annual request for Georgia Pacific janitorial products to be used throughout the library system.

Specifications were prepared and bids were let for fifteen days and were advertised for two days (April 9 and 14, 2009) in ***The Oklahoman***. Bids were also sent to six prospective vendors.

A pre-bid conference was scheduled for Thursday, April 16, 2009. No vendors attended.

Bids were received and publicly opened on Thursday, April 23, 2009. Two vendors responded. Prices quoted are for case lot quantities.

GP Items		Southwestern Paper	Massco
En Motion Paper Towels #89460		\$45.16	\$47.59
Acclaim C-Fold Paper Towel #20603		\$18.04	\$18.49
Big Z-Fold Paper Towel #20887		\$25.57	\$25.88
Toilet Tissue #2520		\$38.53	\$40.89
Preference Toilet Tissue #18080		\$40.30	\$37.69
Pink Pearl Hand Soap #S8501		\$40.97	\$41.82
Antiseptic Hand Soap #S8956		\$49.90	\$52.35
Air Freshener #A045X		\$55.96	\$56.69

Both vendors are located in Oklahoma City and meet specifications.

Southwestern Paper is the best and lowest bidder overall for Georgia Pacific janitorial products. This annual contract for Georgia Pacific janitorial products will commence on July 1, 2009 and will expire on June 30, 2010.

RECOMMENDATION:

That the Commission award the annual contract for Georgia Pacific janitorial products to Southwestern Paper at the prices quoted above. Adequate funding for these annual supplies will be provided in the FY 2009-10 budget, account 310.

RALPH ELLISON PROJECT AMENDED AND RESTATED AGREEMENT
NUMBER 2

Participation Agreement For Expansion, Renovation & Remodeling of the Ralph
Ellison Library Located at 2000 N.E. 23rd, Oklahoma City, Oklahoma.

This Agreement amends and restates the Ralph Ellison Project Agreement dated June 6, 2006 and Amendment number 1 thereto dated September 26, 2006; is made and entered into on _____ day of _____, 2009, by and between The City of Oklahoma City, a municipal corporation (hereinafter referred to as “City”) and the Metropolitan Library Commission of Oklahoma County a/k/a Metropolitan Library System, a public agency and body corporate created and existing under the laws of the state of Oklahoma (hereinafter referred to as “MLS”).

WITNESSED:

WHEREAS, the 2000 General Obligation Bond Issue, as passed by the registered voters of the City, contained a \$13,600,000 proposition (#9) for constructing, expanding, renovating, remodeling, repairing, improving, equipping and/or furnishing libraries;

WHEREAS, Project 3 of Proposition 9 of the 2000 General Obligation Bond Issue, as approved by the registered voters of the City, allows for the, “Expansion, renovation and remodeling of Ralph Ellison Library in the vicinity of N.E. 23rd St. and Martin Luther King Ave., which may include related site acquisition and preparation, infrastructure, drainage, utilities, roadways, parking, landscaping and/or fencing” (the “Ralph Ellison Project” or “Project”);

WHEREAS, it is the desire of the MLS to participate with the City in Architectural/Engineering (A&E) Services for the Ralph Ellison Project; and

WHEREAS, in order to begin said project, it is necessary to obtain architectural and engineering services (A&E); and

WHEREAS, in order to purchase A&E services for a particular general obligation bond project with bond funds, it is legally necessary to first fully fund the particular bond project for which the A&E services are to be purchased; and

WHEREAS, the Ralph Ellison Project was not yet fully funded at the time of the original agreement; and

WHEREAS, in order to begin immediate work on the Ralph Ellison Project, MLS has elected to expend funds for the purpose of supporting the expansion, renovation & remodeling of the Ralph Ellison Project; and

WHEREAS, the A&E will be selected in accordance with the “Resolution Adopting Standards and Prescribing Procedures for the Selection of Architects and Engineers and Planners for all Public Improvement Work” as approved by the City in 1974 and amended in 1978, 1980 & 1986; and

WHEREAS, the design and construction of the library can affect the operations which will be funded and performed by MLS; and

WHEREAS, the City and MLS intend to work together to achieve a successful outcome to the project; and

WHEREAS, the MLS is willing to purchase certain Furniture, Fixtures and Equipment (FF& E) or moveable property for said Project; and

WHEREAS, additional funding for the Project has become available due to the sale of the old downtown library; and

WHEREAS, it is the desire of MLS to expand the scope of the work covered under this Agreement; and

WHEREAS, MLS, as approved by the Metropolitan Library Commission, has set aside funding for this additional work; and

Whereas, additional work is necessary due to unforeseen conditions requiring a change order to the Construction Contract; and

Whereas, the MLS has available funds for this work; and

Whereas the agreement must be amended and restated for the above work and associated funding

NOW, THEREFORE, in consideration of the various covenants and promises set forth hereinafter and as further outlined above, the parties agree as follows:

I. OBLIGATIONS OF MLS.

A. MLS shall provide to the City funding, up to but not exceeding, the following amounts:

a. \$127,937.00 for Architectural, Engineering, and Consulting services required for the Ralph Ellison Project including site survey, civil engineering, printing, consultants, site visitations and testing costs.

~~a.~~**b.** \$18,912.00 for design work associated with the FF&E to be purchased directly by MLS for the Ralph Ellison Project.

~~a.~~**c.** And an amount not to exceed \$653,000 for construction.

~~a.d.~~ Funds to be transferred to the City before the respective Architectural, Engineering, and Consulting or Construction contract is Approved by Council.

~~a.e.~~ Should the above amounts need to be increased, the City and MLS, by mutual agreement, shall determine the amount of any additional funds, to be provided by MLS.

B. MLS shall provide access to the site during regular working hours. It is MLS's intention to completely vacate Ralph Ellison Library during construction.

~~B.C.~~ MLS shall provide copies, to the extent available, of all existing documentation related to this project including, but not limited to, drawings, specifications and correspondence.

~~B.D.~~ MLS shall communicate with the Architect/Engineer and/or Contractor only through the City, unless otherwise directed by the City.

~~B.E.~~ MLS shall provide certain FF&E, or movable property to be placed in the Ralph Ellison Library. MLS will retain ownership of all FF&E or movable property purchased with MLS funds; provided, if the City provides funding for any movable property for the Ralph Ellison Project from City bond funds and/or other City and/or City trust revenues, all such property will remain the exclusive property of the City or City trust, as applicable. All FF&E purchased solely with MLS funds will be procured by MLS.

~~B.F.~~ MLS shall provide recommendations to the City for the scope of the proposed project, various components, phases and timetables.

~~B.G.~~ The parties understand and agree the Ralph Ellison Library and all “fixtures,” (as defined in 60 Okla. Stat. § 7), to the library itself and/or to the land upon which the library sits shall be owned exclusively by the City.

II. OBLIGATIONS OF CITY.

A. The City shall select the Contractor in accordance with applicable law and with this Agreement.

~~A.B.~~ The City will consider MLS as a Department as related to the section of the Contractor.

~~A.C.~~ The City shall expend all available OKC 2000 Bond funds prior to requiring MLS to expend its funds under the terms of this agreement.

~~A.D.~~ Quarterly, the City shall provide MLS, in a form acceptable to MLS, an accounting of MLS deposited funds.

~~A.E.~~ . All MLS funds shall be placed in an interest bearing account and all interest earned on MLS funds shall be compounded, accrued, and added to the fund account monthly at the same interest rate received on the City’s Operating Pool.

~~A.F.~~ The City shall make a good faith effort to copy MLS in a format mutually acceptable to all, on all Project correspondence and Project documentation between; the City and the A&E; the City and the Contractor; and the A&E and the Contractor at no cost to MLS.

~~A.G.~~ The City shall assure MLS is listed as additional insured in all A&E and Contractor Insurance Certificates on all lines of coverage except Worker’s Compensation.

- ~~A.~~H. The City shall invite MLS to all project and site meeting
- ~~A.~~I. The City and MLS shall Review each phase of the Project.
- ~~A.~~J. MLS shall have the right to reproduce the project documents
- ~~A.~~K. The City shall provide MLS access to the Project, as reasonably requested.

III. WHOLE AGREEMENT.

This written agreement between the City and MLS constitutes the entire understanding between the parties and no other documents or oral discussions modify this written document. Should it be the desire of both parties to amend this agreement, such amendment shall be in writing and must be signed by both parties in order to have legal effect.

IV. VENUE AND APPLICABLE LAW.

The City and MLS hereby agree that any dispute which may arise between or among them out of or in connection with this Agreement shall be adjudicated before a court located in Oklahoma City, Oklahoma, in accordance with the laws of Oklahoma. The City and MLS hereby submit to the exclusive personal jurisdiction of the courts of the State of Oklahoma located in Oklahoma City, Oklahoma, with respect to any action or legal proceeding commenced by any party to this Agreement.

The City and MLS further consent to the service of process in any such action of legal proceeding by means of registered or certified mail, return receipt requested, in care the Executive Director of MLS at 300 Park Avenue, Oklahoma City, Oklahoma, 73102 and with the City at City Clerk, City of Oklahoma City, 200 N. Walker, 2nd floor, Oklahoma City, Oklahoma, 73102.

IN WITNESS WHEREOF, the Metropolitan Library System adopts and
approves this Agreement this _____ day of _____, 2009.

Metropolitan Library Commission

Chair

ATTEST:

MLC Secretary

IN WITNESS WHEREOF, The City of Oklahoma City adopts and approves this
Agreement this _____ day of _____, 2009.

The City of Oklahoma City

Mayor

ATTEST:

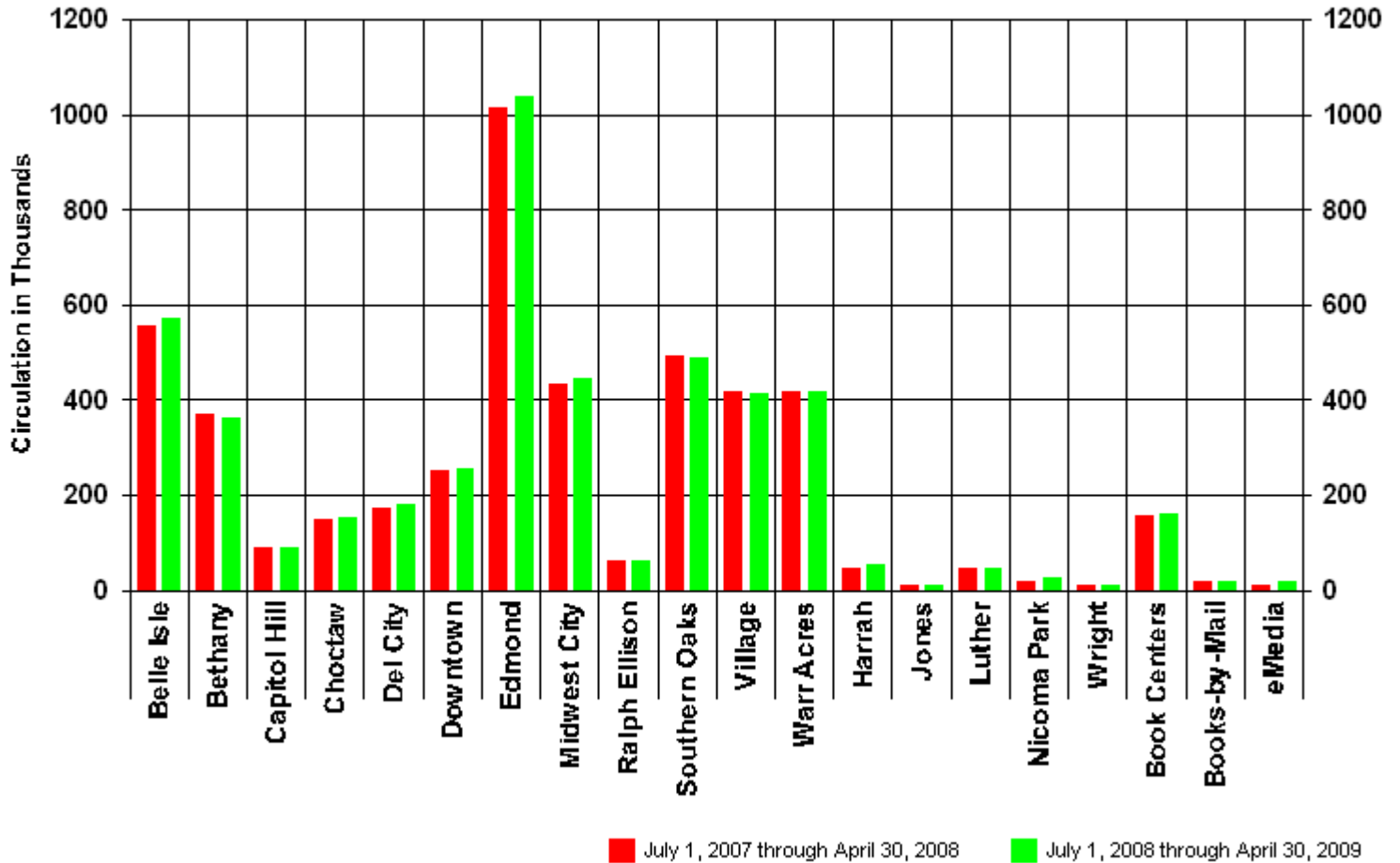
City Clerk

Reviewed for form and legality this ____ day of _____, 2009.

Assistant Municipal Counselor

Circulation Gains and Losses

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)



Circulation Gains and Losses

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

APRIL 30, 2009		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Belle Isle	08	41046	422933	14018	134145	55064	557078	
	09	44441	435180	12481	136439	56922	571619	
		3395	12247	-1537	2294	1858	14541	2.6
Bethany	08	25519	256805	11130	114177	36649	370982	
	09	26739	252237	11131	109879	37870	362116	
		1220	-4568	1	-4298	1221	-8866	-2.4
Capitol Hill	08	5523	62668	2646	28000	8169	90668	
	09	7421	64831	3174	24864	10595	89695	
		1898	2163	528	-3136	2426	-973	-1.1
Choctaw	08	9567	90282	5598	56779	15165	147061	
	09	9037	94324	5821	57293	14858	151617	
		-530	4042	223	514	-307	4556	3.1
Del City	08	12272	122134	4936	50343	17208	172477	
	09	13809	126805	5300	54457	19109	181262	
		1537	4671	364	4114	1901	8785	5.1
Downtown	08	17788	192973	4874	58788	22662	251761	
	09	19989	198733	4878	55037	24867	253770	
		2201	5760	4	-3751	2205	2009	.8
Edmond	08	59809	598829	40690	417115	100499	1015944	
	09	65121	608862	44107	429315	109228	1038177	
		5312	10033	3417	12200	8729	22233	2.2
Midwest City	08	31613	306390	12135	125054	43748	431444	
	09	31529	316083	11907	127219	43436	443302	
		-84	9693	-228	2165	-312	11858	2.7
Ralph Ellison	08	4339	47589	1448	15159	5787	62748	
	09	5633	45874	1903	14647	7536	60521	
		1294	-1715	455	-512	1749	-2227	-3.5
Southern Oaks	08	36965	365365	12562	127556	49527	492921	
	09	35987	360003	12553	126568	48540	486571	
		-978	-5362	-9	-988	-987	-6350	-1.3
Village	08	28591	291235	11946	126227	40537	417462	
	09	30258	285036	13207	127245	43465	412281	
		1667	-6199	1261	1018	2928	-5181	-1.2
Warr Acres	08	28596	284705	12136	131028	40732	415733	
	09	30501	287061	11637	129076	42138	416137	
		1905	2356	-499	-1952	1406	404	.1

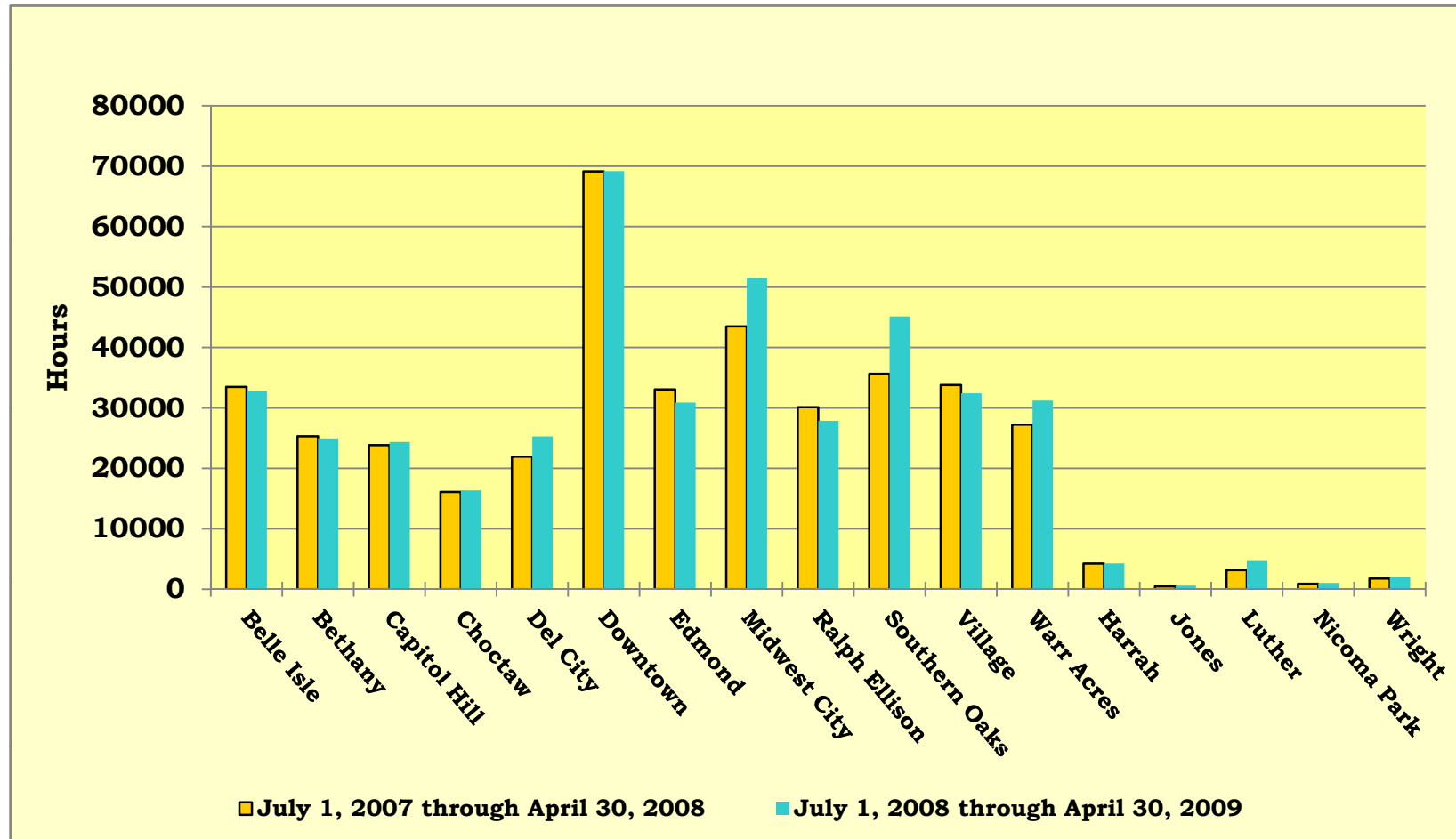
Circulation Gains and Losses

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

APRIL 30, 2009		<u>ADULT</u> <u>MONTH</u>	<u>ADULT</u> <u>YEAR</u>	<u>JUVENILE</u> <u>MONTH</u>	<u>JUVENILE</u> <u>YEAR</u>	<u>TOTAL</u> <u>MONTH</u>	<u>TOTAL</u> <u>YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
Harrah	08	3592	32597	1433	13411	5025	46008	
	09	3421	37117	1808	16508	5229	53625	
		-171	4520	375	3097	204	7617	16.6
Jones	08	664	7786	344	2799	1008	10585	
	09	923	8546	213	2650	1136	11196	
		259	760	-131	-149	128	611	5.8
Luther	08	4158	34979	919	9252	5077	44231	
	09	3680	36614	1197	10616	4877	47230	
		-478	1635	278	1364	-200	2999	6.8
Nicoma Park	08	1759	16407	200	2876	1959	19283	
	09	2205	18084	660	5991	2865	24075	
		446	1677	460	3115	906	4792	24.9
Wright	08	960	7313	281	2030	1241	9343	
	09	968	8165	108	1414	1076	9579	
		8	852	-173	-616	-165	236	2.5
<u>OTHER:</u>								
Book Centers	08	9737	96298	6106	60949	15843	157247	
	09	10053	99664	6049	61632	16102	161296	
		316	3366	-57	683	259	4049	2.6
Books-by-Mail	08	1766	16833	0	0	1766	16833	
	09	1829	16825	0	0	1829	16825	
		63	-8	0	0	63	-8	.0
eMedia	08	1028	8311	0	0	1028	8311	
	09	2086	18253	0	0	2086	18253	
		1058	9942	0	0	1058	9942	119.6
TOTALS	08	325292	3262432	143402	1475688	468694	4738120	
	09	345630	3318297	148134	1490850	493764	4809147	
		20338	55865	4732	15162	25070	71027	1.5

Total Computer Hours Used by Library

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)



This page is intentionally blank

Total Computer Usage

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	242		4,723		3,464.78		3,962		46,433		33,463.41	
	09	241		4,344		3,350.12		4,042		43,474		32,808.40	
		-1	-.4	-379	-8.0	-114.66	-3.3	80	2.0	-2,959	-6.4	-655.01	-2.0
BETHANY	08	163		3,307		2,606.21		3,112		33,415		25,302.46	
	09	200		3,467		2,655.53		3,139		32,313		24,945.20	
		37	22.7	160	4.8	49.32	1.9	27	.9	-1,102	-3.3	-357.26	-1.4
CAPITOL HILL	08	159		2,955		2,489.04		2,640		29,796		23,851.38	
	09	179		3,024		2,537.76		2,704		28,570		24,351.60	
		20	12.6	69	2.3	48.72	2.0	64	2.4	-1,226	-4.1	500.22	2.1
CHOCTAW	08	103		1,881		1,463.46		1,578		19,539		16,099.03	
	09	89		1,972		1,737.10		1,582		18,116		16,353.16	
		-14	-13.6	91	4.8	273.64	18.7	4	.3	-1,423	-7.3	254.13	1.6
DEL CITY	08	148		2,987		2,301.21		2,780		28,629		21,936.92	
	09	191		3,344		2,741.70		2,931		31,063		25,281.12	
		43	29.1	357	12.0	440.49	19.1	151	5.4	2,434	8.5	3,344.20	15.2
DOWNTOWN	08	222		7,994		7,032.24		3,921		91,486		69,133.52	
	09	223		9,727		7,013.81		3,845		93,147		69,190.24	
		1	.5	1,733	21.7	-18.43	-.3	-76	-1.9	1,661	1.8	56.72	.1
EDMOND	08	224		4,371		3,405.55		4,340		43,905		33,047.88	
	09	226		3,945		3,236.32		4,023		38,677		30,892.78	
		2	.9	-426	-9.7	-169.23	-5.0	-317	-7.3	-5,228	-11.9	-2,155.10	-6.5
MIDWEST CITY	08	304		5,685		4,510.31		5,557		58,885		43,497.74	
	09	322		6,266		5,121.15		5,795		64,372		51,499.78	
		18	5.9	581	10.2	610.84	13.5	238	4.3	5,487	9.3	8,002.04	18.4
RALPH ELLISON	08	148		3,655		3,049.02		2,633		38,828		30,101.47	
	09	156		3,517		2,942.48		2,519		34,904		27,867.67	
		8	5.4	-138	-3.8	-106.54	-3.5	-114	-4.3	-3,924	-10.1	-2,233.80	-7.4

Total Computer Usage

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	305		5,079		3,719.24		5,111		48,649		35,635.25	
	09	370		6,027		4,690.80		5,578		60,033		45,144.90	
		65	21.3	948	18.7	971.56	26.1	467	9.1	11,384	23.4	9,509.65	26.7
VILLAGE	08	252		4,153		3,335.18		4,100		45,533		33,781.30	
	09	249		4,494		3,583.44		4,131		41,357		32,406.36	
		-3	-1.2	341	8.2	248.26	7.4	31	.8	-4,176	-9.2	-1,374.94	-4.1
WARR ACRES	08	236		3,757		2,779.11		3,330		38,482		27,223.49	
	09	228		4,623		3,532.22		3,492		40,278		31,224.49	
		-8	-3.4	866	23.1	753.11	27.1	162	4.9	1,796	4.7	4,001.00	14.7
HARRAH	08	41		693		508.62		535		5,515		4,232.71	
	09	26		559		427.81		556		5,617		4,265.13	
		-15	-36.6	-134	-19.3	-80.81	-15.9	21	3.9	102	1.8	32.42	.8
JONES	08	4		50		42.39		70		579		462.67	
	09	4		50		40.26		59		631		594.83	
			.0		.0	-2.13	-5.0	-11	-15.7	52	9.0	132.16	28.6
LUTHER	08	16		416		392.31		317		3,566		3,146.67	
	09	14		565		437.04		347		5,874		4,799.90	
		-2	-12.5	149	35.8	44.73	11.4	30	9.5	2,308	64.7	1,653.23	52.5
NICOMA PARK	08	6		138		95.46		134		1,273		891.26	
	09	4		161		99.84		137		1,373		1,041.81	
		-2	-33.3	23	16.7	4.38	4.6	3	2.2	100	7.9	150.55	16.9
WRIGHT	08	14		254		196.30		170		2,365		1,759.95	
	09	14		285		219.91		163		2,631		2,055.66	
			.0	31	12.2	23.61	12.0	-7	-4.1	266	11.2	295.71	16.8
TOTAL	08	2,587		52,098		41,390.43		44,290		536,878		403,567.11	
	09	2,736		56,370		44,367.29		45,043		542,430		424,723.03	
		149	5.8	4,272	8.2	2,976.86	7.2	753	1.7	5,552	1.0	21,155.92	5.2

Computer Usage by Adult Customers

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	205		3,875		2,816.91		3,324		39,222		28,164.30	
	09	212		3,752		2,913.71		3,372		35,916		27,132.86	
		7	3.4	-123	-3.2	96.80	3.4	48	1.4	-3,306	-8.4	-1,031.44	-3.7
BETHANY	08	137		2,660		2,070.44		2,481		24,541		18,424.08	
	09	164		2,805		2,148.01		2,479		24,528		18,848.84	
		27	19.7	145	5.5	77.57	3.7	-2	-1	-13	-1	424.76	2.3
CAPITOL HILL	08	96		1,561		1,410.16		1,451		14,373		12,601.56	
	09	107		1,728		1,556.18		1,514		15,034		13,729.29	
		11	11.5	167	10.7	146.02	10.4	63	4.3	661	4.6	1,127.73	8.9
CHOCTAW	08	66		1,096		847.46		1,126		11,948		9,576.67	
	09	66		1,294		1,132.53		1,103		11,423		10,123.85	
			.0	198	18.1	285.07	33.6	-23	-2.0	-525	-4.4	547.18	5.7
DEL CITY	08	117		2,112		1,607.99		2,141		19,535		14,924.30	
	09	154		2,500		2,075.29		2,249		21,963		17,992.62	
		37	31.6	388	18.4	467.30	29.1	108	5.0	2,428	12.4	3,068.32	20.6
DOWNTOWN	08	194		7,133		6,240.40		3,279		82,194		61,772.04	
	09	181		9,121		6,515.53		3,187		83,298		61,418.04	
		-13	-6.7	1,988	27.9	275.13	4.4	-92	-2.8	1,104	1.3	-354.00	-6
EDMOND	08	194		3,594		2,794.89		3,465		35,220		26,481.59	
	09	195		3,423		2,835.59		3,314		32,216		25,760.79	
		1	.5	-171	-4.8	40.70	1.5	-151	-4.4	-3,004	-8.5	-720.80	-2.7
MIDWEST CITY	08	252		4,038		3,282.69		4,346		41,991		31,507.91	
	09	275		4,630		3,808.89		4,560		44,310		36,551.81	
		23	9.1	592	14.7	526.20	16.0	214	4.9	2,319	5.5	5,043.90	16.0
RALPH ELLISON	08	117		2,282		1,938.02		1,938		22,458		17,875.26	
	09	119		2,257		1,869.76		1,796		19,847		16,228.36	
		2	1.7	-25	-1.1	-68.26	-3.5	-142	-7.3	-2,611	-11.6	-1,646.90	-9.2

Computer Usage by Adult Customers

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	248		3,298		2,501.18		3,818		32,499		24,330.61	
	09	293		3,767		3,027.79		4,088		37,325		29,174.59	
		45	18.1	469	14.2	526.61	21.1	270	7.1	4,826	14.8	4,843.98	19.9
VILLAGE	08	204		3,132		2,528.00		3,234		32,209		24,248.73	
	09	213		3,527		2,838.09		3,276		31,088		24,345.04	
		9	4.4	395	12.6	310.09	12.3	42	1.3	-1,121	-3.5	96.31	.4
WARR ACRES	08	202		2,524		1,888.81		2,708		26,160		18,765.31	
	09	190		3,340		2,599.73		2,819		29,024		22,727.84	
		-12	-5.9	816	32.3	710.92	37.6	111	4.1	2,864	10.9	3,962.53	21.1
HARRAH	08	24		392		299.11		353		3,601		2,721.37	
	09	17		345		254.69		342		3,524		2,645.84	
		-7	-29.2	-47	-12.0	-44.42	-14.9	-11	-3.1	-77	-2.1	-75.53	-2.8
JONES	08	2		39		35.88		46		369		308.74	
	09	3		39		29.46		35		353		312.76	
		1	50.0		.0	-6.42	-17.9	-11	-23.9	-16	-4.3	4.02	1.3
LUTHER	08	12		173		147.66		166		1,634		1,448.17	
	09	7		220		161.58		177		2,435		1,904.16	
		-5	-41.7	47	27.2	13.92	9.4	11	6.6	801	49.0	455.99	31.5
NICOMA PARK	08	4		85		53.62		95		824		516.63	
	09	2		146		86.44		105		1,045		749.85	
		-2	-50.0	61	71.8	32.82	61.2	10	10.5	221	26.8	233.22	45.1
WRIGHT	08	12		192		151.80		119		1,555		1,162.86	
	09	13		243		194.05		125		2,168		1,724.55	
		1	8.3	51	26.6	42.25	27.8	6	5.0	613	39.4	561.69	48.3
TOTAL	08	2,086		38,186		30,615.02		34,090		390,333		294,830.13	
	09	2,211		43,137		34,047.32		34,541		395,497		311,371.09	
		125	6.0	4,951	13.0	3,432.30	11.2	451	1.3	5,164	1.3	16,540.96	5.6

Computer Usage by Minor Customers

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	08	37		848		647.87		638		7,211		5,299.11	
	09	29		592		436.41		670		7,558		5,675.54	
		-8	-21.6	-256	-30.2	-211.46	-32.6	32	5.0	347	4.8	376.43	7.1
BETHANY	08	26		647		535.77		631		8,874		6,878.38	
	09	36		662		507.52		660		7,785		6,096.36	
		10	38.5	15	2.3	-28.25	-5.3	29	4.6	-1,089	-12.3	-782.02	-11.4
CAPITOL HILL	08	63		1,394		1,078.88		1,189		15,423		11,249.82	
	09	72		1,296		981.58		1,190		13,536		10,622.31	
		9	14.3	-98	-7.0	-97.30	-9.0	1	.1	-1,887	-12.2	-627.51	-5.6
CHOCTAW	08	37		785		616.00		452		7,591		6,522.36	
	09	23		678		604.57		479		6,693		6,229.31	
		-14	-37.8	-107	-13.6	-11.43	-1.9	27	6.0	-898	-11.8	-293.05	-4.5
DEL CITY	08	31		875		693.22		639		9,094		7,012.62	
	09	37		844		666.41		682		9,100		7,288.50	
		6	19.4	-31	-3.5	-26.81	-3.9	43	6.7	6	.1	275.88	3.9
DOWNTOWN	08	28		861		791.84		642		9,292		7,361.48	
	09	42		606		498.28		658		9,849		7,772.20	
		14	50.0	-255	-29.6	-293.56	-37.1	16	2.5	557	6.0	410.72	5.6
EDMOND	08	30		777		610.66		875		8,685		6,566.29	
	09	31		522		400.73		709		6,461		5,131.99	
		1	3.3	-255	-32.8	-209.93	-34.4	-166	-19.0	-2,224	-25.6	-1,434.30	-21.8
MIDWEST CITY	08	52		1,647		1,227.62		1,211		16,894		11,989.83	
	09	47		1,636		1,312.26		1,235		20,062		14,947.97	
		-5	-9.6	-11	-.7	84.64	6.9	24	2.0	3,168	18.8	2,958.14	24.7
RALPH ELLISON	08	31		1,373		1,111.00		695		16,370		12,226.21	
	09	37		1,260		1,072.72		723		15,057		11,639.31	
		6	19.4	-113	-8.2	-38.28	-3.4	28	4.0	-1,313	-8.0	-586.90	-4.8

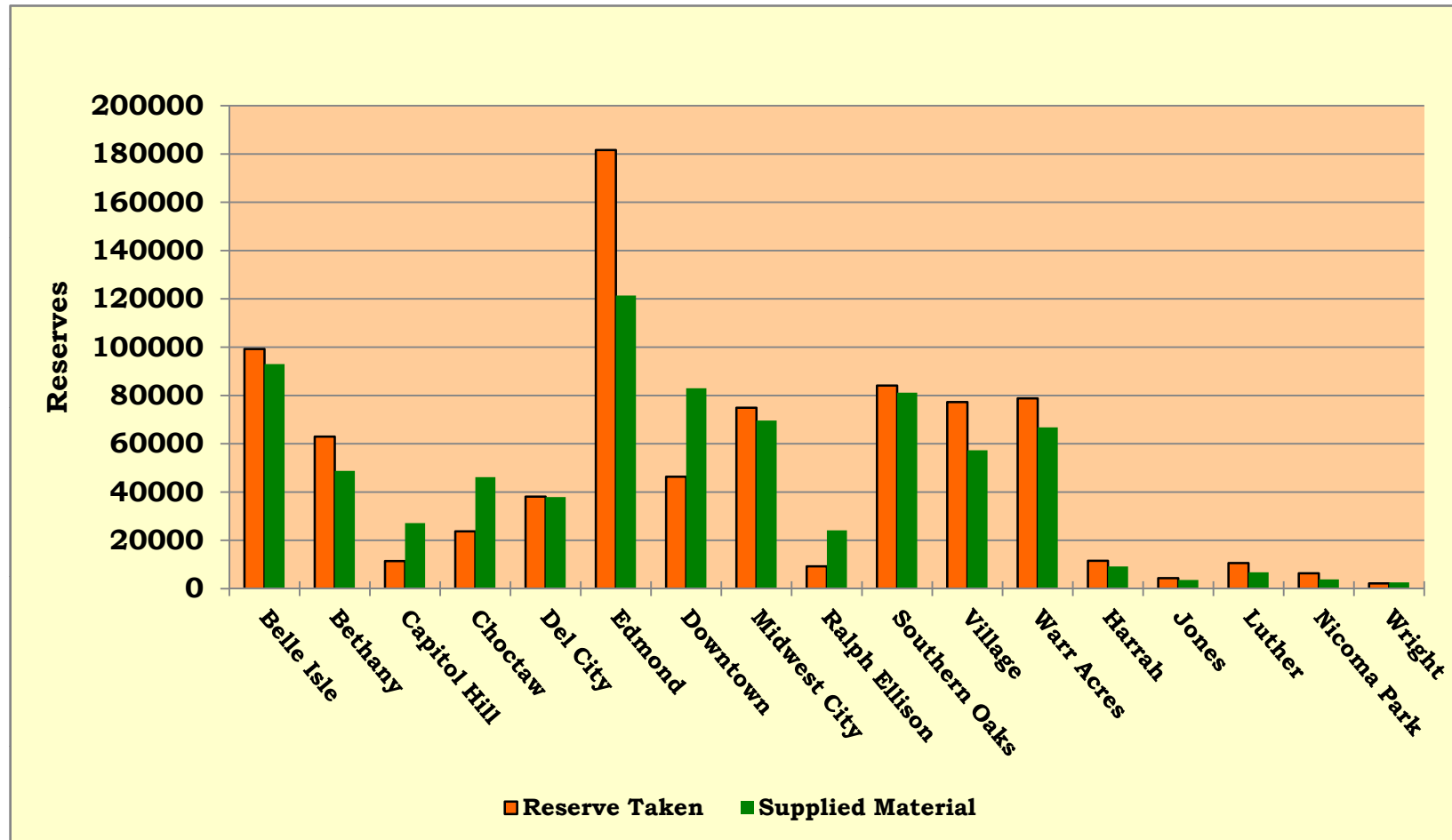
Computer Usage by Minor Customers

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	08	57		1,781		1,218.06		1,293		16,150		11,304.64	
	09	77		2,260		1,663.01		1,490		22,708		15,970.31	
		20	35.1	479	26.9	444.95	36.5	197	15.2	6,558	40.6	4,665.67	41.3
VILLAGE	08	48		1,021		807.18		866		13,324		9,532.57	
	09	36		967		745.35		855		10,269		8,061.32	
		-12	-25.0	-54	-5.3	-61.83	-7.7	-11	-1.3	-3,055	-22.9	-1,471.25	-15.4
WARR ACRES	08	34		1,233		890.30		622		12,322		8,458.18	
	09	38		1,283		932.49		673		11,254		8,496.65	
		4	11.8	50	4.1	42.19	4.7	51	8.2	-1,068	-8.7	38.47	.5
HARRAH	08	17		301		209.51		182		1,914		1,511.34	
	09	9		214		173.12		214		2,093		1,619.29	
		-8	-47.1	-87	-28.9	-36.39	-17.4	32	17.6	179	9.4	107.95	7.1
JONES	08	2		11		6.51		24		210		153.93	
	09	1		11		10.80		24		278		282.07	
		-1	-50.0		.0	4.29	65.9		.0	68	32.4	128.14	83.2
LUTHER	08	4		243		244.65		151		1,932		1,698.50	
	09	7		345		275.46		170		3,439		2,895.74	
		3	75.0	102	42.0	30.81	12.6	19	12.6	1,507	78.0	1,197.24	70.5
NICOMA PARK	08	2		53		41.84		39		449		374.63	
	09	2		15		13.40		32		328		291.96	
			.0	-38	-71.7	-28.44	-68.0	-7	-17.9	-121	-26.9	-82.67	-22.1
WRIGHT	08	2		62		44.50		51		810		597.09	
	09	1		42		25.86		38		463		331.11	
		-1	-50.0	-20	-32.3	-18.64	-41.9	-13	-25.5	-347	-42.8	-265.98	-44.5
TOTAL	08	501		13,912		10,775.41		10,200		146,545		108,736.98	
	09	525		13,233		10,319.97		10,502		146,933		113,351.94	
		24	4.8	-679	-4.9	-455.44	-4.2	302	3.0	388	.3	4,614.96	4.2

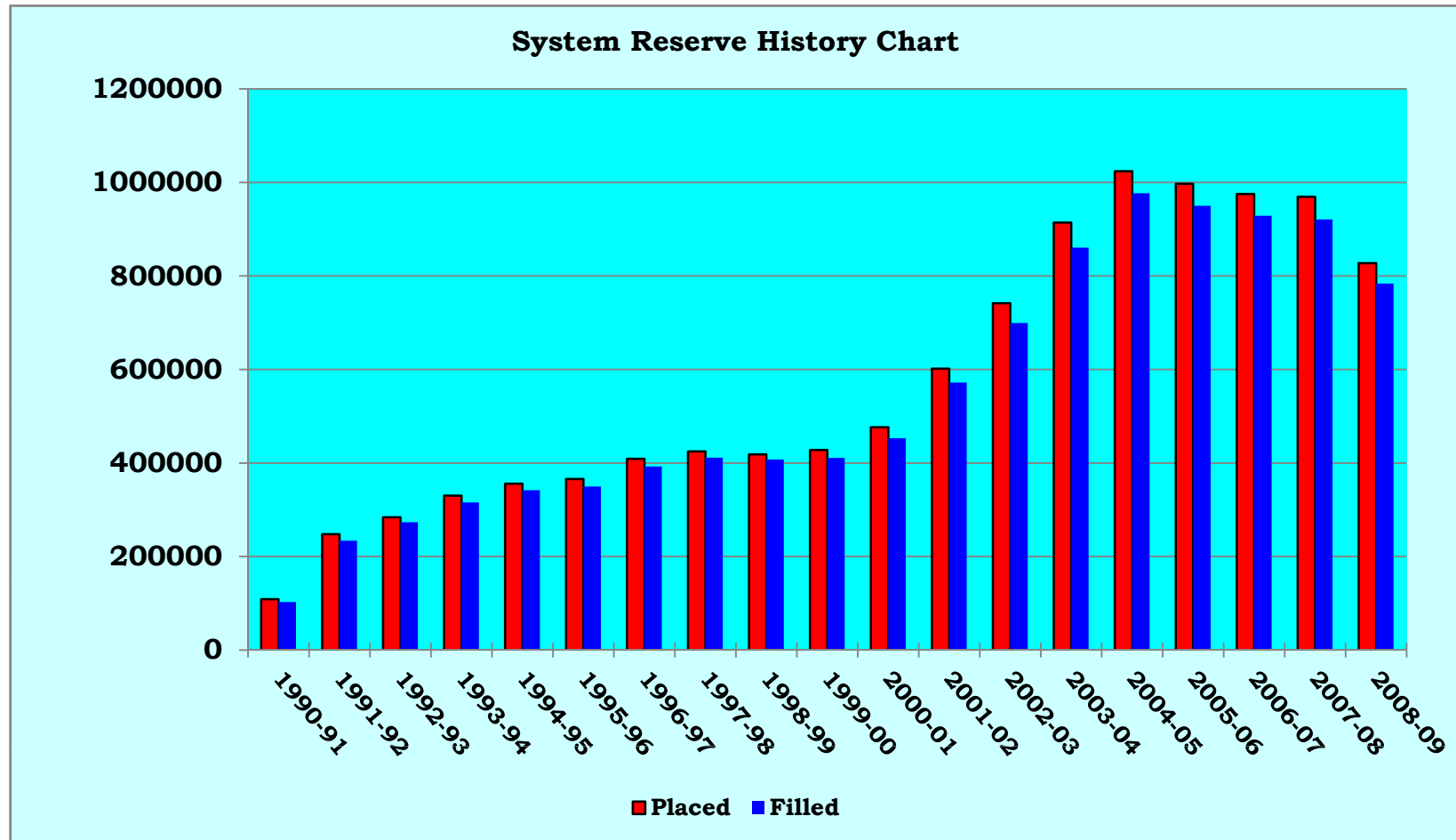
System Reserve Report

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)



System Reserve Report

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)



System Reserves Report

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	08	9,475	93,816		9,175	89,488	
	09	10,921	99,244		10,125	93,351	
		1,446	5,428	5.8	950	3,863	4.3
BETHANY	08	6,120	64,618		5,879	61,801	
	09	6,851	62,928		6,470	59,601	
		731	-1,690	-2.6	591	-2,200	-3.6
CAPITOL HILL	08	1,185	11,552		1,018	10,493	
	09	1,471	11,411		1,287	10,262	
		286	-141	-1.2	269	-231	-2.2
CHOCTAW	08	2,421	22,890		2,331	21,733	
	09	2,355	23,759		2,341	22,527	
		-66	869	3.8	10	794	3.7
DEL CITY	08	3,677	35,191		3,536	33,452	
	09	4,107	38,109		3,820	36,274	
		430	2,918	8.3	284	2,822	8.4
EDMOND	08	17,326	174,542		16,733	167,287	
	09	18,797	181,652		18,065	173,071	
		1,471	7,110	4.1	1,332	5,784	3.5
DOWNTOWN	08	4,217	42,546		4,022	40,299	
	09	5,012	46,346		4,637	43,611	
		795	3,800	8.9	615	3,312	8.2
MIDWEST CITY	08	7,053	72,344		6,872	69,150	
	09	8,207	74,915		7,444	70,939	
		1,154	2,571	3.6	572	1,789	2.6
RALPH ELLISON	08	1,006	10,856		979	10,261	
	09	959	9,262		885	8,721	
		-47	-1,594	-14.7	-94	-1,540	-15.0
SOUTHERN OAKS	08	8,228	84,409		7,840	80,059	
	09	8,848	84,112		8,352	79,592	
		620	-297	-.4	512	-467	-.6
VILLAGE	08	7,629	79,505		7,399	75,811	
	09	8,475	77,279		7,882	72,614	
		846	-2,226	-2.8	483	-3,197	-4.2
WARR ACRES	08	7,277	75,745		6,944	72,608	
	09	8,592	78,784		7,983	75,094	
		1,315	3,039	4.0	1,039	2,486	3.4

System Reserves Report

July 1, 2008 through April 30, 2009 (83.33% of the 08-09 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	08	1,068	9,974		1,023	9,297	
	09	1,191	11,529		1,121	10,762	
		123	1,555	15.6	98	1,465	15.8
JONES	08	376	4,134		315	3,992	
	09	571	4,365		507	4,115	
		195	231	5.6	192	123	3.1
LUTHER	08	1,016	8,956		982	8,319	
	09	1,035	10,612		1,006	10,079	
		19	1,656	18.5	24	1,760	21.2
NICOMA PARK	08	570	5,225		460	4,956	
	09	784	6,375		721	5,992	
		214	1,150	22.0	261	1,036	20.9
WRIGHT	08	245	2,294		230	2,198	
	09	221	2,200		196	2,121	
		-24	-94	-4.1	-34	-77	-3.5
BOOKS-BY-MAIL	08	516	4,711		503	4,543	
	09	539	5,066		516	4,818	
		23	355	7.5	13	275	6.1
TOTAL	08	79,405	803,311		76,241	765,750	
	09	88,936	827,954		83,358	783,549	
		9,531	24,643	3.1	7,117	17,799	2.3

EXECUTIVE DIRECTOR'S REPORT

MAY 2009

PRIMARY BOOK VENDOR

Metropolitan Library System policy AM200 Purchasing calls for an annual service evaluation of the library's primary book vendor. Karen Marriott, Deputy Executive Director/Materials & Outreach has completed a performance evaluation for Baker & Taylor for the period July 1, 2008 through April 30, 2009. The evaluation shows that Baker & Taylor has met or exceeded requirements of the current contract. We have attached the evaluation memo and statistics for your information.

E RATE FUNDING COMMITMENT LETTER RECEIVED

We were pleased to receive our E rate funding commitment letter the last week of April. For two years, we have been in the "first wave" of libraries to receive notification of our e rate discount. This year we will receive a little over \$235,000 in discounts from our telecommunication vendors.

GLASS BREAKAGE AT THE DOWNTOWN LIBRARY

Some of you may have seen a story on Channel 5 about 2 weeks ago concerning a glass handrail panel that broke in the downtown library. As you might recall, this is the 4th piece of glass that has broken in the downtown library. Last year, in April, a glass panel in the children's area shattered and we immediately called the city to have them assist us in determining what might be causing this breakage. The city hired a structural engineer to take a look at the situation. After his investigation he said "in his opinion the breakage is not due to movement of the building." Rather he believed it to be a flaw in the glass itself. 2 weeks ago a glass handrail panel on the third floor broke in the early morning hours on a Saturday. Because the panel broke above the monumental stair and the new book area, a great deal of glass fell to the two floors below. The library was closed until noon that morning as the glass was cleaned up. The library immediately contacted the city who came over and assessed the situation. It was agreed that we needed a "forensic glass expert" to come in and look at the glass in the building... He was here within two days and inspected all of the glass in the building. While we have not received a copy of the written report yet, it was his opinion that the glass rail connectors needed to be inspected and any missing washers or grommets replaced. Buckner and Moore (the original contractors for this building) sent a crew out the next day and began that work which is now complete. Upon receipt of the written report, the city and the library will meet to determine if any other action needs to be taken.

I want to thank the City of Oklahoma City and especially the staff in the Public Works department for their quick response and action. Also, Buckner and Moore were on the job right away and we appreciate that as well. MLS security staff, maintenance staff, and especially the staff at the Downtown Library were quick to respond and take care of the situation. Our main focus has always been on the safety of the staff and our customers and we take that responsibility very seriously. We will keep the commission informed as to the final report.

DIRECTOR OF DEVELOPMENT

As most of you know, Ernestine Clark will be retiring on June 1, 2009. We advertised for the position in early May and received over 110 applications. Roy Ballou (human resources office), Ernestine Clark and Lloyd Lovely reviewed and narrowed the list down to about 20 applicants

who appeared to be the best match for the qualifications required. The Interview team, Karen Marriott, Candace McDaniel, Lloyd Lovely and I, narrowed that list to 7 candidates. On May 14th, 15th and 18th we will interview the 6 finalists (one withdrew from consideration). We hope to make a decision following those interviews and have a person on board by mid June.

UPCOMING MEETINGS

The administrative and personnel committee will be meeting on Tuesday, May 19th to review the annual salaries and benefits report. The finance committee will meet on Thursday, May 28 to review the preliminary budget for fiscal year 2009-10. I would like to invite all commission members and especially members of the Long Range Planning Committee to attend the finance committee meeting to hear the presentation regarding the budget.

AMERICAN LIBRARY ASSOCIATION ANNUAL CONFERENCE

I am pleased to report that Beth Toland and Cindy Mitas will be attending the ALA annual conference in Chicago in July. We are working with Cindy and Beth to identify programs that we think will be of interest to them as trustees of the library. We look forward to hearing them speak to us later in the summer about their experience at the conference.

SOUTHERN OAKS DESIGN CHARETTE

Library staff met with architects from ADG (Architectural Design Group) and their consultant, Jeff Scherer on Wednesday, May 6th for the design charette for the Southern Oaks renovation. This process focused on establishing priorities for the work that is needed such as improving mechanical and electrical systems, reworking the driveway, leveling the floor in children's and reclaiming the former bookmobile dock space for library use. We spent a great deal of time in discussing these priorities and also clarifying the space needs. It was a productive meeting that positions us to move forward on schedule for the project

CAPITAL PROJECTS UPDATE

We are continuing to work on the final design documents for the Northwest Library and hope to have those completed soon. Work on the other library projects continues full steam ahead and staff is busy attending construction and design meetings. Ralph Ellison and the Service Center projects continue to be on schedule with anticipated openings in September and October.

DIRECTOR OUTREACH ACTIVITIES

- Attended Rotary 29 Club Meetings
- Attended National Legislative Day/Washington, D.C.
- Participated in Northwest Library Project meeting
- Participated in the Southern Oaks Library Project meeting
- Leadership OKC Awards Luncheon
- Attended Community Foundation Meeting
- United Way Community Investment Subcommittee

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Instrument Playground

Monday, June 1, 2009

Time: 2:30pm-3:30pm

Location: Choctaw

All Ages

Kids, have you always wondered how to play a violin? The Philharmonic's Instrument Playground offers you the chance to be creative and try out a selection of orchestral instruments. Volunteers show you how to manipulate trombones, trumpets, flutes, violins, a cello and percussion instruments of all types. Co-sponsor: OKC Philharmonic.

Neighborhood Arts Presents Lucky Penny Players in The Old Woman and the Willy Nilly Man

Tuesday, June 9, 2009

Time: 10:30am-11:30am

Location: Bethany

All Ages

A delightful story that features an old woman and her old cat who can't seem to get any sleep because the woman's shoes sing and dance all night long. Finally, the old woman goes to see the Willy Nilly Man, a mean old mountain magic man who seems to have lost his ability to trust folks and be a friend. Get ready to laugh as you watch the old woman deal with her predicament! Co-sponsors: Arts Council of Oklahoma City, Oklahoma Arts Council, and National Endowment for the Arts.

Glue and Go Costuming for Kids

Monday, June 15, 2009

Time: 3:30pm-4:30pm

Location: Edmond

Parents and Children

Parents and children come and learn how to create prize winning costumes out of household items. Holly Cleeland from California will give away 3 costumes at the end of each performance. Holly's background has been as a backdrop and billboard painter for Warner Brothers Studios. She has just published a book called "Glue and Go Costumes for Kids."

Barn Dancing with Jean Hill

Thursday, June 18, 2009

Time: 2:00pm-2:45pm

Location: Wright

All ages

Around the turn of the century, barn dancing was the way to get down and party hardy. Folks socialized, met new neighbors, and enjoyed an activity where everyone could kick up their heels together. Now you too, can enjoy that simpler time! Just bring your elders, youngin's and yerself to have a movin' experience guaranteed to create heart warming memories to last a lifetime.

Midsummer Nights Labyrinth

Monday, June 22, 2009

Time: 6:30pm-8:30pm

Location: Warr Acres

All Ages

A Labyrinth is a winding path that is walkable, and following it takes you to the center and back out again. It is not a maze, and has no dead ends or tricks, but rather is one continuous journey to the center and back out again. Did you know that Oklahoma is home to over 70 labyrinths? Gail Peck, author of "Oklahoma Labyrinths: A Path to Inner Peace" will bring a portable labyrinth to walk and be available to answers questions or sign her book. This is a come and go event.

Neighborhood Arts Presents: Rhythmically Speaking in Zellie's Dress and a Three-Tier Cake

Thursday, June 25, 2009

Time: 1:00pm-2:00pm

Location: Village

All Ages

From the day that Zellie was born she wanted to be her own person. But there were just a few challenges. She wanted to eat what she wanted to eat; she wanted to sleep where she wanted to sleep and she did not like the way her mother dressed her.

On Saturdays and when school was out Zellie spent her time with Granny -D, who filled her day with singing, dancing, baking, cooking and making "stuff". Granny - D's house was like a museum and a workshop where all things were "possible". So when Zellie wanted a new dress, Granny-D made it. Co-sponsors: Arts Council of Oklahoma City, Oklahoma Arts Council, and National Endowment for the Arts.

Loose Shoes Band

Friday, June 26, 2009

Time: 2:00pm-2:45pm

Location: Luther

All ages

One never knows what might happen at a Loose Shoes show. There have been conga lines, belly dancers, clowns and poetry readings. Loose shoes is a group of Oklahoma City artists whose collective influences span the globe and usually land somewhere in the neighborhood of the blues. Their repertoire includes pieces from all regions of the world: blues, country, jazz, rock'n roll and zydeco, just to name a few. One thing is for sure--- it's enough fun to entice the whole family to come out and join in!

OKC's Funniest Magician

Monday, June 29, 2009

Time: 2:30pm-3:30pm

Location: Choctaw

All Ages

Activate your funny-bone with Dean Johnson as he creates magic and fun for everyone.

Neighborhood Arts presents Al Bostick and Creative Creation

Tuesday, June 30, 2009

Time: 3:00pm-4:00pm

Location: Southern Oaks

All Ages

Creation Tales from Around the World. Al Bostick takes a creative look at creation myths from different cultures. Admission by free ticket. Tickets will be handed out starting one hour before the program. Co-sponsors: Arts Council of Oklahoma City, Oklahoma Arts Council, and National Endowment for the Arts.