

# **METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY**

Thursday, August 27, 2009, 3:30 p.m.  
Belle Isle Library  
5501 N. Villa  
Oklahoma City, OK 73112  
(Telephone: 843-9601)

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

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

Hugh Rice, Chair

## **3:30 – 3:40 pm INTRODUCTIONS**

- Document #09 – Presentation of Service Certificates for Library Staff

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

## **3:40 – 3:50 pm CONSENT DOCKET (#10 - #12)**

- Document #10 – Approval of Minutes of July 16, 2009 Meeting
- Document #11 – Acceptance of Review of Expenditures for July 2009
- Document #12 – Contract Awards and Purchases  
Item A: Property and Casualty Insurance

## **3:50 – 4:10 pm COMMITTEE REPORTS**

- Document #13 – Discussion, Consideration, and Possible Action: Report and Recommendations  
~ Finance Committee meeting, August 11, 2009 – David Greenwell, Chair
- Document #14 – Metropolitan Library System Fiscal Year 2009–2010 Final Budget

## **4:10 – 4:20 pm SPECIAL PRESENTATIONS**

- *ALA Annual Conference* - Cynthia Mitas, Metropolitan Library Commission member
- *Library Commercials* – Kim Terry, Marketing and Communications Director

## **4:20 – 4:30 pm INFORMATION REPORTS**

- Document #15 – MLS July 2009 Circulation Report
- Document #16 – MLS July 2009 Computer Usage Report
- Document #17 – MLS July 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:**

September 17, 2009  
Midwest City Library, 8143 E. Reno, Midwest City, OK 73110

## **PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF**

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

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

Library System staff receiving Certificates of Service in August 2009:

<b><u>Employees</u></b>	<b><u>Years of Service</u></b>
Cheryl E. Pernell, Associate Librarian, Downtown Library	30
Barbara K. Beasley, Manager of Library Operations, Warr Acres Library	25
Sharon A. Nolan, Librarian, Bethany Library	20
Janet E. Bowen, Library Page, Bethany Library	10
Ngoc Kim Nguyen, Library Page, Village Library	5
Kevin D. Colwell, Receiving Technician, Technical Processing	5

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

DATE: July 16, 2009

TIME: 3:30 pm

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

**Commission Members**

**PRESENT:**

Ralph Bullard  
Carolyn Cornelius, Vice-Chair  
Fran Cory  
Margaret Graham  
Deanna Hannah  
Jose Jimenez  
Lee Alan Leslie  
Penny McCaleb  
Tracy McGehee  
Cynthia Mitas  
Lori Nelson  
Mukesh Patel  
Kim Patterson  
Judy Smith  
Beth Toland  
Ray Vaughn  
Donna Morris, Executive Director

**EXCUSED:**

Nancy Anthony  
Glenda Choate  
Mick Cornett, Mayor of Oklahoma City  
David Greenwell, Disbursing Agent  
Tracy McDaniel  
Brenda Palmer  
Hugh Rice, Chair  
Jim Shonts  
Alyne Strube  
Alexandra Vera  
Greg Womack

Estimate of general public and staff attending: 15

**I.** The meeting was called to order at 3:31 p.m. by Mrs. Carolyn Cornelius, Vice-Chair.

**II.** Roll was called to establish a quorum. Present: Bullard, Cornelius, Cory, Graham, Jimenez, Leslie, McCaleb, McGehee, Mitas, Patel, Patterson, Smith, Toland, Vaughn, (Arrived: Nelson, 3:32; Hannah, 3:38).

**III.** Mrs. Cornelius introduced Ms. Katrina Prince, Manager of the Bethany Library. Ms. Prince welcomed the commission.

**IV.** Mrs. Cornelius called for Presentation of Service Certificates for July 2009. There were none in attendance.

**V.** Mrs. Cornelius called for comments from the general public. There were none.

**VI.** Mrs. Cornelius presented the Consent Docket: Document #02 – Approval of Minutes of June 18, 2009 Meeting; Document #03 – Acceptance of Review of Expenditures for June 2009; and Document #04 – Contract Awards and Purchases of June 2009.

Mrs. Cornelius called for a motion.

**Mr. Jose Jimenez moved to accept the consent docket. Mr. Mukesh Patel seconded. Questions and discussion followed. Motion passed unanimously.**

**VII.** Mrs. Cornelius referred to the Special Presentation ~ *Library Night at the Ballpark*, Lisa Wood, Children's Services Coordinator, Outreach.

Ms. Wood provided updates on the Summer Reading program. Sign-ups are up 24% system-wide over last year. Ms. Wood invited Commission members to attend Library Night at the Ballpark on August 3. Vouchers for tickets to the game were handed out.

**VIII.** Mrs. Cornelius called on Mrs. Morris to present the Information Reports.

- ◆ Document #05 – MLS Annual Furniture & Equipment Inventory Report FY 08-09
- ◆ Document #06 – MLS June 2009 Circulation Report
- ◆ Document #07 – MLS June 2009 Computer Usage Report
- ◆ Document #08 – MLS June 2009 System Reserve Report

Questions and discussion followed.

**IX.** Mrs. Cornelius called on Mrs. Morris to present the Executive Director's Report.

Mrs. Morris introduced Mrs. Diane Sarantakos, Director of Development. Mrs. Sarantakos replaces Ms. Ernestine Clark, who recently retired.

Commissioner Cindy Mitas and a number of MLS staffers attended the ALA Annual Conference in Chicago. Ms. Mitas will be making a presentation highlighting her experience at the conference at a future commission meeting.

The Service Center tours have been rescheduled for Tuesday August 4<sup>th</sup> and Wednesday August 5<sup>th</sup>. Both tours will run from 4:00pm to 5:00pm. Please contact the Director's Office, if you are interested in attending either tour, so that we can get an idea of how many people to expect.

**X.** Mrs. Cornelius called for comments from Commissioners. There were none.

**XI.** The next Commission meeting will be held at the Belle Isle Library on August 27, 2009.

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

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

Donna Morris, Executive Director  
(Secretary)

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

July 31, 2009

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

For comparison, 8.33% of the fiscal year has passed.

This is the first monthly report for 2009-10. The revenue budget and expenditure appropriations are based upon the Preliminary Budget approved by the Commission on June 18, 2009.

### **COMMISSION ACTION**

That the Commission acknowledge the financial report of July 2009.

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

**July 31, 2009**

**ASSETS**

CASH - Overnight Investment Account		\$ 5,463,659.74
INVESTMENTS (Schedule attached)		22,165,006.20
PREPAID ACCOUNTS		30,000.00
TAXES RECEIVABLE: 2009-10 Ad Valorem Tax	27,533,235.00	
Less: Reserve for Delinquent Tax	(2,503,021.00)	
Budgeted Tax Revenue	25,030,214.00	
Less: Tax Received	0.00	
		25,030,214.00
<b>Total Assets</b>		<b><u>\$52,688,879.94</u></b>

**LIABILITIES, DEFERRED REVENUE AND FUND BALANCE**

**LIABILITIES:**

2008-09 Reserve for Appropriations	\$1,988,715.13	
2009-10 Purchase Orders Outstanding	226,651.45	
2008-09 Purchase Orders Outstanding	2,219,588.16	
2009-10 Checks Outstanding	182,267.75	
2008-09 Checks Outstanding	33,310.20	
<b>Total Liabilities</b>		<b>4,650,532.69</b>

**DEFERRED TAX REVENUE:**

Current Year Ad Valorem Tax	25,030,214.00
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**FUND BALANCE:**

Beginning of the Year	\$25,077,529.31	
Add: Revenues		
Budgeted	71,000.00	
Other	218,707.07	289,707.07
Less: Expenditures	(2,359,103.13)	
<b>Total Fund Balance</b>		<b><u>23,008,133.25</u></b>
<b>Total Liabilities, Deferred Revenue and Fund Balance</b>		<b><u>\$52,688,879.94</u></b>



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

**As of July 30, 2009**

Type	Purchase Date	Maturity Date	Interest Rate	Cost
CD - MidFirst Bank	7/21/2009	7/21/2012	3.056%	\$ 95,006.20
CD - Municipal Emp. Credit Union	6/22/2009	5/22/2010	2.015%	240,000.00
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	5/23/2009	12/23/2009	2.100%	240,000.00
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	6/15/2009	10/15/2009	2.050%	95,000.00
CD - BancFirst	7/28/2009	7/27/2012	2.240%	240,000.00
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	6/7/2009	6/7/2011	2.260%	240,000.00
CD - Citizen's Bank of Edmond	7/2/2009	7/2/2014	2.810%	100,000.00
CD - Valliance Bank	3/5/2009	3/5/2010	2.250%	95,000.00
CD - First Citizens 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
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
Fed Farm CR BKS				1,000,000.00
FED HOME LN MTG CORP				2,000,000.00
FED NATL MTG ASSC 10-13				1,000,000.00
Total Investments				<u>\$ 22,165,006.20</u>

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

July 1, 2009 to July 30, 2009

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<b><u>BUDGETED:</u></b>				
2008 Ad Valorem Tax	\$25,030,214.00	\$ -	\$ -	0.00%
State Aid	318,966.00	-	-	0.00%
Fines	<u>486,000.00</u>	<u>71,000.00</u>	<u>71,000.00</u>	14.61%
<b>Total Budgeted Revenue</b>	<u><u>\$ 25,835,180.00</u></u>	<u><u>\$ 71,000.00</u></u>	<u><u>\$ 71,000.00</u></u>	0.27%
<b><u>NOT BUDGETED:</u></b>				
Prior Years Taxes		\$ 89,635.17	\$ 89,635.17	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		105,313.08	105,313.08	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		0.00	0.00	
Miscellaneous		<u>23,758.82</u>	<u>23,758.82</u>	
<b>Total Miscellaneous Revenue</b>		<u><u>\$ 218,707.07</u></u>	<u><u>\$ 218,707.07</u></u>	
<b>Total Revenue</b>	<u><u>\$ 25,835,180.00</u></u>	<u><u>\$ 289,707.07</u></u>	<u><u>\$ 289,707.07</u></u>	1.12%

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

**July 31, 2009**

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
<b>REVOLVING FUNDS:</b>				
805 Gifts/Lost Books	\$ 51,304.22	\$ 4,306.29	\$ 818.48	\$ 54,792.03
810 Prepaid Fees	332.80	0.00	642.89	(310.09)
815 Fines	71,624.03	53,993.07	71,422.73	54,194.37
820 Copy	183,819.74	7,284.14	40,169.57	150,934.31
900 Special Event Fund	3,415.12	100.00	300.00	3,215.12
<b>Total Revolving Funds</b>	<b>\$ 310,495.91</b>	<b>\$ 65,683.50</b>	<b>\$ 113,353.67</b>	<b>\$ 262,825.74</b>
<b>GRANTS:</b>				
	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<b><u>Special Grants</u></b>				
851 10/OAC/Children's Music Festival	\$3,750.00	\$0.00	\$3,750.00	(\$3,750.00)
856 10/LET/Ralph Ellison Statuary	25,000.00	25,000.00	0.00	25,000.00
857 DN/LC Donations	92,529.29	92,529.29	89,785.96	2,743.33
858 10/LET/Summer Reading	20,000.00	20,000.00	0.00	20,000.00
859 10/LET/Winter Readfest	5,000.00	5,000.00	0.00	5,000.00
860 10/LET/Special Grant	14,840.00	14,840.00	0.00	14,840.00
876 08/Guild/Choctaw Books	10,000.00	7,000.00	6,109.77	890.23
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	1,663.75	336.25
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	1,190.00	210.00
935 09/Guild/Creative Teen Arts	300.00	300.00	234.10	65.90
936 09/Guild/Scottish Heritage	500.00	500.00	496.21	3.79
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	12,000.00	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	1,100.00	1,900.00
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
949 09/WalMart/ Del City	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	1,000.00	0.00
981 Downtown Club/Children's	300.00	300.00	113.29	186.71
991 06 Inasmuch	60,000.00	60,000.00	59,928.49	71.51
994 06 WalMart/Village	2,000.00	2,000.00	2,000.00	0.00
<b><u>Grants - Friends of MLS, Previous Years</u></b>				
872 08 Big Cozy Book Furniture	10,000.00	10,000.00	10,000.00	0.00



<b>GRANTS:</b>		<b>GRANT AMOUNT</b>	<b>RECEIPTS TO DATE</b>	<b>EXPEND. TO DATE</b>	<b>ENDING BALANCE</b>
875	08 Public Art	3,000.00	3,000.00	0.00	3,000.00
902	09/Staff Recognition	\$6,845.00	6,924.35	6,877.53	46.82
904	09 Summer at the Library	\$5,000.00	5,000.00	2,050.00	2,950.00
905	09 L.I.F.E.	\$7,500.00	7,500.00	6,213.34	1,286.66
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	16,217.21	2,782.79
911	09 Celebration of Black History & C	\$1,000.00	1,000.00	1,000.00	0.00
913	09 Teen Café Tables	\$1,420.00	1,420.00	1,192.50	227.50
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	580.69	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
<b><u>Grants - Friends of MLS, Current Fiscal Year</u></b>					
834	10 Children's Music Festival	\$8,000.00	0.00	7,000.00	(7,000.00)
<b>Total Grants</b>					<u>\$142,020.19</u>
<b>Total Special Funds</b>					<u><u>\$ 404,845.93</u></u>

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

FY-10

**Personal Services**

Acct	Purpose	This Month	Year to Date	Percent	Appropriation	Balance
101	Salaries	1,203,339.57	1,203,339.57	10.57	11,381,463.00	10,178,123.43
102	Wages - Part-time	198,707.18	198,707.18	11.08	1,793,262.00	1,594,554.82
103	Payroll Taxes	104,677.57	104,677.57	11.11	942,537.00	837,859.43
109	Workers Comp. Insurance	9,800.00	9,800.00	8.72	112,340.00	102,540.00
112	Group Insurance	154,152.63	154,152.63	8.00	1,927,470.00	1,773,317.37
113	Employees' Retirement	68,130.28	68,130.28	2.78	2,448,574.00	2,380,443.72
114	Unemployment Compen.	664.19	664.19	3.32	20,000.00	19,335.81
Total Personal Services		1,739,471.42	1,739,471.42	9.34	18,625,646.00	16,886,174.58

**Maintenance & Operations - Contractual Services**

201	Bldg, Property & Auto Insu.	.00	.00	.00	145,544.00	145,544.00
202	Liability/Bonding Insurance	.00	.00	.00	13,175.00	13,175.00
205	Rent of Library Buildings	5,237.33	5,237.33	10.52	49,800.00	44,562.67
206	Rent of Equipment	.00	.00	.00	6,200.00	6,200.00
207	Janitorial Services	39,493.00	39,493.00	9.43	418,925.00	379,432.00
208	Maintenance of Facilities	10,898.02	10,898.02	2.56	426,410.00	415,511.98
211	Parking & Transportation	20,362.87	20,362.87	12.14	167,720.00	147,357.13
212	Travel Expenses	3,517.86	3,517.86	4.25	82,755.00	79,237.14
213	Professional Services	22,830.07	22,830.07	8.98	254,345.00	231,514.93
214	Security Services	24,132.42	24,132.42	5.68	425,123.00	400,990.58
216	Telephone Services	19,655.96	19,655.96	7.15	274,763.00	255,107.04
217	Electrical Services	54,651.66	54,651.66	10.22	534,949.00	480,297.34
218	Gas Services	1,186.00	1,186.00	1.90	62,347.00	61,161.00
219	Water & Garbage Services	4,528.73	4,528.73	8.66	52,320.00	47,791.27
220	Trigen Energy Services	19,500.00	19,500.00	10.26	189,998.00	170,498.00
226	Memberships	6,281.00	6,281.00	35.40	17,745.00	11,464.00
230	Other Library-Related Serv.	4,187.47	4,187.47	.94	447,439.00	443,251.53
231	Automation Contractual	10,321.24	10,321.24	3.74	275,901.00	265,579.76
236	Network Catalog Services	35,063.00	35,063.00	77.32	45,350.00	10,287.00
Total Contractual Services		281,846.63	281,846.63	7.24	3,890,809.00	3,608,962.37

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

FY-10

**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	17,344.75	17,344.75	9.88	175,600.00	158,255.25
302	Postage	39,105.55	39,105.55	13.88	281,650.00	242,544.45
303	Supplies	18,689.51	18,689.51	4.18	447,027.00	428,337.49
310	Maintenance Supplies	8,157.61	8,157.61	11.49	71,000.00	62,842.39
312	Safety Supplies & Equip.	259.00	259.00	2.45	10,550.00	10,291.00
321	Gasoline & Oil	.00	.00	.00	43,000.00	43,000.00
322	Vehicle Parts & Repairs	926.87	926.87	3.71	25,000.00	24,073.13
330	Programming Activities	18,780.60	18,780.60	8.32	225,610.00	206,829.40
331	Other Commodities	500.34	500.34	1.52	32,904.00	32,403.66
Total Commodities		103,764.23	103,764.23	7.91	1,312,341.00	1,208,576.77

**Capital Outlays**

401	Books & Materials	194,728.21	194,728.21	4.87	4,000,000.00	3,805,271.79
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	12,645.62	12,645.62	7.98	158,480.00	145,834.38
408	Furniture, Fixture, & Equip.	3,815.94	3,815.94	.75	505,783.00	501,967.06
409	Motor Vehicles	.00	.00	.00	50,000.00	50,000.00
410	Automation System & Equip.	15,787.50	15,787.50	3.47	454,468.00	438,680.50
450	Capital Projects	7,043.58	7,043.58	.23	3,112,308.00	3,105,264.42
490	Capital Reserves - Current	.00	.00	.00	699,526.20	699,526.20
499	Reserve Carryover - Prior	.00	.00	.00	16,631,096.14	16,631,096.14
Total Capital Outlays		234,020.85	234,020.85	.91	25,618,861.34	25,384,840.49
Total Budget		2,359,103.13	2,359,103.13	4.77	49,447,657.34	47,088,554.21



Monthly Journal Entries -- July 2009

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
1	1201	2009-10 Ad Valorem Tax	\$ 27,533,235.00	
	1251	Reserve for Delinquent Tax		\$ 2,503,021.00
	3900	Fund Balance	\$ 25,077,529.31	
	3401	Projected Mis. Revenue - State Aid	\$ 318,966.00	
	3403	Projected Mis. Revenue - Fines	\$ 486,000.00	
	3001	2009-10 Reserve for Appropriation		\$50,912,709.31
		Opening entry -- setting up appropriation based on preliminary budget approved by the Commission 6/18/09.		

Investments

2	1001	Cash	\$ 3,904.08	
	3602	Interest Income		\$ 3,904.08
	1101	Investments	\$ 140,000.00	
	1001	Cash		\$ 140,000.00
		Interest from BancFirst CD and additional investment		
3	1001	Cash	\$ 410.30	
	3602	Interest Income		\$ 410.30
		Interest from Stillwater CD		
4	1001	Cash	\$ 208.47	
	3602	Interest Income		\$ 208.47
		Interest from MidFirst CD		
5	1001	Cash	\$ 97,370.77	
	1101	Investments		\$ 95,000.00
	3602	Interest Income		\$ 2,370.77
		Maturity of InTrust CD		
6	1001	Cash	\$ 118.08	
	1101	Investments	\$ 2.59	
	3602	Interest Income		\$ 120.67
		Interest from Midfirst CD		
7	1001	Cash	\$ 40,200.00	
	3602	Interest Income		\$ 40,200.00
		Interest Income on Fed Home LN BKS 3133xrxw4		
8	1001	Cash	\$ 8,035,941.65	
	1101	Investments		\$ 8,000,000.00
	3602	Interest Income		\$ 35,941.65
		Interest and maturity on BOK collateralized CD		
9	1101	Investments	\$ 1,000,000.00	
	1001	Cash		\$ 1,000,000.00

Purchase of Fed Farm CR BKS 31331gc23

10	1101	Investments	\$	2,000,000.00	
	1001	Cash			\$ 2,000,000.00

Purchase of FED HOME LN MTG CORP 3128x84g4

11	1101	Investments	\$	1,000,000.00	
	1001	Cash			\$ 1,000,000.00

Purchase of FED NATL MTG ASSC 10-13

12	1001	Cash	\$	20,000.00	
	3602	Interest Income			\$ 20,000.00

Interest income from 3133xp3h5

#### Tax revenues

13	1001	Cash	\$	33,029.16	
	3601	Prior year Tax			\$ 33,029.16

Ad Valorem Tax apportioned by County for 6/22 to 6/30

14	1001	Cash	\$	19,185.58	
	3601	Prior year Tax			\$ 19,185.58

Ad Valorem Tax apportioned by County for 6/16 to 6/30

15	1001	Cash	\$	37,420.43	
	3601	Prior year Tax			\$ 37,420.43

Ad Valorem Tax apportioned by County for 7/1 to 7/15

#### Miscellaneous revenue

16	1001	Cash	\$	23,758.82	
	3605	Mic. Reimbursements			\$ 23,758.82

Insurance - Life:	\$ 139.20	LET	\$ 3,260.54
Friends	\$ 8,156.80	Consortium-copies	\$ 704.34
Guild copies	21.18	Abitibi	21.70
		OCCC telephone	16.50
OCCF	10,005.00	Literacy link copies	110.58
MA+ Arch. Refund	1,072.00	Literacy council	250.98
	<b>total</b>		<b>23,758.82</b>

#### Fines

17	1001	Cash	\$	71,000.00	
	3403	Projected Mic. Revenue - Fines			\$ 71,000.00

Fines transferred to General Fund in July

#### Payable entries

18	3001	Current Year Reserv. for Appropriations.	\$	2,132,451.68	
	3011	Current Year P.O. Outstanding			\$ 2,132,451.68
	3002	Prior Year Reserv. for Appropriations.			\$ 1,988,715.13
	3012	Prior Year P.O. Outstanding	\$	1,988,715.13	



Purchase orders issued or cancelled in July

19	3011	Current Year P.O. Outstanding	\$ 2,132,451.68	
	3021	Current Year Warrants Outstanding		\$ 2,132,451.68
	3012	Prior Year P.O. Outstanding	\$ 1,046,967.04	
	3022	Prior Year Warrants Outstanding		\$ 1,046,967.04
		Checks issued in July		
20	3021	Current Year Warrants Outstanding	\$ 1,950,183.93	
	1001	Cash		\$ 1,950,183.93
	3022	Prior Year Warrants Outstanding	\$ 1,152,246.12	
	1001	Cash		\$ 1,152,246.12
		Checks cleared Bank in July		

**Bank interest and fees**

21	1001	Cash	\$ 2,157.14	
	3602	Interest Income		\$ 2,157.14
		Interest from GF Checking Acct less fees		
22	8000	Special Fund Cash		\$ 158.70
	8815	Fines Account	\$ 158.70	
		Interest from SF Checking Acct less fees		

**Special funds**

23	8000	Special Fund Cash	\$ 117,675.40	
	8815	Fines		\$ 41,787.86
	8820	Copy		\$ 7,284.14
	8805	Gift/Lost Books		\$ 4,306.29
	8810	Prepaid Fees	\$ 642.89	
	8856			\$ 25,000.00
	8858			\$ 20,000.00
	8859			\$ 5,000.00
	8860			\$ 14,840.00
	8900			\$ 100.00
		Revenues of special funds received in July		
24	8000	Cash		\$ 129,901.65
	8815		\$ 71,259.90	
	8820	Copy	\$ 40,169.57	
	8805	Gift/Lost Books	\$ 818.48	
	8905		\$ 3,117.40	
	8900		\$ 300.00	
	8904		\$ 2,050.00	
	8941		\$ 482.30	
	8945		\$ 350.00	
	8991		\$ 604.00	
	8834		\$ 7,000.00	
	8851		\$ 3,750.00	
		Expenditures of special funds in July		

Corrections, adjustments, and miscellaneous

25	3001	\$	226,651.45	
	3011			\$ 226,651.45
				to correct the amount of current encumbrances in je18
26	8000	\$	12,205.21	
	8815			\$ 12,205.21
				To record credit card receipts of fines
	Grand Total		<u>\$ 76,830,688.26</u>	<u>\$76,830,688.26</u>
				\$ -

General Fund F.Y. 09-10

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-00001	Bank of Oklahoma	Payroll Transmittal-Chks	40,626.24	
		Payroll Transmittal-Chks	24,044.15	
		Payroll Transmittal-Chks	165.00	64,835.39
G-00002	Bank of Oklahoma	Federal Withholding Tax	35,028.60	
		Federal Withholding Tax	1,833.00	36,861.60
G-00003	Oklahoma Tax Commission	State Withholding Tax	13,129.00	
		State Withholding Tax	925.50	14,054.50
G-00004	Mun. Employees Credit Union	Employee Cr Union Deducts	11,234.13	
		Employee Cr Union Deducts	87.50	11,321.63
G-00005	United Way of Central Oklahoma	Employee Deductions	415.56	415.56
G-00006	Bank of America	Payroll Transmittal-DDep	217,230.88	
		Payroll Transmittal-DDep	34,514.73	
		Payroll Transmittal-DDep	1,155.00	252,900.61
G-00007	Nationwide Retirement Solution	Employee Deductions	7,007.23	7,007.23
G-00008	Transamerica Worksite Mrktg.	Employee Deductions	478.18	478.18
G-00009	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,893.18	4,893.18
G-00010	Bank of Oklahoma	Employee Flexplan Deposit	23,705.63	23,705.63
G-00011	Bank of Oklahoma	Employee Soc/Sec Deposits	23,320.54	
		Employee Soc/Sec Deposits	4,122.49	
		Employee Medicare Deposit	5,454.04	
		Employee Medicare Deposit	964.15	
		Employer Soc/Sec Deposits	27,442.96	
		Employer Medicare Deposit	6,418.05	67,722.23
G-00012	MassMutual Financial Group	Employee Contrib -- DC PI	12,413.66	
		Employer Contrib -- DC PI	22,554.07	34,967.73
G-00013	Love, Beal & Nixon, P.C.	Employee Deductions	399.89	399.89
G-00014	ODHS Oklahoma Centralized	Employee Deductions	338.02	338.02
G-00015	Administrative Systems, Inc.	Employee Deductions	1,098.87	1,098.87
G-00016	UNUM Life Insurance	Employee Deductions	1,432.20	
		Employee Deductions	17.40	1,449.60
G-00017	NCO Financial Systems, INC	Employee Deductions	299.85	299.85
G-00018	City of Del City	Rent of Library Buildings	400.00	400.00
G-00019	UNUM Life Insurance	Grp Long-Term Disab Ins.	5,220.34	5,220.34
G-00020	Mutual Assurance	Ins. Binder-Life/AD&D	2,386.06	2,386.06
G-00021	Jean Hill	Programming Activities	150.00	150.00
G-00022	Michael Corley	Programming Activities	169.00	169.00
G-00023	Dowell Parking Center	Parking	50.00	50.00
G-00024	Vision Service Plan of	Grp Vision Insurance-July	2,226.78	2,226.78
G-00025	COTPA	Parking & Transportation	2,944.00	
		Parking & Transportation	2,116.00	
		Parking & Transportation	4,692.00	9,752.00
G-00026	UNUM Life Insurance	Grp LTC Insurance - July	1,702.70	1,702.70
G-00027	Troy Scott	Programming Activities	450.00	450.00
G-00028	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-00029	Oklahoma Library Association	Memberships	1,350.00	1,350.00
G-00030	Baker & Taylor Books	Materials	4,102.92	4,102.92
G-00031	U.S. Postal Service	Postage	15,000.00	15,000.00
G-00032	Dun & Bradstreet	Materials	6,522.50	6,522.50
G-00033	The Norman Transcript	Subscriptions	216.00	216.00
G-00034	Mutual Assurance	Grp Med/Dtl Ins Prem-July	31,113.83	31,113.83
G-00035	Morningstar	Materials	7,200.00	
		Materials	1,065.00	8,265.00



General Fund F.Y. 09-10

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-00036	Dana Bickford	Professional Services	600.00	600.00
G-00037	Ingram Library Service	Materials	1,046.57	1,046.57
G-00038	Information Today, Inc.	Materials	215.55	215.55
G-00039	Mergent Co., Inc.	Materials	9,069.00	9,069.00
G-00040	High-Tech-Tronics, Inc.	Maintenance of Facilities	703.80	
		Maintenance of Facilities	209.70	913.50
G-00041	OverDrive, Inc fka	Materials	4,996.62	4,996.62
G-00042	United States Postal Service	Postage	9,000.00	9,000.00
G-00043	Oklahoma City Zoo Educ. Dept.	Programming Activities	75.00	75.00
G-00044	Baker & Taylor, Inc.	Materials	4,885.00	4,885.00
G-00045	ProQuest	Materials	33,350.00	33,350.00
G-00046	Newsbank	Materials	16,595.00	16,595.00
G-00047	Omniplex	Programming Activities	150.00	150.00
G-00048	IFMA-Headquarters	Memberships	383.00	383.00
G-00049	Meyer, Scherer & Rockcastle, Lt	Professional Services	387.43	
		Professional Services	1,035.00	1,422.43
G-00050	Learning Express	Materials	9,010.00	9,010.00
G-00051	City of Choctaw	Water & Garbage Services	306.01	306.01
G-00052	Metropolitan Library System	Grp Med/Dtl Ins Prms-July	109,280.92	109,280.92
G-00053	Accuity	Materials	347.00	347.00
G-00054	Susan H. Wood	Programming Activities	105.00	105.00
G-00055	Thomson Reuters	Materials	767.25	767.25
G-00056	Dustin Gilpin	Programming Activities	125.00	125.00
G-00057	Kaleb Christian Nimz	Programming Activities	125.00	125.00
G-00058	Tulsa Ballet Theatre, Inc.	Materials	109.80	109.80
G-00059	Justin Witte	Programming Activities	150.00	150.00
G-00060	Society for Human Resource	Library-Related Services	160.00	160.00
G-00061	City of Midwest City, Inc.	Water & Garbage Services	301.70	301.70
G-00062	City of the Village	Water & Garbage	82.97	82.97
G-00063	Southwestern Stationers, Inc.	Printing	6,172.00	6,172.00
G-00064	Eales Electronics Corp.	Maintenance of Facilities	45.00	45.00
G-00065	Journey House Travel, Inc.	Travel Expenses	273.41	273.41
G-00066	Hewlett-Packard Co.	Automation Contractual	4,701.85	4,701.85
G-00067	Oklahoma Library Association	Memberships	111.00	111.00
G-00068	South OKC Chamber of Commerce	Memberships	325.00	325.00
G-00069	Charles S. Isaacs	Telephone Services	35.00	35.00
G-00070	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00071	United Refrigeration, Inc.	Maintenance of Facilities	376.57	376.57
G-00072	LexisNexis Matthew Bender	Materials	4,470.50	4,470.50
G-00073	Anne G. Fischer	Telephone Services	50.00	50.00
G-00074	Spaces, Inc.	Furniture	2,728.12	2,728.12
G-00075	New Atlas dot Com, Inc.	Materials	37.69	37.69
G-00076	Walter Wayne McEvilly	Programming Activities	200.00	200.00
G-00077	Library Video Co.	Materials	1,512.55	1,512.55
G-00078	INTEGRIS Corporate Assistance	Group Insurance	902.00	902.00
G-00079	National Archive Publishing Co	Subscriptions	1,244.30	
		Subscriptions	333.03	
		Subscriptions	1,732.51	
		Subscriptions	1,074.15	
		Subscriptions	1,160.42	5,544.41
G-00080	IPMA-HR	Professional Services	600.00	600.00
G-00081	Oklahoma County Newspapers	Subscriptions	18.00	18.00



General Fund F.Y. 09-10

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-00082	DWe Williams	Programming Activities	450.00	450.00
G-00083	Rotary Club of Oklahoma City	Memberships	180.00	
		Other Commodities	125.00	305.00
G-00084	Porch School Supply	Supplies	155.10	155.10
G-00085	Barnes & Noble, Inc.	Materials	64.06	64.06
G-00086	Jimmy Welch	Telephone Services	50.00	50.00
G-00087	John Mark Dawson	Security Services	300.00	300.00
G-00088	Jurden Brown, Jr.	Security Services	162.50	162.50
G-00089	Kelly Fuselier	Programming Activities	100.00	
		Programming Activities	150.00	250.00
G-00090	Steve Crawford	Programming Activities	200.00	200.00
G-00091	McLoud Weekly News LLC	Subscriptions	25.00	25.00
G-00092	Priscilla A. Russell	Programming Activities	200.00	200.00
G-00093	Baker & Taylor Entertainment	Materials	14.98	14.98
G-00094	Arts Council of Oklahoma City	Memberships	100.00	100.00
G-00095	MetroFamily Magazine	Library-Related Services	1,449.00	1,449.00
G-00096	Reef Shop Warehouse	Maintenance of Facilities	70.93	70.93
G-00097	Garcia Tire Service, Inc.	Maintenance of Facilities	12.00	12.00
G-00098	Matthew Price	Programming Activities	50.00	50.00
G-00099	Donna Morris	Parking & Transportation	450.00	450.00
G-00100	John Utley	Telephone Services	35.00	35.00
G-00101	Scott Delsigne	Programming Activities	100.00	100.00
G-00102	Lesli Jones	Library-Related Services	180.00	180.00
G-00103	Baker & Taylor Books	Materials	96.91	96.91
G-00104	Clarissa Sharp	Programming Activities	75.00	75.00
G-00105	Joshua Pershica	Security Services	162.50	162.50
G-00106	Cheryl K. Pierson	Programming Activities	100.00	100.00
G-00107	Albert F. Serradell	Programming Activities	100.00	100.00
G-00108	Baker & Taylor Entertainment	Materials	2,817.15	2,817.15
G-00109	Thomas B. Horne	Rent of Facility	4,437.33	4,437.33
G-00110	Alexandra Brodt	Programming Activities	150.00	150.00
G-00111	Savannah Mitchell	Programming Activities	150.00	150.00
G-00112	Suzette V. Felton	Programming Activities	77.12	77.12
G-00113	Angie Oxtoby	Programming Activities	149.07	149.07
G-00114	Harry E. Coates Company, Inc.	Capital Projects	500.00	500.00
G-00115	Jennifer M. Cinocco	Programming Activities	150.00	
		Programming Activities	75.00	225.00
G-00116	Kimberly N. Williams	Programming Activities	375.00	375.00
G-00117	Bank of Oklahoma	Payroll Transmittal-Chks	41,077.95	
		Payroll Transmittal-Chks	23,149.71	64,227.66
G-00118	Bank of Oklahoma	Federal Withholding Tax	37,604.60	
		Federal Withholding Tax	1,624.00	39,228.60
G-00119	Oklahoma Tax Commission	State Withholding Tax	13,854.00	
		State Withholding Tax	846.50	14,700.50
G-00120	Mun. Employees Credit Union	Employee Cr Union Deducts	11,234.13	
		Employee Cr Union Deducts	87.50	11,321.63
G-00121	United Way of Central Oklahoma	Employee Deductions	415.56	415.56
G-00122	Bank of America	Payroll Transmittal-DDep	230,287.85	
		Payroll Transmittal-DDep	33,112.64	263,400.49
G-00123	Nationwide Retirement Solution	Employee Deductions	7,007.23	7,007.23
G-00124	Transamerica Worksite Mrktg.	Employee Deductions	478.18	478.18
G-00125	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,981.14	4,981.14



General Fund F.Y. 09-10

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-00126	Bank of Oklahoma	Employee Flexplan Deposit	11,323.68	11,323.68
G-00127	Bank of Oklahoma	Employee Soc/Sec Deposits	24,278.25	
		Employee Soc/Sec Deposits	3,949.03	
		Employee Medicare Deposit	5,677.99	
		Employee Medicare Deposit	923.62	
		Employer Soc/Sec Deposits	28,227.11	
		Employer Medicare Deposit	6,601.43	69,657.43
G-00128	MassMutual Financial Group	Employee Contrib -- DC PI	12,514.77	
		Employer Contrib -- DC PI	22,796.99	35,311.76
G-00129	Love, Beal & Nixon, P.C.	Employee Deductions	395.42	395.42
G-00130	ODHS Oklahoma Centralized	Employee Deductions	338.02	338.02
G-00131	Administrative Systems, Inc.	Employee Deductions	1,107.77	1,107.77
G-00132	NCO Financial Systems, INC	Employee Deductions	331.48	331.48
G-00133	City of Bethany	Water & Garbage	119.30	119.30
G-00134	Locke Supply Co.	Maintenance of Facilities	4.31	
		Maintenance of Facilities	33.75	38.06
G-00135	Tech-Lock	Maintenance of Facilities	577.00	577.00
G-00136	Demco	Supplies	104.09	104.09
G-00137	EBSCO Subscription Services	Subscriptions	19.69	19.69
G-00138	AT&T	Telephone Services	931.06	
		Telephone Services	781.54	
		Telephone Services	339.66	2,052.26
G-00139	City of Edmond	Electrical Services	4,801.66	4,801.66
G-00140	Oklahoma Historical Society	Programming Activities	577.70	577.70
G-00141	Baker & Taylor Books	Materials	6,682.24	6,682.24
G-00142	Bill Warren Office Products	Supplies	694.60	694.60
G-00143	ALA Membership CSC	Memberships	159.00	
		Memberships	159.00	
		Memberships	59.00	377.00
G-00144	Keystone Tape & Label, Inc.	Printing	404.62	404.62
G-00145	United Refrigeration, Inc.	Maintenance of Facilities	438.55	
		Maintenance of Facilities	200.28	
		Maintenance of Facilities	314.63	953.46
G-00146	Pure Service Corp.	Janitorial Services	16,170.00	
		Janitorial Services	8,005.00	
		Janitorial Services	848.00	
		Janitorial Services	715.00	
		Janitorial Services	181.00	
		Janitorial Services	10,579.00	
		Janitorial Services	2,545.00	
		Janitorial Services	450.00	39,493.00
G-00147	Johnstone Supply	Maintenance of Facilities	31.58	31.58
G-00148	Eureka Water Co.	Restroom Renovations	25.80	
		Ralph Ellison Relocation	37.75	
		Restroom Renovations	28.45	92.00
G-00149	Greater Oklahoma City	Memberships	3,000.00	3,000.00
G-00150	Hunter's Battery Warehouse	Maintenance of Facilities	56.75	56.75
G-00151	Metrocall Wireless	Telephone Services	83.45	83.45
G-00152	Scott's Printing & Copying	Printing	393.60	
		Printing	93.97	487.57
G-00153	Ingram Library Service	Materials	1,152.60	1,152.60
G-00154	Walker Companies	Programming Activities	2,720.00	2,720.00



General Fund F.Y. 09-10

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-00155	OverDrive, Inc fka	Materials	3,224.14	3,224.14
G-00156	Oklahoma County Newspapers	Subscriptions	36.00	36.00
G-00157	Positive Promotions	Supplies	250.70	250.70
G-00158	Ingram Library Service	Materials	823.44	823.44
G-00159	Oklahoma Dept of Public Safety	Materials	195.00	195.00
G-00160	Center Point Large Print	Materials	514.02	514.02
G-00161	Evans Hardware	Maintenance of Facilities	59.48	
		Maintenance of Facilities	6.58	66.06
G-00162	Patrick Sciannella/Double Play	Programming Activities	400.00	400.00
G-00163	Contractors Supply Co.	Maintenance of Facilities	28.39	28.39
G-00164	Kelly Fuselier	Programming Activities	450.00	
		Programming Activities	300.00	750.00
G-00165	Steve Crawford	Programming Activities	200.00	200.00
G-00166	Omniplex	Programming Activities	1,350.00	1,350.00
G-00167	City of Edmond	Water & Garbage Services	618.00	618.00
G-00168	Association of Fundraising	Memberships	295.00	295.00
G-00169	Heritage Microfilm, Inc	Subscriptions	6,711.48	6,711.48
G-00170	John L. Hilbert	Programming Activities	42.89	42.89
G-00171	Preston Bell	Transportation	40.00	40.00
G-00172	Star Lighting	Maintenance of Facilities	15.32	15.32
G-00173	Oklahoma Heritage Association	Materials	416.35	416.35
G-00174	Securitas Security USA, Inc.	Security Services	2,463.20	2,463.20
G-00175	Baker & Taylor Books	Materials	1,638.03	1,638.03
G-00176	Baker & Taylor Books	Materials	10,282.57	10,282.57
G-00177	Erika Sterling	Maintenance of Facilities	120.00	120.00
G-00178	Baker & Taylor Entertainment	Materials	362.08	362.08
G-00179	Mobile Mini, Inc.	Ralph Ellison Relocation	123.00	123.00
G-00180	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-00181	David L. May	Programming Activities	200.00	
		Programming Activities	175.00	375.00
G-00182	Chris Kennedy	Programming Activities	83.20	83.20
G-00183	Lindsay Jones Egle	Programming Activities	24.36	24.36
G-00184	Alison Harris McAnally	Programming Activities	400.00	400.00
G-00185	Boe Toahty	Programming Activities	240.00	240.00
G-00186	Bethany's History Book	Library-Related Services	400.00	400.00
G-00187	Jennifer M. Cinocco	Programming Activities	150.00	150.00
G-00188	Dustin Gilpin	Programming Activities	187.50	187.50
G-00189	Kaleb Christian Nimz	Programming Activities	187.50	187.50
G-00190	Shoplet	Supplies	54.27	54.27
G-00191	Kid Shine, LLC	Programming Activities	275.00	275.00
G-00192	Metropolitan Library System	Professional Services	85.00	
		Postage	16.55	
		Supplies	31.80	
		Programming Activities	104.58	
		Programming Activities	44.99	
		Other Commodities	23.38	306.30
G-00193	City of Del City	Rent of Library Buildings	400.00	400.00
G-00194	O G & E	Electrical Services	4,953.53	4,953.53
G-00195	Southwestern Stationers, Inc.	Supplies	425.12	
		Supplies	9.06	
		Supplies	28.97	463.15
G-00196	Locke Supply Co.	Maintenance of Facilities	46.47	
	** Continued **			



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Warrant Register

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-00196	Locke Supply Co.	Maintenance of Facilities	183.08	
		Maintenance of Facilities	24.73	254.28
G-00197	EBSCO Subscription Services	Subscriptions	75.04	75.04
G-00198	Gale Research	Materials	1,452.00	1,452.00
G-00199	Highsmith Co., Inc.	Programming Gifts	97.70	
		Supplies	67.26	164.96
G-00200	City of Warr Acres	Water & Garbage Services	53.50	53.50
G-00201	AT&T	Telephone Services	144.38	144.38
G-00202	Baker & Taylor Books	Materials	1,763.17	1,763.17
G-00203	TDS Telecom	Telephone Services	1,248.46	1,248.46
G-00204	Oklahoma Employment	Unemployment Insurance	664.19	664.19
G-00205	Eureka Water Co.	Restroom Renovations	59.50	59.50
G-00206	Journal Record Publishing	Library-Related Services	175.00	175.00
G-00207	Denyveta Davis	Mileage	148.69	148.69
G-00208	Gale Group	Materials	4,595.80	4,595.80
G-00209	Staples Business Advantage	Supplies	60.95	60.95
G-00210	JoNita Normore	Mileage	6.05	6.05
G-00211	Library Video Co.	Materials	1,400.46	1,400.46
G-00212	Full Circle Bookstore	Programming Activities	106.19	106.19
G-00213	Mel Bay	Materials	21.92	21.92
G-00214	Amigos Library Services	Network Catalog Services	35,000.00	35,000.00
G-00215	Random House, Inc	Materials	5,080.00	5,080.00
G-00216	Gateway Films/Vision Video	Materials	654.70	654.70
G-00217	Ingram Library Service	Materials	2,453.33	2,453.33
G-00218	XPEDX	Supplies	1,343.18	
		Maintenance Supplies	184.10	
		Supplies	1,342.38	2,869.66
G-00219	Lakeshore Learning Materials	Supplies	99.95	99.95
G-00220	Ingram Library Service	Materials	2,415.60	2,415.60
G-00221	Jeffrey J. Crawford	Security Services	487.50	487.50
G-00222	Dell Marketing L.P.	Supply	186.98	186.98
G-00223	Debbie Robertus	Mileage	15.46	15.46
G-00224	Miguel A. Campos	Security Services	212.50	212.50
G-00225	Jurden Brown, Jr.	Security Services	325.00	325.00
G-00226	Stanley Campbell	Security Services	137.50	137.50
G-00227	Steve's Wholesale Distributors	Maintenance of Facilities	400.30	
		Maintenance of Facilities	13.45	413.75
G-00228	Advantage Laser Products, Inc.	Supplies	395.42	395.42
G-00229	Omniplex	Programming Activities	150.00	
		Programming Activities	150.00	300.00
G-00230	Dowell Parking Center	Parking & Transportation	50.00	50.00
G-00231	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-00232	Amazon/GE Money Bank	Supplies	2,120.65	2,120.65
G-00233	OASLMS	Professional Services	25.00	
		Professional Services	25.00	50.00
G-00234	Baker & Taylor Books	Materials	830.98	830.98
G-00235	Baker & Taylor Entertainment	Materials	205.80	205.80
G-00236	Walmart Community	Programming Activities	128.54	128.54
G-00237	SLRS, Inc.	Programming Activities	104.41	104.41
G-00238	KMGL	Library-Related Services	1,485.00	1,485.00
G-00239	Rondia K. Banks	Programming Activities	76.61	76.61



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**Warrant Register**

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Number	Vendor/Payee	Purpose		Amount
G-00240	Karole Stout	Programming Activities	150.00	150.00
G-00241	AT&T	Telephone Services	59.72	59.72
G-00242	Securitas Security USA, Inc.	Security Services	5,060.78	5,060.78
G-00243	Baker & Taylor Books	Materials	7,411.21	
		Materials	5,729.00	13,140.21
G-00244	Baker & Taylor Books	Materials	10,915.55	
		Materials	579.96	11,495.51
G-00245	Baker & Taylor Books	Materials	11,692.38	11,692.38
G-00246	Clarissa Sharp	Programming Activities	60.00	60.00
G-00247	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-00248	James Associates	Programming Activities	150.00	150.00
G-00249	Joshua Pershica	Security Services	600.00	600.00
G-00250	Baker & Taylor Entertainment	Materials	515.48	515.48
G-00251	Overdrive, Inc.	Materials	3,313.35	3,313.35
G-00252	Savannah Mitchell	Programming Activities	150.00	150.00
G-00253	Vernon L. Kriethe	Security Services	112.50	112.50
G-00254	Donna Hilton	Programming Activities	150.00	150.00
G-00255	William Redenius	Programming Activities	210.96	210.96
G-00256	Kimberly N. Williams	Programming Activities	450.00	450.00
G-00257	Taleo World 2009-Enterprise	Professional Services	850.00	850.00
G-00258	Kathy C. Brown	Programming Activities	100.00	100.00
G-00259	Bank of Oklahoma	Payroll Transmittal-Chks	43,917.42	
		Payroll Transmittal-Chks	24,078.83	67,996.25
G-00260	Bank of Oklahoma	Federal Withholding Tax	39,534.60	
		Federal Withholding Tax	1,903.00	41,437.60
G-00261	Oklahoma Tax Commission	State Withholding Tax	14,473.00	
		State Withholding Tax	953.50	15,426.50
G-00262	Mun. Employees Credit Union	Employee Cr Union Deducts	11,009.13	
		Employee Cr Union Deducts	87.50	11,096.63
G-00263	Bank of America	Payroll Transmittal-DDep	236,674.32	
		Payroll Transmittal-DDep	36,257.90	272,932.22
G-00264	Nationwide Retirement Solution	Employee Deductions	7,007.23	7,007.23
G-00265	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,934.56	4,934.56
G-00266	Bank of Oklahoma	Employee Soc/Sec Deposits	24,918.34	
		Employee Soc/Sec Deposits	4,248.34	
		Employee Medicare Deposit	5,827.67	
		Employee Medicare Deposit	993.59	
		Employer Soc/Sec Deposits	29,166.78	
		Employer Medicare Deposit	6,821.24	71,975.96
G-00267	MassMutual Financial Group	Employee Contrib -- DC PI	12,527.21	
		Employer Contrib -- DC PI	22,779.22	35,306.43
G-00268	Love, Beal & Nixon, P.C.	Employee Deductions	390.67	390.67
G-00269	Robinson & Hoover	Employee Deductions	30.00	30.00
G-00270	ODHS Oklahoma Centralized	Employee Deductions	338.02	338.02
G-00271	NCO Financial Systems, INC	Employee Deductions	326.28	326.28
Total of FY 09-10 Warrants Issued				\$ 2,132,451.68

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Number	Vendor/Payee	Purpose		Amount
G-05285	Metropolitan Library System	Professional Services	68.64	
		Postage	17.60	
		Supplies	102.91	
		Programming Activities	157.11	
		Programming Activities	137.23	
		Other Commodities	99.94	583.43
G-05286	O G & E	Electrical Services	19,894.00	19,894.00
G-05287	Oklahoma Natural Gas Co.	Gas Services	83.32	
		Gas Services	226.61	309.93
G-05288	Locke Supply Co.	Maintenance of Facilities	26.12	
		Maintenance of Facilities	78.10	
		Maintenance of Facilities	10.97	
		Maintenance of Facilities	9.95	125.14
G-05289	Journey House Travel, Inc.	Travel Expenses	349.70	349.70
G-05290	City of Warr Acres	Water & Garbage	53.50	53.50
G-05291	AT&T	Telephone Services	140.14	140.14
G-05292	Alma L. Brown	Programming Activities	39.08	39.08
G-05293	Richard Rea	Other Commodities	50.09	50.09
G-05294	Oklahoma Historical Society	Subscriptions	3,570.00	3,570.00
G-05295	Susie Beasley	Mileage	8.80	
		Supplies	66.34	
		Programming Activities	201.00	
		Programming Activities	198.99	475.13
G-05296	Donna Morris	Telephone Services	50.00	50.00
G-05297	Spence & Associates, Inc	Library-Related Services	1,900.00	
		Library-Related Services	1,900.00	3,800.00
G-05298	TDS Telecom	Telephone Services	708.21	708.21
G-05299	CompSource Oklahoma	Workers Comp Insurance	8,062.00	8,062.00
G-05300	United Refrigeration, Inc.	Maintenance of Facilities	30.51	
		Maintenance of Facilities	51.45	
		Maintenance of Facilities	74.04	156.00
G-05301	Tindle Arnold	Mileage	14.58	14.58
G-05302	FedEx	Postage	8.57	
		Postage	7.03	15.60
G-05303	U.S. Postmaster	Postage	46.88	46.88
G-05304	Johnstone Supply	Maintenance of Facilities	27.73	
		Maintenance of Facilities	80.56	108.29
G-05305	Discovery Channel	Books & Materials	2,399.40	2,399.40
G-05306	Eureka Water Co.	Ralph Ellison Relocation	76.80	76.80
G-05307	Denyveta Davis	Other Commodities	52.49	52.49
G-05308	Ann Aliotta	Supplies	213.41	213.41
G-05309	JoNita Normore	Mileage	18.70	18.70
G-05310	Anne G. Fischer	Recognition	144.00	144.00
G-05311	Priscilla Doss	Other Commodities	77.01	77.01
G-05312	Rosemary Czarski	Professional Services	100.00	100.00
G-05313	Commercial Concepts	Automation Contractural	1,391.50	1,391.50
G-05314	Downtown College Consortium	Professional Services	80.00	80.00
G-05315	Linda Hyams	Travel Expenses	150.37	150.37
G-05316	Kristin Williamson	Programming Activities	104.85	104.85
G-05317	Candace McDaniel	Supplies	29.79	29.79
G-05318	Dana Morrow	Other Commodities	125.51	125.51
G-05319	Cummins Southern Plains, Ltd.	Maintenance of Facilities	606.00	606.00



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Number	Vendor/Payee	Purpose		Amount
G-05320	KVMs.com	Automation Equipment	1,035.00	1,035.00
G-05321	Town of Luther	Water & Garbage	44.25	44.25
G-05322	Jana Hausburg	Mileage	13.75	13.75
G-05323	Dana Phillips	Mileage	28.60	28.60
G-05324	Cox Media Oklahoma City	Library Related Services	1,500.00	1,500.00
G-05325	Evans Hardware	Maintenance of Facilities	2.28	
		Maintenance of Facilities	28.08	
		Maintenance of Facilities	11.99	42.35
G-05326	First Edition Cafe	Supplies	108.00	108.00
G-05327	Dell Marketing L.P.	Automation Equipment	197.99	197.99
G-05328	Debbie Robertus	Mileage	6.27	6.27
G-05329	Franklin Covey Co.	Supplies	43.92	43.92
G-05330	Michael Corley	Programming Activities	169.00	169.00
G-05331	Kimberly Edwards	Programming Activities	108.27	108.27
G-05332	Harry Hoang	Programming Activities	118.09	118.09
G-05333	Sharon A. Nolan	Programming Activities	55.04	55.04
G-05334	Pleasant Pools	Maintenance of Facilities	584.19	584.19
G-05335	ULINE	Programming Supplies	630.50	
		Programming Supplies	460.09	1,090.59
G-05336	David Stanley Chevrolet	Maintenance of Facilities	339.10	339.10
G-05337	Walmart Community	Other Commodities	16.54	
		Safety Supplies	180.99	197.53
G-05338	John L. Hilbert	Programming Activities	111.48	
		Programming Activities	138.40	
		Programming Activities	31.93	
		Programming Activities	183.48	
		Programming Activities	59.29	524.58
G-05339	Reef Shop Warehouse	Maintenance of Facilities	66.95	66.95
G-05340	Garcia Tire Service, Inc.	Vehicle Parts & Repairs	166.66	
		Maintenance of Facilities	12.00	178.66
G-05341	AT&T	Telephone Services	58.71	58.71
G-05342	Securitas Security USA, Inc.	Security Services	6,877.05	6,877.05
G-05343	CEBS Program	Professional Services	100.00	100.00
G-05344	Image Supply	Supplies	369.00	369.00
G-05345	Cynthia Selinger	Professional Services	115.00	115.00
G-05346	Tyler Outdoor Advertising, LLC	Library-Related Services	2,120.00	2,120.00
G-05347	Eide Bailly LLP	Professional Services	2,100.00	2,100.00
G-05348	Darin R. Smith	Transportation	10.00	10.00
G-05349	Lindsay Jones Egle	Programming Activities	33.70	33.70
G-05350	Oklahoma Department of Labor	Maintenance of Facilities	40.00	
		Maintenance of Facilities	40.00	
		Maintenance of Facilities	40.00	120.00
G-05351	Heartland Voices	Programming Activities	100.00	100.00
G-05352	Jamar Rahming	Supplies	75.45	
		Programming Activities	64.97	
		Programming Activities	82.69	223.11
G-05353	SHRM Conference	Professional Services	350.00	350.00
G-05354	DaLeesa J. Flick	Programming Activities	59.35	59.35
G-05355	Gay M. Snyder	Programming Activities	85.00	85.00
G-05356	Michigan Association for	Other Commodities	718.50	718.50
G-05357	Shirley Edwards	Programming Activities	75.00	75.00
G-05358	O G & E	Electrical Services	7,892.66	7,892.66



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Number	Vendor/Payee	Purpose		Amount
G-05359	Oklahoma Natural Gas Co.	Gas Services	40.71	40.71
G-05360	Brodart, Inc.	Supplies	169.87	169.87
G-05361	Southwestern Stationers, Inc.	Supplies	20.68	
		Supplies	387.50	
		Supplies	55.42	
		Printing	974.00	1,437.60
G-05362	Locke Supply Co.	Maintenance of Facilities	52.11	
		Maintenance of Facilities	5.96	58.07
G-05363	Dagwell Dixie Inc	Maintenance of Facilities	246.65	246.65
G-05364	Demco	Supplies	52.01	52.01
G-05365	Gaylord Bros.	Supplies	696.00	696.00
G-05366	Highsmith Co., Inc.	Supplies	269.75	
		Programming Supplies	277.20	546.95
G-05367	Alma L. Brown	Programming Activities	89.44	89.44
G-05368	Frank Ray	Mileage	16.50	16.50
G-05369	ASTD Central Oklahoma Chapter	Memberships	50.00	50.00
G-05370	Weston Woods Accts Receivable	Materials	24.95	24.95
G-05371	Bill Warren Office Products	Supplies	569.50	569.50
G-05372	Cheryl Mann	Mileage	9.90	9.90
G-05373	Charles S. Isaacs	Mileage	10.45	10.45
G-05374	American Library Assoc.	Programming Supplies	199.60	199.60
G-05375	Keystone Tape & Label, Inc.	Printing	1,439.58	1,439.58
G-05376	Recorded Books, LLC	Materials	961.64	961.64
G-05377	Eureka Water Co.	Ralph Ellison Relocation	83.00	83.00
G-05378	Instructional Video, Inc.	Materials	443.72	443.72
G-05379	Denyvetta Davis	Mileage	176.91	176.91
G-05380	Gale Group	Materials	235.88	235.88
G-05381	Hunter's Battery Warehouse	Maintenance of Facilities	104.00	104.00
G-05382	Live Oak Media	Materials	186.46	186.46
G-05383	Staples Business Advantage	Supplies	37.76	
		Supplies	32.89	70.65
G-05384	Anne G. Fischer	Mileage	73.98	73.98
G-05385	Copelin's Office Center	Supplies	102.99	102.99
G-05386	Library Video Co.	Materials	1,145.59	1,145.59
G-05387	Crosslands A&A Rental-All	WA Restroom Remodel	540.00	
		WA Restroom Remodel	480.00	1,020.00
G-05388	Nancy Lytle	Mileage	8.80	8.80
G-05389	Janet Brooks	Mileage	41.64	41.64
G-05390	OfficeMax Incorporated	Supplies	65.27	65.27
G-05391	Jonathan Willis	Mileage	35.75	35.75
G-05392	Random House, Inc	Materials	2,679.50	2,679.50
G-05393	Ingram Library Service	Materials	889.05	889.05
G-05394	Phyllis Davidson	Mileage	14.71	14.71
G-05395	Walker Companies	Supplies	143.50	
		Supplies	41.95	185.45
G-05396	Audio Editions	Materials	751.38	751.38
G-05397	OverDrive, Inc fka	Materials	529.51	529.51
G-05398	Injoy Videos	Materials	4,622.44	4,622.44
G-05399	ARS	Maintenance of Facilities	402.00	402.00
G-05400	Scovil & Sides Hardware Co.	Maintenance of Facilities	2,924.00	
		Maintenance of Facilities	1,431.00	4,355.00
G-05401	Collision King, Inc.	Vehicle Parts & Repairs	3,064.61	3,064.61



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Number	Vendor/Payee	Purpose		Amount
G-05402	Matthew Cotter	Mileage	8.80	8.80
G-05403	Ingram Library Service	Materials	1,015.52	1,015.52
G-05404	Barnes & Noble, Inc.	Programming Activities	349.22	349.22
G-05405	Landon Holman	Mileage	67.10	67.10
G-05406	Pauline Rodriguez-Atkins	Other Commodities	71.67	71.67
G-05407	Evans Hardware	Maintenance of Facilities	40.67	40.67
G-05408	Jeffrey J. Crawford	Security Services	487.50	487.50
G-05409	John Mark Dawson	Security Services	162.50	162.50
G-05410	First Edition Cafe	Library-Related Services	146.14	146.14
G-05411	Dell Marketing L.P.	Automation Equipment	806.88	
		Supplies	533.97	1,340.85
G-05412	Jurden Brown, Jr.	Security Services	162.50	162.50
G-05413	John Paull	Security Service	212.50	212.50
G-05414	Stanley Campbell	Security Services	175.00	175.00
G-05415	Southwest Paper - OKC	Maintenance Supplies	1,022.80	1,022.80
G-05416	OPUBCO Communications Group	Library-Related Services	115.30	115.30
G-05417	Southwestern Roofing & Metal	Maintenance of Facilities	1,349.40	1,349.40
G-05418	Harry Hoang	Mileage	17.93	17.93
G-05419	Jerry's Contracting	Maintenance of Facilities	9,850.00	9,850.00
G-05420	Oklahoma Center for Nonprofits	Memberships	500.00	500.00
G-05421	Hewlett-Packard Co.	Computer Supplies	70.00	70.00
G-05422	Postmaster	Postage	3,000.00	3,000.00
G-05423	Integrated Technology Group	Automation Equipment	7,355.00	
		Automation Equipment	3,129.85	10,484.85
G-05424	Novalco, Inc	Maintenance of Facilities	970.00	970.00
G-05425	Kevin Colwell	Mileage	8.25	8.25
G-05426	City of Harrah	Water & Garbage Services	46.85	46.85
G-05427	Amazon/GE Money Bank	Supplies	25.88	
		Automation Equipment	105.70	
		Supplies	94.66	
		Programming Gifts	799.96	1,026.20
G-05428	Abolghasem Siavashi	Mileage	3.03	3.03
G-05429	Office Depot Credit Plan	Supplies	68.94	68.94
G-05430	Todd Olberding	Mileage	79.20	79.20
G-05431	Baker & Taylor Books	Materials	1,615.38	1,615.38
G-05432	Cheryl Pernel	Mileage	6.74	6.74
G-05433	Baker & Taylor Entertainment	Materials	2,487.48	2,487.48
G-05434	Walmart Community	Programming Activities	32.31	
		Programming Activities	103.40	
		Programming Activities	40.99	176.70
G-05435	Imagenation Promotional Group	Programming Activities	96.47	96.47
G-05436	Evelyn Carol Gilbert	Mileage	38.52	38.52
G-05437	Southwestern Bell Telephone	Capital Projects	7,861.47	7,861.47
G-05438	Allied Waste Services #060	Water & Garbage Services	705.02	705.02
G-05439	Pamela Buchanan	Mileage	42.08	42.08
G-05440	O'Reilly Automotive, Inc.	Maintenance of Facilities	88.18	88.18
G-05441	Star Lighting	Maintenance of Facilities	445.20	445.20
G-05442	John Utley	Mileage	52.25	52.25
G-05443	Cintas Corp.	Maintenance of Facilities	516.31	516.31
G-05444	Lesli Jones	Library-Related Services	260.00	260.00
G-05445	Kelley Hoffman	Mileage	18.70	18.70
G-05446	Securitas Security USA, Inc.	Security Services	6,760.89	

\*\* Continued \*\*



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Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-05446	Securitas Security USA, Inc.	Security Services	6,784.56	13,545.45
G-05447	Baker & Taylor Books	Materials	1,116.03	
		Materials	4,281.59	
		Materials	3,541.43	
		Materials	5,268.46	
		Materials	10,150.80	24,358.31
G-05448	Baker & Taylor Books	Materials	1,245.11	
		Materials	3,550.27	
		Materials	2,868.41	
		Materials	2,204.85	9,868.64
G-05449	Baker & Taylor Books	Materials	55.35	55.35
G-05450	Pioneer Library System	Professional Services	758.42	758.42
G-05451	Maria Watkins	Mileage	24.70	24.70
G-05452	Emily Williams	Mileage	56.82	56.82
G-05453	Sabre Technologies	Automation Equipment	1,442.00	
		Automation Equipment	1,442.00	
		Automation Equipment	1,442.00	
		Automation Equipment	721.00	
		Supplies	4,560.00	
		Automation Equipment	2,390.00	
		Automation Equipment	1,195.00	13,192.00
G-05454	Smart Technologies	Supplies	1,140.00	
		Automation Equipment	977.54	2,117.54
G-05455	Cheryl Coleman	Programming Activities	220.40	220.40
G-05456	Midwest Single Source, Inc.	Supplies	89.69	
		Supplies	62.44	152.13
G-05457	Teresa Matthews	Programming Activities	191.12	191.12
G-05458	Ad Specialties & More, Ltd.	Programming Activities	49.50	49.50
G-05459	Stacy Schrank	Travel Expenses	126.60	
		Mileage	48.52	175.12
G-05460	Kim E. Macarty	Mileage	11.55	11.55
G-05461	Joshua Pershica	Security Services	600.00	600.00
G-05462	R. Justin Herwig	Mileage	86.63	86.63
G-05463	Suzette V. Felton	Mileage	111.10	
		Programming Activities	58.16	169.26
G-05464	Vernon L. Kriethe	Security Services	112.50	112.50
G-05465	Jennifer I. Jones	Programming Activities	85.92	85.92
G-05466	Strategic Government Resources	Professional Services	782.56	782.56
G-05467	Material Flow & Conveyor	Maintenance Supplies	1,084.00	1,084.00
G-05468	Gale Group	Materials	3,279.54	3,279.54
G-05469	Random House, Inc	Materials	1,840.00	1,840.00
G-05470	Brilliance Corporation	Materials	2,467.65	2,467.65
G-05471	Ingram Library Service	Materials	824.53	824.53
G-05472	Audio Editions	Materials	1,447.40	1,447.40
G-05473	AV Cafe Inc	Materials	148.04	148.04
G-05474	Ingram Library Service	Materials	132.10	132.10
G-05475	Center Point Large Print	Materials	654.12	654.12
G-05476	Baker & Taylor Entertainment	Materials	2,585.01	2,585.01
G-05477	Oklahoma Heritage Association	Materials	456.31	456.31
G-05478	Baker & Taylor Books	Materials	956.24	
		Materials	6,328.78	
	** Continued **			

General Fund F.Y. 08-09

Warrant Register

July 2009

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-05478	Baker & Taylor Books	Materials	3,215.83	
		Materials	1,242.87	11,743.72
G-05479	Baker & Taylor Books	Materials	1,433.09	
		Materials	2,726.80	4,159.89
G-05480	Baker & Taylor Books	Materials	11.08	11.08
G-05481	Mackin	Materials	88.56	88.56
G-05482	Metropolitan Library System	Professiunal Services	150.00	
		Postage	62.45	
		Supplies	145.81	
		Programming Activities	149.05	
		Programming Activities	123.89	
		Other Commodities	145.41	
		Programming Activities	73.06	
		Other Commodities	123.75	973.42
G-05483	Oklahoma Natural Gas Co.	Gas Services	241.25	
		Gas Services	20.42	261.67
G-05484	City of Oklahoma City	Water & Garbage	91.50	
		Water & Garbage	235.23	326.73
G-05485	Brodart, Inc.	Supplies	62.35	62.35
G-05486	Southwestern Stationers, Inc.	Supplies	8.41	8.41
G-05487	Demco	Supplies	297.15	
		Programming Activities	225.90	
		Supplies	23.96	
		Supplies	219.38	
		Supplies	4,482.25	
		Supplies	30.81	
		Furniture	261.00	
		Supplies	278.10	
		Capital Projects	127.36	5,945.91
G-05488	Gaylord Bros.	Supplies	104.38	104.38
G-05489	Highsmith Co., Inc.	Supplies	27.20	
		Programming Supplies	207.71	
		Programming Supplies	81.78	
		Programming Supplies	105.10	
		Programming Supplies	36.96	
		Promotional Gifts	180.23	
		Programming Activities	50.00	688.98
G-05490	Oriental Trading Company	Programming Activities	38.96	38.96
G-05491	Richard Rea	Mileage	17.11	17.11
G-05492	Barbara Beasley	Mileage	22.00	22.00
G-05493	KTUZ TV	Library-Related Services	3,135.00	3,135.00
G-05494	Johnstone Supply	Maintenance of Facilities	79.00	79.00
G-05495	ConocoPhillips Fleet	Gasoline	114.66	114.66
G-05496	Eureka Water Co.	Ralph Ellison Relocation	28.45	
		Restroom Renovations	34.35	62.80
G-05497	Staples Business Advantage	Supplies	179.98	
		Printing Supplies	1,654.08	
		Supplies	59.92	1,893.98
G-05498	BayScan Technologies	Supplies	1,000.00	1,000.00
G-05499	S & S Worldwide	Supplies	21.84	21.84
G-05500	KTUZ Radio	Library-Related Services	1,460.00	1,460.00



General Fund F.Y. 08-09

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-05501	Southwest Solutions Group, Inc	Maintenance of Facilities	200.00	200.00
G-05502	National Archive Publishing Co	Subscriptions	10,698.76	10,698.76
G-05503	A T & T Mobility	Telephone Services	89.83	89.83
G-05504	Scott's Printing & Copying	Printing	49.58	
		Printing	43.10	92.68
G-05505	Francie Pendleton	Mileage	6.05	6.05
G-05506	XPEDX	Maintenance Supplies	270.79	
		Supplies	366.18	636.97
G-05507	Dana Morrow	Mileage	106.70	106.70
G-05508	Lakeshore Learning Materials	Supplies	68.89	
		Programming Activities	109.88	
		Programming Supplies	263.35	
		Programming Supplies	161.72	
		Programming Supplies	413.91	1,017.75
G-05509	Scovil & Sides Hardware Co.	Maintenance of Facilities	101.25	101.25
G-05510	Fuelman	Gasoline	2,382.77	
		Vehicle Parts & Repairs	44.67	2,427.44
G-05511	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	88.50	88.50
G-05512	Jerod Gerfen	Mileage	83.60	83.60
G-05513	Voss Lighting	Maintenance Supplies	880.50	880.50
G-05514	Kay L. Bauman	Other Commodities	72.00	72.00
G-05515	Anita Roesler	Mileage	138.68	138.68
G-05516	Jimmy Welch	Mileage	8.25	8.25
G-05517	Jeffrey J. Crawford	Security Services	325.00	325.00
G-05518	Dell Marketing L.P.	Automation Equipment	6,832.02	6,832.02
G-05519	Jurden Brown, Jr.	Security Services	162.50	162.50
G-05520	Stanley Campbell	Security Services	200.00	200.00
G-05521	OPUBCO Communications Group	Library-Related Services	31.65	31.65
G-05522	KVSP FM	Library-Related Services	1,600.00	1,600.00
G-05523	Katrina Prince	Staff Recognition	72.15	72.15
G-05524	Kelley Riha	Mileage	363.11	363.11
G-05525	Oklahoma County OSU Ext Ctr	Programming Activities	120.00	120.00
G-05526	OHC of Oklahoma, L.L.C.	Professional Services	143.00	143.00
G-05527	Amazon/GE Money Bank	Supplies	38.99	
		Programming Gifts	479.64	
		Programming Supplies	92.14	
		Supplies	38.99	
		Programming Supplies	211.98	
		Computer Equipment	52.86	
		Computer Equipment	753.18	
		Supplies	17.12	1,684.90
G-05528	Oklahoma Press Service	Library-Related Services	339.70	339.70
G-05529	Fariba Williams	Mileage	47.85	47.85
G-05530	Office Depot Credit Plan	Supplies	82.90	
		Supplies	98.03	
		Supplies	51.11	
		Supplies	93.33	325.37
G-05531	CPI Office Products	Supplies	22.48	22.48
G-05532	Pamela Buchanan	Telephone Services	35.00	35.00
G-05533	KMGL	Library-Related Services	3,865.00	3,865.00
G-05534	Star Lighting	Maintenance of Facilities	2.58	2.58
G-05535	Melissa Weathers	Mileage	21.71	21.71



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Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-05536	Securitas Security USA, Inc.	Security Services	6,843.39	6,843.39
G-05537	KYIS 98.9 FM	Library-Related Services	4,465.00	4,465.00
G-05538	Lucas Color Card	Supplies	7,648.46	7,648.46
G-05539	Kone Inc	Maintenance of Facilities	975.00	975.00
G-05540	Lloyd Lovely	Mileage	6.05	6.05
G-05541	Trigen-OKC Energy Corporation	Energy Services	21,045.41	21,045.41
G-05542	Midwest Single Source, Inc.	Supplies	52.85	52.85
G-05543	KOCB, Inc.	Library-Related Services	3,550.00	3,550.00
G-05544	Dan Holman	Mileage	39.05	
		Telephone Services	39.22	78.27
G-05545	Joshua Pershica	Security Services	600.00	600.00
G-05546	Hatch	Supplies	52.84	52.84
G-05547	Tyler Outdoor Advertising, LLC	Library-Related Services	4,240.00	4,240.00
G-05548	KOCO Channel 5	Library-Related Services	4,740.00	4,740.00
G-05549	KRMP AM/UOTV	Library-Related Services	900.00	900.00
G-05550	Chris Kennedy	Other Commodities	228.70	
		Mileage	26.40	255.10
G-05551	Jamar Rahming	Mileage	55.55	55.55
G-05552	Dacia Alexander	Mileage	138.66	138.66
G-05553	Carco Rentals	Maintenance of Facilities	616.81	616.81
G-05554	Shoplet	Printing Supplies	272.65	
		Supplies	249.60	
		Supplies	65.40	587.65
G-05555	Price-less Inkjet	Printing Supplies	974.76	974.76
G-05556	K W T V Channel 9	Library-Related Services	5,420.00	5,420.00
G-05557	REXEL	Maintenance of Facilities	96.57	96.57
G-05558	Metropolitan Library System	Maintenance of Facilities	32.33	
		Programming Activities	32.02	
		Other Commodities	22.91	87.26
G-05559	O G & E	Electrical Services	19,643.11	19,643.11
G-05560	Oklahoma Natural Gas Co.	Gas Services	346.31	
		Gas Services	41.52	387.83
G-05561	Gaylord Bros.	Supplies	867.36	867.36
G-05562	Standard Printing Co., Inc.	Supplies	808.50	
		Supplies	1,078.00	
		Supplies	468.00	2,354.50
G-05563	Karen Marriott	Travel Expenses	533.70	
		Travel Expenses	441.00	974.70
G-05564	ALA Order Fulfillment	Programming Supplies	303.00	303.00
G-05565	Recorded Books, LLC	Materials	554.82	554.82
G-05566	Eureka Water Co.	Restroom Renovations	33.35	
		Ralph Ellison Relocation	7.00	40.35
G-05567	Instructional Video, Inc.	Materials	4,376.92	4,376.92
G-05568	Gale Group	Materials	518.04	518.04
G-05569	Live Oak Media	Materials	40.93	40.93
G-05570	Library Video Co.	Materials	159.60	159.60
G-05571	Great American Glass & Tinting	Construction	8,316.00	8,316.00
G-05572	Shawver & Son	Maintenance of Facilities	3,825.00	3,825.00
G-05573	Jonathan Willis	Telephone Services	35.00	35.00
G-05574	Linda Hyams	Mileage	36.85	36.85
G-05575	Random House, Inc	Materials	992.80	992.80
G-05576	Little River Zoo	Programming Activities	105.00	

\*\* Continued \*\*

General Fund F.Y. 08-09

**Warrant Register**

July 2009

Number	Vendor/Payee	Purpose		Amount
	** Continued **			
G-05576	Little River Zoo	Programming Activities	125.00	230.00
G-05577	Ingram Library Service	Materials	1,148.66	1,148.66
G-05578	Audio Editions	Materials	140.75	140.75
G-05579	MTM Midwest Trophy	Supplies	10.00	10.00
G-05580	AV Cafe Inc	Materials	188.60	188.60
G-05581	Ingram Library Service	Materials	96.00	96.00
G-05582	Label Design & Supplies	Supplies	12,164.40	12,164.40
G-05583	Bank of America	Library-Related Services	245.31	245.31
G-05584	Disney Educational Products	Materials	157.35	157.35
G-05585	Ruby Soutiere	Mileage	3.47	3.47
G-05586	Ford Audio-Video	Supplies	395.00	395.00
G-05587	Commercial Card Solutions	Travel	911.81	
		Furniture	509.00	
		Supplies	93.14	
		Programming Supplies	94.80	
		Programming Supplies	69.90	
		Programming Supplies	199.20	
		Programming Supplies	190.91	
		Supplies	168.01	
		Programming Supplies	100.46	
		Programming Supplies	141.83	
		Professional Services	20.66	
		Supplies	459.19	
		Programming Supplies	325.40	
		Postage	442.00	
		Programming Supplies	292.36	
		Programming Supplies	96.96	
		Supplies	129.33	
		Supplies	91.75	
		Programming Supplies	197.50	
		Programming Supplies	64.95	
		Computer Equipment	686.17	
		Professional Services	165.00	
		Printing Supplies	171.70	
		Supplies	398.10	
		Safety Supplies	256.82	
		Supplies	96.47	
		Professional Services	16.00	6,389.42
G-05588	Baker & Taylor Entertainment	Materials	1,411.67	1,411.67
G-05589	Commercial Card Solutions	Books & Materials	389.05	
		Books & Materials	169.14	
		Books & Materials	313.15	
		Books & Materials	173.80	
		Books & Materials	179.20	
		Books & Materials	263.76	
		Books & Materials	147.64	
		Books & Materials	140.16	1,775.90
G-05590	Kimberly A Terry	Travel Expenses	477.00	477.00
G-05591	John L. Hilbert	Programming Activities	122.24	122.24
G-05592	Worth Hydrochem of Oklahoma	Maintenance of Facilities	222.00	222.00
G-05593	Faith Centered Resources	Materials	39.10	39.10



General Fund F.Y. 08-09

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
G-05594	Myers Landscape Management,	Maintenance of Facilities	1,540.00	
		Maintenance of Facilities	755.00	2,295.00
G-05595	Securitas Security USA, Inc.	Security Services	4,431.21	4,431.21
G-05596	Baker & Taylor Books	Materials	1,113.85	
		Materials	1,416.66	
		Materials	3,448.24	
		Materials	5,607.04	11,585.79
G-05597	Baker & Taylor Books	Materials	2,057.40	
		Materials	2,462.60	
		Materials	661.50	5,181.50
G-05598	KYIS 98.9 FM	Library-Related Services	332.50	332.50
G-05599	Midwest Single Source, Inc.	Supplies	111.66	
		Furniture	234.73	
		Supplies	105.96	452.35
G-05600	KOCB, Inc.	Library-Related Services	1,400.00	1,400.00
G-05601	Occucare Corporation	Professional Services	150.00	150.00
G-05602	Atlas General Contractors, LLC	Capital Projects	1,109.00	
		Capital Projects	538,922.00	540,031.00
G-05603	Lindsay Jones Egle	Programming Activities	60.59	60.59
G-05604	Ada Berry	Programming Activities	10.00	10.00
G-05605	Hagar Restaurant Service	Maintenance of Equipment	312.16	312.16
G-05606	Metropolitan Library System	Supplies	13.50	
		Programming Activities	60.25	
		Other Commodities	42.12	115.87
G-05607	Oklahoma Natural Gas Co.	Gas Services	22.06	22.06
G-05608	City of Oklahoma City	Water & Garbage	796.68	796.68
G-05609	Locke Supply Co.	Maintenance of Facilities	118.84	118.84
G-05610	Demco	Supplies	2,875.00	2,875.00
G-05611	Donna Morris	Travel Expenses	533.70	
		Travel Expenses	424.00	957.70
G-05612	Susan Ryan	STD Insurance Refund	20.57	20.57
G-05613	Recorded Books, LLC	Materials	6.95	6.95
G-05614	Oklahoma Employment	Unemployment Insurance	3,000.00	3,000.00
G-05615	Eureka Water Co.	Ralph Ellison Relocation	58.95	58.95
G-05616	Instructional Video, Inc.	Materials	1,941.59	1,941.59
G-05617	Denyvretta Davis	Travel Expenses	184.00	184.00
G-05618	Library Video Co.	Materials	74.75	74.75
G-05619	Janet Brooks	Travel Expenses	366.90	
		Travel Expenses	826.28	
		Travel Expenses	245.65	1,438.83
G-05620	Shawver & Son	Automation Contractual	639.38	639.38
G-05621	XPEDX	Equipment	1,345.20	
		Maintenance Supplies	342.19	1,687.39
G-05622	AV Cafe Inc	Materials	195.22	195.22
G-05623	Studio Architecture PC	Capital Projects	2,749.88	2,749.88
G-05624	Pauline Rodriguez-Atkins	Travel Expenses	826.28	
		Travel Expenses	336.70	
		Travel Expenses	367.00	1,529.98
G-05625	Heidi A. Port	Travel Expenses	288.00	288.00
G-05626	Heidi Johnson	Mileage	10.18	10.18
G-05627	Amazon/GE Money Bank	Supplies	24.34	
		Printing Supplies	144.79	

\*\* Continued \*\*

General Fund F.Y. 08-09

Warrant Register

July 2009

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-05627	Amazon/GE Money Bank	Maintenance Supplies	135.34	
		Equipment	108.38	412.85
G-05628	John Wood	Telephone Services	50.00	50.00
G-05629	Todd Olberding	Telephone Services	41.82	41.82
G-05630	Baker & Taylor Entertainment	Materials	461.95	461.95
G-05631	Imagination Promotional Group	Professional Services	477.35	477.35
G-05632	KOMA @ BC-4	Library-Related Services	440.00	440.00
G-05633	Baker & Taylor Books	Materials	543.99	
		Materials	2,060.47	
		Materials	1,562.80	4,167.26
G-05634	Baker & Taylor Books	Materials	4,924.80	4,924.80
G-05635	Midwest Single Source, Inc.	Supplies	59.54	59.54
G-05636	Stacy Schrank	Travel Expenses	501.00	501.00
G-05637	Mackin	Materials	20.38	20.38
G-05638	KOCO Channel 5	Library-Related Services	1,270.00	1,270.00
G-05639	Homco Construction Company	Construction	18,747.00	
		Construction	756.00	19,503.00
G-05640	Strategic Government Resources	Professional Services	782.56	782.56
G-05641	RVFD Fire Education, LLC	Materials	3,079.58	3,079.58
Total of FY 08-09 Warrants Issued				\$ 1,046,967.04



Special Funds

Warrant Register

July 2009

Number	Vendor/Payee	Purpose		Amount
S-14756	Barnes & Noble, Inc.	LIFE Give Away Books	167.40	167.40
S-14757	Stella E. Grimsley	Lost & Paid Book Returned	3.95	3.95
S-14758	Leah A. Fulk	Lost & Paid Book Returned	10.65	10.65
S-14759	Rebecca J. Miller	Lost & Paid Book Returned	3.00	3.00
S-14760	Ramon Valenzuela Jr	Lost & Paid Book Returned	12.75	12.75
S-14761	J. Christian Jones	Lost & Paid Book Returned	29.70	29.70
S-14762	Courtney E. Harper	Lost & Paid Book Returned	3.00	3.00
S-14763	Darian M. Parker	Lost & Paid Book Returned	3.00	3.00
S-14764	Carmela Peragine	Lost & Paid Book Returned	17.85	17.85
S-14765	Mary E. Bingaman	Lost & Paid Book Returned	15.00	15.00
S-14767	Bonnie B. Grimsley	Lost & Paid Book Returned	11.15	11.15
S-14768	Louise E. Tracey	Lost & Paid Book Returned	12.70	12.70
S-14769	Deann R. Warfel	Lost & Paid Book Returned	16.25	16.25
S-14770	Shelly F. Glass	Lost & Paid Book Returned	3.00	3.00
S-14771	BMI Systems Corp.	Copier Maintenance	78.50	
		Copier Maintenance	31.62	
		Copier Maintenance	36.00	
		Copier Maintenance	151.54	
		Copier Maintenance	134.22	
		Copier Maintenance	74.75	
		Copier Maintenance	120.17	
		Copier Maintenance	78.50	
		Copier Maintenance	49.33	754.63
S-14772	Best Buy - Boomtown Store #875	United Way Prizes	300.00	300.00
S-14773	Southeastern Public Library	ILL Borrowing Fees	40.00	40.00
S-14774	Daniel E. Welch	Lost & Paid Book Returned	3.00	3.00
S-14775	Oklahoma Dept. of Libraries	Lost ILL Book Fees	157.33	157.33
S-14776	Larry J. Frame	Lost & Paid Book Returned	21.15	21.15
S-14777	University of North Carolina	ILL Borrowing Fees	12.00	12.00
S-14778	Patsy L. Brinlee	Lost & Paid Book Returned	12.95	12.95
S-14779	Laura K. Bryce	Lost & Paid Book Returned	5.95	5.95
S-14780	Matthew R. Schmitz	Lost & Paid Book Returned	21.90	21.90
S-14781	Barbara June Robinson	Lost & Paid Book Returned	3.00	3.00
S-14782	Heather M. Poole	Lost & Paid Book Returned	4.45	4.45
S-14783	Greene County Public Library	ILL Replacement Fees	29.95	29.95
S-14784	Metropolitan Library System	Transfer of Fines & Fees	71,000.00	71,000.00
S-14785	Standley Systems	Equipment	5,550.00	
		Equipment	11,100.00	
		Equipment	5,550.00	
		Equipment	5,550.00	
		Equipment	5,550.00	
		Equipment	5,550.00	
		Copier Usage	233.82	
		Copier Usage	331.12	39,414.94
S-14786	Oklahoma Historical Society	Summer Programming	272.30	272.30
S-14787	Oklahoma Zoological Society	Summer Reading Prizes	1,080.00	1,080.00
S-14788	Sonic Drive-In Inc	Summer Reading Prizes	697.70	697.70
S-14789	Valerie L. Bryant	Lost & Paid Books Paid	4.95	4.95
S-14790	Municipal Employees Cr Union	Summer Reading Prizes	2,950.00	2,950.00
S-14791	Hanna M. Epperly	Lost & Paid Books Paid	12.95	12.95
S-14792	Wesley J. Day	Lost & Paid Books Paid	3.00	3.00
S-14793	Charles A. Lenington	Lost & Paid Books Paid	3.00	3.00

Special Funds

Warrant Register

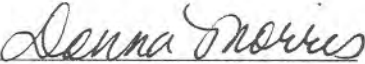
July 2009

Number	Vendor/Payee	Purpose		Amount
S-14794	Pal S. Randhawa	Lost & Paid Books Paid	3.00	3.00
S-14795	Hannah J. Glass	Lost & Paid Books Paid	3.00	3.00
S-14796	Brian Rojas	Lost & Paid Books Paid	31.95	31.95
S-14797	Brittany A. Dawkins	Lost & Paid Books Paid	3.00	3.00
S-14798	Becka Hayes	Lost & Paid Books Paid	6.00	6.00
S-14799	Betty F. Anderson	Lost & Paid Books Paid	19.95	19.95
S-14800	Marshall W. Word	Lost & Paid Books Paid	3.00	3.00
S-14801	Hannah E. Rhoades	Lost & Paid Books Paid	21.50	21.50
S-14802	Sacha L. M. Patires	Lost & Paid Books Paid	19.95	19.95
S-14803	Paige A. Redwine	Lost & Paid Books Paid	15.95	15.95
S-14804	Nancy A. Scalf	Lost & Paid Books Paid	3.00	3.00
S-14805	Commercial Card Solutions	Fines Account	119.90	119.90
S-14806	Loren Calloway	Meeting Room Refund	120.00	120.00
S-14807	Sonic Drive-In Inc	Summer Reading Prizes	482.30	482.30
S-14808	Walter Wayne McEvilly	Piano Performances	350.00	350.00
S-14809	Commercial Card Solutions	06/Inasmuch	604.00	604.00
S-14810	Delaney J. Cruzan	Lost & Paid Book Returned	11.65	11.65
S-14811	F. Max Thornton	Lost & Paid Book Returned	3.00	3.00
S-14812	Ginger K. Sutterfield	Lost & Paid Book Returned	5.95	5.95
S-14813	Nancy A. Scalf	Lost & Paid Book Returned	5.95	5.95
S-14814	Amber E. Webb	Lost & Paid Book Returned	7.95	7.95
S-14815	Thien Lan K. Nguyen	Lost & Paid Book Returned	19.95	19.95
S-14816	Veda F. Page	Lost & Paid Book Returned	51.95	51.95
S-14817	Kim D. Parrish	Lost & Paid Book Returned	20.55	20.55
S-14818	Corle N. Pierce III	Lost & Paid Book Returned	21.95	21.95
S-14819	Amber D. Thompson	Lost & Paid Book Returned	8.60	8.60
S-14820	Brittanie Paque	Lost & Paid Book Returned	4.20	4.20
S-14821	Shaliyah N. Mims	Lost & Paid Book Returned	6.00	6.00
S-14822	Jennie L. Brixley	Lost & Paid Book Returned	14.95	14.95
S-14823	Jennifer E. Hawley	Lost & Paid Book Returned	15.95	15.95
S-14824	Barbara J. Brady	Lost & Paid Book Returned	3.00	3.00
S-14825	Linda J. Langley	Lost & Paid Book Returned	9.00	9.00
S-14826	University of Montana	ILL Loan Fees	20.00	20.00
S-14827	Monty Harper	Children's Music Fest	450.00	450.00
S-14828	Fitz Jennings	Children's Music Fest	1,000.00	1,000.00
S-14829	Casey Samuel Friedman	Children's Music Fest	700.00	700.00
S-14830	Hiccup Productions, Inc.	Children's Music Fest	4,850.00	4,850.00
S-14831	Hiccup Productions, Inc.	Children's Music Fest	3,750.00	3,750.00
Total of Special Funds Warrants Issued				\$ 129,901.65



I, Donna Morris, certify that:

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

  
Donna Morris, Executive Director

8-20-09  
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

August 19, 2009  
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: PROPERTY AND CASUALTY INSURANCE**

The system's property, vehicle and fiduciary liability insurance policies are scheduled for renewal. Mr. Steve Payne, representing C.L. Frates and Company, our Agency of Record, has proposed premiums for FY 2009-10. A comparison with last year's premiums is presented as follows:

<b>Insurance Required</b>	<b>FY 2008-09 Premiums</b>	<b>FY 2009-10 Premiums</b>
<b>Commercial Package</b>	<b>\$94,737.00</b>	<b>\$111,977.00</b>
<b>Commercial Auto</b>	<b>\$15,888.00</b>	<b>\$15,371.00</b>
<b>Fiduciary Liability</b>	<b>\$11,050.00</b>	<b>\$9,071.00</b>
<b>Umbrella \$1,000,000 Limit</b>	<b>\$4,442.00</b>	<b>\$4,442.00</b>
<b>Directors &amp; Officers</b>	<b>\$8,479.00</b>	<b>\$6,786.00</b>
<b>Builders Risk for Service Center Construction</b>	<b>\$3,987.00</b>	<b>\$0</b>
<b>Total Annual Premium</b>	<b>\$138,583.00</b>	<b>\$147,647.00</b>

The Friends of the Metropolitan Library System and the Endowment Trust will reimburse the Library for their share of the insurance premium on commercial liability. The amounts of the Friends and Trust premiums are included in the above FY 2009-10 premiums.

Loss through terrorism is included in the premiums.

Attached is a summary of each policy and the coverage. A representative from C.L. Frates & Company will be present at the Commission meeting to answer any questions concerning the insurance policy.

### **RECOMMENDATION:**

That the Commission renew the annual contract for the above coverages with C.L. Frates in the amount of \$147,647.00. Adequate funding for this insurance is provided for in the FY 2009-10 budget, account 201.



## Commercial Property

Insurance Company: Federal Insurance / Chubb  
Policy Period: October 1, 2009 – October 1, 2010  
Policy Number: 3525-05-29

### Locations, Limits & Deductible

Branch	Location Address	Building	Contents & EDP	Ded
Bell Isle	5501 N. Villa, OKC	\$1,997,430	\$2,271,003	\$10,000
Bethany	3501 N. Mueller, Bethany	\$827,451	\$1,054,758	\$10,000
Capital Hill	334 SW 26 <sup>th</sup> , OKC	\$1,933,280	\$980,558	\$10,000
Choctaw	2525 N Muzzy, Choctaw Loss Payee: City of Choctaw	\$1,784,748	\$831,237	\$10,000
Del City	4509 SE 15 <sup>th</sup> , Del City <i>Inundation, Back-up &amp; Mud Excluded</i>	0	\$991,340	\$10,000
Downtown	300 Park Ave, OKC EDP	\$23,166,780	\$6,094,000 \$584,675	\$10,000
Edmond	10 S. Boulevard, Edmond	\$2,909,515	\$2,903,042	\$10,000
Harrah	1930 Church, Harrah, OK	\$231,275	\$185,842	\$10,000
Jones	111 E Main, Jones	\$41,909	\$39,444	\$10,000
Luther	310 NE 3 <sup>rd</sup> , Luther	\$179,306	\$10,000	\$10,000
Midwest City	8143 E Reno, Midwest City	\$3,337,256	\$2,382,306	\$10,000
Nicoma Park	2240 Overholser Dr, OKC	0	\$152,744	\$10,000
Ralph Ellison	2000 NE 23 <sup>rd</sup> OKC	\$3,533,971	0	\$10,000
<i>Ralph Ellison - Temp</i>	<i>1918 NE 23<sup>rd</sup> St. OKC</i>	<i>0</i>	<i>\$1,011,087</i>	
Southern Oaks	6900 S Walker, OKC	\$1,736,334	\$2,186,587	\$10,000
The Village	10307 N Pennsylvania,	\$1,516,529	\$1,515,628	\$10,000
Warr Acres	5901 NW 63 <sup>rd</sup> , Warr Acres	\$1,054,372	\$1,514,440	\$10,000
Wright	2101 Exchange, OKC <i>Inundation, Back-up &amp; Mud Excluded</i>	\$139,803	\$87,275	\$10,000
Service Center	222 NE 50 <sup>th</sup> St., OKC – Liability only	\$4,260,280	\$270,00	10,000
	1364 NE 3 <sup>rd</sup> , OKC			
	Bldg 1 – Library Maint	\$504,912	\$314,225	\$10,000
	Bldg 2 – Outreach Storage	\$100,695	\$15,000	\$10,000
	Bldg 2 – Friends Storage	\$28,664	\$60,000	\$1,000
	<i>Value of all Property</i>	<i>44,070,719</i>	<i>\$24,633,954</i>	<i>---</i>
	Earthquake – Occ/Agg Limit <i>PD Ded is Per Loc, Per Occ</i>	\$30,000,000	---	\$50,000
	Machinery Breakdown	Included		\$10,000
	Pers Prop – any other Location	\$125,000	---	\$10,000
	Pers Prop – In Transit	\$125,000	---	\$10,000

## General Liability

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Insurance Company: Federal Insurance / Chubb  
Policy Period: October 1, 2009 – October 1, 2010  
Policy Number: 3525-05-29

### Coverage Detail

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Limits of Liability	Description
\$2,000,000	General Aggregate
\$1,000,000	Per Occurrence
\$1,000,000	Advertising Injury & Personal Injury
\$1,000,000	Damage to Premises Rented to you Limit
\$10,000	Medical Expense Each Claim
\$25,000	Crime – Employee Theft \$1,000 Deductible

### Selected Forms, Endorsements & Exclusions

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- Additional Insured – State or Political subdivision – Premises Permits
- Exclusion – Products Completed Operations Hazard
- Exclusion – Sexual Abuse or Molestation
- Condition – Waiver of Transfer of Rights of Recovery form 80.02.2373

### Additional Insureds

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



## General Liability Premium Basis

Branch	Address	Exposure Sq Ft
Belle Isle	5501 N. Villa, Oklahoma City	19,979
Bethany	3501 N. Mueller, Bethany	8,380
Capital Hill	334 SW 26 <sup>th</sup> , Oklahoma City	14,800
Choctaw	2525 N Muzzy, Choctaw	9,120
Del City	4509 SE 15 <sup>th</sup> , Del City	8,000
Downtown	300 Park Ave, Oklahoma City	124,023
Edmond	10 S. Boulevard, Edmond	29,311
Harrah	1930 Church Ave, Harrah	1,800
Jones	111 E Main, Jones	490
Luther	310 NE 3 <sup>rd</sup> , Luther	1,875
Midwest City	8143 E Reno, Midwest City	34,903
Nicoma Park	2240 Overholser Dr, Oklahoma City	2,750
Ralph Ellison	2000 NE 23rd Oklahoma City	14,719
Ralph Ellison Temp Loc	1918 NE 23 <sup>rd</sup> St. Oklahoma City	6,648
Southern Oaks	6900 S Walker, Oklahoma City	17,167
The Village	10307 N Pennsylvania, Oklahoma City	14,618
Warr Acres	5901 NW 63 <sup>rd</sup> , Warr Acres	12,549
Wright	2101 Exchange, Oklahoma City	1,125
Library Maintenance	1364 NE 3 <sup>rd</sup> , Oklahoma City (Library Maint)	11,900
Outreach Storage	1364 NE 3 <sup>rd</sup> , Oklahoma City (Outreach Storage)	2,450
Friends Storage	1364 NE 3 <sup>rd</sup> , Oklahoma City ( FOL Storage)	385
Service Center	222 NE 50 <sup>th</sup> St., Oklahoma City – Vacant Land	35,000

## Business Auto

Insurance Company: Federal Insurance / Chubb  
Policy Period: October 1, 2009 – October 1, 2010  
Policy Number: 73231775

## Coverage Limits and Deductible

Limits	Description
\$1,000,000	Liability Combined Single Limit – Symbol 1
\$1,000,000	Uninsured Motorist Protection
Not Covered	Medical Payments
See Schedule	Physical Damage
Included	Employers Non-Ownership
Included	Hired or Borrowed Liability
\$30,000	Hired Car Physical Damage Comp Deductible - \$1,000 Collision Deductible - \$1,000

## Vehicle Schedule

	Year	Make & Model	Serial No.	Deductible	
				Comp	Collision
1	1999	Chevy 1 Ton Cab & Chassis	1GBJC34R1XF092690	---	---
2	2000	Ford F150 Pickup	1FTRF17W3YKA46248	---	---
3	2002	Chevy Van w/lift	1GNDX03E52D164786	---	---
4	2002	Dodge Van w/lift	2B4JB25Y92K108625	---	---
5	2004	GMC C550 Pickup w/lift	1GDE5C1E54F509017	\$1,000	\$1,000
6	2004	GMC C550 Pickup w/lift	1GDE5C1E84F509061	\$1,000	\$1,000
7	2005	Ford Pickup	1FTPX12W35NB40256	\$1,000	\$1,000
8	2005	Chevy Cab & Chassis w/Serv Body	1GBHC24U75E259957	\$1,000	\$1,000
9	2006	Chevy Cab & Chassis w/Serv Body	1GBHC24U46E231518	\$1,000	\$1,000
10	2006	Ford F150 Pickup	1FTRX12W36KC76261	\$1,000	\$1,000
11	2007	Chevy Cab & Chassis w/Serv Body	1GBHC24U57E170729	\$1,000	\$1,000
12	2007	Chevy Cab & Chassis w/Serv Body	1GBHC24U17E168265	\$1,000	\$1,000
13	2008	Chevy Cab & Chassis w/Serv Body	1GNFG154481179213	\$1,000	\$1,000
14	2008	Chevy Cab & Chassis w/Serv Body	1GBHC24K28E184863	\$1,000	\$1,000



## **Umbrella**

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Insurance Company: Federal Insurance / Chubb  
Policy Period: October 1, 2009 – October 1, 2010  
Policy Number: 79075689

### **Coverage Detail**

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Limits	Description
\$1,000,000	Per Occurrence
\$1,000,000	Annual Aggregate
\$0	Retention

### **Schedule of Underlying**

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Policy Type	Limits	Carrier / Policy #	Policy Period
Automobile Liability BI & PD CSL	\$1,000,000	Chubb 73231775	10/01/09 – 10
General Liability Each Occurrence General Aggregate	\$1,000,000 \$2,000,000	Chubb 35250529	10/01/09 – 10
Employers Liability Each Accident Disease Policy Limit Disease Each Emp	\$500,000 \$500,000 \$500,000	CompSource 00255965	12/01/08 - 12/01/09

### **Forms & Endorsements**

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



## **Fiduciary Liability**

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Insurance Company: Philadelphia Insurance Co.  
Policy Period: October 1, 2009 – October 1, 2010

## **Coverage Detail**

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Limits of Liability	Description
\$7,000,000	Each Loss
\$7,000,000	Aggregate
\$25,000	Per Claim Retention

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

## **Prior & Pending Date**

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- October 1, 2009

## **Covered Plans**

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- Metropolitan Library System Pension Plan
- Metropolitan Library Defined Contribution Plan
- Metropolitan Library Endowment Trust

## **Selected Forms, Endorsements & Exclusions**

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- Private Company Protection Plus
- Crisis Management Enhancement Endorsement
- HIPAA Extension Endorsement
- Business Advantage Pro-Pak Elite Coverage
- Amendment of Exclusions
- Amendment of Cancellation Provision
- Oklahoma Changes

## Directors & Officers Liability

Insurance Company: Philadelphia Insurance Co.  
Policy period: October 1, 2009 – October 1, 2010

### Limits & Retention

Coverage	Aggregate Limit	Retention
Directors & Officers A. Officers Liability B. Corporate Reimbursement C. Entity Liability	\$3,000,000	-0- \$10,000 \$10,000
Crisis Management Fund – <i>Sublimit</i>	\$25,000	\$2,500
Employment Practices Liability Employment Practices Third Party Liability	Included	\$25,000 \$25,000

- *Defense Costs are outside limit*

### Prior & Pending Date

- October 1, 2009

### Named Insureds

- Metropolitan Library System
- Friends of the Metropolitan Library System
- Special Friends of Ralph Ellison Library
- The Library Endowment Trust

### Endorsements

- Flexi Plus Five Policy
- Shared Limits Endorsement
- Professional Services Exclusion (Supervision Carve-Out)
- Related Party Exclusion
  - State of Oklahoma
  - City of Oklahoma City
- Amendment of Exclusions
- Pro-Pak Elite Enhancement
- Crisis Management Enhancement Endorsement
- Bell Endorsement – Add'l Coverage's
  - Identity Theft Expense
  - Terrorism Travel Reimbursement
  - Emergency Real Estate Consulting fee
  - Temporary Meeting space Reimbursement
  - Workplace Violence Counseling
  - Kidnap Expense
  - Key Individual Replacement Expenses
  - Image Restoration and Counseling
  - Donation Assurance
  - Business Travel



## **REPORT AND RECOMMENDATIONS FROM FINANCE COMMITTEE**

### **The Finance Committee met August 11, 2009 for:**

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

- I. Discussion, Consideration, and Possible Action: Approval of FY 2009-10 Final Budget

### **During its meeting, the Committee:**

Reviewed and discussed all items in the proposed final budget.

The following recommendations are the result of the discussions.

### **COMMITTEE RECOMMENDATION FOR COMMISSION ACTION:**

1. To approve the Metropolitan Library System Proposed Final Budget for FY 2009-10 totaling \$51,840,192.

**METROPOLITAN LIBRARY COMMISSION**  
**OF OKLAHOMA COUNTY**

**FINANCE COMMITTEE**

**MINUTES**

DATE: Tuesday, August 11, 2009                      TIME: 3:30 PM  
MEETING PLACE: Downtown Library  
300 Park Avenue, Classrooms A & B  
Oklahoma City, OK 73102  
(405) 231-8650

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County, July 31, 2009. Notice of the time, date, place, and agenda for this meeting was posted by the Secretary of the Commission in prominent public view at the Downtown Library, 300 Park Avenue, Oklahoma City, on August 7, 2009, in conformity with the Oklahoma Open Meeting Act.

**COMMITTEE MEMBERS PRESENT:**

David Greenwell, Chair  
Nancy Anthony  
Fran Cory  
Jim Shonts  
Greg Womack

**COMMITTEE MEMBERS EXCUSED:**

None

**COMMISSION MEMBERS PRESENT:**

Donna Morris, Executive Director  
Carolyn Cornelius  
Judy Smith

**ESTIMATE OF OTHERS PRESENT: 10**



I. Mr. David Greenwell called the meeting to order at 3:35 p.m. Roll was called to establish a quorum. Present: Anthony, Cory, Shonts, Greenwell, (Arrived: Womack, 3:40).

II. Mr. Greenwell called on Mr. Lloyd Lovely, Deputy Executive Director/Finance & Support, to present the Metropolitan Library System FY 2009-10 Final Budget reconciliation.

Mr. Lovely stated the final assessment numbers from the county came in with a 5.8% increase over last year's tax revenues, which is 3.8% higher than the estimate used in the preliminary budget.

For informational purposes, Mr. Lovely handed out a comparative schedule of Annual Growth of Property Valuations. The schedule shows property values, as determined by the county assessor from 1982-83 through 2009-10. From the time that the 5% cap was enacted in 1995-96, tax revenue has been very stable. Questions and discussion followed.

Mr. Lovely reviewed the list of changes to the preliminary budget which are included in the proposed final budget. He explained in detail some of the main changes from the preliminary budget.

He stated the final budget of \$51,840,192 represents a decrease of \$1,559,020 or <2.9%> from the last fiscal year's budget. It also represents a \$2,392,535 increase from the preliminary budget approved by the Library Commission on June 18, 2009.

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

Tax Revenues	\$ 927,483
Lapsed and Cancelled	1,352,338
Other	<u>112,714</u>
Total	<u>\$2,392,535</u>

Questions and discussion followed.

**Mrs. Nancy Anthony moved to approve the MLS FY 2009-10 Final Budget as presented. Mr. Greg Womack seconded. No further discussion. Motion passed unanimously.**

II. There being no further business, Mr. Greenwell adjourned the meeting at 4:06 p.m.

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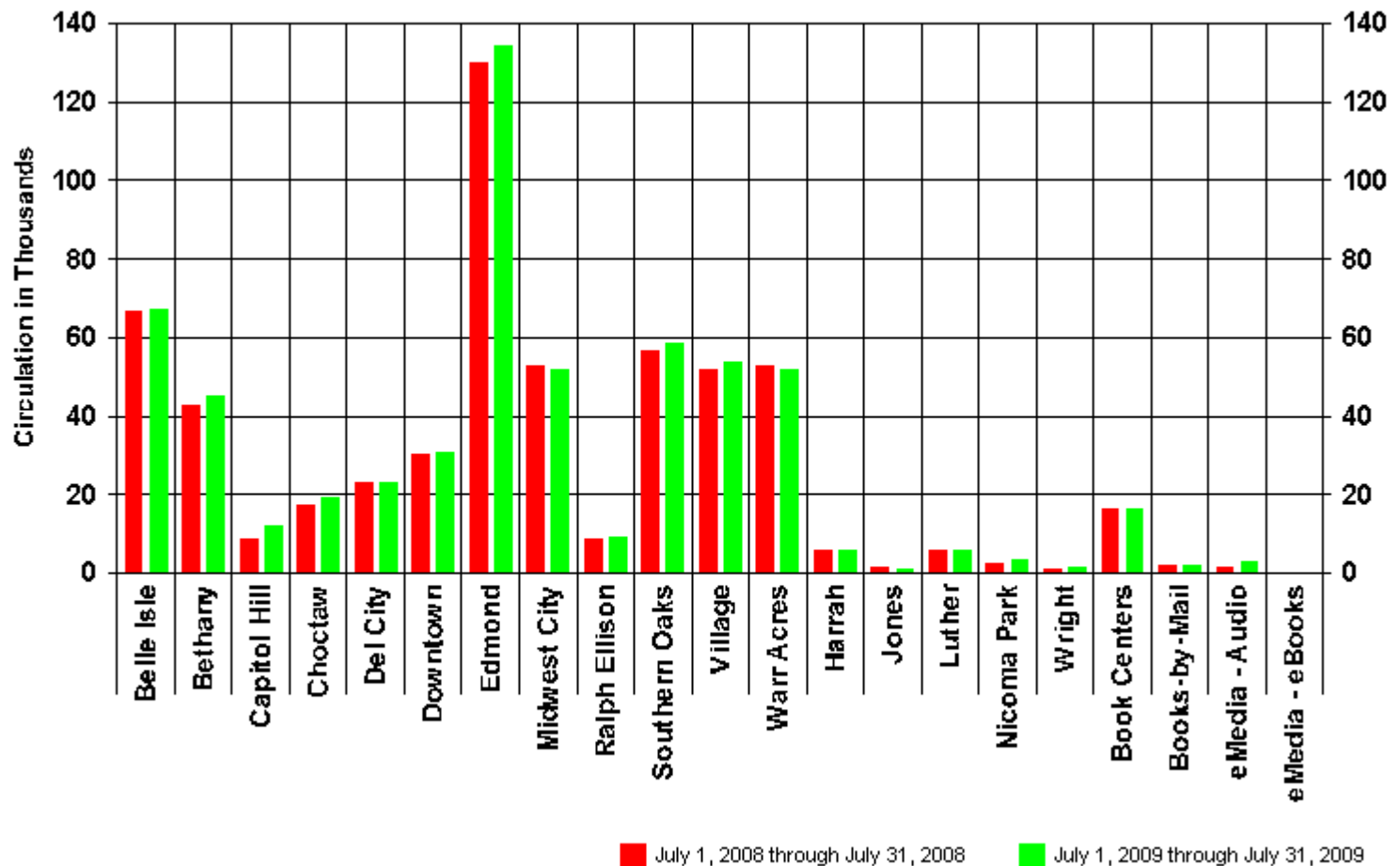
Donna Morris, Executive Director  
(Secretary)

**Final Budget**  
**FY 2009 – 2010**  
**(July 1, 2009 to June 30, 2010)**

**Please remember to bring your BLUE  
FY 2009-10 Final Budget Binder  
to the Commission meeting August 27, 2009**

## **Circulation Gains and Losses**

July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)







## **Circulation Gains and Losses**

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

<b>JULY 31, 2009</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
Belle Isle	09	48986	48986	17640	17640	66626	66626	
	10	50404	50404	16839	16839	67243	67243	
		<b>1418</b>	<b>1418</b>	<b>-801</b>	<b>-801</b>	<b>617</b>	<b>617</b>	<b>.9</b>
Bethany	09	27577	27577	14927	14927	42504	42504	
	10	29705	29705	15264	15264	44969	44969	
		<b>2128</b>	<b>2128</b>	<b>337</b>	<b>337</b>	<b>2465</b>	<b>2465</b>	<b>5.8</b>
Capitol Hill	09	5978	5978	2869	2869	8847	8847	
	10	8176	8176	3879	3879	12055	12055	
		<b>2198</b>	<b>2198</b>	<b>1010</b>	<b>1010</b>	<b>3208</b>	<b>3208</b>	<b>36.3</b>
Choctaw	09	10154	10154	7201	7201	17355	17355	
	10	11418	11418	7612	7612	19030	19030	
		<b>1264</b>	<b>1264</b>	<b>411</b>	<b>411</b>	<b>1675</b>	<b>1675</b>	<b>9.7</b>
Del City	09	14279	14279	8990	8990	23269	23269	
	10	14946	14946	8119	8119	23065	23065	
		<b>667</b>	<b>667</b>	<b>-871</b>	<b>-871</b>	<b>-204</b>	<b>-204</b>	<b>-.9</b>
Downtown	09	21967	21967	8054	8054	30021	30021	
	10	21498	21498	9215	9215	30713	30713	
		<b>-469</b>	<b>-469</b>	<b>1161</b>	<b>1161</b>	<b>692</b>	<b>692</b>	<b>2.3</b>
Edmond	09	70697	70697	59447	59447	130144	130144	
	10	72267	72267	61883	61883	134150	134150	
		<b>1570</b>	<b>1570</b>	<b>2436</b>	<b>2436</b>	<b>4006</b>	<b>4006</b>	<b>3.1</b>
Midwest City	09	35403	35403	17219	17219	52622	52622	
	10	35091	35091	16784	16784	51875	51875	
		<b>-312</b>	<b>-312</b>	<b>-435</b>	<b>-435</b>	<b>-747</b>	<b>-747</b>	<b>-1.4</b>
Ralph Ellison	09	6011	6011	2589	2589	8600	8600	
	10	6237	6237	2719	2719	8956	8956	
		<b>226</b>	<b>226</b>	<b>130</b>	<b>130</b>	<b>356</b>	<b>356</b>	<b>4.1</b>
Southern Oaks	09	39790	39790	16886	16886	56676	56676	
	10	41617	41617	16742	16742	58359	58359	
		<b>1827</b>	<b>1827</b>	<b>-144</b>	<b>-144</b>	<b>1683</b>	<b>1683</b>	<b>3.0</b>
Village	09	34444	34444	17334	17334	51778	51778	
	10	35756	35756	18147	18147	53903	53903	
		<b>1312</b>	<b>1312</b>	<b>813</b>	<b>813</b>	<b>2125</b>	<b>2125</b>	<b>4.1</b>
Warr Acres	09	33955	33955	18849	18849	52804	52804	
	10	33884	33884	18152	18152	52036	52036	
		<b>-71</b>	<b>-71</b>	<b>-697</b>	<b>-697</b>	<b>-768</b>	<b>-768</b>	<b>-1.5</b>

## **Circulation Gains and Losses**

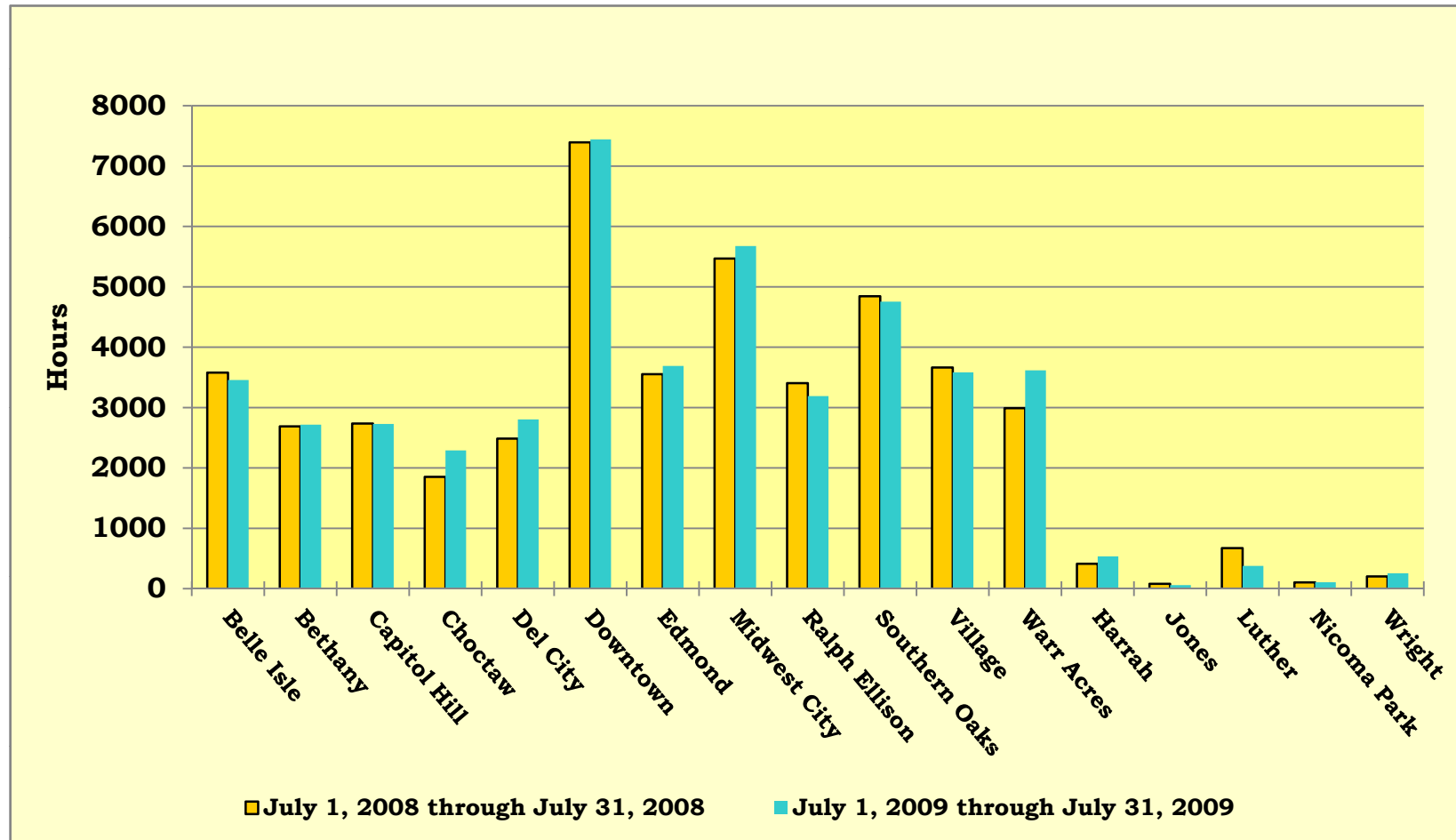
**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

<b>JULY 31, 2009</b>		<b><u>ADULT MONTH</u></b>	<b><u>ADULT YEAR</u></b>	<b><u>JUVENILE MONTH</u></b>	<b><u>JUVENILE YEAR</u></b>	<b><u>TOTAL MONTH</u></b>	<b><u>TOTAL YEAR</u></b>	<b><u>%</u></b>
<b><u>EXTENSION LIBRARIES:</u></b>								
Harrah	09	3919	3919	1703	1703	5622	5622	
	10	3548	3548	2173	2173	5721	5721	
		<b>-371</b>	<b>-371</b>	<b>470</b>	<b>470</b>	<b>99</b>	<b>99</b>	<b>1.8</b>
Jones	09	934	934	564	564	1498	1498	
	10	736	736	428	428	1164	1164	
		<b>-198</b>	<b>-198</b>	<b>-136</b>	<b>-136</b>	<b>-334</b>	<b>-334</b>	<b>-22.3</b>
Luther	09	3945	3945	1762	1762	5707	5707	
	10	4459	4459	1295	1295	5754	5754	
		<b>514</b>	<b>514</b>	<b>-467</b>	<b>-467</b>	<b>47</b>	<b>47</b>	<b>.8</b>
Nicoma Park	09	1728	1728	705	705	2433	2433	
	10	2258	2258	962	962	3220	3220	
		<b>530</b>	<b>530</b>	<b>257</b>	<b>257</b>	<b>787</b>	<b>787</b>	<b>32.3</b>
Wright	09	632	632	289	289	921	921	
	10	890	890	374	374	1264	1264	
		<b>258</b>	<b>258</b>	<b>85</b>	<b>85</b>	<b>343</b>	<b>343</b>	<b>37.2</b>
<b><u>OTHER:</u></b>								
Book Centers	09	9855	9855	6253	6253	16108	16108	
	10	10040	10040	6176	6176	16216	16216	
		<b>185</b>	<b>185</b>	<b>-77</b>	<b>-77</b>	<b>108</b>	<b>108</b>	<b>.7</b>
Books-by-Mail	09	2012	2012	0	0	2012	2012	
	10	2081	2081	0	0	2081	2081	
		<b>69</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>69</b>	<b>69</b>	<b>3.4</b>
eMedia - Audio	09	1362	1362	0	0	1362	1362	
	10	3113	3113	0	0	3113	3113	
		<b>1751</b>	<b>1751</b>	<b>0</b>	<b>0</b>	<b>1751</b>	<b>1751</b>	<b>128.6</b>
eMedia - eBooks	09	0	0	0	0	0	0	
	10	237	237	0	0	237	237	
		<b>237</b>	<b>237</b>	<b>0</b>	<b>0</b>	<b>237</b>	<b>237</b>	<b>237</b>
TOTALS	09	373628	373628	203281	203281	576909	576909	
	10	388361	388361	206763	206763	595124	595124	
		<b>14733</b>	<b>14733</b>	<b>3482</b>	<b>3482</b>	<b>18215</b>	<b>18215</b>	<b>3.2</b>



## Total Computer Hours Used by Library

July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)



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## Total Computer Usage

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	09	1,131		4,862		3,577.91		1,131		4,862		3,577.91	
	10	1,180		4,581		3,456.47		1,180		4,581		3,456.47	
		<b>49</b>	<b>4.3</b>	<b>-281</b>	<b>-5.8</b>	<b>-121.44</b>	<b>-3.4</b>	<b>49</b>	<b>4.3</b>	<b>-281</b>	<b>-5.8</b>	<b>-121.44</b>	<b>-3.4</b>
BETHANY	09	885		3,492		2,686.74		885		3,492		2,686.74	
	10	907		3,613		2,716.16		907		3,613		2,716.16	
		<b>22</b>	<b>2.5</b>	<b>121</b>	<b>3.5</b>	<b>29.42</b>	<b>1.1</b>	<b>22</b>	<b>2.5</b>	<b>121</b>	<b>3.5</b>	<b>29.42</b>	<b>1.1</b>
CAPITOL HILL	09	713		3,318		2,733.61		713		3,318		2,733.61	
	10	782		3,542		2,727.80		782		3,542		2,727.80	
		<b>69</b>	<b>9.7</b>	<b>224</b>	<b>6.8</b>	<b>-5.81</b>	<b>-.2</b>	<b>69</b>	<b>9.7</b>	<b>224</b>	<b>6.8</b>	<b>-5.81</b>	<b>-.2</b>
CHOCTAW	09	469		1,898		1,850.52		469		1,898		1,850.52	
	10	494		2,317		2,289.23		494		2,317		2,289.23	
		<b>25</b>	<b>5.3</b>	<b>419</b>	<b>22.1</b>	<b>438.71</b>	<b>23.7</b>	<b>25</b>	<b>5.3</b>	<b>419</b>	<b>22.1</b>	<b>438.71</b>	<b>23.7</b>
DEL CITY	09	790		3,191		2,484.75		790		3,191		2,484.75	
	10	874		3,572		2,804.39		874		3,572		2,804.39	
		<b>84</b>	<b>10.6</b>	<b>381</b>	<b>11.9</b>	<b>319.64</b>	<b>12.9</b>	<b>84</b>	<b>10.6</b>	<b>381</b>	<b>11.9</b>	<b>319.64</b>	<b>12.9</b>
DOWNTOWN	09	1,243		9,779		7,391.83		1,243		9,779		7,391.83	
	10	1,222		10,450		7,440.83		1,222		10,450		7,440.83	
		<b>-21</b>	<b>-1.7</b>	<b>671</b>	<b>6.9</b>	<b>49.00</b>	<b>.7</b>	<b>-21</b>	<b>-1.7</b>	<b>671</b>	<b>6.9</b>	<b>49.00</b>	<b>.7</b>
EDMOND	09	1,158		4,719		3,552.17		1,158		4,719		3,552.17	
	10	1,166		4,636		3,689.13		1,166		4,636		3,689.13	
		<b>8</b>	<b>.7</b>	<b>-83</b>	<b>-1.8</b>	<b>136.96</b>	<b>3.9</b>	<b>8</b>	<b>.7</b>	<b>-83</b>	<b>-1.8</b>	<b>136.96</b>	<b>3.9</b>
MIDWEST CITY	09	1,596		7,484		5,468.48		1,596		7,484		5,468.48	
	10	1,650		7,541		5,674.84		1,650		7,541		5,674.84	
		<b>54</b>	<b>3.4</b>	<b>57</b>	<b>.8</b>	<b>206.36</b>	<b>3.8</b>	<b>54</b>	<b>3.4</b>	<b>57</b>	<b>.8</b>	<b>206.36</b>	<b>3.8</b>
RALPH ELLISON	09	821		4,947		3,404.53		821		4,947		3,404.53	
	10	844		4,216		3,188.55		844		4,216		3,188.55	
		<b>23</b>	<b>2.8</b>	<b>-731</b>	<b>-14.8</b>	<b>-215.98</b>	<b>-6.3</b>	<b>23</b>	<b>2.8</b>	<b>-731</b>	<b>-14.8</b>	<b>-215.98</b>	<b>-6.3</b>



## Total Computer Usage

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	09	1,357		6,839		4,843.77		1,357		6,839		4,843.77	
	10	1,580		6,550		4,753.04		1,580		6,550		4,753.04	
		<b>223</b>	<b>16.4</b>	<b>-289</b>	<b>-4.2</b>	<b>-90.73</b>	<b>-1.9</b>	<b>223</b>	<b>16.4</b>	<b>-289</b>	<b>-4.2</b>	<b>-90.73</b>	<b>-1.9</b>
VILLAGE	09	1,161		4,936		3,662.04		1,161		4,936		3,662.04	
	10	1,130		5,011		3,584.08		1,130		5,011		3,584.08	
		<b>-31</b>	<b>-2.7</b>	<b>75</b>	<b>1.5</b>	<b>-77.96</b>	<b>-2.1</b>	<b>-31</b>	<b>-2.7</b>	<b>75</b>	<b>1.5</b>	<b>-77.96</b>	<b>-2.1</b>
WARR ACRES	09	894		4,185		2,989.21		894		4,185		2,989.21	
	10	1,047		4,845		3,615.11		1,047		4,845		3,615.11	
		<b>153</b>	<b>17.1</b>	<b>660</b>	<b>15.8</b>	<b>625.90</b>	<b>20.9</b>	<b>153</b>	<b>17.1</b>	<b>660</b>	<b>15.8</b>	<b>625.90</b>	<b>20.9</b>
HARRAH	09	149		537		412.88		149		537		412.88	
	10	155		606		534.37		155		606		534.37	
		<b>6</b>	<b>4.0</b>	<b>69</b>	<b>12.8</b>	<b>121.49</b>	<b>29.4</b>	<b>6</b>	<b>4.0</b>	<b>69</b>	<b>12.8</b>	<b>121.49</b>	<b>29.4</b>
JONES	09	23		78		79.24		23		78		79.24	
	10	21		70		58.95		21		70		58.95	
		<b>-2</b>	<b>-8.7</b>	<b>-8</b>	<b>-10.3</b>	<b>-20.29</b>	<b>-25.6</b>	<b>-2</b>	<b>-8.7</b>	<b>-8</b>	<b>-10.3</b>	<b>-20.29</b>	<b>-25.6</b>
LUTHER	09	133		758		670.57		133		758		670.57	
	10	143		495		378.46		143		495		378.46	
		<b>10</b>	<b>7.5</b>	<b>-263</b>	<b>-34.7</b>	<b>-292.11</b>	<b>-43.6</b>	<b>10</b>	<b>7.5</b>	<b>-263</b>	<b>-34.7</b>	<b>-292.11</b>	<b>-43.6</b>
NICOMA PARK	09	32		134		103.94		32		134		103.94	
	10	58		134		105.96		58		134		105.96	
		<b>26</b>	<b>81.3</b>		<b>.0</b>	<b>2.02</b>	<b>1.9</b>	<b>26</b>	<b>81.3</b>		<b>.0</b>	<b>2.02</b>	<b>1.9</b>
WRIGHT	09	49		262		203.15		49		262		203.15	
	10	42		308		253.80		42		308		253.80	
		<b>-7</b>	<b>-14.3</b>	<b>46</b>	<b>17.6</b>	<b>50.65</b>	<b>24.9</b>	<b>-7</b>	<b>-14.3</b>	<b>46</b>	<b>17.6</b>	<b>50.65</b>	<b>24.9</b>
TOTAL	09	12,604		61,419		46,115.34		12,604		61,419		46,115.34	
	10	13,295		62,487		47,271.17		13,295		62,487		47,271.17	
		<b>691</b>	<b>5.5</b>	<b>1,068</b>	<b>1.7</b>	<b>1,155.83</b>	<b>2.5</b>	<b>691</b>	<b>5.5</b>	<b>1,068</b>	<b>1.7</b>	<b>1,155.83</b>	<b>2.5</b>

## Computer Usage by Adult Customers

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	09	932		3,909		2,874.61		932		3,909		2,874.61	
	10	1,001		4,056		3,059.87		1,001		4,056		3,059.87	
		<b>69</b>	<b>7.4</b>	<b>147</b>	<b>3.8</b>	<b>185.26</b>	<b>6.4</b>	<b>69</b>	<b>7.4</b>	<b>147</b>	<b>3.8</b>	<b>185.26</b>	<b>6.4</b>
BETHANY	09	682		2,606		1,975.03		682		2,606		1,975.03	
	10	665		2,620		1,958.11		665		2,620		1,958.11	
		<b>-17</b>	<b>-2.5</b>	<b>14</b>	<b>.5</b>	<b>-16.92</b>	<b>-.9</b>	<b>-17</b>	<b>-2.5</b>	<b>14</b>	<b>.5</b>	<b>-16.92</b>	<b>-.9</b>
CAPITOL HILL	09	367		1,451		1,204.71		367		1,451		1,204.71	
	10	399		1,560		1,205.08		399		1,560		1,205.08	
		<b>32</b>	<b>8.7</b>	<b>109</b>	<b>7.5</b>	<b>.37</b>	<b>.0</b>	<b>32</b>	<b>8.7</b>	<b>109</b>	<b>7.5</b>	<b>.37</b>	<b>.0</b>
CHOCTAW	09	317		1,091		932.31		317		1,091		932.31	
	10	321		1,258		1,166.89		321		1,258		1,166.89	
		<b>4</b>	<b>1.3</b>	<b>167</b>	<b>15.3</b>	<b>234.58</b>	<b>25.2</b>	<b>4</b>	<b>1.3</b>	<b>167</b>	<b>15.3</b>	<b>234.58</b>	<b>25.2</b>
DEL CITY	09	574		1,907		1,476.91		574		1,907		1,476.91	
	10	627		2,442		1,923.02		627		2,442		1,923.02	
		<b>53</b>	<b>9.2</b>	<b>535</b>	<b>28.1</b>	<b>446.11</b>	<b>30.2</b>	<b>53</b>	<b>9.2</b>	<b>535</b>	<b>28.1</b>	<b>446.11</b>	<b>30.2</b>
DOWNTOWN	09	1,029		8,148		6,144.98		1,029		8,148		6,144.98	
	10	975		9,226		6,519.83		975		9,226		6,519.83	
		<b>-54</b>	<b>-5.2</b>	<b>1,078</b>	<b>13.2</b>	<b>374.85</b>	<b>6.1</b>	<b>-54</b>	<b>-5.2</b>	<b>1,078</b>	<b>13.2</b>	<b>374.85</b>	<b>6.1</b>
EDMOND	09	936		3,817		2,862.71		936		3,817		2,862.71	
	10	944		3,896		3,080.94		944		3,896		3,080.94	
		<b>8</b>	<b>.9</b>	<b>79</b>	<b>2.1</b>	<b>218.23</b>	<b>7.6</b>	<b>8</b>	<b>.9</b>	<b>79</b>	<b>2.1</b>	<b>218.23</b>	<b>7.6</b>
MIDWEST CITY	09	1,190		4,686		3,501.94		1,190		4,686		3,501.94	
	10	1,241		5,472		4,162.62		1,241		5,472		4,162.62	
		<b>51</b>	<b>4.3</b>	<b>786</b>	<b>16.8</b>	<b>660.68</b>	<b>18.9</b>	<b>51</b>	<b>4.3</b>	<b>786</b>	<b>16.8</b>	<b>660.68</b>	<b>18.9</b>
RALPH ELLISON	09	489		1,961		1,418.27		489		1,961		1,418.27	
	10	592		2,258		1,695.32		592		2,258		1,695.32	
		<b>103</b>	<b>21.1</b>	<b>297</b>	<b>15.1</b>	<b>277.05</b>	<b>19.5</b>	<b>103</b>	<b>21.1</b>	<b>297</b>	<b>15.1</b>	<b>277.05</b>	<b>19.5</b>

## Computer Usage by Adult Customers

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	09	931		3,319		2,522.13		931		3,319		2,522.13	
	10	1,075		3,780		2,809.87		1,075		3,780		2,809.87	
		<b>144</b>	<b>15.5</b>	<b>461</b>	<b>13.9</b>	<b>287.74</b>	<b>11.4</b>	<b>144</b>	<b>15.5</b>	<b>461</b>	<b>13.9</b>	<b>287.74</b>	<b>11.4</b>
VILLAGE	09	879		3,398		2,523.81		879		3,398		2,523.81	
	10	862		3,231		2,358.81		862		3,231		2,358.81	
		<b>-17</b>	<b>-1.9</b>	<b>-167</b>	<b>-4.9</b>	<b>-165.00</b>	<b>-6.5</b>	<b>-17</b>	<b>-1.9</b>	<b>-167</b>	<b>-4.9</b>	<b>-165.00</b>	<b>-6.5</b>
WARR ACRES	09	688		2,689		1,929.35		688		2,689		1,929.35	
	10	797		3,278		2,499.00		797		3,278		2,499.00	
		<b>109</b>	<b>15.8</b>	<b>589</b>	<b>21.9</b>	<b>569.65</b>	<b>29.5</b>	<b>109</b>	<b>15.8</b>	<b>589</b>	<b>21.9</b>	<b>569.65</b>	<b>29.5</b>
HARRAH	09	94		388		288.80		94		388		288.80	
	10	93		275		207.23		93		275		207.23	
		<b>-1</b>	<b>-1.1</b>	<b>-113</b>	<b>-29.1</b>	<b>-81.57</b>	<b>-28.2</b>	<b>-1</b>	<b>-1.1</b>	<b>-113</b>	<b>-29.1</b>	<b>-81.57</b>	<b>-28.2</b>
JONES	09	10		25		16.54		10		25		16.54	
	10	11		40		30.51		11		40		30.51	
		<b>1</b>	<b>10.0</b>	<b>15</b>	<b>60.0</b>	<b>13.97</b>	<b>84.5</b>	<b>1</b>	<b>10.0</b>	<b>15</b>	<b>60.0</b>	<b>13.97</b>	<b>84.5</b>
LUTHER	09	61		291		258.92		61		291		258.92	
	10	67		216		193.81		67		216		193.81	
		<b>6</b>	<b>9.8</b>	<b>-75</b>	<b>-25.8</b>	<b>-65.11</b>	<b>-25.1</b>	<b>6</b>	<b>9.8</b>	<b>-75</b>	<b>-25.8</b>	<b>-65.11</b>	<b>-25.1</b>
NICOMA PARK	09	24		106		78.54		24		106		78.54	
	10	44		113		92.39		44		113		92.39	
		<b>20</b>	<b>83.3</b>	<b>7</b>	<b>6.6</b>	<b>13.85</b>	<b>17.6</b>	<b>20</b>	<b>83.3</b>	<b>7</b>	<b>6.6</b>	<b>13.85</b>	<b>17.6</b>
WRIGHT	09	33		144		104.18		33		144		104.18	
	10	32		233		197.88		32		233		197.88	
		<b>-1</b>	<b>-3.0</b>	<b>89</b>	<b>61.8</b>	<b>93.70</b>	<b>89.9</b>	<b>-1</b>	<b>-3.0</b>	<b>89</b>	<b>61.8</b>	<b>93.70</b>	<b>89.9</b>
TOTAL	09	9,236		39,936		30,113.74		9,236		39,936		30,113.74	
	10	9,746		43,954		33,161.18		9,746		43,954		33,161.18	
		<b>510</b>	<b>5.5</b>	<b>4,018</b>	<b>10.1</b>	<b>3,047.44</b>	<b>10.1</b>	<b>510</b>	<b>5.5</b>	<b>4,018</b>	<b>10.1</b>	<b>3,047.44</b>	<b>10.1</b>



## Computer Usage by Minor Customers

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	09	199		953		703.30		199		953		703.30	
	10	179		525		396.60		179		525		396.60	
		<b>-20</b>	<b>-10.1</b>	<b>-428</b>	<b>-44.9</b>	<b>-306.70</b>	<b>-43.6</b>	<b>-20</b>	<b>-10.1</b>	<b>-428</b>	<b>-44.9</b>	<b>-306.70</b>	<b>-43.6</b>
BETHANY	09	203		886		711.71		203		886		711.71	
	10	242		993		758.05		242		993		758.05	
		<b>39</b>	<b>19.2</b>	<b>107</b>	<b>12.1</b>	<b>46.34</b>	<b>6.5</b>	<b>39</b>	<b>19.2</b>	<b>107</b>	<b>12.1</b>	<b>46.34</b>	<b>6.5</b>
CAPITOL HILL	09	346		1,867		1,528.90		346		1,867		1,528.90	
	10	383		1,982		1,522.72		383		1,982		1,522.72	
		<b>37</b>	<b>10.7</b>	<b>115</b>	<b>6.2</b>	<b>-6.18</b>	<b>-.4</b>	<b>37</b>	<b>10.7</b>	<b>115</b>	<b>6.2</b>	<b>-6.18</b>	<b>-.4</b>
CHOCTAW	09	152		807		918.21		152		807		918.21	
	10	173		1,059		1,122.34		173		1,059		1,122.34	
		<b>21</b>	<b>13.8</b>	<b>252</b>	<b>31.2</b>	<b>204.13</b>	<b>22.2</b>	<b>21</b>	<b>13.8</b>	<b>252</b>	<b>31.2</b>	<b>204.13</b>	<b>22.2</b>
DEL CITY	09	216		1,284		1,007.84		216		1,284		1,007.84	
	10	247		1,130		881.37		247		1,130		881.37	
		<b>31</b>	<b>14.4</b>	<b>-154</b>	<b>-12.0</b>	<b>-126.47</b>	<b>-12.5</b>	<b>31</b>	<b>14.4</b>	<b>-154</b>	<b>-12.0</b>	<b>-126.47</b>	<b>-12.5</b>
DOWNTOWN	09	214		1,631		1,246.85		214		1,631		1,246.85	
	10	247		1,224		921.00		247		1,224		921.00	
		<b>33</b>	<b>15.4</b>	<b>-407</b>	<b>-25.0</b>	<b>-325.85</b>	<b>-26.1</b>	<b>33</b>	<b>15.4</b>	<b>-407</b>	<b>-25.0</b>	<b>-325.85</b>	<b>-26.1</b>
EDMOND	09	222		902		689.46		222		902		689.46	
	10	222		740		608.19		222		740		608.19	
			<b>.0</b>	<b>-162</b>	<b>-18.0</b>	<b>-81.27</b>	<b>-11.8</b>		<b>.0</b>	<b>-162</b>	<b>-18.0</b>	<b>-81.27</b>	<b>-11.8</b>
MIDWEST CITY	09	406		2,798		1,966.54		406		2,798		1,966.54	
	10	409		2,069		1,512.22		409		2,069		1,512.22	
		<b>3</b>	<b>.7</b>	<b>-729</b>	<b>-26.1</b>	<b>-454.32</b>	<b>-23.1</b>	<b>3</b>	<b>.7</b>	<b>-729</b>	<b>-26.1</b>	<b>-454.32</b>	<b>-23.1</b>
RALPH ELLISON	09	332		2,986		1,986.26		332		2,986		1,986.26	
	10	252		1,958		1,493.23		252		1,958		1,493.23	
		<b>-80</b>	<b>-24.1</b>	<b>-1,028</b>	<b>-34.4</b>	<b>-493.03</b>	<b>-24.8</b>	<b>-80</b>	<b>-24.1</b>	<b>-1,028</b>	<b>-34.4</b>	<b>-493.03</b>	<b>-24.8</b>

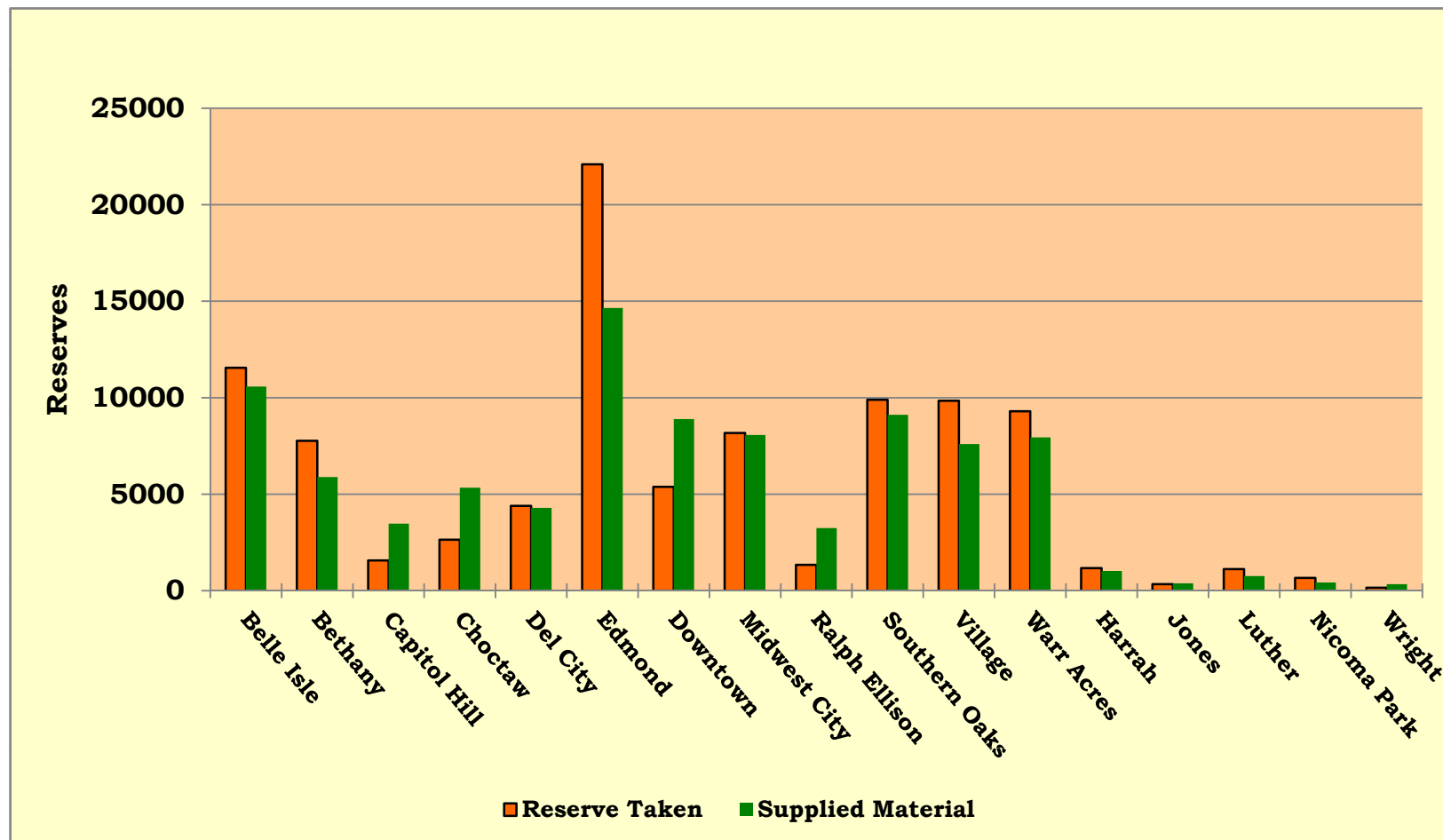
## Computer Usage by Minor Customers

**July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)**

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	09	426		3,520		2,321.64		426		3,520		2,321.64	
	10	505		2,770		1,943.17		505		2,770		1,943.17	
		<b>79</b>	<b>18.5</b>	<b>-750</b>	<b>-21.3</b>	<b>-378.47</b>	<b>-16.3</b>	<b>79</b>	<b>18.5</b>	<b>-750</b>	<b>-21.3</b>	<b>-378.47</b>	<b>-16.3</b>
VILLAGE	09	282		1,538		1,138.23		282		1,538		1,138.23	
	10	268		1,780		1,225.27		268		1,780		1,225.27	
		<b>-14</b>	<b>-5.0</b>	<b>242</b>	<b>15.7</b>	<b>87.04</b>	<b>7.6</b>	<b>-14</b>	<b>-5.0</b>	<b>242</b>	<b>15.7</b>	<b>87.04</b>	<b>7.6</b>
WARR ACRES	09	206		1,496		1,059.86		206		1,496		1,059.86	
	10	250		1,567		1,116.11		250		1,567		1,116.11	
		<b>44</b>	<b>21.4</b>	<b>71</b>	<b>4.7</b>	<b>56.25</b>	<b>5.3</b>	<b>44</b>	<b>21.4</b>	<b>71</b>	<b>4.7</b>	<b>56.25</b>	<b>5.3</b>
HARRAH	09	55		149		124.08		55		149		124.08	
	10	62		331		327.14		62		331		327.14	
		<b>7</b>	<b>12.7</b>	<b>182</b>	<b>122.1</b>	<b>203.06</b>	<b>163.7</b>	<b>7</b>	<b>12.7</b>	<b>182</b>	<b>122.1</b>	<b>203.06</b>	<b>163.7</b>
JONES	09	13		53		62.70		13		53		62.70	
	10	10		30		28.44		10		30		28.44	
		<b>-3</b>	<b>-23.1</b>	<b>-23</b>	<b>-43.4</b>	<b>-34.26</b>	<b>-54.6</b>	<b>-3</b>	<b>-23.1</b>	<b>-23</b>	<b>-43.4</b>	<b>-34.26</b>	<b>-54.6</b>
LUTHER	09	72		467		411.65		72		467		411.65	
	10	76		279		184.65		76		279		184.65	
		<b>4</b>	<b>5.6</b>	<b>-188</b>	<b>-40.3</b>	<b>-227.00</b>	<b>-55.1</b>	<b>4</b>	<b>5.6</b>	<b>-188</b>	<b>-40.3</b>	<b>-227.00</b>	<b>-55.1</b>
NICOMA PARK	09	8		28		25.40		8		28		25.40	
	10	14		21		13.57		14		21		13.57	
		<b>6</b>	<b>75.0</b>	<b>-7</b>	<b>-25.0</b>	<b>-11.83</b>	<b>-46.6</b>	<b>6</b>	<b>75.0</b>	<b>-7</b>	<b>-25.0</b>	<b>-11.83</b>	<b>-46.6</b>
WRIGHT	09	16		118		98.97		16		118		98.97	
	10	10		75		55.92		10		75		55.92	
		<b>-6</b>	<b>-37.5</b>	<b>-43</b>	<b>-36.4</b>	<b>-43.05</b>	<b>-43.5</b>	<b>-6</b>	<b>-37.5</b>	<b>-43</b>	<b>-36.4</b>	<b>-43.05</b>	<b>-43.5</b>
TOTAL	09	3,368		21,483		16,001.60		3,368		21,483		16,001.60	
	10	3,549		18,533		14,109.99		3,549		18,533		14,109.99	
		<b>181</b>	<b>5.4</b>	<b>-2,950</b>	<b>-13.7</b>	<b>-1,891.61</b>	<b>-11.8</b>	<b>181</b>	<b>5.4</b>	<b>-2,950</b>	<b>-13.7</b>	<b>-1,891.61</b>	<b>-11.8</b>

## System Reserve Report

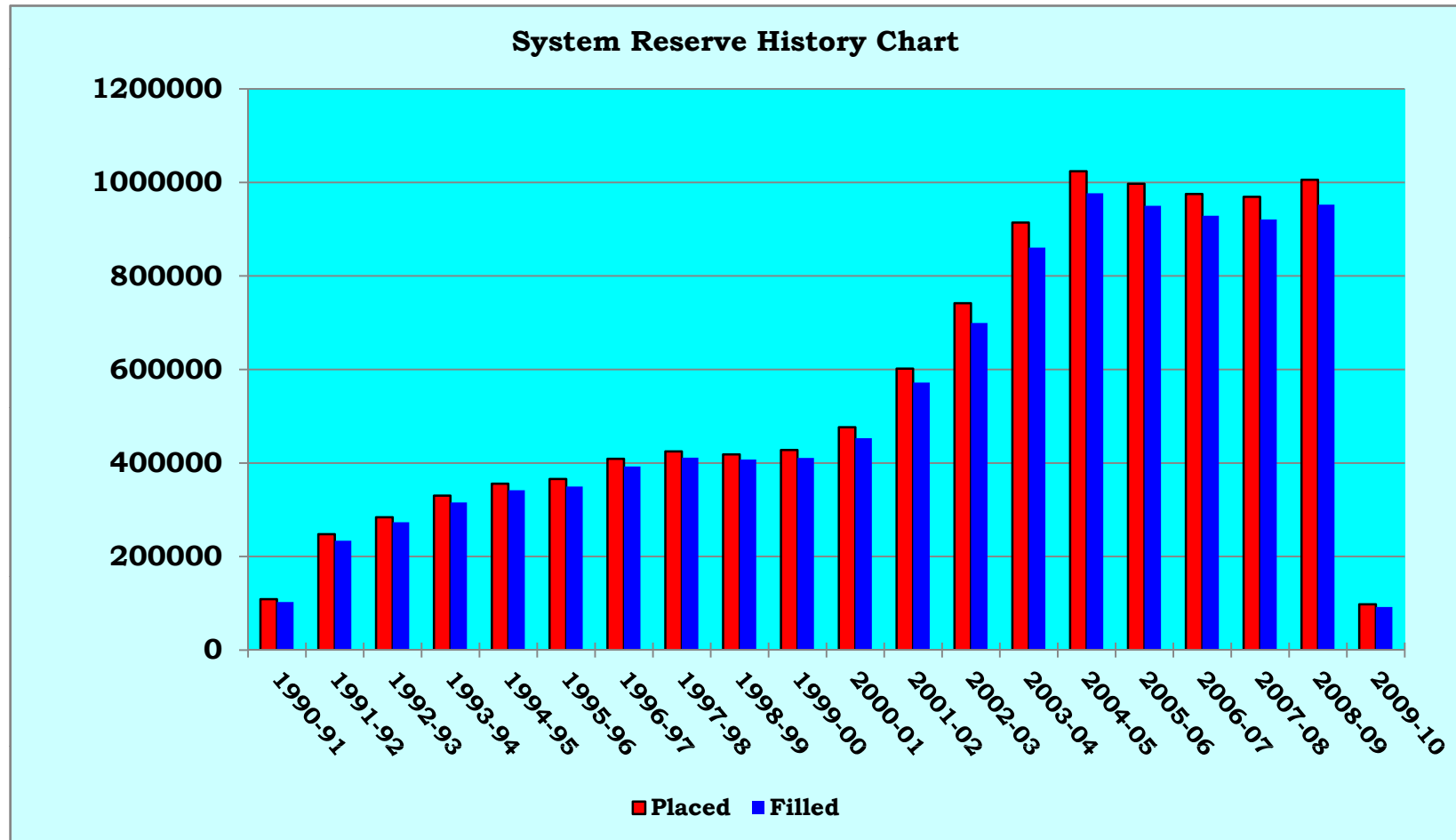
July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)





## System Reserve Report

July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)



## System Reserves Report

July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	09	11,369	11,369		10,706	10,706	
	10	11,554	11,554		10,635	10,635	
		<b>185</b>	<b>185</b>	<b>1.6</b>	<b>-71</b>	<b>-71</b>	<b>-.7</b>
BETHANY	09	6,635	6,635		6,424	6,424	
	10	7,763	7,763		7,350	7,350	
		<b>1,128</b>	<b>1,128</b>	<b>17.0</b>	<b>926</b>	<b>926</b>	<b>14.4</b>
CAPITOL HILL	09	1,094	1,094		964	964	
	10	1,566	1,566		1,391	1,391	
		<b>472</b>	<b>472</b>	<b>43.1</b>	<b>427</b>	<b>427</b>	<b>44.3</b>
CHOCTAW	09	2,390	2,390		2,239	2,239	
	10	2,642	2,642		2,526	2,526	
		<b>252</b>	<b>252</b>	<b>10.5</b>	<b>287</b>	<b>287</b>	<b>12.8</b>
DEL CITY	09	4,117	4,117		4,058	4,058	
	10	4,396	4,396		4,075	4,075	
		<b>279</b>	<b>279</b>	<b>6.8</b>	<b>17</b>	<b>17</b>	<b>.4</b>
EDMOND	09	20,538	20,538		19,890	19,890	
	10	22,095	22,095		20,935	20,935	
		<b>1,557</b>	<b>1,557</b>	<b>7.6</b>	<b>1,045</b>	<b>1,045</b>	<b>5.3</b>
DOWNTOWN	09	5,235	5,235		5,019	5,019	
	10	5,378	5,378		4,882	4,882	
		<b>143</b>	<b>143</b>	<b>2.7</b>	<b>-137</b>	<b>-137</b>	<b>-2.7</b>
MIDWEST CITY	09	8,351	8,351		7,954	7,954	
	10	8,169	8,169		7,887	7,887	
		<b>-182</b>	<b>-182</b>	<b>-2.2</b>	<b>-67</b>	<b>-67</b>	<b>-.8</b>
RALPH ELLISON	09	1,091	1,091		760	760	
	10	1,343	1,343		1,227	1,227	
		<b>252</b>	<b>252</b>	<b>23.1</b>	<b>467</b>	<b>467</b>	<b>61.4</b>
SOUTHERN OAKS	09	8,848	8,848		8,554	8,554	
	10	9,895	9,895		9,308	9,308	
		<b>1,047</b>	<b>1,047</b>	<b>11.8</b>	<b>754</b>	<b>754</b>	<b>8.8</b>
VILLAGE	09	9,350	9,350		8,761	8,761	
	10	9,841	9,841		9,274	9,274	
		<b>491</b>	<b>491</b>	<b>5.3</b>	<b>513</b>	<b>513</b>	<b>5.9</b>
WARR ACRES	09	8,540	8,540		8,282	8,282	
	10	9,300	9,300		8,806	8,806	
		<b>760</b>	<b>760</b>	<b>8.9</b>	<b>524</b>	<b>524</b>	<b>6.3</b>

## System Reserves Report

July 1, 2009 through July 31, 2009 (8.33% of the 09-10 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	09	1,057	1,057		962	962	
	10	1,167	1,167		1,128	1,128	
		<b>110</b>	<b>110</b>	<b>10.4</b>	<b>166</b>	<b>166</b>	<b>17.3</b>
JONES	09	462	462		419	419	
	10	338	338		359	359	
		<b>-124</b>	<b>-124</b>	<b>-26.8</b>	<b>-60</b>	<b>-60</b>	<b>-14.3</b>
LUTHER	09	942	942		980	980	
	10	1,119	1,119		1,139	1,139	
		<b>177</b>	<b>177</b>	<b>18.8</b>	<b>159</b>	<b>159</b>	<b>16.2</b>
NICOMA PARK	09	616	616		598	598	
	10	659	659		596	596	
		<b>43</b>	<b>43</b>	<b>7.0</b>	<b>-2</b>	<b>-2</b>	<b>-.3</b>
WRIGHT	09	144	144		161	161	
	10	153	153		155	155	
		<b>9</b>	<b>9</b>	<b>6.3</b>	<b>-6</b>	<b>-6</b>	<b>-3.7</b>
BOOKS-BY-MAIL	09	628	628		602	602	
	10	515	515		450	450	
		<b>-113</b>	<b>-113</b>	<b>-18.0</b>	<b>-152</b>	<b>-152</b>	<b>-25.2</b>
TOTAL	09	91,407	91,407		87,333	87,333	
	10	97,893	97,893		92,123	92,123	
		<b>6,486</b>	<b>6,486</b>	<b>7.1</b>	<b>4,790</b>	<b>4,790</b>	<b>5.5</b>



## **EXECUTIVE DIRECTOR'S REPORT**

**AUGUST 2009**

### **Consortium Agreement Renewed**

As per our arrangement with the Downtown College Consortium, the agreement between the two parties is to be reviewed and updated, if needed, each year. Headquarters Manager, Candace McDaniel; Downtown College Consortium Director, Gus Pekara; and Deputy Executive Director/Finance & Support, Lloyd Lovely have reviewed the agreement and have not made any changes to the agreement for this year. The library is pleased to continue to offer quality credit and non credit classes for customers through our excellent partnership with the consortium staff and the colleges involved and I am happy to report that the number of participants in classes is growing under Gus's leadership.

### **Commission Members Reappointments announced**

I am pleased to report the reappointments of the following commission members:

Lee Alan Leslie, Midwest City

Greg Womack, Edmond

Ralph Bullard, Oklahoma County

Nancy Anthony, Oklahoma City

Brenda Palmer, Oklahoma City

Lori Nelson, Oklahoma City

All members were appointed to new 3 year terms.

### **New Commission member appointed**

On August 4, 2009, Mayor Mick Cornett appointed Ms. Bosé Akadiri to a new 3 year term replacing Alexandra Vera. Ms. Akadiri is a geological technician for Kirkpatrick Oil. An alumni of the University of Oklahoma, she has a Bachelor of Arts in Communication & Spanish. Her community involvements are Leadership Oklahoma City Alumni Association Board; Allied Arts ARTini Committee; Arts Council of Oklahoma City, Festival Volunteer.

### **Kim Patterson to serve on Harrah TIF Committee**

Kim Patterson, commission member from Harrah has been selected by MLS chair, Hugh Rice to serve on the recently formed Tax Increment District Review Committee for the city of Harrah. Kim will be representing the library system on this committee.

### **Emedia update**

I am excited to tell you about a new eMedia service for our library customers. On July 15 several exciting features were added to our eMedia site. These enhancements are: EPUB Books, Star rating support; user defined lending periods and a new version of OverDrive Media Console.

We have ordered several Sony readers for staff training and testing and will be able to demonstrate the new service for you at the September commission meeting.

### **First Edition Café under new management**

The previous operators of the First Edition café, the Catering Company, have filed for bankruptcy and have ceased all of their food service operations. After being closed for two weeks; the café reopened

August 10<sup>th</sup> under new management. The new operator is the former manager of the First Edition and has secured all of the necessary licenses for operation of the café. A letter was sent to the former operators terminating their lease and a new lease will be coming to the commission in the upcoming months.

### **Capital Projects Update**

As I write this, I still do not have a confirmed date for the opening of Ralph Ellison Library. We do expect delivery of the shelving to commence the week of August 24<sup>th</sup>. If that installation does begin that week; then we should be able to pinpoint an opening date 3-4 weeks from that time. There are only a few remaining items to complete and we expect inspections to take place the week of the 17<sup>th</sup>. The renovation looks fabulous and we are very anxious to move in. As soon as we know a grand opening date we will email you immediately. Due to the time crunch we may opt for email invitations rather than the traditional mailed ones.

We had a great turnout of commission members for our tours of the service center. We are still on schedule for a late October completion with training and move in to follow.

Southern Oaks design development is well underway and we had a very good meeting last week in which the architects presented 3 different schemes that would reclaim the old bookmobile/dock space, add new restrooms, level the existing floor and provide some new group study rooms and improved space for computers, children and teen areas, and expanded staff workspace. Other improvements would be made to the mechanical and electrical systems, the existing driveway and the book drop. A preferred scheme will be selected within the next 2 weeks and the schematic design phase will begin.

Northwest construction documents are almost complete and the project should be out for bid shortly. A ground breaking will be held in early fall.

### ***DIRECTOR OUTREACH ACTIVITIES***

- Attended Rotary 29 Club Meetings
- ODL Legislative Meeting
- Attended Library Nite at the Ballpark
- Attend Leadership OKC Meeting
- Tour Service Center
- Attended MLS Library Managers Meeting
- Meeting with OKC/OKCCC Officials
- Meeting with OKC Public Works

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

#### **Wednesday Night at the Movies**

Wednesday, September 2, 2009

Time: 6:00pm-8:00pm

Location: Downtown

All Ages

Join the Downtown Library for Wednesday Night at the Movies! Tonight's movie will be the 2005 film "The Hitchhiker's Guide to the Galaxy" based on the classic book by Douglas Adams. Please call 231-8650 for more information.

**Tips from the Consumer Queen**

Saturday, September 5, 2009

Time: 2:00pm-4:00pm

Location: Del City

Adults

The reigning Consumer Queen of Edmond, represented by Patsy Smith, will be giving expert couponing advice, frugal tips, and helping you fight the rising costs of the economy by changing the way you shop. Please call or stop by the Information Desk for more information.

**Beginning Weaving**

Wednesday, September 9, 2009

Time: 6:00pm-8:00pm

Location: Del City

Adults

Join us for a three-part weaving class this month on September 9th, 16th, and 23rd with expert weaver, Donna Hilton from the Weavery at Indian Meridian, one of Oklahoma's finest full-service weaving, spinning and fiber resources. Space is limited so please call to register.

**Health & Nutrition**

Saturday, September 12, 2009

Time: 2:00pm-3:00pm

Location: Bethany

Adults

Karen Meyers, nutritionist, will present this program and answer questions related to health and nutrition. Refreshments will be served after the program.

**Secrets of Success in Country and Western Music**

Saturday, September 12, 2009

Time: 2:00pm-4:00pm

Location: Edmond

Adults

Nashville producer and author, Gabriel Farago, is presenting a career-launching potential seminar based upon his new book, "Secrets of Success in Country Music." "You hear a new voice on the radio practically everyday," says Farago, "but the key to getting the break you need is being able to prove what you have to offer. And that takes a lot of specialized know-how". In this free workshop presented in Edmond, Midwest City, and Downtown libraries, he will share his know-how from many years of personal experience that gave him several records on the Billboard charts. His insights on how to create a marketable "star" image would help talent from all types of music. For information and pre-registration call 341-9282.

**Conversational Spanish II**

Monday, September 14, 2009

Time: 5:30pm-7:00pm

Location: Capitol Hill

Adults

Intermediate Spanish class for Fall 2009. The course is designed for individuals who already have a basic understanding of the language, and want to further increase their Spanish speaking skills. The class will meet for 13 sessions from Monday, September 14th, continuing on Monday evenings until December 7, 2009. Call 634-6308 to register for this program, or sign up at the Reference Desk.

MLC - August 27, 2009

MLS - Executive Director's Report

Prepared by: Executive Director  
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**Build Your Own Business**

Monday, September 14, 2009

Time: 6:30pm-7:30pm

Location: Village

Adults

Learn why business plans are important, where to find funding, and how to start and manage your own business. Seminar is presented by SCORE, "Counselors to America's Small Business", a non-profit organization dedicated to entrepreneur education and the success of small businesses nationwide. SCORE is a resource partner of the U.S. Small Business Administration. Co-sponsor: SBA.

**H1N1-What You Need to Know NOW!**

Tuesday, September 15, 2009

Time: 12:00pm-1:00pm

Location: Downtown

Adult

Carol Smith, Emergency Response Educator with the Oklahoma City County Health Department, will present current information about the H1N1 virus (often referred to as the swine flu). Learn what steps you can take to help protect yourself and your family. Call 232-3382 to pre-register by Friday, September 11 and obtain more information. Co-sponsor: OKC Downtown College.

**Getting Started in NovellList Plus**

Tuesday, September 22, 2009

Time: 7:00pm-8:00pm

Location: Warr Acres

Adults

You will learn how to use NovellList Plus to find wonderful books--both fiction and nonfiction. Do you want to know the order of a series of books? Do you want similar books to your favorite story? Do you wonder who writes in a similar style to an author? NovellList Plus can help you find recommended reads, award winners, discussion guides, curricular connections, and much more. Please join us to explore this database available to cardholders anytime for the class. Please call 721-2616 to pre-register for the class.

**Concert: Double Play Flute and Tuba**

Monday, September 28, 2009

Time: 7:00pm-8:00pm

Location: Belle Isle

All Ages

Doubles Play flute and tuba has been active as a performing/touring ensemble since 1989. Although based in Phoenix, Arizona; this husband and wife team travels the country extensively each year, entertaining and educating audiences of all ages in a variety of venues from concert halls to classrooms. Performances includes the music of "Bach to Broadway," accompanied by a variety of humorous and historical anecdotes. As part of their mission to inform as to entertain, demonstrations on a Baroque flute and "hose-horn" are integral to each "family-friendly" program. Amy Ridings, flutist, and Patrick Sciannella, tubist, create their own unique arrangements of many classical standards as well as presenting the occasional, actual flute and tuba composition.