

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, September 16, 2010, 3:30 p.m.
Midwest City Library
8143 E. Reno
Midwest City, OK 73110
(Telephone: 732-4828)

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

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

Penny McCaleb, Chair

3:30 – 3:40 pm INTRODUCTIONS

- Document #22 – Presentation of Service Certificates for Library Staff

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

3:40 – 4:00 pm CONSENT DOCKET (#23 - #25)

- Document #23 – Approval of Minutes of August 26, 2010 Meeting
- Document #24 – Acceptance of Review of Expenditures for August 2010
- Document #25 – Contract Awards and Purchases
Item A: Property and Casualty Insurance

4:00 – 4:15 pm SPECIAL PRESENTATIONS

- *Focus 2010: "Get Ready to Wellness"* – Stacy Schrank, Employee Development Coordinator, Planning

4:15 – 4:45 pm INFORMATION REPORTS

- Document #26 – MLS August 2010 Library Visits Report
- Document #27 – MLS August 2010 Circulation Report
- Document #28 – MLS August 2010 Computer Usage Report
- Document #29 – MLS August 2010 System Reserve Report

4:45 – 4:55 pm EXECUTIVE DIRECTOR'S REPORT

4:55 – 5:00 pm COMMENTS FROM COMMISSION MEMBERS

NEXT COMMISSION MEETING DATE AND PLACE:

October 21, 2010
Del City Library, 4509 SE 15th, Del City, OK 73115

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

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

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

Library System staff receiving Certificates of Service in September 2010:

<u>Employees</u>	<u>Years of Service</u>
Emily K. Green, Southern Oaks, Page	5
Linda M. Williams, Village, Page	10
Ann L. Meeks, Belle Isle, Librarian	15
Crystal L. Suppes, Midwest City, Circulation Clerk	15
Debbie E. Robertus, Belle Isle, Assistant Manager	15
Jana C. Hausburg, Downtown, Librarian	15
Pamela S. Buchanan, Information Technology, IT Technician	25

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

DATE: August 26, 2010

TIME: 3:30 pm

MEETING PLACE: Belle Isle Library

Written public notice of the time, date, and place of this meeting was given to the County Clerk of Oklahoma County November 20, 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 Belle Isle Library and the Downtown Library, 300 Park Avenue, Oklahoma City, on August 24, 2010, in conformity with the Oklahoma Open Meeting Act §311.

Members

PRESENT:

Bose' Akadiri
Nancy Anthony
Ralph Bullard
Glenda Choate
Fran Cory, Vice-Chair
Cynthia Friedemann
David Greenwell, Disbursing Agent
Carolyn Leslie
Penny McCaleb, Chair
Tracy McDaniel
Brenda Palmer
Hugh Rice
Jim Shonts
Judy Smith
Ray Vaughn
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma City
Margaret Graham
Deanna Hannah
Jose Jimenez
Tracy McGehee
Lori Nelson
Mukesh Patel
Kim Patterson
Alyne Strube
Beth Toland
Greg Womack

Estimate of general public and staff attending: 22

- I.** The meeting was called to order at 3:36 p.m. by Mrs. Fran Cory, Vice-Chair.
- II.** Roll was called to establish a quorum. Present: Akadiri, Anthony, Bullard, Choate, Cory, Friedemann, Greenwell, Leslie, McCaleb, Palmer, Rice, Shonts, Smith, Vaughn, (Arrived: McDaniel, 3:46).
- III.** Mrs. Cory called for Presentation of Service Certificates for August 2010: Barbara Parr, Southern Oaks Library ~ Circulation Clerk ~ 5 years of service.
- IV.** Mrs. Cory introduced Ms. Priscilla Doss, Manager of the Belle Isle Library. Ms. Doss welcomed the Commission.
- V.** Mrs. Cory called for comments from the general public. There were none.
- VI.** Mrs. Cory presented the Consent Docket: Document #11 – Approval of Minutes of July 15, 2010 Meeting; Document #12 – Acceptance of Review of Expenditures for July 2010. Mrs. Cory called for a motion.

Mrs. Nancy Anthony moved to accept the consent docket. Mr. Ray Vaughn seconded. No further discussion, motion passed unanimously.

- VII.** Mrs. Cory referred to the Committee Reports: Document #13 – Discussion, Consideration, and Possible Action: Report and Recommendation from Nominating Committee ~ Selection of Commission Chair.

Mrs. Anthony stated the Nominating Committee recommends Mrs. Penny McCaleb be elected as chair to finish out the unexpired term of Mrs. Carolyn Willis and serve until the end of the year when the Nominating Committee will be meeting again to make their recommendations of officers for next year. The Nominating Committee did contact Mrs. McCaleb and she has agreed to serve if elected.

Mr. Hugh Rice moved to accept the recommendation from the Nominating Committee to appoint Mrs. Penny McCaleb as chair for the remainder of the year. Mr. Ray Vaughn seconded. Mrs. Cory asked if there were any nominations from the floor. There were none. The motion passed unanimously.

- VIII.** Mrs. McCaleb took over the meeting as chair, and called for a moment of silence in honor of and to remember Mrs. Carolyn Willis.

- IX.** Mrs. McCaleb referred to Document #14 and Document #15 – Discussion, Consideration, and Possible Action: Report and Recommendations from Finance Committee and the Proposed Final 2010-2011 Fiscal Year Budget.

Mrs. McCaleb called on Mr. David Greenwell to provide the reports and recommendations.

Mr. Greenwell referred to the proposed Final Budget (Document #15) and provided a brief review. The final assessment numbers from the county came in with an increase of 2.36% over last year's revenues, which amounts to about \$613,000. The total budget for FY 2010-11 is \$57,726,198. The total budget consists of \$32,225,980 for the operating budget; \$6,328,848 for capital projects; and \$19,171,370 for reserves. The operating budget increased 12.57% from last year's budget. Questions and Discussion followed.

The motion coming from committee is to approve the Metropolitan Library System Final Budget FY 2010-11. A motion coming from committee requires no second. Motion passed: 14-yes, 1-no.

Questions and discussion followed.

Mr. Greenwell then referred to Document #14 regarding a revision to the MLS Policy and Procedure Manual – Stewardship of Financial Resources – SF 710 Naming of Library Buildings & Spaces and SF 910 Fee Schedule. Mr. Greenwell referred to page 1 of 2, paragraph 2 of SF 710 and stated that the proposed change to the paragraph would read as follows:

Naming opportunities within a building will only be granted for monetary or other contributions that have a clearly defined market value as opposed to in kind donations.

Mr. Greenwell also referred to SF 910 Fee Schedule policy. He explained the revisions. Questions and Discussion followed.

The motion coming from committee is to approve the recommendation for adoption to the Metropolitan Library System Policy & Procedure Manual revisions to, SF 710 Naming of Library Building & Spaces, and SF 910 Fee Schedule. No further discussion; motion passed unanimously.

X. Mrs. McCaleb referred to Document #16, report from Administrative & Personnel Committee Meeting, August 17, 2010.

Mrs. McCaleb called on Mr. Hugh Rice to provide the report.

Mr. Rice stated the committee reviewed the Grievance of Mr. Michael Owens, relating to a performance appraisal. The committee also reviewed the Grievance Procedure of the Metropolitan Library System. The consensus of the committee was that Mr. Owens and Ms. Denyveta Davis proceed to mediation in lieu of a decision regarding the grievance. Mr. Rice stated mediation has been used in the past for issues of this nature and both parties were open to mediation. Mr. Rice also stated the committee recommended the Grievance Policy be revised and that performance evaluations and written or oral reprimands have a separate section and follow the same procedures as the other grievances through the Executive Director, then at that point there is no appellate process through the A & P Committee, rather it goes to mediation. Mr. Rice concluded the Administration will begin work on revising the Grievance procedures and then the revisions will be brought to the A & P Committee and then Commission for final approval.

XI. Mrs. McCaleb presented Document #17 – Discussion, Consideration, and Possible Action: Resolution of Appreciation ~ Mrs. Carolyn Willis.

Mrs. Nancy Anthony moved to approve the Resolution of Appreciation for Mrs. Carolyn Willis. Mrs. Judy Smith seconded. Motion passed unanimously.

XII. Mrs. McCaleb called on Mr. Aaron Denker from Architectural Design Group to provide information on the upcoming renovations at Southern Oaks Library.

Mr. Denker provided a slideshow presentation of the architectural plans for the renovation of Southern Oaks. Samples of the interior finishes were also provided.

XIII. Mrs. McCaleb called on Mrs. Morris to present the Information Reports.

- ♦ Document #18 – MLS July 2010 Library Visits Report
- ♦ Document #19 – MLS July 2010 Circulation Report
- ♦ Document #20 – MLS July 2010 Computer Usage Report
- ♦ Document #21 – MLS July 2010 System Reserve Report

Questions and discussion followed.


XIV. Mrs. McCaleb called on Mrs. Morris to present the Executive Director's Report.

Mrs. Morris reported that Library Staff has been working diligently to find a suitable temporary location for the Southern Oaks Library. Our timetable originally called for us to move out of Southern Oaks the last two weeks of October and reopen in the temporary location around November . However, it appears that this might be delayed if a suitable location cannot be found. It is hoped that a contract will be able to be brought to the next Commission meeting for approval.

XV. Mrs. McCaleb called for comments from Commissioners.

XVI. The next Commission meeting will be held at the Midwest City Library on September 16, 2010.

There being no further business, the meeting was adjourned at 4:52 pm.



Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

August 31, 2010

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of August 2010.

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

COMMISSION ACTION

That the Commission acknowledge the financial report of August 2010.

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

August 31, 2010

ASSETS

CASH - Overnight Investment Account		\$ 9,691,972.67
INVESTMENTS (Schedule attached)		17,353,879.20
PREPAID ACCOUNTS		30,000.00
TAXES RECEIVABLE: 2010-11 Ad Valorem Tax	29,227,702.00	
Less: Reserve for Delinquent Tax	(2,657,064.00)	
Budgeted Tax Revenue	26,570,638.00	
Less: Tax Received	0.00	
		26,570,638.00
Total Assets		<u>\$53,646,489.87</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2009-10 Reserve for Appropriations	\$174,954.64	
2010-11 Purchase Orders Outstanding	231,596.69	
2009-10 Purchase Orders Outstanding	53,399.52	
2010-11 Checks Outstanding	191,568.87	
2009-10 Checks Outstanding	8,416.60	
Total Liabilities		659,936.32

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	26,570,638.00
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FUND BALANCE:

Beginning of the Year	\$30,341,031.66	
Add: Revenues		
Budgeted	85,359.00	
Other	490,334.43	575,693.43
Less: Expenditures	(4,500,809.54)	
Total Fund Balance		<u>26,415,915.55</u>

Total Liabilities, Deferred Revenue and Fund Balance	<u>\$53,646,489.87</u>
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT**

As of August 31, 2010

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	5/28/2010	5/28/2013	2.650%	240,000.00
CD - Weokie Credit Union	1/17/2010	1/18/2015	3.140%	106,899.93
CD - UMB Bank	3/18/2010	2/18/2013	2.000%	97,864.05
CD - Stillwater National Bank	5/23/2010	6/23/2012	2.000%	240,000.00
CD - National Bank of Commerce.	12/19/2009	12/19/2010	1.850%	240,000.00
CD - Kirkpatrick Bank, Edmond	12/12/2008	12/12/2011	3.030%	95,000.00
CD - Coppermark Bank	6/14/2010	4/14/2012	2.000%	96,787.60
CD - BancFirst	7/28/2009	7/27/2012	2.240%	240,000.00
CD - Rose Rock/Union Bank	10/8/2009	11/5/2010	1.650%	98,130.88
CD - Fidelity Bank	10/19/2009	4/19/2011	1.490%	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%	122,052.12
CD - Valliance Bank	3/5/2010	3/5/2011	2.000%	97,138.42
CD - Ironstone	9/23/2009	3/23/2011	2.000%	240,000.00
Fed Natl Mtg Assoc 10-14	11/17/2009	11/17/2014	3.250%	3,000,000.00
Fed Home LN BKS 08-13	1/22/2008	1/22/2013	4.000%	1,000,000.00
FED HOME LN MTG CORP 10-13	12/30/2009	12/30/2013	2.250%	1,005,000.00
FED NATL MTG ASSOC 10-13	12/24/2009	6/24/2013	2.125%	2,000,000.00
Fed Home LN BKS 10-13	1/25/2010	10/25/2013	2.350%	2,000,000.00
Fed Home LN BKS 11-13	1/25/2010	7/25/2013	2.250%	2,000,000.00
FED NATL MTG ASSC 10-14	1/27/2010	1/27/2014	2.450%	2,000,000.00
Fed Home LN BKS 12-16	7/27/2010	1/27/2016	2.000%	2,000,000.00
Total Investments				<u>\$ 17,353,879.20</u>

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

August 1, 2010 to August 31, 2010

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2010 Ad Valorem Tax	\$25,957,697.00	\$ -	\$ -	0.00%
State Aid	286,404.00	-	35,359.00	12.35%
Fines	<u>527,400.00</u>	<u>-</u>	<u>50,000.00</u>	9.48%
Total Budgeted Revenue	<u><u>\$ 26,771,501.00</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 85,359.00</u></u>	0.32%
 <u>NOT BUDGETED:</u>	 286,404.00			
Prior Years Taxes		\$ 172,355.96	\$ 279,765.32	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		2,652.18	192,056.49	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		0.00	0.00	
Insurance Reimbursements		0.00	0.00	
Miscellaneous		<u>4,752.94</u>	<u>18,512.62</u>	
Total Miscellaneous Revenue		<u><u>\$ 179,761.08</u></u>	<u><u>\$ 490,334.43</u></u>	
Total Revenue	<u><u>\$ 26,771,501.00</u></u>	<u><u>\$ 179,761.08</u></u>	<u><u>\$ 575,693.43</u></u>	2.15%

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

August 31, 2010

	<u>BEGINNING OF MONTH</u>	<u>RECEIPTS</u>	<u>EXPEND.</u>	<u>ENDING BALANCE</u>
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 92,163.97	\$ 4,373.62	\$ 832.25	\$ 95,705.34
810 Prepaid Fees	(6,442.38)	52.26	0.00	(6,390.12)
815 Fines	53,069.85	52,704.99	1,404.30	104,370.54
820 Copy	56,073.52	9,802.15	17,380.81	48,494.86
900 Special Event Fund	(143.23)	0.00	0.00	(143.23)
Total Revolving Funds	\$ 194,721.73	\$ 66,933.02	\$ 19,617.36	\$ 242,037.39

	<u>GRANT AMOUNT</u>	<u>RECEIPTS TO DATE</u>	<u>EXPEND. TO DATE</u>	<u>ENDING BALANCE</u>
<u>Special Grants</u>				
856 10/LET/Ralph Ellison Statuary	25,000.00	25,000.00	4,065.00	20,935.00
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	19,630.23	369.77
860 10/LET/Special Grant	14,840.00	14,840.00	0.00	14,840.00
861 10/MWC/Florence Hughes Memorial	1,600.00	1,491.00	0.00	1,491.00
862 10/OCCF/Village	250.00	250.00	0.00	250.00
863 10/OCCF/Temple B'nai Israel	3,500.00	3,500.00	2,330.54	1,169.46
866 11/OAC/Children's Music	3,644.00	0.00	3,644.00	(3,644.00)
876 08/Guild/Choctaw Books	10,000.00	10,000.00	9,235.90	764.10
893 11/Guild/Western Books	1,000.00	1,000.00	0.00	1,000.00
894 11/Guild/Fiction and Music CD	2,000.00	2,000.00	0.00	2,000.00
895 11/LET/Bookfest	5,000.00	5,000.00	1,359.68	3,640.32
896 11/LET/Winter Readfest	5,000.00	5,000.00	0.00	5,000.00
897 11/LET/Summer Reading	20,000.00	20,000.00	0.00	20,000.00
898 11/LET/Interactive Children's	15,000.00	15,000.00	0.00	15,000.00
899 11/LET/Young Professional Adv	3,000.00	3,000.00	0.00	3,000.00
933 09/Rose State/Big Read	3,043.86	3,043.86	1,627.00	1,416.86
935 09/Guild/Creative Teen Arts	300.00	300.00	300.00	0.00
936 09/Guild/Scottish Heritage	500.00	500.00	500.00	0.00
937 09/Guild/Spanish Classes	350.00	350.00	400.00	(50.00)
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	2,850.00	150.00
948 09/Walmart/MWC Teen Events	1,000.00	1,000.00	1,003.87	(3.87)
949 09/WalMart/ Del City	1,000.00	1,000.00	914.64	85.36
963 RE Friends/Programming Grant	5,000.00	4,957.32	4,885.12	72.20
981 Downtown Club/Children's	300.00	300.00	133.09	166.91

Grants - Friends of MLS, Previous Years

875 08 Public Art	3,000.00	3,000.00	0.00	3,000.00
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GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
904 09 Summer at the Library	\$5,000.00	5,000.00	4,989.99	10.01
914 09 Children's Furniture	\$10,000.00	10,000.00	8,841.52	1,158.48
915 09 Big Cozy Books Furniture	\$8,000.00	8,000.00	8,000.00	0.00
832 10 Staff Recognition	\$9,051.00	9,175.29	9,033.04	142.25
833 10 Summer at the Library	\$10,000.00	10,000.00	9,365.63	634.37
835 10 L.I.F.E.	\$7,500.00	7,500.00	7,500.00	0.00
836 10 ICBIST Teen Film Festival	\$950.00	950.00	950.00	0.00
837 10 Children's Author Visit	\$11,600.00	11,600.00	11,600.00	0.00
840 10 Celebration of Black History	\$1,550.00	1,550.00	1,189.84	360.16
841 10 Native American Celebration	\$1,300.00	1,300.00	1,300.00	0.00
842 10 Multicultural Festivals	\$3,000.00	3,000.00	3,000.00	0.00
843 10 Noon Tunes	\$19,900.00	19,900.00	12,027.21	7,872.79
844 10 Forklift & Pallet Jack	\$35,000.00	35,000.00	29,690.00	5,310.00
846 10 Public Art	\$3,000.00	3,000.00	0.00	3,000.00
847 10 Public Art for New Construction	\$25,000.00	25,000.00	0.00	25,000.00
848 10 Lee B. Brawner Scholarships	\$15,000.00	15,000.00	15,000.00	0.00
849 10 MLS TV Ads	\$20,000.00	20,000.00	15,042.44	4,957.56
850 10 Bethany Centennial Mural	\$5,300.00	5,300.00	5,296.05	3.95

Grants - Friends of MLS, Current Fiscal Year

877 11 Summer at the Library	\$20,000.00	20,000.00	0.00	20,000.00
878 11 Children's Music Festival	\$8,000.00	8,000.00	8,000.00	0.00
879 11 L.I.F.E.	\$7,500.00	7,500.00	2,010.27	5,489.73
880 11 Young Adult Literature Symp	\$5,222.00	2,500.00	2,022.00	478.00
881 11 Bookfest Reading Program	\$5,000.00	5,000.00	3,869.00	1,131.00
882 11 Noon Tunes	\$12,000.00	12,000.00	2,808.00	9,192.00
883 11 Lee Brawner Scholarships	\$18,000.00	18,000.00	600.00	17,400.00
884 11 Volunteer Recognition	\$2,000.00	2,000.00	0.00	2,000.00
890 11 Globe	\$800.00	0.00	644.99	(644.99)
891 11 Celebration of Black History	\$1,600.00	1,600.00	0.00	1,600.00

Total Grants

\$232,054.75

Total Special Funds

\$ 474,092.14

Metropolitan Library System
Statement of Encumbrances
Month of August 2010

FY-11

Personal Services

<u>Acct</u>	<u>Purpose</u>	<u>This Month</u>	<u>Year to Date</u>	<u>Percent</u>	<u>Appropriation</u>	<u>Balance</u>
101	Salaries	874,051.55	2,175,600.53	17.34	12,547,280.00	10,371,679.47
102	Wages - Part-time	126,542.46	320,287.08	16.74	1,912,777.00	1,592,489.92
103	Payroll Taxes	72,936.40	184,268.69	17.51	1,052,433.00	868,164.31
109	Workers Comp Insurance	13,000.00	26,000.00	15.76	164,936.00	138,936.00
112	Group Insurance	178,987.51	364,819.76	14.77	2,469,268.00	2,104,448.24
113	Employees' Retirement	51,945.33	128,913.36	7.76	1,662,096.00	1,533,182.64
114	Unemployment Compensation	.00	.00	.00	40,000.00	40,000.00
Total Personal Services		1,317,463.25	3,199,889.42	16.12	19,848,790.00	16,648,900.58
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Maintenance & Operations - Contractual Services

201	Bldg, Property, & Auto Insuran	7,774.00	7,801.50	4.67	167,039.00	159,237.50
202	Liability/Bonding Insurance	.00	.00	.00	13,175.00	13,175.00
205	Rent of Library Buildings	400.00	1,200.00	1.56	76,800.00	75,600.00
206	Rent of Equipment	.00	.00	.00	8,480.00	8,480.00
207	Janitorial Services	52,571.00	93,354.00	19.63	475,660.00	382,306.00
208	Maintenance of Facilities	23,531.12	39,023.14	8.68	449,714.00	410,690.86
211	Parking & Transportation	10,193.37	25,034.61	13.39	186,910.00	161,875.39
212	Travel Expenses	3,821.64	9,146.71	10.68	85,654.00	76,507.29
213	Professional Services	6,861.57	10,496.57	2.66	394,124.00	383,627.43
214	Security Services	39,098.88	50,511.13	11.98	421,622.00	371,110.87
216	Telephone Services	6,311.56	24,233.75	8.78	276,143.00	251,909.25
217	Electrical Services	53,056.27	106,486.33	19.62	542,863.00	436,376.67
218	Gas Services	2,042.76	3,797.57	4.95	76,654.00	72,856.43
219	Water and Garbage Services	4,967.29	10,492.91	18.97	55,302.00	44,809.09
220	Trigen Energy Services	21,450.98	40,650.98	20.53	198,000.00	157,349.02
226	Memberships	1,373.00	5,001.00	21.90	22,836.00	17,835.00
230	Other Library-related Services	11,569.20	19,244.20	5.25	366,645.00	347,400.80
231	Automation Contractual	11,173.62	24,008.89	7.37	325,944.00	301,935.11
236	Network Catalog Services	.00	59,000.00	79.70	74,025.00	15,025.00
Total Contractual Services		256,196.26	529,483.29	12.55	4,217,590.00	3,688,106.71
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Metropolitan Library System
Statement of Encumbrances
Month of August 2010

FY-11

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	7,283.07	14,269.75	7.16	199,400.00	185,130.25
302	Postage	152.45	40,642.10	13.88	292,900.00	252,257.90
303	Supplies	30,029.18	43,865.24	9.35	469,147.00	425,281.76
310	Maintenance Supplies	4,256.20	10,871.84	14.69	74,000.00	63,128.16
312	Safety Supplies & Equipment	36.90	156.04	1.50	10,400.00	10,243.96
321	Gasoline & Oil	2,639.58	2,719.10	6.32	43,000.00	40,280.90
322	Vehicle Parts & Repairs	1,414.73	1,444.41	5.78	25,000.00	23,555.59
330	Programming Activities	13,105.78	42,185.86	17.43	242,015.00	199,829.14
331	Other Commodities	2,236.35	3,089.68	8.71	35,468.00	32,378.32
Total Commodities		61,154.24	159,244.02	11.45	1,391,330.00	1,232,085.98

Capital Outlays

401	Books & Materials	295,477.77	518,046.20	12.30	4,210,800.00	3,692,753.80
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	223.00	10,135.00	5.99	169,200.00	159,065.00
408	Furniture, Fixtures, & Equipme	5,138.86	5,548.60	2.37	233,819.00	228,270.40
409	Motor Vehicles	.00	.00	.00	100,000.00	100,000.00
410	Automation System & Equipment	199.98	3,011.84	.52	583,680.00	580,668.16
450	Capital Projects	457.50	75,451.17	1.19	6,353,848.00	6,278,396.83
490	Capital Reserves - Current	.00	.00	.00	-586,277.52	-586,277.52
499	Reserve Carryover - Prior	.00	.00	.00	19,270,320.31	19,270,320.31
Total Capital Outlays		301,497.11	612,192.81	2.02	30,342,589.79	29,730,396.98
Total Budget		1,936,310.86	4,500,809.54	8.07	55,800,299.79	51,299,490.25

Monthly Journal Entries -- August 2010

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
31	1201	2009 Ad Valorem Tax	\$ 674,235.00	
	1251	Reserve for Delinquent Tax		\$ 61,294.00
	3001	2009-10 Reserve for Appropriation		\$ 612,941.00
		To adjust appropriation amount according to the final budget approved by the Commission 8/26/10		

Investments

32	1001	Cash	\$ 126.55	
	3602	Interest income		\$ 126.55
		CD interest from Fidelity Bank		

Tax revenues

33	1001	Cash	\$ 75,033.32	
	3601	Prior year Tax		\$ 75,033.32
		Ad Valorem Tax apportioned by County for 7/16 to 7/31		
34	1001	Cash	\$ 97,322.64	
	3601	Prior year Tax		\$ 97,322.64
		Ad Valorem Tax apportioned by County for 8/1 to 8/13		

Miscellaneous revenues

35	1001	Cash	\$ 4,752.94	
	3605	Mic. Reimbursements		\$ 4,752.94
		insurance 544.31 café rent \$ 500.00		
		Friends reimb 3,171.45 Choctaw Guild reimb 8.24		
		Friends reimb 49.51 Abitibi 17.06		
		Friends reimb 213.35 Abitibi 16.68		
		redeposit 19.20 AT&T refund 213.14		
		total 4,752.94		

Payable entries

36	3001	Current Year Reserv. for Appropriations.	\$ 1,936,310.86	
	3011	Current Year P.O. Outstanding		\$ 1,936,310.86
	3002	Prior Year Reserv. for Appropriations.	\$ 37,713.75	
	3012	Prior Year P.O. Outstanding		\$ 37,713.75
		Purchase orders issued in August		
37	3011	Current Year P.O. Outstanding	\$ 1,925,596.41	
	3021	Current Year Warrants Outstanding		\$ 1,925,596.41
	3012	Prior Year P.O. Outstanding	\$ 116,401.45	
	3022	Prior Year Warrants Outstanding		\$ 116,401.45
		Checks issued in August		

38	3021	Current Year Warrants Outstanding	\$	1,904,697.41	
	1001	Cash			\$ 1,904,697.41
	3022	Prior Year Warrants Outstanding	\$	137,684.24	
	1001	Cash			\$ 137,684.24
		Checks cleared Bank in August			

Bank interest and fees

39	1001	Cash	\$	2,525.63	
	3602	Bank Fees	\$	219.08	
	3602	Interest Income			\$ 2,744.71
		Interest and fees from GF Checking Acct			
40	8000	Special Fund Cash			\$ 62.42
	8815	Bank Fees	\$	184.62	
	8815	Interest Income			\$ 122.20
		Interest and fees from SF Checking Acct			

Special funds

41	8000	Special Fund Cash	\$	70,758.24	
	8815	Fines			\$ 36,563.52
	8820	Copy			\$ 9,802.15
	8805	Gift/Lost Books			\$ 4,373.62
	8810	Prepaid Fees			\$ 52.26
	8884	other			\$ 2,000.00
	8893				\$ 1,000.00
	8894				\$ 2,000.00
	8815	card revenues			\$ 16,019.27
	8815	card fees	\$	1,052.58	
		Revenues of special funds received in August			
42	8000				\$ 49,397.13
	8815	Fines	\$	167.10	
	8820	Copy	\$	17,380.81	
	8805	Gift/Lost Books	\$	832.25	
	8915		\$	402.00	
	8837		\$	3,289.91	
	8841		\$	11.04	
	8842		\$	10.66	
	8949		\$	42.44	
	8963		\$	972.00	
	8866		\$	3,644.00	
	8878		\$	8,000.00	
	8883		\$	600.00	
	8914		\$	11.66	
	8881		\$	3,869.00	
	8895		\$	1,359.68	
	8835		\$	707.31	
	8856		\$	4,065.00	
	8879		\$	2,010.27	
	8880		\$	2,022.00	

Expenditures of special funds in August

43	8000		\$	3,452.99
	8890	\$	644.99	
	8882	\$	2,808.00	

Additional expenditures of special funds in August

Grand Total

\$	7,037,464.84	\$	7,037,464.84
		\$	-

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00283	Metropolitan Library System	Professional Services	171.00	
		Postage	17.60	
		Programming Activities	67.55	256.15
G-00284	O G & E	Electrical Services	7,186.25	7,186.25
G-00285	Oklahoma Natural Gas Co.	Gas Services	380.35	
		Gas Services	30.65	411.00
G-00286	City of Oklahoma City	Water & Garbage Services	147.98	147.98
G-00287	Southwestern Stationers, Inc.	Supplies	651.96	651.96
G-00288	Tech-Lock	Maintenance of Facilities	230.00	230.00
G-00289	Gale Research	Materials	15,386.90	
		Materials	1,689.30	17,076.20
G-00290	Journey House Travel, Inc.	Travel Expenses	429.80	429.80
G-00291	Journal Record Publishing	Subscriptions	1,288.00	
		Subscriptions	552.00	1,840.00
G-00292	UNUM Life Insurance	Grp L-T Disab Ins Prm-Aug	5,492.11	5,492.11
G-00293	Baker & Taylor Books	Materials	8,097.95	8,097.95
G-00294	J. Siobhan Morava	Supplies	102.07	102.07
G-00295	Bill Warren Office Products	SUPPLIES	20.04	
		SUPPLIES	446.40	
		SUPPLIES	17.63	484.07
G-00296	Think & Do, Inc.	Professional Services	399.00	399.00
G-00297	FedEx	Postage	9.96	9.96
G-00298	Chester 'Jack' Kinzie, Jr.	Mileage	5.50	5.50
G-00299	Recorded Books, LLC	Materials	297.00	297.00
G-00300	Johnstone Supply	Maintenance of Facilities	9.27	9.27
G-00301	Gale Group	Materials	2,229.67	2,229.67
G-00302	Hunter's Battery Warehouse	Maintenance of Facilities	32.85	32.85
G-00303	Mutual Assurance	Grp Life AD&D Ins Prm-AG	37,254.57	37,254.57
G-00304	California Newsreel	Materials	364.65	364.65
G-00305	Tess Remy-Schumacher	Programming Activities	200.00	200.00
G-00306	Full Circle Bookstore	Materials	70.37	70.37
G-00307	Jun Orikasa	Programming Activities	100.00	100.00
G-00308	INTEGRIS Corporate Assistance	Group Insurance	910.00	910.00
G-00309	Mary Strasner	Mileage	9.50	9.50
G-00310	Oklahoma Gazette	Library-Related Services	1,616.00	1,616.00
G-00311	Brilliance Corporation	Materials	431.07	431.07
G-00312	Karen L.Litteral	Mileage	7.00	7.00
G-00313	Filtration Services Group, LLC	Maintenance of Facilities	214.78	
		Maintenance of Facilities	93.96	308.74
G-00314	Ingram Library Service	Materials	2,403.49	2,403.49
G-00315	Walker Companies	Supplies	11.95	11.95
G-00316	Audio Editions	Materials	883.78	883.78
G-00317	OverDrive, Inc fka	Materials	3,891.56	3,891.56
G-00318	United States Postal Service	Postage	9,000.00	9,000.00
G-00319	Metro Parking Garage	Parking & Transportation	1,620.00	
		Parking & Transportation	630.00	2,250.00
G-00320	Porch School Supply	Programming Activities	26.59	26.59
G-00321	Ingram Library Service	Materials	3,920.59	3,920.59
G-00322	Town of Luther	Water & Garbage Services	47.75	47.75
G-00323	Center Point Large Print	Materials	241.41	241.41
G-00324	John Mark Dawson	Security Services	150.00	150.00
G-00325	Southwest Paper - OKC	Maintenance Supplies	1,076.80	1,076.80

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00326	Quill Corporation	Supplies	99.80	99.80
G-00327	Alex Carpenter	Programming Activities	450.00	450.00
G-00328	Benjamin Mount	Mileage	21.80	21.80
G-00329	OneNet	Books & Materials	3,001.00	3,001.00
G-00330	BBC Audiobooks America	Materials	552.11	552.11
G-00331	City of Harrah	Water & Garbage Services	47.80	47.80
G-00332	City of Choctaw	Water & Garbage Services	225.66	225.66
G-00333	National Geographic en espanol	Subscriptions	128.00	128.00
G-00334	Office Depot Credit Plan	Supplies	8.79	8.79
G-00335	Todd Olberding	Telephone Services	43.62	43.62
G-00336	Baker & Taylor Books	Materials	69.19	69.19
G-00337	Baker & Taylor Entertainment	Materials	1,636.05	1,636.05
G-00338	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-AG	129,998.67	129,998.67
G-00339	Jason Ringenberg	Children's Music Festival	56.00	56.00
G-00340	City of Edmond	Maintenance of Facilities	4,200.00	4,200.00
G-00341	Garcia Tire Service, Inc.	Maintenance of Facilities	27.00	27.00
G-00342	Charles D. Cahill	Professional Services	1,000.00	1,000.00
G-00343	Star Lighting	Maintenance of Facilities	380.88	380.88
G-00344	Cintas Corp.	Maintenance of Facilities	417.54	417.54
G-00345	Accuity	Materials	372.00	372.00
G-00346	Downtown Tire & Auto Svc, Inc.	Vehicle Parts & Repairs	29.68	29.68
G-00347	Baker & Taylor Books	Materials	5,150.53	
		Materials	5,163.76	
		Materials	2,583.22	12,897.51
G-00348	Baker & Taylor Books	Materials	6,801.05	
		Materials	2,590.40	9,391.45
G-00349	Baker & Taylor Books	Materials	995.19	995.19
G-00350	Pioneer Library System	Professional Services	50.00	50.00
G-00351	COTPA	Parking & Transportation	1,460.00	
		Parking & Transportation	2,573.84	4,033.84
G-00352	Cheryl Coleman	Programming Activities	121.37	121.37
G-00353	Christopher Carroll	Other Commodities	66.81	66.81
G-00354	Teresa Matthews	Programming Activities	66.46	66.46
G-00355	Baker & Taylor Entertainment	Materials	285.59	285.59
G-00356	Savannah Mitchell	Programming Activities	100.00	100.00
G-00357	City of Midwest City, Inc.	Water & Garbage Services	301.93	301.93
G-00358	O G & E	Electrical Services	3,714.97	3,714.97
G-00359	Oklahoma Natural Gas Co.	Gas Services	199.41	
		Gas Services	101.30	300.71
G-00360	City of Oklahoma City	Water & Garbage Services	266.51	
		Water & Garbage Services	525.03	
		Water & Garbage Services	239.11	1,030.65
G-00361	City of the Village	Water & Garbage	91.41	91.41
G-00362	Triangle/A & E	Capital Projects	20.00	20.00
G-00363	Southwestern Stationers, Inc.	Printing	4,119.00	4,119.00
G-00364	Demco	Supplies	68.84	
		Supplies	145.10	
		Supplies	708.00	921.94
G-00365	Hewlett-Packard Co.	Automation Contractual	7,231.30	7,231.30
G-00366	City of Edmond	Electrical Services	2,529.18	2,529.18
G-00367	Baker & Taylor Books	Materials	2,539.72	2,539.72
G-00368	American Express	Programming Supplies	99.87	

** Continued **

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose	Amount	Amount
	** Continued **			
G-00368	American Express	Professional Services	300.00	
		Travel Expenses	553.80	
		Travel Expenses	106.40	
		Supplies	282.53	
		Programming Materials	325.26	
		Automation Contractual	69.95	
		Professional Services	316.00	
		Travel Expenses	439.40	
		Travel Expenses	106.39	2,599.60
G-00369	Bill Warren Office Products	Supplies	8.58	8.58
G-00370	Charles S. Isaacs	Telephone Services	35.00	35.00
G-00371	United Refrigeration, Inc.	Maintenance of Facilities	14.50	
		Maintenance of Facilities	18.00	32.50
G-00373	Journal Record Publishing	Library-Related Services	565.00	565.00
G-00374	Lisa B. Nelson	Security Services	162.50	162.50
G-00375	Anne G. Fischer	Telephone Services	50.00	50.00
G-00376	Friday	Library-Related Services	343.00	343.00
G-00377	Full Circle Bookstore	Materials	443.17	443.17
G-00378	Dominion Enterprises/The	Library-Related Services	360.00	
		Library-Related Services	360.00	
		Library-Related Services	360.00	1,080.00
G-00379	Blackstone Audio Books	Materials	108.00	108.00
G-00380	Random House, Inc	Materials	2,603.60	2,603.60
G-00381	A T & T Mobility	Telephone Services	89.91	89.91
G-00382	Scott's Printing & Copying	Printing	64.80	64.80
G-00383	Brilliance Corporation	Materials	2,050.81	2,050.81
G-00384	Gateway Films/Vision Video	Materials	25.98	25.98
G-00385	Ingram Library Service	Materials	3,736.64	3,736.64
G-00386	Charles B. Demery	Security Services	162.50	162.50
G-00387	Audio Editions	Materials	191.94	191.94
G-00388	Victoria Dixon	Parking	108.38	108.38
G-00389	Full Cast Audio	Materials	110.95	110.95
G-00390	Walker Group	Supplies y	658.30	658.30
G-00391	AV Cafe Inc	Materials	191.33	191.33
G-00392	Ingram Library Service	Materials	1,315.81	1,315.81
G-00393	Jonathan W. LaPuzza	Security Services	700.00	700.00
G-00394	Dana Phillips	Parking	108.38	108.38
G-00395	Kay L. Bauman	Parking	108.38	108.38
G-00396	Jeffrey J. Crawford	Security Services	437.50	437.50
G-00397	Dell Marketing L.P.	Automation Contractual	1,524.63	1,524.63
G-00398	Debbie Robertus	Mileage	24.00	24.00
G-00399	Miguel A. Campos	Security Services	212.50	212.50
G-00400	Jurden Brown, Jr.	Security Services	325.00	325.00
G-00401	John Paull	Security Services	162.50	162.50
G-00402	Stanley Campbell	Security Services	212.50	212.50
G-00403	Presort First Class	Postage	95.60	95.60
G-00405	Quill Corporation	Supplies	32.79	32.79
G-00406	Business Imaging Systems, Inc.	Supplies	65.00	65.00
G-00407	Robert Howard Co.	Supplies	358.38	358.38
G-00408	ASTD	Memberships	199.00	199.00
G-00409	Oklahoma Center for Nonprofits	Memberships	500.00	500.00

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00410	Kelley Riha	Memberships	35.00	35.00
G-00411	City of Midwest City	Maintenance of Facilities	5,000.00	5,000.00
G-00412	City of Edmond	Water & Garbage Services	603.50	603.50
G-00413	OHC of Oklahoma, L.L.C.	Professional Services	75.00	75.00
G-00414	Amazon/GE Money Bank	Supplies	151.62	
		Supplies	126.25	277.87
G-00415	Office Depot Credit Plan	Supplies	57.55	57.55
G-00416	Cheryl Pernel	Parking	108.38	108.38
G-00417	Baker & Taylor Entertainment	Materials	5,772.10	5,772.10
G-00418	Arts Council of Oklahoma City	Memberships	100.00	100.00
G-00419	Walmart Community	Programming Activities	65.31	
		Other Commodities	47.38	
		Programming Activities	198.83	
		Other Commodities	167.37	
		Programming Activities	57.55	536.44
G-00420	Special Ops Security	Security Services	13,221.50	13,221.50
G-00421	John L. Hilbert	Programming Activities	146.34	
		Programming Activities	20.25	166.59
G-00422	Coop's Buttons	Supplies	103.49	103.49
G-00423	Allied Waste Services #060	Water & Garbage Services	793.74	793.74
G-00424	Papa John's Pizza	Other Commodities	108.33	108.33
G-00425	Pamela Buchanan	Telephone Services	35.00	35.00
G-00426	Thomas P. Gallagher	Transportation	20.00	20.00
G-00427	Oklahoma Heritage Association	Materials	82.33	82.33
G-00428	John Utley	Telephone Services	35.00	35.00
G-00429	Myers Landscape Management,	Maintenance of Facilities	1,715.00	
		Maintenance of Facilities	1,205.00	2,920.00
G-00430	Target Bank	Programming Activities	199.99	199.99
G-00431	Staples Advantage	Supplies	135.73	135.73
G-00432	Baker & Taylor Books	Materials	3,786.82	
		Materials	5,853.43	
		Materials	5,706.57	15,346.82
G-00433	Baker & Taylor Books	Materials	8,827.05	8,827.05
G-00434	Laser Quest	Other Commodities	1,157.09	1,157.09
G-00435	SurveyMonkey.com, LLC c/o	Professional Services	200.00	200.00
G-00436	Lisa Bradley	Parking	108.38	108.38
G-00437	Stacy Schrank	Parking	108.38	108.38
G-00438	Dan Holman	Telephone Services	37.52	37.52
G-00439	Baker & Taylor Entertainment	Materials	163.99	163.99
G-00440	Gregory Rodgers	Programming Activities	150.00	150.00
G-00441	Tyler Outdoor Advertising, LLC	Library-Related Services	3,200.00	3,200.00
G-00442	Savannah Mitchell	Programming Activities	50.00	50.00
G-00443	JobDig/LinkUp	Library-Related Services	200.00	200.00
G-00444	Darin R. Smith	Transportation	40.00	40.00
G-00445	Casey Samuel Friedman	Programming Activities	1,000.00	1,000.00
G-00446	Jason K. Saxon	Security Services	275.00	275.00
G-00447	Comfort Inn @ Founders Towers	Programming Activities	1,154.00	1,154.00
G-00448	Shoplet	Supplies	50.26	
		Supplies	67.74	118.00
G-00449	Bank of Oklahoma	Payroll Transmittal-Chks	39,021.18	
		Payroll Transmittal-Chks	18,875.64	
		Payroll Transmittal-Chks	165.00	58,061.82

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00450	Bank of Oklahoma	Federal Withholding Tax	42,272.60	
		Federal Withholding Tax	2,348.10	44,620.70
G-00451	Oklahoma Tax Commission	State Withholding Tax	14,230.00	
		State Withholding Tax	827.10	15,057.10
G-00452	Mun. Employees Credit Union	Employee Cr Union Deducts	11,439.13	
		Employee Cr Union Deducts	87.50	11,526.63
G-00453	United Way of Central Oklahoma	Employee Deductions	439.69	
		Employee Deductions	21.39	461.08
G-00454	Morgan & Associates, P.C.	Employee Deductions	284.98	
		Employee Deductions	42.21	327.19
G-00455	Bank of America	Payroll Transmittal-DDep	242,438.20	
		Payroll Transmittal-DDep	37,134.61	
		Payroll Transmittal-DDep	1,100.00	280,672.81
G-00456	John Hardeman, Trustee	Employee Deductions	546.92	546.92
G-00457	Nationwide Retirement Solution	Employee Deductions	7,255.98	7,255.98
G-00458	Transamerica Worksite Mrktg.	Employee Deductions	429.70	429.70
G-00459	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,743.05	4,743.05
G-00460	Bank of Oklahoma	Employee Flexplan Deposit	27,792.49	27,792.49
G-00461	Bank of Oklahoma	Employee Soc/Sec Deposits	25,457.71	
		Employee Soc/Sec Deposits	3,983.58	
		Employee Medicare Deposit	5,998.16	
		Employee Medicare Deposit	931.63	
		Employer Soc/Sec Deposits	29,441.76	
		Employer Medicare Deposit	6,929.80	72,742.64
G-00462	MassMutual Financial Group	Employee Contrib -- DC PI	14,482.28	
		Employee Contrib -- DC PI	26,368.94	40,851.22
G-00463	ODHS Oklahoma Centralized	Employee Deductions	398.30	398.30
G-00464	Randall S. Fudge	Employee Deductions	92.29	92.29
G-00465	Administrative Services	Employee Deductions	1,252.11	1,252.11
G-00466	UNUM Life Insurance	Employee Deductions	1,369.20	
		Employee Deductions	34.00	1,403.20
G-00467	Domino's Pizza	Other Commodities	306.97	306.97
G-00468	Vision Service Plan of	Grp Vision Ins Premium-AG	2,451.86	2,451.86
G-00469	UNUM Life Insurance	Grp LTC Insurance Prem-AG	1,615.30	1,615.30
G-00470	Southwest Paper - OKC	Maintenance Supplies	2,950.99	2,950.99
G-00471	Grainger	Maintenance of Facilities	5.18	5.18
G-00472	O G & E	Electrical Services	14,104.11	14,104.11
G-00473	Oklahoma Natural Gas Co.	Gas Services	338.85	338.85
G-00474	City of Oklahoma City	Water & Garbage Services	302.58	302.58
G-00475	Southwestern Stationers, Inc.	Supplies	22.79	22.79
G-00476	Locke Supply Co.	Maintenance of Facilities	179.14	
		Maintenance of Facilities	16.51	
		Maintenance of Facilities	16.86	
		Maintenance of Facilities	1.31	
		Maintenance of Facilities	54.77	268.59
G-00477	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-00478	Journal Record Publishing	Library-Related Services	1,201.00	1,201.00
G-00479	AT&T	Telephone Services	273.61	
		Telephone Services	357.01	
		Telephone Services	100.40	731.02
G-00480	Alma L. Brown	Programming Activities	132.51	
		Programming Activities	24.11	156.62

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00481	Richard Rea	Mileage	41.50	41.50
G-00482	Angela Thornton	Supplies	111.71	
		Mileage	55.00	166.71
G-00483	Baker & Taylor Books	Materials	2,536.97	2,536.97
G-00484	Standard & Poor's	Materials	3,732.90	3,732.90
G-00485	Charles S. Isaacs	MILEAGE	60.75	60.75
G-00486	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00487	Barbara Beasley	Supplies	61.01	61.01
G-00488	Upstart	Supplies	43.90	43.90
G-00489	A.M. Best Co.	Materials	5,644.75	5,644.75
G-00490	Bradley D. Gaffney	MILEAGE	4.50	4.50
G-00491	Coach House	Programming Activities	1,050.00	1,050.00
G-00492	Denyveta Davis	MILEAGE	142.21	142.21
G-00493	Gale Group	Materials	2,074.93	2,074.93
G-00494	Hunter's Battery Warehouse	Maintenance of Facilities	25.50	25.50
G-00495	Live Oak Media	Materials	695.84	695.84
G-00496	Mutual Assurance	Professional Services	798.00	798.00
G-00497	Anne G. Fischer	MILEAGE	46.50	46.50
G-00498	Oklahoma City Comm. College	Library-Related Services	100.00	100.00
G-00499	Janet Brooks	Mileage	14.99	14.99
G-00500	Jonathan Willis	MILEAGE	97.00	97.00
G-00501	Linda Hyams	MILEAGE	44.50	44.50
G-00502	Oklahoma Gazette	Library-Related Services	1,202.00	1,202.00
G-00503	Random House, Inc	Materials	140.00	140.00
G-00504	Hobby Lobby	Supplies	424.25	424.25
G-00505	Filtration Services Group, LLC	Maintenance of Facilities	47.52	47.52
G-00506	Ingram Library Service	Materials	2,639.57	2,639.57
G-00507	Phyllis Davidson	MILEAGE	13.37	13.37
G-00508	Bottom Line Personal	Subscriptions	39.00	39.00
G-00509	XPEDX	Maintenance Supplies	279.35	279.35
G-00510	Dana Morrow	MILEAGE	66.50	
		Other Commodities	56.49	122.99
G-00511	High-Tech-Tronics, Inc.	Maintenance of Facilities	515.00	515.00
G-00512	Audio Editions	Materials	528.47	528.47
G-00513	American Library Assoc.	Materials	121.00	121.00
G-00514	OverDrive, Inc fka	Materials	6,397.83	6,397.83
G-00515	Fuelman	Gasoline	2,570.03	
		Vehicle Parts & Repairs	196.34	2,766.37
G-00516	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	88.50	88.50
G-00517	Matthew Cotter	MILEAGE	56.50	56.50
G-00518	Vickie Ross	MILEAGE	4.25	4.25
G-00519	Ingram Library Service	Materials	1,119.66	1,119.66
G-00520	Voss Lighting	Maintenance Supplies	234.00	234.00
G-00521	Frances V. Harbert	Membership	35.00	35.00
G-00522	Jana Hausburg	MILEAGE	18.00	18.00
G-00523	Barnes & Noble, Inc.	Materials	287.35	287.35
G-00524	Center Point Large Print	Materials	715.95	715.95
G-00525	Landon Holman	MILEAGE	48.00	48.00
G-00526	Jimmy Welch	Telephone Services	50.00	50.00
G-00527	Pauline Rodriguez-Atkins	Mileage	4.50	4.50
G-00528	Airgas Mid South, Inc.	Maintenance of Facilities	23.89	23.89
G-00529	Ram Products	Maintenance of Facilities	176.97	176.97

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00530	Southwest Paper - OKC	Printing Supplies	57.52	57.52
G-00531	American Benefit Systems, Inc.	Professional Services	1,031.25	1,031.25
G-00532	Bank of America	Library-Related Services	195.67	195.67
G-00533	Hudiburg Chevrolet, Inc.	Maintenance of Facilities	96.00	
		Vehicle Parts & Repairs	1,122.39	1,218.39
G-00534	Sharon A. Nolan	Programming Activities	205.78	205.78
G-00535	Ruby Soutiere	MILEAGE	8.86	8.86
G-00536	Katrina Prince	MILEAGE	22.50	22.50
G-00537	Omniplex	Programming Activities	250.00	250.00
G-00538	Kelley Riha	MILEAGE	194.00	194.00
G-00539	Tammi Sauer	Programming Activities	150.00	150.00
G-00540	Links, Inc.	Programming Activities	500.00	500.00
G-00541	Sally Gray	MILEAGE	22.00	22.00
G-00542	Kevin Colwell	MILEAGE	13.50	13.50
G-00543	ULINE	Supplies	52.21	52.21
G-00544	Amazon/GE Money Bank	Supplies	70.59	
		Supplies	202.40	272.99
G-00545	Lisa M. Wood	Other Commodities	63.29	63.29
G-00546	Crowe & Dunlevy	Professional Services	522.26	522.26
G-00547	Oklahoma Press Service	Library-Related Services	127.19	127.19
G-00548	Crystal Suppes	Mileage	11.00	11.00
G-00549	Abolghasem Siavashi	MILEAGE	4.50	4.50
G-00550	C. L. Frates & Co.	Insurance	6,949.00	6,949.00
G-00551	DailyAccess Corporation	Professional Services	165.00	165.00
G-00552	Roy Ballou	Mileage	29.30	29.30
G-00553	Alice Murphy	Programming Activities	48.00	48.00
G-00554	Cox Communications, Inc.	Telephone Services	1,818.62	
		Telephone Services	1,256.16	3,074.78
G-00555	Baker & Taylor Entertainment	Materials	6,741.79	
		Materials	14.99	6,756.78
G-00556	LaVetta Kinsey Dent	Mileage	38.00	38.00
G-00557	Special Ops Security	Security Services	13,361.00	13,361.00
G-00558	Chase Card Services	Travel Expenses	240.10	
		Postage	353.00	
		Postage	17.80	
		Furniture	305.86	
		Equipment	409.99	
		Professional Services	31.00	1,357.75
G-00559	Jerry Baker	Books & Materials	253.80	253.80
G-00560	John L. Hilbert	Programming Activities	171.79	171.79
G-00561	Preston Bell	Transportation	40.00	40.00
G-00562	Reef Shop Warehouse	Maintenance of Facilities	66.95	66.95
G-00563	Oklahoma Food Cooperative	Programming Activities	724.50	724.50
G-00564	Pamela Buchanan	MILEAGE	28.75	28.75
G-00565	SLRS, Inc.	Programming Activities	152.00	152.00
G-00566	Donna Morris	Parking & Transportation	450.00	450.00
G-00567	Barbara A. Johnson	MILEAGE	6.50	6.50
G-00568	Star Lighting	Maintenance of Facilities	19.74	
		Maintenance of Facilities	445.20	
		Maintenance of Facilities	40.00	504.94
G-00569	John Utley	MILEAGE	36.00	36.00
G-00570	Melissa Weathers	MILEAGE	8.04	8.04

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00571	Worth Hydrochem of Oklahoma	Maintenance of Facilities	95.00	
		Maintenance of Facilities	232.00	327.00
G-00572	Cox Communications, Inc.	Telephone Service	827.04	827.04
G-00573	Baker & Taylor Books	Materials	4,679.68	
		Materials	5,185.43	
		Materials	2,835.64	
		Materials	2,975.05	15,675.80
G-00574	Baker & Taylor Books	Materials	2,922.82	
		Materials	3,581.68	6,504.50
G-00575	Baker & Taylor Books	Materials	6,513.41	6,513.41
G-00576	Chase Card Services	Books & Materials	2,013.77	
		Books & Materials	1,108.81	
		Books & Materials	160.55	
		Books & Materials	715.79	3,998.92
G-00577	Emily Williams	MILEAGE	53.85	53.85
G-00578	Kone Inc	Maintenance of Facilities	975.00	975.00
G-00579	Lisa Bradley	MILEAGE	17.25	17.25
G-00580	Erika Sterling	Maintenance of Facilities	120.00	120.00
G-00581	Trigen-OKC Energy Corporation	Trigen Energy Services	21,450.98	21,450.98
G-00582	Stacy Schrank	MILEAGE	51.05	51.05
G-00583	Dan Holman	MILEAGE	62.00	62.00
G-00584	H I S Paints	Maintenance of Facilities	25.45	
		Maintenance of Facilities	5.99	31.44
G-00585	Baker & Taylor Entertainment	Materials	71.96	71.96
G-00586	Mackin	Materials	65.17	65.17
G-00587	R. Justin Herwig	MILEAGE	44.25	44.25
G-00588	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-00589	Jamar Rahming	Mileage	29.00	29.00
G-00590	IAWP-Job Fair	Library-Related Services	200.00	200.00
G-00591	Martha Stallings	Programming Activities	135.00	135.00
G-00592	Shoplet	Supplies	66.08	66.08
G-00593	Metropolitan Library System	Parking	1.00	
		Professional Services	133.00	
		Memberships	35.00	
		Postage	23.80	
		Supplies	51.25	
		Gasoline	40.14	
		Programming Activities	94.94	
		Other Commodities	46.86	425.99
G-00594	City of Del City	Rent of Library Building	400.00	400.00
G-00595	Bradford Industrial Suppl Corp	Maintenance of Facilities	59.96	59.96
G-00596	O G & E	Electrical Services	7,933.09	
		Electrical Services	17,588.67	25,521.76
G-00597	Oklahoma Natural Gas Co.	Gas Services	46.60	
		Gas Services	131.16	
		Gas Services	101.96	
		Gas Services	105.65	
		Gas Services	117.41	
		Gas Services	232.11	734.89
G-00598	City of Bethany	Water & Garbage Services	122.60	122.60
G-00599	City of Oklahoma City	Water & Garbage Services	956.90	
		Water & Garbage Services	283.36	1,240.26

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00600	Brodart, Inc.	Supplies	1,344.00	1,344.00
G-00601	Southwestern Stationers, Inc.	Supplies	392.40	
		Supplies	391.75	
		Supplies	59.53	843.68
G-00602	Locke Supply Co.	Maintenance of Facilities	22.22	22.22
G-00603	Emsco Electric Supply	Maintenance of Facilities	37.43	37.43
G-00604	Demco	Programming Supplies	86.06	86.06
G-00605	Gaylord Bros.	Supplies	32.71	32.71
G-00606	Irwin Business Machines	Maintenance of Facilities	89.00	89.00
G-00607	Journal Record Publishing	Subscriptions	184.00	184.00
G-00608	Oriental Trading Company	Programming Supplies	111.90	
		Programming Supplies	45.98	
		Programming Activities	14.99	172.87
G-00609	City of Warr Acres	Water & Garbage Services	54.45	54.45
G-00610	Baker & Taylor Books	Materials	2,765.04	2,765.04
G-00611	TDS Telecom	Telephone Services	1,275.68	1,275.68
G-00612	ALA Order Fulfillment	Programming Supplies	26.28	26.28
G-00613	American Library Assoc.	Supplies	102.60	102.60
G-00614	ALA Membership CSC	Memberships	240.00	240.00
G-00615	Upstart	Programming Supplies	41.80	41.80
G-00616	Recorded Books, LLC	Materials	1,078.20	1,078.20
G-00617	Del City Tag Agency	Materials	490.50	490.50
G-00618	Pure Service Corp.	Janitorial Services	16,170.00	
		Janitorial Services	9,295.00	
		Janitorial Services	848.00	
		Janitorial Services	715.00	
		Janitorial Services	181.00	
		Janitorial Services	17,825.00	
		Janitorial Services	5,071.00	
		Janitorial Services	2,466.00	52,571.00
G-00619	The Penworthy Co.	Materials	3,123.57	3,123.57
G-00620	Copelin's Office Center	Supplies	1,829.20	1,829.20
G-00621	Library Video Co.	Materials	179.55	179.55
G-00622	BMI Systems	Supplies	168.69	168.69
G-00623	Great American Glass & Tinting	Maintenance of Facilities	702.27	702.27
G-00624	Jonathan Willis	Telephone Services	35.00	35.00
G-00625	Metrocall Wireless	Telephone Services	80.68	
		Telephone Services	434.70	515.38
G-00626	Random House, Inc	Materials	678.40	678.40
G-00627	Scott's Printing & Copying	Printing	1,053.72	1,053.72
G-00628	Gateway Films/Vision Video	Materials	88.95	88.95
G-00629	Filtration Services Group, LLC	Maintenance of Facilities	114.72	114.72
G-00630	Ingram Library Service	Materials	323.05	323.05
G-00631	Carrier Enterprise, LLC-S.C.	Maintenance of Facilities	714.12	714.12
G-00632	XPEDX	Maintenance Supplies	202.25	
		Maintenance Supplies	279.35	
		Maintenance Supplies	370.70	852.30
G-00633	OSCPA	Professional Services	84.00	84.00
G-00634	Angela Rhea Percival	Capital Projects	437.50	437.50
G-00635	Scovil & Sides Hardware Co.	Maintenance of Facilities	22.00	22.00
G-00636	AV Cafe Inc	Materials	2,520.00	2,520.00
G-00637	Ingram Library Service	Materials	869.78	869.78

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00638	Frances V. Harbert	Mileage	4.50	4.50
G-00639	Jonathan W. LaPuzza	Security Services	975.00	975.00
G-00640	L. E. Acker Co.	Maintenance of Facilities	38.15	38.15
G-00641	Anita Roesler	Mileage	86.60	86.60
G-00642	Evans Hardware	Maintenance of Facilities	26.08	
		Maintenance of Facilities	4.99	31.07
G-00643	Jeffrey J. Crawford	Security Services	262.50	262.50
G-00644	John Mark Dawson	Security Services	450.00	450.00
G-00645	Debbie Robertus	Memberships	35.00	35.00
G-00646	Miguel A. Campos	Security Services	400.00	400.00
G-00647	Jurden Brown, Jr.	Security Services	312.50	312.50
G-00648	Steve's Wholesale Distributors	Maintenance of Facilities	184.36	184.36
G-00649	Southwest Compressor, Inc.	Maintenance of Facilities	60.00	60.00
G-00650	Contractors Supply Co.	Maintenance of Facilities	58.38	58.38
G-00651	Jerry's Contracting	Maintenance of Facilities	285.00	
		Maintenance of Facilities	785.00	1,070.00
G-00652	Dowell Parking Center	Parking & Transportation	323.00	323.00
G-00653	Novalco, Inc	Maintenance of Facilities	105.00	105.00
G-00654	K-Log Inc.	Furniture, Fixtures, & Equip	2,257.30	2,257.30
G-00655	Amazon/GE Money Bank	Supplies	7.35	7.35
G-00656	Linda Jameson	Mileage	4.25	4.25
G-00657	Baker & Taylor Entertainment	Materials	1,462.45	1,462.45
G-00658	Walmart Community	Programming Activities	144.32	144.32
G-00659	Mediatriton	Books & Materials	410.69	410.69
G-00660	Special Ops Security	Security Services	6,591.38	6,591.38
G-00661	Tamara Simpson	Programming Activities	50.00	50.00
G-00662	High Plains Events, LLC	Programming Activities	50.00	50.00
G-00663	Sharon G. Bish	Memberships	35.00	35.00
G-00664	Star Lighting	Maintenance of Facilities	377.74	377.74
G-00665	David Dale	Security Services	112.50	112.50
G-00666	AT&T	Telephone Services	62.02	
		Telephone Services	64.18	126.20
G-00667	Baker & Taylor Books	Materials	5,592.54	
		Materials	9,231.90	
		Materials	6,730.46	
		Materials	400.29	21,955.19
G-00668	Baker & Taylor Books	Materials	1,853.88	
		Materials	5,154.30	
		Materials	596.82	7,605.00
G-00669	Pioneer Library System	Professional Services	50.00	50.00
G-00670	Maria Watkins	Mileage	15.00	15.00
G-00671	Smart Technologies	Automation Contractual	480.00	480.00
G-00672	COTPA	Parking Coupons	200.00	200.00
G-00673	Gas & Supply	Programming Activities	70.50	70.50
G-00674	Chris Kennedy	Mileage	13.00	13.00
G-00675	Jason K. Saxon	Security Services	762.50	762.50
G-00676	Boe Toahy	Programming Activities	70.00	70.00
G-00677	Kaeli Dunn	Mileage	17.30	17.30
G-00678	Bank of Oklahoma	Payroll Transmittal-Chks	42,512.23	
		Payroll Transmittal-Chks	18,108.84	60,621.07
G-00679	Bank of Oklahoma	Federal Withholding Tax	43,429.60	
		Federal Withholding Tax	2,283.00	45,712.60

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00680	Oklahoma Tax Commission	State Withholding Tax	14,693.00	
		State Withholding Tax	825.00	15,518.00
G-00681	Mun. Employees Credit Union	Employee Cr Union Deducts	11,250.13	
		Employee Cr Union Deducts	87.50	11,337.63
G-00682	United Way of Central Oklahoma	Employee Deductions	439.69	
		Employee Deductions	21.39	461.08
G-00683	Morgan & Associates, P.C.	Employee Deductions	142.76	142.76
G-00684	Bank of America	Payroll Transmittal-DDep	247,549.84	
		Payroll Transmittal-DDep	36,057.02	283,606.86
G-00685	John Hardeman, Trustee	Employee Deductions	546.92	546.92
G-00686	Nationwide Retirement Solution	Employee Deductions	8,011.99	8,011.99
G-00687	Transamerica Worksite Mrktg.	Employee Deductions	429.70	429.70
G-00688	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,850.25	4,850.25
G-00689	Bank of Oklahoma	Employee Flexplan Deposit	12,811.00	12,811.00
G-00690	Bank of Oklahoma	Employee Soc/Sec Deposits	25,691.20	
		Employee Soc/Sec Deposits	3,862.01	
		Employee Medicare Deposit	6,108.28	
		Employee Medicare Deposit	903.18	
		Employer Soc/Sec Deposits	29,553.25	
		Employer Medicare Deposit	7,011.59	73,129.51
G-00691	MassMutual Financial Group	Employee Contrib -- DC PI	14,007.05	
		Employer Contrib -- DC PI	25,576.39	39,583.44
G-00692	ODHS Oklahoma Centralized	Employee Deductions	398.30	398.30
G-00693	Randall S. Fudge	Employee Deductions	92.29	92.29
G-00694	Administrative Services	Employee Deductions	1,252.11	1,252.11
G-00695	Metropolitan Library System	Postage	18.65	
		Supplies	34.27	
		Programming Activities	118.10	
		Other Commodities	40.14	
		Programming Activities	50.00	261.16
G-00696	Oklahoma Natural Gas Co.	Gas Services	445.36	
		Gas Services	76.80	
		Gas Services	46.15	568.31
G-00697	City of Oklahoma City	Water & Garbage Services	136.98	136.98
G-00698	Brodart, Inc.	Supplies	4,485.00	4,485.00
G-00699	Southwestern Stationers, Inc.	Supplies	13.05	13.05
G-00700	Borders Group, Inc.	Programming Activities	246.40	246.40
G-00701	Locke Supply Co.	Maintenance of Facilities	4.31	
		Maintenance of Facilities	90.79	95.10
G-00702	Tech-Lock	Maintenance of Facilities	9.49	9.49
G-00703	Gaylord Bros.	Supplies	51.55	51.55
G-00704	Gale Research	Materials	11,501.92	
		Materials	793.55	12,295.47
G-00705	Highsmith Co., Inc.	Supplies	30.80	
		Supplies	23.48	
		Supplies	67.16	
		Supplies	18.60	140.04
G-00706	Oriental Trading Company	Programming Supplies	67.35	67.35
G-00707	Synergy Datacom Supply, Inc.	Supplies	15.60	15.60
G-00708	AT&T	Telephone Services	143.98	143.98
G-00709	Oklahoma Library Association	Professional Services	80.00	
		Professional Services	80.00	160.00

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-00710	Baker & Taylor Books	Materials	4,380.82	4,380.82
G-00711	A.M. Best Co.	Materials	5,644.75	5,644.75
G-00712	Tindle Arnold	Mileage	7.75	7.75
G-00713	Recorded Books, LLC	Materials	140.40	140.40
G-00714	Gale Group	Materials	459.95	459.95
G-00715	JoNita Normore	Mileage	4.50	4.50
G-00716	Michael Owens	Travel Expenses	316.92	
		Travel Expenses	101.42	418.34
G-00717	Council for Community	Materials	990.00	990.00
G-00718	Copelin's Office Center	Supplies	1,819.20	1,819.20
G-00719	Full Circle Bookstore	Materials	1,360.48	1,360.48
G-00720	Blackstone Audio Books	Materials	2,018.00	2,018.00
G-00721	Cheryll Jones	Mileage	30.00	30.00
G-00722	Random House, Inc	Materials	415.48	415.48
G-00723	5th Street Garage	Parking & Transportation	32.29	32.29
G-00724	Scott's Printing & Copying	Printing	2,045.55	2,045.55
G-00725	Hobby Lobby	Programming Activities	81.10	81.10
G-00726	Ingram Library Service	Materials	94.28	94.28
G-00727	Walker Companies	Supplies	6.37	6.37
G-00728	Larry G. Johnson	Parking	216.76	216.76
G-00729	OverDrive, Inc fka	Materials	4,765.64	4,765.64
G-00730	Lynda G. Bahr	Mileage	107.40	
		Telephone Services	35.00	142.40
G-00731	Metro Parking Garage	Parking	65.00	65.00
G-00732	Porch School Supply	Programming Material	60.00	60.00
G-00733	Ingram Library Service	Materials	1,361.84	1,361.84
G-00734	Charles Reeves	Programming Activities	300.00	300.00
G-00735	Marianne's Rentals	Programming Activities	143.00	143.00
G-00736	Southwest Paper - OKC	Supplies	1,884.96	
		Maintenance Supplies	1,565.64	3,450.60
G-00737	Medco Supply Company	Supplies	36.90	36.90
G-00738	ULINE	Supplies	59.40	59.40
G-00739	Amazon/GE Money Bank	Supplies	63.35	
		Supplies	23.78	
		Supplies	6.55	93.68
G-00740	John Wood	Telephone Services	50.00	50.00
G-00741	Office Depot Credit Plan	Supplies	44.97	44.97
G-00742	Baker & Taylor Entertainment	Materials	3,996.93	3,996.93
G-00743	Walmart Community	Supplies	58.26	
		Supplies	124.00	182.26
G-00744	Reef Shop Warehouse	Maintenance of Facilities	66.95	66.95
G-00745	Imagination Promotional Group	Library-Related Services	2,124.50	2,124.50
G-00746	Kevin Sendall	Mileage	25.00	25.00
G-00747	Star Lighting	Maintenance of Facilities	104.25	104.25
G-00748	Susan H. Wood	Programming Activities	125.00	125.00
G-00749	Rondia K. Banks	Programming Activities	113.17	113.17
G-00750	Baker & Taylor Books	Materials	2,003.28	
		Materials	4,483.38	
		Materials	6,280.09	
		Materials	2,622.32	
		Materials	3,293.23	
		Materials	4,434.42	23,116.72

General Fund F.Y. 10-11

Warrant Register

August 2010

Number	Vendor/Payee	Purpose	Amount	
G-00751	Baker & Taylor Books	Materials	4,451.37	
		Materials	3,475.48	
		Materials	3,844.65	11,771.50
G-00752	Baker & Taylor Books	Materials	1,799.04	1,799.04
G-00753	City of The Village	Maintenance of Facilities	4,300.00	4,300.00
G-00754	Sabre Technologies	Supplies	246.00	246.00
G-00755	COTPA	Parking & Transportation	1,387.00	
		Parking & Transportation	2,785.48	4,172.48
G-00756	Baker & Taylor Entertainment	Materials	426.52	426.52
G-00757	Short Vowel Phonics LLC	Materials	22.95	22.95
Total of FY 10-11 Warrants Issued			\$	1,925,596.41

General Fund F.Y. 09-10

Warrant Register

August 2010

Number	Vendor/Payee	Purpose	Amount	
G-05763	Metropolitan Library System	Library-Related Services	25.00	
		Vehicle Parts & Repairs	3.00	
		Postage	6.20	
		Supplies	158.77	
		Programming Activities	133.49	
		Programming Activities	90.86	
		Other Commodities	106.20	523.52
G-05764	Highsmith Co., Inc.	Furniture	35.00	35.00
G-05765	Lectorum Publications, Inc	Programming Activities	1,184.96	1,184.96
G-05766	CompSource Oklahoma	Workers Comp. Insurance	11,371.00	11,371.00
G-05767	Denyvetta Davis	Travel Expenses	420.50	420.50
G-05768	Gale Group	Materials	103.80	103.80
G-05769	Ingram Library Service	Materials	346.31	346.31
G-05770	AV Cafe Inc	Materials	84.72	84.72
G-05771	Ingram Library Service	Materials	35.03	35.03
G-05772	Baker & Taylor	Programming Activities	64.83	64.83
G-05773	Dell Marketing L.P.	Computer Equipment	16,776.81	16,776.81
G-05774	Crowe & Dunlevy	Professional Services	2,896.50	2,896.50
G-05775	Baker & Taylor Entertainment	Materials	810.15	810.15
G-05776	Cynthia Friedemann	Travel Expenses	520.25	520.25
G-05777	Baker & Taylor Books	Materials	1,135.05	
		Materials	2,472.74	
		Materials	2,765.97	6,373.76
G-05778	Baker & Taylor Books	Materials	2,211.44	2,211.44
G-05779	Mackin	Materials	825.61	825.61
G-05780	Gaylord Bros.	Supplies	1,004.64	1,004.64
G-05781	Highsmith Co., Inc.	Furniture	101.15	101.15
G-05782	American Express	Travel Expenses	649.23	
		Programming Supplies	218.30	
		Supplies	36.18	903.71
G-05783	Recorded Books, LLC	Materials	2,532.14	2,532.14
G-05784	Johnstone Supply	Maintenance of Facilities	47.84	47.84
G-05785	Friday	Library-Related Services	1,160.00	1,160.00
G-05786	Marpro Label Inc.	Supplies	5,203.00	5,203.00
G-05787	Oklahoma Gazette	Library-Related Services	1,202.00	1,202.00
G-05788	Walker Companies	Supplies	119.75	119.75
G-05789	Sweat Equity Productions LLC	Library-Related Services	6,035.00	6,035.00
G-05790	Cox Media Oklahoma City	Library-Related Services	2,178.00	2,178.00
G-05791	Best Buy Co., Inc.	Promotional Gifts	11,895.91	11,895.91
G-05792	Amazon/GE Money Bank	Equipment	727.99	727.99
G-05793	Baker & Taylor Entertainment	Materials	412.99	412.99
G-05794	Baker & Taylor Books	Materials	1,865.17	
		Materials	2,132.87	3,998.04
G-05795	Baker & Taylor Books	Materials	1,118.19	
		Materials	52.32	1,170.51
G-05796	Mackin	Materials	111.96	111.96
G-05797	Gaylord Bros.	Furniture	1,006.27	
		Fixtures	222.14	1,228.41
G-05798	American Library Assoc.	Programming Supplies	296.00	296.00
G-05799	Gale Group	Materials	2,106.58	2,106.58
G-05800	Spaces, Inc.	Furniture	479.38	479.38
G-05801	Random House, Inc	Materials	162.00	162.00

General Fund F.Y. 09-10

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
G-05802	Audio Editions	Materials	485.81	485.81
G-05803	Center Point Large Print	Materials	215.70	215.70
G-05804	Baker & Taylor	Programming Activities	86.68	86.68
G-05805	Southwest Paper - OKC	Supplies	36.49	36.49
G-05806	Westquip, Inc	Equipment	7,877.31	7,877.31
G-05807	Film Ideas, Inc.	Materials	1,038.70	1,038.70
G-05808	Oklahoma City Police Dept.	Maintenance of Facilities	130.00	130.00
G-05809	Baker & Taylor Books	Materials	963.71	
		Materials	414.89	
		Materials	386.20	1,764.80
G-05810	Baker & Taylor Books	Materials	825.45	825.45
G-05811	Mackin	Materials	20.75	20.75
G-05812	Metropolitan Library System	Supplies	32.74	
		Other Commodities	16.39	49.13
G-05813	Weston Woods Accts Receivable	Materials	287.65	287.65
G-05814	Lectorum Publications, Inc	Programming Activities	164.35	164.35
G-05815	Recorded Books, LLC	Materials	417.37	417.37
G-05816	The Penworthy Co.	Materials	164.60	164.60
G-05817	Commercial Concepts, Inc.	Furniture	488.70	488.70
G-05818	Random House, Inc	Materials	895.68	895.68
G-05819	OverDrive, Inc fka	Materials	5,466.59	5,466.59
G-05820	AV Cafe Inc	Materials	163.92	163.92
G-05821	Ingram Library Service	Materials	119.25	119.25
G-05822	Baker & Taylor Entertainment	Materials	120.68	120.68
G-05823	Baker & Taylor Books	Materials	983.70	983.70
G-05824	Baker & Taylor Books	Materials	234.12	234.12
G-05825	Maria Watkins	Mileage	11.12	11.12
G-05826	Chris Kennedy	Mileage	17.00	17.00
G-05827	Metropolitan Library System	Programming Activities	13.37	13.37
G-05828	Gale Group	Materials	2,586.44	2,586.44
G-05829	Library Video Co.	Materials	239.40	239.40
G-05830	Random House, Inc	Materials	240.00	240.00
G-05831	Ingram Library Service	Materials	128.75	128.75
G-05832	Audio Editions	Materials	703.62	703.62
G-05833	Ingram Library Service	Materials	26.63	26.63
G-05834	Baker & Taylor	Programming Activities	21.75	21.75
G-05835	Baker & Taylor Entertainment	Materials	76.41	76.41
G-05836	Baker & Taylor Books	Materials	1,506.80	
		Materials	662.53	2,169.33
G-05837	Baker & Taylor Books	Materials	469.01	469.01

Total of FY 09-10 Warrants Issued \$ 116,401.45

Special Funds

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
S-15818	Alexa J. Turgeon	Lost & Paid Book Returned	3.00	3.00
S-15819	Pauline P. Johnson	Lost & Paid Book Returned	3.00	3.00
S-15820	Madison D. Hargis	Lost & Paid Book Returned	13.95	13.95
S-15821	Shane G. Newman	Lost & Paid Book Returned	3.00	3.00
S-15822	Wanda S. Brazeal	Lost & Paid Book Returned	3.00	3.00
S-15823	Laura R. Huskey	Lost & Paid Book Returned	3.00	3.00
S-15824	Charles C. Glaze	Lost & Paid Book Returned	3.00	3.00
S-15825	Christy J. Eichler	Lost & Paid Book Returned	6.00	6.00
S-15826	April N. Nelson	Lost & Paid Book Returned	10.95	10.95
S-15827	Dana M. Jordan	Lost & Paid Book Returned	5.05	5.05
S-15828	Friends of the Metro. Library	Grant Balance Refund	402.00	402.00
S-15829	BMI Systems Corp.	Copier Maintenance	78.50	
		Copier Maintenance	31.62	
		Copier Maintenance	36.00	
		Copier Maintenance	204.42	
		Copier Maintenance	35.38	
		Copier Maintenance	156.09	
		Copier Maintenance	84.79	
		Copier Maintenance	78.50	
		Copier Maintenance	55.00	760.30
S-15830	Friends of the Metro. Library	Grant Balance Refund	3,289.91	3,289.91
S-15831	Friends of the Metro. Library	Grant Balance Refund	11.04	11.04
S-15832	Friends of the Metro. Library	Grant Balance Refund	10.66	10.66
S-15833	Metropolitan Library System	09/Walmart/Del City	42.44	42.44
S-15834	Demco	Equipment	972.00	972.00
S-15835	Jason Ringenberg	Children's Music Festival	3,644.00	3,644.00
S-15836	Jason Ringenberg	Children's Music Festival	800.00	800.00
S-15838	Stuart Williamson	Lee Brawner Scholarship	600.00	600.00
S-15839	Brittany M. Lamb	Lost & Paid Book Returned	15.95	15.95
S-15840	Mark J. Hatten	Lost & Paid Book Returned	11.95	11.95
S-15841	Melissa J. Miller	Lost & Paid Book Returned	17.00	17.00
S-15842	Jenny L. Holmes	Lost & Paid Book Returned	21.95	21.95
S-15843	Angela S. Newsom	Lost & Paid Book Returned	3.00	3.00
S-15844	Joey M. Devecchio	Lost & Paid Book Returned	3.00	3.00
S-15845	Kennedy H.J. Bradford	Lost & Paid Book Returned	3.00	3.00
S-15846	Piper R. Fansler	Lost & Paid Book Returned	11.95	11.95
S-15847	Tyler Kaitlin Thomas	Lost & Paid Book Returned	28.90	28.90
S-15848	Karen A. Garrison	Lost & Paid Book Returned	7.95	7.95
S-15849	Sonja J. Fouquet	Lost & Paid Book Returned	3.00	3.00
S-15850	Marta Homic	Lost & Paid Book Returned	3.00	3.00
S-15851	Nathalie M. LaFleur	Lost & Paid Book Returned	11.95	11.95
S-15852	Hildreth A. Overcash	Lost & Paid Book Returned	18.85	18.85
S-15853	Betsy M. Varughese	Lost & Paid Book Returned	3.00	3.00
S-15854	Tulsa City/County Library	Unreturned I L L Item	42.00	42.00
S-15855	Kari M. Rosebrook	Lost & Paid Book Returned	3.00	3.00
S-15856	Rebecca J. Miller	Lost & Paid Book Returned	3.00	3.00
S-15857	Crestmark Bank	Programing Supplies	11.66	11.66
S-15858	Standley Systems	Copier Usage	269.53	
		Copier Usage	327.80	597.33
S-15859	Oklahoma City Ballet	BooktoberFest	1,314.00	1,314.00
S-15860	Oklahoma City Museum of Art	BooktoberFest	1,125.00	1,125.00
S-15861	Cattlemen's Steakhouse Inc	BooktoberFest	350.00	350.00

Special Funds

Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
S-15862	Reduxion Theatre	BooktoberFest	1,080.00	1,080.00
S-15863	Amazon/GE Money Bank	Programming Material	1,359.68	1,359.68
S-15864	Logonn C. Marzett	Lost & Paid Book Returned	17.50	17.50
S-15865	Kristi A. Matney	Lost & Paid Book Returned	3.00	3.00
S-15866	Stephen Kim	Lost & Paid Book Returned	3.00	3.00
S-15867	Thomas M. Berry	Lost & Paid Book Returned	15.35	15.35
S-15868	Kenneth C. Gunderson	Lost & Paid Book Returned	19.95	19.95
S-15869	Rebecca D. Harjo	Lost & Paid Book Returned	10.95	10.95
S-15870	Angela L. Weaver	Lost & Paid Book Returned	12.95	12.95
S-15871	Beverly J. Bayne	Lost & Paid Book Returned	3.00	3.00
S-15872	Joshua C. Phillips	Lost & Paid Book Returned	15.20	15.20
S-15873	Darcy L. Stowe	Lost & Paid Book Returned	8.95	8.95
S-15874	Chase Card Services	Fines Account	147.10	147.10
S-15875	Standley Systems	Copy Fund	86.32	86.32
S-15876	Barnes & Noble, Inc.	Come Read With Me	707.31	707.31
S-15877	Roberto L. Delgado	R.Ellison Statuary	1,500.00	1,500.00
S-15878	David L. Phelps	R.Ellison Statuary	1,000.00	1,000.00
S-15879	Confluence Design & Fabric LLC	R.Ellison Statuary	1,500.00	1,500.00
S-15880	Barnes & Noble, Inc.	Come Read With Me Books	1,013.05	
		Come Read With Me	954.88	
		Come Read With Me	42.34	2,010.27
S-15881	Joseph C. Lee	Lost & Paid Book Returned	10.95	10.95
S-15882	Jacob C. Dill	Lost & Paid Book Returned	14.85	14.85
S-15883	Elyssa M. Campos	Lost & Paid Book Returned	3.00	3.00
S-15884	Quanysha T. Ruffin	Lost & Paid Book Returned	6.95	6.95
S-15885	Carlos W. Sweeten, Jr	Lost & Paid Book Returned	3.00	3.00
S-15886	Curtis R. Boydston	Lost & Paid Book Returned	23.45	23.45
S-15887	Carrie A. Fredrick	Lost & Paid Book Returned	4.95	4.95
S-15888	Jonida Thayer	Lost & Paid Book Returned	3.00	3.00
S-15889	University of North Texas	Damaged Interlibrary Loan	15.00	15.00
S-15890	Longview Public Library	Lost Interlibrary Loan	22.95	22.95
S-15891	Oklahoma Tax Commission	July 2010 Sales Tax	57.89	57.89
S-15892	Georgiana T. Peterson	Lost & Paid Book Returned	19.95	19.95
S-15893	Charles C. Glaze	Lost & Paid Book Returned	9.00	9.00
S-15894	Kelly K. Basey	Lost & Paid Book Returned	8.95	8.95
S-15895	Karen E. Parks	Lost & Paid Book Returned	3.00	3.00
S-15896	Kelly Sanders	Meeting Room Refund	20.00	20.00
S-15897	Oklahoma Tax Commission	July 2010 Sales Tax	670.49	670.49
S-15898	BMI Systems	Copy Fund	171.37	171.37
S-15899	Standley Systems	Equipment	7,547.50	
		Equipment	7,547.50	15,095.00
S-15900	Hiccup Productions, Inc.	Children's Music Festival	7,200.00	7,200.00
S-15901	YALSA	11/Friends/YALSA	339.00	
		11/Friends/YALSA	348.00	
		11/Friends/YALSA	348.00	
		11/Friends/YALSA	349.00	
		11/Friends/YALSA	349.00	
		11/Friends/YALSA	289.00	2,022.00
S-15902	Ultimate Globes	Grant for Globe	644.99	644.99
S-15903	Alice E. McInnis	Lost & Paid Book Returned	26.95	26.95
S-15904	Valeria Jimenez	Lost & Paid Book Returned	19.95	19.95
S-15905	Mariah L. Danley	Lost & Paid Book Returned	13.00	13.00

Special Funds

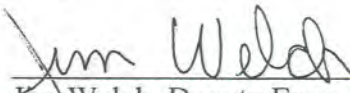
Warrant Register

August 2010

Number	Vendor/Payee	Purpose		Amount
S-15906	Rachel B. Brawley	Lost & Paid Book Returned	3.00	3.00
S-15907	Heidi W. Randell	Lost & Paid Book Returned	10.95	10.95
S-15908	Dennise R. Parsons	Lost & Paid Book Returned	3.00	3.00
S-15909	Elsie V. Borlabi	Lost & Paid Book Returned	3.00	3.00
S-15910	Rebecca S. Young	Lost & Paid Book Returned	4.45	4.45
S-15911	Richard L. Hanson	Lost & Paid Book Returned	3.00	3.00
S-15912	Kenneth C. Stone Sr	Lost & Paid Book Returned	16.95	16.95
S-15913	Patricia Sue Koehler	Lost & Paid Book Returned	22.50	22.50
S-15914	Sandra A. Yzaguirre	Lost & Paid Book Returned	12.00	12.00
S-15915	Rachel D. Roberts	Lost & Paid Book Returned	3.00	3.00
S-15916	Lubbock Public Library - ILL	ILL Replacement Costs	28.00	28.00
S-15917	Houston Public Library	ILL Replacement Costs	35.26	35.26
S-15918	Becky J. Faaborg	Lost & Paid Book Returned	97.95	97.95
S-15919	Barbara J. Wagner	Lost & Paid Book Returned	16.95	16.95
S-15920	Christopher Carroll	10/LET/Ralph Ellison Stat	65.00	65.00
S-15921	Susan Pierce	Noon Tunes	1,800.00	
		Noon Tunes	1,008.00	2,808.00
Total of Special Funds Warrants Issued				\$ 52,920.92

I, Jim Welch, certify that:

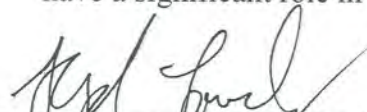
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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


Jim Welch, Deputy Exec. Director

9/8/10
Date

I, Lloyd Lovely, certify that:

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


Lloyd Lovely, Deputy Executive Director of Finance and Support

9/8/10
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 2010-11. A comparison with last year's premiums is presented as follows:

Insurance Required	FY 2009-10 Premiums <i>Annualized</i>	FY 2010-11 Premiums
Commercial Package	\$113,128.00	\$118,868.00
Commercial Auto	\$19,580.00	\$18,957.00
Fiduciary Liability	\$9,071.00	\$9,166.00
Umbrella \$1,000,000 Limit	\$4,442.00	\$4,664.00
Directors & Officers	\$6,786.00	\$6,828.00
Flood Insurance (Del City & Wright)	No prior coverage	\$6,949.00
Total Annual Premium	\$153,007.00	\$165,432.00

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 \$165,432.00. Adequate funding for this insurance is provided for in the FY 2010-11 budget, accounts 201 & 202.

General Liability

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2010 – October 1, 2011

A. M. Best Rating: A++ Superior

Coverage Detail

Limits of Liability	Description
\$2,000,000	General Aggregate
Included	Products & Completed Operations
\$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

- Additional Insured – State or Political subdivision – Premises Permits
- Exclusion – Sexual Abuse or Molestation
- Waiver of Transfer of Rights of Recovery

Additional Insureds

- 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

Business Auto

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2010 – October 1, 2011

A. M. Best Rating: A++ Superior

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	2002	Chevy Van w/lift	1GNDX03E52D164786	---	---
3	2002	Dodge Van w/lift	2B4JB25Y92K108625	---	---
4	2004	GMC C550 Pickup w/lift	1GDE5C1E54F509017	\$1,000	\$1,000
5	2004	GMC C550 Pickup w/lift	1GDE5C1E84F509061	\$1,000	\$1,000
6	2005	Ford Pickup	1FTPX12W35NB40256	\$1,000	\$1,000
7	2005	Chevy Cab & Chassis w/Serv Body	1GBHC24U75E259957	\$1,000	\$1,000
8	2006	Chevy Cab & Chassis w/Serv Body	1GBHC24U46E231518	\$1,000	\$1,000
9	2006	Ford F150 Pickup	1FTRX12W36KC76261	\$1,000	\$1,000
10	2007	Chevy Cab & Chassis w/Serv Body	1GBHC24U57E170729	\$1,000	\$1,000
11	2007	Chevy Cab & Chassis w/Serv Body	1GBHC24U17E168265	\$1,000	\$1,000
12	2008	Chevy Cab & Chassis w/Serv Body	1GNFG154481179213	\$1,000	\$1,000
13	2008	Chevy Cab & Chassis w/Serv Body	1GBHC24K28E184863	\$1,000	\$1,000
14	2009	GMC Cab & Chassis w/Serv Body	1GDE5C1059F412456	\$1,000	\$1,000
15	2010	Ford F150 Pickup	1FTNF1CV0AKA57435	\$1,000	\$1,000
16	2010	Dodge Caravan	2D4RN4DE3AR185029	\$1,000	\$1,000
17	2010	Ford Econoline Van	1FMNE1BL1ADA54434	\$1,000	\$1,000

Umbrella Liability

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2010 – October 1, 2011

A. M. Best Rating: A++ Superior

Coverage Detail

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

Schedule of Underlying

Policy Type	Limits	Carrier / Policy #	Policy Period
Automobile Liability CSL	\$1,000,000	Chubb 73231775	10/01/10 – 11
General Liability Each Occurrence General Aggregate	\$1,000,000 \$2,000,000	Chubb 35250529	10/01/10 – 11
Employers Liability Each Accident Disease Policy Limit Disease Each Employee	\$500,000 \$500,000 \$500,000	CompSource 00255965	12/01/10 – 11

Exclusions

- Real/Personal Property Care, Custody or Control Exclusion
- Employment Related Practices Exclusion
- Intellectual Property Exclusion
- Sexual Abuse/Molestation Exclusion
- Biological Agents Exclusion

Directors & Officers Liability

Insurance Company: Philadelphia Insurance Co.
Policy period: October 1, 2010 – October 1, 2011

A. M. Best Rated: A+ Superior

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

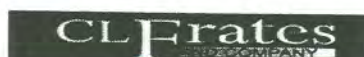
- October 1, 2009 – (Full Prior Acts - Retroactive Date)

Named Insureds

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

Selected 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
 - Workplace Violence Counseling
 - Image Restoration and Counseling

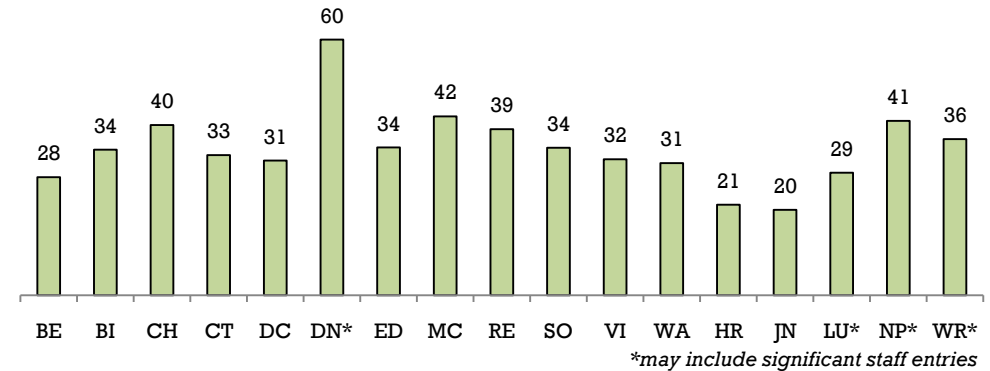


MLS Library Visits

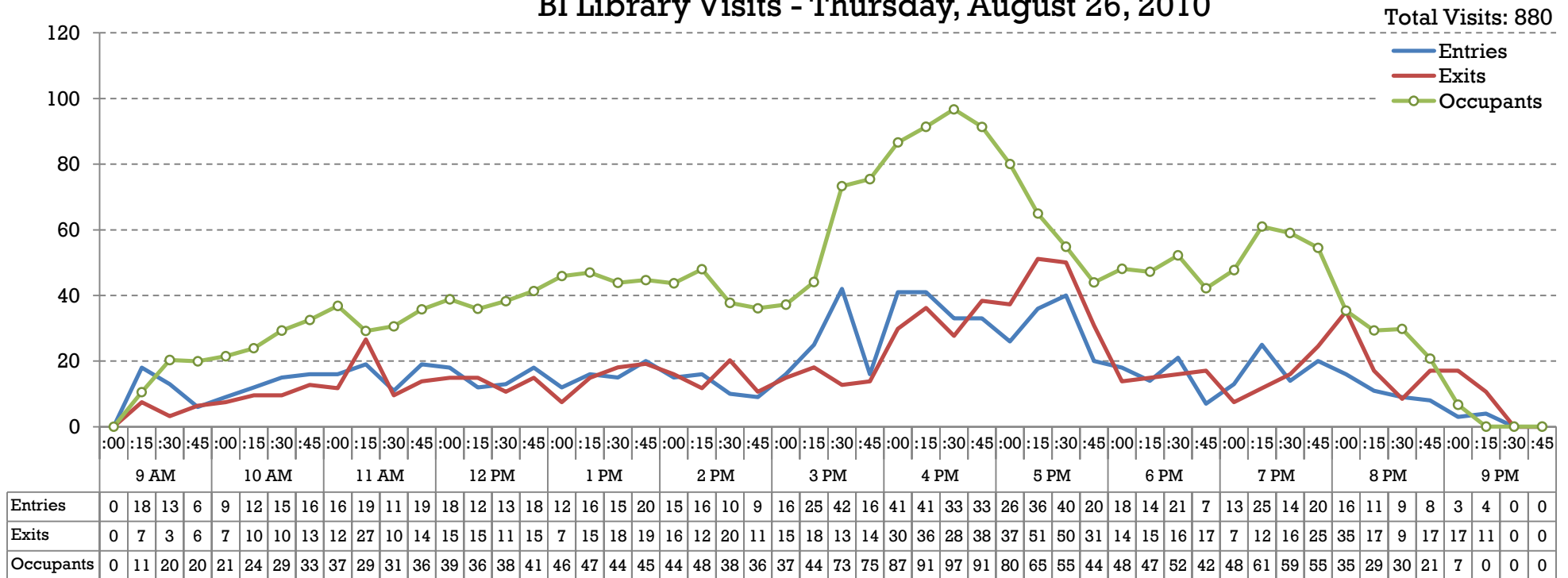
Visits and occupancy are an important component of library usage that may not show up in other measures. Wireless door counters installed around the library system record the number of entries and exits at each library in fifteen minute intervals. The expected average visit length (right) and occupancy of each library throughout the day (example below) can be estimated from this data.

The chart below illustrates data gathered at the Belle Isle Library on Thursday, August 26th, 2010. This coincides with the previous commission meeting. A total of 880 customers visited the Belle Isle Library during the period shown below. This includes the 39 individuals present at the commission meeting. Based on the occupancy figures calculated every fifteen minutes, these 880 visitors spent an expected total of 32,491 minutes inside the building, which averages to 37 minutes per visitor on this day.

August 2010 Avg Visit Length (minutes)



BI Library Visits - Thursday, August 26, 2010

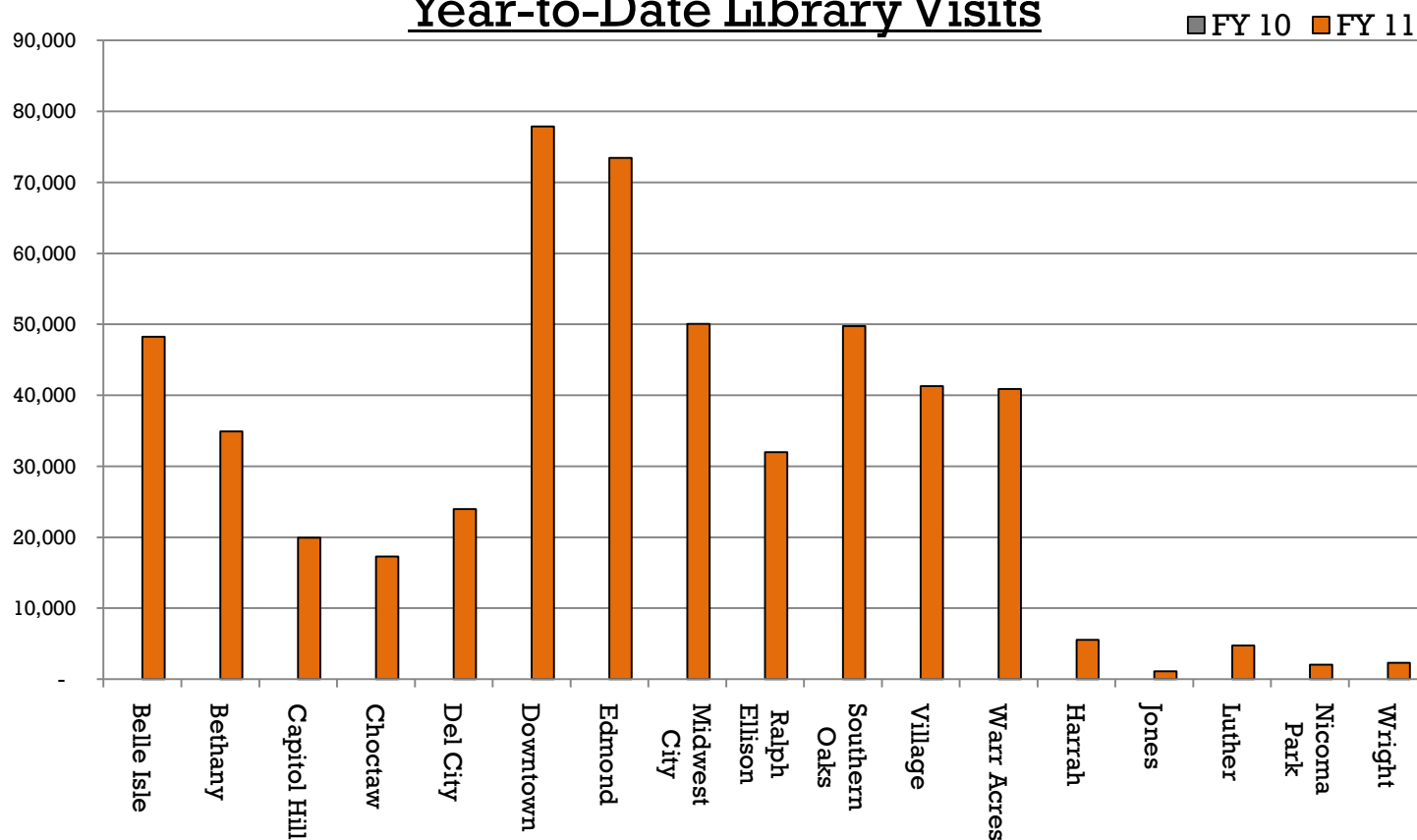


MLS Library Visits

July 1, 2010 - August 31, 2010 (16.67% of the 10-11 Fiscal Year)

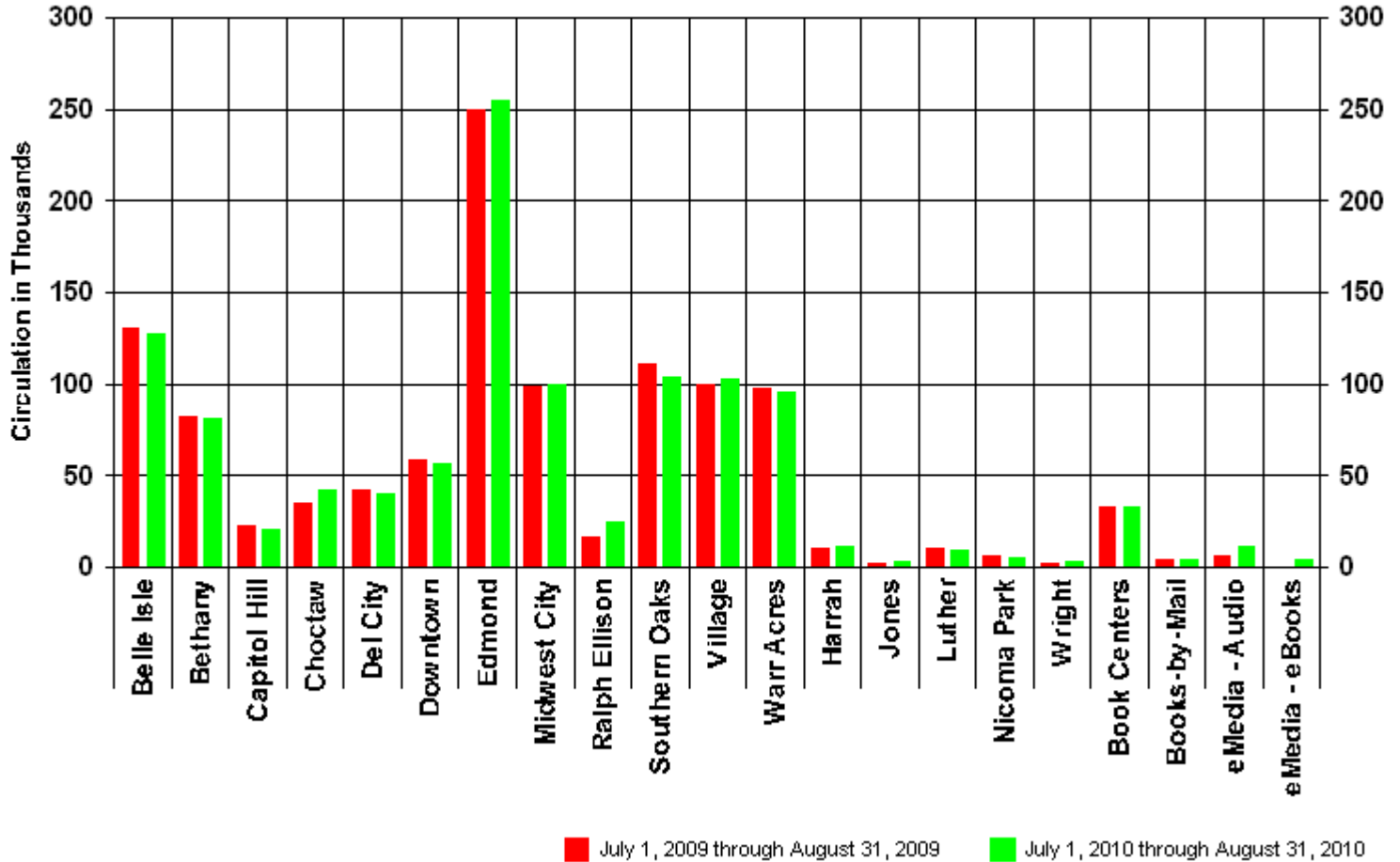
August	FY 10		FY 11		Pct. Change	
<u>Library</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>
Belle Isle	N/A	N/A	24,137	48,227	N/A	N/A
Bethany	N/A	N/A	16,538	34,906	N/A	N/A
Capitol Hill	N/A	N/A	9,682	19,944	N/A	N/A
Choctaw	N/A	N/A	7,931	17,283	N/A	N/A
Del City	N/A	N/A	11,605	23,964	N/A	N/A
Downtown	N/A	N/A	39,146	77,858	N/A	N/A
Edmond	N/A	N/A	35,829	73,429	N/A	N/A
Midwest City	N/A	N/A	24,132	50,046	N/A	N/A
Ralph Ellison	N/A	N/A	15,094	31,974	N/A	N/A
Southern Oaks	N/A	N/A	23,647	49,734	N/A	N/A
Village	N/A	N/A	19,567	41,307	N/A	N/A
Warr Acres	N/A	N/A	19,551	40,878	N/A	N/A
Harrah	N/A	N/A	2,959	5,525	N/A	N/A
Jones	N/A	N/A	522	1,101	N/A	N/A
Luther	N/A	N/A	2,227	4,726	N/A	N/A
Nicoma Park	N/A	N/A	968	2,059	N/A	N/A
Wright	N/A	N/A	1,387	2,305	N/A	N/A
Total	N/A	N/A	254,922	525,264	N/A	N/A

Year-to-Date Library Visits



Circulation Gains and Losses

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)



Circulation Gains and Losses

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

AUGUST 31, 2010		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
Belle Isle	10	49285	99689	13931	30770	63216	130459	
	11	47599	96417	13881	31309	61480	127726	
		-1686	-3272	-50	539	-1736	-2733	-2.1
Bethany	10	26120	55825	11408	26672	37528	82497	
	11	26703	55471	10979	26151	37682	81622	
		583	-354	-429	-521	154	-875	-1.1
Capitol Hill	10	7859	16035	2352	6231	10211	22266	
	11	6432	13508	2929	7206	9361	20714	
		-1427	-2527	577	975	-850	-1552	-7.0
Choctaw	10	10070	21488	5416	13028	15486	34516	
	11	12131	25232	6996	16447	19127	41679	
		2061	3744	1580	3419	3641	7163	20.8
Del City	10	14010	28956	5543	13662	19553	42618	
	11	13563	27673	5150	12761	18713	40434	
		-447	-1283	-393	-901	-840	-2184	-5.1
Downtown	10	21563	43061	6203	15418	27766	58479	
	11	21492	42439	5895	13708	27387	56147	
		-71	-622	-308	-1710	-379	-2332	-4.0
Edmond	10	67602	139869	47951	109834	115553	249703	
	11	72053	145926	47546	108669	119599	254595	
		4451	6057	-405	-1165	4046	4892	2.0
Midwest City	10	34006	69097	12793	29577	46799	98674	
	11	35910	71486	12409	28211	48319	99697	
		1904	2389	-384	-1366	1520	1023	1.0
Ralph Ellison	10	6066	12303	1645	4364	7711	16667	
	11	8860	18233	2470	6992	11330	25225	
		2794	5930	825	2628	3619	8558	51.3
Southern Oaks	10	39425	81042	13067	29809	52492	110851	
	11	38330	77391	11942	26848	50272	104239	
		-1095	-3651	-1125	-2961	-2220	-6612	-6.0
Village	10	32711	68467	12976	31123	45687	99590	
	11	33865	68926	14882	34228	48747	103154	
		1154	459	1906	3105	3060	3564	3.6
Warr Acres	10	32907	66791	12857	31009	45764	97800	
	11	31541	66374	12359	29684	43900	96058	
		-1366	-417	-498	-1325	-1864	-1742	-1.8

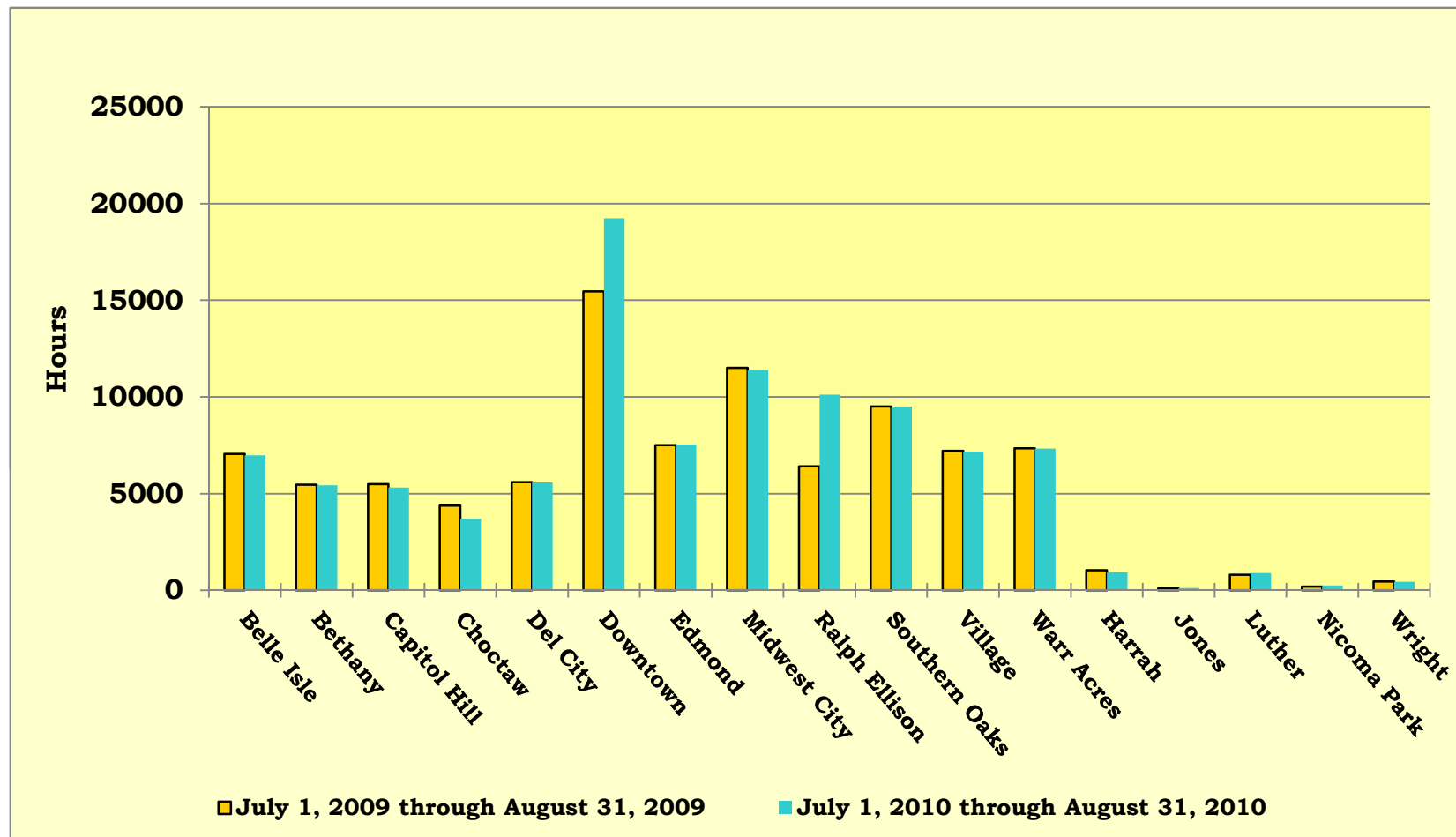
Circulation Gains and Losses

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

AUGUST 31, 2010		<u>ADULT MONTH</u>	<u>ADULT YEAR</u>	<u>JUVENILE MONTH</u>	<u>JUVENILE YEAR</u>	<u>TOTAL MONTH</u>	<u>TOTAL YEAR</u>	<u>%</u>
<u>EXTENSION LIBRARIES:</u>								
Harrah	10	3577	7125	1287	3460	4864	10585	
	11	4121	8090	1517	3782	5638	11872	
		544	965	230	322	774	1287	12.2
Jones	10	869	1605	174	602	1043	2207	
	11	772	1815	362	1257	1134	3072	
		-97	210	188	655	91	865	39.2
Luther	10	3441	7900	779	2074	4220	9974	
	11	3624	6816	952	2769	4576	9585	
		183	-1084	173	695	356	-389	-3.9
Nicoma Park	10	2241	4499	486	1448	2727	5947	
	11	1927	4168	499	1401	2426	5569	
		-314	-331	13	-47	-301	-378	-6.4
Wright	10	868	1758	325	699	1193	2457	
	11	1008	2051	248	715	1256	2766	
		140	293	-77	16	63	309	12.6
<u>OTHER:</u>								
Book Centers	10	10078	20118	6161	12337	16239	32455	
	11	10203	20432	6365	12696	16568	33128	
		125	314	204	359	329	673	2.1
Books-by-Mail	10	1923	4004	0	0	1923	4004	
	11	2024	4146	0	0	2024	4146	
		101	142	0	0	101	142	3.5
eMedia - Audio	10	3172	6285	0	0	3172	6285	
	11	5849	11611	0	0	5849	11611	
		2677	5326	0	0	2677	5326	84.7
eMedia - eBooks	10	324	561	0	0	324	561	
	11	2072	4163	0	0	2072	4163	
		1748	3602	0	0	1748	3602	642.1
TOTALS	10	368117	756478	155354	362117	523471	1118595	
	11	380079	772368	157381	364834	537460	1137202	
		11962	15890	2027	2717	13989	18607	1.7

Total Computer Hours Used by Library

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)



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Total Computer Usage

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	10	543		4,923		3,597.96		1,695		9,504		7,054.43	
	11	525		4,752		3,593.52		1,606		9,297		6,979.93	
		-18	-3.3	-171	-3.5	-4.44	-.1	-89	-5.3	-207	-2.2	-74.50	-1.1
BETHANY	10	475		3,647		2,738.96		1,376		7,260		5,455.12	
	11	424		3,669		2,742.40		1,265		7,256		5,424.46	
		-51	-10.7	22	.6	3.44	.1	-111	-8.1	-4	-.1	-30.66	-.6
CAPITOL HILL	10	343		3,596		2,765.71		1,117		7,136		5,492.01	
	11	376		3,481		2,644.81		1,155		7,019		5,308.31	
		33	9.6	-115	-3.2	-120.90	-4.4	38	3.4	-117	-1.6	-183.70	-3.3
CHOCTAW	10	213		2,209		2,089.15		703		4,526		4,378.38	
	11	222		1,924		1,818.60		730		3,934		3,694.76	
		9	4.2	-285	-12.9	-270.55	-13.0	27	3.8	-592	-13.1	-683.62	-15.6
DEL CITY	10	402		3,490		2,793.12		1,275		7,062		5,597.51	
	11	431		3,690		2,871.33		1,189		6,916		5,575.34	
		29	7.2	200	5.7	78.21	2.8	-86	-6.7	-146	-2.1	-22.17	-.4
DOWNTOWN	10	517		10,264		8,015.88		1,732		20,714		15,456.71	
	11	490		13,226		9,816.86		1,766		25,644		19,240.40	
		-27	-5.2	2,962	28.9	1,800.98	22.5	34	2.0	4,930	23.8	3,783.69	24.5
EDMOND	10	592		4,827		3,808.82		1,756		9,463		7,497.95	
	11	577		4,925		3,928.63		1,633		9,378		7,539.46	
		-15	-2.5	98	2.0	119.81	3.1	-123	-7.0	-85	-.9	41.51	.6
MIDWEST CITY	10	825		7,438		5,824.41		2,456		14,979		11,499.25	
	11	858		7,186		5,850.95		2,431		14,344		11,383.94	
		33	4.0	-252	-3.4	26.54	.5	-25	-1.0	-635	-4.2	-115.31	-1.0
RALPH ELLISON	10	392		4,139		3,225.23		1,229		8,355		6,413.78	
	11	498		6,172		4,823.11		1,576		13,427		10,112.70	
		106	27.0	2,033	49.1	1,597.88	49.5	347	28.2	5,072	60.7	3,698.92	57.7

Total Computer Usage

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	10	809		6,255		4,757.94		2,374		12,804		9,510.71	
	11	843		6,660		4,901.97		2,280		13,064		9,507.37	
		34	4.2	405	6.5	144.03	3.0	-94	-4.0	260	2.0	-3.34	.0
VILLAGE	10	659		4,839		3,631.71		1,783		9,850		7,215.79	
	11	621		4,798		3,654.16		1,803		9,410		7,172.95	
		-38	-5.8	-41	-.8	22.45	.6	20	1.1	-440	-4.5	-42.84	-.6
WARR ACRES	10	516		5,083		3,722.34		1,553		9,927		7,336.92	
	11	489		4,790		3,692.55		1,457		9,623		7,329.78	
		-27	-5.2	-293	-5.8	-29.79	-.8	-96	-6.2	-304	-3.1	-7.14	-.1
HARRAH	10	78		569		507.61		233		1,175		1,041.98	
	11	73		627		506.60		199		1,133		930.06	
		-5	-6.4	58	10.2	-1.01	-.2	-34	-14.6	-42	-3.6	-111.92	-10.7
JONES	10	5		53		38.08		26		123		97.03	
	11	11		67		51.58		26		139		118.00	
		6	120.0	14	26.4	13.50	35.5		.0	16	13.0	20.97	21.6
LUTHER	10	68		543		424.59		210		1,038		803.05	
	11	62		531		424.60		232		1,090		891.56	
		-6	-8.8	-12	-2.2	.01	.0	22	10.5	52	5.0	88.51	11.0
NICOMA PARK	10	20		128		80.96		78		262		186.92	
	11	29		168		137.88		71		309		256.31	
		9	45.0	40	31.3	56.92	70.3	-7	-9.0	47	17.9	69.39	37.1
WRIGHT	10	10		238		193.37		52		546		447.17	
	11	21		241		202.56		58		518		446.42	
		11	110.0	3	1.3	9.19	4.8	6	11.5	-28	-5.1	-.75	-.2
TOTAL	10	6,467		62,241		48,215.84		19,648		124,724		95,484.71	
	11	6,550		66,907		51,662.11		19,477		132,501		101,911.75	
		83	1.3	4,666	7.5	3,446.27	7.1	-171	-.9	7,777	6.2	6,427.04	6.7

Computer Usage by Adult Customers

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	10	463		4,220		3,081.50		1,441		8,075		5,991.98	
	11	429		4,139		3,138.61		1,337		7,881		5,932.88	
		-34	-7.3	-81	-1.9	57.11	1.9	-104	-7.2	-194	-2.4	-59.10	-1.0
BETHANY	10	379		2,762		2,060.25		1,045		5,401		4,036.97	
	11	332		2,840		2,138.27		996		5,488		4,148.38	
		-47	-12.4	78	2.8	78.02	3.8	-49	-4.7	87	1.6	111.41	2.8
CAPITOL HILL	10	210		1,688		1,402.91		612		3,274		2,627.09	
	11	226		1,483		1,249.99		630		3,054		2,466.48	
		16	7.6	-205	-12.1	-152.92	-10.9	18	2.9	-220	-6.7	-160.61	-6.1
CHOCTAW	10	164		1,449		1,346.94		488		2,725		2,528.78	
	11	164		1,436		1,329.07		524		2,762		2,517.33	
			.0	-13	-.9	-17.87	-1.3	36	7.4	37	1.4	-11.45	-.5
DEL CITY	10	309		2,625		2,104.27		943		5,092		4,047.51	
	11	330		2,838		2,247.68		895		5,271		4,279.15	
		21	6.8	213	8.1	143.41	6.8	-48	-5.1	179	3.5	231.64	5.7
DOWNTOWN	10	425		9,373		7,292.46		1,402		18,568		13,799.64	
	11	412		12,458		9,225.83		1,498		23,899		17,894.75	
		-13	-3.1	3,085	32.9	1,933.37	26.5	96	6.8	5,331	28.7	4,095.11	29.7
EDMOND	10	493		4,103		3,239.74		1,443		7,983		6,303.37	
	11	483		4,172		3,328.26		1,366		7,880		6,324.74	
		-10	-2.0	69	1.7	88.52	2.7	-77	-5.3	-103	-1.3	21.37	.3
MIDWEST CITY	10	643		5,293		4,211.98		1,877		10,748		8,358.61	
	11	665		5,453		4,526.52		1,840		10,359		8,367.08	
		22	3.4	160	3.0	314.54	7.5	-37	-2.0	-389	-3.6	8.47	.1
RALPH ELLISON	10	301		2,500		1,895.23		895		4,815		3,630.96	
	11	394		3,648		3,024.47		1,157		7,541		5,961.14	
		93	30.9	1,148	45.9	1,129.24	59.6	262	29.3	2,726	56.6	2,330.18	64.2

Computer Usage by Adult Customers

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	10	602		4,056		3,146.98		1,683		7,877		5,983.24	
	11	609		4,300		3,299.98		1,646		8,066		6,145.15	
		7	1.2	244	6.0	153.00	4.9	-37	-2.2	189	2.4	161.91	2.7
VILLAGE	10	553		3,454		2,607.70		1,419		6,730		5,003.65	
	11	487		3,702		2,843.32		1,403		7,076		5,444.33	
		-66	-11.9	248	7.2	235.62	9.0	-16	-1.1	346	5.1	440.68	8.8
WARR ACRES	10	412		3,539		2,599.22		1,211		6,795		5,071.49	
	11	413		3,948		2,993.72		1,183		7,567		5,752.62	
		1	.2	409	11.6	394.50	15.2	-28	-2.3	772	11.4	681.13	13.4
HARRAH	10	60		309		234.69		155		588		443.50	
	11	37		402		320.69		127		741		600.42	
		-23	-38.3	93	30.1	86.00	36.6	-28	-18.1	153	26.0	156.92	35.4
JONES	10	5		37		23.83		17		79		55.20	
	11	8		53		42.26		18		112		98.92	
		3	60.0	16	43.2	18.43	77.3	1	5.9	33	41.8	43.72	79.2
LUTHER	10	37		267		248.46		104		482		438.79	
	11	30		282		235.45		114		531		452.45	
		-7	-18.9	15	5.6	-13.01	-5.2	10	9.6	49	10.2	13.66	3.1
NICOMA PARK	10	15		111		67.86		60		226		163.28	
	11	24		142		126.09		54		263		234.16	
		9	60.0	31	27.9	58.23	85.8	-6	-10.0	37	16.4	70.88	43.4
WRIGHT	10	9		183		145.88		41		416		343.76	
	11	17		193		168.69		42		379		340.99	
		8	88.9	10	5.5	22.81	15.6	1	2.4	-37	-8.9	-2.77	-.8
TOTAL	10	5,080		45,969		35,709.90		14,836		89,874		68,827.82	
	11	5,060		51,489		40,238.90		14,830		98,870		76,960.97	
		-20	-.4	5,520	12.0	4,529.00	12.7	-6	.0	8,996	10.0	8,133.15	11.8

Computer Usage by Minor Customers

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	10	80		703		516.46		254		1,429		1,062.45	
	11	96		613		454.91		269		1,416		1,047.05	
		16	20.0	-90	-12.8	-61.55	-11.9	15	5.9	-13	-.9	-15.40	-1.4
BETHANY	10	96		885		678.71		331		1,859		1,418.15	
	11	92		829		604.13		269		1,768		1,276.08	
		-4	-4.2	-56	-6.3	-74.58	-11.0	-62	-18.7	-91	-4.9	-142.07	-10.0
CAPITOL HILL	10	133		1,908		1,362.80		505		3,862		2,864.92	
	11	150		1,998		1,394.82		525		3,965		2,841.83	
		17	12.8	90	4.7	32.02	2.3	20	4.0	103	2.7	-23.09	-.8
CHOCTAW	10	49		760		742.21		215		1,801		1,849.60	
	11	58		488		489.53		206		1,172		1,177.43	
		9	18.4	-272	-35.8	-252.68	-34.0	-9	-4.2	-629	-34.9	-672.17	-36.3
DEL CITY	10	93		865		688.85		332		1,970		1,550.00	
	11	101		852		623.65		294		1,645		1,296.19	
		8	8.6	-13	-1.5	-65.20	-9.5	-38	-11.4	-325	-16.5	-253.81	-16.4
DOWNTOWN	10	92		891		723.42		330		2,146		1,657.07	
	11	78		768		591.03		268		1,745		1,345.65	
		-14	-15.2	-123	-13.8	-132.39	-18.3	-62	-18.8	-401	-18.7	-311.42	-18.8
EDMOND	10	99		724		569.08		313		1,480		1,194.58	
	11	94		753		600.37		267		1,498		1,214.72	
		-5	-5.1	29	4.0	31.29	5.5	-46	-14.7	18	1.2	20.14	1.7
MIDWEST CITY	10	182		2,145		1,612.43		579		4,231		3,140.64	
	11	193		1,733		1,324.43		591		3,985		3,016.86	
		11	6.0	-412	-19.2	-288.00	-17.9	12	2.1	-246	-5.8	-123.78	-3.9
RALPH ELLISON	10	91		1,639		1,330.00		334		3,540		2,782.82	
	11	104		2,524		1,798.64		419		5,886		4,151.56	
		13	14.3	885	54.0	468.64	35.2	85	25.4	2,346	66.3	1,368.74	49.2

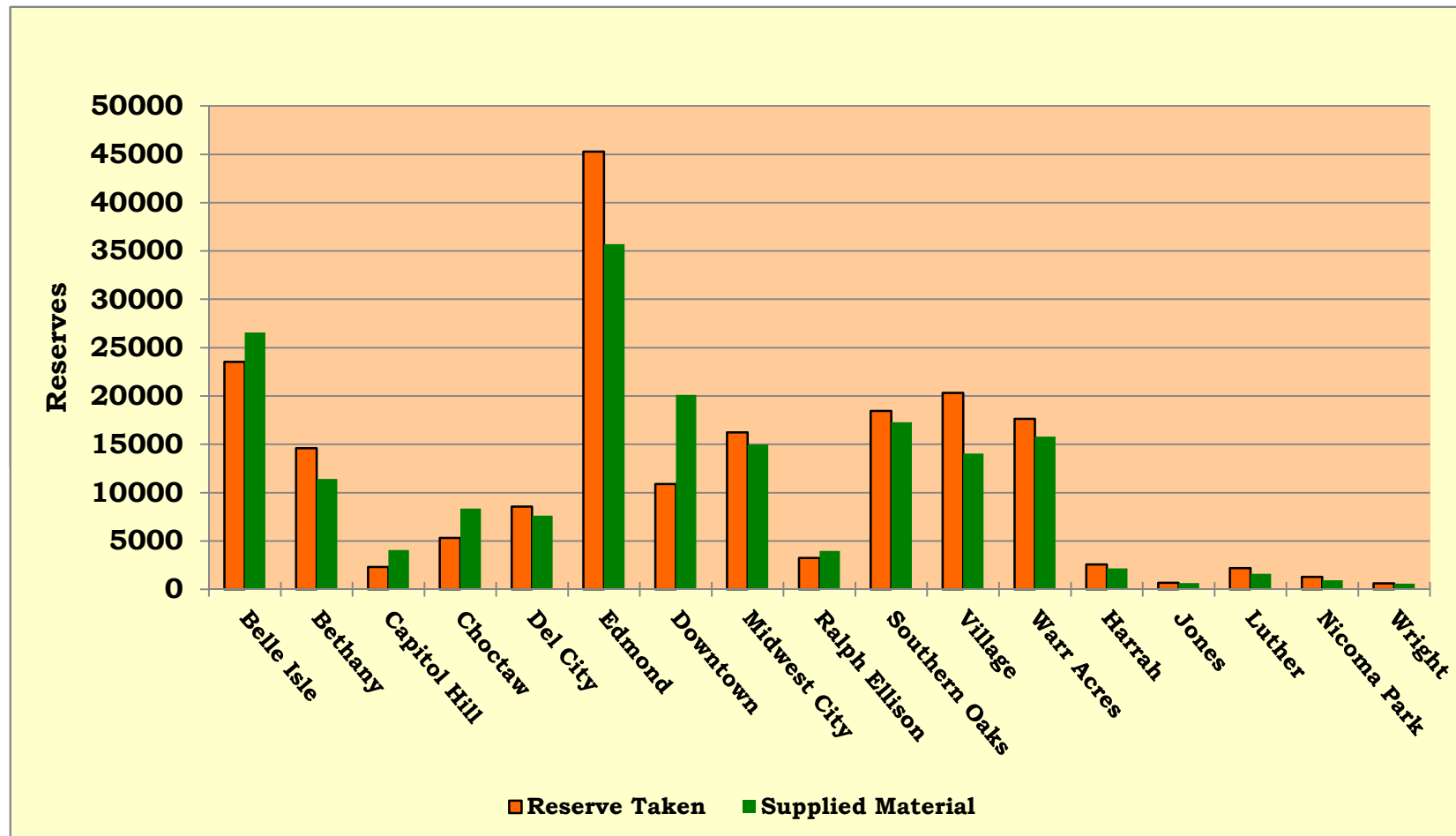
Computer Usage by Minor Customers

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	10	207		2,199		1,610.96		691		4,927		3,527.47	
	11	234		2,360		1,601.99		634		4,998		3,362.22	
		27	13.0	161	7.3	-8.97	-.6	-57	-8.2	71	1.4	-165.25	-4.7
VILLAGE	10	106		1,385		1,024.01		364		3,120		2,212.14	
	11	134		1,096		810.84		400		2,334		1,728.62	
		28	26.4	-289	-20.9	-213.17	-20.8	36	9.9	-786	-25.2	-483.52	-21.9
WARR ACRES	10	104		1,544		1,123.12		342		3,132		2,265.43	
	11	76		842		698.83		274		2,056		1,577.16	
		-28	-26.9	-702	-45.5	-424.29	-37.8	-68	-19.9	-1,076	-34.4	-688.27	-30.4
HARRAH	10	18		260		272.92		78		587		598.48	
	11	36		225		185.91		72		392		329.64	
		18	100.0	-35	-13.5	-87.01	-31.9	-6	-7.7	-195	-33.2	-268.84	-44.9
JONES	10			16		14.25		9		44		41.83	
	11	3		14		9.32		8		27		19.08	
		3		-2	-12.5	-4.93	-34.6	-1	-11.1	-17	-38.6	-22.75	-54.4
LUTHER	10	31		276		176.13		106		556		364.26	
	11	32		249		189.15		118		559		439.11	
		1	3.2	-27	-9.8	13.02	7.4	12	11.3	3	.5	74.85	20.5
NICOMA PARK	10	5		17		13.10		18		36		23.64	
	11	5		26		11.79		17		46		22.15	
			.0	9	52.9	-1.31	-10.0	-1	-5.6	10	27.8	-1.49	-6.3
WRIGHT	10	1		55		47.49		11		130		103.41	
	11	4		48		33.87		16		139		105.43	
		3	300.0	-7	-12.7	-13.62	-28.7	5	45.5	9	6.9	2.02	2.0
TOTAL	10	1,387		16,272		12,505.94		4,812		34,850		26,656.89	
	11	1,490		15,418		11,423.21		4,647		33,631		24,950.78	
		103	7.4	-854	-5.2	-1,082.73	-8.7	-165	-3.4	-1,219	-3.5	-1,706.11	-6.4

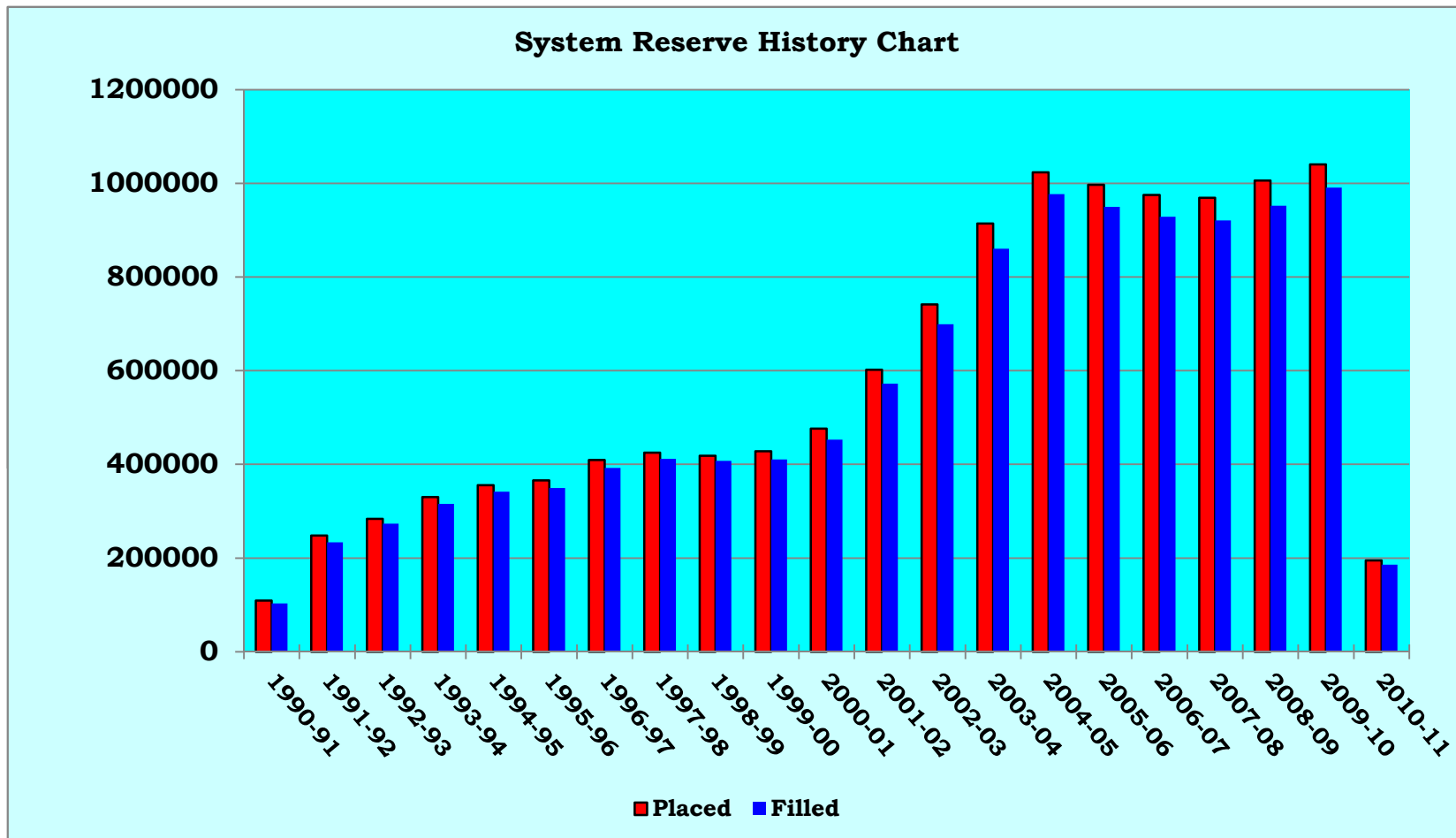
System Reserve Report

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)



System Reserve Report

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)



System Reserves Report

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	10	10,969	22,527		10,508	21,141	
	11	11,377	23,522		10,674	21,819	
		408	995	4.4	166	678	3.2
BETHANY	10	7,566	15,331		7,163	14,513	
	11	7,115	14,610		6,960	14,173	
		-451	-721	-4.7	-203	-340	-2.3
CAPITOL HILL	10	1,582	3,150		1,477	2,868	
	11	1,248	2,319		1,215	2,263	
		-334	-831	-26.4	-262	-605	-21.1
CHOCTAW	10	2,599	5,242		2,357	4,882	
	11	2,668	5,329		2,656	5,164	
		69	87	1.7	299	282	5.8
DEL CITY	10	4,231	8,627		4,007	8,082	
	11	4,411	8,561		4,085	8,101	
		180	-66	-8	78	19	.2
EDMOND	10	22,484	44,585		21,463	42,397	
	11	22,428	45,276		21,622	43,576	
		-56	691	1.5	159	1,179	2.8
DOWNTOWN	10	5,226	10,606		5,035	9,906	
	11	5,567	10,897		5,203	10,123	
		341	291	2.7	168	217	2.2
MIDWEST CITY	10	8,073	16,246		7,620	15,504	
	11	8,267	16,233		7,854	15,338	
		194	-13	-.1	234	-166	-1.1
RALPH ELLISON	10	1,250	2,593		1,196	2,423	
	11	1,547	3,231		1,508	3,098	
		297	638	24.6	312	675	27.9
SOUTHERN OAKS	10	9,441	19,341		9,221	18,528	
	11	9,205	18,463		8,743	17,563	
		-236	-878	-4.5	-478	-965	-5.2
VILLAGE	10	9,003	18,851		8,655	17,929	
	11	10,105	20,310		9,235	18,891	
		1,102	1,459	7.7	580	962	5.4
WARR ACRES	10	8,951	18,261		8,794	17,600	
	11	8,490	17,628		8,313	17,209	
		-461	-633	-3.5	-481	-391	-2.2

System Reserves Report

July 1, 2010 through August 31, 2010 (16.67% of the 10-11 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	10	1,002	2,168		930	2,058	
	11	1,416	2,557		1,388	2,491	
		414	389	17.9	458	433	21.0
JONES	10	411	749		326	685	
	11	373	688		334	676	
		-38	-61	-8.1	8	-9	-1.3
LUTHER	10	1,320	2,439		1,074	2,213	
	11	1,251	2,201		1,041	1,931	
		-69	-238	-9.8	-33	-282	-12.7
NICOMA PARK	10	751	1,410		611	1,207	
	11	668	1,282		635	1,253	
		-83	-128	-9.1	24	46	3.8
WRIGHT	10	270	423		237	392	
	11	332	619		310	574	
		62	196	46.3	73	182	46.4
BOOKS-BY-MAIL	10	481	996		456	906	
	11	949	1,832		859	1,802	
		468	836	83.9	403	896	98.9
TOTAL	10	95,610	193,545		91,130	183,234	
	11	97,417	195,558		92,635	186,045	
		1,807	2,013	1.0	1,505	2,811	1.5

EXECUTIVE DIRECTOR'S REPORT

SEPTEMBER 2010

Commission Reappointments Finalized

Since the August meeting, we were officially notified that Alyne Strube, Choctaw representative was officially reappointed at their city council meeting on June 22, 2010.

Upgrade to Non-Stop Operating System Completed

During the weekend of August 28-29th, our intrepid leaders of the Information technology department, Jim Welch and Anne Fischer, along with representatives of the vendor, Hewlett Packard, completed an upgrade to our Non-Stop Operating System. As you know, these types of upgrades have to be done in the wee hours of the weekend or holidays so disruption to service can be minimized. We appreciate all of the work done by these individuals to keep us up to date and running at full speed.

Capital Projects Update:

Southern Oaks Library and the Temporary Location

Plans for the SO renovation are in the final phase. This past month Staff have completed their review of the 95% plans and of the associated estimate. Work on the Furniture Fixtures & Equipment (FF& E) work is scheduled expect to begin in early spring

As mentioned in my August report, Staff have been working on the plans for a temporary site for the Southern Oaks Library. We continue to work with the owners of the old Burlington Coat Factory and the At&T locations. The work, due to the size of the library, is much more involved than the Ralph Ellison relocation, our most recent experience. We continue to work on this and to keep all advised of our progress. It seems likely that the move will now take place sometime after the 1st of the year.

Northwest Library

The construction continues with most of the exterior concrete walls in place. This image, taken from the MLS construction site web cam (<http://www.metrolibrary.org/mls/nw/webcam.html>) is looking northwest. The auto drive- up book return as well as the staff workroom is located just above the trailer. The erection of the structural steel is to begin later this month.

Work continues on the FF & E selection and the bid final packages about ready to be released. We look forward to an opening of the NW Library in late 2011.



DIRECTOR OUTREACH ACTIVITIES

- ☐ Attended Rotary 29 Club Meetings
- ☐ Attended ALA Conference in Washington, DC

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Ghostlahoma: Over 100 Years of Oklahoma's Haunted History

Saturday, October 2, 2010

Time: 2:00pm-3:00pm

Location: Belle Isle

10 and up

Authors and paranormal investigators Tonya Hacker and Tammy Wilson will discuss their book, *Ghostlahoma: Over 100 Years of Oklahoma's Haunted History*. Books will be available for purchase and signing. Refreshments provided, so sign up at the reference desk.

Oklahoma City Music: Deep Deuce and Beyond

Saturday, October 2, 2010

Time: 2:00pm-3:30pm

Location: Ralph Ellison

Adults

Anita Arnold will visit to discuss her book *Oklahoma City Music: Deep Deuce and Beyond*. The book details the birth and growth of music in Oklahoma City's African-American community from the 1920s until the late 1990s.

Son del Barrio: Oklahoma's Premier Latin Band

Sunday, October 3, 2010

Time: 2:00pm-3:00pm

Location: Downtown

All Ages

While the whole world is tuning its ear to the musical showcase of the Caribbean and Latin America, Oklahoma is not left behind. With an average of 15 years experience in the music business, the members of Son del Barrio (Sound of the Neighborhood) are no strangers to the world of Latin music. Their passion for the music they play can be heard as they drive hypnotic rhythms and deliver enchanting melodies. Co-Sponsor: Friends of the Metropolitan Library System, Oklahoma Arts Council, National Endowment for the Arts.

(See more performances listed in the MLS calendar of events)

Genealogy Research with the DAR

Saturday, October 9, 2010

Time: 2:00pm-4:00pm

Location: Village

Adults

Local DAR chapter hosts certified genealogical consultant Pat McFall as she leads a workshop about searching for genealogy information. Join us for this free and informative afternoon.

Cosponsor: Daughters of the American Revolution.

Open Mic Talent Show

Saturday, October 9, 2010

Time: 2:00pm-4:00pm

Location: Southern Oaks, 6900 S. Walker Ave. OKC OK 73139

Teens & Young Adults

Join the Southern Oaks Library Teen Advisory Board for an open mic, poetry slam, talent show. We will have prizes and surprises. Spoken word artists, musicians, actors, comics and poets welcome. Cosponsor: Southern Oaks Library Teen Advisory Board!

Nerd Rock

Saturday, October 16, 2010

Time: 7:00pm-9:00pm

Location: Midwest City

Teens and adults

Rock the library after hours with some of the biggest and best names in the YouTube Nerdrock music community. We're talking the All Caps, Mike Lombardo, Skyway Flyer, and those wizard rock all-stars, The Remus Lupins. See you there, and oh... don't forget to be awesome.

Money Matters: Identity Theft

Thursday, October 21, 2010

Time: 7:00pm-8:00pm

Location: Bethany

Adults

WEOKIE Foundation will host this free identity theft seminar. This is an informative presentation by Nathan Gillen and include the topics how to guard against becoming a victim of identity theft, and types of scams and fraud will also be discussed. Refreshments will be served after the program.

Making Photo Albums

Saturday, October 23, 2010

Time: 11:00am-12:15pm

Location: Capitol Hill

Adults

Attractive photo albums are easy and affordable to make with basic supplies and simple tools. They can be made in different sizes, and can contain as many or few pages as you wish. Come learn how to create photo albums.

Wizard Rock

Sunday, October 24, 2010

Time: 5:00pm-7:00pm

Location: Southern Oaks

Teens and adults

It's time for another awesome after-hours wizard rock show at the library, featuring the Whomping Willows, Lauren Fairweather, Justin Finch-Fletchley, and Armoured Bearcub. Location subject to change; please call the library at 631-4468 for details.

Ralph Ellison's Fall Festival

Saturday, October 30, 2010

Time: 12:00pm-4:00pm

Location: Ralph Ellison

All Ages

Come to the Ralph Ellison Library for candy, games, and some spooky family fun!