



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, September 15, 2011, 3:30 p.m.
Ralph Ellison Library
2000 NE 23rd Street
Oklahoma City, OK 73111
(Telephone: 424-1437)

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

Fran Cory, Chair

3:30 – 3:35 pm INTRODUCTIONS

- Document #21 – 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.

3:35 – 4:00 pm EXECUTIVE SESSION

- Discussion, Consideration, and Possible Action: Executive Session
Confidential communications between a public body and its attorney concerning pending litigation, in the case of *Joanie Porter v. Metropolitan Library System*, a political subdivision which is sued in the name of the Metropolitan Library Commission, United States District Court Case N. CIV-10-1201-R pursuant to the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes § 307, (B)(4)

4:00 – 4:20 pm CONSENT DOCKET (#22 - #25)

- Document #22 – Approval of Minutes of August 25, 2011 Meeting
- Document #23 – Acceptance of Review of Expenditures for August 2011
- Document #24 – Contract Awards & Purchases
 - Item A: Property & Casualty Insurance
 - Item B: Professional Services Contract Public Art for Northwest Library
 - Item C: Professional Services Contract for Children's Interactives at the Northwest Library
 - Item D: Furniture for Northwest Library
 - Item E: Furniture for Northwest Library
 - Item F: Furniture for Northwest Library
 - Item G: Furniture for Northwest Library
- Document #25 – Request to Declare Furniture & Equipment Surplus

4:20 – 4:35 pm SPECIAL PRESENTATIONS

- *FOCUS 2011* – Stacy Schrank, Employee Development Coordinator, Planning
- *Wellness Works* – Stacy Schrank, Employee Development Coordinator & Kelley Hoffman, Benefits Manager

4:35 – 4:45 pm INFORMATION REPORTS

- Document #26 – MLS August 2011 Library Visits
- Document #27 – MLS August 2011 Circulation Report
- Document #28 – MLS August 2011 Computer Usage Report
- Document #29 – MLS August 2011 System Reserve Report

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

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

NEXT COMMISSION MEETING DATE AND PLACE:
October 20, 2011

Downtown Library, 300 Park Avenue, Oklahoma City, OK 73102

PRESENTATION OF SERVICE CERTIFICATES TO LIBRARY STAFF

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

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

Library System staff receiving Certificates of Service in September 2011:

<u>Employees</u>	<u>Years of Service</u>
Brittany Marie Barber, Interlibrary Loan Technician, Interlibrary Loan	5
Penny Bird, Page, Midwest City Library	5
Christopher Carl Cade, Page, Warr Acres Library	5
Nicole Dawn Chaney, Page, Southern Oaks Library	5
Diane Sharp, Page, Edmond Library	10
Joyce A. Helms, Extension Specialist, Library Operations	15
Shirley J. Henderson, Circulation Clerk, Midwest City Library	20
Jo Nita White, Extension Specialist, Harrah Library	30

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

DATE: August 25, 2011

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, 2010. 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 23, 2011, in conformity with the Oklahoma Open Meeting Act §311.

Members

PRESENT:

Bose' Akadiri
Nancy Anthony, Disbursing Agent
Ralph Bullard
Helene Harpman
Jose Jimenez
Willa Johnson
Carolyn Leslie
Penny McCaleb
Tracy McDaniel
Lori Nelson
Mukesh Patel
Hugh Rice
Vanna Shaw
Judy Smith, Vice-Chair
Alyne Strube
Beth Toland
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma City
Cynthia Friedemann
Deanna Hannah
Tracy McGehee
Brenda Palmer
Kim Patterson
Jim Shonts
Greg Womack

Estimate of general public and staff attending: 24

- I. The meeting was called to order at 3:32 p.m. by Mrs. Fran Cory, Chair.
 - II. Roll was called to establish a quorum. Present: Akadiri, Anthony, Bullard, Harpman, Jimenez, Johnson, Leslie, McCaleb, McDaniel, Patel, Rice, Shaw, Smith Strube, Toland, Cory. (Arrived: Nelson; 3:47 p.m.).
 - III. Mrs. Cory introduced Mrs. Debbie Robertus, Assistant Manager of the Belle Isle Library. Mrs. Robertus welcomed the commission and provided information on the current events at the Belle Isle Library.
 - IV. Mrs. Cory called for Presentation of Service Certificates for August 2011: John D. Wood, IT Manager, Information Technology ~10 years of service; Karen L. Litteral, Librarian, Warr Acres Library ~ 15 years of service.
 - V. Mrs. Cory called for comments from the general public. There were none.
 - VI. Mrs. Cory presented the Consent Docket: Document #13 – Approval of Minutes of July 21, 2011; Document #14 – Acceptance of Review of Expenditures for July 2011.
- Mrs. Smith called for a motion.

Mrs. Judy Smith moved to accept the consent docket. Mrs. Alyne Strube seconded. No further discussion. Motion passed unanimously.

- VII. Mrs. Cory referred to Document #15 and Document #16 – Discussion, Consideration, and Possible Action: Report and Recommendations from Finance Committee and the Proposed Final 2011-2012 Fiscal Year Budget.

Mrs. Cory called on Mrs. Nancy Anthony to provide the reports and recommendations.

Mrs. Anthony reported on the Compensation, Classification and Benefits Study that was presented to the Finance Committee by Ms. Laura Francisco with the Singer Group. The presentation from the Singer group was very informative and detailed. The Finance committee's main task was to focus on the findings of the study related to the compensation and classification and use that information in determining the numbers for the final budget. The benefits portion of the report will be reviewed by library staff and any recommended changes will be taken to the Administrative & Personnel Committee and then to the Commission for approval. The Finance Committee did suggest that Ms. Francisco make the same presentation directly to the Administrative & Personnel Committee or the Commission in the near future. Questions and Discussion followed.

Mrs. Anthony referred to the motion.

The motion coming from committee is to approve the 3 recommendations relating to Compensation, Classification, and Benefits

RECOMMENDATION NUMBER 1: That the Finance Committee recommend to the Metropolitan Library Commission the approval of a new salary structure which moves 14 positions within the schedule. These changes amount to \$13,670.80. Funding for this is available in the 2011-12 fiscal year budget, account 101.

RECOMMENDATION NUMBER 2: That the Finance Committee direct the administration to review the recommendations by the Singer Group regarding the library system's benefit package and to bring recommendations to the A & P committee in the spring of next year in accordance with the budget planning cycle and the timelines required for implementation of benefit packages.

Recommendations for benefit changes that do not require a specific timeline can be brought to the A & P prior to the above (example – leave benefits).

RECOMMENDATION NUMBER 3: That the Finance Committee recommend to the Metropolitan Library Commission that the Executive Director receive the same market adjustment that is recommended for staff (2.5%) and that the additional \$500 a month that is being contributed to her 457 be stopped on or around January 1, 2012.

A motion coming from committee requires no second. Motion passed: 15-yes, 2-no.

Mrs. Anthony referred to the proposed Final Budget (Document #16) and provided a brief review. The final assessment numbers from the county came in with an increase of 2.6% over last year's revenues, which amounts to about \$690,000. Mrs. Anthony highlighted some of the proposed changes in the operating budget from the preliminary budget which includes; dollars for additional materials, digital signage for the 13 full service libraries, extending library hours and opening on Sunday at all of the full service libraries. Questions and discussion followed.

The proposed total budget for FY 2011-12 is \$59,253,623. The total budget consists of \$36,694,019 for the operating budget; \$3,225,963 for capital projects; and \$19,333,641 for reserves. The operating budget increased 13.86% from last year's budget. Questions and Discussion followed.

The motion coming from committee is to approve the Metropolitan Library System Final Budget FY 2011-12. A motion coming from committee requires no second. Motion passed unanimously.

Mrs. Anthony then referred to the proposed revision to the MLS Policy and Procedure Manual – Stewardship of Financial Resources – SF 200 Purchasing Policy.

Mrs. Anthony explained the revisions to the policy. The proposed revision includes language on how the library will handle bids for insurance. Questions and Discussion followed.

The motion coming from committee is to approve the revision of the Metropolitan Library System Policy & Procedure Manual - SF 200 Purchasing Policy. A motion coming from committee requires no second. No further discussion; motion passed unanimously.

VIII. Mrs. Cory called on Mrs. Donna Morris to present the Information Reports.

- ⌘ Document #08 – MLS July 2011 Library Visits
- ⌘ Document #09 – MLS July 2011 Circulation Report
- ⌘ Document #10 – MLS July 2011 Computer Report
- ⌘ Document #11 – MLS July 2011 System Reserve Report

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

Mrs. Morris reported the Oklahoma City Council recently re-appointed Hugh Rice, Penny McCaleb, Tracy McGehee, and Cynthia Friedemann to the Library Commission.

Mrs. Morris congratulated Library Commissioner, Alyne Strube. She recently received the 2010-2011 Service above Self Award from the Rotary club of East Oklahoma County.

Hard hat library tours will be scheduled for the Northwest Library in the next couple of weeks. Administration will be sending out an email with dates, once the information is

available. Commissioners who would like to tour will need to RSVP, so we can ensure there is plenty of staff to assist.

X. Mrs. Cory called for comments from Commissioners.

XI. The next Commission meeting will be September 15, 2011 at the Ralph Ellison Library.

There being no further business, the meeting was adjourned at 4:30 pm.

A handwritten signature in blue ink that reads "Donna Morris". The signature is written in a cursive style with a horizontal line underneath the name.

Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

August 31, 2011

The attached statement of the financial condition of the Metropolitan Library System reflects the encumbrances and expenditures for the month of August 2011.

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

COMMISSION ACTION

That the Commission acknowledge the financial report of August 2011.

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

August 31, 2011

ASSETS

CASH - Overnight Investment Account		\$15,619,116.42
INVESTMENTS (Schedule attached)		13,772,424.39
PREPAID ACCOUNTS		30,000.00
TAXES RECEIVABLE: 2011-12 Ad Valorem Tax	29,988,898.00	
Less: Reserve for Delinquent Tax	<u>-2,726,263.00</u>	
Budgeted Tax Revenue	27,262,635.00	
Less: Tax Received	<u>0.00</u>	
		27,262,635.00
Total Assets		<u>\$56,684,175.81</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2010-11 Reserve for Appropriations	\$222,998.33	
2011-12 Purchase Orders Outstanding	294,146.29	
2010-11 Purchase Orders Outstanding	521,837.20	
2011-12 Checks Outstanding	213,598.17	
2010-11 Checks Outstanding	167,598.55	
Total Liabilities		1,420,178.54

DEFERRED TAX REVENUE:

Current Year Ad Valorem Tax	-	27,262,635.00
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FUND BALANCE:

Beginning of the Year	\$31,225,521.14	
Add: Revenues		
Budgeted	95,000.00	
Other	<u>678,216.62</u>	773,216.62
Less: Expenditures	<u>(3,997,375.49)</u>	
Total Fund Balance		<u>28,001,362.27</u>

Total Liabilities, Deferred Revenue and Fund Balance		<u>\$56,684,175.81</u>
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT**

As of August 31, 2011

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.	12/19/2010	12/19/2011	1.000%	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	11/9/2010	11/5/2013	2.000%	99,733.20
CD - Citizen's Bank of Edmond	7/2/2009	7/2/2014	2.810%	122,052.12
CD - Valliance Bank	3/5/2011	3/5/2012	1.600%	99,081.29
Fannie Mae	11/29/2010	11/29/2016	2.000%	2,000,000.00
Fed Home LN BKS 08-13	1/22/2008	1/22/2013	4.000%	1,000,000.00
FHLMC 2 1/4	12/21/2010	12/21/2015	2.250%	2,000,000.00
Fed Home LN BKS 12-16	7/27/2010	1/27/2016	2.000%	2,000,000.00
FNMA	9/30/2010	12/30/2015	2.000%	2,000,000.00
FNMA 11-16	9/8/2010	3/8/2016	2.000%	1,000,000.00
FHLB 2	12/13/2010	6/13/2016	2.000%	2,000,000.00
Total Investments				<u>\$ 13,772,424.39</u>

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

August 1, 2011 to August 31, 2011

	<u>Budget</u>	<u>Current Month Receipts</u>	<u>Year To Date Receipts</u>	<u>Percent Budget Received</u>
<u>BUDGETED:</u>				
2011 Ad Valorem Tax	\$27,262,635.00	\$ -	\$ -	0.00%
State Aid	290,807.00	-	-	0.00%
Fines	<u>474,660.00</u>	<u>38,000.00</u>	<u>95,000.00</u>	20.01%
Total Budgeted Revenue	<u><u>\$ 28,028,102.00</u></u>	<u><u>\$ 38,000.00</u></u>	<u><u>\$ 95,000.00</u></u>	0.34%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 239,267.95	\$ 379,481.83	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		43,665.72	130,808.46	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		0.00	0.00	
Insurance Reimbursements		0.00	118,056.54	
Miscellaneous		<u>2,773.15</u>	<u>49,869.79</u>	
Total Miscellaneous Revenue		<u><u>\$ 285,706.82</u></u>	<u><u>\$ 678,216.62</u></u>	
Total Revenue	<u><u>\$ 28,028,102.00</u></u>	<u><u>\$ 323,706.82</u></u>	<u><u>\$ 773,216.62</u></u>	2.76%

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

August 31, 2011

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 15,960.92	\$ 5,037.12	\$ 704.23	20,293.81
810 Prepaid Fees	(8,090.92)	0.00	354.27	(8,445.19)
815 Fines	38,946.61	49,782.75	39,295.85	49,433.51
820 Copy	70,716.88	9,781.83	2,950.76	77,547.95
Total Revolving Funds	\$ 117,533.49	\$ 64,601.70	\$ 43,305.11	\$ 138,830.08

	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
<u>Special Grants</u>				
856 10/LET/Ralph Ellison Statuary	25,000.00	25,000.00	10,625.55	14,374.45
857 DN/LC Donations	92,529.29	92,529.29	90,085.95	2,443.34
860 10/LET/Special Grant	14,840.00	14,840.00	5,218.04	9,621.96
861 10/MWC/Florence Hughes Memorial	1,491.00	1,491.00	0.00	1,491.00
862 10/OCCF/Village	500.00	500.00	0.00	500.00
870 11/ODL/College Sweepstakes/DC	1,000.00	1,000.00	466.88	533.12
871 11/ODL/College Sweepstakes/CT	1,000.00	1,000.00	826.83	173.17
872 11/Kirkpatrick/After School	9,600.00	9,600.00	4,800.00	4,800.00
873 11/Bethany Bench	1,000.00	1,000.00	881.71	118.29
876 08/Guild/Choctaw Books	10,000.00	10,000.00	10,000.00	0.00
893 11/Guild/Western Books	1,000.00	1,000.00	1,000.00	0.00
894 11/Guild/Fiction and Music CD	2,000.00	2,000.00	2,000.00	0.00
897 11/LET/Summer Reading	20,000.00	20,000.00	18,946.90	1,053.10
898 11/LET/Interactive Children's	25,000.00	25,000.00	0.00	25,000.00
899 11/LET/Young Professional Adv	3,000.00	3,000.00	0.00	3,000.00
944 09/LET/Gift Materials	33,563.00	33,563.00	31,790.66	1,772.34
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	304.48	(4.48)
982 12/OAC/Children's Music Festival	3,600.00	0.00	3,600.00	(3,600.00)
985 12/LET/Summer Reading	20,000.00	20,000.00	0.00	20,000.00
986 12/LET/ReadFest	10,000.00	10,000.00	0.00	10,000.00
987 12/LET/Read Y'all	3,000.00	3,000.00	0.00	3,000.00
988 12/LET/NW Public Art	4,000.00	4,000.00	4,000.00	0.00
989 12/LET/NW Grand Opening	5,000.00	5,000.00	0.00	5,000.00
990 12/LET/Commercials	12,000.00	12,000.00	0.00	12,000.00
991 12/LET/Materials	10,274.00	10,274.00	0.00	10,274.00

Grants - Friends of MLS, Previous Years

875 08 Public Art	3,000.00	3,000.00	0.00	3,000.00
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	25,000.00	0.00

GRANTS:		GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
849	10 MLS TV Ads	\$20,000.00	20,000.00	15,000.00	5,000.00
877	11 Summer at the Library	\$20,000.00	20,010.01	19,551.73	458.28
879	11 L.I.F.E.	\$7,500.00	7,500.00	7,500.00	0.00
881	11 Bookfest Reading Program	\$5,000.00	5,000.00	4,950.05	49.95
882	11 Noon Tunes	\$12,000.00	12,000.00	10,927.21	1,072.79
883	11 Lee Brawner Scholarships	\$18,000.00	18,000.00	14,028.42	3,971.58
884	11 Volunteer Recognition	\$2,000.00	2,000.00	0.00	2,000.00
887	11 NW Interactive-Children's	\$25,000.00	25,000.00	0.00	25,000.00
888	11 Staff Recognition	\$9,440.00	9,653.00	8,954.09	698.91
889	11 YA Author Visit	\$13,600.00	13,600.00	13,732.45	(132.45)
891	11 Celebration of Black History	\$1,600.00	1,600.00	1,301.24	298.76

Grants - Friends of MLS, Current Fiscal Year

901	12 Juneteenth	\$3,100.00	3,100.00	3,100.00	0.00
911	12 Staff Recognition	\$11,000.00	11,000.00	0.00	11,000.00
912	12 Summer at the Library	\$20,000.00	20,000.00	0.00	20,000.00
913	12 Children's Music Festival	\$8,000.00	8,000.00	8,000.00	0.00
914	12 Lee Brawner Scholarships	\$12,000.00	12,000.00	0.00	12,000.00
915	12 Presenting Information	\$1,000.00	1,000.00	0.00	1,000.00
916	12 Bench and Bike Rack	\$11,000.00	11,000.00	0.00	11,000.00
917	12 After School Program	\$9,600.00	9,600.00	0.00	9,600.00
918	12 Noon Tunes	\$11,000.00	0.00	25.00	(25.00)
983	12 Thomas the Train table	\$650.00	650.00	598.60	51.40
984	12 L.I.F.E.	\$7,500.00	7,500.00	5,469.20	2,030.80

Total Grants \$232,697.51

Total Special Funds \$ 371,527.59

Metropolitan Library System
Statement of Encumbrances
Month of August 2011

FY-12

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	923,855.03	1,848,569.30	13.75	13,447,084.00	11,598,514.70
102	Wages - Part-time	132,711.35	275,693.67	12.31	2,240,488.00	1,964,794.33
103	Payroll Taxes	76,639.88	155,005.02	13.80	1,123,302.00	968,296.98
109	Workers' Comp Insurance	13,500.00	27,000.00	13.54	199,369.00	172,369.00
112	Group Insurance	195,813.52	363,071.62	13.53	2,683,442.00	2,320,370.38
113	Employees' Retirement	57,495.48	115,044.90	6.33	1,816,108.00	1,701,063.10
114	Unemployment Compensation	.00	.00	.00	30,000.00	30,000.00
Total Personal Services		1,400,015.26	2,784,384.51	12.93	21,539,793.00	18,755,408.49

Maintenance & Operations - Contractual Services

201	Bldg, Property & Auto Insur	27.50	27.50	.01	223,018.00	222,990.50
202	Liability/Bonding Insurance	.00	.00	.00	13,175.00	13,175.00
205	Rent of Library Buildings	400.00	1,200.00	1.15	104,800.00	103,600.00
206	Rent of Equipment	.00	.00	.00	2,800.00	2,800.00
207	Janitorial Services	29,578.90	59,157.80	10.72	552,000.00	492,842.20
208	Maintenance of Facilities	77,089.26	142,798.07	24.46	583,720.00	440,921.93
211	Parking & Transportation	9,951.17	26,256.27	14.46	181,620.00	155,363.73
212	Travel Expenses	326.19	1,483.59	1.52	97,465.00	95,981.41
213	Professional Services	28,522.79	34,544.16	10.97	314,930.00	280,385.84
214	Security Services	29,239.92	49,179.28	11.48	428,523.00	379,343.72
216	Telephone Services	6,212.90	20,384.38	6.46	315,383.00	294,998.62
217	Electrical Services	68,050.70	118,115.73	18.21	648,504.00	530,388.27
218	Gas Services	465.72	2,698.94	3.50	77,117.00	74,418.06
219	Water & Garbage Services	6,834.04	13,806.73	20.76	66,494.00	52,687.27
220	Trigen Energy Services	24,007.79	46,307.79	23.39	198,000.00	151,692.21
226	Memberships	1,802.00	5,745.00	23.75	24,193.00	18,448.00
230	Other Library-Related Services	31,927.63	40,871.69	11.22	364,195.00	323,323.31
231	Automation Contractual	42,816.98	66,496.74	18.07	368,054.00	301,557.26
236	Network Catalog Services	11,958.06	11,958.06	15.21	78,625.00	66,666.94
Total Contractual Services		369,211.55	641,031.73	13.81	4,642,616.00	4,001,584.27

Metropolitan Library System
Statement of Encumbrances
Month of August 2011

FY-12

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	8,255.90	14,047.70	6.60	212,950.00	198,902.30
302	Postage	15,540.08	30,731.75	10.57	290,650.00	259,918.25
303	Supplies	32,511.94	55,136.61	11.21	492,054.00	436,917.39
310	Maintenance Supplies	1,248.68	6,253.46	8.45	74,000.00	67,746.54
312	Safety Supplies & Equipment	.00	.00	.00	7,100.00	7,100.00
321	Gasoline & Oil	4,225.94	4,225.94	9.83	43,000.00	38,774.06
322	Vehicle Parts & Repairs	178.52	178.52	.56	32,000.00	31,821.48
330	Programming Activities	9,812.85	35,945.63	12.84	279,903.00	243,957.37
331	Other Commodities	3,411.04	4,215.03	10.73	39,268.00	35,052.97
Total Commodities		75,184.95	150,734.64	10.25	1,470,925.00	1,320,190.36

Capital Outlays

401	Books & Materials	259,352.59	376,410.47	6.96	5,410,800.00	5,034,389.53
404	Government Documents	2,000.00	2,000.00	36.36	5,500.00	3,500.00
405	Book Repairs & Bindings	.00	.00	.00	2,100.00	2,100.00
407	Periodicals & Subscriptions	684.52	13,068.00	7.26	179,900.00	166,832.00
408	Furniture, Fixtures, & Equip	11,058.25	15,965.47	.66	2,401,207.00	2,385,241.53
409	Motor Vehicles	.00	.00	.00	64,500.00	64,500.00
410	Automation System & Equipment	6,029.00	6,029.00	.62	976,678.00	970,649.00
450	Capital Projects	826.67	7,751.67	.24	3,225,963.00	3,218,211.33
490	Capital Reserves - Current	.00	.00	.00	162,270.84	162,270.84
499	Reserve Carryover - Prior	.00	.00	.00	19,171,370.30	19,171,370.30
Total Capital Outlays		279,951.03	421,224.61	1.33	31,600,289.14	31,179,064.53
Total Budget		2,124,362.79	3,997,375.49	6.75	59,253,623.14	55,256,247.65

Monthly Journal Entries -- August 2011

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
21	1201	2012 Ad Valorem Tax	\$ 761,196.00	
	1251	Reserve for Delinquent Tax		\$ 69,199.00
	3001	2011-12 Reserve for Appropriation		\$ 691,997.00
		To adjust appropriation amount according to the final budget approved by the Commission 8/25/11		

Investments

22	1001	Cash	\$ 2,020,000.00	
	1101	Investments		\$ 2,000,000.00
	3602	Interest income		\$ 20,000.00
		Called investment 3136fp5j2		
23	1001	Cash	\$ 2,021,500.00	
	1101	Investments		\$ 2,000,000.00
	3602	Interest income		\$ 21,500.00
		Called investment 3136fp6u6		

Tax revenues

24	1001	Cash	\$ 112,089.97	
	3601	Prior year Tax		\$ 112,089.97
		Ad Valorem Tax apportioned by County for 7/16 to 7/29		
25	1001	Cash	\$ 127,177.98	
	3601	Prior year Tax		\$ 127,177.98
		Ad Valorem Tax apportioned by County for 8/1 to 8/15		

Miscellaneous revenues

26	1001	Cash	\$ 2,773.15	
	3605	Mic. Reimbursements		\$ 2,773.15
		ins-Holheuser 322.12	café rent \$ 500.00	
		insurance 28.80	Literacy Council 23.88	
		Friends reimb 1,843.22	LET reimb 27.80	
		Phone calls 27.33	\$ 1.22 1.22	
		total	2,773.15	

Fines

27	1001	Cash	\$ 38,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 38,000.00
		Fines transferred to General Fund in August		

Payable entries

28	3001	Current Year Reserv. for Appropriations.	\$	2,123,682.29	
	3011	Current Year P.O. Outstanding			\$ 2,123,682.29
	3002	Prior Year Reserv. for Appropriations.	\$	70,428.48	
	3012	Prior Year P.O. Outstanding			\$ 70,428.48
		Purchase orders issued in August			
29	3011	Current Year P.O. Outstanding	\$	2,021,446.65	
	3021	Current Year Warrants Outstanding			\$ 2,021,446.65
	3012	Prior Year P.O. Outstanding	\$	603,360.56	
	3022	Prior Year Warrants Outstanding			\$ 603,360.56
		Checks issued in August			
30	3021	Current Year Warrants Outstanding	\$	1,974,484.66	
	1001	Cash			\$ 1,974,484.66
	3022	Prior Year Warrants Outstanding	\$	529,375.10	
	1001	Cash			\$ 529,375.10
		Checks cleared Bank in August			

Bank interest and fees

31	1001	Cash	\$	2,165.72	
	3602	Bank Fees	\$	241.69	
	3602	Interest Income			\$ 2,407.41
		Interest and fees from GF checking account			
32	8000	Special Fund Cash			\$ 87.89
	8815	Bank Fees	\$	151.59	
	8815	Interest Income			\$ 63.70
		Interest and fees from SF checking account			

Special funds

33	8000	Special Fund Cash	\$	72,775.02	
	8815	Fines			\$ 34,645.27
	8820	Copy			\$ 9,781.83
	8805	Gift/Lost Books			\$ 5,037.12
	8810	Prepaid Fees	\$	354.27	
	8917	other			\$ 9,600.00
	8815	Credit card receipts			\$ 15,073.78
	8815	Credit card expenses	\$	1,008.71	
		Revenues of special funds received in August			

34	8000				\$ 87,882.52
	8815	Fines	\$	38,135.55	
	8820	Copy	\$	2,950.76	
	8805	Gift/Lost Books	\$	704.23	
	8882		\$	871.00	
	8879		\$	2,367.66	
	8984		\$	5,469.20	
	8877		\$	9,609.12	
	8988		\$	4,000.00	
	8883		\$	400.00	
	8918		\$	25.00	
	8847		\$	18,199.45	
	8856		\$	2,050.55	
	8901		\$	3,100.00	
		Expenditures of special funds in August			
		Grand Total		\$ 12,570,094.36	\$ 12,570,094.36
				\$	-

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00255	Grainger	Maintenace of Facilities	14.32	14.32
G-00256	O G & E	Electrical Services	3,428.54	3,428.54
G-00257	Oklahoma Natural Gas Co.	Gas Services	99.61	
		Gas Services	192.12	
		Gas Services	104.24	
		Gas Services	147.21	543.18
G-00258	City of Oklahoma City	Water & Garbage Services	174.03	174.03
G-00259	Brodart, Inc.	Supplies	2,450.00	
		Supplies	2,688.00	
		Supplies	51.53	5,189.53
G-00260	Southwestern Stationers, Inc.	Supplies	13.85	13.85
G-00261	Locke Supply Co.	Maintenace of Facilities	6.60	
		Maintenace of Facilities	45.24	
		Maintenance of facilities	40.77	92.61
G-00262	Emsco Electric Supply	Maintenace of Facilities	34.56	
		Maintenace of Facilities	12.12	46.68
G-00263	Demco	Supplies	166.20	166.20
G-00264	UNUM Life Insurance	Grp L-T Disab Ins Prm-Aug	5,867.08	5,867.08
G-00265	City of Warr Acres	Water & Garbage Services	61.95	61.95
G-00266	AT&T	Telephone Services	140.46	140.46
G-00267	Oklahoma Library Association	Memberships	111.00	111.00
G-00268	Taryn Kingery	Programming Activiites	39.97	39.97
G-00269	United Refrigeration, Inc.	Maintenace of Facilities	80.88	
		Maintenace of Facilities	266.41	
		Maintenace of Facilities	758.59	
		Maintenace of Facilities	28.12	
		Maintenace of Facilities	322.61	
		Maintenace of Facilities	10.25	1,466.86
G-00270	Johnstone Supply	Maintenace of Facilities	46.88	46.88
G-00271	Denyveta Davis	Mileage	86.03	86.03
G-00272	Del City Chamber of Commerce	Professional Services	25.00	25.00
G-00273	Mutual Assurance	Grp Life AD&D Ins Prm-AG	44,834.86	44,834.86
G-00274	Anne G. Fischer	Mileage	31.91	31.91
G-00275	Indepenent Stationers	Supplies	79.77	
		Supplies	57.69	
		Supplies	15.85	
		Supplies	6.86	
		Supplies	27.66	
		Supplies	23.45	211.28
G-00276	Nancy Lytle	Parking	108.38	108.38
G-00277	INTEGRIS Corporate Assistance	Group Insurance	926.00	926.00
G-00278	Shawver & Son	Maintenance of Facilities	364.55	364.55
G-00279	Hobby Lobby	Programming Activities	26.95	26.95
G-00280	Filtration Services Group, LLC	Maintenace of Facilities	88.08	88.08
G-00281	Acenitec Corporation	Maintenace of Facilities	669.00	669.00
G-00282	Bottom Line Personal	Subscriptions	39.00	39.00
G-00283	Metro Parking Garage	Parking & Transporation	1,890.00	
		Parking & Transportation	1,080.00	2,970.00
G-00284	Ginger Waldrip	Programming Activities	100.00	100.00
G-00285	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	91.50	91.50
G-00286	Town of Luther	Water & Garbage Services	45.28	45.28
G-00287	Dana Beach	Parking	108.38	108.38

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00288	Associated Appliance, Inc.	Maintenace of Facilities	29.68	29.68
G-00289	Presort First Class	Postage	134.87	134.87
G-00290	Harry Hoang	Mileage	21.53	21.53
G-00291	Jerry's Contracting	Maintenace of Facilities	2,350.00	2,350.00
G-00292	Alex Carpenter	Programming Activities	600.00	600.00
G-00293	Joy E. Cavett	Programming Activities	125.00	125.00
G-00294	City of Harrah	Water & Garbage Services	74.63	74.63
G-00295	Charlotte Hayes	Programming Activities	50.00	50.00
G-00296	Lisa M. Wood	Programming Supplies	68.91	68.91
G-00297	Ford Audio-Video	Supplies	590.23	590.23
G-00298	City of Choctaw	Water & Garbage Services	453.96	453.96
G-00299	Office Depot Credit Plan	Supplies	137.63	
		Supplies	101.45	239.08
G-00300	Todd Olberding	Telephone Services	43.74	43.74
G-00301	Alice Murphy	Other Commodities	253.50	
		Supplies	15.00	268.50
G-00302	Upstate Networks, Inc.	Automation Supplies	38.85	38.85
G-00303	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Aug	139,011.73	139,011.73
G-00304	Walmart Community	Programming Activities	85.93	85.93
G-00305	Allied Waste Services #060	Water & Garbage Services	785.13	785.13
G-00306	Papa John's Pizza	Other Commodities	111.72	111.72
G-00307	O'Reilly Automotive, Inc.	Maintenance of Facilities	12.58	12.58
G-00308	Star Lighting	Maintenace of Facilities	58.50	
		Maintenace of Facilities	445.20	503.70
G-00309	John Rahhal	Memberships	8.00	
		Memberships	215.00	223.00
G-00310	Gary S. Pratt	Programming	500.00	500.00
G-00311	Kelley Hoffman	Mileage	7.54	7.54
G-00312	Blake Randall Fischer	Programming Activities	1,000.00	1,000.00
G-00313	Multnomah County Library	Programming Activities	384.00	384.00
G-00314	Sabre Technologies	Supplies	3,885.00	
		Supplies	4,980.00	
		Supplies	141.00	9,006.00
G-00315	Stacy Schrank	Parking	108.38	108.38
G-00316	Image Supply	Supplies	79.19	79.19
G-00317	Crystal Easley	Mileage	4.44	4.44
G-00318	Gale Research	Materials	1,111.05	1,111.05
G-00319	Baker & Taylor Books	Materials	5,643.93	5,643.93
G-00320	Recorded Books, LLC	Materials	1,584.00	1,584.00
G-00321	The Penworthy Co.	Materials	3,224.02	3,224.02
G-00322	DVA, Inc	Materials	449.80	449.80
G-00323	Live Oak Media	Materials	161.73	161.73
G-00324	Library Video Co.	Materials	618.80	618.80
G-00325	Mardel, Inc.	Materials	395.43	395.43
G-00326	Price Digests	Materials	1,148.01	1,148.01
G-00327	Random House, Inc	Materials	354.60	354.60
G-00328	Brilliance Corporation	Materials	659.29	659.29
G-00329	Ingram Library Service	Materials	2,268.04	2,268.04
G-00330	American Library Assoc.	Materials	134.50	134.50
G-00331	OverDrive, Inc fka	Materials	7,522.92	
		Materials	3,823.68	11,346.60
G-00332	Ingram Library Service	Materials	1,063.10	1,063.10

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00333	Barnes & Noble, Inc.	Materials	381.90	381.90
G-00334	Center Point Large Print	Materials	578.76	578.76
G-00335	AudioGo	Materials	503.55	503.55
G-00336	Baker & Taylor Books	Materials	604.40	604.40
G-00337	Baker & Taylor Entertainment	Materials	2,613.89	2,613.89
G-00338	Baker & Taylor Books	Materials	3,603.33	3,603.33
G-00339	Baker & Taylor Books	Materials	818.20	818.20
G-00340	Baker & Taylor Books	Materials	2,935.78	2,935.78
G-00341	Metropolitan Library System	Supplies	5.95	
		Professional Services	38.00	
		Other Commodities	75.79	
		Programming Activities	61.06	
		Programming Activities	80.95	
		Programming Activities	29.98	291.73
G-00342	City of Midwest City, Inc.	Water & Garbage Services	277.26	277.26
G-00343	Oklahoma Natural Gas Co.	Gas Services	161.09	161.09
G-00344	Triangle/A & E	Capital Projects	10.80	10.80
G-00345	Locke Supply Co.	Maintenace of Facilities	31.52	31.52
G-00346	Tech-Lock	Maintenance of Facilities	2.00	2.00
G-00347	Demco	Furniture	984.96	
		Supplies	38.10	1,023.06
G-00348	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-00349	Highsmith	Supplies	66.66	66.66
G-00350	Synergy Datacom Supply, Inc.	Maintenance of Facilities	50.15	50.15
G-00351	Central Oklahoma Winnelson	Maintenace of Facilities	2,050.61	2,050.61
G-00352	Charles S. Isaacs	Mileage	38.02	
		Telephone Services	35.00	73.02
G-00353	American Library Association	Memberships	159.00	
		Memberships	159.00	318.00
G-00354	Barbara Beasley	Mileage	16.10	16.10
G-00355	Johnstone Supply	Maintenace of Facilities	3.52	3.52
G-00356	Journal Record Publishing	Advertisement Sealed Bid	91.00	91.00
G-00357	The Norman Transcript	Periodicals/Subscriptions	216.00	216.00
G-00358	Copelin's Office Center	Supplies	52.32	52.32
G-00359	Indepenent Stationers	Supplies	5.20	
		Supplies	97.54	
		Supplies	23.56	
		Supplies	42.95	
		Supplies	4.03	173.28
G-00360	Rosemary Czarski	Parking	4.00	4.00
G-00361	Janet Brooks	Mileage	15.37	15.37
G-00362	Amigos Library Services	Network Catalog Services	3,500.00	3,500.00
G-00363	Shawver & Son	Maintenance of Facilities	1,018.83	1,018.83
G-00364	Hamco of Western PA	Maintenance Supplies	1,968.00	1,968.00
G-00365	New Era 2000, Inc.	Other Commodities	276.95	276.95
G-00366	5th Street Garage	Parking	32.29	32.29
G-00367	Scott's Printing & Copying	Printing/Printing Supp.	27.00	27.00
G-00368	Hobby Lobby	Programming Activities	48.55	48.55
G-00369	Filtration Services Group, LLC	Maintenace of Facilities	263.04	
		Maintenace of Facilities	39.72	
		Maintenance of Facilities	419.64	722.40
G-00370	Phyllis Davidson	Mileage	14.84	14.84

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Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00371	Tanaz Derakhshan	Mileage	5.00	5.00
G-00373	Tera McAmis	Mileage	42.29	42.29
G-00374	Victoria Dixon	Parking	108.38	108.38
G-00375	Evans Enterprises Inc-OKC	Maintenace of Facilities	346.00	346.00
G-00376	Life Changing Skills, LLC	Programming Activities	66.67	66.67
G-00377	Matthew Cotter	Telephone Services	35.00	35.00
G-00378	Jonathan W. LaPuzza	Security Services	700.00	700.00
G-00379	Landon Holman	Mileage	49.95	49.95
G-00380	Anita Roesler	Mileage	26.42	26.42
G-00381	Evans Hardware	Maintenace of Facilities	11.58	11.58
G-00382	Dell Marketing L.P.	Automation	2,964.95	2,964.95
G-00383	Steve's Wholesale Distributors	Maintenance of Facilities	59.87	59.87
G-00384	OPUBCO Communications Group	Adv Sealed Bid Sale	97.38	
		Legal Notice Sealed Bid	100.95	198.33
G-00385	Contractors Supply Co.	Maintenace of Facilities	3.90	
		Maintenance of Facilities	10.24	14.14
G-00386	Jerry's Contracting	Maintenace of Facilities	1,850.00	1,850.00
G-00387	Mailing Services -134730000	Printing/Printing Supply	59.70	59.70
G-00388	Oklahoma Center for Nonprofits	Professional Services	225.00	
		Professional Services	750.00	
		Memberships	500.00	1,475.00
G-00389	Kelly Thompson	Programming Activities	100.00	100.00
G-00390	Ruby Soutiere	Mileage	6.78	6.78
G-00391	Kelley Riha	Mileage	168.44	168.44
G-00392	Kevin Colwell	Mileage	9.99	9.99
G-00393	ULINE	Supplies	96.45	96.45
G-00394	Amazon/GE Money Bank	Programming Activities	50.48	
		Supplies	49.93	
		Supplies	56.96	
		Programming Activities	212.91	
		Supplies	30.34	400.62
G-00395	Abolghasem Siavashi	Mileage	5.00	5.00
G-00396	Ann Meeks	Memberships	35.00	35.00
G-00397	Alice Murphy	Capital Projects	52.56	52.56
G-00398	Cheryl Pernell	Parking	108.38	108.38
G-00399	Arts Council of Oklahoma City	Programming Activities	1,450.00	1,450.00
G-00400	Walmart Community	Programming Activities	69.96	
		Other Commodities	154.61	
		Supplies	130.17	354.74
G-00401	Pamela Buchanan	Mileage	22.48	
		Telephone Services	35.00	57.48
G-00402	John Utley	Mileage	39.96	
		Telephone Services	35.00	74.96
G-00403	Melissa Weathers	Mileage	24.66	24.66
G-00404	Cintas Corporation 064	Maintenance of Facilities	475.21	475.21
G-00405	Myers Landscape Management,	Maintenance of Facilities	1,445.00	
		Maintenance of Facilities	1,205.00	2,650.00
G-00406	Securitas Security USA, Inc.	Security Services	6,588.41	
		Security Services	6,886.60	13,475.01
G-00407	Laser Quest	Other Commodities	1,330.00	1,330.00
G-00408	Emily Williams	Mileage	104.45	104.45
G-00409	Earl Sewell	Programming Activities	150.00	150.00

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00410	Lisa Bradley	Parking	108.38	108.38
G-00411	Mallory Weigl	Programming Activities	117.51	117.51
G-00412	Personalized Prevention	Professional Services	606.00	606.00
G-00413	Dan Holman	Mileage	92.69	
		Telephone Services	39.70	132.39
G-00414	R. Justin Herwig	Parking & Transportation	66.32	66.32
G-00415	Chris Kennedy	Memberships	35.00	35.00
G-00416	Comfort Inn @ Founders Towers	Programming Activities	402.00	
		Programming Activities	425.00	827.00
G-00417	Shoplet	Supplies	60.40	60.40
G-00418	Gale Research	Materials	1,050.70	1,050.70
G-00419	Recorded Books, LLC	Materials	2,704.80	2,704.80
G-00420	Gale Group	Materials	356.15	356.15
G-00421	Mardel, Inc.	Materials	1,119.68	1,119.68
G-00422	Random House, Inc	Materials	506.25	506.25
G-00423	Ingram Library Service	Materials	1,934.37	1,934.37
G-00424	OverDrive, Inc fka	Materials	1,854.13	1,854.13
G-00425	Ingram Library Service	Materials	893.63	893.63
G-00426	Baker & Taylor Books	Materials	562.10	562.10
G-00427	Baker & Taylor Entertainment	Materials	4,358.69	4,358.69
G-00428	The Great Courses	Materials	238.00	238.00
G-00429	Baker & Taylor Books	Materials	2,995.25	2,995.25
G-00430	Baker & Taylor Books	Materials	1,093.82	1,093.82
G-00431	Baker & Taylor Entertainment	Materials	2,360.82	2,360.82
G-00432	Grainger	Maintenace of Facilities	183.60	183.60
G-00433	O G & E	Electrical Services	3,419.61	3,419.61
G-00434	Oklahoma Natural Gas Co.	Gas Services	84.10	84.10
G-00435	City of Oklahoma City	Water & Garbage Services	1,075.17	
		Water & Garbage Services	37.21	
		Water & Garbage Services	266.09	1,378.47
G-00436	City of the Village	Water & Garbage Services	91.41	91.41
G-00437	Triangle/A & E	Capital Projects	27.00	27.00
G-00438	Locke Supply Co.	Maintenace of Facilities	34.04	
		Maintenace of Facilities	15.55	
		Maintenace of Facilities	42.27	
		Maintenace of Facilities	6.22	
		Maintenace of Facilities	36.08	134.16
G-00439	Dagwell Dixie Inc	Maintenace of Facilities	23.20	
		Telephone Services	117.51	140.71
G-00440	Emsco Electric Supply	Maintenace of Facilities	19.46	19.46
G-00441	Demco	Supplies	33.29	33.29
G-00442	Oriental Trading Company	Programming Activities	165.50	
		Programming Activities	58.90	224.40
G-00443	City of Edmond	Electrical Services	4,212.74	4,212.74
G-00445	U.S. Postal Service	Postage	15,000.00	15,000.00
G-00446	American Express	Automation Contractual	69.95	
		Professional Services	17.00	86.95
G-00447	American Library Association	Memberships	195.00	195.00
G-00448	United Refrigeration, Inc.	Maintenace of Facilities	49.79	
		Maintenace of Facilities	566.28	
		Maintenance of Facilities	199.65	815.72
G-00449	Johnstone Supply	Maintenace of Facilities	10.87	10.87

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00450	Davis Pipe & Supply, Inc.	Maintenance of Facilities	62.41	62.41
G-00451	Shawver & Son	Maintenance of Facilities	1,893.29	
		Maintenance of Facilities	170.00	2,063.29
G-00452	Dominion Enterprises/The	Library-Related Services	381.00	381.00
G-00453	A T & T Mobility	Telephone Services	94.48	94.48
G-00454	Filtration Services Group, LLC	Maintenance of Facilities	31.68	
		Maintenance of Facilities	56.16	
		Maintenance of Facilities	4.16	92.00
G-00455	Dana Morrow	Other Commodities	345.48	345.48
G-00456	Laura Louderback	Mileage	12.65	12.65
G-00457	Fuelman	Gasoline & Oil	4,137.02	
		Vehicle Parts & Repairs	139.22	4,276.24
G-00458	Evans Hardware	Maintenance of Facilities	151.11	
		Maintenance of Facilities	140.96	292.07
G-00459	Steve's Wholesale Distributors	Maintenance of Facilities	11.78	11.78
G-00460	City of Edmond	Water & Garbage Svcs- Aug	1,021.02	1,021.02
G-00461	Linda Jameson	Mileage	13.32	13.32
G-00462	Cory's Audio-Visual Svcs, Inc.	Programming Activities	115.00	115.00
G-00463	Walmart Community	Supplies	183.63	
		Programming Activities	81.43	265.06
G-00464	Star Lighting	Maintenance of Facilities	31.00	
		Maintenance of Facilities	89.40	120.40
G-00465	Worth Hydrochem of Oklahoma	Maintenance of Facilities	327.00	327.00
G-00466	Oklahoma City Police Dept.	Maintenance of Facilities	130.00	130.00
G-00467	Christian Book Distributors	Books & Materials	90.70	90.70
G-00468	Trane Co.	Maintenance of Facilities	854.29	854.29
G-00469	Veolia Energy Oklahoma City,	Veolia Energy Services	24,007.79	24,007.79
G-00470	Darin R. Smith	Transportation	50.00	50.00
G-00471	Kaeli Dunn	Mileage	23.53	23.53
G-00472	Bank of Oklahoma	Payroll Transmittal-Chks	34,458.93	
		Payroll Transmittal-Chks	17,883.88	
		Payroll Transmittal-Chks	55.00	52,397.81
G-00473	Bank of Oklahoma	Federal Withholding Tax	50,470.00	
		Federal Withholding Tax	4,522.00	54,992.00
G-00474	Oklahoma Tax Commission	State Withholding Tax	15,164.00	
		State Withholding Tax	940.00	16,104.00
G-00475	Mun. Employees Credit Union	Employee Cr Union Deducts	11,716.51	
		Employee Cr Union Deducts	87.50	11,804.01
G-00476	United Way of Central Oklahoma	Employee Deductions	507.17	
		Employee Deductions	55.00	562.17
G-00477	Clerk, U.S. District	Employee Deductions	76.87	
		Employee Deductions	76.87	
		Employee Deductions	76.87	230.61
G-00478	Morgan & Associates, P.C.	Employee Deductions	101.44	101.44
G-00479	Jennifer R. Needham	Employee Deductions	103.48	103.48
G-00480	Oklahoma Employment Security	Employee Deductions	153.42	153.42
G-00481	United States Treasury	Employee Deductions	50.50	50.50
G-00482	Bank of America	Payroll Transmittal-DDep	264,788.43	
		Payroll Transmittal-DDep	40,646.97	
		Payroll Transmittal-DDep	1,155.00	306,590.40
G-00483	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-00484	Nationwide Retirement Solution	Employee Deductions	7,933.53	7,933.53

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Number	Vendor/Payee	Purpose		Amount
G-00485	Transamerica Worksite Mrktg.	Employee Deductions	418.87	418.87
G-00486	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,635.91	4,635.91
G-00487	Bank of Oklahoma	Employee Flexplan Deposit	30,711.22	30,711.22
G-00488	Bank of Oklahoma	Employee Soc/Sec Deposits	18,051.20	
		Employee Soc/Sec Deposits	2,861.76	
		Employee Medicare Deposit	6,331.38	
		Employee Medicare Deposit	987.94	
		Employer Soc/Sec Deposits	30,871.52	
		Employer Medicare Deposit	7,319.36	66,423.16
G-00489	MassMutual Financial Group	Employee Contrib -- DC PI	16,113.94	
		Employer Contrib -- DC PI	29,170.93	45,284.87
G-00490	Oklahoma Guaranteed	Employee Deductions	155.22	155.22
G-00491	ODHS Oklahoma Centralized	Employee Deductions	467.72	467.72
G-00492	Administrative Services	Employee Deductions	1,347.98	1,347.98
G-00493	UNUM Life Insurance	Employee Deductions	1,526.10	
		Employee Deductions	34.00	1,560.10
G-00494	NCO Financial Systems, INC	Employee Deductions	323.42	323.42
G-00495	Vision Service Plan of	Grp Vision Ins Prem-Aug	2,408.05	2,408.05
G-00496	UNUM Life Insurance	Grp LTC Insurance Prm-AG	1,555.80	1,555.80
G-00497	Gale Research	Materials	1,986.45	1,986.45
G-00498	Baker & Taylor Books	Materials	4,606.00	4,606.00
G-00499	Standard & Poor's	Materials	3,732.90	3,732.90
G-00500	Recorded Books, LLC	Materials	1,483.20	1,483.20
G-00501	World Trade Press	Materials	4,000.00	4,000.00
G-00502	LexisNexis Matthew Bender	Materials	4,660.50	4,660.50
G-00503	Random House, Inc	Materials	6.00	6.00
G-00504	Brilliance Corporation	Materials	76.18	76.18
G-00505	Ingram Library Service	Materials	2,915.13	2,915.13
G-00506	OverDrive, Inc fka	Materials	9,538.61	
		Materials	2,718.88	12,257.49
G-00507	AV Cafe Inc	Materials	393.59	393.59
G-00508	Ingram Library Service	Materials	1,095.07	1,095.07
G-00509	AudioGo	Materials	386.68	386.68
G-00510	Film Ideas, Inc.	Materials	1,214.00	1,214.00
G-00511	Baker & Taylor Books	Materials	720.57	720.57
G-00512	Baker & Taylor Entertainment	Materials	8,918.60	
		Materials	656.79	9,575.39
G-00513	Baker & Taylor Books	Materials	4,266.28	
		Materials	6,337.91	
		Materials	2,653.50	13,257.69
G-00514	Baker & Taylor Books	Materials	1,639.28	1,639.28
G-00515	Baker & Taylor Books	Materials	1,127.09	1,127.09
G-00516	Various Indian Peoples	Materials	115.90	115.90
G-00517	Bradford Industrial Suppl Corp	Maintenance of Facilities	16.35	16.35
G-00518	City of Oklahoma City	Water & Garbage Services	1,451.80	1,451.80
G-00519	Triangle/A & E	Capital Projects	26.50	26.50
G-00520	Brodart, Inc.	Furniture	591.50	591.50
G-00521	Southwestern Stationers, Inc.	Supplies	23.65	
		Printing/Printing Supply	4,248.00	4,271.65
G-00522	Demco	Supplies	37.74	37.74
G-00523	Highsmith	Supplies	2,320.00	2,320.00
G-00524	Oriental Trading Company	Programming Activities	249.15	249.15

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Number	Vendor/Payee	Purpose		Amount
G-00525	Hewlett-Packard Co.	Automation Contractual	7,128.70	7,128.70
G-00526	Superintendent of Documents	Government Documents	2,000.00	2,000.00
G-00527	Edmond Chamber of Commerce	Memberships	330.00	330.00
G-00528	J. Siobhan Morava	Mileage	27.39	27.39
G-00529	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-00530	Tyler Broadcasting Corporation	Library-related Services	3,000.00	3,000.00
G-00531	Tracy Stone	Memberships	35.00	35.00
G-00532	Greater Oklahoma City	Other Commodities	150.00	150.00
G-00533	Anne G. Fischer	Telephone Services	50.00	50.00
G-00534	Friday	Library-related Services	610.00	610.00
G-00535	Indepenent Stationers	Supplies	87.84	87.84
G-00536	Full Circle Bookstore	Programming Activities	55.00	
		Programming Activities	27.92	82.92
G-00537	Debbie Langston	Programming Activities	60.00	60.00
G-00538	Diane Sarantakos	Mileage	217.84	217.84
G-00539	Oklahoma Gazette	Library-related Services	1,616.00	1,616.00
G-00540	Scott's Printing & Copying	Printing/Printing Supply	482.93	482.93
G-00541	GOAL Consortium	Professional Services	675.00	
		Professional Services	1,200.00	1,875.00
G-00542	OCLC, Inc.	Network Catalog Services	3,858.06	3,858.06
G-00543	Walker Companies	Supplies	21.45	21.45
G-00544	Larry G. Johnson	Parking	108.38	108.38
G-00545	Lynda G. Bahr	Telephone Services	35.00	35.00
G-00546	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	91.50	91.50
G-00547	L. E. Acker Co.	Maintenance of Facilities	45.12	45.12
G-00548	Kay L. Bauman	Parking	108.38	108.38
G-00549	Jimmy Welch	Telephone Services	50.00	50.00
G-00550	Cox Media Oklahoma City	Library-related services	7,500.00	7,500.00
G-00551	Evans Hardware	Maintenance of Facilities	14.75	
		Maintenance of Facilities	24.71	
		Maintenance of Facilities	9.98	
		Maintenance of Facilities	25.26	
		Maintenance of Facilities	18.07	
		Maintenance of Facilities	63.57	156.34
G-00552	American Benefit Systems, Inc.	Professional Services	1,168.75	1,168.75
G-00553	OPUBCO Communications Group	Library Related Services	40.25	40.25
G-00554	Bank of America	Library-related Services	209.98	209.98
G-00555	Jerry's Contracting	Maintenance of Facilities	350.00	350.00
G-00556	Better Containers	Supplies	258.26	258.26
G-00557	DLT Solutions	Automation	327.76	327.76
G-00558	TLM Solutions	Professional Services	255.00	255.00
G-00559	Amazon/GE Money Bank	Maintenance of Facilities	7.90	7.90
G-00560	Oklahoma Press Service	Printing/Printing Supply	180.12	180.12
G-00561	Cox Communications, Inc.	Telephone Services	1,991.95	
		Telephone Services	1,380.00	3,371.95
G-00562	Walmart Community	Programming Activities	34.38	
		Programming Activities	49.96	
		Supplies	21.13	105.47
G-00563	John L. Hilbert	Programming Activities	115.38	
		Programming Activities	70.57	
		Programming Activities	29.60	215.55
G-00564	Donna Morris	Parking & Transportation	450.00	450.00

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Number	Vendor/Payee	Purpose		Amount
G-00565	Cox Communications, Inc.	Telephone Service	1,294.38	1,294.38
G-00566	Securitas Security USA, Inc.	Security Services	6,729.50	6,729.50
G-00567	Chase Card Services	Books & Materials	102.94	102.94
G-00568	Kone Inc	Maintenance of Facilities	865.00	865.00
G-00569	Oklahoma Higher Education	Professional Services	25.00	25.00
G-00570	Smart Technologies	Automation Contractual	500.00	500.00
G-00571	COTPA	Parking	100.00	100.00
G-00572	Cynthia Selinger	Programming Activities	95.20	95.20
G-00573	Tyler Outdoor Advertising, LLC	Library-related Services	2,160.00	2,160.00
G-00574	KOCO	Library-related Services	870.00	870.00
G-00575	Occucare Corporation	Professional Services	75.00	75.00
G-00576	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-00577	K W T V Channel 9	Library-related Services	9,200.00	9,200.00
G-00578	The Penworthy Co.	Materials	99.80	99.80
G-00579	Gale Group	Materials	594.56	594.56
G-00580	Library Video Co.	Materials	738.90	738.90
G-00581	Mardel, Inc.	Materials	1,157.44	1,157.44
G-00582	Blackstone Audio Books	Materials	1,578.00	1,578.00
G-00583	Random House, Inc	Materials	997.50	997.50
G-00584	Brilliance Corporation	Materials	247.40	247.40
G-00585	Ingram Library Service	Materials	1,482.83	1,482.83
G-00586	Audio Editions	Materials	381.99	381.99
G-00587	OverDrive, Inc fka	Materials	7,108.25	7,108.25
G-00588	Ingram Library Service	Materials	1,529.44	1,529.44
G-00589	Center Point Large Print	Materials	1,116.18	1,116.18
G-00590	Baker & Taylor Entertainment	Materials	3,577.64	
		Materials	108.59	3,686.23
G-00591	Baker & Taylor Books	Materials	4,844.40	
		Materials	1,435.31	
		Materials	4,259.39	10,539.10
G-00592	Baker & Taylor Books	Materials	3,356.18	
		Materials	3,739.51	7,095.69
G-00593	Baker & Taylor Books	Materials	2,606.51	2,606.51
G-00594	Baker & Taylor Entertainment	Materials	957.10	957.10
G-00595	Jack Frank Productions	Materials	79.96	79.96
G-00596	Metropolitan Library System	Professional Services	76.00	
		Supplies	84.04	
		Programming Activities	58.80	
		Programming Activities	89.52	
		Programming Activities	20.12	
		Other Commodities	55.06	
		Other Commodities	5.31	
		Programming Activities	8.84	
		Capital Projects	9.32	407.01
G-00597	City of Del City	Rent of Library Buildings	400.00	400.00
G-00598	Grainger	Maintenance of Facilities	183.60	
		Maintenance of Facilities	28.00	211.60
G-00599	O G & E	Electrical Services	4,311.92	
		Electrical Services	15,479.01	
		Electrical Services	3,108.63	22,899.56
G-00600	Oklahoma Natural Gas Co.	Gas Services	35.99	
		Gas Services	123.98	

** Continued **

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Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-00600	Oklahoma Natural Gas Co.	Gas Services	84.10
		Gas Services	111.15
		Gas Services	35.99
G-00601	City of Bethany	Water & Garbage Services	135.59
G-00602	City of Oklahoma City	Water & Garbage Services	865.67
		Water & Garbage Services	500.19
G-00603	Triangle/A & E	Capital Projects	17.50
G-00604	Brodart, Inc.	Supplies	4,173.75
		Supplies	113.79
G-00605	Southwestern Stationers, Inc.	Supplies	29.40
		Printing/Printing Supplie	845.00
G-00606	Demco	Supplies	1,262.00
G-00607	City of Warr Acres	Water & Garbage Services	85.70
G-00608	Alma L. Brown	Programming Activities	40.15
		Programming Activities	55.46
		Programming Activities	18.16
G-00609	Standard Printing Co., Inc.	Supplies	495.00
G-00610	South OKC Chamber of Commerce	Programming Activities	300.00
G-00611	Central Oklahoma Winnelson	Maintenance of Facilities	218.24
G-00612	ALA Order Fulfillment	Other Commodities	760.40
G-00613	Barbara Beasley	Mileage	12.49
G-00614	Chester 'Jack' Kinzie, Jr.	Mileage	6.77
G-00615	Journal Record Publishing	Other Library Rel Service	308.00
G-00616	Anne M. LaPuzza	Security Services	150.00
G-00617	Indepenent Stationers	Supplies	28.62
		Supplies	23.45
G-00618	Chicago Tribune	Periodicals/Subscriptions	468.52
G-00619	Amigos Library Services	Professional Services	219.00
G-00620	Jonathan Willis	Telephone Services	35.00
G-00621	USA Mobility Wireless, Inc	Telephone Services	131.21
		Telephone Services	551.00
G-00622	Oklahoma Gazette	Library-Related Services	1,616.00
G-00623	Cheryll Jones	Mileage	31.91
G-00624	Scott's Printing & Copying	Printing/Printing Supplie	114.60
G-00625	Anastasia Chilton	Programming Activities	50.00
G-00626	Hobby Lobby	Programming Activities	50.91
G-00627	Francie Pendleton	Mileage	40.20
G-00628	Katherine Lilly	Programming Activities	95.00
G-00629	Paige Warren	Mileage	2.50
G-00630	Mobile Shred	Programming Activities	105.75
G-00631	FedEx Office	Supplies	18.99
G-00632	Metro Parking Garage	Parking	53.00
G-00633	Jo Nita White	Mileage	26.64
G-00634	Voss Lighting	Maint. of Fac	494.00
		Maintenance of Facilities	849.00
G-00635	Jonathan W. LaPuzza	Security Services	225.00
G-00636	Karen Casey	Mileage	5.66
G-00637	John Mark Dawson	Security Services	150.00
G-00638	Debbie Robertus	Mileage	9.16
G-00639	Southwest Paper - OKC	Supplies	2,512.00
G-00640	OPUBCO Communications Group	Library-related Services	37.55

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Number	Vendor/Payee	Purpose		Amount
G-00641	Dowell Parking Center	Parking	312.00	312.00
G-00642	Chase Card Services	Programming Activities	204.99	
		Other Library Related Svc	337.88	
		Programming Activities	100.00	
		Equipment	1,235.58	
		Supplies	36.50	
		Programming Activities	249.95	
		Supplies	45.84	
		Supplies	38.00	
		Equipment	297.61	
		Equipment	1,000.56	
		Programming	19.66	
		Programming	59.94	3,626.51
G-00643	Westquip, Inc	Maintenance of Facilities	160.00	160.00
G-00644	ULINE	Print Supplies	191.47	
		Furniture	1,390.02	1,581.49
G-00645	Landers Window	Maintenance of Facilities	13,291.00	13,291.00
G-00646	Alice Murphy	Supplies	15.00	15.00
G-00647	Walmart Community	Programming Activities	11.94	
		Supplies	46.35	58.29
G-00648	Public Relations Society of	Memberships	270.00	270.00
G-00649	Kimberly A Terry	Mileage	32.80	
		Telephone Services	50.00	82.80
G-00650	John L. Hilbert	Programming Activities	115.61	
		Programming Activities	22.13	137.74
G-00651	Preston Bell	Transportation	50.00	50.00
G-00652	Thomas P. Gallagher	Transportation	25.00	25.00
G-00653	Star Lighting	Maintenance of Facilities	104.70	
		Maintenance of Facilities	27.96	
		Maintenance of Facilities	13.98	
		Maintenance of Facilities	19.00	
		Maintenance of Facilities	77.50	
		Maintenance of Facilities	56.70	
G-00654	York International Corp.	Maintenance of Facilities	118.70	418.54
G-00655	Susan H. Wood	Maintenance of Facilities	92.00	92.00
G-00656	AT&T	Programming Activities	125.00	125.00
G-00657	Securitas Security USA, Inc.	Telephone Services	74.76	74.76
		Security Services	6,914.02	
		Security Services	7,017.06	13,931.08
G-00658	Oklahoma Arts Council	Professional Services	50.00	50.00
G-00659	COTPA	Parking & Transportation	1,290.45	
		Parking & Transportation	2,475.10	
		Parking & Transportation	73.00	3,838.55
G-00660	Cheryl Coleman	Programming Activities	52.75	52.75
G-00661	Stacy Schrank	Mileage	32.67	32.67
G-00662	Doyle Wilcox	Mileage	18.87	18.87
G-00663	Oklahoma Department of Labor	Maintenance of Facilities	5.00	5.00
G-00664	Shoplet	Supplies	139.92	139.92
G-00665	Kathy C. Brown	Programming Activities	43.75	
		Programming Activities	43.75	87.50
G-00666	Bank of Oklahoma	Payroll Transmittal-Chks	35,673.33	
		Payroll Transmittal-Chks	16,269.52	51,942.85

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Number	Vendor/Payee	Purpose		Amount
G-00667	Bank of Oklahoma	Federal Withholding Tax	51,975.00	
		Federal Withholding Tax	4,253.00	56,228.00
G-00668	Oklahoma Tax Commission	State Withholding Tax	15,689.00	
		State Withholding Tax	891.00	16,580.00
G-00669	Mun. Employees Credit Union	Employee Cr Union Deducts	11,716.51	
		Employee Cr Union Deducts	87.50	11,804.01
G-00670	United Way of Central Oklahoma	Employee Deductions	507.17	
		Employee Deductions	55.00	562.17
G-00671	Clerk, U.S. District	Employee Deductions	75.16	
		Employee Deductions	75.16	
		Employee Deductions	75.16	225.48
G-00672	Morgan & Associates, P.C.	Employee Deductions	123.50	123.50
G-00673	Jennifer R. Needham	Employee Deductions	101.33	101.33
G-00674	United States Treasury	Employee Deductions	50.50	50.50
G-00675	Bank of America	Payroll Transmittal-DDep	271,505.35	
		Payroll Transmittal-DDep	39,016.06	310,521.41
G-00676	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-00677	Nationwide Retirement Solution	Employee Deductions	7,933.53	7,933.53
G-00678	Transamerica Worksite Mrktg.	Employee Deductions	418.87	418.87
G-00679	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,741.83	4,741.83
G-00680	Bank of Oklahoma	Employee Flexplan Deposit	13,921.34	13,921.34
G-00681	Bank of Oklahoma	Employee Soc/Sec Deposits	18,340.23	
		Employee Soc/Sec Deposits	2,712.15	
		Employee Medicare Deposit	6,435.12	
		Employee Medicare Deposit	936.37	
		Employer Soc/Sec Deposits	31,077.46	
		Employer Medicare Deposit	7,371.54	66,872.87
G-00682	MassMutual Financial Group	Employee Contrib -- DC PI	15,618.80	
		Employer Contrib -- DC PI	28,324.55	43,943.35
G-00683	Oklahoma Guaranteed	Employee Deductions	152.00	152.00
G-00684	ODHS Oklahoma Centralized	Employee Deductions	467.72	
		Employee Deductions	179.76	647.48
G-00685	Randall S. Fudge	Employee Deductions	108.95	108.95
G-00686	Administrative Services	Employee Deductions	1,347.98	1,347.98
G-00687	NCO Financial Systems, INC	Employee Deductions	363.21	363.21
G-00688	Metropolitan Library System	Capital Projects	15.74	
		Professional Services	38.00	
		Other Commodities	51.51	
		Postage	79.88	
		Postage	11.20	
		Supplies	49.32	
		Programming Activities	30.17	
		Programming Activities	78.40	
		Programming Activities	96.13	
		Programming Activities	34.18	
		Programming Activities	49.52	534.05
G-00689	O G & E	Electrical Services	18,917.08	18,917.08
G-00690	Oklahoma Natural Gas Co.	Gas Services	98.16	
		Gas Services	184.87	
		Gas Services	104.24	387.27
G-00691	City of Oklahoma City	Water & Garbage Services	236.95	236.95
G-00692	Locke Supply Co.	Maintenance of Facilities	28.14	

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Number	Vendor/Payee	Purpose	Amount	
	** Continued **			
G-00692	Locke Supply Co.	Maintenance of Facilities	13.08	41.22
G-00693	Tech-Lock	Maintenance of Facilities	14.45	
		Maintenance of Facilities	4.00	
		Maintenance of Facilities	63.90	82.35
G-00694	Emsco Electric Supply	Maintenance of Facilities	18.40	18.40
G-00695	Gale Research	Materials	5,164.09	5,164.09
G-00696	AT&T	Telephone Services	139.62	139.62
G-00697	Baker & Taylor Books	Materials	5,671.11	5,671.11
G-00698	Bill Warren Office Products	Supplies	31.03	
		Supplies	55.56	86.59
G-00699	Recorded Books, LLC	Materials	3,518.80	3,518.80
G-00700	Davis Pipe & Supply, Inc.	Maintenance of Facilities	133.48	133.48
G-00701	Gale Group	Materials	3,750.30	3,750.30
G-00702	Light Bulb Supply Co., Inc.	Maintenance of Facilities	16.98	16.98
G-00703	The Job Paper, LLC	Library-related Services	175.00	175.00
G-00704	Indepentent Stationers	Supplies	16.04	
		Supplies	189.35	
		Supplies	3.54	208.93
G-00705	Amigos Library Services	Network Catalog Services	4,600.00	4,600.00
G-00706	Maggie McNally	Programming Activities	50.00	50.00
G-00707	Shawver & Son	Maintenance of Facilities	2,291.67	2,291.67
G-00708	Taleo Corporation	Professional Services	2,500.00	2,500.00
G-00709	Random House, Inc	Materials	793.20	793.20
G-00710	Scott's Printing & Copying	Printing	996.38	996.38
G-00711	Brilliance Corporation	Materials	698.21	698.21
G-00712	Filtration Services Group, LLC	Maintenance of Facilities	220.42	
		Maintenance of Facilities	95.54	
		Maintenance of Facilities	83.76	
		Maintenance of Facilities	65.00	
		Maintenance of Facilities	136.08	600.80
G-00713	Ingram Library Service	Materials	7,448.02	7,448.02
G-00714	Bethany Skoch	Mileage	5.38	5.38
G-00715	Information Today, Inc.	Materials	234.55	234.55
G-00716	Walker Companies	Supplies	23.95	23.95
G-00717	Audio Editions	Materials	162.10	162.10
G-00718	OverDrive, Inc fka	Materials	4,784.69	4,784.69
G-00719	Building Specialties	Maintenance of Facilities	193.27	193.27
G-00720	Tera McAmis	Supplies	91.58	91.58
G-00721	Porch School Supply	Supplies	17.34	17.34
G-00722	Ginger Waldrip	Programming Activities	100.00	100.00
G-00723	AV Cafe Inc	Materials	2,656.97	2,656.97
G-00724	Ingram Library Service	Materials	2,002.79	2,002.79
G-00725	Barnes & Noble, Inc.	Materials	71.95	71.95
G-00726	Center Point Large Print	Materials	20.97	20.97
G-00727	Oklahoma Building Services, Inc	Janitorial Service - Aug	24,832.00	
		Janitorial Services - Aug	3,221.90	
		Pest Control Service -Aug	1,015.00	
		Pest Control Service-Aug	450.00	
		Pest Control Service-Aug	60.00	29,578.90
G-00728	Evans Hardware	Maintenance of Facilities	26.30	
		Maintenance of Facilities	50.26	76.56

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00729	Presort First Class	Postage	297.16	297.16
G-00730	Southwest Paper - OKC	Maintenance Supplies	3,036.78	
		Maintenance Supplies	953.28	3,990.06
G-00731	Contractors Supply Co.	Maintenance of Facilities	29.28	
		Maintenance of Facilities	34.42	63.70
G-00732	Sharon A. Nolan	Programming Activities	73.07	73.07
G-00733	AudioGo	Materials	341.18	341.18
G-00734	Joy E. Cavett	Programming Activities	95.00	95.00
G-00735	Novalco, Inc	Maintenance of Facilities	216.00	216.00
G-00736	Amazon/GE Money Bank	Supplies	17.43	
		Library-related Services	228.20	245.63
G-00737	Linda Jameson	Mileage	4.16	4.16
G-00738	C. L. Frates & Co.	Bldg, Property & Auto Ins	27.50	27.50
G-00739	Baker & Taylor Books	Materials	582.00	582.00
G-00740	Cheryl Pernell	Mileage	6.38	6.38
G-00741	Baker & Taylor Entertainment	Materials	8,098.82	
		Materials	626.41	8,725.23
G-00742	Library Video Network	Materials	504.00	504.00
G-00743	Walmart Community	Programming Activities	32.52	
		Supplies	9.97	42.49
G-00744	Cindy Frazier	Mileage	3.33	3.33
G-00745	Baker & Taylor Books	Materials	8,347.89	
		Materials	5,656.84	
		Materials	7,735.23	
		Materials	3,513.84	25,253.80
G-00746	Baker & Taylor Books	Materials	3,674.48	
		Materials	6,336.06	
		Materials	2,456.44	12,466.98
G-00747	Baker & Taylor Books	Materials	2,830.92	2,830.92
G-00748	Kone Inc	Maintenance of Facilities	2,558.70	2,558.70
G-00749	Hopper Finishes LLC	Capital Projects	148.75	148.75
G-00750	KOCO	Library-related Services	2,125.00	2,125.00
G-00751	Gas & Supply	Supplies	60.00	60.00
G-00752	Shoplet	Other Library Related Svc	52.44	52.44
G-00753	O G & E	Electrical Services	3,048.17	3,048.17
G-00754	Oklahoma Natural Gas Co.	Gas Services	152.29	152.29
G-00755	Angela Thornton	Mileage	48.94	48.94
G-00756	Priscilla Doss	Mileage	4.64	4.64
G-00757	Media Temple, Inc.	Automation	5.00	5.00
G-00758	Lynda G. Bahr	Mileage	94.07	94.07
G-00759	Metro Parking Garage	Parking & Transportation	1,980.00	
		Parking & Transportation	1,080.00	3,060.00
G-00760	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	91.50	91.50
G-00761	Jonathan W. LaPuzza	Security Services	325.00	325.00
G-00762	Pizza Inn	Library-related Services	41.93	41.93
G-00763	J & B Graphics	Supplies	12.00	12.00
G-00764	ASTD	Memberships	199.00	199.00
G-00765	Best Buy Business Advantage	Automation	649.99	649.99
G-00766	Amazon/GE Money Bank	Supplies	14.64	14.64
G-00767	Upstate Networks, Inc.	Automation Contractual	773.70	773.70
G-00768	Securitas Security USA, Inc.	Security Services	6,804.34	6,804.34
G-00769	Maria Watkins	Mileage	69.43	69.43

General Fund F.Y. 11-12

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-00770	Justin Hatcher	Security Services	225.00	225.00
Total of FY 11-12 Warrants Issued				\$ 2,021,446.65

General Fund F.Y. 10-11

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-05779	City of Oklahoma City	Water & Garbage Services	80.68	80.68
G-05780	Donna Morris	Telephone Service	50.00	
		Telephone Service	50.00	
		Telephone Services	50.00	
		Telephone Services	50.00	200.00
G-05781	CompSource Oklahoma	Workers Comp Insurance	20,198.00	20,198.00
G-05782	Cheryll Jones	Programming Supplies	79.17	79.17
G-05783	Chickasaw Telecom, Inc.	Automation	5,309.55	5,309.55
G-05784	Learning Tree	Programming Supplies	265.28	265.28
G-05785	Oklahoma Building Services, Inc	Maintenance of Facilities	130.00	130.00
G-05786	Rick Bewley	Programming Activities	325.00	325.00
G-05787	Crowe & Dunlevy	Professional Services	3,862.86	3,862.86
G-05788	Kaplan Early Learning Company	Programming Activities	158.35	158.35
G-05789	Allied Waste Services #060	Capital Projects	372.36	372.36
G-05790	Cultural Surroundings	Fixtures	2,394.83	2,394.83
G-05791	Tulin LaFollette	Mileage	2.12	2.12
G-05792	James E. Powell	Maintenance of Facilities	675.00	675.00
G-05793	Michele Smith	Programming Activities	50.00	50.00
G-05794	Recorded Books, LLC	Materials	2,010.20	2,010.20
G-05795	Gale Group	Materials	5,643.96	5,643.96
G-05796	Random House, Inc	Materials	120.00	120.00
G-05797	Ingram Library Service	Materials	82.17	82.17
G-05798	Audio Editions	Materials	742.08	742.08
G-05799	AV Cafe Inc	Materials	292.59	292.59
G-05800	Center Point Large Print	Materials	421.80	421.80
G-05801	AudioGo	Materials	727.58	727.58
G-05802	Baker & Taylor Books	Materials	2,752.45	2,752.45
G-05803	Baker & Taylor Entertainment	Materials	2,403.80	
		Materials	1,548.57	3,952.37
G-05804	Baker & Taylor Books	Materials	926.28	
		Materials	1,677.97	
		Materials	2,173.61	
		Materials	1,754.79	
		Materials	5,268.58	
		Materials	4,482.39	
		Materials	16.60	16,300.22
G-05805	Baker & Taylor Books	Materials	2,216.70	
		Materials	2,107.96	
		Materials	6,761.55	11,086.21
G-05806	Baker & Taylor Books	Materials	111.88	111.88
G-05807	Metropolitan Library System	Supplies	20.00	
		Programming Activities	6.85	
		Other Commodities	37.97	64.82
G-05808	Brodart, Inc.	Furniture, Fixtures&Equip	367.87	367.87
G-05809	Demco	Programming Supplies	217.36	217.36
G-05810	Oriental Trading Company	Programming Activities	69.95	69.95
G-05811	Bibliotheca ITG, LLC	Automation	2,347.00	2,347.00
G-05812	Oklahoma Roofing &	Capital Projects	54,821.13	
		Capital Projects	98,000.00	
		Capital Projects	96,737.00	249,558.13
G-05813	Amazon/GE Money Bank	Supplies	172.69	
		Supplies	217.12	389.81

General Fund F.Y. 10-11

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-05814	Todd Olberding	Travel Expenses	487.45	
		Travel Expenses	510.04	
		Mileage	115.57	1,113.06
G-05815	Gale Group	Materials	830.40	830.40
G-05816	Live Oak Media	Materials	194.07	194.07
G-05817	Library Video Co.	Materials	19.95	19.95
G-05818	Random House, Inc	Materials	2,179.29	2,179.29
G-05819	Brilliance Corporation	Materials	30.23	30.23
G-05820	Ingram Library Service	Materials	287.35	287.35
G-05821	Audio Editions	Materials	1,294.72	1,294.72
G-05822	AV Cafe Inc	Materials	344.63	344.63
G-05823	Ingram Library Service	Materials	516.26	516.26
G-05824	Baker & Taylor Books	Materials	754.60	754.60
G-05825	Baker & Taylor Entertainment	Materials	1,581.13	1,581.13
G-05826	The Great Courses	Materials	399.85	399.85
G-05827	Faith Centered Resources	Materials	83.64	83.64
G-05828	Baker & Taylor Books	Materials	994.35	
		Materials	5,695.72	
		Materials	2,086.92	8,776.99
G-05829	Baker & Taylor Books	Materials	1,962.55	
		Materials	7,128.90	9,091.45
G-05830	American Express	Professional Services	6.00	6.00
G-05831	The Singer Group, Inc.	Professional Services	20,000.00	20,000.00
G-05832	Demco	Supplies	9,658.96	9,658.96
G-05833	ALA Order Fulfillment	Programming Activities	194.00	
		Programming Activities	15.00	209.00
G-05834	Recorded Books, LLC	Materials	1,882.20	1,882.20
G-05835	Library Video Co.	Materials	39.90	39.90
G-05836	Blackstone Audio Books	Materials	647.50	647.50
G-05837	Brilliance Corporation	Materials	1,767.65	1,767.65
G-05838	Ingram Library Service	Materials	184.20	184.20
G-05839	Audio Editions	Materials	159.96	159.96
G-05840	Ingram Library Service	Materials	136.97	136.97
G-05841	Heaven's Rain Productions	Materials	267.70	267.70
G-05842	Center Point Large Print	Materials	59.31	59.31
G-05843	Vance Hunt & Associates, Inc.	Fixtures	6,365.00	6,365.00
G-05844	Office Depot Credit Plan	Supplies	831.02	831.02
G-05845	Baker & Taylor Entertainment	Materials	4,424.53	4,424.53
G-05846	Baker & Taylor Books	Materials	1,898.21	
		Materials	1,549.70	
		Materials	1,497.07	
		Materials	3,011.14	
		Materials	1,283.10	9,239.22
G-05847	Baker & Taylor Books	Materials	1,237.95	
		Materials	3,163.63	
		Materials	2,086.91	6,488.49
G-05848	Multnomah County Library	Programming Activities	140.00	140.00
G-05849	Laurie F. Mack-Clark	Mileage	71.17	71.17
G-05850	Recorded Books, LLC	Materials	1,446.60	1,446.60
G-05851	Gale Group	Materials	3,099.94	3,099.94
G-05852	The Shady Lady Interiors	Furniture	419.92	419.92
G-05853	Random House, Inc	Materials	644.77	644.77

General Fund F.Y. 10-11

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
G-05854	Brilliance Corporation	Materials	775.25	775.25
G-05855	Ingram Library Service	Materials	217.21	217.21
G-05856	Audio Editions	Materials	690.84	690.84
G-05857	AV Cafe Inc	Materials	295.10	295.10
G-05858	Ingram Library Service	Materials	86.88	86.88
G-05859	Center Point Large Print	Materials	465.57	465.57
G-05860	Crowe & Dunlevy	Professionals Services	1,551.00	1,551.00
G-05861	Baker & Taylor Books	Materials	760.66	760.66
G-05862	Baker & Taylor Entertainment	Materials	1,375.47	1,375.47
G-05863	Kimberly A Terry	Mileage	6.94	
		Telephone Services	50.00	56.94
G-05864	Baker & Taylor Books	Materials	1,785.84	
		Materials	944.12	
		Materials	1,537.84	4,267.80
G-05865	Baker & Taylor Books	Materials	726.16	
		Materials	2,717.83	3,443.99
G-05866	Stacy Schrank	Mileage	50.10	50.10
G-05867	Mackin	Materials	903.69	903.69
G-05868	Chase Card Services	Telephone Services	108.04	108.04
G-05869	Recorded Books, LLC	Materials	559.80	559.80
G-05870	ID Wholesaler	Supplies	256.00	256.00
G-05871	Blackstone Audio Books	Materials	304.00	304.00
G-05872	Random House, Inc	Materials	531.00	531.00
G-05873	Ingram Library Service	Materials	5,594.30	5,594.30
G-05874	Audio Editions	Materials	645.06	645.06
G-05875	Sweat Equity Productions LLC	Library-Related Services	12,000.00	12,000.00
G-05876	Ingram Library Service	Materials	41.08	41.08
G-05877	Southwest Paper - OKC	Maintenance Supplies	50.40	50.40
G-05878	Oklahoma Roofing &	Capital Projects	101,299.00	101,299.00
G-05879	Baker & Taylor Books	Materials	3,363.72	3,363.72
G-05880	Baker & Taylor Entertainment	Materials	450.33	450.33
G-05881	Community Playthings	Programming Activities	326.00	326.00
G-05882	Baker & Taylor Books	Materials	1,534.93	
		Materials	1,044.32	
		Materials	942.66	3,521.91
G-05883	Baker & Taylor Books	Materials	1,333.10	
		Materials	1,227.38	
		Materials	368.45	2,928.93
G-05884	Mackin	Materials	1,128.78	1,128.78
G-05885	Action Safety Supply Company	Programming Activities	1,050.00	1,050.00
G-05886	Lynda G. Bahr	Mileage	116.99	116.99
G-05887	J & B Graphics	Supplies	12.00	12.00
G-05888	Upstate Networks, Inc.	Automation	27,083.44	27,083.44
Total of FY 10-11 Warrants Issued				\$ 603,360.56

Special Funds

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
S-16785	Carrie A. Barnett	Lost & Paid Book Returned	11.85	11.85
S-16786	Todd C. Lewis	Lost & Paid Book Returned	12.05	12.05
S-16787	Lisa A. Grove	Lost & Paid Book Returned	15.95	15.95
S-16788	Michael C. Washington	Lost & Paid Book Returned	6.95	6.95
S-16789	Melissa A. Koehler	Lost & Paid Book Returned	9.95	9.95
S-16790	Gillian G. Wilson	Lost & Paid Book Returned	9.05	9.05
S-16791	Sandra A. Jones	Lost & Paid Book Returned	3.00	3.00
S-16792	Billie M. Miller	Lost & Paid Book Returned	13.05	13.05
S-16793	Christi A. Reeves	Lost & Paid Book Returned	4.95	4.95
S-16794	M. Katherine Harrison	Lost & Paid Book Returned	39.95	39.95
S-16795	Sharon A. Nolan	Lost & Paid Book Returned	25.95	25.95
S-16796	Shauna R. Becker	Lost & Paid Book Returned	11.95	11.95
S-16797	Nikijo T. Hull	Lost & Paid Book Returned	3.00	3.00
S-16798	Susan Pierce	11/ Noon Tunes	448.00	448.00
S-16799	Fort Worth Library	Lost Item Book Fee	24.95	24.95
S-16800	J. Michele Driver	Lost & Paid Book Returned	12.00	12.00
S-16801	Steve R. Walther	Lost & Paid Book Returned	12.95	12.95
S-16802	Kristina A. Rimmer	Lost & Paid Book Returned	6.00	6.00
S-16803	Todd C. Lewis	Lost & Paid Book Returned	11.95	11.95
S-16804	Timothy J. Wolf	Lost & Paid Book Returned	5.85	5.85
S-16805	Christina Y. Berg	Lost & Paid Book Returned	3.00	3.00
S-16806	Tera K. Lyons	Lost & Paid Book Returned	38.90	38.90
S-16807	Mary A. Huggins	Lost & Paid Book Returned	12.95	12.95
S-16808	Molly K. Shockley	Lost & Paid Book Returned	12.95	12.95
S-16809	Betty M. Rhoades	Lost & Paid Book Returned	4.00	4.00
S-16810	Tracey W. Zeeck	Lost & Paid Book Returned	5.75	5.75
S-16811	Xavier A. Hawkins	Lost & Paid Book Returned	9.00	9.00
S-16812	Allison E. Plagman	Lost & Paid Book Returned	15.00	15.00
S-16813	Linda E. Melders	Lost & Paid Book Returned	3.00	3.00
S-16814	Falisha R. Melott	Lost & Paid Book Returned	3.00	3.00
S-16815	Yvonne J. Juarez	Lost & Paid Book Returned	10.50	10.50
S-16816	Timothy K. McGoffin	Lost & Paid Book Returned	13.75	13.75
S-16817	BMI Systems Corp.	Copier Maintenance	78.50	
		Copier Maintenance	78.50	
		Copier Maintenance	36.00	193.00
S-16818	Standley Systems	Copiers	1,448.50	
		Copier Usage	288.22	
		Copier Usage	286.04	
		Copier Maintenance	57.52	
		Copier Maintenance	5.55	
		Copier Maintenance	21.39	
		Copier Maintenance	19.33	
		Copier Maintenance	2.63	2,129.18
S-16819	Barnes & Noble, Inc.	11/Friends/L.I.F.E	15.97	
		11/Friends/L.I.F.E.	614.78	
		11/Friends/L.I.F.E.	1,736.91	2,367.66
S-16820	Barnes & Noble, Inc.	12/Friends/L.I.F.E.	2,134.74	
		12/Friends/L.I.F.E.	3,334.46	5,469.20
S-16821	Todd C. Lewis	Lost & Paid Book Returned	12.95	12.95
S-16822	Jessica L. Ali	Lost & Paid Book Returned	10.95	10.95
S-16824	James A. Gibbs	Lost & Paid Book Returned	3.00	3.00
S-16825	Matt Newcomb	Lost & Paid Book Returned	13.95	13.95

Special Funds

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
S-16826	Clara L. Settle	Lost & Paid Book Returned	18.95	18.95
S-16827	Micah A. Stirling	Lost & Paid Book Returned	18.95	18.95
S-16828	Bailey M. Thomas	Lost & Paid Book Returned	8.95	8.95
S-16829	Debra A. Nation	Lost & Paid Book Returned	4.95	4.95
S-16830	Vy Le	Lost & Paid Book Returned	11.95	11.95
S-16831	Hanna Hoang	Lost & Paid Book Returned	4.95	4.95
S-16832	Rebekah Grace Chandler	Lost & Paid Book Returned	3.00	3.00
S-16833	Elizabeth M. Sachs	Lost & Paid Book Returned	24.95	24.95
S-16834	Judith A. Cole	Lost & Paid Book Returned	9.95	9.95
S-16835	Marisela A. Auld	Lost & Paid Book Returned	16.95	16.95
S-16836	Denise Gaffigan Bender	Lost & Paid Book Returned	3.95	3.95
S-16837	Eli B. Bigler	Lost & Paid Book Returned	15.45	15.45
S-16838	Chase Card Services	Fines Account	141.00	141.00
S-16839	Apple Inc.	Summer at the Library	5,868.24	5,868.24
S-16840	Rory Morgan	12/LET/NW Public Art	4,000.00	4,000.00
S-16841	Don E. McNamara	Lost & Paid Book Returned	7.95	7.95
S-16842	Fort Worth Library	Unreturned ILL Material	19.98	19.98
S-16843	Antonett L Williams	Lost & Paid Book Returned	3.00	3.00
S-16844	Oklahoma Tax Commission	State Sales Tax-July 2011	64.40	64.40
S-16845	Charlotte F. Allen	Lost & Paid Book Returned	13.15	13.15
S-16846	David M. Mairura	Lost & Paid Book Returned	3.00	3.00
S-16847	Andrea M. Critchfield	Lost & Paid Book Returned	14.95	14.95
S-16848	Jaqueline Carnero	Lost & Paid Book Returned	3.00	3.00
S-16849	Tara A. Millam	Lost & Paid Book Returned	3.00	3.00
S-16850	Jose M. Rodriguez	Lost & Paid Book Returned	3.00	3.00
S-16851	Sunjung Eum	Lost & Paid Book Returned	3.00	3.00
S-16852	Mary R. Warner	Lost & Paid Book Returned	3.00	3.00
S-16853	Camryn M. Plunkett	Lost & Paid Book Returned	11.45	11.45
S-16854	William H. Hart, Jr.	Lost & Paid Book Returned	3.00	3.00
S-16855	Trang Denise Duong	Lost & Paid Book Returned	7.75	7.75
S-16856	Juanita J. Murphy	Lost & Paid Book Returned	25.65	25.65
S-16857	Annie L. Griffin	Lost & Paid Book Returned	6.00	6.00
S-16858	Curtis A. Piper	Lost & Paid Book Returned	6.95	6.95
S-16859	Ha L. Tran	Lost & Paid Book Returned	12.95	12.95
S-16860	Shanna D. Harrington	Lost & Paid Book Returned	9.95	9.95
S-16861	Metropolitan Library System	Transfer of fines & fees	38,000.00	38,000.00
S-16862	Oklahoma Tax Commission	State Sales Tax-July 2011	619.59	619.59
S-16863	Standley Systems	Copier Maintenance	8.99	8.99
S-16864	Suzette V. Felton	Lee B Brawner Scholarship	400.00	400.00
S-16865	Chase Card Services	Summer at the Library	3,740.88	3,740.88
S-16866	Baylor University	Lost Book Fee	60.00	60.00
S-16867	Samantha J. Howard	Lost & Paid Book Returned	13.40	13.40
S-16868	Teri L. Bangasser	Lost & Paid Book Returned	11.00	11.00
S-16869	Dayle Ann Ackley	Lost & Paid Book Returned	3.00	3.00
S-16870	Charles P. Royka, Jr.	Lost & Paid Book Returned	3.00	3.00
S-16871	Dai Van Le	Lost & Paid Book Returned	3.00	3.00
S-16872	Kassidi S. Grose	Lost & Paid Book Returned	11.95	11.95
S-16873	Janelle Lofton	Lost & Paid Book Returned	10.95	10.95
S-16874	Zachary P. Guffin	Lost & Paid Book Returned	14.95	14.95
S-16875	Jina B. Tolle	Lost & Paid Book Returned	3.00	3.00
S-16876	Traci L. Nyberg	Lost & Paid Book Returned	14.95	14.95
S-16877	Alexis D. Storey	Lost & Paid Book Returned	6.00	6.00

Special Funds

Warrant Register

August 2011

Number	Vendor/Payee	Purpose		Amount
S-16878	Emily B. Johnson	Lost & Paid Book Returned	3.00	3.00
S-16879	Sharon A. Nolan	Lost & Paid Book Returned	16.95	16.95
S-16880	Stark County District Library	Lost Book Fee	25.00	25.00
S-16881	Susan Pierce	12/Friends/Noon Tunes	25.00	25.00
S-16882	David L. Phelps	10/Friends/Public Art	18,199.45	18,199.45
S-16883	David L. Phelps	10/LET/Ralph Ellison	2,050.55	2,050.55
S-16884	Susan Pierce	11/Friends/Noon Tunes	423.00	423.00
S-16885	Action Safety Supply Company	Juneteenth	3,100.00	3,100.00
Total of Special Funds Warrants Issued				\$ 88,165.97

I, Donna Morris, certify that:

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



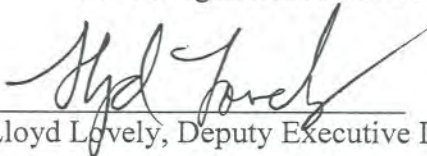
Donna Morris, Executive Director

9-7-11

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

9-7-11

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 insurance policies are scheduled for renewal. Mr. Steve Payne, representing C.L. Frates and Company, our Agency of Record, has proposed premiums for FY 2011-12. A comparison with last year's premiums is presented as follows:

Insurance Required	FY 2010-11 Premiums <i>Annualized</i>	FY 2011-12 Premiums
Commercial Package	\$119,456.00	\$122,945.00
Commercial Auto	\$22,489.00	\$23,119.00
Fiduciary Liability	\$9,166.00	\$10,739.00
Umbrella \$1,000,000 Limit	\$4,664.00	\$4,664.00
Directors & Officers	\$6,828.00	\$7,321.00
Flood Insurance		
Del City	\$5,229.00	\$5,557.00
Wright	\$1,720.00	\$1,809.00
Total Annual Premium	\$169,552.00	\$176,154.00

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 \$176,154.00. Adequate funding for this insurance is provided for in the FY 2011-12 budget, accounts 201 & 202.

General Liability

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2011 – October 1, 2012
Policy Number: 3525-05-29

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
- City of Choctaw
- The City of Del City
- The City of Edmond
- The City of Harrah
- The City of Jones
- The City of Luther
- City of Midwest City
- The City of Nicoma Park
- The City of The Village
- The City of Warr Acres

Business Auto

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2011 – October 1, 2012

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

	Year	Make & Model	Serial No.	Deductible	
				Comp	Collision
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
18	2000	Ford F150	1FTRF17W3YKA46248	\$1,000	\$1,000
19	2011	Isuzu Truck/van with cargo and lift #0053		\$1,000	\$1,000
20	2011	Isuzu Truck/Van with cargo and lift #0054		\$1,000	\$1,000

Umbrella Liability

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2011 – October 1, 2012

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	10/01/11 – 12
General Liability Each Occurrence General Aggregate	\$1,000,000 \$2,000,000	Chubb 35250529	10/01/11 – 12
Employers Liability Each Accident Disease Policy Limit Disease Each Employee	\$500,000 \$500,000 \$500,000	CompSource 00255965	10/01/11 – 12

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, 2011 – October 1, 2012

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

Fiduciary Liability

Insurance Company: Federal Insurance / Chubb
Policy Period: October 1, 2011 – October 1, 2012

A. M. Best Rating: A++ Superior

Coverage Detail

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

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

Prior & Pending Date

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

Covered Plans

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

Selected Forms & Endorsements

- Private Company Protection Plus
- HIPPA Extension Endorsement
- Business Advantage Pro-Pak Elite
- Bell Endorsement

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM B: PROFESSIONAL SERVICES CONTRACT PUBLIC ART FOR NORTHWEST LIBRARY

The Library wishes to contract with a professional artist to provide public artwork for the Northwest Library. Requests for qualifications were prepared and made available to the art community. Forty-nine artists responded. The review committee selected three finalists who came to Oklahoma City for interviews with the committee. Each presenter was asked to provide a mock up of their concept, budget and timeline for the committee to review.

The committee selected artist Solomon Bassoff to provide the artwork for the amount of \$82,000.00

RECOMMENDATION:

That the Commission award the contract for Public Art for the Northwest Library to Solomon Bassoff in the amount of \$82,000. Funding for this service is provided for in the FY2011-12 budget, account 450.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM C: PROFESSIONAL SERVICES CONTRACT FOR CHILDREN'S INTERACTIVES AT THE NORTHWEST LIBRARY

The Library wishes to contract with The Burgeon Group for an Interactive Learning Space at the Northwest Library. The money for this learning space is being provided in the form of grants in the amount of \$25,000 each from the Library Endowment Trust and the Friends of the Library. This contract is considered a sole source.

RECOMMENDATION:

That the Commission award the contract for an Interactive Children's Learning Space at the Northwest Library to the Burgeon Group in the amount of \$50,000. Funding for this project is provided for in the form of grants from the Library Endowment Trust and the Friends of the Library.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM D: FURNITURE FOR NORTHWEST LIBRARY

Provided for in the FY2011-12 budget is funding for new furniture for the new Northwest Library. LWPB Architecture and the Library selected the furniture to be purchased and LWPB prepared the specifications for the furniture. Haworth, Inc. is one of the manufacturers recommended by LWPB.

Haworth, Inc. was awarded a competitively bid contract with U.S. Communities on May 1, 2007. The contract has been renewed each year thereafter.

Vater Office Furniture is the local Haworth dealer. The pricing below is the U.S. Communities contract pricing.

Tag	Style	Model No.	Unit Price	Qty	Extended Price
ACC-2	Premise Visual Privacy Free Standing Screen	NBFS-6448-F	\$299.52	6	\$1,797.12
ACC-4	Very Stacking Cart-Wire Stacker	SCT-1	\$189.12	15	\$2,836.80
SC-1	Very Wire Stacking Chair	SCH-044-0S	\$88.80	284	\$25,219.20
SC-1a	Very Wire Stacking Chair	SCH-44-0S	\$88.80	8	\$710.40
SC-2	Very Side Chair	SCS-44-OH	\$182.88	76	\$13,898.88
SC-2a	Very Side Chair	SCS-24-OH	\$232.80	16	\$3,724.80
ST-1	Stool with Footrest	K700-8001	\$232.20	2	\$464.40
TSK-1	Very Conference Chair	SCC-24-01	\$470.88	48	\$22,602.24
TSK-2	Very Conference Chair	SCC-44-01	\$416.16	8	\$3,329.28
TSK-2A	Very Conference Chair	SCC-44-01	\$341.76	8	\$2,734.08
TSK-2B	Very Conference Chair	SCC-44-01	\$341.76	8	\$2,734.08
			Total		\$80,051.28

RECOMMENDATION:

That the Commission award the contract for the above Haworth furniture to Vater Office Furniture in the amount of \$80,051.28. Adequate funding is available in the FY 2011-2012 budget, account 408.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM E: FURNITURE FOR NORTHWEST LIBRARY

Provided for in the FY2011-12 budget is funding for new furniture for the new Northwest Library. LWPB Architecture and the Library selected the furniture to be purchased and LWPB prepared the specifications for the furniture. Knoll, Inc. is one of the manufacturers recommended by LWPB.

Knoll, Inc. was awarded a competitively bid contract with U.S. Communities on May 1, 2007. The contract has been renewed each year thereafter.

Spaces, Inc. is the local Knoll dealer. The pricing below is the U.S. Communities contract pricing.

Tag	Style	Model No.	Unit Price	Qty	Extended Price
OSC-1	Pensi toledo stacking chair	KUS 29C	\$808.93	21	\$16,987.53
OTB-1	Pensi round bistro table	KUS 29TR-35	\$1,597.90	7	\$11,185.30
NA		Installation	\$2,800.00		\$2,800.00
			Total		\$30,972.83

RECOMMENDATION:

That the Commission award the contract for the Knoll furniture to Spaces, Inc. in the amount of \$30,972.83. Adequate funding is available in the FY 2011-2012 budget, account 408.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM F: FURNITURE FOR NORTHWEST LIBRARY

Provided for in the FY2011-12 budget is funding for new furniture for the new Northwest Library. LWPB Architecture and the Library selected the furniture to be purchased and LWPB prepared the specifications for the furniture. Steelcase, Inc. is one of the manufacturers recommended by LWPB.

Steelcase, Inc. was awarded a competitively bid contract with the National Joint Powers Alliance (NJPA) on July 22, 2010. The contract has been renewed each year thereafter.

Scott Rice, Inc. is the local Steelcase dealer. The pricing below is the NJPA contract pricing.

Tag	Style	Model No.	Unit Price	Qty	Extended Price
LG-6	Await Modular three-seat sofa	460-3	\$1,673.88	2	\$3,347.76
LG-6a	Await Modular three-seat sofa	460-3	\$1,673.88	1	\$1,673.88
LG-7	Await Modular four-seat sofa	460-4	\$2,063.88	1	\$2,063.88
LG-7a	Await Modular four-seat sofa	460-4	\$2,063.88	1	\$2,063.88
LG-8	Await Modular Ottoman	461-1B	\$681.72	2	\$1,363.44
LG-8a	Await Modual Ottoman - 1 Section Bench	461-1B	\$681.72	1	\$681.72
SC-4	Capa Side Chair	1810PC	\$552.24	4	\$2,208.96
TSK-3	Amia Task Chair	4821410	\$562.59	10	\$5,625.90
TSK-3a	Amia Task Chair	4821410	\$514.65	6	\$3,087.90
LG-2	Bob Chair	221	\$1,602.12	4	\$6,408.48
LG-2	Bob Ottoman	221-H	\$508.04	4	\$2,032.16
LG-2	Knoll Textiles	K479/3	\$62.50	18	\$1,125.00
		Labor for delivery and installation			\$840.00
		Truck usage and freight			\$318.75
			Total		\$32,841.71

RECOMMENDATION:

That the Commission award the contract for the Steelcase furniture to Scott Rice, Inc. in the amount of \$32,841.71. Adequate funding is available in the FY 2011-2012 budget, account 408.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM G: FURNITURE FOR NORTHWEST LIBRARY

Provided for in the FY2011-12 budget is funding for new furniture for the new Northwest Library. LWPB Architecture and the Library selected the furniture to be purchased and LWPB prepared the furniture specifications for the bid.

Bids were let for 28 days and were advertised for two days in The Oklahoman and The Journal Record (August 3 and 9, 2011). Bid packets were sent to 19 prospective bidders and were also provided to three Construction Plan Rooms.

A pre-bid conference was held on Wednesday, August 10. Three vendors attended.

Bids were received and publicly opened on Wednesday, August 31. Eight vendors responded.

See attached bid tabulation.

Scott Rice is the best and lowest bidder for Furniture Groups 4, 8, 13, 15, 16, 18, and 19.

Spaces is the best and lowest bidder for Furniture Groups 10, 14, and 21.

Vater is the best and lowest bidder for Furniture Group 2.

Southwest Stationers is the best and lowest bidder for Furniture Group 7.

Bill Warren is the best and lowest bidder for Furniture Group 5.

Copelins is the best and lowest bidder for Furniture Groups 1, 3, and 11.

Business Interiors by Staples is the best and lowest bidder for Groups 12 and 20.

RECOMMENDATION:

That the Commission award the contracts for the furniture for the new Northwest Library to the following vendors: Scott Rice for furniture groups 4, 8, 13, 15, 16, 18, and 19 in the amount of \$47,758.94; Spaces for furniture groups 10, 14, and 21 in the amount of \$28,815; Vater for furniture group 2 in the amount of \$97,407; Southwest Stationers for furniture group 7 in the amount of \$6,822; Bill Warren for furniture group 5 in the amount of \$1,300.00; Copelins for furniture groups 1, 3, and 11 in the amount of \$58,794; and Business Interiors by Staples in the amount of \$47,862.91. Adequate funding is available in the FY 2011-2012 budget, account 408.

Furniture Group	Scott Rice	Spaces	Vater	Southwestern Stationers	Bill Warren	Copelins	Vangard Concepts	Business Interior by Staples
Grp 1: Landscape Forms	\$9,190.91	\$9,160.00	No Bid	No Bid	\$9,634.60	\$9,080.00	No Bid	No Bid
Grp 2: Haworth or Appr. Equal	No Bid	\$182,642.00	\$97,407.00	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 3: Southern Aluminum	\$37,988.75	\$36,607.00	No Bid	No Bid	\$36,692.48	\$36,514.00	No Bid	No Bid
Grp 4: Magnuson	\$5,911.37	No Bid	No Bid	No Bid	\$6,169.63	No Bid	No Bid	\$5,943.90
Grp 5: Doug Mockett	No Bid	No Bid	No Bid	No Bid	\$1,300.00	No Bid	No Bid	\$1,520.00
Grp 6: Robert Abbey	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 7: Fixtures	\$7,058.35	\$7,122.00	No Bid	\$6,822.00	\$7,476.03	No Bid	No Bid	\$7,212.19
Grp 8: OFS	\$18,043.99	\$19,164.88	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 10: David Edward	\$9,096.99	\$7,725.00	No Bid	\$8,815.00	No Bid	\$9,115.00	No Bid	\$8,288.35
Grp 11: WCI	\$13,391.25	No Bid	\$15,646.76	No Bid	No Bid	\$13,200.00	No Bid	No Bid
Grp 12: Allermuir	\$16,169.09	\$17,516.00	No Bid	\$15,821.00	\$16,811.76	\$16,125.00	No Bid	\$15,811.14
Grp 13: Leland	\$4,073.50	\$5,042.00	No Bid	No Bid	\$5,233.68	No Bid	No Bid	\$5,168.26
Grp 14: Caluco	\$6,099.08	\$6,030.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 15: Loll	\$3,298.91	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 16: Richard Schultz	\$3,136.36	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 17: Andre Originals	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 18: ISA	\$4,249.36	\$4,488.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Grp 19: Falcon	\$9,045.45	\$9,208.00	No Bid	No Bid	\$9,482.64	No Bid	No Bid	\$10,043.38
Grp 20: Teknion or Appr. Equal	\$43,896.48	\$35,089.00	No Bid	No Bid	\$46,586.09	No Bid	\$50,558.84	\$32,051.77
Grp 21: Harter or Appr. Equal	\$15,531.25	\$15,060.00	No Bid	\$15,106.00	\$16,270.06	\$19,543.00	No Bid	\$15,797.11
Grp 22: Paladin	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Totals	\$47,758.94	\$28,815.00	\$97,407.00	\$6,822.00	\$1,300.00	\$58,794.00	\$0.00	\$47,862.91
Grand Total	\$288,759.85							

REQUEST TO DECLARE FURNITURE AND EQUIPMENT SURPLUS

Throughout the year various pieces of furniture and equipment have become surplus to the Library's needs. Some are now obsolete and others are no longer required due to new purchases. Commission approval is required to declare furniture and equipment to be surplus so they can be disposed of in accordance with Commission policy.

A summarized listing of the furniture and equipment that have become surplus to the Library is provided below. A detailed list is available for inspection in the Business Office.

The furniture and equipment, which have become excessive and surplus to a division, have been made available to the Library System's other divisions. Any items transferred to the divisions before the retail sale will be put back into the inventory list at a later date.

The sale of the surplus furniture and equipment will be by retail sale. Notice of the retail sale will be published in the local paper and posted for public information at all library locations. Money received from the retail sale will be placed in the general fund.

Those items that are not sold at the retail sale will be disposed of in the best interest of the Library System.

Qty	Description
1	Bench
3	Bookcases
1	Cabinet, Mobile
1	Carrousel, Book
1	Cart, Service
13	Chair, Lounge
4	Chair, Swivel, with Arms
4	Computer Hardware, Communications
1	Computer Room Equipment
192	Computer, Micro, Base Unit
220	Computer, Micro, Monitor
1	Desk, Executive
1	Displayer, CD

Qty	Description
3	Displayer, Paperback
1	Lens, Zoom
1	Paper Cutter, Commercial
1	Player/Recorder Video Cassette
1	Projector, Slide
1	Reader-Printer, Microfilm
1	Showcase
1	Surveillance Equipment
1	Table, Dining
12	Table, Study
2	Work Station
**	Miscellaneous Furniture and Equipment
**	Miscellaneous Shelving

**Each individual item valued under \$500

RECOMMENDATION:

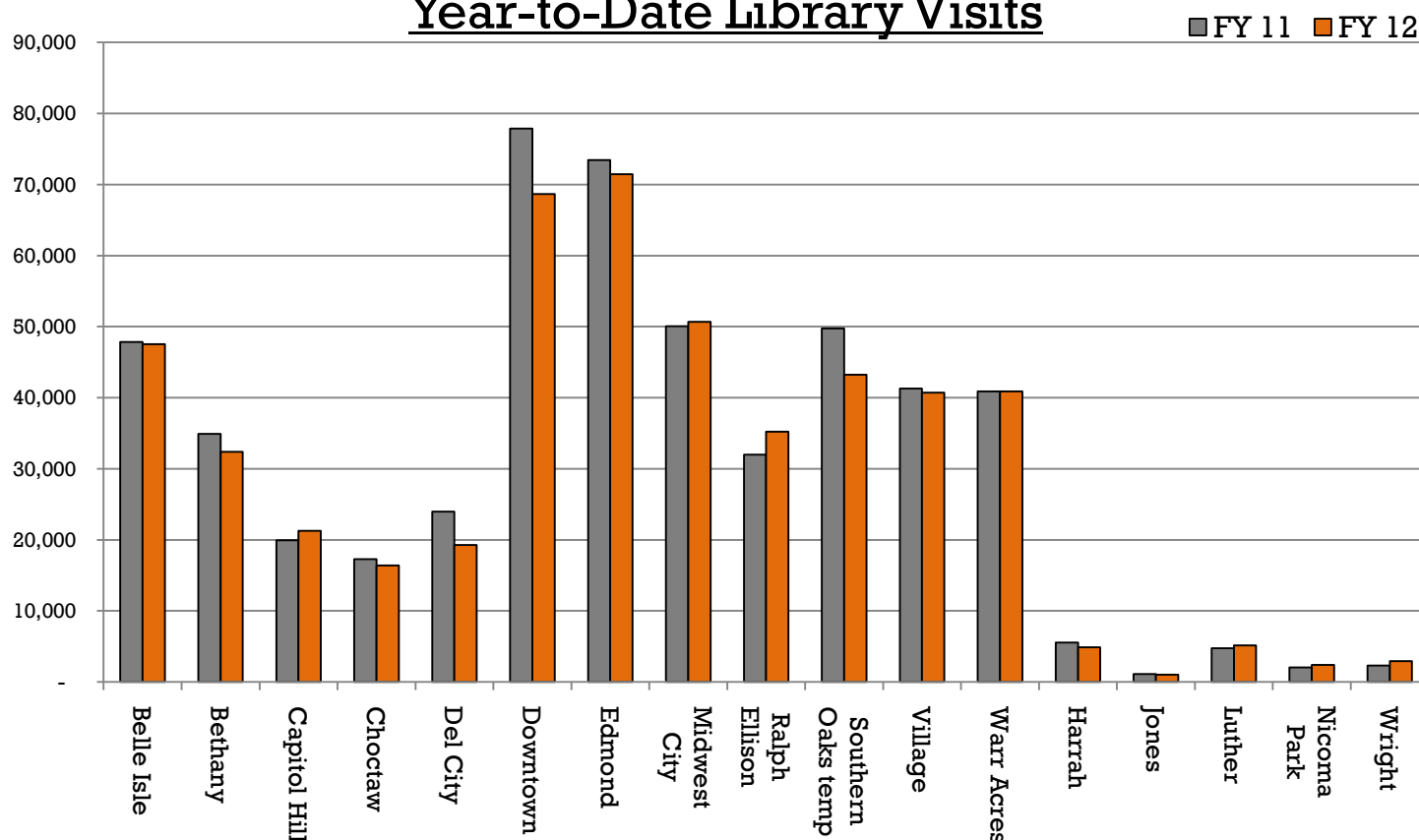
The Commission declares the furniture and equipment listed to be surplus to the Library's needs and authorize the sale of the surplus in accordance with Commission policy by public retail sale.

MLS Library Visits

July 1, 2011 - August 31, 2011 (16.67% of the 11-12 Fiscal Year)

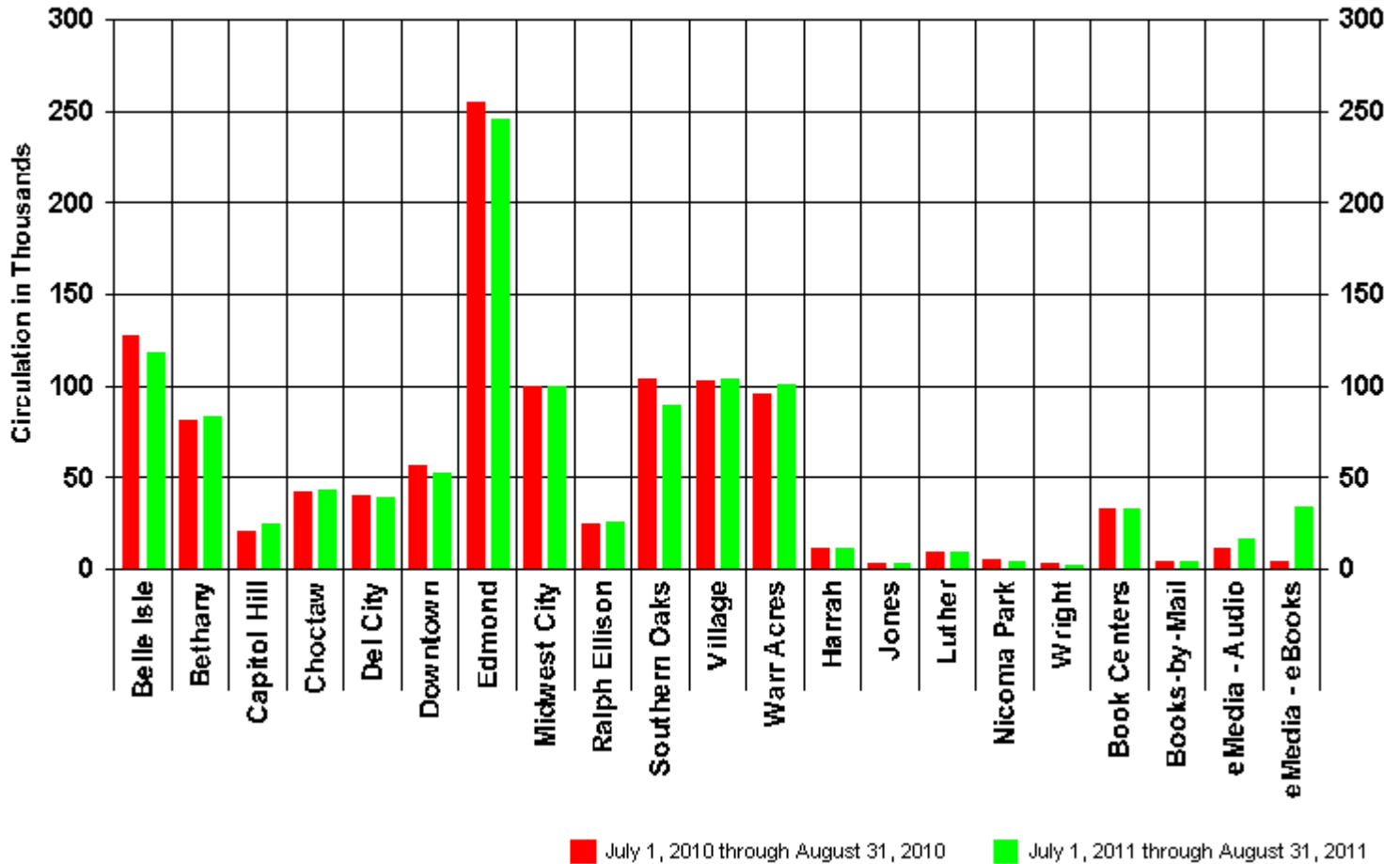
August	FY 11		FY 12		Pct. Change	
<u>Library</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>	<u>Month</u>	<u>Year</u>
Belle Isle	23,951	47,855	24,807	47,521	3.6%	-0.7%
Bethany	16,538	34,906	15,844	32,369	-4.2%	-7.3%
Capitol Hill	9,682	19,944	11,208	21,249	15.8%	6.5%
Choctaw	7,931	17,283	7,976	16,386	0.6%	-5.2%
Del City	11,605	23,964	8,930	19,295	-23.1%	-19.5%
Downtown	39,146	77,858	34,265	68,645	-12.5%	-11.8%
Edmond	35,829	73,429	33,845	71,456	-5.5%	-2.7%
Midwest City	24,132	50,046	25,383	50,670	5.2%	1.2%
Ralph Ellison	15,094	31,974	18,189	35,217	20.5%	10.1%
Southern Oaks temp	23,647	49,734	21,912	43,255	-7.3%	-13.0%
Village	19,567	41,307	20,350	40,693	4.0%	-1.5%
Warr Acres	19,551	40,878	20,103	40,892	2.8%	0.0%
Harrah	2,959	5,525	2,551	4,880	-13.8%	-11.7%
Jones	522	1,101	437	1,004	-16.2%	-8.8%
Luther	2,227	4,726	2,537	5,144	14.0%	8.8%
Nicoma Park	968	2,059	1,114	2,408	15.0%	16.9%
Wright	1,392	2,310	1,333	2,931	-4.2%	26.9%
Total	254,741	524,898	250,784	504,013	-1.6%	-4.0%

Year-to-Date Library Visits



Circulation Gains and Losses

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)



Circulation Gains and Losses

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

AUGUST 31, 2011		<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	11	47599	96417	13881	31309	61480	127726	
	12	43752	87555	14735	30497	58487	118052	
		-3847	-8862	854	-812	-2993	-9674	-7.6
Bethany	11	26703	55471	10979	26151	37682	81622	
	12	27155	54992	12432	27807	39587	82799	
		452	-479	1453	1656	1905	1177	1.4
Capitol Hill	11	6432	13508	2929	7206	9361	20714	
	12	7957	15952	4007	8966	11964	24918	
		1525	2444	1078	1760	2603	4204	20.3
Choctaw	11	12131	25232	6996	16447	19127	41679	
	12	13001	26030	7512	16970	20513	43000	
		870	798	516	523	1386	1321	3.2
Del City	11	13563	27673	5150	12761	18713	40434	
	12	14101	27563	4822	11121	18923	38684	
		538	-110	-328	-1640	210	-1750	-4.3
Downtown	11	21492	42439	5895	13708	27387	56147	
	12	18885	38347	6140	13816	25025	52163	
		-2607	-4092	245	108	-2362	-3984	-7.1
Edmond	11	72053	145926	47546	108669	119599	254595	
	12	66344	135215	49954	110634	116298	245849	
		-5709	-10711	2408	1965	-3301	-8746	-3.4
Midwest City	11	35910	71486	12409	28211	48319	99697	
	12	34891	69212	14092	30152	48983	99364	
		-1019	-2274	1683	1941	664	-333	-.3
Ralph Ellison	11	8860	18233	2470	6992	11330	25225	
	12	9878	18787	2840	6951	12718	25738	
		1018	554	370	-41	1388	513	2.0
Southern Oaks	11	38330	77391	11942	26848	50272	104239	
	12	32281	63731	12000	25553	44281	89284	
		-6049	-13660	58	-1295	-5991	-14955	-14.3
Village	11	33865	68926	14882	34228	48747	103154	
	12	34771	69337	16024	34847	50795	104184	
		906	411	1142	619	2048	1030	1.0
Warr Acres	11	31541	66374	12359	29684	43900	96058	
	12	35109	70535	13635	30656	48744	101191	
		3568	4161	1276	972	4844	5133	5.3

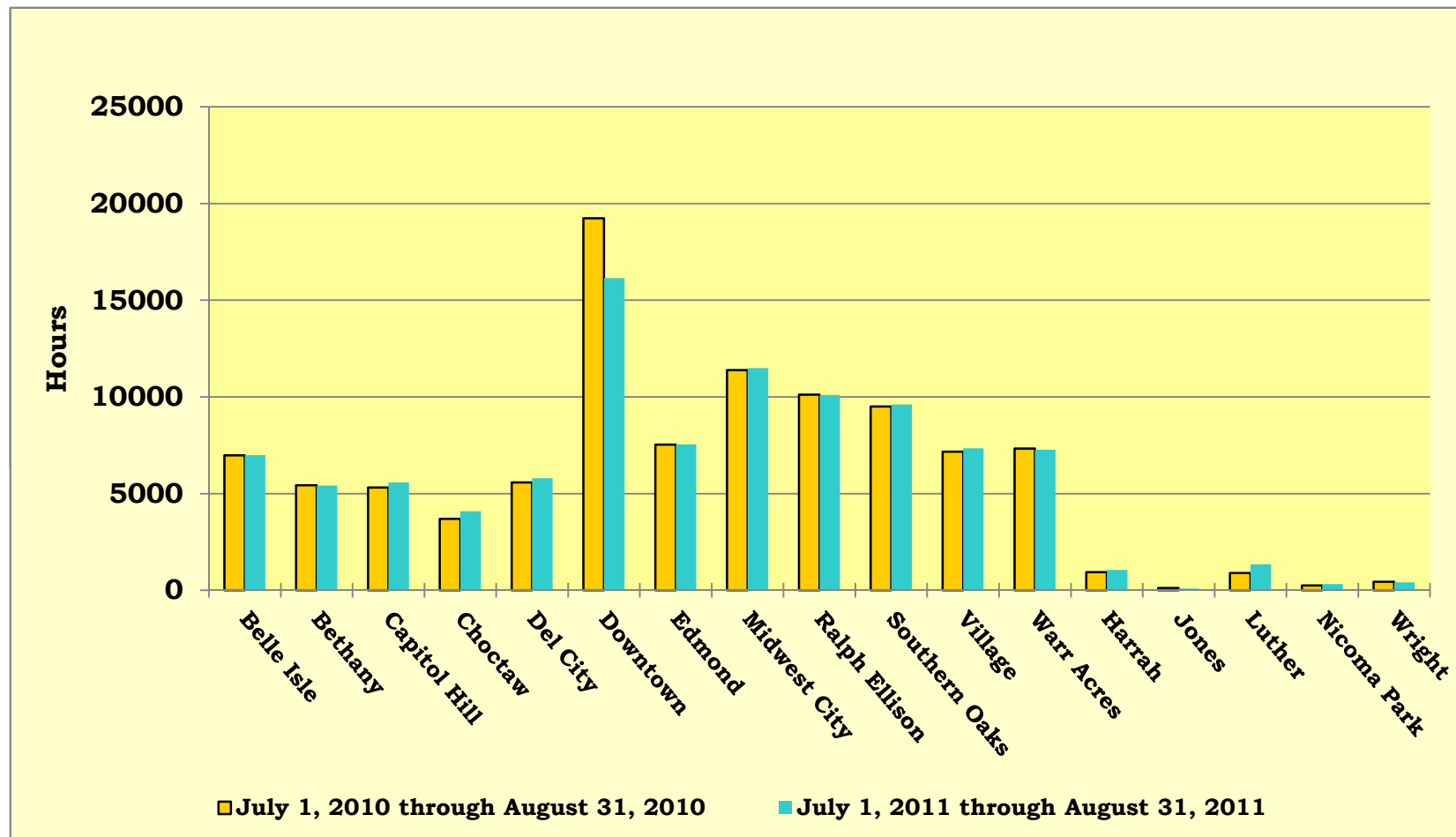
Circulation Gains and Losses

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

AUGUST 31, 2011		<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	11	4121	8090	1517	3782	5638	11872	
	12	3845	7750	1347	3237	5192	10987	
		-276	-340	-170	-545	-446	-885	-7.5
Jones	11	772	1815	362	1257	1134	3072	
	12	810	1768	286	1051	1096	2819	
		38	-47	-76	-206	-38	-253	-8.2
Luther	11	3624	6816	952	2769	4576	9585	
	12	2917	6456	1304	3214	4221	9670	
		-707	-360	352	445	-355	85	.9
Nicoma Park	11	1927	4168	499	1401	2426	5569	
	12	1626	3411	391	1264	2017	4675	
		-301	-757	-108	-137	-409	-894	-16.1
Wright	11	1008	2051	248	715	1256	2766	
	12	776	1768	184	586	960	2354	
		-232	-283	-64	-129	-296	-412	-14.9
<u>OTHER:</u>								
Book Centers	11	10203	20432	6365	12696	16568	33128	
	12	10399	20586	6310	12746	16709	33332	
		196	154	-55	50	141	204	.6
Books-by-Mail	11	2024	4146	0	0	2024	4146	
	12	2318	4507	0	0	2318	4507	
		294	361	0	0	294	361	8.7
eMedia - Audio	11	5849	11611	0	0	5849	11611	
	12	8398	16883	0	0	8398	16883	
		2549	5272	0	0	2549	5272	45.4
eMedia - eBooks	11	2072	4163	0	0	2072	4163	
	12	17286	34063	0	0	17286	34063	
		15214	29900	0	0	15214	29900	718.2
TOTALS	11	380079	772368	157381	364834	537460	1137202	
	12	386500	774448	168015	370068	554515	1144516	
		6421	2080	10634	5234	17055	7314	.6

Total Computer Hours Used by Library

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)



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Total Computer Usage

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	522		4,752		3,593.52		1,595		9,297		6,979.93	
	12	601		4,814		3,626.06		1,673		9,317		6,996.54	
		79	15.1	62	1.3	32.54	.9	78	4.9	20	.2	16.61	.2
BETHANY	11	424		3,669		2,742.40		1,260		7,255		5,424.04	
	12	504		3,769		2,861.21		1,386		7,163		5,416.43	
		80	18.9	100	2.7	118.81	4.3	126	10.0	-92	-1.3	-7.61	-.1
CAPITOL HILL	11	374		3,480		2,644.23		1,147		7,018		5,307.73	
	12	492		3,795		2,909.91		1,306		7,435		5,569.52	
		118	31.6	315	9.1	265.68	10.0	159	13.9	417	5.9	261.79	4.9
CHOCTAW	11	221		1,924		1,818.60		728		3,934		3,694.76	
	12	225		1,927		2,122.64		689		3,743		4,086.98	
		4	1.8	3	.2	304.04	16.7	-39	-5.4	-191	-4.9	392.22	10.6
DEL CITY	11	430		3,690		2,871.33		1,187		6,916		5,575.34	
	12	394		4,169		3,093.22		1,166		7,384		5,788.58	
		-36	-8.4	479	13.0	221.89	7.7	-21	-1.8	468	6.8	213.24	3.8
DOWNTOWN	11	487		13,226		9,816.86		1,754		25,644		19,240.40	
	12	529		12,252		8,967.81		1,646		22,106		16,147.85	
		42	8.6	-974	-7.4	-849.05	-8.6	-108	-6.2	-3,538	-13.8	-3,092.55	-16.1
EDMOND	11	574		4,925		3,928.63		1,626		9,378		7,539.46	
	12	640		4,982		3,929.58		1,745		9,511		7,550.55	
		66	11.5	57	1.2	.95	.0	119	7.3	133	1.4	11.09	.1
MIDWEST CITY	11	851		7,186		5,850.95		2,420		14,344		11,383.94	
	12	820		7,611		5,996.71		2,403		14,982		11,493.61	
		-31	-3.6	425	5.9	145.76	2.5	-17	-.7	638	4.4	109.67	1.0
RALPH ELLISON	11	493		6,172		4,823.11		1,564		13,426		10,112.62	
	12	644		6,867		5,208.26		1,929		13,744		10,101.86	
		151	30.6	695	11.3	385.15	8.0	365	23.3	318	2.4	-10.76	-.1

Total Computer Usage

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	837		6,660		4,901.97		2,258		13,064		9,507.37	
	12	717		6,226		5,001.92		2,033		12,230		9,606.59	
		-120	-14.3	-434	-6.5	99.95	2.0	-225	-10.0	-834	-6.4	99.22	1.0
VILLAGE	11	619		4,798		3,654.16		1,789		9,410		7,172.95	
	12	728		5,022		3,880.60		1,920		9,683		7,348.87	
		109	17.6	224	4.7	226.44	6.2	131	7.3	273	2.9	175.92	2.5
WARR ACRES	11	486		4,790		3,692.55		1,449		9,623		7,329.78	
	12	585		5,166		3,825.40		1,554		10,009		7,276.00	
		99	20.4	376	7.8	132.85	3.6	105	7.2	386	4.0	-53.78	-.7
HARRAH	11	73		627		506.60		197		1,133		930.06	
	12	81		632		533.10		200		1,222		1,057.51	
		8	11.0	5	.8	26.50	5.2	3	1.5	89	7.9	127.45	13.7
JONES	11	11		67		51.58		26		139		118.00	
	12	2		38		40.58		28		111		94.25	
		-9	-81.8	-29	-43.3	-11.00	-21.3	2	7.7	-28	-20.1	-23.75	-20.1
LUTHER	11	62		531		424.60		232		1,090		891.56	
	12	61		702		651.96		222		1,475		1,337.52	
		-1	-1.6	171	32.2	227.36	53.5	-10	-4.3	385	35.3	445.96	50.0
NICOMA PARK	11	29		168		137.88		71		309		256.31	
	12	23		148		151.81		72		316		323.71	
		-6	-20.7	-20	-11.9	13.93	10.1	1	1.4	7	2.3	67.40	26.3
WRIGHT	11	21		241		202.56		58		518		446.42	
	12	29		240		195.18		89		508		402.53	
		8	38.1	-1	-.4	-7.38	-3.6	31	53.4	-10	-1.9	-43.89	-9.8
TOTAL	11	6,514		66,906		51,661.53		19,361		132,498		101,910.67	
	12	7,075		68,360		52,995.95		20,061		130,939		100,598.90	
		561	8.6	1,454	2.2	1,334.42	2.6	700	3.6	-1,559	-1.2	-1,311.77	-1.3

Computer Usage by Adult Customers

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	428		4,141		3,139.04		1,332		7,872		5,924.05	
	12	480		4,187		3,189.00		1,406		8,193		6,178.72	
		52	12.1	46	1.1	49.96	1.6	74	5.6	321	4.1	254.67	4.3
BETHANY	11	333		2,848		2,145.66		997		5,512		4,171.44	
	12	407		2,901		2,225.86		1,108		5,442		4,130.16	
		74	22.2	53	1.9	80.20	3.7	111	11.1	-70	-1.3	-41.28	-1.0
CAPITOL HILL	11	229		1,490		1,253.87		638		3,073		2,480.23	
	12	327		1,981		1,631.29		765		3,465		2,769.87	
		98	42.8	491	33.0	377.42	30.1	127	19.9	392	12.8	289.64	11.7
CHOCTAW	11	166		1,443		1,334.92		531		2,787		2,538.28	
	12	170		1,256		1,225.99		490		2,375		2,275.31	
		4	2.4	-187	-13.0	-108.93	-8.2	-41	-7.7	-412	-14.8	-262.97	-10.4
DEL CITY	11	332		2,843		2,248.65		898		5,273		4,280.83	
	12	313		3,386		2,523.70		892		5,817		4,515.24	
		-19	-5.7	543	19.1	275.05	12.2	-6	-.7	544	10.3	234.41	5.5
DOWNTOWN	11	412		12,439		9,209.48		1,495		23,864		17,863.02	
	12	459		11,779		8,602.16		1,435		21,023		15,317.02	
		47	11.4	-660	-5.3	-607.32	-6.6	-60	-4.0	-2,841	-11.9	-2,546.00	-14.3
EDMOND	11	482		4,174		3,324.96		1,365		7,879		6,318.21	
	12	523		4,162		3,289.67		1,472		7,969		6,324.94	
		41	8.5	-12	-.3	-35.29	-1.1	107	7.8	90	1.1	6.73	.1
MIDWEST CITY	11	667		5,536		4,596.78		1,853		10,513		8,508.72	
	12	671		5,415		4,350.53		1,889		10,363		8,063.63	
		4	.6	-121	-2.2	-246.25	-5.4	36	1.9	-150	-1.4	-445.09	-5.2
RALPH ELLISON	11	396		3,731		3,100.37		1,162		7,620		6,041.32	
	12	500		4,267		3,525.19		1,373		8,057		6,345.21	
		104	26.3	536	14.4	424.82	13.7	211	18.2	437	5.7	303.89	5.0

Computer Usage by Adult Customers

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	614		4,377		3,346.56		1,656		8,243		6,250.91	
	12	538		4,270		3,560.91		1,473		8,092		6,568.59	
		-76	-12.4	-107	-2.4	214.35	6.4	-183	-11.1	-151	-1.8	317.68	5.1
VILLAGE	11	487		3,651		2,803.15		1,401		7,019		5,408.02	
	12	579		3,867		3,031.82		1,528		7,208		5,521.46	
		92	18.9	216	5.9	228.67	8.2	127	9.1	189	2.7	113.44	2.1
WARR ACRES	11	411		3,937		2,981.93		1,185		7,560		5,745.65	
	12	495		4,240		3,101.07		1,279		7,906		5,699.49	
		84	20.4	303	7.7	119.14	4.0	94	7.9	346	4.6	-46.16	-.8
HARRAH	11	40		423		335.11		131		764		617.36	
	12	54		456		363.17		142		816		667.27	
		14	35.0	33	7.8	28.06	8.4	11	8.4	52	6.8	49.91	8.1
JONES	11	7		52		41.33		17		111		97.99	
	12	1		34		38.68		18		93		84.13	
		-6	-85.7	-18	-34.6	-2.65	-6.4	1	5.9	-18	-16.2	-13.86	-14.1
LUTHER	11	30		282		235.45		116		536		454.08	
	12	33		353		346.06		111		669		635.91	
		3	10.0	71	25.2	110.61	47.0	-5	-4.3	133	24.8	181.83	40.0
NICOMA PARK	11	25		143		128.56		55		264		236.63	
	12	20		132		137.25		56		260		263.97	
		-5	-20.0	-11	-7.7	8.69	6.8	1	1.8	-4	-1.5	27.34	11.6
WRIGHT	11	17		193		168.69		42		379		340.99	
	12	19		187		161.22		55		346		283.11	
		2	11.8	-6	-3.1	-7.47	-4.4	13	31.0	-33	-8.7	-57.88	-17.0
TOTAL	11	5,076		51,703		40,394.51		14,874		99,269		77,277.73	
	12	5,589		52,873		41,303.57		15,492		98,094		75,644.03	
		513	10.1	1,170	2.3	909.06	2.3	618	4.2	-1,175	-1.2	-1,633.70	-2.1

Computer Usage by Minor Customers

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	94		611		454.48		263		1,425		1,055.88	
	12	121		627		437.06		267		1,124		817.82	
		27	28.7	16	2.6	-17.42	-3.8	4	1.5	-301	-21.1	-238.06	-22.5
BETHANY	11	91		821		596.74		263		1,743		1,252.60	
	12	97		868		635.35		278		1,721		1,286.27	
		6	6.6	47	5.7	38.61	6.5	15	5.7	-22	-1.3	33.67	2.7
CAPITOL HILL	11	145		1,990		1,390.36		509		3,945		2,827.50	
	12	165		1,814		1,278.62		541		3,970		2,799.65	
		20	13.8	-176	-8.8	-111.74	-8.0	32	6.3	25	.6	-27.85	-1.0
CHOCTAW	11	55		481		483.68		197		1,147		1,156.48	
	12	55		671		896.65		199		1,368		1,811.67	
			.0	190	39.5	412.97	85.4	2	1.0	221	19.3	655.19	56.7
DEL CITY	11	98		847		622.68		289		1,643		1,294.51	
	12	81		783		569.52		274		1,567		1,273.34	
		-17	-17.3	-64	-7.6	-53.16	-8.5	-15	-5.2	-76	-4.6	-21.17	-1.6
DOWNTOWN	11	75		787		607.38		259		1,780		1,377.38	
	12	70		473		365.65		211		1,083		830.83	
		-5	-6.7	-314	-39.9	-241.73	-39.8	-48	-18.5	-697	-39.2	-546.55	-39.7
EDMOND	11	92		751		603.67		261		1,499		1,221.25	
	12	117		820		639.91		273		1,542		1,225.61	
		25	27.2	69	9.2	36.24	6.0	12	4.6	43	2.9	4.36	.4
MIDWEST CITY	11	184		1,650		1,254.17		567		3,831		2,875.22	
	12	149		2,196		1,646.18		514		4,619		3,429.98	
		-35	-19.0	546	33.1	392.01	31.3	-53	-9.3	788	20.6	554.76	19.3
RALPH ELLISON	11	97		2,441		1,722.74		402		5,806		4,071.30	
	12	144		2,600		1,683.07		556		5,687		3,756.65	
		47	48.5	159	6.5	-39.67	-2.3	154	38.3	-119	-2.0	-314.65	-7.7

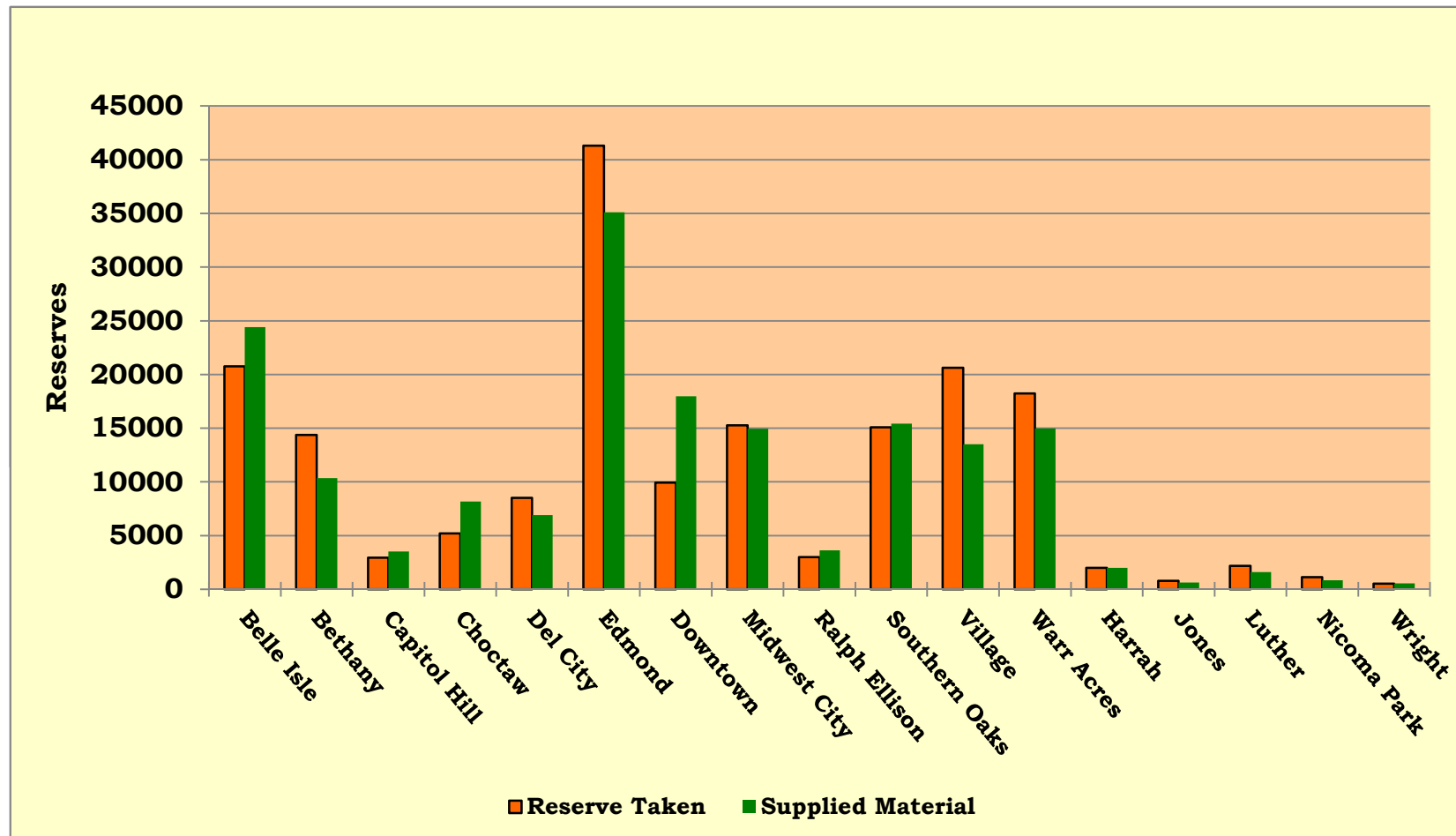
Computer Usage by Minor Customers

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	223		2,283		1,555.41		602		4,821		3,256.46	
	12	179		1,956		1,441.01		560		4,138		3,038.00	
		-44	-19.7	-327	-14.3	-114.40	-7.4	-42	-7.0	-683	-14.2	-218.46	-6.7
VILLAGE	11	132		1,147		851.01		388		2,391		1,764.93	
	12	149		1,155		848.78		392		2,475		1,827.41	
		17	12.9	8	.7	-2.23	-.3	4	1.0	84	3.5	62.48	3.5
WARR ACRES	11	75		853		710.62		264		2,063		1,584.13	
	12	90		926		724.33		275		2,103		1,576.51	
		15	20.0	73	8.6	13.71	1.9	11	4.2	40	1.9	-7.62	-.5
HARRAH	11	33		204		171.49		66		369		312.70	
	12	27		176		169.93		58		406		390.24	
		-6	-18.2	-28	-13.7	-1.56	-.9	-8	-12.1	37	10.0	77.54	24.8
JONES	11	4		15		10.25		9		28		20.01	
	12	1		4		1.90		10		18		10.12	
		-3	-75.0	-11	-73.3	-8.35	-81.5	1	11.1	-10	-35.7	-9.89	-49.4
LUTHER	11	32		249		189.15		116		554		437.48	
	12	28		349		305.90		111		806		701.61	
		-4	-12.5	100	40.2	116.75	61.7	-5	-4.3	252	45.5	264.13	60.4
NICOMA PARK	11	4		25		9.32		16		45		19.68	
	12	3		16		14.56		16		56		59.74	
		-1	-25.0	-9	-36.0	5.24	56.2		.0	11	24.4	40.06	203.6
WRIGHT	11	4		48		33.87		16		139		105.43	
	12	10		53		33.96		34		162		119.42	
		6	150.0	5	10.4	.09	.3	18	112.5	23	16.5	13.99	13.3
TOTAL	11	1,438		15,203		11,267.02		4,487		33,229		24,632.94	
	12	1,486		15,487		11,692.38		4,569		32,845		24,954.87	
		48	3.3	284	1.9	425.36	3.8	82	1.8	-384	-1.2	321.93	1.3

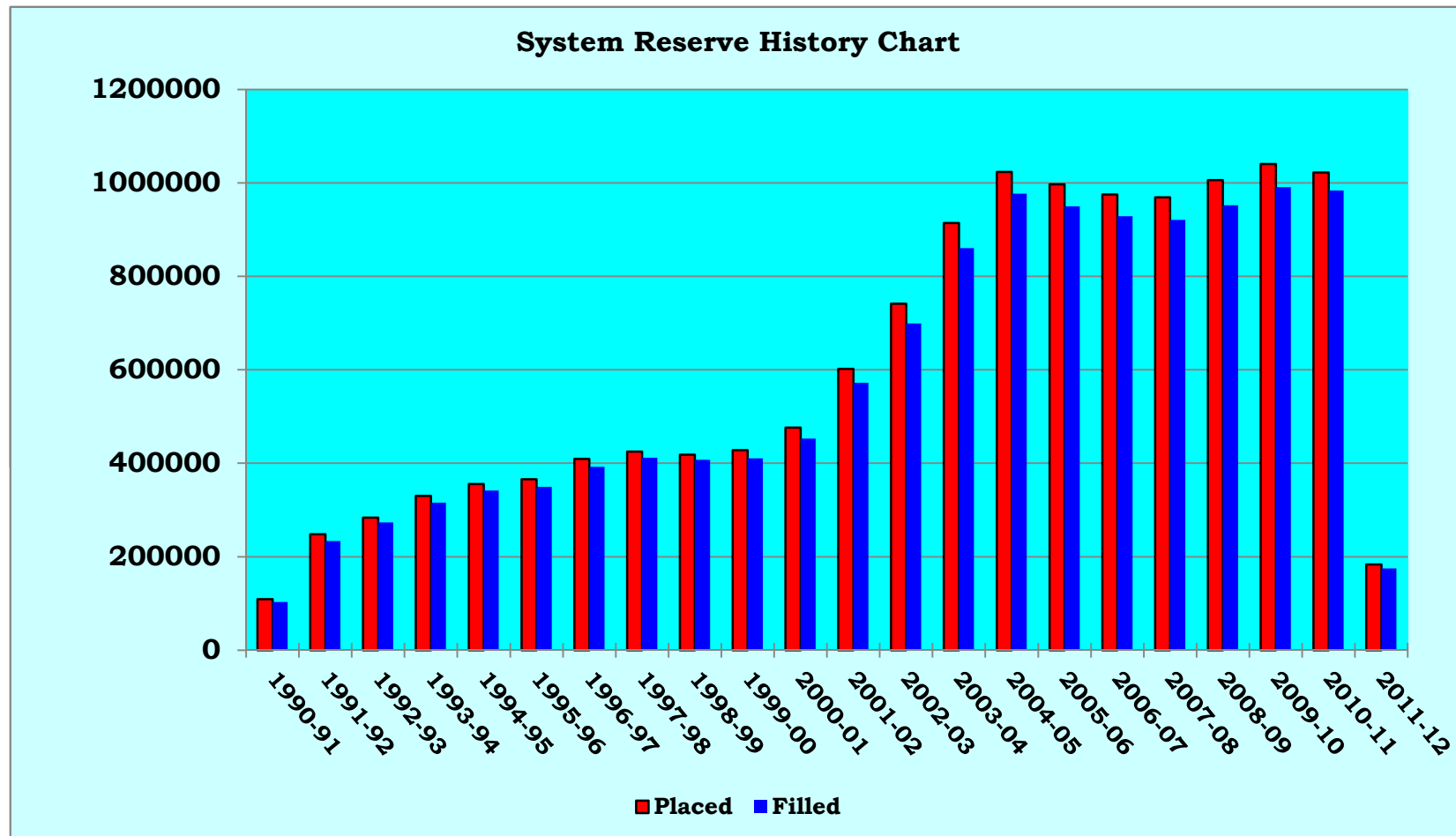
System Reserve Report

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)



System Reserve Report

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)



System Reserves Report

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	11	11,377	23,522		10,674	21,819	
	12	9,979	20,758		9,986	19,900	
		-1,398	-2,764	-11.8	-688	-1,919	-8.8
BETHANY	11	7,115	14,610		6,960	14,173	
	12	7,207	14,363		7,059	13,428	
		92	-247	-1.7	99	-745	-5.3
CAPITOL HILL	11	1,248	2,319		1,215	2,263	
	12	1,448	2,954		1,398	2,870	
		200	635	27.4	183	607	26.8
CHOCTAW	11	2,668	5,329		2,656	5,164	
	12	2,739	5,217		2,662	5,014	
		71	-112	-2.1	6	-150	-2.9
DEL CITY	11	4,411	8,561		4,085	8,101	
	12	4,278	8,512		3,884	7,571	
		-133	-49	-.6	-201	-530	-6.5
EDMOND	11	22,428	45,276		21,622	43,576	
	12	20,398	41,299		20,032	39,570	
		-2,030	-3,977	-8.8	-1,590	-4,006	-9.2
DOWNTOWN	11	5,567	10,897		5,203	10,123	
	12	5,058	9,939		4,920	9,542	
		-509	-958	-8.8	-283	-581	-5.7
MIDWEST CITY	11	8,267	16,233		7,854	15,338	
	12	7,663	15,280		7,583	14,712	
		-604	-953	-5.9	-271	-626	-4.1
RALPH ELLISON	11	1,547	3,231		1,508	3,098	
	12	1,455	2,986		1,411	2,861	
		-92	-245	-7.6	-97	-237	-7.7
SOUTHERN OAKS	11	9,205	18,463		8,743	17,563	
	12	7,525	15,088		7,459	14,287	
		-1,680	-3,375	-18.3	-1,284	-3,276	-18.7
VILLAGE	11	10,105	20,310		9,235	18,891	
	12	10,272	20,628		9,758	19,352	
		167	318	1.6	523	461	2.4
WARR ACRES	11	8,490	17,628		8,313	17,209	
	12	9,055	18,229		8,771	17,527	
		565	601	3.4	458	318	1.8

System Reserves Report

July 1, 2011 through August 31, 2011 (16.67% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	11	1,416	2,557		1,388	2,491	
	12	981	2,010		907	1,916	
		-435	-547	-21.4	-481	-575	-23.1
JONES	11	373	688		334	676	
	12	282	783		346	797	
		-91	95	13.8	12	121	17.9
LUTHER	11	1,251	2,201		1,041	1,931	
	12	1,109	2,189		1,004	2,152	
		-142	-12	-.5	-37	221	11.4
NICOMA PARK	11	668	1,282		635	1,253	
	12	589	1,122		555	1,039	
		-79	-160	-12.5	-80	-214	-17.1
WRIGHT	11	332	619		310	574	
	12	244	515		237	509	
		-88	-104	-16.8	-73	-65	-11.3
BOOKS-BY-MAIL	11	949	1,832		859	1,802	
	12	947	1,805		892	1,755	
		-2	-27	-1.5	33	-47	-2.6
TOTAL	11	97,417	195,558		92,635	186,045	
	12	91,229	183,677		88,864	174,802	
		-6,188	-11,881	-6.1	-3,771	-11,243	-6.0

EXECUTIVE DIRECTOR'S REPORT

SEPTEMBER 2011

Meeting with Bethany Mayor,

I met with Bethany Mayor Brian Taylor, and City Manager, John Shugart, last month and can report that due to a clerical error, the library system was never notified that Deanna Hannah had been reappointed to a new term. The actual re-appointment was made in 2010. Her term will expire in 2013. Congratulations to Deanna on her reappointment, which has been in effect for over a year! I took the opportunity to visit with them about the need for an expansion at the Bethany Library and they were very supportive. They receive regular comments from their constituents that the library is too small. I asked them to keep that project on their long range planning list and hoped we could discuss the need in more detail sometime in the near future.

Library Receives E-rate commitment

We were pleased to finally receive our E-rate funding commitment with the release of Wave 7 Funding Commitments. We will receive approximately \$250,000 in telecommunications discounts from our vendors during this fiscal year.

New Wellness Challenge Underway

As part of our Wellness program we have begun a new challenge called "Healthy Colors Count". It is designed to encourage staff to eat more varied colors and more servings of fruit and vegetables every day. The challenge is to eat at least 5 servings of fruits and/or vegetables every day, with 3 servings of different colors. To complete the challenge, staff must meet both criteria 20 of 28 days. Staff who complete the challenge will be entered into a drawing for 4 gift cards at the newly opened Sunflower Farmer's Market.

Downtown Library to host Digital Forum

MLS is very excited to have been chosen as one of only three sites in the United States to host forums on creating digitally inclusive communities. The program consists of two forums, one a community forum and the other a leadership forum, which will be held at the Ronald J. Norick Downtown Library on October 11 and 12th. Invitees will participate in focus groups which will discuss digital inclusion (the ability of individuals and groups to access and use information and communications technologies). These forums are sponsored by the federal Institute of Museum and Library Services, the Oklahoma Department of Libraries and the Metropolitan Library System.

Harrah Library to close for Floor repairs

The Harrah Library will be closed from Monday, September 12 through Tuesday, September 20th and will reopen on Wednesday, September 21. The floor must be repaired before new carpeting can be installed.

DIRECTOR OUTREACH ACTIVITIES

- ♣ Attended Rotary 29 Club Meetings
- ♣ Endowment Trust Meeting
- ♣ Library Endowment Trust Art Meeting
- ♣ OLA Legislative Meeting
- ♣ Meeting with Mayor of Bethany
- ♣ Public Library Directors Council
- ♣ Attend ceremonial bill signing at State Capitol
- ♣ Spoke to Task Force-Study State Tax Credits & Economic Incentives (HB1285) @State Capitol

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Shakespeare - Making the language Connexion

Monday, October 3, 2011

Time: 7:00pm-8:00pm

Location: Belle Isle

Teens - Adults

This workshop presented by Reduxion Theatre is designed for our learners who are interested in developing a deeper understanding for the way in which Shakespeare's style of writing informed and influenced the characters he created. Using such techniques as 'Phrasing on the Verse Line,' Operative Word determination and the basic building blocks of iambic pentameter, we will examine and perform both verse and prose using text from Shakespeare's plays.

Co-sponsor: Reduxion Theatre.

Bonham Revue Bluegrass Band

Monday, October 3, 2011

Time: 7:00pm-8:00pm

Location: Edmond

All Ages

The Bonham Revue is carrying on a family tradition in bluegrass music that began over 38 years ago. Their bluegrass music roots date back into the 70's as the Kiamichi Mountain Boys, then, into the 80's as Signal Mountain and the Bonham Brothers. In 1992 the Bonham Revue added the next generation of musicians: Shilah, Britney and Hunter Bonham. The Bonham Revue plays a mix of traditional bluegrass, country and original with a touch of humor. They are on the Oklahoma Arts Council's touring roster. Co-sponsor: Friends of the Metropolitan Library System, Oklahoma Arts Council, National Endowment for the Arts.

Confused About Medicare?

Tuesday, October 11, 2011

Time: 1:00pm-2:00pm

Location: Capitol Hill

Adults

A representative from the State Health Insurance Assistance Program (SHIP) will explain and discuss Medicare Parts A (hospital), B (doctor), C (the Advantage Plan), D (prescription drug plan), and Medicare Supplemental Plans. Bring any questions you have and come prepared to learn. This will benefit those who are already retired, those who are soon to retire, and adult children of retirees. Program presenter is bilingual (English and Spanish). Co-sponsor: Oklahoma Insurance Department.

Create a Beautiful Snowflake

Thursday, October 20, 2011

Time: 6:30pm-8:30pm

Location: Bethany

Adults

Get ready to decorate your tree or give as gifts, these beautiful needle point snowflakes will make great additions to your home. All supplies will be furnished. Myra Woodside will be the instructor for this class. Refreshments served after the program. Limited enrollment, please call and pre-register @ 789-8363 ext.3.

Create a Beautiful Snowflake

Thursday, October 20, 2011

Time: 6:30pm-8:30pm

Location: Bethany

Adults

Get ready to decorate your tree or give as gifts, these beautiful needle point snowflakes will make great additions to your home. All supplies will be furnished. Myra Woodside will be the instructor for this class. Refreshments served after the program. Limited enrollment, please call and pre-register @ 789-8363 ext.3.

Annual Fall Festival

Saturday, October 29, 2011

Time: 1:00pm-4:00pm

Location: Ralph Ellison

All Ages

Drop in to the Annual Fall Festival at Ralph Ellison Library and enjoy a variety of fun family activities! Get an up close look at a pony, miniature donkeys, and a pygmy goat at the petting zoo. Get creative with autumn nature crafts and face painting, and enjoy lots of tasty treats! Crafts and candy are provided on a first come, first serve basis. Co-sponsor: Special Friends of the Ralph Ellison Library.

Classic Horror Movie Marathon

Sunday, October 30, 2011

Time: 1:30pm-5:30pm

Location: Downtown

Ages 13+

Join the Downtown Library for a Classic Horror Movie Marathon! Call (405) 606-3879 for movie titles.

