



METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

Thursday, November 17, 2011, 3:30 p.m.
Edmond Library
10 S. Boulevard
Edmond, OK 73034
(Telephone: 341-9282)

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 – 3:45 pm INTRODUCTIONS

- Document #42 – 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.

3:45 – 4:00 pm CONSENT DOCKET (#43 - #45)

- Document #43 – Approval of Minutes of October 20, 2011 Meeting
- Document #44 – Acceptance of Review of Expenditures for October 2011
- Document #45 – Contract Awards & Purchases
 - Item A: Three Quarter-Ton Pickup
 - Item B: Cisco Data & Voice Network Equipment
 - Item C: Microcomputers

4:00 – 4:45 pm INFORMATION REPORTS

- Document #46 – MLS Strategic Plan Year 4 Highlights – Kay Bauman, Deputy Executive Director, Library Operations
- Document #47 – MLS October 2011 Library Visits
- Document #48 – MLS October 2011 Circulation Report
- Document #49 – MLS October 2011 Computer Usage Report
- Document #50 – MLS October 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:

December 8, 2011
Capitol Hill Library, 334 SW 26th, Oklahoma City, OK 73106

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 November 2011:

<u>Employees</u>	<u>Years of Service</u>
David William French, Belle Isle Library, Librarian	10
Debra K. Jackson, Maintenance, Administrative Specialist	15
J. Preston Bell, Downtown Library, Library Assistant	25

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

DATE: October 20, 2011

TIME: 3:30 pm

MEETING PLACE: Downtown 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 Downtown Library, 300 Park Avenue, Oklahoma City, on October 18, 2011, in conformity with the Oklahoma Open Meeting Act §311.

Members

PRESENT:

Bose' Akadiri
Nancy Anthony
Ralph Bullard
Cynthia Friedemann
Rozz Grigsby
Helene Harpman
Jose Jimenez
Willa Johnson
Carolyn Leslie
Tracy McDaniel
Lori Nelson
Vanna Shaw
Judy Smith
Beth Toland
Greg Womack
Fran Cory, Chair
Donna Morris, Executive Director
(Secretary)

EXCUSED:

Mick Cornett, Mayor of Oklahoma City
Deanna Hannah
Penny McCaleb
Tracy McGehee
Brenda Palmer
Mukesh Patel
Kim Patterson
Hugh Rice
Jim Shonts
Alyne Strube

Estimate of general public and staff attending: 28

I. In the absence of a quorum, Mrs. Fran Cory called for the Presentation of Service Certificates for October 2011; Harry Hoang, Librarian, Downtown Library ~ 5 years of service; Li Wang, Public Computer Specialist, Midwest City Library ~ 5 years of service; Steven Isaacs, Information Technology Technician ~ 10 years of service; Todd Olberding, Director of Construction Management ~ 10 years of service.

II. Mrs. Cory introduced Mrs. Rosemary Czarski, Manager of the Choctaw Library. Mrs. Czarski welcomed the Commission and provided information on the current events at the Choctaw Library.

III. The meeting was called to order at 3:58 p.m. by Mrs. Fran Cory, Chair.

Roll was called to establish a quorum. Present: Akadiri; Bullard; Friedemann; Grigsby; Harpman; Jimenez; Johnson; Leslie; McDaniel; Nelson; Shaw; Smith; Toland; Womack; Cory (Arrived: Anthony, 4:12).

IV. Mrs. Cory introduced and welcomed the newest member of the Library Commission, Mrs. Rozz Grigsby. Mrs. Grigsby was appointed by the City of Oklahoma City to replace Mr. David Greenwell.

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

VI. Mrs. Cory presented the Consent Docket: Document #31 – Approval of Minutes of September 15, 2011; Document# 32 – Acceptance of Review of Expenditures for September 2011; Document #33 – Contract Awards & Purchases.

Mrs. Cory called for a motion.

Mrs. Willa Johnson moved to accept the consent docket. Mrs. Judy Smith seconded. Questions and discussion followed. Motion passed unanimously.

VII. Mrs. Cory referred to Document #34 – Discussion, Consideration, and Possible Action: Acceptance of Annual Audit – Finley & Cook

Mr. Nate Atchison and Mr. Kyle Dover with Finley & Cook summarized the audit report. The audit went very smoothly, there were no significant audit findings. Questions and Discussion followed.

Mrs. Cory called for a motion.

Mrs. Willa Johnson moved to accept the annual audit. Mr. Tracy McDaniel seconded. Questions and discussion followed. Motion passed unanimously.

VIII. Mrs. Cory referred to Document #35 – Discussion, Consideration, and Possible Action: Approval of Metropolitan Library Commission Meeting Dates 2012.

Mrs. Cory called for a motion.

Mrs. Cynthia Friedemann moved to approve the regularly scheduled commission meeting dates for 2012. Mrs. Beth Toland seconded. Questions and discussion followed. Motion passed unanimously.

IX. Mrs. Cory referred to Document #36 – Discussion, Consideration, and Possible Action: Approval of MLS 2012 Holiday and Closing Schedule.

Mrs. Cory called on Mrs. Morris to present the proposed schedule.

Mrs. Helene Harpman moved to approve the MLS 2012 Holiday and Closing Schedule. Mr. Tracy McDaniel seconded. Questions and discussion followed.

(A correction was made to the closing schedule for December 23, 2012. The schedule presented shows the libraries as being closed on December ; however, the libraries will be open on Sunday, December 23.)

No. Further Discussion, Motion passed unanimously.

X. Mrs. Cory referred to Document #37 – Discussion, Consideration, and Possible Action: Approval of Resolution of Commendation for Mrs. Donna Morris.

Mrs. Cory read the proposed Resolution of Commendation and called for a motion.

Mrs. Beth Toland moved to approve the Resolution for Mrs. Morris. Mrs. Judy Smith seconded. No further discussion, Motion passed unanimously.

XI. Mrs. Cory called on Mrs. Morris to present the Information Reports.

- Document #38 – MLS October 2011 Library Visits
- Document #39 – MLS October 2011 Circulation Report
- Document #40 – MLS October 2011 Computer Usage Report
- Document #41 – MLS October 2011 System Reserve Report

Questions and discussion followed.

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

Kudos to Lisa Wood, Children's Services Coordinator, who has been instrumental in building a partnership with Smart Start and Oklahoma City Public Schools promoting early childhood programming and library services. This year, the program will be funded in every Oklahoma City elementary school.

We were very pleased to host the digital inclusion forum on October 11 & . Mrs. Morris thanked Mrs. Fran Cory, Mrs. Nancy Anthony, and Mr. Tracy McDaniel for their participation in the forum.

Mrs. Morris announced that Mr. Ric Rea, Human Resources Director, has announced his retirement. He will be retiring November 11, so this will be his last commission meeting. Mrs. Morris thanked Mr. Rea for his years of service to the Metropolitan Library System.

XIII. Mrs. Cory called for comments from Commissioners.

XIV. The next Commission meeting will be held at the Edmond Library on November 17, 2011.

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

Donna Morris, Executive Director
(Secretary)

FINANCIAL STATEMENT AND REVIEW OF EXPENDITURES

October 31, 2011

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

For comparison, 33.33% of the fiscal year has passed.

COMMISSION ACTION

That the Commission acknowledge the financial report of October 2011.

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

October 31, 2011

ASSETS

CASH		\$ 6,231,323.59
INVESTMENTS (Schedule attached)		18,772,424.39
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>\$52,296,382.98</u>

LIABILITIES, DEFERRED REVENUE AND FUND BALANCE

LIABILITIES:

2010-11 Reserve for Appropriations	\$171,665.49	
2011-12 Purchase Orders Outstanding	836,085.08	
2010-11 Purchase Orders Outstanding	483,456.45	
2011-12 Checks Outstanding	96,139.03	
2010-11 Checks Outstanding	1,460.80	
Total Liabilities		1,588,806.85

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	183,000.00	
Other	<u>880,614.27</u>	1,063,614.27
Less: Expenditures	<u>(8,844,194.28)</u>	
Total Fund Balance		<u>23,444,941.13</u>

Total Liabilities, Deferred Revenue and Fund Balance	<u>\$52,296,382.98</u>
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**METROPOLITAN LIBRARY SYSTEM
GENERAL FUND
SCHEDULE OF INVESTMENT**

As of October 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	9/21/2011	3/21/2016	1.220%	2,000,000.00
FHLB 2	12/13/2010	6/13/2016	2.000%	2,000,000.00
FNMA	9/28/2011	9/28/2016	1.400%	2,000,000.00
FNMA	9/21/2011	9/21/2016	1.500%	2,000,000.00
Total Investments				<u>\$ 18,772,424.39</u>

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

October 1, 2011 to October 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	474,660.00	39,000.00	183,000.00	38.55%
Total Budgeted Revenue	<u>\$ 28,028,102.00</u>	<u>\$ 39,000.00</u>	<u>\$ 183,000.00</u>	0.65%
<u>NOT BUDGETED:</u>				
Prior Years Taxes		\$ 46,615.46	\$ 541,732.11	
Gifts and Lost Books Fees		0.00	0.00	
Investment Income		457.70	142,667.52	
Flexible Benefits Account Balance		0.00	0.00	
Sale of Surplus Equipment		11,122.79	16,593.79	
Insurance Reimbursements		0.00	118,056.54	
Miscellaneous		1,575.61	61,564.31	
Total Miscellaneous Revenue		<u>\$ 59,771.56</u>	<u>\$ 880,614.27</u>	
Total Revenue	<u>\$ 28,028,102.00</u>	<u>\$ 98,771.56</u>	<u>\$ 1,063,614.27</u>	3.79%

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

October 31, 2011

	BEGINNING OF MONTH	RECEIPTS	EXPEND.	ENDING BALANCE
REVOLVING FUNDS:				
805 Gifts/Lost Books	\$ 24,128.60	\$ 4,060.58	\$ 786.47	\$ 27,402.71
810 Prepaid Fees	(8,598.35)	0.00	523.23	(9,121.58)
815 Fines	39,632.46	42,011.78	39,827.85	41,816.39
820 Copy	84,351.78	8,823.80	1,592.80	91,582.78
Total Revolving Funds	\$ 139,514.49	\$ 54,896.16	\$ 42,730.35	\$ 151,680.30

	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
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Special Grants

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	90,476.30	2,052.99
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	9,600.00	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
927 12/OAC/Bluegrass Band	3,544.00	0.00	3,544.00	(3,544.00)
928 12/ODL/College/Saving	1,000.00	1,000.00	0.00	1,000.00
929 12/ODL/Early Literacy	2,500.00	2,500.00	0.00	2,500.00
931 12/ODL/Digital Inclusion	7,500.00	7,500.00	1,153.44	6,346.56
932 12/Walmart/MWC	2,000.00	2,000.00	0.00	2,000.00
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
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
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	\$ -	\$ 3,000.00
846 10 Public Art	3,000.00	3,000.00	0.00	3,000.00
849 10 MLS TV Ads	20,000.00	20,000.00	15,000.00	5,000.00
882 11 Noon Tunes	12,000.00	12,000.00	12,827.21	(827.21)
883 11 Lee Brawner Scholarships	18,000.00	18,000.00	14,628.42	3,371.58

GRANTS:	GRANT AMOUNT	RECEIPTS TO DATE	EXPEND. TO DATE	ENDING BALANCE
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

Grants - Friends of MLS, Current Fiscal Year

911 12 Staff Recognition	\$ 11,000.00	\$ 11,087.50	\$ -	\$ 11,087.50
912 12 Summer at the Library	20,000.00	20,000.00	0.00	20,000.00
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	255.65	744.35
916 12 Bench and Bike Rack	11,000.00	11,000.00	218.04	10,781.96
917 12 After School Program	9,600.00	9,600.00	4,400.00	5,200.00
918 12 Noon Tunes	11,000.00	11,000.00	585.00	10,415.00
919 12 Our World Series	30,000.00	0.00	8,456.00	(8,456.00)
920 12 Open House NW Library	5,000.00	0.00	0.00	0.00
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

\$ 233,319.18

Total Special Funds

\$ 384,999.48

Metropolitan Library System
Statement of Encumbrances
Month of October 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	932,059.91	3,700,468.32	27.52	13,447,084.00	9,746,615.68
102	Wages - Part-time	130,954.13	533,427.74	23.81	2,240,488.00	1,707,060.26
103	Payroll Taxes	77,051.69	307,864.55	27.41	1,123,302.00	815,437.45
109	Workers' Comp Insurance	13,513.00	54,038.00	27.10	199,369.00	145,331.00
112	Group Insurance	203,857.68	765,410.11	28.52	2,683,442.00	1,918,031.89
113	Employees' Retirement	58,594.61	230,893.85	12.71	1,816,108.00	1,585,214.15
114	Unemployment Compensation	6,647.57	6,647.57	22.16	30,000.00	23,352.43
Total Personal Services		1,422,678.59	5,598,750.14	25.99	21,539,793.00	15,941,042.86

Maintenance & Operations - Contractual Services

201	Bldg, Property & Auto Insur	.00	169,000.50	75.78	223,018.00	54,017.50
202	Liability/Bonding Insurance	.00	6,808.00	51.67	13,175.00	6,367.00
205	Rent of Library Buildings	400.00	2,000.00	1.91	104,800.00	102,800.00
206	Rent of Equipment	270.00	270.00	9.64	2,800.00	2,530.00
207	Janitorial Services	29,578.90	118,315.60	21.43	552,000.00	433,684.40
208	Maintenance of Facilities	23,576.14	197,944.23	33.91	583,720.00	385,775.77
211	Parking & Transportation	11,569.72	48,285.96	26.59	181,620.00	133,334.04
212	Travel Expenses	7,817.51	18,406.65	18.89	97,465.00	79,058.35
213	Professional Services	22,360.32	93,093.33	29.56	314,930.00	221,836.67
214	Security Services	26,537.91	102,709.51	23.97	428,523.00	325,813.49
216	Telephone Services	6,642.23	32,808.16	10.40	315,383.00	282,574.84
217	Electrical Services	45,162.27	199,583.04	30.78	648,504.00	448,920.96
218	Gas Services	1,138.68	4,997.22	6.48	77,117.00	72,119.78
219	Water & Garbage Services	8,386.95	28,252.65	42.49	66,494.00	38,241.35
220	Trigen Energy Services	16,016.25	86,854.74	43.87	198,000.00	111,145.26
226	Memberships	1,112.00	10,072.00	41.63	24,193.00	14,121.00
230	Other Library-Related Services	19,612.58	76,707.83	21.06	364,195.00	287,487.17
231	Automation Contractual	50,224.80	128,192.05	34.83	368,054.00	239,861.95
236	Network Catalog Services	6,597.65	22,311.52	28.38	78,625.00	56,313.48
Total Contractual Services		277,003.91	1,346,612.99	29.01	4,642,616.00	3,296,003.01

Metropolitan Library System
Statement of Encumbrances
Month of October 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	9,874.96	36,075.48	16.94	212,950.00	176,874.52
302	Postage	27,606.49	83,569.01	28.75	290,650.00	207,080.99
303	Supplies	19,977.38	101,461.55	20.62	492,054.00	390,592.45
310	Maintenance Supplies	5,973.06	17,425.82	23.55	74,000.00	56,574.18
312	Safety Supplies & Equipment	1,403.60	2,229.41	31.40	7,100.00	4,870.59
321	Gasoline & Oil	4,038.12	12,531.37	29.14	43,000.00	30,468.63
322	Vehicle Parts & Repairs	568.22	4,391.26	13.72	32,000.00	27,608.74
330	Programming Activities	8,681.98	55,902.05	19.97	279,903.00	224,000.95
331	Other Commodities	3,395.07	8,615.55	21.94	39,268.00	30,652.45
Total Commodities		81,518.88	322,201.50	21.90	1,470,925.00	1,148,723.50

Capital Outlays

401	Books & Materials	330,137.00	980,342.42	18.12	5,410,800.00	4,430,457.58
404	Government Documents	.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	593.00	27,961.14	15.54	179,900.00	151,938.86
408	Furniture, Fixtures, & Equip	19,123.11	482,583.81	20.10	2,401,207.00	1,918,623.19
409	Motor Vehicles	.00	.00	.00	64,500.00	64,500.00
410	Automation System & Equipment	50,722.32	57,250.47	5.86	976,678.00	919,427.53
450	Capital Projects	396.00	26,491.81	.82	3,225,963.00	3,199,471.19
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		400,971.43	1,576,629.65	4.99	31,600,289.14	30,023,659.49
Total Budget		2,182,172.81	8,844,194.28	14.93	59,253,623.14	50,409,428.86

Monthly Journal Entries -- October 2011

Jrnl #	Acct #	Account Name and JE Description	Debits	Credits
<u>Tax revenues</u>				
55	1001	Cash	\$ 46,545.31	
	3601	Prior year Tax		\$ 46,545.31
		Ad Valorem Tax apportioned by County for 9/16 to 9/30		
56	1001	Cash	\$ 70.15	
	3601	Prior year Tax		\$ 70.15
		Ad Valorem Tax apportioned by County for 10/1 to 10/15		
<u>Miscellaneous</u>				
57	1001	Cash	\$ 1,575.61	
	3605	Mic. Reimbursements		\$ 1,575.61
		ins-Holhouser 322.12 name badge 1.00		
		ins-T Thomas 713.00 Abibow 17.69		
		café rent 500.00 Unit Petroleum 21.80		
		total 1,575.61		
58	1001	Cash	\$ 11,122.79	
	3606	Surplus sales		\$ 11,122.79
		Surplus sale proceeds		
<u>Fines</u>				
59	1001	Cash	\$ 39,000.00	
	3403	Projected Mic. Revenue - Fines		\$ 39,000.00
		Fines transferred from Special Funds in October		
<u>Payable entries</u>				
60	3001	Current Year Reserv. for Appropriations.	\$ 2,182,116.61	
	3011	Current Year P.O. Outstanding		\$ 2,182,116.61
	3002	Prior Year Reserv. for Appropriations.	\$ 17,124.62	
	3012	Prior Year P.O. Outstanding		\$ 17,124.62
		Purchase orders issued in October		
61	3011	Current Year P.O. Outstanding	\$ 2,250,373.92	
	3021	Current Year Warrants Outstanding		\$ 2,250,373.92
	3012	Prior Year P.O. Outstanding	\$ 17,564.58	
	3022	Prior Year Warrants Outstanding		\$ 17,564.58
		Checks issued in October		
62	3021	Current Year Warrants Outstanding	\$ 2,361,111.59	
	1001	Cash		\$ 2,361,111.59
		Checks cleared Bank in October		

70	3022	Prior Year Warrants Outstanding	\$	42,306.72	
	1001	Cash			\$ 42,306.72
		Checks cleared Bank in October			

Bank interest and fees

63	1001	Cash	\$	484.65	
	3602	Bank Fees	\$	226.24	
	3602	Interest Income			\$ 710.89
		Interest and fees from GF checking account			
64	8000	Special Fund Cash			\$ 126.15
	8815	Bank Fees	\$	164.72	
	8815	Interest Income			\$ 38.57
		Interest and fees from SF checking account			

Special funds

65	8000	Special Fund Cash	\$	64,258.73	
	8815	Fines			\$ 28,876.86
	8820	Copy			\$ 8,823.80
	8805	Gift/Lost Books			\$ 4,060.58
	8810	Prepaid Fees	\$	523.23	
	8911				\$ 87.50
	8929				\$ 1,000.00
	8931				\$ 7,500.00
	8932				\$ 2,000.00
	8815	Credit card receipts			\$ 13,096.35
	8815	Credit card expenses	\$	663.13	
		Revenues of special funds received in October			
66	8000	Special Fund Cash			\$ 46,483.06
	8815	Fines	\$	39,000.00	
	8820	Copy	\$	1,592.80	
	8805	Gift/Lost Books	\$	786.47	
	8872		\$	1,600.00	
	8931		\$	1,153.44	
	8917		\$	1,400.00	
	8918		\$	560.00	
	8857		\$	390.35	
		Expenditures of special funds paid in October			

Corrections, adjustments, and miscellaneous

67	3022	Warrants outstanding	\$	10.00	
	3021	Warrants outstanding	\$	280.82	
	1001	Cash			\$ 290.82
		October correction - insurance premium received late			
68	3602	Bank fees	\$	26.95	
	1001	Cash			\$ 26.95
		To correct outstanding checks			

69	8005	Petty Cash	\$	1,088.50	
	8000	Cash			\$ 1,088.50
		To record recent changes to petty cash funds at separate locations			
71	3021	Warrants outstanding	\$	280.82	
	1001	Cash	\$	734.64	
	3011	Purchase orders outstanding			\$ 1,015.46
		to record changes to rfp's outstanding			
72	8918	Noon Tunes	\$	827.21	
	8882	Noon Tunes			\$ 827.21
		To move overspent amount from last year to the current year.			
		Grand Total		<u>\$ 7,082,033.43</u>	<u>\$ 7,082,033.43</u>
				\$	-

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose	Amount	
G-01201	O G & E	Electrical Services	18,433.90	
		Electrical Services	2,765.95	21,199.85
G-01202	Oklahoma Natural Gas Co.	Gas Services	206.72	
		Gas Services	165.33	372.05
G-01203	City of Oklahoma City	Water & Garbage Services	40.38	40.38
G-01204	Triangle/A & E	Capital Projects	14.00	
		Capital Projects	5.00	19.00
G-01205	Brodart, Inc.	Supplies	4,025.00	4,025.00
G-01206	Locke Supply Co.	Maintenance of Facilities	39.16	
		Maintenance of Facilities	84.74	
		Maintenance of Facilities	4.80	128.70
G-01207	Demco	Furniture, Fixtures&Equip	473.99	
		Supplies	24.53	
		Supplies	100.49	599.01
G-01208	Gaylord Bros.	Furniture	324.58	324.58
G-01209	Gale Research	Materials	1,183.25	1,183.25
G-01210	University Printing Services	Printing/Printing Supply	130.00	130.00
G-01211	UNUM Life Insurance	Grp L-T Disab Ins Prm-Oct	5,952.14	5,952.14
G-01212	Synergy Datacom Supply, Inc.	Maintenance of Facilities	29.64	
		Maintenance of Facilities	42.00	71.64
G-01213	Baker & Taylor Books	Materials	3,213.55	3,213.55
G-01214	Susie Beasley	Programming Activities	80.91	80.91
G-01215	Charles S. Isaacs	Mileage	27.20	
		Telephone Services	35.00	62.20
G-01216	CompSource Oklahoma	Worker's Comp Insurance	13,513.00	13,513.00
G-01217	Barbara Beasley	Supplies	50.62	50.62
G-01218	Recorded Books, LLC	Materials	4,029.60	4,029.60
G-01219	The Penworthy Co.	Materials	2,250.38	2,250.38
G-01220	Journal Record Publishing	Other Library Related Svc	103.60	103.60
G-01221	Bill Veazey's Party Store	Programming Activities	163.85	163.85
G-01222	Denyveta Davis	Mileage	244.22	244.22
G-01223	Gale Group	Materials	5,388.05	5,388.05
G-01224	JoNita Normore	Mileage	24.98	24.98
G-01225	Mutual Assurance	Grp Life AD&D Ins Prm-OC	46,499.18	46,499.18
G-01226	Staples Credit Plan	Supplies	176.65	176.65
G-01227	Written Heritage, Inc.	Materials	119.70	119.70
G-01228	School of Metaphysics	Programming Activities	50.00	50.00
G-01229	Full Circle Bookstore	Programming Activities	50.00	50.00
G-01230	Minick Materials	Maintenance of Facilities	941.99	941.99
G-01231	Debbie Langston	Programming Activities	60.00	60.00
G-01232	OHC of the Southwest, P.A.	Professional Services	79.00	79.00
G-01233	Samaritan Technologies	Automation Contractual	500.00	500.00
G-01234	Dominion Enterprises/The	Library-related Services	381.00	381.00
G-01235	Blackstone Audio Books	Materials	2,690.50	2,690.50
G-01236	Cheryll Jones	Programming Activities	56.50	56.50
G-01237	Scott's Printing & Copying	Printing/Printing Supply	827.71	
		Printing/Printing Supply	2,577.55	3,405.26
G-01238	Brilliance Corporation	Materials	1,354.67	1,354.67
G-01239	Hobby Lobby	Programming Activities	256.82	
		Supplies	54.48	311.30
G-01240	Ingram Library Service	Materials	2,131.40	2,131.40
G-01241	Audio Editions	Materials	845.91	845.91

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01242	OverDrive, Inc fka	Materials	7,489.71	7,489.71
G-01243	Finley & Cook	Professional Services	5,500.00	5,500.00
G-01244	Metro Parking Garage	Parking & Transporation	1,980.00	
		Parking & Transportation	1,080.00	3,060.00
G-01245	ALA-PLA/Experient	Professional Services	215.00	
		Professional Services	215.00	430.00
G-01246	Jo Nita White	Mileage	11.10	11.10
G-01247	Ginger Waldrup	Programming Activities	100.00	100.00
G-01248	AV Cafe Inc	Materials	335.49	335.49
G-01249	Matthew Cotter	Telephone Services	35.00	35.00
G-01250	Ingram Library Service	Materials	2,226.86	2,226.86
G-01251	Jonathan W. LaPuzza	Security Services	475.00	475.00
G-01252	Town of Luther	Water & Garbage Services	53.28	53.28
G-01253	Barnes & Noble, Inc.	Programming Activities	498.00	498.00
G-01254	Center Point Large Print	Materials	1,868.10	1,868.10
G-01255	AudioGo	Materials	243.60	243.60
G-01256	ULINE	Supplies	65.04	65.04
G-01257	City of Harrah	Water & Garbage Services	57.45	57.45
G-01258	Amazon/GE Money Bank	Equipment	116.95	
		Supplies	62.11	
		Furniture	314.52	
		Automation	940.00	
		Programming Activities	138.80	
		Programming Activities	21.48	1,593.86
G-01259	Eastman Park Micrographics, In	Maintenance of Facilities	2,265.90	2,265.90
G-01260	City of Choctaw	Water & Garbage Services	439.15	439.15
G-01261	Vision Service Plan of	Grp Vision Ins Prem-Oct.	2,544.43	2,544.43
G-01262	C. L. Frates & Co.	Bldg, Property & Auto Ins	168,973.00	
		Liability/Bonding Ins	6,808.00	175,781.00
G-01263	Beautiful Feet Books	Materials	74.85	74.85
G-01264	Heidi Wells	Mileage	16.65	16.65
G-01265	Baker & Taylor Books	Materials	717.66	717.66
G-01266	Baker & Taylor Entertainment	Materials	3,924.91	
		Materials	2,503.56	6,428.47
G-01267	Metropolitan Library System	Grp Hlth/Dtl Ins Prem-Oct	145,170.73	145,170.73
G-01268	Walmart Community/GEMB	Programming Activities	207.48	
		Programming Activities	13.92	
		Programming Activities	16.92	
		Supplies	1,212.00	
		Professional Services	293.70	
		Safety Supplies&Equipment	185.16	1,929.18
G-01269	The Meadows	Library-related Services	206.24	206.24
G-01270	Kimberly A Terry	Telephone Services	50.00	
		Mileage	21.31	71.31
G-01271	Jessica Betz	Programming Activities	300.00	300.00
G-01272	Allied Waste Services #060	Water & Garbage Services	807.96	807.96
G-01273	The Great Courses	Materials	317.95	317.95
G-01274	John Rahhal	Mileage	237.54	237.54
G-01275	University of Oklahoma	Professional Services	840.00	840.00
G-01276	Susan H. Wood	Programming Activities	380.00	380.00
G-01277	Kelley Hoffman	Mileage	4.33	4.33
G-01278	Target Bank	Other Commodities	366.33	

** Continued **

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose	Amount
** Continued **			
G-01278	Target Bank	Programming Activities	101.95 468.28
G-01279	Securitas Security USA, Inc.	Security Services	6,515.95 6,515.95
G-01280	Baker & Taylor Books	Materials	3,842.40
		Materials	3,125.47
		Materials	5,096.38
		Materials	4,807.05
		Materials	5,115.57
		Materials	4,709.09
		Materials	3,524.54 30,220.50
G-01281	Baker & Taylor Books	Materials	4,669.87
		Materials	6,997.53
		Materials	7,821.72
		Materials	180.89 19,670.01
G-01282	Baker & Taylor Books	Materials	993.03 993.03
G-01283	Smart Technologies	Automation	320.00 320.00
G-01284	COTPA	Parking & Transportation	1,168.00
		Parking & Transportation	2,701.00 3,869.00
G-01285	Stacy Schrank	Professional Services	110.61
		Professional Services	333.00 443.61
G-01286	Postal Customer Council USPS	Other Commodities	25.00 25.00
G-01287	Baker & Taylor Entertainment	Materials	1,776.39 1,776.39
G-01288	UNUM Life Insurance	Grp LTC Insurance Prm-Oct	1,583.20 1,583.20
G-01289	Environments, Inc.	Programming Activities	232.08
		Programming Activities	117.92 350.00
G-01290	Bank of Oklahoma	Payroll Transmittal-Chks	35,045.20
		Payroll Transmittal-Chks	17,404.55
		Payroll Transmittal-Chks	55.00 52,504.75
G-01291	Bank of Oklahoma	Federal Withholding Tax	49,821.00
		Federal Withholding Tax	4,255.00 54,076.00
G-01292	Oklahoma Tax Commission	State Withholding Tax	15,099.00
		State Withholding Tax	851.00 15,950.00
G-01293	Mun. Employees Credit Union	Employee Cr Union Deducts	11,716.51
		Employee Cr Union Deducts	87.50 11,804.01
G-01294	United Way of Central Oklahoma	Employee Deductions	507.17
		Employee Deductions	55.00 562.17
G-01295	Clerk, U.S. District	Employee Deductions	76.87
		Employee Deductions	76.87
		Employee Deductions	76.87 230.61
G-01296	Morgan & Associates, P.C.	Employee Deductions	106.25 106.25
G-01297	Jennifer R. Needham	Employee Deductions	103.48 103.48
G-01298	United States Treasury	Employee Deductions	50.50 50.50
G-01299	Bank of America	Payroll Transmittal-DDep	263,338.32
		Payroll Transmittal-DDep	40,136.30
		Payroll Transmittal-DDep	1,155.00 304,629.62
G-01300	John Hardeman, Trustee	Employee Deductions	484.62 484.62
G-01301	Nationwide Retirement Solution	Employee Deductions	7,933.53 7,933.53
G-01302	Transamerica Worksite Mrktg.	Employee Deductions	418.87 418.87
G-01303	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,615.14 4,615.14
G-01304	Bank of Oklahoma	Employee Flexplan Deposit	31,168.34 31,168.34
G-01305	Bank of Oklahoma	Employee Soc/Sec Deposits	17,960.48
		Employee Soc/Sec Deposits	2,802.06

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General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose	Amount
	** Continued **		
G-01305	Bank of Oklahoma	Employee Medicare Deposit	6,302.83
		Employee Medicare Deposit	967.38
		Employer Soc/Sec Deposits	30,649.42
		Employer Medicare Deposit	7,270.04
G-01306	MassMutual Financial Group	Employee Contrib -- DC PI	16,096.41
		Employer Contrib -- DC PI	29,117.45
G-01307	Oklahoma Guaranteed	Employee Deductions	155.22
G-01308	ODHS Oklahoma Centralized	Employee Deductions	531.81
G-01309	Randall S. Fudge	Employee Deductions	157.52
G-01310	Administrative Services	Employee Deductions	1,363.37
G-01311	UNUM Life Insurance	Employee Deductions	1,547.30
		Employee Deductions	34.00
G-01312	Baker & Taylor Books	Materials	6,801.63
G-01313	Recorded Books, LLC	Materials	2,032.80
G-01314	Full Circle Bookstore	Materials	1,509.56
G-01315	Blackstone Audio Books	Materials	304.00
G-01316	Random House, Inc	Materials	408.00
G-01317	Ingram Library Service	Materials	2,194.58
G-01318	Audio Editions	Materials	183.97
G-01319	OverDrive, Inc fka	Materials	10,202.28
G-01320	Ingram Library Service	Materials	1,770.88
G-01321	AudioGo	Materials	877.04
G-01322	Baker & Taylor Entertainment	Materials	5,593.59
		Materials	1,002.99
G-01323	Baker & Taylor Books	Materials	1,935.50
		Materials	1,635.20
		Materials	4,179.28
		Materials	10,551.87
		Materials	3,039.50
		Materials	2,221.50
G-01324	Baker & Taylor Books	Materials	1,769.25
		Materials	4,647.81
		Materials	2,742.30
G-01325	Baker & Taylor Books	Materials	3,520.58
G-01326	Baker & Taylor Entertainment	Materials	197.34
G-01327	Metropolitan Library System	Professional Services	152.00
		Postage	36.80
		Supplies	41.12
		Programming Activities	60.83
		Programming Activities	63.27
		Programming Activities	79.92
		Programming Activities	56.84
		Programming Activities	57.93
G-01328	City of Midwest City, Inc.	Water & Garbage Services	440.52
G-01329	Federal Corporation	Maintenance of Facilities	90.31
		Maintenance of Facilities	57.70
		Maintenance of Facilities	482.84
		Maintenance of Facilities	8.14
G-01330	Grainger	Maintenance of Facilities	184.00
		Maintenance of Facilities	117.90
		Maintenance of Facilities	148.50

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01331	Oklahoma Natural Gas Co.	Gas Services	84.10	84.10
G-01332	City of Oklahoma City	Water & Garbage Services	188.63	188.63
G-01333	City of the Village	Water & Garbage Services	91.41	91.41
G-01334	Demco	Supplies	1,064.00	1,064.00
G-01335	Eales Electronics Corp.	Maintenance of Facilities	50.00	50.00
G-01336	University Printing Services	Printing	44.00	44.00
G-01337	Oriental Trading Company	Programming Activities	29.99	29.99
G-01338	Angela Thornton	Mileage	69.93	69.93
G-01339	J. Siobhan Morava	Mileage	65.54	65.54
G-01340	ALA Order Fulfillment	Programming Activities	54.00	54.00
G-01341	Maintenance Connection	Maintenance of Facilities	396.00	396.00
G-01342	Barbara Beasley	Mileage	32.19	32.19
G-01343	United Refrigeration, Inc.	Maintenance of Facilities	30.04	
		Maintenance of Facilities	22.61	52.65
G-01344	Greater Oklahoma City	Memberships	105.00	105.00
G-01345	JoNita Normore	Mileage	16.65	16.65
G-01346	Anne G. Fischer	Mileage	22.20	22.20
G-01347	Kristin Hill	Mileage	7.50	7.50
G-01348	Independent Stationers	Supplies	9.32	
		Automation	512.97	522.29
G-01349	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-01350	Janet Brooks	Mileage	59.05	59.05
G-01351	Debbie Langston	Programming Activities	100.00	100.00
G-01352	5th Street Garage	Parking	32.29	32.29
G-01353	A T & T Mobility	Telephone Services	88.06	88.06
G-01354	Scott's Printing & Copying	Printing/Printing Supply	728.00	728.00
G-01355	Hobby Lobby	Programming Activities	97.86	97.86
G-01356	Francie Pendleton	Mileage	6.66	6.66
G-01357	High-Tech-Tronics, Inc.	Maintenance of Facilities	765.00	765.00
G-01358	Neopost, Inc.	Maintenance of Facilities	225.00	225.00
G-01359	ALA-PLA/Experient	Professional Services	215.00	
		Professional Services	215.00	430.00
G-01360	Fuelman	Gasoline & Oil	4,038.12	
		Vehicle Parts & Repairs	244.70	4,282.82
G-01361	Newegg, Inc.	Equipment	53.54	
		Equipment	282.62	336.16
G-01362	Aqualife Aquarium Systems, Inc	Maintenance of Facilities	91.50	91.50
G-01363	PAR Sprinkler, Inc.	Maintenance of Facilities	500.00	500.00
G-01364	Cherokee Building Materials	Maintenance of Facilities	7.90	7.90
G-01365	Jana Hausburg	Programming Activities	51.43	51.43
G-01366	Kay L. Bauman	Mileage	119.47	
		Professional Services	333.00	452.47
G-01367	Landon Holman	Mileage	56.61	56.61
G-01368	Evans Hardware	Maintenance of Facilities	14.18	
		Maintenance of Facilities	16.55	
		Maintenance of Facilities	27.98	
		Maintenance of Facilities	10.16	
		Maintenance of Facilities	34.96	103.83
G-01369	Associated Appliance, Inc.	Maintenance of Facilities	29.29	29.29
G-01370	Michael Corley	Programming Activities	219.00	219.00
G-01371	Southwest Paper - OKC	Maintenance Supplies	3,843.90	3,843.90
G-01372	Jerry's Contracting	Maintenance of Facilities	550.00	

** Continued **

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee ** Continued **	Purpose		Amount
G-01372	Jerry's Contracting	Maintenance of Facilities	500.00	1,050.00
G-01373	Sharon A. Nolan	Programming Activities	118.00	118.00
G-01374	Ruby Soutiere	Mileage	21.88	21.88
G-01375	OPHRA	Professional Services	25.00	25.00
G-01376	Kellie Delaney	Professional Services	53.00	53.00
G-01377	Kevin Colwell	Mileage	14.99	14.99
G-01378	Amazon/GE Money Bank	Programming Activities	27.98	27.98
G-01379	United Parcel Service	Postage	3.53	3.53
G-01380	Abolghasem Siavashi	Mileage	9.99	9.99
G-01381	AT&T Yellow Pages	Library-Related	960.00	960.00
G-01382	Walmart Community/GEMB	Programming Activities	46.20	46.20
G-01383	Imagination Promotional Group	Printing/Printing Supplie	682.94	
		Library-related Services	4,320.00	5,002.94
G-01384	Star Lighting	Maintenance of Facilities	37.86	
		Maintenance of Facilities	83.20	
		Maintenance of Facilities	19.98	
		Maintenance of Facilities	39.90	
		Maintenance of Facilities	47.25	
		Maintenance of Facilities	30.18	258.37
G-01385	John Utey	Mileage	26.64	
		Telephone Services	35.00	61.64
G-01386	Cintas Corporation 064	Maintenance of Facilities	460.96	460.96
G-01387	Oklahoma City Police Dept.	Maintenance of Facilities	65.00	
		Maintenance of Facilities	65.00	130.00
G-01388	Myers Landscape Management,	Maintenance of Facilities	1,445.00	
		Maintenance of Facilities	1,205.00	2,650.00
G-01389	Rush Truck Center	Maintenance of Facilities	465.73	465.73
G-01390	Sheet Metal Service	Maintenance of Facilities	918.00	918.00
G-01391	COTPA	Parking	100.00	100.00
G-01392	Mallory Weigl	Programming Activities	205.83	205.83
G-01393	Cheryl Coleman	Mileage	31.08	31.08
G-01394	H I S Paints	Maintenance of Facilities	72.95	72.95
G-01395	R. Justin Herwig	Mileage	144.58	144.58
G-01396	Lindsay Jones Egle	Supplies	26.94	
		Programming Activities	33.85	60.79
G-01397	Kathy C. Brown	Programming Activities	43.75	43.75
G-01398	City of Oklahoma City	Water & Garbage Services	38.46	
		Water & Garbage Services	1,086.53	
		Water & Garbage Services	342.74	1,467.73
G-01399	City of Edmond	Electrical Services	3,731.92	3,731.92
G-01400	U.S. Postmaster	Postage	51.86	51.86
G-01401	Anne G. Fischer	Telephone Services	50.00	50.00
G-01402	Friday	Library-Related Services	1,760.00	1,760.00
G-01403	Walter Wayne McEvilly	Programming Activities	300.00	300.00
G-01404	Nancy Lytle	Parking	108.38	108.38
G-01405	Rotary Club of Oklahoma City	Other Commodities	125.00	
		Memberships	135.00	260.00
G-01406	Robyn Lewis	Programming Activities	100.00	100.00
G-01407	Dana Beach	Parking	108.38	108.38
G-01408	Kay L. Bauman	Parking	108.38	108.38
G-01409	Cox Media Oklahoma City	Library-related Services	5,100.00	5,100.00

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01410	Jamshid Pourtorkan	Programming Activities	100.00	100.00
G-01411	Melissa O'Neil	Programming Activities	400.00	400.00
G-01412	Jerry's Contracting	Maintenance of Facilities	650.00	650.00
G-01413	City of Edmond	Water & Garbage Svcs- Aug	744.36	744.36
G-01414	Amazon/GE Money Bank	Professional Services	109.62	
		Supplies	81.99	191.61
G-01415	Cox Communications, Inc.	Telephone Services	1,823.95	
		Telephone Services	1,260.00	3,083.95
G-01416	Mediatriton	Books & Materials	219.83	219.83
G-01417	MetroFamily Magazine	Library-related Servuces	1,449.00	1,449.00
G-01418	John L. Hilbert	Programming Activities	50.22	
		Programming Supplies	41.41	91.63
G-01419	Barbara A. Johnson	Mileage	20.54	20.54
G-01420	Cox Communications, Inc.	Telephone Service	1,259.08	1,259.08
G-01421	Securitas Security USA, Inc.	Security Services	6,523.32	6,523.32
G-01422	Sheet Metal Service	Maintenance of Facilities	267.00	267.00
G-01423	Lisa Bradley	Parking	108.38	108.38
G-01424	Tyler Outdoor Advertising, LLC	Library-Related Services	2,160.00	2,160.00
G-01425	KOCO	Library-Related Services	150.00	
		Library-related Services	4,845.00	4,995.00
G-01426	Mary J. Sholly	Mileage	54.39	54.39
G-01427	Oklahoma Department of Labor	Maintenance of Facilities	15.00	15.00
G-01428	Recorded Books, LLC	Materials	1,101.00	1,101.00
G-01429	Live Oak Media	Materials	512.86	512.86
G-01430	Random House, Inc	Materials	270.00	270.00
G-01431	Ingram Library Service	Materials	2,348.82	2,348.82
G-01432	Information Today, Inc.	Materials	1,102.20	1,102.20
G-01433	Mergent Co., Inc.	Materials	5,017.00	5,017.00
G-01434	OverDrive, Inc fka	Materials	5,193.69	5,193.69
G-01435	Ingram Library Service	Materials	1,032.56	1,032.56
G-01436	Grey House Publishing	Materials	812.15	812.15
G-01437	Center Point Large Print	Materials	376.89	376.89
G-01438	Baker & Taylor Books	Materials	7,024.28	7,024.28
G-01439	Baker & Taylor Entertainment	Materials	1,069.95	
		Materials	4,185.65	5,255.60
G-01440	Baker & Taylor Books	Materials	966.21	
		Materials	1,971.62	
		Materials	2,712.87	
		Materials	3,829.67	
		Materials	3,921.65	13,402.02
G-01441	Baker & Taylor Books	Materials	2,028.49	
		Materials	2,159.53	
		Materials	7,254.91	
		Materials	6,880.93	
		Materials	460.57	18,784.43
G-01442	Baker & Taylor Books	Materials	2,919.53	2,919.53
G-01443	Baker & Taylor Entertainment	Materials	937.44	937.44
G-01444	Metropolitan Library System	Other Commodities	68.31	
		Automation Contractual	12.14	
		Postage	37.60	
		Supplies	49.78	
		Professional Services	130.25	

** Continued **

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee ** Continued **	Purpose	Amount
G-01444	Metropolitan Library System	Programming Activities	84.26
		Programming Activities	136.76
		Programming Activities	52.42
		Programming Activities	78.16
			649.68
G-01445	O G & E	Electrical Services	12,605.21
		Electrical Services	1,952.32
		Electrical Services	2,606.68
			17,164.21
G-01446	Oklahoma Natural Gas Co.	Gas Services	126.33
		Gas Services	84.10
			210.43
G-01447	City of Bethany	Water & Garbage Services	140.62
G-01448	City of Oklahoma City	Water & Garbage Services	1,539.62
		Water & Garbage Services	36.88
			1,576.50
G-01449	Triangle/A & E	Capital Projects	5.00
			5.00
G-01450	Locke Supply Co.	Maintenance of Facilities	23.75
		Maintenance of Facilities	37.39
		Maintenance of Facilities	13.78
		Maintenance of Facilities	25.19
			100.11
G-01451	Demco	Supplies	41.82
		Supplies	124.50
			166.32
G-01452	Gaylord Bros.	Furn, Fixtures, & Equip	247.80
		Furn, Fixtures & Equip	413.18
			660.98
G-01453	Journal Record Publishing Co.	Periodicals & Subscript.	378.00
			378.00
G-01454	Hewlett-Packard Co.	Automation Contractual	7,128.70
			7,128.70
G-01455	American Library Association	Memberships	235.00
			235.00
G-01456	FedEx	Automation Contractual	6.38
			6.38
G-01457	Anne M. LaPuzza	Security Services	375.00
			375.00
G-01458	Independent Stationers	Supplies	926.64
		Supplies	8.60
		Supplies	3.37
			938.61
G-01459	Full Circle Bookstore	Programming Activities	68.70
			68.70
G-01460	Media Temple, Inc.	Automation Contractual	948.05
			948.05
G-01461	Jonathan Willis	Telephone Services	35.00
			35.00
G-01462	Diane Sarantakos	Mileage	169.28
			169.28
G-01463	Scott's Printing & Copying	Printing/Printing Supply	975.46
			975.46
G-01464	OCLC, Inc.	Network Catalog Services	3,753.15
			3,753.15
G-01465	Hobby Lobby	Supplies	40.34
			40.34
G-01466	Filtration Services Group, LLC	Maintenance of Facilities	174.96
		Maintenance of Facilities	85.20
		Maintenance of Facilities	43.68
		Maintenance of Facilities	56.16
		Maintenance of Facilities	26.00
			386.00
G-01467	Phyllis Davidson	Mileage	14.84
			14.84
G-01468	Larry G. Johnson	Parking	108.38
			108.38
G-01469	OverDrive, Inc fka	Network Catalog Services	1,312.50
			1,312.50
G-01470	Debra O. Spindle	Programming Activities	75.00
			75.00
G-01471	Victoria Dixon	Parking	108.38
			108.38
G-01473	Jimmy Welch	Telephone Services	50.00
			50.00
G-01474	John Mark Dawson	Security Services	150.00
			150.00
G-01475	Debbie Robertus	Memberships	35.00
			35.00
G-01476	Heidi A. Port	Mileage	55.53
			55.53
G-01477	Southwest Paper - OKC	Maintenance Supplies	1,355.40
			1,355.40

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01478	Steve's Wholesale Distributors	Maintenance of Facilities	134.00	134.00
G-01479	OPUBCO Communications Group	Advertisement-Lgl Notice	79.70	79.70
G-01480	Contractors Supply Co.	Maintenance of Facilities	17.28	17.28
G-01481	OPHRA	Professional Services	25.00	25.00
G-01482	Kelley Riha	Mileage	244.20	244.20
G-01483	Postmaster	Postage	3,000.00	3,000.00
G-01484	Chase Card Services	Programming Activities	79.22	
		Programming Activities	13.00	
		Equipment	789.17	
		Other Library Rel Service	68.73	
		Professional Services	200.00	
		Programming Activities	29.24	
		Programming Activities	52.00	
		Telephone Services	81.44	
		Postage	30.00	
		Supplies	15.93	
		Professional Services	368.00	
		Professional Services	4.25	
		Equipment	536.39	
		Professional Services	60.00	
		Professional Services	112.28	
		Automation	349.00	
		Automation	984.95	
		Professional Services	60.00	
		Programming Activities	60.94	
		Programming Activities	67.50	
		Equipment	149.77	
		Automation	179.67	
		Professional Services	43.75	
		Professional Services	31.00	
		Postage	221.00	
		Programming Activities	100.22	
		Supplies	47.62	
		Programming Activities	39.99	
		Programming Activities	47.13	
		Professional Services	333.00	
		Automation Contractual	5.48	5,160.67
G-01485	Amazon/GE Money Bank	Programming Activities	233.96	
		Programming Activities	146.98	
		Automation	259.98	
		Supplies	46.95	
		Supplies	56.02	743.89
G-01486	Crowe & Dunlevy	Professional Services	515.00	515.00
G-01487	Oklahoma Press Service	Library-related Services	187.10	187.10
G-01488	Office Depot Credit Plan	Supplies	27.32	
		Supplies	119.50	
		Supplies	25.99	
		Library-Related Services	15.44	188.25
G-01489	Denise Lukes	Mileage	5.93	5.93
G-01490	Cheryl Pernell	Parking	108.38	
		Parking & Transportation	5.27	113.65
G-01491	Oklahoma Historical Society	Periodicals & Subscript.	215.00	215.00

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01492	Walmart Community/GEMB	Programming Activities	54.11	54.11
G-01493	Imagination Promotional Group	Other Commodities	2,895.44	2,895.44
G-01494	Pamela Buchanan	Telephone Services	35.00	35.00
G-01495	Pete Roberson	Mileage	15.53	15.53
G-01496	Donna Morris	Parking & Transportation	450.00	450.00
G-01497	Melissa Weathers	Mileage	20.78	20.78
G-01498	Terry Veal	Programming Activities	100.00	100.00
G-01499	Worth Hydrochem of Oklahoma	Maintenance of Facilities	232.00	232.00
G-01500	Securitas Security USA, Inc.	Security Services	6,555.14	6,555.14
G-01501	Emily Williams	Mileage	10.93	10.93
G-01502	Kone Inc	Maintenance of Facilities	865.00	865.00
G-01503	Lloyd Lovely	Professional Services	260.12	260.12
G-01504	Luther Sign Company	Supplies	162.56	162.56
G-01505	Sabre Technologies	Supplies	139.00	139.00
G-01506	Lisa Bradley	Parking & Transportation	15.82	15.82
G-01507	Veolia Energy Oklahoma City,	Veolia Energy Services	16,016.25	16,016.25
G-01508	Cox Systems Technology, Inc.	Maintenance of Facilities	90.00	90.00
G-01509	Stacy Schrank	Parking	108.38	
		Professional Services	57.12	165.50
G-01510	Provantage	Automation	178.15	178.15
G-01511	Farrington Truck Towing	Vehicle Parts & Repairs	293.52	293.52
G-01512	Shoplet	Supplies	53.46	53.46
G-01513	Bank of Oklahoma	Payroll Transmittal-Chks	37,932.16	
		Payroll Transmittal-Chks	15,920.21	53,852.37
G-01514	Bank of Oklahoma	Federal Withholding Tax	52,437.85	
		Federal Withholding Tax	3,963.00	56,400.85
G-01515	Oklahoma Tax Commission	State Withholding Tax	15,980.00	
		State Withholding Tax	808.00	16,788.00
G-01516	Mun. Employees Credit Union	Employee Cr Union Deducts	11,716.51	
		Employee Cr Union Deducts	87.50	11,804.01
G-01517	United Way of Central Oklahoma	Employee Deductions	507.17	
		Employee Deductions	55.00	562.17
G-01518	Clerk, U.S. District	Employee Deductions	75.16	
		Employee Deductions	75.16	
		Employee Deductions	75.16	225.48
G-01519	Jennifer R. Needham	Employee Deductions	101.33	101.33
G-01520	United States Treasury	Employee Deductions	50.50	50.50
G-01521	Bank of America	Payroll Transmittal-DDep	276,914.84	
		Payroll Transmittal-DDep	39,724.92	316,639.76
G-01522	John Hardeman, Trustee	Employee Deductions	484.62	484.62
G-01523	Nationwide Retirement Solution	Employee Deductions	7,933.53	7,933.53
G-01524	Transamerica Worksite Mrktg.	Employee Deductions	418.87	418.87
G-01525	Metro Library Sys Pension Trst	Employee Contrib -- DB PI	4,621.89	4,621.89
G-01526	Bank of Oklahoma	Employee Flexplan Deposit	14,111.15	14,111.15
G-01527	Bank of Oklahoma	Employee Soc/Sec Deposits	18,729.44	
		Employee Soc/Sec Deposits	2,697.99	
		Employee Medicare Deposit	6,569.53	
		Employee Medicare Deposit	931.47	
		Employer Soc/Sec Deposits	31,631.21	
		Employer Medicare Deposit	7,501.02	68,060.66
G-01528	MassMutual Financial Group	Employee Contrib -- DC PI	16,301.31	
		Employer Contrib -- DC PI	29,477.16	45,778.47

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01529	Oklahoma Guaranteed	Employee Deductions	152.00	152.00
G-01530	ODHS Oklahoma Centralized	Employee Deductions	531.81	531.81
G-01531	Randall S. Fudge	Employee Deductions	150.80	150.80
G-01532	Administrative Services	Employee Deductions	1,363.37	1,363.37
G-01533	Gale Research	Materials	8,633.08	8,633.08
G-01534	Recorded Books, LLC	Materials	601.80	601.80
G-01535	Gale Group	Materials	968.86	968.86
G-01536	Hal Leonard Corporation	Materials	127.12	127.12
G-01537	Library Video Co.	Materials	179.70	179.70
G-01538	Blackstone Audio Books	Materials	350.00	350.00
G-01539	Ingram Library Service	Materials	160.51	160.51
G-01540	R. R. Bowker, LLC	Materials	4,200.00	4,200.00
G-01541	Audio Editions	Materials	95.98	95.98
G-01542	OverDrive, Inc fka	Materials	6,875.42	6,875.42
G-01543	Findaway World, LLC	Materials	6,529.50	6,529.50
G-01544	Capstone Publishers	Materials	13,997.52	13,997.52
G-01545	AV Cafe Inc	Materials	193.81	193.81
G-01546	Ingram Library Service	Materials	1,887.97	1,887.97
G-01547	Barnes & Noble, Inc.	Materials	12.80	12.80
G-01548	Center Point Large Print	Materials	2,810.52	2,810.52
G-01549	Baker & Taylor Books	Materials	3,856.26	3,856.26
G-01550	Baker & Taylor Entertainment	Materials	3,562.76	
		Materials	3,436.50	6,999.26
G-01551	Marquis Who's Who	Materials	1,603.95	1,603.95
G-01552	Baker & Taylor Books	Materials	1,000.42	
		Materials	2,546.88	
		Materials	4,741.72	
		Materials	3,800.87	
		Materials	7,271.19	
		Materials	8,448.37	
		Materials	1,153.75	28,963.20
G-01553	Baker & Taylor Books	Materials	3,027.69	
		Materials	5,699.59	8,727.28
G-01554	Baker & Taylor Entertainment	Materials	125.58	125.58
G-01555	Mackin	Materials	936.16	936.16
G-01556	Metropolitan Library System	Programming Activities	73.40	
		Programming Activities	80.94	
		Programming Activities	143.41	
		Postage	55.12	
		Professional Services	152.00	
		Other Commodities	97.58	
		Supplies	90.06	
		Supplies	53.28	
		Programming Activities	6.79	752.58
G-01557	Grainger	Maintenance of Facilities	8.63	8.63
G-01558	O G & E	Electrical Services	3,066.29	3,066.29
G-01559	Oklahoma Natural Gas Co.	Gas Services	36.71	
		Gas Services	103.56	
		Gas Services	182.86	
		Gas Services	192.78	
		Gas Services	55.78	
		Gas Services	35.99	607.68

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01560	City of Oklahoma City	Water & Garbage Services	805.23	
		Water & Garbage Services	659.28	1,464.51
G-01561	Southwestern Stationers, Inc.	Safety Supplies	1,262.10	
		Supplies	227.50	
		Supplies	54.72	
		Printing/Printing Supply	5,212.00	6,756.32
G-01562	Tech-Lock	Maintenance of Facilities	2.00	2.00
G-01563	Highsmith	Supplies	73.40	73.40
G-01564	City of Warr Acres	Water & Garbage Services	54.45	54.45
G-01565	Synergy Datacom Supply, Inc.	Supplies	13.22	
		Supplies	29.11	
		Supplies	11.68	
		Supplies	1.47	55.48
G-01566	AT&T	Telephone Services	139.98	139.98
G-01567	U.S. Postal Service	Postage	15,000.00	15,000.00
G-01568	J. Siobhan Morava	Other Commodities	74.17	74.17
G-01569	American Express	Supplies	46.50	
		Safety Supplies	640.65	
		Automation Contractual	69.95	
		Professional Services	24.00	781.10
G-01570	TDS Telecom	Telephone Services	1,077.74	1,077.74
G-01571	American Library Association	Memberships	225.00	225.00
G-01572	Taryn Kingery	Programming Activities	81.35	81.35
G-01573	Keystone Tape & Label, Inc.	Printing/Printing Supply	1,421.59	
		Printing/Printing Supply	184.50	1,606.09
G-01574	Scott Rice Co. - OKC	Furniture	662.75	662.75
G-01575	Denyveta Davis	Other Commodities	106.54	106.54
G-01576	Harvey Sales, Inc.	Maintenance Supplies	1,733.76	1,733.76
G-01577	Light Bulb Supply Co., Inc.	Maintenance of Facilities	74.70	74.70
G-01578	Independent Stationers	Furniture, Fixtures&Equip	76.17	
		Supplies	54.64	
		Supplies	93.32	
		Supplies	16.65	
		Supplies	16.65	
		Supplies	21.48	278.91
G-01579	Jill Justice	Programming Activities	100.00	100.00
G-01580	Library Journals, LLC	Professional Services	209.65	209.65
G-01581	Diamond Electric	Maintenance of Facilities	2,700.00	2,700.00
G-01582	Diane Sarantakos	Memberships	35.00	35.00
G-01583	USA Mobility Wireless, Inc	Telephone Services	109.04	109.04
G-01584	Oklahoma Gazette	Advertisement-Retail Sale	60.00	60.00
G-01585	Hobby Lobby	Programming Activities	34.13	34.13
G-01586	R. R. Bowker, LLC	Network Ctalog Services	1,532.00	1,532.00
G-01587	High-Tech-Tronics, Inc.	Maintenance of Facilities	344.25	344.25
G-01588	Summit Mailing Systems, Inc.	Rent of Equipment	270.00	270.00
G-01589	Hannelore A. Chan	Programming Activities	100.00	100.00
G-01590	ALA-PLA/Experient	Professional Services	215.00	215.00
G-01591	Sheilah Wiser	Programming Activities	66.77	66.77
G-01592	Marie Nichols	Programming Activities	65.06	65.06
G-01593	Laura Van Winkle	Mileage	11.94	11.94
G-01594	Yvonne Carderas	Programming Activities	100.00	100.00
G-01595	Brianna Gaither Music, LLC	Programming Activities	400.00	400.00

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01596	Deborah Austin-Munden	Programming Activities	123.21	123.21
G-01597	Voss Lighting	Maintenance of Facilities	1,349.30	1,349.30
G-01598	Jana Hausburg	Mileage	87.97	
		Mileage	27.75	115.72
G-01599	Deli Partners of Little Rock	Professional Services	159.88	159.88
G-01600	Cisco-Eagle, Inc.	Maintenance of Facilities	2,708.00	2,708.00
G-01601	Anita Roesler	Travel Expenses	37.50	
		Mileage	65.05	102.55
G-01602	The Library Store, Inc.	Supplies	68.51	68.51
G-01603	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-01604	Michael Corley	Programming Activities	200.00	200.00
G-01605	Presort First Class	Postage	134.95	134.95
G-01606	OPUBCO Communications Group	Advertisement-Retail Sale	250.95	250.95
G-01607	Apple Inc.	Automation	690.30	690.30
G-01608	Kimberly Edwards	Programming Activities	169.52	169.52
G-01609	Bank of America	Library-related Services	208.43	208.43
G-01610	Jerry's Contracting	Maintenance of Facilities	2,400.00	2,400.00
G-01611	Steve Crawford	Programming Activities	225.00	225.00
G-01612	American Solutions	Supplies	8,331.60	8,331.60
G-01613	Joy E. Cavett	Programming Activities	95.00	95.00
G-01614	John Wood	Telephone Services	50.00	50.00
G-01615	Linda Jameson	Mileage	7.57	7.57
G-01616	Office Depot Credit Plan	Supplies	47.97	47.97
G-01617	H&C OKC West, LLC	Professional Services	55.20	
		Professional Services	15,553.10	15,608.30
G-01618	BuyRolls Inc.	Maintenance Supplies	1,956.00	1,956.00
G-01619	Manpower, Inc.	Salaries	245.52	245.52
G-01620	Focal Point Consulting, LLC	Professional Services	500.00	500.00
G-01621	Walmart Community/GEMB	Supplies	26.52	
		Programming Activities	115.80	
		Supplies	7.96	
		Supplies	40.86	191.14
G-01622	Preston Bell	Transportation	50.00	50.00
G-01623	Eastpointe Community Church	Programming Activities	40.00	40.00
G-01624	Papa John's Pizza	Programming Activities	89.50	89.50
G-01625	Thomas P. Gallagher	Transportation	25.00	25.00
G-01626	O'Reilly Automotive, Inc.	Maintenance of Facilities	31.92	31.92
G-01627	Star Lighting	Maintenance of Facilities	31.00	
		Maintenance of Facilities	22.95	
		Maintenance of Facilities	445.20	
		Maintenance of Facilities	24.14	
		Maintenance of Facilities	45.00	568.29
G-01628	Mary Parker	Memberships	35.00	35.00
G-01629	Oklahoma Creativity Forum	Professional Services	1,840.00	1,840.00
G-01630	Susan H. Wood	Programming Activities	250.00	250.00
G-01631	AT&T	Telephone Services	74.58	74.58
G-01632	Cox Communications, Inc.	Telephone Service	12.86	12.86
G-01633	Securitas Security USA, Inc.	Security Services	6,404.11	6,404.11

General Fund F.Y. 11-12

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-01634	Monica Buck	Programming Activities	100.00	100.00
G-01635	Maria Watkins	Transportation	77.07	77.07
G-01636	Erika Sterling	Maintenance of Facilities	100.44	
		Maintenance of Facilities	120.00	220.44
G-01637	Pacific Telemanagement Service	Telephone Services	78.00	78.00
G-01638	Darin R. Smith	Transportation	50.00	50.00
G-01639	Chris Kennedy	Mileage	40.24	40.24
G-01640	Workplace Resource	Furniture	2,959.32	2,959.32
G-01641	Matthew Maggiasco	Programming Activities	500.00	500.00
G-01642	Kathy C. Brown	Programming Activities	43.75	43.75
G-01643	Crystal Easley	Mileage	19.91	19.91
Total of FY 11-12 Warrants Issued				\$ 2,250,385.02

General Fund F.Y. 10-11

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
G-05932	Recorded Books, LLC	Materials	990.00	990.00
G-05933	Ingram Library Service	Materials	46.45	46.45
G-05934	Audio Editions	Materials	1,316.99	1,316.99
G-05935	Ingram Library Service	Materials	141.54	141.54
G-05936	Baker & Taylor Books	Materials	5,787.28	5,787.28
G-05937	Baker & Taylor Entertainment	Materials	43.05	43.05
G-05938	Baker & Taylor Books	Materials	888.62	
		Materials	428.31	1,316.93
G-05939	Baker & Taylor Books	Materials	687.23	687.23
G-05940	Baker & Taylor Books	Materials	19.18	19.18
G-05941	Recorded Books, LLC	Materials	1,287.00	1,287.00
G-05942	Random House, Inc	Materials	1,147.50	1,147.50
G-05943	Ingram Library Service	Materials	12.25	12.25
G-05944	Ingram Library Service	Materials	62.16	62.16
G-05945	Baker & Taylor Books	Materials	1,126.66	1,126.66
G-05946	Baker & Taylor Books	Materials	136.87	136.87
G-05947	High-Tech-Tronics, Inc.	Maintenance of Facilities	85.00	85.00
G-05948	Oklahoma Department of Labor	Maintenance of Facilities	40.00	40.00
G-05949	Ingram Library Service	Materials	58.84	58.84
G-05950	Audio Editions	Materials	741.25	741.25
G-05951	Baker & Taylor Books	Materials	1,206.82	1,206.82
G-05952	Baker & Taylor Books	Materials	878.36	878.36
G-05953	Baker & Taylor Books	Materials	22.82	22.82
G-05954	Carrie Webber	Programming	100.00	100.00
G-05955	Baker & Taylor Books	Materials	410.40	410.40
Total of FY 10-11 Warrants Issued				\$ 17,664.58

Special Funds

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
S-16961	Andrew C. Chandler	Lost & Paid Book Returned	3.00	3.00
S-16962	Annie L. Tyson	Lost & Paid Book Returned	7.95	7.95
S-16963	Jonathan R. Walcher	Lost & Paid Book Returned	4.45	4.45
S-16964	Billie G. Gore	Lost & Paid Book Returned	3.00	3.00
S-16965	Linda W. Murphy	Lost & Paid Book Returned	22.95	22.95
S-16966	Janie L. Cornett	Lost & Paid Book Returned	12.95	12.95
S-16967	Ryan R. Wall	Lost & Paid Book Returned	3.00	3.00
S-16968	Blaire D. Madewell	Lost & Paid Book Returned	6.95	6.95
S-16969	Charity R. Heim	Lost & Paid Book Returned	3.00	3.00
S-16970	Lisa D. Coker	Lost & Paid Book Returned	25.00	25.00
S-16971	Kristy E. Milner	Lost & Paid Book Returned	3.00	3.00
S-16972	Amber R. Ford	Lost & Paid Book Returned	3.00	3.00
S-16973	BMI Systems Corporation	Copier Maintenance	78.50	
		Copier Maintenance	36.00	
		Copier Maintenance	78.50	193.00
S-16974	Erin L. Oldfield	11/Kirkpatrick/After Scho	400.00	400.00
S-16975	Interurban	Digital Inclusion Forum	1,153.44	1,153.44
S-16976	Kayli K. Barrett	Lost & Paid Book Returned	14.95	14.95
S-16977	Maysa L. Webster	Lost & Paid Book Returned	3.00	3.00
S-16978	Elvira Munoz	Lost & Paid Book Returned	4.95	4.95
S-16979	Katherine A. Ray	Lost & Paid Book Returned	12.00	12.00
S-16980	Betty L. Siller	Lost & Paid Book Returned	18.95	18.95
S-16981	Sheryl A. Dudley	Lost & Paid Book Returned	4.45	4.45
S-16982	Judith A. Berry	Lost & Paid Book Returned	30.00	30.00
S-16983	Tolu F. Efunnuga	Lost & Paid Book Returned	3.00	3.00
S-16984	Amy Nevius	12/Friends/After School	400.00	400.00
S-16985	Nathan Lee	12/Friends/After School	600.00	600.00
S-16986	Susan Pierce	Noon Tunes	560.00	560.00
S-16987	Standley Systems	Copier Usage	258.41	
		Copier Usage	298.10	
		Copier Maintenance	84.45	
		Copier Maintenance	13.98	
		Copier Maintenance	32.31	
		Copier Maintenance	34.96	722.21
S-16988	Carri Dolan	11/Kirkpatrick/After Scho	400.00	400.00
S-16989	Kiona Millirons	11/Kirkpatrick/After Scho	800.00	800.00
S-16990	Christopher L. Stiffler	Lost & Paid Book Returned	15.95	15.95
S-16991	Ellen L. Newman	Lost & Paid Book Returned	3.00	3.00
S-16992	Taya M. Patnode	Lost & Paid Book Returned	3.00	3.00
S-16993	Felicia A. Arredondo	Lost & Paid Book Returned	4.95	4.95
S-16994	Nicholas G. Thompson	Lost & Paid Book Returned	3.00	3.00
S-16995	Carter M. Moore	Lost & Paid Book Returned	16.00	16.00
S-16996	University of Tulsa	Lost Book Fee	63.00	63.00
S-16997	University of Tulsa	Lost Book Fee	16.75	16.75
S-16998	Patty A. Williamson	Lost & Paid Book Returned	3.00	3.00
S-17000	Geoffrey L. Smith	12/Freinds/After School	400.00	400.00
S-17001	Standley Systems	Copier Maintenance	6.38	6.38
S-17002	Raymond J. Slauf	Lost & Paid Book Returned	4.95	4.95
S-17003	Oklahoma Tax Commission	State Sales Tax-Sep. 2011	473.87	473.87
S-17004	Micah A. Stirling	Lost & Paid Book Returned	13.95	13.95
S-17005	Tiffany M. Burns	Lost & Paid Book Returned	12.99	12.99
S-17006	Kathleen McGuffen	Lost & Paid Book Returned	13.35	13.35

Special Funds

Warrant Register

October 2011

Number	Vendor/Payee	Purpose		Amount
S-17007	Alexa V. Abbott	Lost & Paid Book Returned	3.00	3.00
S-17008	Marilyn R. Dugas	Lost & Paid Book Returned	8.75	8.75
S-17009	Samuel B. Margo	Lost & Paid Book Returned	12.95	12.95
S-17010	Hannah M. Sherwin	Lost & Paid Book Returned	14.95	14.95
S-17011	Julie Watson	Lost & Paid Book Returned	14.80	14.80
S-17012	Briant L. Alexander	Lost & Paid Book Returned	15.95	15.95
S-17013	Rebecca G. Magann	Lost & Paid Book Returned	13.95	13.95
S-17014	Metropolitan Library System	Transfer of Fines & Fees	39,000.00	39,000.00
S-17015	Oklahoma Tax Commission	State Sales Tax-Sep 2011	671.21	671.21
S-17016	Candace McDaniel	Staff Recognition Dinner	390.35	390.35
Total of Special Funds Warrants Issued				\$ 46,618.25

I, Donna Morris, certify that:

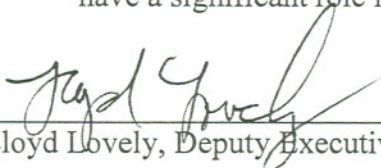
1. I have reviewed these monthly financial statements of the Metropolitan Library System;
2. Based on my knowledge, these reports do not contain any untrue statements of a material fact or omit to state a material fact necessary to make the statements made not misleading with respect to the period covered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

11-10-11
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

11-9-11
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: THREE QUARTER-TON PICKUP

Provided for in the FY2011-12 budget is the request for a new 3/4 ton 4WD Crew Cab Pickup for the Maintenance Division. The pick up that meets the Maintenance Divisions specifications is the Ford F-250.

There is a state contract for vehicle purchase. The state contract is: SW0035. The Ford F-250 is listed on the State Contract. The Library's purchasing policy allows the Library to purchase off of any state contract.

Jim Norton/Matthews Ford is on this state contract as a vendor. The table below shows the equipment that will be purchased and the pricing of the equipment:

Quantity	Model or Code	Description	Contract Price
1	F-250 W2B	Ford F-250 3Q Ton Crew Cab 4WD Pickup	\$25,063.00
1	P95	Electric Brake Controller	\$135.00
1	P83	Driver Side Spotlight	\$250.00
1	P82	12 Volt Power Supply to Cab	\$75.02
1	P72	Chrome Side Step	\$307.00
		Total Contract Price	\$25,830.02

RECOMMENDATION:

That the Commission approve the purchase of the Three-Quarter Ton 4WD F-250 Crew Cab from Jim Norton/Matthews Ford. Funding for the purchase is provided for in the FY11-12 budget, account 409.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM B: CISCO DATA & VOICE NETWORK EQUIPMENT

Provided for in the FY2011-12 budget is funding to purchase data and voice network equipment for the Northwest. For a new library, a router, switches, and wireless access points will all be needed.

Cisco Systems has all network related equipment that is on state contract, C070015. As we are already using Cisco equipment for the rest of the library's networking equipment, this will also allow us to integrate the Northwest Library into the existing network. This equipment will provide data services for all computers, voice for all phones and wireless internet access for both staff and customer devices.

The equipment includes a Cisco 3945 router that will handle voice and data traffic from the Northwest Library to the rest of the library network, two 3560-24 port POE switches for devices that require power over Ethernet, three 3560-48 port switches for computers, seven wireless access points that will allow wireless access from anywhere in the library, and the installation and configuration of all equipment.

Equipment	Quantity	Total Cost
3945 Router	1	\$13,267.66
3560-24 POE Switch	2	\$ 6,955.20
3560-48 Switch	3	\$14,904.00
Air-1142 Access Point	7	\$ 4,325.27
Installation & configuration	1	\$ 2,976.00
Downtown Library		\$42,428.13

RECOMMENDATION:

That the Commission approve the purchase of Cisco Data & Voice networking equipment from Chickasaw Telecom in the amount of \$42,428.13. Funding for this project is included in the FY2011-12 budget, Account 450.

CONTRACT AWARDS AND PURCHASES

(cont'd)

ITEM C: MICROCOMPUTERS

Provided for in the FY2011-12 budget is the request for microcomputers. These computers will be used for the Northwest Library, additional computers for Southern Oaks when they move back to their remodeled building, and computers normally scheduled for replacement in our technology replacement plan. This includes both staff and public computers. The Northwest Library will have a total of 90 computers including public and staff computers. Southern Oaks will have an additional 30 computers in their remodeled building. The remaining 170 computers will be replacement computers at other libraries.

The Library's purchasing policy allows the Library to purchase off of any state contract. The State of Oklahoma still participates in the Western States Contracting Alliance for computers under State Contract #SW206

Hewlett-Packard and Dell both participate in the State Contract pricing. The Library's specification for computers was developed and this specification was then priced with each vendor's state contract price. The table below shows the results:

Computers with Monitors	
Vendor	Price Each
Hewlett-Packard	\$ 915.77
Dell	\$1,055.41

RECOMMENDATION:

That the Commission approve the purchase of 290 microcomputers to Hewlett-Packard in the amount of \$265,573.30. Funding for the purchase is provided for in the FY2011-12 budget, account 410.



STRATEGIC PLAN 2007-2012

WHERE ARE WE NOW?

Year 4 Highlights



We strive to be your inviting, innovative link to the World!

Satisfying Curiosity: Lifelong Learning

Goal: All ages realize their library offers topics in a variety of formats they find captivating and enriching to their lives.

October 2010

Booktober Fest, a reading program for adults, is introduced with over 3,000 participating.

The [Oklahoma Gazette](#) writes an article promoting Teen Read Month.

Outreach visits schools in the service areas of the extension libraries to teach the kids about all of the resources that are available at their library.

November 2010

Customers borrowing time for DVDs and videos increases from 7 to 14 days and fines are reduced from \$0.50 to \$0.10.

January 2011

Nicoma Park arranges a new area for large print adult fiction, romance, mystery and westerns apart from regular print, and designated a separate space for inspirational fiction and romance.

February 2011

Winter Read Fest continues for the eighth year with over 4000 seniors participating.

March 2011

Libraries convert the Books on Tape from bags to book-shaped cases, to promote easier browsing and title location.

Manding Jata from Mali, West Africa perform at 11 libraries.

April 2011

Downtown Library hosts an author visit, featuring guest speaker Laura Bush.

Reduxion Theatre perform Midsummer Night's Dream at 5 libraries.

Bestselling author of young adult books, Maureen Johnson, visits 5 libraries and a local high school thanks to a grant from the Friends of the Metropolitan Library System.

May 2011

All MLS locations participate in national Free Comic Book Day by distributing free comic books on May 7th, 2011.

Midwest City Library hosts the Eric Humphries Painted Atrocities exhibit "Is the Whole World on Fire?", which is a nationally and internationally recognized artistic interpretation of the Tulsa Race Riot of 1921.



June 2011

Eastern Oklahoma County Technology Center Adult Day Services Center participate in Summer at Your Library Events at the Choctaw Library.

ZuZu's Petals perform at Luther Library, singing nursery rhymes and exploring musical instruments.

4,708 teens and 17,380 children participate in the 2011 Summer Reading program

August 2011

Downtown library works on a series of stories about how teens can plug in and become engaged with their local libraries. The first in the series is about teen filmmaking.

September 2011

Outreach participates in the A+ School Arts Conference distributing information about online databases and programs available at MLS libraries.

MLS participates for the 14th straight year in Septemberfest, encouraging 20,000 children and adults to read for fun.

Goal: Residents see their library as a resource for introductions to an assortment of cultural, civic and/or community interests.

October 2010

Trip Around the World program promotes cultural awareness at various locations throughout the system.

There is outstanding program attendance and participation for the Spooky, Chilly, Jump Tales storytelling event at the Choctaw Library.

Downtown continues the Second Sunday Concert Series with various musical performances, many of which utilize the 46th Star Auditorium's Steinway piano.

Son del Barrio performs at various locations throughout the system.

November 2010

The Edmond Library's second History Book Club meeting attracts 70 people to this unique and interactive program. The program has exceptionally broad appeal, with ages spanning from college students to senior citizens attending.

January 2011

The Daily Oklahoman runs an article highlighting a [fitness boot camp program](#) at the Ralph Ellison Library.

February 2011

Midwest City Library hosts Legislative Meet & Greet with local elected officials answering questions from the community.

Friends of the Library's annual booksale raises \$237,000, with almost \$156,000 donated back to MLS for special projects.

April 2011

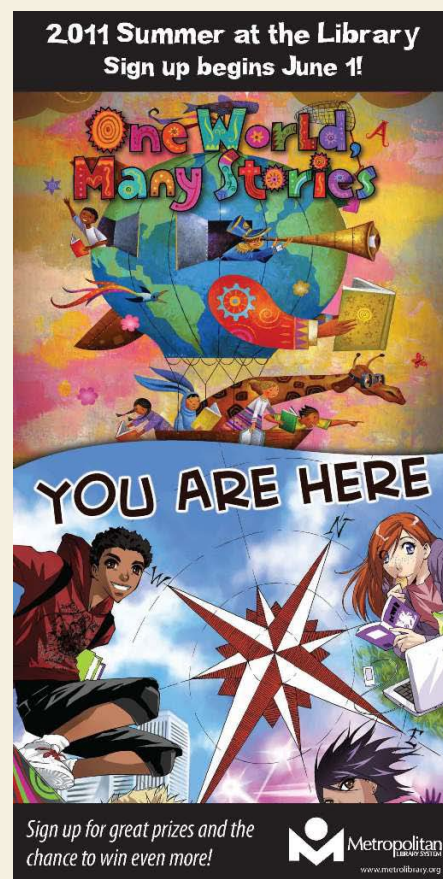
On April 12, 2011, former First Lady Laura Bush visits Oklahoma City as the guest speaker at the 9th annual Literary Voices fundraising dinner benefitting the Library Endowment Trust.

The International Festival is at the Downtown Library and welcomes hundreds for a variety of performance, food, arts and crafts from across the globe.

The Choctaw Library participates in the Land Run Days and Old Timer's Day, which is well attended and receives public exposure with students, teachers and families. As an added value, the Library partners with local storytellers to enhance the world of learning using library materials.

May 2011

The Library Endowment Trust purchases an Oklahoma landscape painting by Edmond artist Rory Morgan to be displayed at the new Northwest Library in memory of the late Trust President Robert H. Brady.



June 2011

Disaster Preparedness & Citizen CPR workshops available at various locations throughout the system.

Warr Acres Library sponsors "Coupons, \$aving Money and More!", with 185 attendees. Popularity requires move to larger venue.

Warr Acres Library completes a year of LEGO Club @ Your Library, and continues to provide these opportunities to learn teamwork, communications, planning and problem solving for children, ages 6 to 11 year old.

The Special Friends of The Village Library raise \$8622 for future expansion of The Village Library at their annual Village Fair.

July 2011

Librarian's at Southern Oaks coordinate four Cultural Fairs. The children and teens watch performers, taste food, and participate in arts and crafts to learn and experience different cultures around the world.

Edmond presents diverse programs, offered year-round and co-sponsored by the library and its partners, including Yu-Gi-Oh Tournaments, Farsi classes, and Clubs for Stamp Enthusiasts, Chess Players and Youth Environmentalists.

Children's Music Festival returns to MLS.

August 2011

The Development Office coordinates a public art committee to select artwork for the new Northwest Library. Artist Solomon Basso is selected to create four unique sculptures depicting Oklahoma animals and an Oklahoma cowgirl.

September 2011

Development and Volunteer Services leads an initiative initially named Jazzed at the Library designed to court young professionals to become supporters and users of the MLS. These networking-style events are slated to continue quarterly.

Midwest City library creates the Mad Scientist Lab program. Elementary age children do hands-on science activities to foster an appreciation for STEM (Science, Technology, Engineering, & Math) subjects and encourage lifelong learning.

Choctaw Library presents genealogy workshops focusing on basic concepts, genetics and a historical overview of the Daughters of the American Revolution Genealogical Research System.

MLS and City Arts Center join to present workshops on how to write the stories of your life with workshops being held at a different library each month.

Visit a Comfortable Place: Public & Virtual Places

Goal: All ages appreciate their library for its designated places for quiet reading or studying and as a place for social or business activities.

December 2010

The Capitol Hill Library uses its new meeting room to host the December library commission meeting for the first time in over 10 years.

Businesses are making good use of our Downtown Library meeting rooms and revenue is increasing.

February 2011

The Bethany Library gets a fresh look with new carpeting and reupholstered chairs plus adds computers for children.

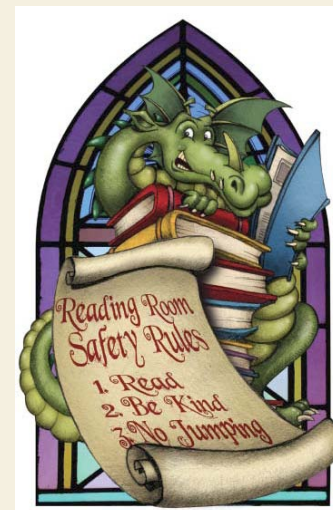
New shelving and displays allow Edmond customers to more easily find items. Books that are new, oversized or holiday related, as well as music CDs, are given more visible homes.

The Village Library children's room renovations, which include paintings and other décor provided by The Special Friends of The Village Library, are complete.

May 2011

Ladybug and Caterpillar "Cuddle-Up" cushions are added to the Warr Acres children's area for children to sit and read.

Nicoma Park Library receives signs for both sides of the library.



June 2011

The Capitol Hill library is featured on television during the evening news, as a "Cool Place," one of the few social locations in the area where people can come to escape the heat.

July 2011

From China Painters to Dog Ears (information on dogs helping people who are deaf), fresh displays, changed monthly, welcome Edmond customers while exposing many to new cultures or topics.

September 2011

Harrah Library gets a facelift with new carpeting and paint.

October 2011

The Town of Jones City and BancFirst finalize the details of the donation of real property to be used for a new library in Jones.

The City of Del City community center, where the Del City Library resides, gets some improvements.



Goal: All ages recognize their library as a great place both physically and virtually to interact with others due to the noteworthy opportunities provided.

October 2010

The Capitol Hill Library celebrates its annual Halloween event on October 30. The event features Magician Steve Crawford, pumpkin decorating, and treats for the young goblins. Over 200 customers attend this event.

MLS participates in the annual Ghouls Gone Wild Halloween Parade.

November 2010

The Fabulous Shpielkes conduct Klezmer music performances around the system and see 890 in attendance.

The MLS purchases equipment to assist with inclement weather cleanup.

December 2010

The Capitol Hill Library conducts their annual open house on Saturday, December 4th. Over 800 customers enjoy free photos with Santa, free books, arts & crafts as well as live music.

Many customers enjoy the Downtown Holiday Festival featuring movies, music, children's crafts, a holiday train in the Oklahoma Room and library information booths.

January 2011

Seuss-A-Palooza celebrates the work of Dr. Seuss in cooperation with the OKC Philharmonic.

March 2011

Winter Readfest 2011 is very successful with over 4000 library visits and customers appreciate the drawing prizes as well.

April 2011

Southern Oaks reopens in the temporary location while the permanent facility has major renovations.

May 2011

The Development Department obtains a grant from the Oklahoma City Community Foundation to fund new landscaping at the Village Library, Midwest City Library, & Ralph Ellison Library.

August 2011

Nicoma Park rearranges to better accommodate audio materials and sitting/reading spaces.



September 2011

With UCO professors as partners, an average of 47 Edmond library customers join a bi-monthly History Book Club, gaining knowledge and insight into varying American conflicts and challenges through books such as Nathaniel Philbrick's Last Stand: Custer's War with Native Americans.

Know How to Find, Evaluate & Use Information: Information Fluency

Goal: All visitors can expect library staff to have up-to-date knowledge, skills, and abilities to deliver library services.

October 2010

Four staff members attend the Black Caucus American Library Association's 7th National Conference in Birmingham, Alabama.

November 2010

Staff participate in the customer service and supervisory series of courses being conducted by SGR at the City of Edmond Municipal Complex.

Two staff members are participants in the Oklahoma Library Association Gold Leadership Institute to be held this month in Ardmore, Oklahoma. Donna Morris is serving as a mentor for this year's participants.

December 2010

MLS hires the Singer Group to conduct a classification and compensation study.

January 2011

Emily Williams appears on the Fox local morning show to promote a library fan fiction & art contest.

February 2011

The Director of Marketing & Communication's article on our successful Facebook ad campaign is published in the Marketing Library Services Journal.

March 2011

MLS, through Buddy Johnson and the Downtown Library, partners with the City of OKC, OK Historical Society, OKC Museum of Art, and RetroMetro OKC on an exhibit titled [Oklahoma City! Sooner or Later](#) which opens March 1, 2011 at City Hall.

April 2011

Human Resources participates in the Oklahoma Employer Council Spring Job Fair at the Coca Cola events center in Bricktown.

MLS Marketing Department wins the Best in Show award for the American Library Association's Public Relations exchange "Flyers promoting a special program or event".

Executive Director, Donna Morris and four other MLS staff participate in Oklahoma Library Legislative day on Tuesday, April 12th by visiting with legislators from Oklahoma County about issues of concern related to libraries and also to thank them for their support of libraries over the years.

May 2011

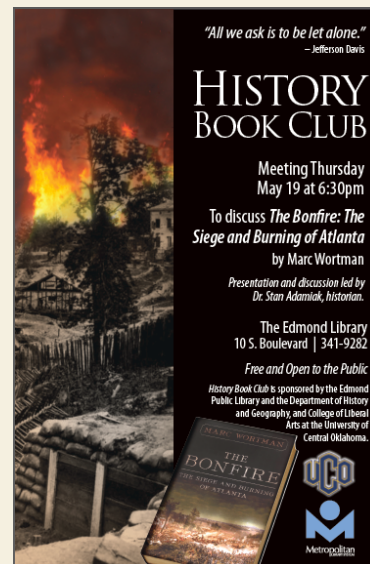
The Northwest Library, slated to open in 2012, begins hiring staff by starting with selecting manager, Julie Ballou.

Librarians, Jennifer Jones and Angela Hill sit on an expert panel: "Library Services for Spanish Speaking Customers," sponsored by the Social Responsibilities Roundtable of OLA.

Outreach works with the Oklahoma City Public Schools to compose an automated phone message informing all parents about this year's Summer @ the Library program.

MLS Director of Marketing and Communications, Kim Terry, graduates in the 29th Leadership OKC class.

MLS partners with Barnes & Noble to offer free eBook training at Barnes & Noble locations in Oklahoma City.



July 2011

MLS Director of Facilities Maintenance, Patrick Williams, is the incoming president of the OKC chapter of the International Facilities Management Association.

MLS partners with community resources to provide staff training sessions on how to best serve customers with mental and physical challenges.

Eighteen staff attend a workshop sponsored by the Medical Library Association on change management, leadership & influence conducted by nationally recognized speaker Pat Wagner.

August 2011

MLS Researcher, Stuart Williamson's article [Public Library Computer Waiting Queues: Alternatives to the First-Come-First-Served Strategy](#) is accepted for publication in [Information Technologies in Libraries](#) journal.

An eMedia subject matter expert group (eMedia All-Stars) is created to help customers and staff better understand the ever-changing eReader environment.

October 2011

Executive Director, Donna Morris, is nominated for the Journal Record's Woman of the Year.

The Director of Development, Diane Sarantakos, participates on a task for ALTAFF (Association for Library Trustees, Friends and Foundations) to develop an ethics statement for Trustees to be used as a resource for all libraries and their trustees.

Goal: All ages can expect friendly guidance on how to locate the best information resources to meet their requests or needs.

November 2010

Bethany Children's Librarian Daniel Fields is recognized on KFOR's Pay It Forward segment for his excellent service to the community.

December 2010

Librarian Sharon Bish creates a helpful handout for customers titled Government Information: Online and Print Resources.

April 2011

MLS Director of Information Technology, Anne Fischer, is invited to serve on Oklahoma Educational Technology Trust (OETT) committee. The mission of OETT is to equip Oklahoma common school and Career Tech students with the technology and technological skills necessary to compete in the global marketplace.

July 2011

Edmond utilizes up-to-date bibliographies for subject searches and/or readers advisory, enabling customers to find materials specific to their interests more quickly and easily.

August 2011

Smart Start in the Schools, which is an outreach program based in every OKC elementary public school that focuses on early literacy and promoting library and parent education, begins and continues monthly until May 2012.

September 2011

Library employees promote the numerous databases that are available to our customers by going out in the community and speaking to civic groups and organizations.

October 2011

[Librarian minds Oklahoma Room in downtown Oklahoma City, sends Oklahoma Image Project across the Internet](#) article in the Oklahoman highlights the Oklahoma Room and librarian, Larry Johnson.

Pay It 4Ward November 17



Connect to the Online World: Public Internet Access

Goal: All ages discover that their library has current equipment, tools and training for the public to responsibly access the digital world.

December 2010

NewsOk article is published on the capability for iPhones and Android phones to download eBooks.

February 2011

Edmond relocates catalog computers to shelf endcaps providing greater convenience for customers and staff.

March 2011

The Capitol Hill Library purchases an Xbox Kinect. This new electronic device works with a projector to transform participants into an actual story.

April 2011

Materials Selection adds American Indian History Online to our collection of online database resources.

October 2011

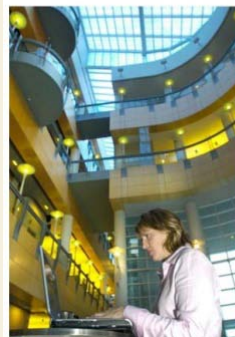
New users to our eMedia service is up 190% from this time last year.

Metropolitan Library System users can download books to their iPhones

Metropolitan Library System cardholders now can download electronic or audio books to their iPhone or iPad thanks to a new iPhone application. The Oklahoma City-area library system's officials said they hope to offer an optimized application designed specifically for the iPad soon.

BY DARLA SLIPKE darla@newsok.com 11
Published: December 16, 2010

The Metropolitan Library System is expanding its electronic services to include applications that will allow users to read books from their iPhone, iPad or Android phone.



Those devices join a growing list of electronic devices that the library system supports.

Although the new application will work on the iPad, the text will appear smaller than normal because the application is designed for smaller devices, library system officials said.

An optimized version for the iPad is coming soon. The iPad application, which will include improved resolution and additional features, could be available as early as next month, said Anne Fischer, director of information technology for the library system.

The library system has more than 3,700 audio books and more than 2,000 electronic books available, Fischer said. That compares to about 2,000 audio

Goal: Adults understand that using the Internet is beneficial to development for all ages.

April 2011

Little Pim, the children's module of our Mango Languages database, is added to our collection of online resources.

May 2011

Students in a game development course at OCCC create a Spoticus Around the World game to tie in with this year's Summer at the Library program that is installed on children's computers around the system for customers to enjoy.

August 2011

Ralph Ellison Library offers a Skype talk with bestselling young adult author, Earl Sewell.

October 2011

MLS hosts the Institute of Museum and Library Services national [Digital Inclusion Forum](#) at the Downtown Library.

Goal: All ages recognize and use their library's website and its resources as an extension of the physical library.

January 2011

Library supporters can now make donations online at the newly designed www.supportmls.org website.

Marketing promotes the Oxford Biblical Studies database throughout January in INFO, on our website, and with other promotional materials.

February 2011

A Facebook "Like" button is added in the library catalog so that when selected it posts on a user's Facebook page that they like a link. From their Facebook page friends can then click on the link that takes them to the bibliographic record in CyberMARS.

March 2011

KFOR news story on [Saving a Buck: downloading library eBooks](#)

Planning Services teams up with Sharon Bish, Librarian, to create new Tax Forms & Tax Information resource page on www.metrolibrary.org

Newly designed eMedia support pages are available on metrolibrary.org. The Page includes video tutorials, how-tos, eReader comparisons, and links to additional eBook resources.

Planning Services teams up with Outreach to create Teen Tech Month, Teen Reading Month, and Summer Reading websites.

April 2011

Stickerthon, a special two-day, spring break volunteer service opportunity for teens is facilitated. The opportunity is publicized and sign-ups conducted online only.

The MLS eMedia page becomes a gateway to over 15,000 free public domain titles from the Project Gutenberg collection.

Materials Selection adds 18 new databases to the MLS collection such as: American Indian History online, Price It! Antiques & Collectibles, Same Day Global Newspapers (PressDisplay), Consumer Reports

October 2011

Throughout the year, Marketing promotes a different database each month in INFO, on our website and with other promotional materials.

August 2011

Monthly MLS Facebook visits, likes and conversations average 71,000.

September 2011

Cyber-Volunteers continue work transcribing the Oklahoma Voices Project to eventually become a searchable database.

MLS website highlights partnership with six local businesses offering discounts to library customers.



All Goals

November 2010

Results of the [2010 Telephone Survey](#) show that over the past three years our efforts to educate the community about the materials and services we provide have been very successful.

March 2011

Planning holds meetings at each of the offices and libraries to discuss the results of the midpoint strategic plan survey and plan for the remainder of the strategic plan.

September 2011

Three new MLS commercials begin airing on several of television channels.

October 2011

Wright Library receives a historical dedication marker presented by the Stockyards.



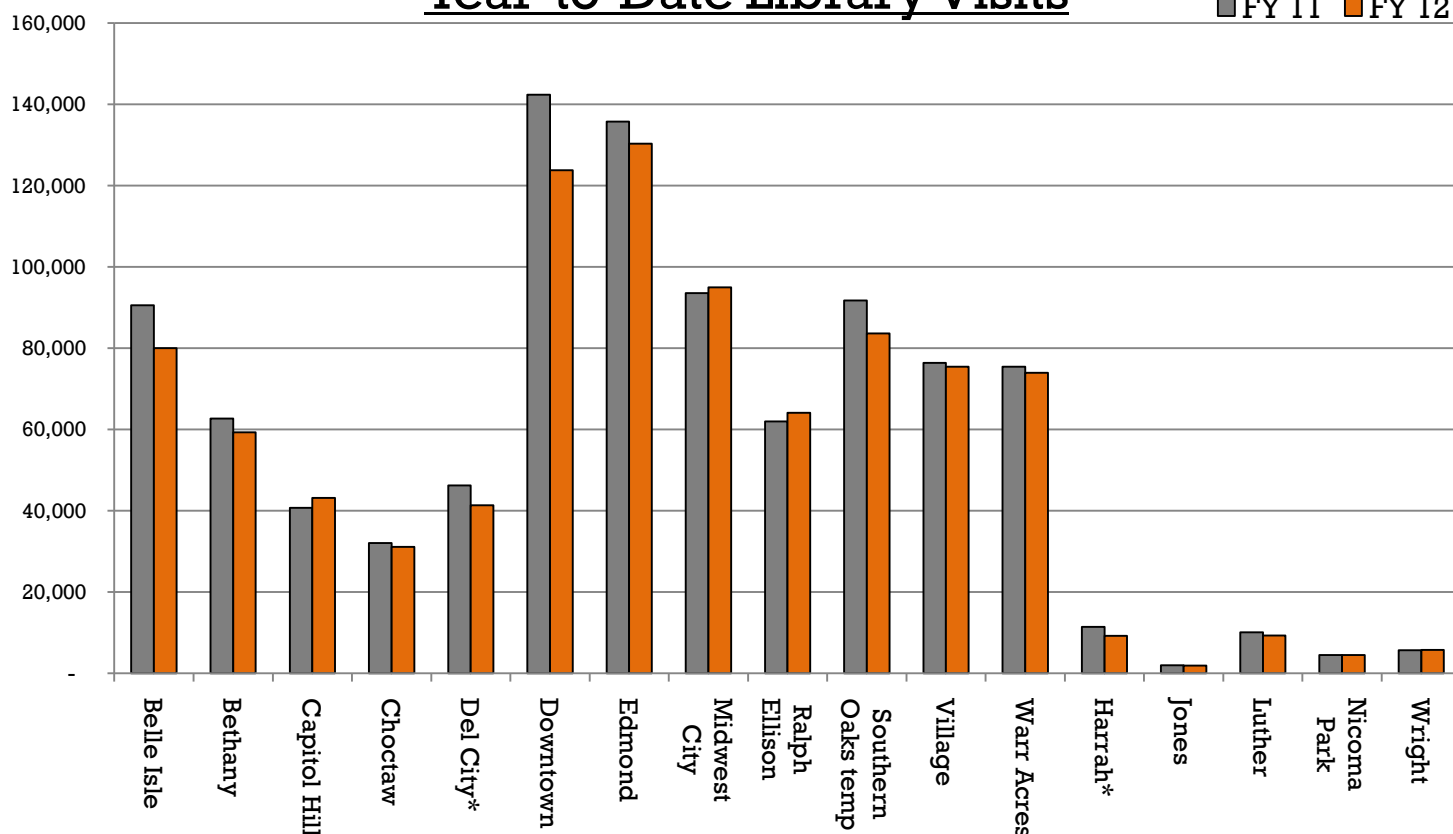
MLS Library Visits

July 1, 2011 - October 31, 2011 (33.33% of the 11-12 Fiscal Year)

October	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	21,030	90,547	16,240	80,038	-22.8%	-11.6%
Bethany	14,207	62,719	13,529	59,277	-4.8%	-5.5%
Capitol Hill	10,758	40,716	11,582	43,131	7.7%	5.9%
Choctaw	7,261	32,050	7,109	31,111	-2.1%	-2.9%
Del City*	11,996	46,240	11,896	41,363	-0.8%	-10.5%
Downtown	31,617	142,386	27,466	123,824	-13.1%	-13.0%
Edmond	30,520	135,738	29,275	130,352	-4.1%	-4.0%
Midwest City	21,383	93,570	22,226	95,007	3.9%	1.5%
Ralph Ellison	14,252	62,023	14,917	64,114	4.7%	3.4%
Southern Oaks temp	20,622	91,729	21,137	83,611	2.5%	-8.9%
Village	17,276	76,384	17,292	75,475	0.1%	-1.2%
Warr Acres	17,092	75,439	15,976	73,923	-6.5%	-2.0%
Harrah*	2,726	11,425	2,490	9,192	-8.7%	-19.5%
Jones	443	1,973	512	1,886	15.6%	-4.4%
Luther	2,510	10,084	2,151	9,299	-14.3%	-7.8%
Nicoma Park	1,218	4,478	968	4,489	-20.5%	0.3%
Wright	1,776	5,656	1,552	5,744	-12.6%	1.6%
Total	226,685	983,158	216,317	931,836	-4.6%	-5.2%

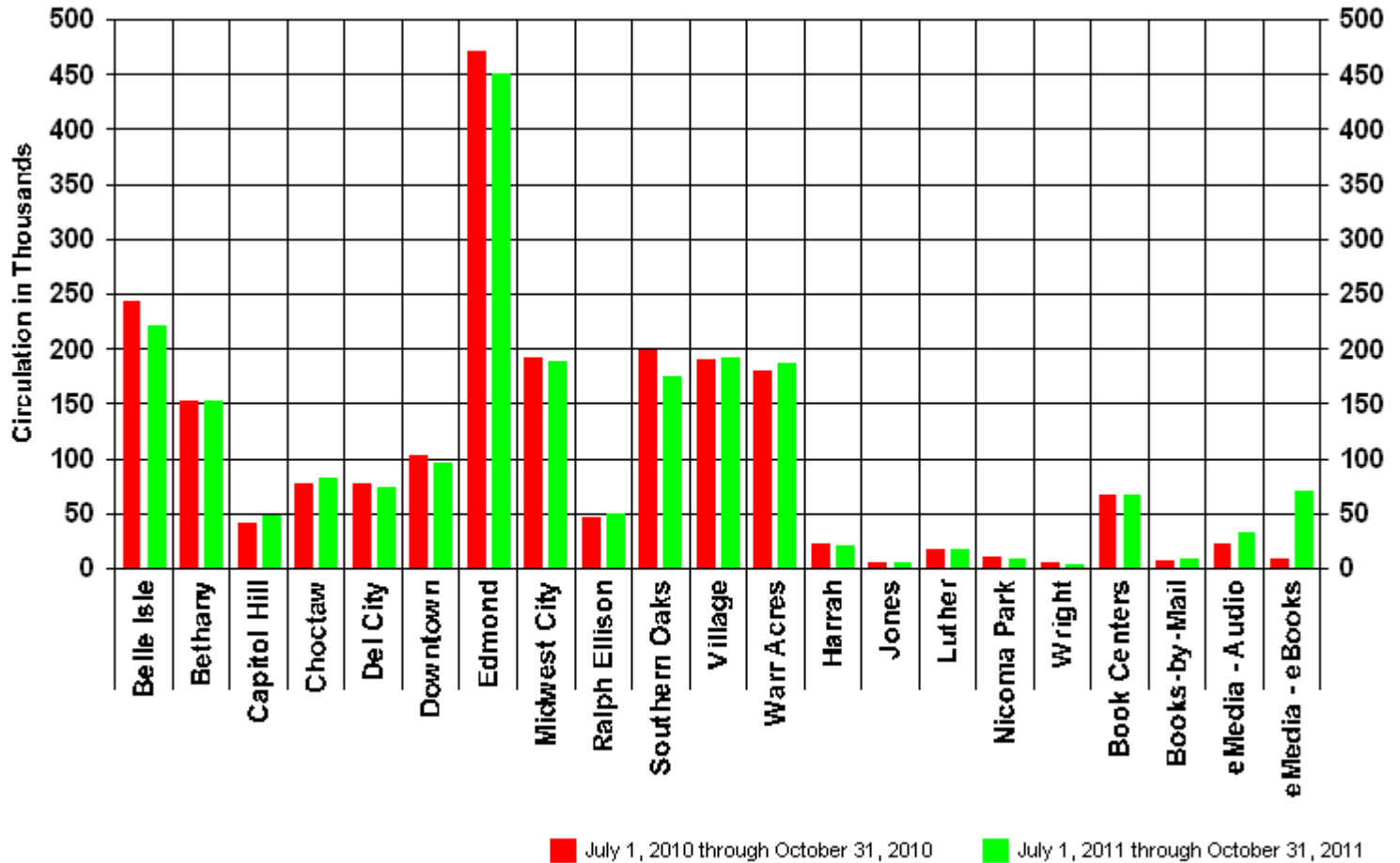
* FY12 Months of September and October based on historical estimation

Year-to-Date Library Visits



Circulation Gains and Losses

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)



Circulation Gains and Losses

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

OCTOBER 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	43485	183897	14073	58604	57558	242501	
	12	38872	163495	13644	57014	52516	220509	
		-4613	-20402	-429	-1590	-5042	-21992	-9.1
Bethany	11	24152	104776	10477	47886	34629	152662	
	12	23788	102953	10953	50049	34741	153002	
		-364	-1823	476	2163	112	340	.2
Capitol Hill	11	7302	27527	3710	14507	11012	42034	
	12	7237	30217	4766	17862	12003	48079	
		-65	2690	1056	3355	991	6045	14.4
Choctaw	11	10692	47202	6641	29322	17333	76524	
	12	11248	49962	7462	31982	18710	81944	
		556	2760	821	2660	1377	5420	7.1
Del City	11	12439	52572	6063	23840	18502	76412	
	12	12307	52936	4691	20987	16998	73923	
		-132	364	-1372	-2853	-1504	-2489	-3.3
Downtown	11	17760	78471	5500	24844	23260	103315	
	12	16710	71568	5452	23748	22162	95316	
		-1050	-6903	-48	-1096	-1098	-7999	-7.7
Edmond	11	61485	272210	44115	198299	105600	470509	
	12	57201	249372	45943	201743	103144	451115	
		-4284	-22838	1828	3444	-2456	-19394	-4.1
Midwest City	11	31885	136809	13322	55001	45207	191810	
	12	31236	130774	13849	57369	45085	188143	
		-649	-6035	527	2368	-122	-3667	-1.9
Ralph Ellison	11	8282	34212	2729	12405	11011	46617	
	12	9036	36777	2979	12491	12015	49268	
		754	2565	250	86	1004	2651	5.7
Southern Oaks	11	33923	146016	13290	52661	47213	198677	
	12	30295	123833	13434	51237	43729	175070	
		-3628	-22183	144	-1424	-3484	-23607	-11.9
Village	11	29554	129372	13401	60740	42955	190112	
	12	30152	130004	14044	62345	44196	192349	
		598	632	643	1605	1241	2237	1.2
Warr Acres	11	28426	124758	12887	55194	41313	179952	
	12	30108	129863	12840	56452	42948	186315	
		1682	5105	-47	1258	1635	6363	3.5

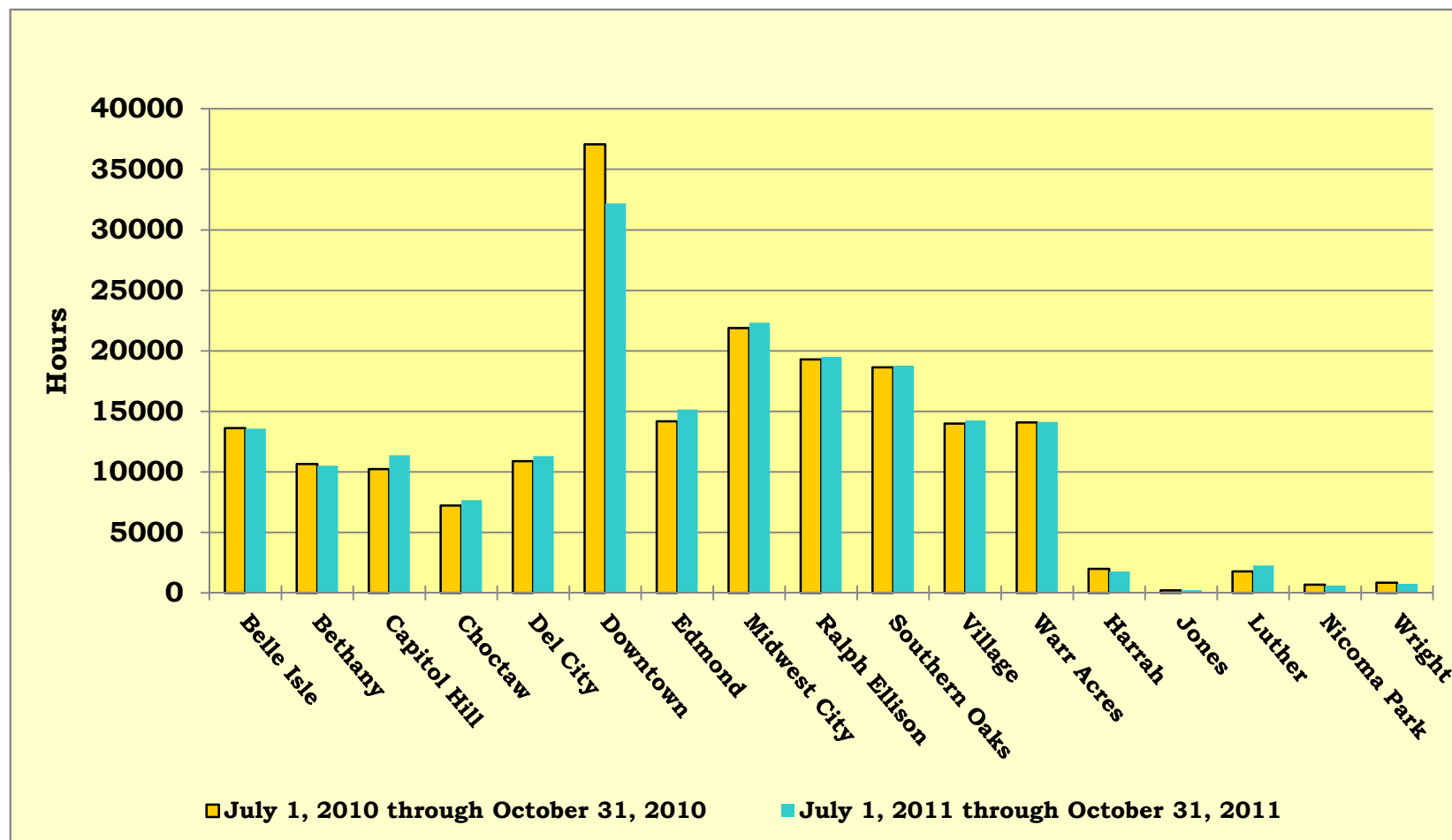
Circulation Gains and Losses

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

OCTOBER 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	3797	15824	1830	7195	5627	23019	
	12	3910	14443	1692	6007	5602	20450	
		113	-1381	-138	-1188	-25	-2569	-11.2
Jones	11	743	3402	307	2012	1050	5414	
	12	736	3175	447	1845	1183	5020	
		-7	-227	140	-167	133	-394	-7.3
Luther	11	2594	12475	924	4905	3518	17380	
	12	2776	11876	1237	5712	4013	17588	
		182	-599	313	807	495	208	1.2
Nicoma Park	11	2096	8238	506	2332	2602	10570	
	12	1515	6433	397	2049	1912	8482	
		-581	-1805	-109	-283	-690	-2088	-19.8
Wright	11	1010	3968	338	1277	1348	5245	
	12	592	2916	389	1251	981	4167	
		-418	-1052	51	-26	-367	-1078	-20.6
<u>OTHER:</u>								
Book Centers	11	10200	40823	6350	25408	16550	66231	
	12	10484	41490	6317	25373	16801	66863	
		284	667	-33	-35	251	632	1.0
Books-by-Mail	11	1802	7624	0	0	1802	7624	
	12	1868	8128	0	0	1868	8128	
		66	504	0	0	66	504	6.6
eMedia - Audio	11	5747	23136	0	0	5747	23136	
	12	7822	32337	0	0	7822	32337	
		2075	9201	0	0	2075	9201	39.8
eMedia - eBooks	11	2266	8712	0	0	2266	8712	
	12	19287	70213	0	0	19287	70213	
		17021	61501	0	0	17021	61501	705.9
TOTALS	11	339640	1462024	156463	676432	496103	2138456	
	12	347180	1462765	160536	685516	507716	2148281	
		7540	741	4073	9084	11613	9825	.5

Total Computer Hours Used by Library

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)



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Total Computer Usage

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	338		4,281		3,322.36		2,297		17,919		13,611.02	
	12	315		4,276		3,374.68		2,389		17,732		13,565.51	
		-23	-6.8	-5	-.1	52.32	1.6	92	4.0	-187	-1.0	-45.51	-.3
BETHANY	11	257		3,409		2,569.75		1,808		14,136		10,662.76	
	12	240		3,312		2,547.55		1,971		13,667		10,510.06	
		-17	-6.6	-97	-2.8	-22.20	-.9	163	9.0	-469	-3.3	-152.70	-1.4
CAPITOL HILL	11	248		3,122		2,463.92		1,732		13,222		10,227.86	
	12	335		3,775		2,974.28		2,022		14,744		11,369.53	
		87	35.1	653	20.9	510.36	20.7	290	16.7	1,522	11.5	1,141.67	11.2
CHOCTAW	11	125		2,012		1,842.04		1,039		7,730		7,229.40	
	12	129		1,720		1,747.89		994		7,331		7,659.49	
		4	3.2	-292	-14.5	-94.15	-5.1	-45	-4.3	-399	-5.2	430.09	5.9
DEL CITY	11	260		3,195		2,633.09		1,742		13,442		10,894.40	
	12	260		3,651		2,765.22		1,688		14,627		11,299.28	
			.0	456	14.3	132.13	5.0	-54	-3.1	1,185	8.8	404.88	3.7
DOWNTOWN	11	280		11,032		8,906.29		2,364		48,359		37,071.76	
	12	283		9,961		8,111.41		2,285		41,770		32,182.95	
		3	1.1	-1,071	-9.7	-794.88	-8.9	-79	-3.3	-6,589	-13.6	-4,888.81	-13.2
EDMOND	11	322		3,888		3,253.34		2,385		17,340		14,186.70	
	12	378		4,199		3,975.34		2,545		17,785		15,155.54	
		56	17.4	311	8.0	722.00	22.2	160	6.7	445	2.6	968.84	6.8
MIDWEST CITY	11	452		6,230		5,336.78		3,363		26,833		21,874.13	
	12	535		6,988		5,516.82		3,517		28,827		22,322.85	
		83	18.4	758	12.2	180.04	3.4	154	4.6	1,994	7.4	448.72	2.1
RALPH ELLISON	11	314		5,876		4,644.00		2,273		24,785		19,283.15	
	12	354		5,897		4,700.99		2,684		25,299		19,493.65	
		40	12.7	21	.4	56.99	1.2	411	18.1	514	2.1	210.50	1.1

Total Computer Usage

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	548		5,782		4,546.53		3,387		24,615		18,640.13	
	12	409		5,981		4,670.03		2,911		23,621		18,781.18	
		-139	-25.4	199	3.4	123.50	2.7	-476	-14.1	-994	-4.0	141.05	.8
VILLAGE	11	347		4,323		3,365.32		2,576		18,143		13,996.42	
	12	408		4,226		3,404.33		2,776		18,147		14,252.60	
		61	17.6	-97	-2.2	39.01	1.2	200	7.8	4	.0	256.18	1.8
WARR ACRES	11	299		4,369		3,344.83		2,108		18,321		14,082.09	
	12	277		4,544		3,422.15		2,182		19,044		14,126.11	
		-22	-7.4	175	4.0	77.32	2.3	74	3.5	723	3.9	44.02	.3
HARRAH	11	43		589		498.74		286		2,411		1,998.03	
	12	44		497		428.00		278		2,089		1,775.25	
		1	2.3	-92	-15.6	-70.74	-14.2	-8	-2.8	-322	-13.4	-222.78	-11.1
JONES	11	3		60		45.91		36		249		203.42	
	12	8		75		66.10		42		250		225.78	
		5	166.7	15	25.0	20.19	44.0	6	16.7	1	.4	22.36	11.0
LUTHER	11	59		582		435.91		357		2,306		1,785.62	
	12	36		477		456.51		294		2,415		2,277.53	
		-23	-39.0	-105	-18.0	20.60	4.7	-63	-17.6	109	4.7	491.91	27.5
NICOMA PARK	11	21		232		211.60		115		788		684.29	
	12	9		175		169.00		94		629		607.98	
		-12	-57.1	-57	-24.6	-42.60	-20.1	-21	-18.3	-159	-20.2	-76.31	-11.2
WRIGHT	11	16		248		197.34		92		994		851.24	
	12	16		235		182.77		133		961		756.57	
			.0	-13	-5.2	-14.57	-7.4	41	44.6	-33	-3.3	-94.67	-11.1
TOTAL	11	3,932		59,230		47,617.75		27,960		251,593		197,282.42	
	12	4,036		59,989		48,513.07		28,805		248,938		196,361.86	
		104	2.6	759	1.3	895.32	1.9	845	3.0	-2,655	-1.1	-920.56	-.5

Computer Usage by Adult Customers

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	279		3,611		2,829.10		1,927		15,196		11,600.49	
	12	269		3,744		2,958.99		1,992		15,542		11,956.49	
		-10	-3.6	133	3.7	129.89	4.6	65	3.4	346	2.3	356.00	3.1
BETHANY	11	205		2,859		2,144.91		1,439		11,347		8,574.61	
	12	188		2,662		2,058.01		1,594		10,797		8,328.04	
		-17	-8.3	-197	-6.9	-86.90	-4.1	155	10.8	-550	-4.8	-246.57	-2.9
CAPITOL HILL	11	159		1,544		1,341.91		1,003		6,103		5,202.36	
	12	192		1,843		1,589.01		1,203		7,104		5,973.27	
		33	20.8	299	19.4	247.10	18.4	200	19.9	1,001	16.4	770.91	14.8
CHOCTAW	11	83		1,332		1,217.16		757		5,412		4,936.50	
	12	90		1,225		1,217.28		711		4,943		4,758.18	
		7	8.4	-107	-8.0	.12	.0	-46	-6.1	-469	-8.7	-178.32	-3.6
DEL CITY	11	199		2,589		2,138.17		1,334		10,566		8,620.59	
	12	205		2,998		2,301.66		1,306		11,741		9,064.46	
		6	3.0	409	15.8	163.49	7.6	-28	-2.1	1,175	11.1	443.87	5.1
DOWNTOWN	11	253		10,465		8,436.15		2,045		45,413		34,755.17	
	12	251		9,520		7,731.85		1,998		39,910		30,701.02	
		-2	-8	-945	-9.0	-704.30	-8.3	-47	-2.3	-5,503	-12.1	-4,054.15	-11.7
EDMOND	11	270		3,276		2,732.91		1,994		14,669		11,964.11	
	12	312		3,547		3,369.98		2,140		15,076		12,874.31	
		42	15.6	271	8.3	637.07	23.3	146	7.3	407	2.8	910.20	7.6
MIDWEST CITY	11	366		4,783		4,142.33		2,628		20,222		16,764.71	
	12	435		5,226		4,227.56		2,801		20,792		16,414.58	
		69	18.9	443	9.3	85.23	2.1	173	6.6	570	2.8	-350.13	-2.1
RALPH ELLISON	11	233		3,498		2,971.86		1,696		14,650		12,123.83	
	12	271		3,764		3,191.23		1,952		15,617		12,886.51	
		38	16.3	266	7.6	219.37	7.4	256	15.1	967	6.6	762.68	6.3

Computer Usage by Adult Customers

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	412		3,914		3,128.03		2,521		16,653		12,964.25	
	12	298		4,082		3,283.04		2,124		16,109		13,224.82	
		-114	-27.7	168	4.3	155.01	5.0	-397	-15.7	-544	-3.3	260.57	2.0
VILLAGE	11	290		3,285		2,589.83		2,047		13,689		10,672.12	
	12	335		2,988		2,431.40		2,232		13,434		10,662.23	
		45	15.5	-297	-9.0	-158.43	-6.1	185	9.0	-255	-1.9	-9.89	-.1
WARR ACRES	11	255		3,757		2,875.00		1,742		15,127		11,574.98	
	12	244		3,708		2,804.96		1,809		15,465		11,421.98	
		-11	-4.3	-49	-1.3	-70.04	-2.4	67	3.8	338	2.2	-153.00	-1.3
HARRAH	11	28		368		311.80		187		1,533		1,241.91	
	12	34		282		221.67		198		1,336		1,069.56	
		6	21.4	-86	-23.4	-90.13	-28.9	11	5.9	-197	-12.9	-172.35	-13.9
JONES	11	1		51		39.75		22		199		171.61	
	12	6		65		60.55		29		210		202.67	
		5	500.0	14	27.5	20.80	52.3	7	31.8	11	5.5	31.06	18.1
LUTHER	11	33		236		177.61		176		1,025		826.35	
	12	20		304		283.57		151		1,260		1,233.52	
		-13	-39.4	68	28.8	105.96	59.7	-25	-14.2	235	22.9	407.17	49.3
NICOMA PARK	11	15		195		186.35		84		671		614.52	
	12	9		161		156.01		78		550		529.48	
		-6	-40.0	-34	-17.4	-30.34	-16.3	-6	-7.1	-121	-18.0	-85.04	-13.8
WRIGHT	11	10		194		157.03		65		762		680.18	
	12	14		158		128.16		91		675		556.97	
		4	40.0	-36	-18.6	-28.87	-18.4	26	40.0	-87	-11.4	-123.21	-18.1
TOTAL	11	3,091		45,957		37,419.90		21,667		193,237		153,288.29	
	12	3,173		46,277		38,014.93		22,409		190,561		151,858.09	
		82	2.7	320	.7	595.03	1.6	742	3.4	-2,676	-1.4	-1,430.20	-.9

Computer Usage by Minor Customers

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
BELLE ISLE	11	59		670		493.26		370		2,723		2,010.53	
	12	46		532		415.69		397		2,190		1,609.02	
		-13	-22.0	-138	-20.6	-77.57	-15.7	27	7.3	-533	-19.6	-401.51	-20.0
BETHANY	11	52		550		424.84		369		2,789		2,088.15	
	12	52		650		489.54		377		2,870		2,182.02	
			.0	100	18.2	64.70	15.2	8	2.2	81	2.9	93.87	4.5
CAPITOL HILL	11	89		1,578		1,122.01		729		7,119		5,025.50	
	12	143		1,932		1,385.27		819		7,640		5,396.26	
		54	60.7	354	22.4	263.26	23.5	90	12.3	521	7.3	370.76	7.4
CHOCTAW	11	42		680		624.88		282		2,318		2,292.90	
	12	39		495		530.61		283		2,388		2,901.31	
		-3	-7.1	-185	-27.2	-94.27	-15.1	1	.4	70	3.0	608.41	26.5
DEL CITY	11	61		606		494.92		408		2,876		2,273.81	
	12	55		653		463.56		382		2,886		2,234.82	
		-6	-9.8	47	7.8	-31.36	-6.3	-26	-6.4	10	.3	-38.99	-1.7
DOWNTOWN	11	27		567		470.14		319		2,946		2,316.59	
	12	32		441		379.56		287		1,860		1,481.93	
		5	18.5	-126	-22.2	-90.58	-19.3	-32	-10.0	-1,086	-36.9	-834.66	-36.0
EDMOND	11	52		612		520.43		391		2,671		2,222.59	
	12	66		652		605.36		405		2,709		2,281.23	
		14	26.9	40	6.5	84.93	16.3	14	3.6	38	1.4	58.64	2.6
MIDWEST CITY	11	86		1,447		1,194.45		735		6,611		5,109.42	
	12	100		1,762		1,289.26		716		8,035		5,908.27	
		14	16.3	315	21.8	94.81	7.9	-19	-2.6	1,424	21.5	798.85	15.6
RALPH ELLISON	11	81		2,378		1,672.14		577		10,135		7,159.32	
	12	83		2,133		1,509.76		732		9,682		6,607.14	
		2	2.5	-245	-10.3	-162.38	-9.7	155	26.9	-453	-4.5	-552.18	-7.7

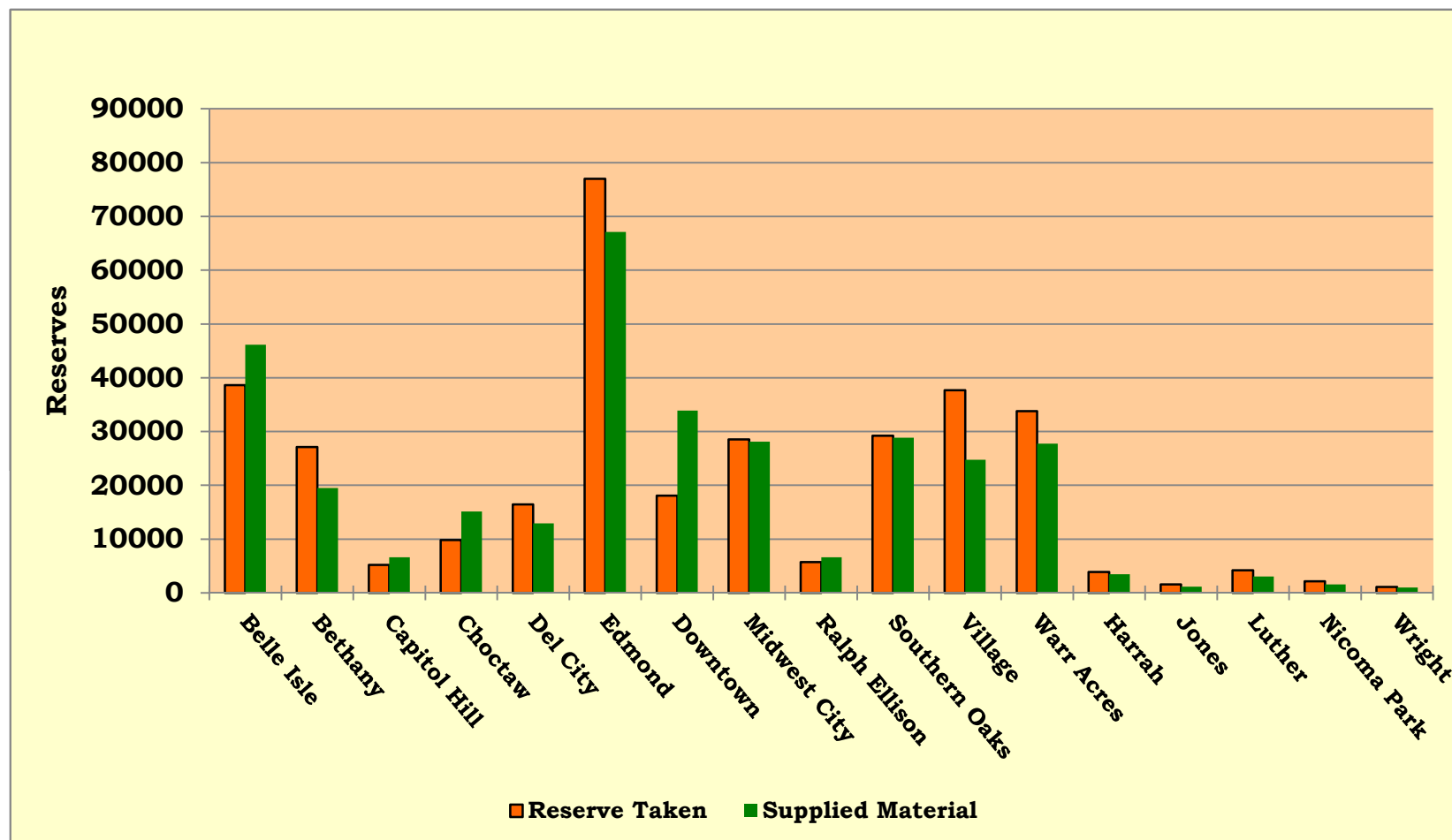
Computer Usage by Minor Customers

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

	FY	Month Customers	%	Month Visits	%	Month Hours Used	%	Year Customers	%	Year Visits	%	Year Hours Used	%
SOUTHERN OAKS	11	136		1,868		1,418.50		866		7,962		5,675.88	
	12	111		1,899		1,386.99		787		7,512		5,556.36	
		-25	-18.4	31	1.7	-31.51	-2.2	-79	-9.1	-450	-5.7	-119.52	-2.1
VILLAGE	11	57		1,038		775.49		529		4,454		3,324.30	
	12	73		1,238		972.93		544		4,713		3,590.37	
		16	28.1	200	19.3	197.44	25.5	15	2.8	259	5.8	266.07	8.0
WARR ACRES	11	44		612		469.83		366		3,194		2,507.11	
	12	33		836		617.19		373		3,579		2,704.13	
		-11	-25.0	224	36.6	147.36	31.4	7	1.9	385	12.1	197.02	7.9
HARRAH	11	15		221		186.94		99		878		756.12	
	12	10		215		206.33		80		753		705.69	
		-5	-33.3	-6	-2.7	19.39	10.4	-19	-19.2	-125	-14.2	-50.43	-6.7
JONES	11	2		9		6.16		14		50		31.81	
	12	2		10		5.55		13		40		23.11	
			.0	1	11.1	-.61	-9.9	-1	-7.1	-10	-20.0	-8.70	-27.3
LUTHER	11	26		346		258.30		181		1,281		959.27	
	12	16		173		172.94		143		1,155		1,044.01	
		-10	-38.5	-173	-50.0	-85.36	-33.0	-38	-21.0	-126	-9.8	84.74	8.8
NICOMA PARK	11	6		37		25.25		31		117		69.77	
	12			14		12.99		16		79		78.50	
		-6	-100.0	-23	-62.2	-12.26	-48.6	-15	-48.4	-38	-32.5	8.73	12.5
WRIGHT	11	6		54		40.31		27		232		171.06	
	12	2		77		54.61		42		286		199.60	
		-4	-66.7	23	42.6	14.30	35.5	15	55.6	54	23.3	28.54	16.7
TOTAL	11	841		13,273		10,197.85		6,293		58,356		43,994.13	
	12	863		13,712		10,498.14		6,396		58,377		44,503.77	
		22	2.6	439	3.3	300.29	2.9	103	1.6	21	.0	509.64	1.2

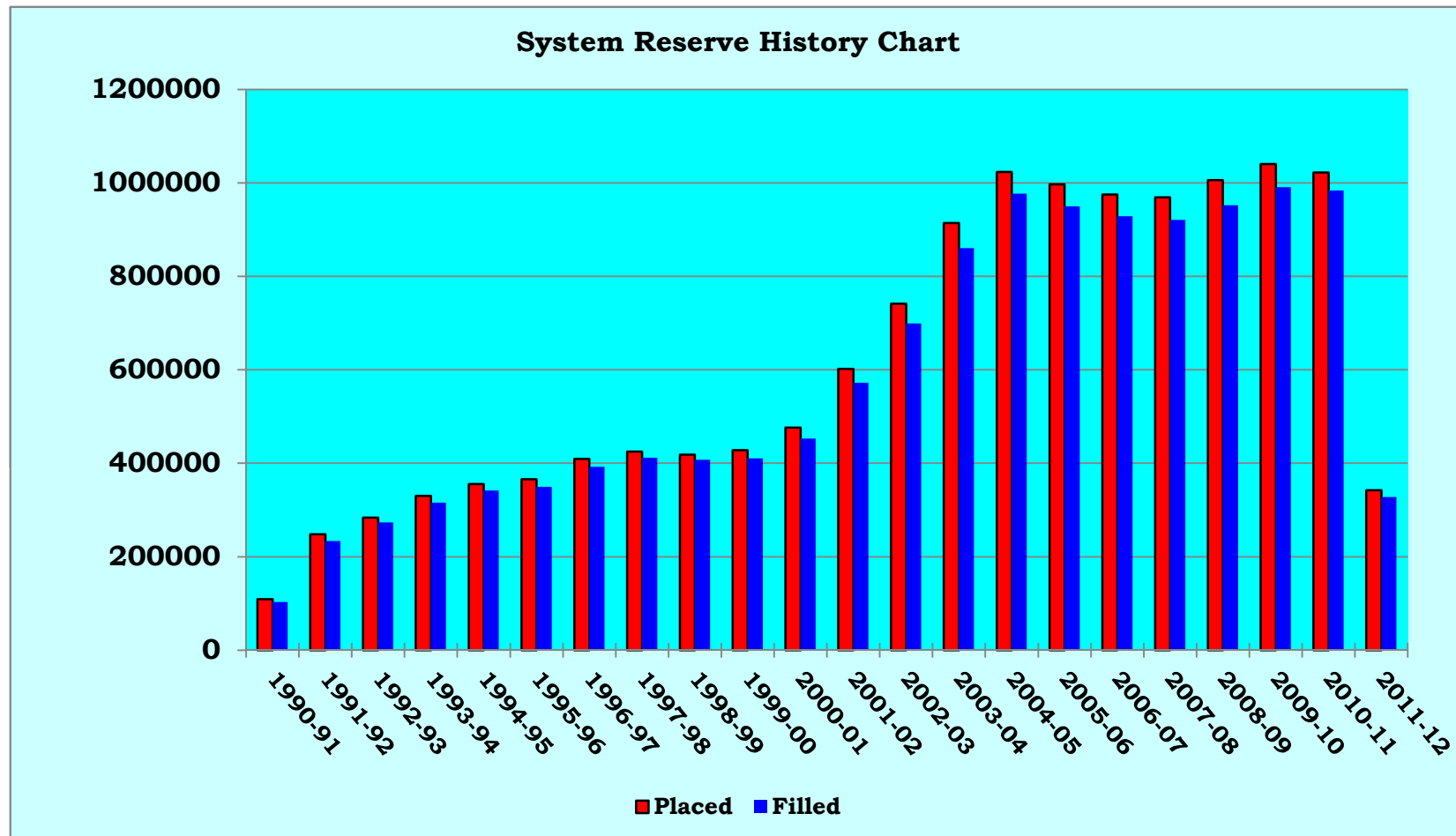
System Reserve Report

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)



System Reserve Report

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)



System Reserves Report

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
BELLE ISLE	11	10,437	44,423		9,566	41,589	
	12	8,850	38,626		8,409	36,864	
		-1,587	-5,797	-13.0	-1,157	-4,725	-11.4
BETHANY	11	6,247	27,639		5,915	26,570	
	12	6,251	27,126		5,812	25,468	
		4	-513	-1.9	-103	-1,102	-4.1
CAPITOL HILL	11	1,091	4,618		1,079	4,399	
	12	1,140	5,211		1,107	5,091	
		49	593	12.8	28	692	15.7
CHOCTAW	11	2,351	10,219		2,294	9,818	
	12	2,180	9,831		2,061	9,429	
		-171	-388	-3.8	-233	-389	-4.0
DEL CITY	11	3,948	16,460		3,744	15,590	
	12	3,690	16,478		3,485	14,799	
		-258	18	.1	-259	-791	-5.1
EDMOND	11	18,558	83,732		17,230	80,078	
	12	17,644	76,984		16,816	74,173	
		-914	-6,748	-8.1	-414	-5,905	-7.4
DOWNTOWN	11	4,016	19,459		3,701	18,207	
	12	4,104	18,082		3,813	17,269	
		88	-1,377	-7.1	112	-938	-5.2
MIDWEST CITY	11	7,144	31,272		6,781	29,629	
	12	6,745	28,520		6,290	27,380	
		-399	-2,752	-8.8	-491	-2,249	-7.6
RALPH ELLISON	11	1,337	5,778		1,218	5,505	
	12	1,390	5,755		1,371	5,539	
		53	-23	-.4	153	34	.6
SOUTHERN OAKS	11	8,659	35,927		8,041	34,015	
	12	6,943	29,220		6,717	27,824	
		-1,716	-6,707	-18.7	-1,324	-6,191	-18.2
VILLAGE	11	8,585	37,843		8,341	36,051	
	12	8,556	37,658		8,278	35,961	
		-29	-185	-.5	-63	-90	-.2
WARR ACRES	11	8,065	33,819		7,538	32,394	
	12	7,794	33,803		7,396	32,526	
		-271	-16	.0	-142	132	.4

System Reserves Report

July 1, 2011 through October 31, 2011 (33.33% of the 11-12 Fiscal Year)

		Month Placed	Year Placed	%	Month Filled	Year Filled	%
HARRAH	11	1,136	4,977		1,049	4,760	
	12	1,041	3,883		940	3,698	
		-95	-1,094	-22.0	-109	-1,062	-22.3
JONES	11	313	1,332		297	1,284	
	12	447	1,586		421	1,546	
		134	254	19.1	124	262	20.4
LUTHER	11	1,087	4,369		1,102	4,044	
	12	1,045	4,218		1,055	4,193	
		-42	-151	-3.5	-47	149	3.7
NICOMA PARK	11	733	2,646		657	2,457	
	12	502	2,179		544	2,039	
		-231	-467	-17.6	-113	-418	-17.0
WRIGHT	11	291	1,161		274	1,105	
	12	252	1,091		235	1,054	
		-39	-70	-6.0	-39	-51	-4.6
BOOKS-BY-MAIL	11	888	3,488		778	3,369	
	12	769	3,345		748	3,218	
		-119	-143	-4.1	-30	-151	-4.5
TOTAL	11	84,886	369,162		79,605	350,864	
	12	79,343	343,596		75,498	328,071	
		-5,543	-25,566	-6.9	-4,107	-22,793	-6.5

EXECUTIVE DIRECTOR'S REPORT

NOVEMBER 2011

Welcome to New Commissioner

Susan B. Tucker has been chosen by the Town of Jones City to represent them on the Metropolitan Library Commission. Susan is the Assistant Dean in the OU Health Sciences College of Allied Health. Susan is active in the American Occupational Therapy Association and the Oklahoma Occupational Therapy Association and is an active member of the Jones United Methodist Church. She was appointed to fill the unexpired term of former commissioner Glenda Choate with a term that runs until July 31, 2013. We are very excited to have her join our commission!



New Commissioner Susan Tucker and Donna Morris at Jones dedication

Administrative and Personnel Committee to meet December 1, 2011

The A & P committee will be meeting at Belle Isle on Thursday, December 1st at the Belle Isle Library. At the finance committee meeting in August, Singer consultant Laura Francisco gave a presentation on the results of the comp/class study. Nancy Anthony, finance committee chair, requested that we bring Laura back to give the presentation to the A & P committee. This meeting will include Laura's presentation as well as staff recommendations on leave policy changes in conjunction with the findings from the benefit study. Leave changes must be in place prior to the beginning of the calendar year. Recommendations for changes to benefits will be provided in the spring of the year with the annual benefits and salary information and in conjunction with insurance enrollment.

We invite all commissioners who have not seen the presentation on the comp/class results to attend if their schedule permits.

Jones Update

On Saturday, November 5th a number of MLS staff, city officials, community leaders and residents of the town of Jones met at the future location of the Jones Library for a site dedication. As mentioned last

month, BancFirst officially deeded property to the Town of Jones for a Community Library. A sign was unveiled on the property showing the future location and thanking the community partners for making Jones dream a reality. It was a chilly morning; but a very good turnout and lots of excitement in Jones for the new library.



MLS staff at Jones site dedication

Library Retirement Pension Board

The Library Retirement Pension Board will be meeting on Monday, November 14th at the Downtown Library. The meeting will review retirement plans and approve the amount to be paid as provided for in the FY2011-12 budget. They will also review the year end actuarial report. A report on the meeting will be provided to the commission next month.

Holiday Closings

The library system will close for Thanksgiving at 6:00pm on Wednesday, November 23rd and will be closed all day on Thursday, November 24 and Friday November 25. We will reopen for business on Saturday morning, November 26.

DIRECTOR OUTREACH ACTIVITIES

- ♣ Attended Rotary 29 Club Meetings
- ♣ Public Art Review Meeting for Southern Oaks Library
- ♣ Reception for Elliott+Associates
- ♣ Tour Northwest Library Site
- ♣ Dedication for new Jones Library Site

FUTURE LIBRARY EVENTS OF SPECIAL NOTE

Holiday Tree Lighting

Friday, December 2, 2011

Time: 6:00pm-8:00pm

Location: Del City

All Ages

E-Books 101 for Seniors

Tuesday, December 6, 2011

Time: 10:00am-12:00pm

Location: Midwest City

Seniors

Would you like to use your e-Reader or smart phone to checkout library books? Have you considered purchasing an e-reader and would like to learn more about them before taking the plunge? Well, join Jerod for an informal Q & A session where he will address some of the most common questions regarding eBooks and e-Readers. Attendees are encouraged to bring their own reading devices to this event. To attend, please register at 405-732-4828 or contact the Information Desk.

Holiday Open House- A Festival of Trees

Sunday, December 11, 2011

Time: 1:30pm-4:30pm

Location: Downtown

All Ages

Enjoy a day of family fun and get to know your library. Get a free photo with Santa, craft workshops and entertainment all day. It's all free and open to the public.

Protecting Your Computer

Thursday, December 15, 2011

Time: 6:30pm-8:00pm

Location: Village

Adults

Free computer class for adults! Learn how to protect yourself and your computer from all the bad, nasty bugs on the Internet. Learn how to protect your children on the Internet, how to update your computer to protect it from the most recent threats that appear, and how to protect your personal information on the Internet. Come in or call to sign up. Village Library (405) 755-0710.

All About Hanukkah!

Tuesday, December 13, 2011

Time: 6:30pm-7:15pm

Location: Bethany

All Ages

Learn about the origins of Hanukkah, its meaning and traditions. Play the dreidel game and stay for a Hanukkah treat. Please pre-register at the information desk or call 789-8363, ext. 3.