Your Inviting, Innovative Link to the World.

1) **Metropolitan Library System Mission Statement**—
   The Metropolitan Library System facilitates the free flow of information and ideas by providing access to materials, services and programs to Oklahoma County's diverse community.

   The Bethany Library opened on January 31, 1965. The Bethany Library joined the Metropolitan Library System later that year.

   The Bethany Library is located at 3510 N. Mueller, Bethany,Oklahoma, 73008.

   The Bethany Library encompasses 8,280 square feet.
   The Bethany Library has seating within the library for 48 library customers.

   a) **Bethany Community Profile**—Bethany is a suburb of Oklahoma City situated on the western side of Oklahoma County.   Bethany borders the city of Warr Acres on the north and east and Oklahoma City on the east and south. Bethany is bisected by the famous Route 66 highway. The northwest side of Bethany borders the Wiley Post Airport. The southwest edge of Bethany borders Lake Overholser.

   The population of Bethany as reported in the 2000 census is 20,307 residents. The population of the Greater Oklahoma City Metropolitan Area exceeds 500,000.

   Bethany is a diverse community with the population listed in the latest census as 85.79% White, 4.36% African American, 2.87% Native American, 1.38% Asian, and 5.8% Hispano or Latino of any race.

   Households numbered 8,161. Those households with children under the age of 18 constituted 28.1%. Households with someone 65 or over living alone constituted 12.2%. Households with married couples living together constitute 49%. Individuals living alone constitute 31% of all households.

   The median income for a household was $35,073, and the median family income was $43,905. Bethany residents below the poverty line constituted 9% of the population with 6.9% of families falling into this category.

Educational attainment:

   28.6% of the Bethany populace have a high school diploma;
  6% have received an associate degree;
 15.4% have received a Bachelor's degree;
 7.7% have received a Graduate or professional degree;
 and 27% have attended some college courses but did not attain a degree.

Bethany is home to two universities. Southern Nazarene University is a private, Christian, four year liberal arts university which also offers some Masters level programs including an MBA program.
Bethany is also home to the Southwestern Christian University which is located at 7210 NW 39th Expressway.

b) **Service hours**: The Bethany Library is open to the public 65 hours per week. Hours of operation are:

          Monday through Thursday—9 A.M.-9 P.M.
          Friday—9 A.M.-6 P.M.
          Saturday—9 A.M.-5 P.M.

c) **Library Services—**

   i) **Materials Available in the Bethany Library**—(Based on 2008 inventory)

      a) The Bethany Library houses approximately 56,000 items.

         Books—30,000 Circulating volumes, 1000 Reference volumes;
         Paperback books—16,000 volumes;
         Magazines—90 titles and Newspapers—10 titles;
         Sound Recordings, including:
         Books-on-Tape and Books-on-CD's—2100 titles;
         Music CD's—1350 titles;
         Videotapes and DVD's—2100 titles;
         Vertical File materials—various files.

      b) Materials geared to a specific reading level:
         Children's materials—21,824 items
         Young Adult materials—1126 items
         Adult materials—28,679 items
          Note: Some collections, such as Seasonal, Career Guidance, Family Place, and Magazines cannot be divided into reading levels because they include several reading levels.

     Circulating items from any of the Metropolitan Library System libraries may be requested to be sent to the library of the customer's choice.

     Materials not found within the Metropolitan Library System libraries may be requested through Inter-library Loan from other library systems.

ii) **Access to Metropolitan Library System holdings**: Our library catalog is accessed electronically through CyberMars, either in the library on special computer terminals or on the Internet at www.metrolibrary.org.

iii) **Information Services**—Reference librarians help our customers in filling their needs for relevant information by telephone, by mail or in person.

iv) **Computer Services**– The Bethany Library has 11 computers on which customers can access the Internet as well as various programs, such as Microsoft Word, Publisher, PowerPoint and Excel.
The Bethany Library also offers free Wireless Internet.

Selected databases can be accessed on the Metropolitan Library System webpage at www.metrolibrary.org on the Internet. Many of the databases can be accessed from customers' home computers, but some are only available through Internet access within the Metropolitan Library System libraries.

v) **Programs**—

Adult Programs are provided on a wide range of subjects and of cultural interests, often presenting performances of local groups or informational or craft programs. These are presented one per month on average.

Children's programs and Young Adult programs are generally offered on the following frequencies:

Preschool Storytimes (ages 4-5)—4 weeks in the fall, 4 weeks in the spring;
Toddler Times (ages 2-3)—4 weeks in the fall, 4 weeks in the spring;
Monthly evening storytimes;
1-2-3 Play with Me! (Family Place) Parent/Child Workshops—Series of 4 meetings held once or twice per year;
4-6 craft or informational programs for elementary-age children during school year;
Holiday themed programs for ages--preschool to 6th grade;
2-3 programs aimed at the teenage population during the school year;
Performances for children during June and July, as well as programs for teens;
Summer Reading Programs for preschoolers through teens;
System-wide programs during National Library Week, Children's Book Week, Spring Break and at other times, as arranged.

vi) **Meeting Rooms**: A meeting room is available for public use by advance registration. A small fee is required per hour used. The meeting room is 912 square feet. It may be divided into 2 rooms by a sliding wall. Maximum capacity is 140 people. Tables and chairs will limit the number of occupants.

d) **Staff**--8 Full time staff members and one half-time staff member and 8 part-time pages.

e) **Bethany Library Budget for 2008-2009—**
        Direct costs: $ 832,770.00
        Indirect costs: 495,755.78
        Total Bethany Budget: $ 1,328,525.78

f) **Annual circulation for fiscal year 2007-2008—**450,000 items were circulated
      from the **Bethany Library.**
   Circulation of the Bethany Library Collection:
        Books—31,000 volumes—Circulated 262,000 times;
        Paperback books—16,300 volumes—Circulated 50,000 times;
        Magazines and Newspapers—102 titles with 3150 items—Circulated 5500 times;
        Sound Recordings, including Books-on-Tape and Books-on-CD's—1624 titles—
          Circulated 24,000 times;
        Music CD's—1344 titles—Circulated 21,000 times;
        Videotapes and DVD's—2330 titles—Circulated 59,000 times;
        Vertical File materials—15 envelopes of vertical file items circulated.

   Circulation by Reading level:
        Children's materials—18,389 items—Circulated 117,376 times;
        Young Adult materials—1252 items—Circulated 8505 times;
        Adult materials—31092 items—Circulated 209,650 times.

        Note: Some collections, such as Seasonal, Career Guidance, Family Place,
         and Magazines cannot be divided into reading levels because they include
         several reading levels.

2) **MLS Strategic Plan—Your Inviting, Innovative Link to the World.**

a) **Service Responses** of the **Metropolitan Library System**:

i) **Satisfy Curiosity: Lifelong Learning**
The resources you need to explore topics of personal interest and continue to learn
throughout your life are at the library.
Goal: All ages realize their library offers topics of personal interest in a variety of
formats they find captivating and enriching to their lives.
Goal: Residents see their library as a resource for introductions to an assortment
of cultural, civic and/or community interests.

ii) **Visit a Comfortable Place: Public & Virtual Places**
Your library has safe and welcoming physical places to meet and interact with others
or to sit quietly and read and has open and accessible virtual spaces that support
social networking.
Goal: All ages appreciate their library for its designated places for quiet
reading or studying and as a place for social or business activities.
Goal: All ages recognize their library as a great place both physically
and virtually to interact with others due to the noteworthy opportunities provided.

iii) **Know How to Find, Evaluate & Use Information: Information Fluency**
When you need information to resolve an issue or answer a question, you have the skills to search for, locate, evaluate, and effectively use information to meet your needs.
Goal: All visitors can expect library staff to have up-to-date knowledge, skills, and abilities to deliver library services.
Goal: All ages can expect friendly guidance on how to locate the best information resources to meet their requests or needs.

iv) **Connect To The Online World: Public Internet Access**
Your library has high-speed access to the digital world with no unnecessary restrictions or fees to ensure that you can take advantage of the ever-growing resources and services available through the Internet.
Goal: All ages discover that their library has current equipment, tools and training for the public to responsibly access the digital world.
Goal: Adults understand that using the Internet is beneficial to development for all ages.
Goal: All ages recognize and use their library's website and its resources as an extension of the physical library.

b) **Service Responses to address this year—**

i) **Satisfy Curiosity: Lifelong Learning**
The resources you need to explore topics of personal interest and continue to learn throughout your life are at the library.

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

Bethany Library Goal: The library will present the following programs for children and teens:
At least 24 storytimes;
One or two series of "1-2-3 Play with Me" Workshops (a.k.a. Family Place);
4-6 craft or informational programs for elementary-aged children;
3-6 programs to appeal to the teenage population.

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

Bethany Library Goal: The library will host 8 programs to showcase crafts, food, and music of various cultures and for a variety of interests.

ii) **Visit a Comfortable Place: Public & Virtual Places**
Your library has safe and welcoming physical places to meet and interact with others or to sit quietly and read and has open and accessible virtual spaces that support social networking.

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

The Bethany Library will hold a monthly "Coffee, Tea and Games" morning for area adults to meet, converse, and play various board games.

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

Bethany Library Goal: The library will purchase two new computer chairs to replace older chairs.

iii) **Know How to Find, Evaluate & Use Information: Information Fluency**
When you need information to resolve an issue or answer a question, you have the skills to search for, locate, evaluate, and effectively use information to meet your needs.

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

Bethany Library Goal: Staff will attend available workshops to enhance their skills in using library resources.

Bethany Library Goal: The Manager of Library Operations will attend the Public Library Association Conference in March 2010 and some librarians will be given the opportunity to attend the O.L.A. Conference.

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

Bethany Library Goal: Staff will give friendly service and will enhance their communication skills by attending appropriate workshops.

iv) **Connect To The Online World: Public Internet Access**
Your library has high-speed access to the digital world with no unnecessary restrictions or fees to ensure that you can take advantage of the ever-growing resources and services available through the Internet.

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

Bethany Library Goal: The Bethany Library will have one or more workshops
for library customers on the resources available on the library multi-purpose
computers, including the Internet and special databases offered
on the library computers and remotely on the library website.

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

Bethany Library Goal:
We will develop flyers detailing websites that will help parents to find appropriate
websites to use with their children.

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

Bethany Library Goal:
We will develop bookmarks and other hand-outs to give to the public
on the available databases and other resources on the library website.

c) **Review of Previous Year's Objectives—**
  i) **Satisfy Curiosity: Lifelong Learning**
    The resources you need to explore topics of personal interest and continue to learn
    throughout your life are at the library.

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

  Bethany Library Goal:
  The Bethany Library exceeded its goal of providing 24 story times by holding
    31 story times with 922 participants;
  The Bethany Library also held 18 Toddler story times with 237 participants;
  The Bethany Library met the goal of providing for one series of Family Place
    workshops, now called "1-2-3 Play with Me". The workshops were a success
    with 15 to 20 participants at each meeting;
    The Bethany Library exceeded its goal by providing 8 craft or informational programs
      for elementary-aged children with 254 participants;
  The Bethany Library met its goal of providing 6 programs to appeal to the interests
    and informational needs of the teenage population.
  These goals don't include the 1503 participants at the Neighborhood Arts Programs
    in the Summer of 2008. Additional children's programs and story times attracted 671
    children to the Bethany Library.

  The Bethany Library continues to attract Seniors from the surrounding communities.
    Evidence of this is the record number of Seniors who signed up for
    the Winter ReadFest period during the past year. Bethany had an all time high
    of 516 enrollees in the Winter ReadFest.   To give Seniors and others needing
    the Large Print materials easier access, we moved the Large Print to the beginning

of the Fiction section. Previously the Large Print was positioned at the back
of the library at the end of the Fiction section. Customers were pleased when
they discovered the new location.

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

Bethany Library Goal: The library will host programs to showcase crafts,
food, and music of various cultures and for a variety of interests.

The Bethany Library had several programs revealing the wonders of various
cultures. Some of the programs were:
American Indian basket weaving with workshops for children, teens, and adults;
Musical performances including a Mariachi band for the Day of the Dead celebration,
Irish Dancers, and the Falderal folk group, Silver Strings from Putnam City High
School, a string quartet from the Oklahoma City Philharmonic, Michael Black—Irish
tenor, and Mikeal Murray— Scottish bagpiper;
Authors and speakers on Oklahoma outlaws, Oklahoma pioneer women,
Soujourner Truth.
A series of programs on music provided for Elementary-aged children.
Crafts programs for children were offered.
Teen programs included "Gamefest", drawing class.
Parenting classes were provided in partnership with the Oklahoma City-County
Health Department.
"Preparing for college" class provided for teens.

ii) **Visit a Comfortable Place: Public & Virtual Places**
Your library has safe and welcoming physical places to meet and interact with others
or to sit quietly and read and has open and accessible virtual spaces that support
social networking.

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

Annual Ice Cream Social attracted over one hundred customers.
"Customer Appreciation Month" cake and tea reception held for Bethany
Library customers.
Holiday Open House held in December provides entertainment and
goodies for Bethany Library customers.

Yoga classes were provided for adults to exercise with others in a pleasant
environment.

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

Bethany Library Goal: The library will purchase two new computer chairs
to replace older chairs.

We purchased two new computer chairs for the public computers.

iii) **Know How to Find, Evaluate & Use Information: Information Fluency**
When you need information to resolve an issue or answer a question, you have
the skills to search for, locate, evaluate, and effectively use information to meet
your needs.

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

Bethany Library Goal: Staff will attend available workshops to
enhance their skills in using library resources.

Staff attended the Responsibilites Regarding Sexual Harassment Workshop.
Daniel Fields attended the Reference Tools 3 Workshop on Business Reference
resources.
Library staff completed the Summer Reading training.
Three of the Bethany Library staff attended the "Prepare Training".
Staff attended FOCUS 2007.

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

Bethany Library Goal: Staff will give friendly service and will enhance
their communication skills with available workshops.

Bethany Library staff attended the V2R Workshops.

Library tours were given to various school groups, daycares and other groups by
Daniel Fields, Children's Librarian. Daniel also attended area school fairs,
open houses, and other events such as the Western Oaks Elementary
Camp "Read-a-lot" to promote the library and reading for children.

Katrina Prince attended both Bethany City Council meeting and
Northwest Chamber functions.

Sharon visited area retirement homes and nursing homes to promote
the Winter Readfest program for senior adults.

Staff attended various workshops.
Sharon Nolan attended the True Color Basic Awareness Workshop.
She also attended an Outreach Workshop—A Place for Everyone.
Regina Kirkham attended the Personal Productivity Workshop.

Dianna Rupp attended the Dealing with Difficult Customers Workshop.
She also attended the Empowerment: Commitment Vs. Compliance Workshop.
Dianna also attended the Generational Diversity Workshop.

iv) **Connect To The Online World: Public Internet Access**
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restrictions or fees to ensure that you can take advantage of the ever-growing
resources and services available through the Internet.

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

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

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

Bethany Library Goal: The Bethany Library will have at least one workshop
for library customers on the resources available on the library multi-purpose
computers, including the Internet and special databases offered
on the library computers and remotely on the library website.

Our Internet workshop was postponed until the fall of 2008.

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Submitted by Katrina Prince 10/31/08