Del City Library Service Plan 2009-2010

MLS Mission

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 Del City Library Facility

The Del City Library is located at 4509 SE 15th St. in Del City, Oklahoma. It opened in 1966 as part of the new Del City Community Center. The library is 8,000 square feet. The library uses the community center meeting rooms for programs. Besides the main library area, the building also includes a back workroom, staff break room, and office. The City of Del City has funding to renovate the community center, and the library may also be a part of this renovation. The Manager of Library Operations is serving on the Del City Community Center Redevelopment Committee.

A Profile of Del City

Population of Del City 22,016 (2007)
Racial Demographics:

- White Non-Hispanic (72.1%)
- Black (14.0%)
- American Indian (6.4%)
- Hispanic (4.7%)
- Two or more races (3.9%)
- Other race (1.8%)

Median Household Income $38,100

Del City is only minutes from downtown Oklahoma City's Bricktown entertainment area. Rose State College is located in Del City, offering educational opportunities for the area. Del City is conveniently located just a few miles east of the junction of I-40 and I-35. The Del City Library is a member of the Del City Chamber of Commerce. A Super Wal-Mart has opened in Del City, bringing in more tax dollars. There are more businesses in the process of opening in Del City.

Operating Hours

The Del City Library is open to the public 65 hours a week.

Monday-Thursday	Friday	Saturday
9:00am-9:00pm	9:00am-6:00pm	9:00am-5:00pm

Library Services

The Del City Library has over 45,000 items for customer use.

Volumes by Media Type:

Media Type	Number of Volumes
Books	37,874
Periodicals	2,055
Audio Cassettes (Books on Tape)	235
Audio CDs (Books on CD)	1,232
Music CDs	1,593
VHS	0
DVDs	2,059
Total Volumes	45,048

Volumes by Reading Level:

Reading Level	Number of Volumes
Easy (Birth-K)	5,696
Reader (1st-2nd grade)	1,394
Tween (3rd-4th grade)	3,740
Juvenile (5th-6th grade)	5,966
Young Adult (7th-12th grade)	1,146
Adult	27,106
Total Volumes	45,048

FY2007-2008

CyberMars

The Metropolitan Library System offers CyberMars, an online catalog of the library's materials. Customers can access CyberMars in the library or remotely through any computer with internet access. CyberMars allows you to perform the following:

Place a reserve on any title available for check-out and have it delivered to the library most convenient for you.
Store up to 500 items in a virtual shopping cart for later use.
Monitor the status of your reserved materials.
View your borrower record and renew materials.
View your prepaid account record.
Designate preferences for your child's library card.
Search paid subscription Internet databases free-of-charge.
Pay for fines and lost/damaged items with a credit card.

www.metrolibrary.org

The Metropolitan Library System's website is www.metrolibrary.org. From this website you can find information on all of the libraries in the system and look for upcoming events. There is an employment link where those interested can apply online for library positions. Anyone can access CyberMars through the website to find library materials. Logging onto CyberMars with a library card allows the user access to databases as well. Customers can now download audio books to their computers, MP3 players, and IPods by using Emedia. RSS Feeds are now available to keep you updated on new materials, programs, job announcements, and more.

Librarian Assistance

Professional librarians are available to help customers find materials and information in person or by phone. Librarians can help customers obtain materials not available in the Metropolitan Library System through Interlibrary Loan services. Librarians also assist customers on public computers.

Computer Access

The Del City Library has five catalog computers for public use. There are currently twelve multi-use computers available for customers, which include internet, Microsoft Products (Word, Excel, Powerpoint, Access), and Encarta. The library offers two computers just for children, which includes several educational games.

The Del City Library offers free wireless internet for customers with compatible equipment.

Programs

Programs are offered for all ages. Librarians meet quarterly with the Manager of Library Operations to determine community needs and to tailor programming to satisfy those needs. With this in mind, customer interest and an assessment of community needs determine the types of programming that we offer. All librarians facilitate one or more programs per month.

The Del City Library offers one-on-one computer training to customers. Customers complete a basic survey so that librarians can customize the training to meet the individual needs.

Del City has a growing geriatric community. Our librarians offer programming and book clubs at several nearby assisted living centers and nursing homes. The library also distributes books to these citizens and provides provided on-site reader's advisory.

Del City hosts an annual community event called Super Saturday. This event consists of outdoor games, live entertainment, free food, and giveaways from over 50 community vendors. The objective of this event is to build a rapport with the community and invoke a passion for usage of library services and programming. This event typically draws over 500 community participants.

Exhibit Space

The Del City Library has a glass display case facing the lobby. The public is welcome to use this case when it is available and using library guidelines.

Del City Library Staff

Positions	14
Manager of Library Operations	1 FTE
Librarians	3 FTE
Circulation Clerks	3 FTE
Pages	3.5 FTE
Total FTE Staff	10.5 FTE

14 total staff members currently work at the Del City Library.

Budget Total

The Del City Library budget for the FY2008-2009 is $1,131,307.89

Annual Circulation
FY2007-2008

Circulation by Media Type:

Media Type	Number of Circulations
Books	158,461
Periodicals	3,526
Audio Cassettes (Books on Tape)	1,739
Audio CDs (Books on CD)	11,626
Music CDs	19,801
DVDs	27,079
Total	222,232

Circulation by Reading Level:

Reading Level	Number of Circulations
Easy (Birth-K)	27,934
Reader (1st-2nd grade)	7,543
Tween (3rd-4th grade)	12,194
Juvenile (5th-6th grade)	21,865
Young Adult (7th-12th grade)	6,227
Adult	146,469
Total	222,232

MLS Strategic Plan Service Responses

YOUR INVITING, INNOVATIVE LINK TO THE WORLD.

SATISFY CURIOSITY: LIFELONG LEARNING

The resources you need to explore topics of personal interest and continue to learn throughout your life are at your library.

Goal: All ages realize their library offers topics 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.

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.

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 request or needs.

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.

2008-2009 Service Response Goals Completed

VISIT A COMFORTABLE PLACE: PUBLIC & VIRTUAL PLACES

Manager of Library Operations will continue to work with the City of Del City on the possibility of expanding the library.

Manager of Library Operations currently serves on the redevelopment/renovation committee of the Huey Long Community Center that houses the Del City Library. Manager of Library Operations has attended city council meeting and have conferred with local governmental officials in regards to secure more space for the Del City Library.

CONNECT TO THE ONLINE WORLD: PUBLIC INTERNET ACCESS

Review library policies, VF 211 Citizen's Bill of Library Rights and VF 222 Free Access to Libraries for Minors, with staff as a reminder that library materials and services are for all ages.

A teen advisory group was formed by the Teen Services Librarian. The group meets monthly and the Librarian has disseminated this information to them. Copies of these polices were addressed in several monthly staff meetings.

Make the copies of VF 211 Citizen's Bill of Library Rights and VF 222 Free Access to Libraries for Minors easily accessible for staff to hand out to customers that complain about children or teens use of the public computers.

A handout of this policy was given to a customer that complained about minors using library computers to browse social networking sites on 2/13/2009.
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Create signage in different areas of the library promoting the library website for material reservations, downloadable audio books, online databases, etc.

Teen Services Librarian created this signage and placed in our front display window during Teen Tech Week on March 13-18, 2009.