ODL Annual Report - Fiscal Year: 2006

☑ Finalized ☐ Approved

Library: **JONES LIBRARY**

Library Data and Demographics

☑ Section Finalized   Estimated Data? NO

Name:	JONES LIBRARY
County:	OKLAHOMA

Type: BR

Mail Address:	SAME AS ST. ADDRESS
Street Address:	210 W MAIN
City:	JONES

Zip: 73049-0425 (Street)   73049-0425 (Mail)

Phone:	405-399-5471

Fax: 405-399-3679

Toll Free - 800#:

Director's Email:	jones@metrolibrary.org
Library's Web Page:	www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	1,957	654	2,611
County:	509,359	175,184	684,543

County Service Area: 718 Square Miles

Do you serve all in county w/o charge? YES

If NO, Describe:

Director/Librarian:	Lois Cross Ext. Specialist
Person Completing:	Stuart Williamson

Number Of Branches: 0   BookMobiles: 0   Other Outlets: 0

Note:

Total Staff FTE	0.46	MLS FTE	0	Librarian FTE:	0.46	Other FTE:	0

Library Data and Demographics(2)

Square Footage For Library: 448   Do you have meeting rooms?   NO

Housed in a building owned or maintained by local government or the system?:   Y

Has any building in the library or system been renovated, expanded, or new construction completed withing the period covered by this report?   N

Total amount spent of building maintenance and/or rent: $804.00

Building maintenance and/or rent paid by: SYSTEM

  -- Specify if OTHER:

US/State Districts/Representatives

U.S. Congressional District: USH-5 Earnest Istook

Oklahoma House District: H-96 Lance Cargill

Oklahoma Senate District: S-28 Harry Coates

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	2,884	2,711	1,048	1,418
Juvenile:	2,275	2,116	659	554
Total Bound:	**5,159**	**4,827**	**1,707**	**1,972**
Unbound Current Serial Subscriptions (Non Electronic)	0.00	0.00	0.00	0.00
Total Printed Materials:	**5,159.00**	**4,827**	**1,707**	**1,972**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	324.00	324.00	116.00	96.00
Video Materials:	52.00	52.00	46.00	2.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	58.00	35.00	7.00	7.00
Total Electronic Materials:	**58.00**	**35**	**7**	**7**

Database Detail:	
- Paid by your Library	161
- by other coop	0
- by State Library	23

Library Hours

☑ Section Finalized

	Main/HQ		
Hours open per week:	19.00	Total Annual Hours:	988.00
Hours after 5pm M-F:	1.00		
Hours Sat, Sun:	4.00		
Days Closed for Holidays:	3.00		

Regular Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:	9:30am	1:30pm	2:00pm	5:30pm		
Wed:						
Thurs:	9:30am	1:30pm	2:00pm	5:30pm		
Fri:						
Sat:	1:00pm	5:00pm				

Total Regular Hours Per Week   19.00

Summer Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:	9:30am	1:30pm	2:00pm	5:30pm		
Wed:						
Thurs:	9:30am	1:30pm	2:00pm	5:30pm		
Fri:						
Sat:	1:00pm	5:00pm				

Total Summer Hours Per Week   19.00

Reference/Circulation

☑ Section Finalized   Estimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	**Total:**
11,966	3,081	15,047

Annual Circulation Transactions Per Capita: 5.76

Borrowers

☑ Section Finalized   Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	**Total:**
286	243	529

Number of Family Cards: 0

Re-Register?   YES

If no to re-register, describe how borrowing records are kept up to date

Programs/InterLibrary

☑ Section Finalized   Estimated Data?   NO

Programs		Number	Attendance
Summer 6/05 - 8/05	Note: Last Years Program	10	147
Other programs for children 7/05 - 6/06		5	261
Programs given for adults 7/05 - 6/06		1	32
Programs given for teens 7/05 - 6/06		1	12
Total Programs:		**17**	**452**
Program Attendance Per Capita:			0.17

Continuing Education/Internet Use

☑ Section Finalized   Estimated Data?   NO

Continuing Education

# of Staff	# of Board	Total CEs
1	0	6

Electronic Service and Internet Use

Does your library provide electronic services?   YES

(eg. bibliographic and full-text databases, multimedia, InfoTrac)

Does your library have internet access?   YES

Number of users annually   792

Number of Headquarter/Main Internet Stations?   Total

Public   2   Staff: 1   Shared   0   3

Internet access is via: DEDICATED

Internet have WIFI?:   NO

Type of connection: T1

Does your library use an internet filter   Y

- If yes, which filter: SmartFilter Bess Ed

Does your have a web page?

- Update When?

- Which Software?

- Hosted Where?

Salaries and Benefits   ☑ Section Finalized   Estimated Data? NO

Salaries

Beginning Librarian's Annual Salary:	$33,093
Director's Current Annual Salary:	$12,011
Director's Hours Per Week:	18
Salary @ On 5.15 per hour:	$4,820

Other Salaries   (Annual)

Assistant or Deputy Director (Avg)	$0	Department Head	$70,990
Information Technology Director:	$77,896	Selector:	$53,321

                                                    ☑ Section Finalized

Board/Staff Data

Months The Board Meets

☑ Jan ☑ Feb ☑ Mar ☑ Apr ☑ May ☑ Jun

☑ Jul ☑ Aug ☑ Sep ☑ Oct ☑ Nov ☑ Dec

Board meeting time:	3:30pm
In which week?	3rd
Day of week:	THUR
MeetFrequency	MONTHLY

Number of Board Members:	0
Number of Staff Members:	1

Equipment

☑ Section Finalized

Photocopier?	YES
Microfilm/Fiche Reader/Printer?	NO
Microcomputers?	YES

Number of microcomputers:

Public:	2
Staff:	1
Shared:	0

Automated Circulation System?	YES
Which automation system?	Other
Windows Based?	YES

Automated Public Access Catalog?	YES
Number of OPACs only:	0

Policies and Catalog

☑ Section Finalized

Policies

Friends of Library Group?	NO
Friends Contact Name and Address	

Local Literacy Program?	NO
Literacy Contact Name _ Phone	

Written statement of purpose?   YES   2001   Year last reviewed