

# ODL Annual Report - Fiscal Year: 2008

Finalized  Approved

Library: **EDMOND BRANCH LIBRARY**

## Library Data and Demographics

Section Finalized

Estimated Data?  NO

Name:	EDMOND BRANCH LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	10 S BOULEVARD		
City:	EDMOND	Zip:	73034-3798 (Street)      73034-3798 (Mail)
Phone:	405-341-9282	Fax:	405-606-3411
Toll Free - 800#:			
Director's Email:	kbays@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	73,824	27,997	101,821
County:	522,205	179,602	701,807
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input type="checkbox"/> YES
			If NO, Describe: <input type="text"/>

Director/Librarian: Karen Bays

Person Completing: Stuart Williamson

Number Of Branches:  BookMobiles:  Other Outlets:

Note: City pop from MLS defined service area 2007

Total Staff FTE	<input type="text" value="25.88"/>	MLS FTE	<input type="text" value="4.5"/>	Librarian FTE:	<input type="text" value="4"/>	Other FTE:	<input type="text" value="17.38"/>
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## Library Data and Demographics(2)

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Square Footage For Library:

Do you have meeting rooms?

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

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

Total amount spent of building maintenance and/or rent:

Building maintenance and/or rent paid by:

-- Specify if OTHER:

### US/State Districts/Representatives

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U.S. Congressional District:

Oklahoma House District:

Oklahoma Senate District:

**Holdings** Section FinalizedEstimated Data? 

<b>Printed Materials</b>	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	72,971	68,593	15,074	17,471
Juvenile:	50,604	47,062	6,259	7,472
<b>Total Bound:</b>	<b>123,575</b>	<b>115,655</b>	<b>21,333</b>	<b>24,943</b>
<b>Unbound</b>				
Current Serial Subscriptions (Non Electronic)	143.00	140.00	5.00	0.00
<b>Total Printed Materials:</b>	<b>123,718.00</b>	<b>115,795</b>	<b>21,338</b>	<b>24,943</b>
<b>Electronic Materials</b>				
	Physical Units	Titles	Added	Discarded
Audio Materials:	6,672.00	6,672.00	1,453.00	1,920.00
Video Materials:	5,589.00	5,589.00	1,392.00	3,397.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	61.00	61.00	3.00	6.00
<b>Total Electronic Materials:</b>	<b>61.00</b>	<b>61</b>	<b>3</b>	<b>6</b>

## Database Detail:

- Paid by your Library	61
- by other coop	0
- by State Library	23

## Licensed Databases:

Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, Ebsco Do-It-Yourself (auto/home/small engine), HeritageQuest,

## Library Hours

Section Finalized

	Main/HQ	
Hours open per week:	70.00	Total Annual Hours: <span style="border: 1px solid black; padding: 2px;">3,640.00</span>
Hours after 5pm M-F:	17.00	
Hours Sat, Sun:	13.00	
Days Closed for Holidays:	15.00	

### Regular Hours

	Period 1		Period 2		Period 3	
Sun	1:00pm	6:00pm				
Mon:	9:00am	9:00pm				
Tues:	9:00am	9:00pm				
Wed:	9:00am	9:00pm				
Thurs:	9:00am	9:00pm				
Fri:	9:00am	6:00pm				
Sat:	9:00am	5:00pm				

**Total Regular Hours Per Week 70.00**

### Summer Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:						
Wed:						
Thurs:						
Fri:						
Sat:						

**Total Summer Hours Per Week 0.00**

## Reference/Circulation

Section Finalized Estimated Data?  YES

### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="724,246"/>	<input type="text" value="526,168"/>	<input type="text" value="1,250,414"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

## Borrowers

Section Finalized Estimated Data?  NO

### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="41,778"/>	<input type="text" value="18,143"/>	<input type="text" value="59,921"/>

Number of Family Cards:

Re-Register?  YES

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

## Programs/InterLibrary

Section Finalized      Estimated Data?  NO

<b>Programs</b>	<b>Number</b>	<b>Attendance</b>
Summer 6/07 - 8/07      Note: Last Years Program	21	5505
Other programs for children 7/07 - 6/08	354	11188
Programs given for adults 7/07 - 6/08	519	6328
Summer Teens 6/07 - 8/07      Note: Last Years Program	5	679
Programs given for teens 7/07 - 6/08	32	265
<b>Total Programs:</b>	<b>931</b>	<b>23965</b>
Program Attendance Per Capita:		0.24

**Continuing Education/Internet Use**
 Section Finalized    Estimated Data?  NO
**Continuing Education**

# of Staff	# of Board	Total CEs
<input type="text" value="54"/>	<input type="text" value="0"/>	<input type="text" value="29"/>

**Electronic Service and Internet Use**

Does your library provide electronic services?   
 (eg. bibliographic and full-text databases, multimedia, EBSCO)

Does your library have internet access?

Number of users annually

Number of Headquarter/Main Internet Stations? Total

Public	<input type="text" value="14"/>	Staff:	<input type="text" value="18"/>	Shared	<input type="text" value="0"/>	<input type="text" value="32"/>
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Internet access is via:

Internet have WIFI?:

Type of connection:

Does your library use an internet filter

- If yes, which filter:

Does your have a web page?

- Update When?

- Which Software?

- Hosted Where?

## Salaries and Benefits

Section Finalized Estimated Data?

### Salaries

Beginning Librarian's Annual Salary:	<input type="text" value="\$35,818"/>
Director's Current Annual Salary:	<input type="text" value="\$63,877"/>
Director's Hours Per Week:	<input type="text" value="40"/>
Salary @ On \$6.5 per hour:	<input type="text" value="\$13,520"/>

### Other Salaries

(Annual)

Assistant or Deputy Director (Avg)	<input type="text" value="\$55,578"/>	Department Head	<input type="text" value="\$0"/>
Information Technology Director:	<input type="text" value="\$0"/>	Selector:	<input type="text" value="\$0"/>

## Board/Staff Data

Section Finalized

### Months The Board Meets

Jan
  Feb
  Mar
  Apr
  May
  Jun  
 Jul
  Aug
  Sep
  Oct
  Nov
  Dec

Board meeting time:   
 In which week?   
 Day of week:   
 MeetFrequency

Number of Board Members:   
 Number of Staff Members:

**Equipment** Section FinalizedPhotocopier? Automated Circulation System? Microfilm/Fiche Reader/Printer? Which automation system? Microcomputers? Windows Based? 

Number of microcomputers:

Public: Staff: Shared: Automated Public Access Catalog? Number of OPACs only: **Policies and Catalog** Section Finalized**Policies**Friends of Library Group? Local Literacy Program? Friends  
Contact  
Name and  
AddressLiteracy Contact  
Name \_PhoneWritten statement of purpose?  Year last reviewed