

# ODL Annual Report - Fiscal Year: 2008

☒ Finalized ☐ Approved

Library: LUTHER LIBRARY

## Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	<input type="text" value="LUTHER LIBRARY"/>		
County:	<input type="text" value="OKLAHOMA"/>	Type:	<input type="text" value="BR"/>
Mail Address:	<input type="text" value="Same as Mailing"/>		
Street Address:	<input type="text" value="310 NE 3rd"/>		
City:	<input type="text" value="LUTHER"/>	Zip:	<input type="text" value="73054-9999"/> <input type="text" value="73054-9999"/>
		(Street)	(Mail)
Phone:	<input type="text" value="405-277-9967"/>	Fax:	<input type="text" value="405-277-9238"/>
Toll Free - 800#:	<input type="text"/>		
Director's Email:	<input type="text" value="luther@metrolibrary.org"/>		
Library's Web Page:	<input type="text" value="www.metrolibrary.org"/>		
Population:	Adult	Juvenile	Total
City:	<input type="text" value="1,045"/>	<input type="text" value="500"/>	<input type="text" value="1,545"/>
County:	<input type="text" value="522,205"/>	<input type="text" value="179,602"/>	<input type="text" value="701,807"/>
County Service Area:	<input type="text" value="718"/> Square Miles	Do you serve all in county w/o charge? <input type="text" value="YES"/>	
		If NO, Describe: <input type="text"/>	

Director/Librarian:

Person Completing:

Number Of Branches:  BookMobiles:  Other Outlets:

Note:

Total Staff FTE	<input type="text" value="2.23"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="0.75"/>	Other FTE:	<input type="text" value="1.48"/>
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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:

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### US/State Districts/Representatives

U.S. Congressional District:

Oklahoma House District:

Oklahoma Senate District:

## Holdings

☒ Section FinalizedEstimated Data? 

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	5,191	4,880	2,044	2,570
Juvenile:	2,617	2,460	615	853
<b>Total Bound:</b>	<b>7,808</b>	<b>7,340</b>	<b>2,659</b>	<b>3,423</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	4.00	4.00	0.00	0.00
<b>Total Printed Materials:</b>	<b>7,812.00</b>	<b>7,344</b>	<b>2,659</b>	<b>3,423</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	623.00	623.00	177.00	27.00
Video Materials:	194.00	194.00	89.00	48.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	60.00	60.00	3.00	1.00
<b>Total Electronic Materials:</b>	<b>60.00</b>	<b>60</b>	<b>3</b>	<b>1</b>

## Database Detail:

- Paid by your Library	60
- 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:	<input type="text" value="46.00"/>	Total Annual Hours: <input type="text" value="2,392.00"/>
Hours after 5pm M-F:	<input type="text" value="4.00"/>	
Hours Sat, Sun:	<input type="text" value="7.00"/>	
Days Closed for Holidays:	<input type="text" value="10.00"/>	

### Regular Hours

	Period 1		Period 2		Period 3	
Sun	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mon:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>

**Total Regular Hours Per Week 46.00**

### Summer Hours

	Period 1		Period 2		Period 3	
Sun	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mon:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Total Summer Hours Per Week 0.00**

## Reference/Circulation

☒ Section Finalized      Estimated Data?

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="42,761"/>	<input type="text" value="11,663"/>	<input type="text" value="54,424"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

## Borrowers

☒ Section Finalized      Estimated Data?

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### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="557"/>	<input type="text" value="704"/>	<input type="text" value="1,261"/>

Number of Family Cards:

Re-Register?

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

## Programs/InterLibrary

☒ Section Finalized      Estimated Data?

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Programs		Number	Attendance
Summer 6/07 - 8/07	Note: Last Years Program	9	596
Other programs for children 7/07 - 6/08		19	1225
Programs given for adults 7/07 - 6/08		35	513
Summer Teens 6/07 - 8/07	Note: Last Years Program	1	67
Programs given for teens 7/07 - 6/08		0	0
Total Programs:		64	2401
Program Attendance Per Capita:			1.55

## Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

### Electronic Service and Internet Use

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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  Staff:  Shared

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?	<input type="text"/>
- Which Software?	<input type="text"/>
- Hosted Where?	<input type="text"/>

**Salaries and Benefits**☒ Section Finalized      Estimated Data? **Salaries**

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Beginning Librarian's Annual Salary:	<input type="text" value="\$28,309"/>
Director's Current Annual Salary:	<input type="text" value="\$25,912"/>
Director's Hours Per Week:	<input type="text" value="30"/>
Salary @ On \$6.5 per hour:	<input type="text" value="\$10,140"/>

**Other Salaries**

(Annual)

Assistant or Deputy Director (Avg)	<input type="text" value="\$0"/>	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 Finalized

Photocopier?

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  
Address

Literacy Contact  
Name \_Phone

Written statement of purpose?

Year last reviewed