

# ODL Annual Report - Fiscal Year: 2008

☒ Finalized ☐ Approved

Library: **MIDWEST CITY LIBRARY**

## Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	MIDWEST CITY LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	8143 E RENO		
City:	MIDWEST CITY	Zip:	73110-3999 (Street) (Mail)
Phone:	405-732-4828	Fax:	405-606-3451
Toll Free - 800#:			
Director's Email:	dwillis@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	59,834	21,543	81,377
County:	522,205	179,602	701,807
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input type="text" value="YES"/>
		If NO, Describe:	

Director/Librarian: Deborah Willis

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="18.99"/>	MLS FTE	<input type="text" value="3"/>	Librarian FTE:	<input type="text" value="3"/>	Other FTE:	<input type="text" value="12.99"/>
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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? 

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	58,126	54,638	13,396	15,026
Juvenile:	30,799	28,613	4,561	5,962
<b>Total Bound:</b>	<b>88,925</b>	<b>83,251</b>	<b>17,957</b>	<b>20,988</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	186.00	173.00	7.00	6.00
<b>Total Printed Materials:</b>	<b>89,111.00</b>	<b>83,424</b>	<b>17,964</b>	<b>20,994</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	4,776.00	4,776.00	1,125.00	1,348.00
Video Materials:	3,068.00	3,068.00	994.00	1,536.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	65.00	65.00	3.00	1.00
<b>Total Electronic Materials:</b>	<b>65.00</b>	<b>65</b>	<b>3</b>	<b>1</b>

## Database Detail:

- Paid by your Library	65
- 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="70.00"/>	Total Annual Hours: <input type="text" value="3,640.00"/>
Hours after 5pm M-F:	<input type="text" value="17.00"/>	
Hours Sat, Sun:	<input type="text" value="30.00"/>	
Days Closed for Holidays:	<input type="text" value="15.00"/>	

### Regular Hours

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

**Total Regular Hours Per Week 70.00**

### 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="370,471"/>	<input type="text" value="157,529"/>	<input type="text" value="528,000"/>

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="34,929"/>	<input type="text" value="12,266"/>	<input type="text" value="47,195"/>

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?

Programs		Number	Attendance
Summer 6/07 - 8/07	Note: Last Years Program	21	2492
Other programs for children 7/07 - 6/08		202	3107
Programs given for adults 7/07 - 6/08		517	9225
Summer Teens 6/07 - 8/07	Note: Last Years Program	6	455
Programs given for teens 7/07 - 6/08		73	945
Total Programs:		819	16224
Program Attendance Per Capita:			0.20

## Continuing Education/Internet Use

☒ Section Finalized

Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="34"/>	<input type="text" value="0"/>	<input type="text" value="50"/>

### 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	<input type="text" value="22"/>	Staff: <input type="text" value="14"/>	Shared <input type="text" value="0"/>
			<input type="text" value="36"/>

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**

Beginning Librarian's Annual Salary:	<input type="text" value="\$35,818"/>
Director's Current Annual Salary:	<input type="text" value="\$61,402"/>
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="\$45,635"/>	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