ODL Annual Report - Fiscal Year: 2009   ☑ Finalized ☑ Approved

Library: **BETHANY LIBRARY**

Library Data and Demographics   ☑ Section Finalized   Estimated Data? NO

Name: | BETHANY LIBRARY
County: | OKLAHOMA | Type: | BR

Mail Address: | SAME AS ST. ADDRESS
Street Address: | 3510 N MUELLER
City: | BETHANY | Zip: | 73008-3971 | 73008-3971
| | | (Street) | (Mail)
Phone: | 405-789-8363 | Fax: | 405-606-3239
Toll Free - 800#: |
Director's Email: | kprince@metrolibrary.org
Library's Web Page: | www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	44,024	13,163	57,187
County:	525,784	180,833	706,617

County Service Area: | 718 | Square Miles | Do you serve all in county w/o charge? | YES

If NO, Describe: |

Director/Librarian: | Katrina Prince
Person Completing: | Stuart Williamson, Researcher

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

Note: city population from MLS service area 2009
Change Name to "Bethany Library"

Total Staff FTE 12.22   MLS FTE 3   Librarian FTE: 1   Other FTE: 8.22

Library Data and Demographics(2)

Square Footage For Library: 8280   Do you have meeting rooms?   YES

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

Year Built: 1964

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: $13,184.00

Building maintenance and/or rent paid by: SYSTEM

  -- Specify if OTHER:

US/State Districts/Representatives

U.S. Congressional District: USH-5 Fallin, Mary

Oklahoma House District: H-84 Kern, Sally

Oklahoma Senate District: S-30 Coffee, Glenn (R)

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	32,858	30,887	8,449	7,536
Juvenile:	18,254	16,976	2,652	2,785
Total Bound:	**51,112**	**47,863**	**11,101**	**10,321**
Unbound Current Serial Subscriptions (Non Electronic)	103.00	102.00	1.00	1.00
Total Printed Materials:	**51,215.00**	**47,965**	**11,102**	**10,322**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	2,989.00	2,989.00	1,109.00	1,023.00
Video Materials:	2,872.00	2,872.00	919.00	361.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	77.00	77.00	16.00	0.00
Total Electronic Materials:	**77.00**	**77**	**16**	**0**

Database Detail:

- Paid by your Library   54
- by other coop   0
- by State Library   23

Licensed Databases:

Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, HeritageQuest, Learning Express, Mitchell Repair (auto), NewsBank,

Library Hours

☑ Section Finalized

	Main/HQ		
Hours open per week:	65.00	Total Annual Hours:	3,380.00
Hours after 5pm M-F:	17.00		
Hours Sat, Sun:	8.00		
Days Closed for Holidays:	10.00		

Regular Hours

	Period 1		Period 2		Period 3	
Sun						
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   65.00

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? NO

Annual Circulation Transactions

Adult   Juvenile: **Total:**

307,365   138,586   445,951

Annual Circulation Transactions Per Capita: 7.80

Annual Library Visits Per Capita: 3.59

Borrowers   ☑ Section Finalized   Estimated Data? NO

Number Of Registered Borrowers

Adult: Juvenile: **Total:**

21,179   8,182   29,361

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 6/08 - 8/08	Note: Last Years Program	17	2847
Other programs for children 7/08 - 6/09		86	2722
Programs given for adults 7/08 - 6/09		56	1948
Summer Teens 6/08 - 8/08	Note: Last Years Program	2	344
Programs given for teens 7/08 - 6/09		9	225
Total Programs:		**170**	**8086**
Program Attendance Per Capita:			0.14

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

Continuing Education

# of Staff	# of Board	Total CEs
18	0	20

Electronic Service and Internet Use

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

Does your library have internet access?   YES

Number of users annually   39300

Number of Headquarter/Main Internet Stations?   Total

Public 11   Staff: 8   Shared 0   19

Internet access is via: DEDICATED
Internet have WIFI?:   YES
Type of connection: 100 MBPS
Does your library use an internet filter   Y
- If yes, which filter:

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:	$37,253
Director's Current Annual Salary:	$68,474
Director's Hours Per Week:	40
Hourly Wage:	$0.00
Salary @ On $6.5 per hour:	$13,520

Other Salaries   (Annual)

Assistant or Deputy Director (Avg)	$0	Department Head	$0
Information Technology Director:	$0	Selector:	$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:	3:30pm
In which week?	3rd
Day of week:	THUR
MeetFrequency	MONTHLY

Number of Board Members:	0
Number of Staff Members:	18

Equipment

☑ Section Finalized

Photocopier?	YES	Automated Circulation System?	YES
Microfilm/Fiche Reader/Printer?	NO	Which automation system?	Other
Microcomputers?	YES	Windows Based?	YES

Number of microcomputers:

Public:	20		
Staff:	8	Automated Public Access Catalog?	YES
Shared:	0	Number of OPACs only:	4

Policies and Catalog

☑ Section Finalized

Policies

Friends of Library Group?	NO	Local Literacy Program?	NO
Friends Contact Name and Address		Literacy Contact Name _ Phone	

Written statement of purpose?   YES   2008   Year last reviewed

Library Staff
☑ Section Finalized

Last Update with FY   Library: **BETHANY LIBRARY**

Staff Count 18   Total FTE: 12.22

Name	Title:	Type:	Education	Hours	CE?
BOWEN, JANET	Page	Other	Some College	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
DAUBENSPECK, TIMOTHY	Page	Other	Some College	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
DAUGHERITY, MARY	Circulation Clerk	Other	College Graduate	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
DOTY, CONRAD	Custodian	Other	High School	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
EVANS, MATTHEW	Page	Other	High School	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
FIELDS, DANIEL	Librarian	MLS	Masters In Library	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
FIELDS, REGINA	Circulation Clerk	Other	Some College	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
FORD, BREANNE	Page	Other	High School	9.69	Y
FTE: 0.2422 Certification: Certified? N Level: Year: Hired This Year? N					
GEHLING, DAWN	Page	Other	College Graduate	0	Y
FTE: 0 Certification: Certified? N Level: Year: Hired This Year? Y					
NOLAN, SHARON	Librarian	Librarian	College Graduate	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
O'HARE, JERRY	Circ Clerk	Other	Masters In Library	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
PEADEN, CECIL	Librarian	MLS	Masters In Library	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
PRINCE, KATRINA	Library Manager I	MLS	Masters In Library	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					

| **ROSE, BRANDON** | Page | | Other | Some College | 24 | Y |

FTE: 0.6 Certification: Certified? N Level: Year: Hired This Year? N

| **RUPP, DIANNA** | Circulation Clerk | | Other | College Graduate | 40 | Y |

FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N

| **RYDEN, ROSEMARY** | Page | | Other | Some College | 20 | Y |

FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N

| **WADE, KIMBERLY** | Circulation Clerk | | Other | Some College | 40 | Y |

FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N

| **WELLS, JOSHUA** | Page | | Other | College Graduate | 15 | Y |

FTE: 0.375 Certification: Certified? N Level: Year: Hired This Year? N

Board Members

☑ Section Finalized

Last Update with FY **2009**   Library: **BETHANY LIBRARY**

Total Members: 0

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Home Phone: Business Phone:

 - ,

Position: Term Ends: