

ODL Annual Report - Fiscal Year: 2009

Finalized Approved

Library: SOUTHERN OAKS LIBRARY

Library Data and Demographics

Section Finalized

Estimated Data?

Name:	SOUTHERN OAKS LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	6900 S WALKER		
City:	OKLA CITY	Zip:	73139- (Street) 73139- (Mail)
Phone:	405-631-4468	Fax:	405-606-3484
Toll Free - 800#:			
Director's Email:	rwayland@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	73,075	25,067	98,142
County:	525,784	180,833	706,617
County Service Area:	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: Randy Wayland

Person Completing: Stuart Williamson, Researcher

Number Of Branches: BookMobiles: Other Outlets:

Note: City pop from MLS defined service area 2008

Total Staff FTE	<input type="text" value="20.68"/>	MLS FTE	<input type="text" value="5"/>	Librarian FTE:	<input type="text" value="3.5"/>	Other FTE:	<input type="text" value="12.18"/>
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Library Data and Demographics(2)

Square Footage For Library:

Do you have meeting rooms?

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

Year Built:

Has any building in the library or system been renovated, expanded, or new construction completed withing 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

U.S. Congressional District:

Oklahoma House District:

Oklahoma Senate District:

Holdings Section FinalizedEstimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	67,681	63,620	14,681	18,994
Juvenile:	28,671	26,664	4,260	5,347
Total Bound:	96,352	90,284	18,941	24,341
Unbound				
Current Serial Subscriptions (Non Electronic)	160.00	159.00	2.00	3.00
Total Printed Materials:	96,512.00	90,443	18,943	24,344
Electronic Materials				
	Physical Units	Titles	Added	Discarded
Audio Materials:	5,112.00	5,112.00	1,533.00	1,319.00
Video Materials:	4,002.00	4,002.00	122.00	1,349.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	72.00	72.00	7.00	2.00
Total Electronic Materials:	72.00	72	7	2

Database Detail:

- Paid by your Library	49
- 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:	70.00	Total Annual Hours: 3,640.00
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? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="436,263"/>	<input type="text" value="157,854"/>	<input type="text" value="594,117"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

Borrowers

Section Finalized Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="37,005"/>	<input type="text" value="13,383"/>	<input type="text" value="50,388"/>

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? NO

Programs		Number	Attendance
Summer 6/08 - 8/08	Note: Last Years Program	11	1924
Other programs for children	7/08 - 6/09	118	2626
Programs given for adults	7/08 - 6/09	176	3735
Summer Teens 6/08 - 8/08	Note: Last Years Program	8	728
Programs given for teens	7/08 - 6/09	60	1379
Total Programs:		373	10392
Program Attendance Per Capita:			0.11

Continuing Education/Internet Use

Section Finalized Estimated Data? NO

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="29"/>	<input type="text" value="0"/>	<input type="text" value="24"/>

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?
Public Staff: Shared Total

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="\$37,253"/>
Director's Current Annual Salary:	<input type="text" value="\$71,534"/>
Director's Hours Per Week:	<input type="text" value="40"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
Salary @ On \$6.5 per hour:	<input type="text" value="\$13,520"/>

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 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

Library Staff Section Finalized

Last Update with FY

Library: SOUTHERN OAKS LIBRARY

Staff Count Total FTE:

Name	Title:	Type:	Education	Hours	CE?
ADAMS, GERALDINE	Librarian	<input type="text" value="MLS"/>	Masters In Library	20	Y
FTE: <input type="text" value="0.5"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
ASHBY, SYDNEY	Assoc Librarian	<input type="text" value="Librarian"/>	College Graduate	20	Y
FTE: <input type="text" value="0.5"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
BISHOP, JESSIE	Page	<input type="text" value="Other"/>	Some College	6.5	Y
FTE: <input type="text" value="0.1625"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
BREATHWIT, DARRIE	Librarian	<input type="text" value="Librarian"/>	Other Masters	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
BROWN, KIRSTIE	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	17.4	Y
FTE: <input type="text" value="0.4345"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
CHANEY, NICOLE	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	19.5	Y
FTE: <input type="text" value="0.4875"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
CLYMER, NATHAN	Tech Assistant	<input type="text" value="Other"/>	Some College	32	Y
FTE: <input type="text" value="0.8"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
CUNNINGHAM, BEVERLY	Librarian	<input type="text" value="MLS"/>	Masters In Library	20	Y
FTE: <input type="text" value="0.5"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
GLOVER, STEVEN	Page	<input type="text" value="Other"/>	Some College	27.6	Y
FTE: <input type="text" value="0.6907"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
GREEN, EMILY	Page	<input type="text" value="Other"/>	Some College	20	Y
FTE: <input type="text" value="0.5"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
HILBERT, JOHN	Librarian	<input type="text" value="MLS"/>	Masters In Library	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
KHADER, LENA	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	16.4	Y
FTE: <input type="text" value="0.4110"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
KINZIE, CHESTER	Asst Manager	<input type="text" value="MLS"/>	Masters In Library	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	

KURTH, GALEN	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
LITTLE, WANDA	Page	Other	High School	29.1	Y
FTE: 0.7282	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
MONTGOMERY, DEBORAH	Circulation Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
NELSON, SHARON	Page	Other	Some College	23.8	Y
FTE: 0.5938	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
O'NEIL, STACEY	Page	Other	Not a High School Grad or GED	13.8	Y
FTE: 0.3453	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PARR, BARBARA	Circulation Clerk	Other	College Graduate	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PHILLIPS, BEVERLY	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PHILLIPS, SALLY	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
RAMSEY, RACHEL	Page	Other	High School	24.3	Y
FTE: 0.6063	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
RIVAS, PATRICIA	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
SCHOFLIED, JULIE	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
SMITH, CHERYLL	Associate Librarian	Librarian	College Graduate	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
STINSON, SUSAN	Circ Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
TOLLY, ANDREW	Circulation Clerk	Other	Some College	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
WALKER, DANIELLE	Page	Other	College Graduate	16.7	Y
FTE: 0.4173	Certification: Certified? N	Level:	Year:	Hired This Year? N	

WAYLAND, RANDY	Library Manager II	Librarian	College Graduate	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

Board Members

Section Finalized

Last Update with FY 2009

Library: SOUTHERN OAKS LIBRARY

Total Members: 0

	Home Phone:	Business Phone:
, - , Position:	Term Ends:	