ODL Annual Report - Fiscal Year: 2010

☐ Finalized   ☐ Approved

Library: **BELLE ISLE LIBRARY**

Library Data and Demographics

☑ Section Finalized   Estimated Data? NO

Name: BELLE ISLE LIBRARY

County: OKLAHOMA   Type: BR

Mail Address: SAME AS ST. ADDRESS

Street Address: 5501 N. VILLA

City: OKLA CITY   Zip: 73112-7164 (Street)   73112-7164 (Mail)

Phone: 405-843-9601   Fax: 405-843-4560

Toll Free - 800#:

Director's Email: pdoss@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	59,823	20,521	80,344
County:	533,289	183,415	716,704

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

If NO, Describe:

Director/Librarian: PRISCILLA DOSS

Person Completing: Stuart Williamson

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

Note: City pop from MLS defined service area 2009

Total Staff FTE	19.73	MLS FTE	7	Librarian FTE:	1.75	Other FTE:	10.98

Library Data and Demographics(2)

Square Footage For Library: 18848   Do you have meeting rooms?   YES

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

Year Built: 1963

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: $51,149.00

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-85 Dank, David

Oklahoma Senate District: S-40 Branan, Cliff (R)

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	68,029	63,947	14,625	15,607
Juvenile:	29,735	27,654	3,881	3,655
Total Bound:	**97,764**	**91,601**	**18,506**	**19,262**
Unbound Current Serial Subscriptions (Non Electronic)	175.00	175.00	3.00	5.00
Total Printed Materials:	**97,939.00**	**91,776**	**18,509**	**19,267**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	5,578.00	5,522.00	1,661.00	1,389.00
Video Materials:	4,508.00	4,508.00	1,712.00	1,579.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	73.00	73.00	6.00	0.00
Total Electronic Materials:	**73.00**	**73**	**6**	**0**

Database Detail:

- Paid by your Library	73
- 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, NoveList, NoveList K-8, Reference USA, The

List other Databases:

Library Hours

☑ Section Finalized

	Main/HQ
Hours open per week:	70.00
Hours after 5pm M-F:	17.00
Hours Sat, Sun:	13.00
Days Closed for Holidays:	15.00

Total Annual Hours: 3,640.00

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:**

| 531,817 | | 165,296 | | 697,113 |

Annual Circulation Transactions Per Capita: 8.68

Annual Library Visits Per Capita: 3.76

Borrowers

☑ Section Finalized   Estimated Data? YES

Number Of Registered Borrowers

Adult: Juvenile: **Total:**

| 32,233 | | 8,161 | | 40,394 |

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 6/09 - 8/09	Note: Last Years Program	10	2263
Other programs for children 7/09 - 6/10		81	1103
Programs given for adults 7/09 - 6/10		261	4712
Summer Teens 6/09 - 8/09	Note: Last Years Program	3	232
Programs given for teens 7/09 - 6/10		4	34
Total Programs:		**359**	**8344**
Program Attendance Per Capita:			0.10

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

Continuing Education

# of Staff	# of Board	Total CEs
27	0	25

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   52382

   Number of Headquarter/Main Internet Stations?   Total

   Public   13   Staff: 14   Shared   0   27

   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:	$38,750
Director's Current Annual Salary:	$77,626
Director's Hours Per Week:	40
Hourly Wage:	$0.00
Salary @ On $6.55 per hour:	$13,624

Other Salaries   (Annual)

Assistant or Deputy Director (Avg)	$57,574	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:	27

Equipment

☑ Section Finalized

Photocopier?   YES

Microfilm/Fiche Reader/Printer?   NO

Microcomputers?   YES

Number of microcomputers:

Public: 25

Staff: 14

Shared: 0

Automated Circulation System?   YES

Which automation system?   Other

Windows Based?   YES

Automated Public Access Catalog?   YES

Number of OPACs only: 5

Policies and Catalog

☑ Section Finalized

Policies

Friends of Library Group?   NO

Friends Contact Name and Address

Local Literacy Program?   NO

Literacy Contact Name & Phone

- If NO, has Library Ever Had Friends   NO

Written statement of purpose?   YES   2009   Year last reviewed

Library Staff

☑ Section Finalized

Last Update with FY   Library: **BELLE ISLE LIBRARY**

Staff Count 27   Total FTE: 19.73

Name	Title:	Type:	Education	Hours	CE?
BASSETT, CHRISTINE	Librarian	MLS	Masters In Library	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
BIDDLE, DEANNA	Assoc Librarian	Librarian	College Graduate	30	Y
FTE: 0.75 Certification: Certified? N Level: Year: Hired This Year? N					
CALHOUN, DAVID	Page	Other	Some College	30	Y
FTE: 0.75 Certification: Certified? N Level: Year: Hired This Year? N					
CASEY, KAREN	Page	Other	Some College	22.8	Y
FTE: 0.5688 Certification: Certified? N Level: Year: Hired This Year? Y					
COBB, KIM	Librarian	MLS	Masters In Library	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
DOSS, PRISCILLA	Library Manager II	MLS	Masters In Library	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
FRENCH, DAVID	Librarian	MLS	Masters In Library	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
FRITSCH, KATHY	Page	Other	College Graduate	16.3	Y
FTE: 0.4063 Certification: Certified? N Level: Year: Hired This Year? N					
GLOVER, PATSY	Page	Other	Some College	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					
HARDER, RUTH	Circ Clerk	Other	Other Masters	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? Y					
HOLMBERG, LINDA J.	Page	Other	Some College	30	Y
FTE: 0.75 Certification: Certified? N Level: Year: Hired This Year? N					
JOHNSON, BARBARA	Associate Librarian	Librarian	Other Masters	40	Y
FTE: 1 Certification: Certified? N Level: Year: Hired This Year? N					
MCELROY, MARY	Circulation Clerk	Other	College Graduate	20	Y
FTE: 0.5 Certification: Certified? N Level: Year: Hired This Year? N					

Name	Position	Degree	Education	Hours	Y/N
MEEKS, ANN	Librarian	MLS	Masters In Library	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
PROVINE, CAROL	Circulation Clerk	Other	High School	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
ROBERTUS, DEBBIE	Asst Lib Mgr	MLS	Masters In Library	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
SLUSAR, NANCY	Circ Clerk	Other	College Graduate	30	Y
FTE: 0.75 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
SMITH, DARCUS	Librarian	MLS	Masters In Library	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
STEVENSON, VIVIAN	Page	Other	College Graduate	13.4	Y
FTE: 0.336 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
STOCKTON-HISS, BRENDA	Tech Assistant	Other	College Graduate	18.6	Y
FTE: 0.4657 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
TAUCER, STANLEY	Tech Asst.	Other	Some College	22.5	Y
FTE: 0.5625 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
THOMAS, TERRIE	Librarian	MLS	Masters In Library	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
WHISENHUNT, PATRICIA	Circulation Clerk	Other	Some College	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
WILBURN, JEAN	Circulation Clerk	Other	College Graduate	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
WOLFINGER, REGINA	Circulation Clerk	Other	College Graduate	40	Y
FTE: 1 — Certification: Certified? N — Level: — Year: — Hired This Year? N					
YOUNGE, MYLES	Tech Asst	Other	College Graduate	15.6	Y
FTE: 0.3908 — Certification: Certified? N — Level: — Year: — Hired This Year? Y					
ZUHDI, SELMA	Page	Other	Other Masters	20	Y
FTE: 0.5 — Certification: Certified? N — Level: — Year: — Hired This Year? N					

Board Members

☑ Section Finalized

Last Update with FY **2010**   Library: **BELLE ISLE LIBRARY**

Total Members: 0

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Home Phone: Business Phone:

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Position: Term Ends: