

ODL Annual Report - Fiscal Year: 2010

☐ Finalized ☐ Approved

Library: **NICOMA PARK LIBRARY**

Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	NICOMA PARK LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	BOX 756		
Street Address:	2240 OVERHOLSER		
City:	NICOMA PARK	Zip:	73066-0250 (Street) (Mail)
Phone:	405-769-9452	Fax:	405-769-4020
Toll Free - 800#:			
Director's Email:	nicomapark@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	1,177	405	1,582
County:	533,289	183,415	716,704
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:

Person Completing:

Number Of Branches: BookMobiles: Other Outlets:

Note:

Total Staff FTE	<input type="text" value="1.05"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="0.75"/>	Other FTE:	<input type="text" value="0.3"/>
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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?

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	5,299	4,981	1,809	2,097
Juvenile:	2,794	2,598	607	411
Total Bound:	8,093	7,579	2,416	2,508
Unbound Current Serial Subscriptions (Non Electronic)				
	26.00	26.00	1.00	0.00
Total Printed Materials:	8,119.00	7,605	2,417	2,508

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	478.00	473.00	131.00	215.00
Video Materials:	280.00	280.00	96.00	29.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	74.00	74.00	6.00	0.00
Total Electronic Materials:	74.00	74	6	0

Database Detail:

- Paid by your Library	74
- 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:	<input type="text" value="37.50"/>	Total Annual Hours: <input type="text" value="1,950.00"/>
Hours after 5pm M-F:	<input type="text" value="1.50"/>	
Hours Sat, Sun:	<input type="text" value="7.50"/>	
Days Closed for Holidays:	<input type="text" value="6.00"/>	

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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<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="5:30pm"/>	<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="5:30pm"/>	<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="5:30pm"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="9:00am"/>	<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="9:00am"/>	<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 37.50

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?

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="24,741"/>	<input type="text" value="6,672"/>	<input type="text" value="31,413"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

Borrowers

☒ Section Finalized Estimated Data?

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="498"/>	<input type="text" value="333"/>	<input type="text" value="831"/>

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 6/09 - 8/09	Note: Last Years Program	<input type="text" value="9"/>	<input type="text" value="322"/>
Other programs for children 7/09 - 6/10		<input type="text" value="2"/>	<input type="text" value="20"/>
Programs given for adults 7/09 - 6/10		<input type="text" value="7"/>	<input type="text" value="228"/>
Summer Teens 6/09 - 8/09	Note: Last Years Program	<input type="text" value="1"/>	<input type="text" value="28"/>
Programs given for teens 7/09 - 6/10		<input type="text" value="0"/>	<input type="text" value="0"/>
Total Programs:		<input type="text" value="19"/>	<input type="text" value="598"/>
Program Attendance Per Capita:			<input type="text" value="0.38"/>

Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="4"/>

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?	<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="\$38,750"/>
Director's Current Annual Salary:	<input type="text" value="\$31,821"/>
Director's Hours Per Week:	<input type="text" value="37"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
Salary @ On \$6.55 per hour:	<input type="text" value="\$12,602"/>

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?

Microfilm/Fiche Reader/Printer?

Microcomputers?

Number of microcomputers:

Public:

Staff:

Shared:

Automated Circulation System?

Which automation system?

Windows Based?

Automated Public Access Catalog?

Number of OPACs only:

Policies and Catalog

☒ Section Finalized

Policies

Friends of Library Group?

Friends
Contact
Name and
Address

Local Literacy Program?

Literacy Contact
Name & Phone

- If NO, has Library Ever Had Friends

Written statement of purpose?

Year last reviewed

Library Staff☒ Section Finalized

Last Update with FY

Library: **NICOMA PARK LIBRARY**

Staff Count

Total FTE:

Name	Title:	Type:	Education	Hours	CE?
CROSS, LOIS	Extension Spc	<input type="text" value="Librarian"/>	Some College	37.2	Y
FTE: <input type="text" value="0.9300"/>	Certification:	Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SHEESLEY, KATHRYN	Page	<input type="text" value="Other"/>	High School	10	Y
FTE: <input type="text" value="0.25"/>	Certification:	Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N

Board Members

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Last Update with FY 2010 Library: NICOMA PARK LIBRARY

Total Members: 0

		Home Phone:	Business Phone:
Position:	Term Ends:		