ODL Annual Report - Fiscal Year: 2010

☐ Finalized   ☐ Approved

Library: **WARR ACRES LIBRARY**

Library Data and Demographics

☑ Section Finalized   Estimated Data? NO

Name: WARR ACRES LIBRARY

County: OKLAHOMA   Type: BR

Mail Address: SAME AS ST. ADDRESS

Street Address: 5901 N W 63

City: Warr Acres   Zip: 73132-2401 (Street)   73132-2401 (Mail)

Phone: 405-721-2616   Fax: 405-606-3534

Toll Free - 800#:

Director's Email: bbeasley@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	49,731	17,388	67,119
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: Barbara Beasley

Person Completing: Stuart Williamson

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

Note: City pop from MLS defined service area 2008

Total Staff FTE 14.83   MLS FTE 3   Librarian FTE: 1.5   Other FTE: 10.33

Library Data and Demographics(2)

Square Footage For Library: 12145   Do you have meeting rooms?   YES

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

Year Built: 1967

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: $34,359.00

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:	41,261	38,785	10,901	12,199
Juvenile:	24,476	22,763	4,073	4,923
Total Bound:	**65,737**	**61,548**	**14,974**	**17,122**
Unbound Current Serial Subscriptions (Non Electronic)	89.00	88.00	1.00	9.00
Total Printed Materials:	**65,826.00**	**61,636**	**14,975**	**17,131**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	4,246.00	4,204.00	1,336.00	1,484.00
Video Materials:	4,033.00	4,033.00	1,367.00	883.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	75.00	75.00	6.00	0.00
Total Electronic Materials:	**75.00**	**75**	**6**	**0**

Database Detail:

 - Paid by your Library   75

 - 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:	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:**
370,120	156,199	526,319

Annual Circulation Transactions Per Capita: 7.84

Annual Library Visits Per Capita: 3.59

Borrowers

☑ Section Finalized   Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	**Total:**
25,650	8,271	33,921

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	13	2406
Other programs for children 7/09 - 6/10		135	3668
Programs given for adults 7/09 - 6/10		167	2711
Summer Teens 6/09 - 8/09	Note: Last Years Program	5	375
Programs given for teens 7/09 - 6/10		16	160
Total Programs:		**336**	**9320**
Program Attendance Per Capita:			0.14

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

Continuing Education

# of Staff	# of Board	Total CEs
22	0	19

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   55409

Number of Headquarter/Main Internet Stations?   Total

Public   15   Staff: 10   Shared   0   25

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:	$71,261
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)	$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:	23

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: 24

Staff: 10   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

- 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: **WARR ACRES LIBRARY**

Staff Count 23   Total FTE: 14.83

Name	Title:	Type:	Education	Hours	CE?
BEASLEY, BARBARA	Library Manager I	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N
BECKETT, SUSAN	Page	Other	Some College	30	Y
FTE: 0.75	Certification:	Certified? N	Level:	Year:	Hired This Year? N
BENNET, DENESA	Circulation Clerk	Other	Some College	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N
BROWN, ALMA	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N
CADE, CHRISTOPHER	Page	Other	High School	19.5	Y
FTE: 0.4875	Certification:	Certified? N	Level:	Year:	Hired This Year? N
CANFIELD, DONNA	Page	Other	High School	18.6	Y
FTE: 0.4657	Certification:	Certified? N	Level:	Year:	Hired This Year? N
COLE, VANDA	Page	Other	High School	23.5	Y
FTE: 0.5875	Certification:	Certified? N	Level:	Year:	Hired This Year? Y
COLEMAN, CHERYL	Associate Librarian	Librarian	College Graduate	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N
COON, COURTNEY	Page	Other	Some College	22.5	Y
FTE: 0.5625	Certification:	Certified? N	Level:	Year:	Hired This Year? Y
DALRYMPLE, KELLY	Assoc Librarian	Other	College Graduate	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N
DOYLE, MAEGYN	Circ Clerk	Other	Some College	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N
ELLIS, DESTAVIE	Page	Other	Not a High School Grad or GED	18	Y
FTE: 0.45	Certification:	Certified? N	Level:	Year:	Hired This Year? N
FRAZIER, CINDY	Page	Other	Some College	14.8	Y
FTE: 0.3703	Certification:	Certified? N	Level:	Year:	Hired This Year? N

GRIFFIN, ABIBAIL	Page	Other	High School	11	Y
FTE: 0.275	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

KIM, CHRISTINA	Page	Other	Some College	0	N
FTE: 0	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

LITTERAL, KAREN	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MARTIN, RIKKI	Page	Other	College Graduate	15.1	Y
FTE: 0.3783	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MASON, REBECCA	Circulation Clerk	Other	High School	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MINTER, JESSICA	Circ Clerk	Other	College Graduate	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MULLOOLY, LORI	Circ Clerk	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

NIEBANK III, GEORGE	Page	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

RUTLAND, ERICA	Associate Librarian	Librarian	Other Masters	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

STEPHENS, MARY	Circulation Clerk	Other	Other Masters	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

Board Members

☑ Section Finalized

Last Update with FY **2010**   Library: **WARR ACRES LIBRARY**

Total Members: 0

,   Home Phone: Business Phone:

  - ,

Position: Term Ends: