ODL Annual Report - Fiscal Year: 2010

☐ Finalized ☐ Approved

Library: **WRIGHT LIBRARY**

Library Data and Demographics   ☑ Section Finalized   Estimated Data? NO

Name:	WRIGHT LIBRARY
County:	OKLAHOMA Type: BR

Mail Address:	2101 EXCHANGE AVE
Street Address:	2101 EXCHANGE AVE

City: OKLA CITY   Zip: 73108-2625 (Street)   73108-2625 (Mail)

Phone: 405-235-5035   Fax: 405-235-8938

Toll Free - 800#:

Director's Email: wright@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	1,426	489	1,915
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: Lovina Nichols Ext. Assistant

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	1	MLS FTE	0	Librarian FTE:	0.75	Other FTE:	0.25

Library Data and Demographics(2)

Square Footage For Library: 812   Do you have meeting rooms?   NO

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

Year Built: 1925

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: $11,049.00

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-89 Hamilton, Rebecca

Oklahoma Senate District: S-46 Rice, Andrew (D)

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	4,474	4,206	1,831	1,928
Juvenile:	1,619	1,506	445	685
Total Bound:	**6,093**	**5,712**	**2,276**	**2,613**
Unbound Current Serial Subscriptions (Non Electronic)	28.00	27.00	4.00	5.00
Total Printed Materials:	**6,121.00**	**5,739**	**2,280**	**2,618**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	525.00	520.00	129.00	252.00
Video Materials:	209.00	209.00	91.00	50.00
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:	30.00
Hours after 5pm M-F:	1.50
Hours Sat, Sun:	5.00
Days Closed for Holidays:	6.00

Total Annual Hours: 1,560.00

Regular Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:	10:00am	1:00pm	1:30pm	5:30pm		
Wed:	10:00am	1:00pm	1:30pm	5:30pm		
Thurs:	10:00am	1:00pm	1:30pm	5:30pm		
Fri:	10:00am	1:00pm	1:30pm	3:00pm		
Sat:	10:00am	1:00pm	1:30pm	3:00pm		

Total Regular Hours Per Week   30.00

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:**
11,746	3,616	15,362

Annual Circulation Transactions Per Capita: 8.02

Annual Library Visits Per Capita: 10.71

Borrowers

☑ Section Finalized   Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	**Total:**
763	255	1,018

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	3	88
Other programs for children 7/09 - 6/10		0	0
Programs given for adults 7/09 - 6/10		15	214
Summer Teens 6/09 - 8/09	Note: Last Years Program	1	12
Programs given for teens 7/09 - 6/10		0	0
Total Programs:		**19**	**314**
Program Attendance Per Capita:			0.16

Continuing Education/Internet Use

☑ Section Finalized   Estimated Data?   NO

Continuing Education

# of Staff	# of Board	Total CEs
2	0	3

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   3383

Number of Headquarter/Main Internet Stations?   Total

Public 2   Staff: 1   Shared 0   3

Internet access is via: DEDICATED

Internet have WIFI?:   YES

Type of connection: T1

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:	$28,330
Director's Hours Per Week:	30
Hourly Wage:	$0.00
Salary @ On $6.55 per hour:	$10,218

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:	2

Equipment

☑ Section Finalized

Photocopier? | YES |

Microfilm/Fiche Reader/Printer? | NO |

Microcomputers? | YES |

Number of microcomputers:

Public: | 2 |

Staff: | 1 |

Shared: | 0 |

Automated Circulation System? | YES |

Which automation system? | Other |

Windows Based? | YES |

Automated Public Access Catalog? | YES |

Number of OPACs only: | 0 |

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: **WRIGHT LIBRARY**

Staff Count [2]   Total FTE: [1]

Name	Title:	Type:	Education	Hours	CE?
DOWDING, AMANDA	Page	Other	Some College	10	Y

FTE: [0.25]   Certification: Certified? [N]   Level: [   ]   Year: [   ]   Hired This Year? N

| **NICHOLS, LOVINA** | Extension Specialist | Librarian | Some College | 30 | Y |

FTE: [0.75]   Certification: Certified? [N]   Level: [   ]   Year: [   ]   Hired This Year? N

Board Members

Last Update with FY **2010**   Library: **WRIGHT LIBRARY**

Total Members: 0

,

Home Phone: Business Phone:

- ,

Position: Term Ends: