

ODL Annual Report - Fiscal Year: 2011

Finalized YESApproved YESLibrary: **BELLE ISLE LIBRARY**

ID: 9435

Library Data and Demographics

Section Finalized YESEstimated 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) (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:	537,515	181,118	718,633
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <u>YES</u> If NO, Describe:

Director/Librarian:	PRISCILLA DOSS				
Person Completing:	Kay Bauman				
City Manager/Mayor:					
Number Of Branches:	0	BookMobiles:	0	Other Outlets:	0
Number Of Other Outlets:					

Note: City pop from MLS defined service area 2009

Total Staff FTE	20.29	MLS FTE	8	Librarian FTE:	1	Other FTE:	11.29
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Library Data and Demographics(2)

Square Footage For Library:	<input type="text" value="18,848"/>	Do you have meeting rooms?	<input type="text" value="YES"/>
Year Built:	<input type="text" value="1963"/>		
Housed in a building owned or maintained by local government or the system?	<input type="text" value="YES"/>		
Has any building in the library or system been renovated, expanded, or new construction completed withing the period covered by this report?	<input type="text" value="YES"/>		
Total amount spent of building maintenance and/or rent:	<input type="text" value="\$37,656"/>		
Building maintenance and/or rent paid by:	<input type="text" value="SYSTEM"/>		
-- Specify if OTHER:	<input type="text"/>		

US/State Districts/Representatives

U.S. Congressional District:	<input type="text" value="USH-5 Lankford, James"/>
Oklahoma House District:	<input type="text" value="H-85 Dank, David"/>
Oklahoma Senate District:	<input type="text" value="S-40 Branen, Cliff (R)"/>

Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	68,952	64,814	15,241	14,318
Juvenile:	29,837	27,748	3,823	3,721
Total Bound:	98,789	92,562	19,064	18,039
Unbound Current Serial Subscriptions (Non Electronic)				
	188	188	20	7
Total Printed Materials:	98,977	92,750	19,084	18,046

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	5,646	5,590	1,740	1,672
Downloadable Audio Titles:	0			
Video Materials:	5,475	5,420	1,917	950
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	91	91	23	5
Total Electronic Materials:	91	91	23	5

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	91	0	35
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, HeritageQuest, Learning Express, Mitchell Repair (auto), NewsBank, NoveList, NoveList K-8, Reference USA,		
Other Databases:			

Library Hours

Section Finalized YES

Main/HQ

Hours open per week:	<input type="text" value="70.00"/>	Total Annual Hours:	<input type="text" value="3,640.00"/>
Hours after 5pm M-F:	<input type="text" value="17.00"/>		
Hours Sat, Sun:	<input type="text" value="13.00"/>		
Days Closed for Holidays:	<input type="text" value="16.00"/>		
Weeks open per year:	<input type="text" value="52.00"/>		

Regular Hours

	Period 1		Period 2		Period 3	
Sun:	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mon:	<input type="text" value="09:00AM"/>	<input type="text" value="09:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="09:00AM"/>	<input type="text" value="09:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="09:00AM"/>	<input type="text" value="09:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="09:00AM"/>	<input type="text" value="09:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="09:00AM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="09:00AM"/>	<input type="text" value="05:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Regular Hours Per Week						70.00

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 YES

Estimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="521,871"/>	<input type="text" value="162,061"/>	<input type="text" value="683,932"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits:

Borrowers

Section Finalized YES

Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="31,581"/>	<input type="text" value="7,795"/>	<input type="text" value="39,376"/>

Number of Family Cards:

Re-Register?

If no to re-register, describe how borrowing records are kept up to date

Programs/InterLibrary

Section Finalized YES

Estimated Data? NO

Programs	Number	Attendance
Summer 6/10 - 8/10 Note: Last Years Program	15	2,037
Other programs for children 7/10 - 6/11	75	1,072
Programs given for adults 7/10 - 6/11	226	4,193
Summer Teens 6/10 - 8/10 Note: Last Years Program	3	187
Programs given for teens 7/10 - 6/11	4	41
Total Programs:		7,530
Program Attendance Per Capita:		0.09

Continuing Education/Internet Use

Section Finalized YES

Estimated Data? NO

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="34"/>	<input type="text" value="0"/>	<input type="text" value="36"/>

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?			Total
Public	<input type="text" value="13"/>	Staff: <input type="text" value="14"/>	Shared <input type="text" value="0"/>
			<input type="text" value="27"/>

Internet access is via:

Internet have WIFI?:

Type of connection:

Does your library use an internet filter?

- If yes, which filter:

Salaries and Benefits

Section Finalized YESEstimated Data? NO

Salaries

Beginning Librarian's Annual Salary:	\$57,179.00
Director's Current Annual Salary:	\$80,745.00
Director's Hours Per Week:	40
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$15,080.00

Other Salaries

(Annual)

Assistant or Deputy Director (Avg):	\$60,902.00	Department Head:	\$0.00
Information Technology Director:	\$0.00	Selector:	\$0.00

Board/Staff Data

Section Finalized YES

Months The Board Meets

☒ Jan ☒ Feb ☒ Mar ☒ Apr ☒ May ☒ Jun☒ Jul ☒ Aug ☒ Sep ☒ Oct ☒ Nov ☒ Dec

Board meeting time: 03:30PM

In which week? 3rd

Day of week: THUR

MeetFrequency MONTHLY

Number of Board Members: 0

Number of Staff Members: 29

Equipment

Section Finalized YES

Photocopier?

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 YES

Policies

Friends of Library Group?

Local Literacy Program?

Friends
Contact
Name and
Address

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: **2011** Library: **BELLE ISLE LIBRARY**

Name Staff Count: 29 Total FTE: 20.29

	Title:	Type:	Education	Hours	CE?
BARRON, VINCI	Library Page	Other		15.63	Y
FTE: <input type="text" value="0.39"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
BASSETT, CHRISTINE	Librarian	MLS		20.00	Y
FTE: <input type="text" value="0.50"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
CALHOUN, DAVID	Circulation Clerk	Other		30.00	Y
FTE: <input type="text" value="0.75"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	

CASEY, KAREN	Page	Other	27.75	Y
FTE: 0.69	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

COBB, KIM	Librarian	MLS	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

DOSS, PRISCILLA	Library Manager II	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

EFFINGER, SANDRA	Public Computer Spclt	Other	15.67	Y
FTE: 0.39	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

FRENCH, DAVID	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

FRITSCH, KATHY	Page	Other	15.92	Y
FTE: 0.40	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

GLOVER, PATSY	Page	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

HIBBARD, LEIGH	Library Page	Other	6.83	Y
FTE: 0.17	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

HOLMBERG, LINDA J.	Page	Other	30.00	Y
FTE: 0.75	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

JOHNSON, BARBARA	Associate Librarian	Librarian	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

JOHNSTON, BRANDON	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

LEMAY, ALEXANDRA	Public Computer Spclst	Other	8.17	Y
FTE: 0.20	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

MCELROY, MARY	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

MEEKS, ANN	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

PROVINE, CAROL	Circulation Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

ROBERTUS, DEBBIE	Asst Lib Mgr	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

SKOCH, BETHANY	Library Page	Other	24.50	Y
FTE: 0.61	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

SMITH, DARCUS	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

TAUCER, STANLEY	Public Computer Spclst	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

THOMAS, TERRIE	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

TODD, ANNA	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

WALKER, CAITLIN	Library Page	Other	14.67	Y
FTE: 0.37	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="Y"/>

WHISENHUNT, PATRICIA	Circulation Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

WILBURN, JEAN	Circulation Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

WOLFINGER, REGINA	Circulation Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

ZUHDI, SELMA	Page	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>

Board Members

Section Finalized

Last Update with FY: **2011** Library: **BELLE ISLE LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

-,

Position:

Term Ends: