

ODL Annual Report - Fiscal Year: 2011

Finalized YESApproved YESLibrary: **RONALD J NORICK DOWNTOWN LIBRARY**

ID: 9455

Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	RONALD J NORICK DOWNTOWN LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	300 Park Ave		
City:	OKLA CITY	Zip:	73102-3600 (Street) (Mail)
Phone:	405-231-8650	Fax:	405-606-3895
Toll Free - 800#:			
Director's Email:	athornton@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	52,316	17,946	70,262
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:	Angela Thornton				
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 2008

Total Staff FTE	32.82	MLS FTE	15.15	Librarian FTE:	1	Other FTE:	16.67
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Library Data and Demographics(2)

Square Footage For Library:

Do you have meeting rooms?

Year Built:

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

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 Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	123,627	116,209	15,083	16,288
Juvenile:	29,147	27,107	2,509	4,710
Total Bound:	152,774	143,316	17,592	20,998
Unbound Current Serial Subscriptions (Non Electronic)				
	877	844	5	119

Total Printed Materials:	153,651	144,160	17,597	21,117
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Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	6,367	6,303	1,221	1,240
Downloadable Audio Titles:	0			
Video Materials:	4,734	4,734	1,357	1,800
Downloadable Video Titles:	0			

E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	181	138	49	69
Total Electronic Materials:	181	138	49	69

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	181	0	35
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, HeritageQuest, Learning Express, Mitchell Repair (auto), NewsBank, NovelList, NovelList 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"/>					
Mon:	<input type="text"/>					
Tues:	<input type="text"/>					
Wed:	<input type="text"/>					
Thurs:	<input type="text"/>					
Fri:	<input type="text"/>					
Sat:	<input type="text"/>					
Total Summer Hours Per Week					0.00	

Reference/Circulation

Section Finalized YESEstimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="214,340"/>	<input type="text" value="68,078"/>	<input type="text" value="282,418"/>

Annual Circulation Transactions Per Capita: Annual Library Visits:

Borrowers

Section Finalized YESEstimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="28,013"/>	<input type="text" value="6,259"/>	<input type="text" value="34,272"/>

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	52	5,529
Other programs for children 7/10 - 6/11	192	5,377
Programs given for adults 7/10 - 6/11	2,613	9,677
Summer Teens 6/10 - 8/10 Note: Last Years Program	3	225
Programs given for teens 7/10 - 6/11	6	343
Total Programs:		21,151
Program Attendance Per Capita:		0.30

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="47"/>	<input type="text" value="0"/>	<input type="text" value="74"/>

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 Staff: Shared

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 YES

Estimated Data? NO

Salaries

Beginning Librarian's Annual Salary:	\$57,179.00
Director's Current Annual Salary:	\$58,156.00
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):	\$60,545.00	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:

In which week?

Day of week:

MeetFrequency

Number of Board Members:

Number of Staff Members:

Equipment

Section Finalized YES

Photocopier?

Automated Circulation System?

Microfilm/Fiche Reader/Printer?

Which automation system?

Microcomputers?

Windows Based?

Number of microcomputers:

Public:

Automated Public Access Catalog?

Staff:

Number of OPACs only:

Shared:

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: **RONALD J NORICK DOWNTOWN LIBRARY**

Name Staff Count: 43 Total FTE: 32.82

Name	Title:	Type:	Education	Hours	CE?
BANKS, RONDIA	Librarian	MLS		40.00	Y
FTE: <input type="text" value="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"/>	
BEACH, SHELDON	Librarian	MLS		40.00	Y
FTE: <input type="text" value="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"/>	
BELL, PRESTON	Library Assistant	Other		40.00	Y
FTE: <input type="text" value="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"/>	

BENNETT, GREG	Serials Tech	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
BISH, SHARON	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
BRADLEY, LISA	Librarian	MLS	26.00	Y
FTE: 0.65	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
BROWERS, DARLENE	Librarian	MLS	25.00	Y
FTE: 0.63	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
DAVIDSON, PHYLLIS	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
DEARINGER, LINDSAY	Library Page	Other	3.33	Y
FTE: 0.08	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y
DIXON, VICTORIA	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
EDWARDS, KIMBERLY	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
ENGLAND, JENNIFER	Librarian	MLS	25.00	Y
FTE: 0.63	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
FISHER, TIMOTHY	Assistant Manager	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
GABRIELSON, WENDY	Librarian	MLS	30.00	Y
FTE: 0.75	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
GALLAGHER, THOMAS	Page	Other	30.00	Y
FTE: 0.75	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
GRAY, VICTORIA	Circ Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
HAUSBURG, JANA	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N

HOANG, HARRY	Librarian	MLS	40.00	Y
FTE: <input type="text" value="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"/>
JOHNSON, LARRY	Librarian	MLS	40.00	Y
FTE: <input type="text" value="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"/>
KICKHAM, ELIZABETH	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? <input type="text" value="Y"/>
KLOIBER, JESSICA REAGAN	Page	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? <input type="text" value="N"/>
LARWIG, CHRIS	Public Computer & AV Sp	Other	40.00	Y
FTE: <input type="text" value="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"/>
MCGEE, ABIGAIL	Library Page	Other	27.92	Y
FTE: <input type="text" value="0.70"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>
MELVIN, JACSON	Public Computer Spclst	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? <input type="text" value="Y"/>
MOON, CARSON	Page	Other	18.71	Y
FTE: <input type="text" value="0.47"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>
MORRIS, JESSICA	Circ Clerk	Other	40.00	Y
FTE: <input type="text" value="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"/>
NANCE, JERRY	Security Officer	Other	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? <input type="text" value="N"/>
NIMMO, JAMES	Page	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? <input type="text" value="N"/>
NOLAN, ADRIENNE	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? <input type="text" value="Y"/>
PERNELL, CHERYL	Associate Librarian	Other	40.00	Y
FTE: <input type="text" value="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"/>
POE, JOE	Security	Other	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? <input type="text" value="N"/>

PRUTHI, NEIL	Library Page	Other	0.00	Y
FTE: 0.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y
REYNOLDS, EMILY	Page	Other	15.67	Y
FTE: 0.39	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
ROLLMAN, JON	Library Page	Other	22.50	Y
FTE: 0.56	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y
SALINAS, ERIKA	Page	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SHOLLY, MARY	Circ Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SMITH, DARIN	Page	Other	8.83	Y
FTE: 0.22	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SMYTHE, BRYAN	Security Officer	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
STONE, TRACY	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
STRASNER, MARY	Librarian	Librarian	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
THOMPSON, SHARON	Circ Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
THORNTON, ANGELA	Manager of Lib Ops II	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
WILSON, PERRY	Security	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N

Board Members

Section Finalized

Last Update with FY: **2011** Library: **RONALD J NORICK DOWNTOWN LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: