

ODL Annual Report - Fiscal Year: 2011

Finalized YES

Approved YES

Library: **EDMOND LIBRARY**

ID: 9456

Library Data and Demographics

Section Finalized YES

Estimated Data? NO

Name: EDMOND LIBRARY
County: OKLAHOMA Type: BR

Mail Address: SAME AS ST. ADDRESS

Street Address: 10 S BOULEVARD

City: EDMOND Zip: 73034-3798 73034-3798
(Street) (Mail)

Phone: 405-341-9282 Fax: 405-606-3411

Toll Free - 800#:

Director's Email: edmond@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:	Adult	Juvenile	Total
City:	85,821	32,546	118,367
County:	537,515	181,118	718,633

County Service Area: 718 Square Miles Do you serve all in county w/o charge? YES
If NO, Describe:

Director/Librarian: Vacant

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	30.48	MLS FTE	3.5	Librarian FTE:	5.5	Other FTE:	21.48
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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:	80,723	75,880	16,223	14,887
Juvenile:	52,212	48,557	6,504	5,159
Total Bound:	132,935	124,437	22,727	20,046
Unbound Current Serial Subscriptions (Non Electronic)				
	189	189	51	18
Total Printed Materials:	133,124	124,626	22,778	20,064
Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	8,764	8,676	2,020	1,455
Downloadable Audio Titles:	0			
Video Materials:	8,472	8,472	2,743	915
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	92	92	23	5
Total Electronic Materials:	92	92	23	5

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	92	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:	70.00	Total Annual Hours:	3,640.00
Hours after 5pm M-F:	17.00		
Hours Sat, Sun:	13.00		
Days Closed for Holidays:	16.00		
Weeks open per year:	52.00		

Regular Hours

	Period 1		Period 2		Period 3	
Sun:	01:00PM	06:00PM				
Mon:	09:00AM	09:00PM				
Tues:	09:00AM	09:00PM				
Wed:	09:00AM	09:00PM				
Thurs:	09:00AM	09:00PM				
Fri:	09:00AM	06:00PM				
Sat:	09:00AM	05:00PM				
Total Regular Hours Per Week						70.00

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 YES

Estimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="759,762"/>	<input type="text" value="553,224"/>	<input type="text" value="1,312,986"/>

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="43,139"/>	<input type="text" value="17,965"/>	<input type="text" value="61,104"/>

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	53	8,762
Other programs for children 7/10 - 6/11	274	9,610
Programs given for adults 7/10 - 6/11	432	6,588
Summer Teens 6/10 - 8/10 Note: Last Years Program	2	742
Programs given for teens 7/10 - 6/11	27	388
Total Programs:		788
Program Attendance Per Capita:		26,090
		0.22

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="59"/>	<input type="text" value="0"/>	<input type="text" value="31"/>

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="15"/>	Staff:	<input type="text" value="20"/>	Shared	<input type="text" value="0"/>	<input type="text" value="35"/>
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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:	<input type="text" value="\$57,179.00"/>
Director's Current Annual Salary:	<input type="text" value="\$57,179.00"/>
Director's Hours Per Week:	<input type="text" value="40"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
Salary @ On \$7.25 per hour:	<input type="text" value="\$15,080.00"/>

Other Salaries

(Annual)

Assistant or Deputy Director (Avg):	<input type="text" value="\$60,545.00"/>	Department Head:	<input type="text" value="\$0.00"/>
Information Technology Director:	<input type="text" value="\$0.00"/>	Selector:	<input type="text" value="\$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?	<input type="text" value="YES"/>	Automated Circulation System?	<input type="text" value="YES"/>
Microfilm/Fiche Reader/Printer?	<input type="text" value="NO"/>	Which automation system?	<input type="text" value="Other"/>
Microcomputers?	<input type="text" value="YES"/>	Windows Based?	<input type="text" value="YES"/>
Number of microcomputers:			
Public:	<input type="text" value="34"/>	Automated Public Access Catalog?	<input type="text" value="YES"/>
Staff:	<input type="text" value="19"/>	Number of OPACs only:	<input type="text" value="9"/>
Shared:	<input type="text" value="0"/>		

Policies and Catalog

Section Finalized YES

Policies

Friends of Library Group?	<input type="text" value="NO"/>	Local Literacy Program?	<input type="text" value="NO"/>
Friends Contact Name and Address	<input type="text"/>	Literacy Contact Name Phone	<input type="text"/>
- If NO, has Library Ever Had Friends?	<input type="text" value="NO"/>		
Written statement of purpose?	<input type="text" value="YES"/>	<input type="text" value="2010"/> < Year last reviewed	

Library Staff

Section Finalized

Last Update with FY: **2011** Library: **EDMOND LIBRARY**

Name Staff Count: 55 Total FTE: 30.48

Name	Title:	Type:	Education	Hours	CE?
ADAMEK, DONNA	Circ Clerk	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"/>	
ADKISSON, JENNIFER	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"/>	
ALAVICHEH, JULIET	Page	Other		23.83	Y
FTE: <input type="text" value="0.60"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="text" value="N"/>	

ALIOTTA, ANN	Asst. Mgr of Library Ops	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? <input type="checkbox"/> N <input type="checkbox"/>
ASGHARI, SHANIN	Circulation 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? <input type="checkbox"/> N <input type="checkbox"/>
BOOKER, SANDRA	Library Page	Other	7.50	Y
FTE: 0.19	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input type="checkbox"/>
BOWERS, LACI	Circ Clerk	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? <input type="checkbox"/> N <input type="checkbox"/>
BURESH, RORI	Page	Other	14.33	Y
FTE: 0.36	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input type="checkbox"/>
CHARTER, KRISTINE	Circulation Clerk	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? <input type="checkbox"/> Y <input type="checkbox"/>
CHEEK, KELLEY	Page	Other	9.75	Y
FTE: 0.24	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input type="checkbox"/>
CLOUD, KERI	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? <input type="checkbox"/> N <input type="checkbox"/>
COLLINS, MARGARET	Library Assistant	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? <input type="checkbox"/> N <input type="checkbox"/>
DAVIS, RONNA	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? <input type="checkbox"/> N <input type="checkbox"/>
DRIVER, NANCY	Library Page	Other	12.25	Y
FTE: 0.31	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input type="checkbox"/>
DUBBERSTEIN, JACOB	Library Page	Other	16.25	Y
FTE: 0.41	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input type="checkbox"/>
EJTEHADI, EBRAHIM	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? <input type="checkbox"/> N <input type="checkbox"/>
FREDERICKS, JEFFREY	Circ Clerk	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? <input type="checkbox"/> N <input type="checkbox"/>

GERLING, STEPHANIE	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
GROW, DAVID	Library Page	Other	12.17	Y
FTE: 0.30	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y
HOLLEMAN, LORIA	Library Page	Other	10.67	Y
FTE: 0.27	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y
HUNTER, CAROL	Assoc Librarian	Librarian	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
JOHNSON, JEAN	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
JOHNSON, MARY ANN	Assoc Librarian	Librarian	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
KENDALL, JOAN	Circulation 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
KING, ERIC	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
LEE, CLIFFORD	Circ Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
LITTLE, JESSICA	Page	Other	14.71	Y
FTE: 0.37	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
LOWRY, CASEY	Library Page	Other	12.00	Y
FTE: 0.30	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y
MARAND, EDWARD	Circulation 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
MATTHEWS, TERESA	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
MATTHYNSSENS, LUISA	Library Page	Other	16.92	Y
FTE: 0.42	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y

MCCULLOUGH, ALOISE	Library Page	Other	10.42	Y
FTE: 0.26	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y
MCGOUGH, BRECK	Assoc Librarian	Librarian	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
MEYER, ASHLEY	Circulation Clerk	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
MIRLL, JEANETTE	Page	Other	11.25	Y
FTE: 0.28	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
OVERTON, CAROL	Page	Other	11.50	Y
FTE: 0.29	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
PERRY, DAGMAR	Page	Other	7.92	Y
FTE: 0.20	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
RODRIGUEZ, ANDREW	Page	Other	22.63	Y
FTE: 0.57	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
ROSE, BRANDON	Library 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
SANGHERA, JAGTAR	Page	Other	12.50	Y
FTE: 0.31	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SCHNEIDER, JOANNIE	Library Page	Other	16.00	Y
FTE: 0.40	Certification: Certified? <input type="checkbox"/> N <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y
SHARP, DIANE	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
STEELMAN, BETH	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
SUMTER, MENDI	Librarian	MLS	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? Y
TAYLOR, MARY	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

THURMOND, BURTON	Page	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
TIBBETS, CARL	Public Computer Spclst	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
TURNER, GLORIA	Page	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
VACANT,	Manager of Lib Ops II		0.00	
FTE: 0.00	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
WIDHALM, PATRICIA	Circ Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
WILCOX, DOYLE	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
WINTERS, LAURA	Page	Other	18.88	Y
FTE: 0.47	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
WOLF, SHIRLEY	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N
WRIGHT, JACK	Library Page	Other	27.67	Y
FTE: 0.69	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y
YOUNG, SHARON	Circ Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N

Board Members

Section Finalized

Last Update with FY: **2011** Library: **EDMOND LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: