ODL Annual Report - Fiscal Year: 2011   Finalized <u>YES</u>   Approved <u>YES</u>

Library: **WARR ACRES LIBRARY**

ID: 9510

Library Data and Demographics   Section Finalized <u>YES</u>   Estimated Data? <u>NO</u>

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   73132-2401
                                  (Street)   (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:	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: Barbara Beasley

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	16.11	MLS FTE	3	Librarian FTE:	1.5	Other FTE:	11.61

Library Data and Demographics(2)

Square Footage For Library: 12,145   Do you have meeting rooms? YES

Year Built: 1967

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

Has any building in the library or system been renovated, expanded, or new construction completed withing the period covered by this report? NO

Total amount spent of building maintenance and/or rent: $30,830

Building maintenance and/or rent paid by: SYSTEM

-- Specify if OTHER:

US/State Districts/Representatives

U.S. Congressional District: USH-5 Lankford, James

Oklahoma House District: H-84 Kern, Sally

Oklahoma Senate District: S-30 Coffee, Glenn (R)

Holdings

Section Finalized <u>YES</u>   Estimated Data? <u>NO</u>

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	41,082	38,617	11,904	12,083
Juvenile:	23,730	22,069	4,365	5,111
Total Bound:	**64,812**	**60,686**	**16,269**	**17,194**
Unbound				
Current Serial Subscriptions (Non Electronic)	85	85	3	7
Total Printed Materials:	**64,897**	**60,771**	**16,272**	**17,201**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	4,469	4,424	1,452	1,229
Downloadable Audio Titles:	0			
Video Materials:	4,619	4,573	1,639	1,053
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	92	92	23	6
Total Electronic Materials:	**92**	**92**	**23**	**6**

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, NoveList, NoveList K-8, Reference USA,		
Other Databases:			

Library Hours

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:	11.00	
Weeks open per year:	52.00	

Regular Hours

	Period 1		Period 2		Period 3	
Sun:						
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   65.00

Summer Hours

	Period 1		Period 2		Period 3	
Sun:						
Mon:						
Tues:						
Wed:						
Thurs:						
Fri:						
Sat:						

Total Summer Hours Per Week   0.00

Annual Circulation Transactions

Adult	Juvenile:	**Total:**
364,169	150,183	514,352

Annual Circulation Transactions Per Capita: 7.66

Annual Library Visits: 199,586

Borrowers

Section Finalized YES   Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	**Total:**
25,137	7,933	33,070

Number of Family Cards: 0

Re-Register? YES

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

Programs/InterLibrary

Programs		Number	Attendance
Summer 6/10 - 8/10	Note: Last Years Program	40	3,213
Other programs for children 7/10 - 6/11		115	2,851
Programs given for adults 7/10 - 6/11		127	2,555
Summer Teens 6/10 - 8/10	Note: Last Years Program	8	410
Programs given for teens 7/10 - 6/11		17	164
Total Programs:		**307**	**9,193**
Program Attendance Per Capita:			0.14

Continuing Education

# of Staff	# of Board	Total CEs
24	0	32

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   51,581

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?   YES

- If yes, which filter: SmartFilter Bess edition

Salaries and Benefits

Section Finalized <u>YES</u>   Estimated Data? <u>NO</u>

Salaries

Beginning Librarian's Annual Salary:	$52,540.00
Director's Current Annual Salary:	$74,131.00
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):	$0.00	Department Head:	$0.00
Information Technology Director:	$0.00	Selector:	$0.00

Board/Staff Data

Section Finalized   <u>YES</u>

Months The Board Meets

X	Jan	X	Feb	X	Mar	X	Apr	X	May	X	Jun
X	Jul	X	Aug	X	Sep	X	Oct	X	Nov	X	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:	23

Equipment

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 <u>YES</u>

Policies

Friends of Library Group?	NO	Local Literacy Program?	NO
Friends Contact Name and Address		Literacy Contact Name Phone	
- If NO, has Libary Ever Had Friends?	NO		
Written statement of purpose?	YES	2010	< Year last reviewed

Library Staff

Section Finalized

Last Update with FY: **2011** Library: **WARR ACRES LIBRARY**

Name   Staff Count: 23   Total FTE: 16.11

	Title:	Type:	Education	Hours	CE?
BEASLEY, BARBARA	Library Manager I	MLS		40.00	Y
FTE: 1.00 Certification: Certified? N Level: Year: Hired This Year? N					
BECKETT, SUSAN	Page	Other		30.00	Y
FTE: 0.75 Certification: Certified? N Level: Year: Hired This Year? N					
BENNET, DENESA	Circulation Clerk	Other		40.00	Y
FTE: 1.00 Certification: Certified? N Level: Year: Hired This Year? N					

BROWN, ALMA	Librarian		MLS					40.00	Y

FTE:	1.00	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

CADE, CHRISTOPHER	Page		Other					20.00	Y

FTE:	0.50	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

COLE, VANDA	Page		Other					26.58	Y

FTE:	0.66	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

COLEMAN, CHERYL	Associate Librarian		Librarian					40.00	Y

FTE:	1.00	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

COON, COURTNEY	Page		Other					21.71	Y

FTE:	0.54	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

DALRYMPLE, KELLY	Assoc Librarian		Other					40.00	Y

FTE:	1.00	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

DOYLE, MAEGYN	Circ Clerk		Other					20.00	Y

FTE:	0.50	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

ELLIS, DESTAVIE	Page		Other					15.42	Y

FTE:	0.39	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

FRAZIER, CINDY	Page		Other					13.33	Y

FTE:	0.33	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

GRIFFIN, ABIBAIL	Page		Other					14.63	Y

FTE:	0.37	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

HINTON, ALEXANDER	Library Page		Other					20.25	Y

FTE:	0.51	Certification:	Certified?	N	Level:		Year:		Hired This Year?	Y

KIM, CHRISTINA	Page		Other					14.67	Y

FTE:	0.37	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

LITTERAL, KAREN	Librarian		MLS					40.00	Y

FTE:	1.00	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

MASON, REBECCA	Circulation Clerk		Other					40.00	Y

FTE:	1.00	Certification:	Certified?	N	Level:		Year:		Hired This Year?	N

MINTER, JESSICA	Circ Clerk	Other	40.00	Y

FTE: 1.00	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MULLOOLY, LORI	Circ Clerk	Other	20.00	Y

FTE: 0.50	Certification:	Certified? N	Level:	Year:	Hired This Year? N

NGUYEN, JOHN	Public Computer Spclst	Other	27.75	Y

FTE: 0.69	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

NIEBANK III, GEORGE	Page	Other	20.00	Y

FTE: 0.50	Certification:	Certified? N	Level:	Year:	Hired This Year? N

RUTLAND, ERICA	Associate Librarian	Librarian	20.00	Y

FTE: 0.50	Certification:	Certified? N	Level:	Year:	Hired This Year? N

SLUSAR, NANCY	Circulation Clerk	Other	40.00	Y

FTE: 1.00	Certification:	Certified? N	Level:	Year:	Hired This Year? N

Board Members

Last Update with FY: **2011**   Library: **WARR ACRES LIBRARY**

           Total Members: 0

                                Home Phone: Business Phone:

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Position: Term Ends: