

ODL Annual Report - Fiscal Year: 2012

Finalized YESApproved YESLibrary: **BELLE ISLE LIBRARY**

ID: 9656

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:	Oklahoma 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:	Jon Rollman				
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	21.29	MLS FTE	7.97	Librarian FTE:	1	Other FTE:	10.78
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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="NO"/>		
Total amount spent of building maintenance and/or rent:		<input type="text" value="\$121,078"/>	
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:	67,775	63,709	15,627	16,804
Juvenile:	30,740	28,895	4,770	3,867
Total Bound:	98,515	92,604	20,397	20,671
Unbound Current Serial Subscriptions (Non Electronic)				
	184	181	2	6
Total Printed Materials:	98,699	92,785	20,399	20,677

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	5,358	5,037	2,175	2,463
Downloadable Audio Titles:	0			
Video Materials:	6,627	6,561	2,327	1,175
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	111	111	20	0
Total Electronic Materials:	111	111	20	0

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	111	1	35
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, HeritageQuest, Learning Express, Mitchell Repair (auto), Morningstar, NewsBank, NoveList, NoveList K-8, Reference USA		
Other Databases:	A to Z Maps Online, A to Z the USA, A to Z World Travel, Academic Search Premier (EbscoHost), AccessScience (McGraw-Hill)		

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="14.00"/>		
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? YES

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="462,487"/>	<input type="text" value="154,237"/>	<input type="text" value="616,724"/>

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="32,233"/>	<input type="text" value="8,161"/>	<input type="text" value="40,394"/>

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 6/11 - 8/11 Note: Last Years Program	15	1,654
Other programs for children 7/11 - 6/12	55	575
Programs given for adults 7/11 - 6/12	245	4,491
Summer Teens 6/11 - 8/11 Note: Last Years Program	6	266
Programs given for teens 7/11 - 6/12	71	1,227
Total Programs:		392
Program Attendance Per Capita:		0.10

Continuing Education/Internet Use

Section Finalized YES

Estimated Data? NO

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="25"/>	<input type="text" value="0"/>	<input type="text" value="30"/>

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:	\$65,686.00
Director's Current Annual Salary:	\$82,784.00
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):	\$63,710.00	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: 31

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: **2012** Library: **BELLE ISLE LIBRARY**

Name Staff Count: 31 Total FTE: 19.74

	Title:	Type:	Education	Hours	CE?
ANDERSON, RONI	Public Comp Specialist	MLS		18.75	Y
FTE: <input type="text" value="0.47"/>	Certification: Certified? <input type="text"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
BENNETT, JESSICA	Library Aide (P-T)	Other		18.50	Y
FTE: <input type="text" value="0.46"/>	Certification: Certified? <input type="text"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
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	Library Aide (P-T)	Other	25.00	Y
FTE: 0.63	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
COBB, KIM	Librarian	MLS	20.00	Y
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
DOSS, PRISCILLA	Manager of Library Ops II	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
ENGLAND, LYNDISIE	Library Aide (P-T)	Other	0.00	N
FTE: 0.00	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/>
FRENCH, DAVID	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
FRITSCH, KATHY	Library Aide (P-T)	Other	14.00	Y
FTE: 0.35	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
GLOVER, PATSY	Library Aide (P-T)	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
HOLMBERG, LINDA	Library Aide (P-T)	Other	30.00	Y
FTE: 0.75	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
JOHNSON, BARBARA	Associate Librarian	Librarian	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
KENNELLEY, KRISTIN	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/>
MCELROY, MARY	Circulation Clerk	Other	20.00	N
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
MEEKS, ANN	Librarian	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
PROVINE, CAROL	Circulation Clerk	Other	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>
REVELS-NIGG, CINDY	Library Aide (P-T)	Other	20.50	Y
FTE: 0.51	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/>

ROBERTUS, DEBBIE	AsstManager of Lib Ops	MLS	40.00	Y
FTE: 1.00	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

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

TAUCER, STANLEY	Public Computer Spclst	Other	30.00	Y
FTE: 0.75	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

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

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

VACANT,	Librarian		20.00	
FTE: 0.50	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

VACANT,	Public Computer Spclst		22.00	
FTE: 0.55	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

VACANT,	Public Computer Spclst		20.00	
FTE: 0.50	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

WANG, LI	Public Computer Spclst	Other	0.00	Y
FTE: 0.00	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

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

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

WILEY, ANGELA	Library Aide (P-T)	Other	23.00	Y
FTE: 0.58	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

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

ZUHDI, SELMA	Library Aide (P-T)	Other	20.00	N
FTE: 0.50	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>

Board Members

Section Finalized

Last Update with FY: **2012** Library: **BELLE ISLE LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

-,

Position:

Term Ends: