

ODL Annual Report - Fiscal Year: 2012

Finalized YESApproved YESLibrary: **HARRAH LIBRARY**

ID: 9683

Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	HARRAH LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	P.O. Box 893		
Street Address:	1930 N. Church Avenue		
City:	HARRAH	Zip:	73045-9085 (Street) (Mail)
Phone:	405-454-2001	Fax:	405-454-0322
Toll Free - 800#:			
Director's Email:	harrah@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	3,735	1,458	5,193
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:	Jo Nita White				
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 2008

Total Staff FTE	2.73	MLS FTE	0	Librarian FTE:	2	Other FTE:	0.73
-----------------	------	---------	---	----------------	---	------------	------

Library Data and Demographics(2)

Square Footage For Library:	<input type="text" value="2,100"/>	Do you have meeting rooms?	<input type="text" value="NO"/>
Year Built:	<input type="text" value="1960"/>		
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="\$12,203"/>		
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-96 Moore, Lewis H."/>
Oklahoma Senate District:	<input type="text" value="S-17 Laster, Charlie (D)"/>

Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	10,283	9,666	3,203	3,298
Juvenile:	5,276	4,959	1,102	1,276
Total Bound:	15,559	14,625	4,305	4,574
Unbound Current Serial Subscriptions (Non Electronic)				
	35	35	4	4
Total Printed Materials:	15,594	14,660	4,309	4,578

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	1,179	1,108	295	171
Downloadable Audio Titles:	0			
Video Materials:	551	545	196	172
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	114	114	20	0
Total Electronic Materials:	114	114	20	0

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	114	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="47.00"/>	Total Annual Hours:	<input type="text" value="2,444.00"/>
Hours after 5pm M-F:	<input type="text" value="4.00"/>		
Hours Sat, Sun:	<input type="text" value="7.50"/>		
Days Closed for Holidays:	<input type="text" value="9.00"/>		
Weeks open per year:	<input type="text" value="51.00"/>		

Regular 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" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="09:00AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="05:00PM"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="09:00AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="05:00PM"/>	<input type="text"/>	<input type="text"/>
Total Regular Hours Per Week						47.00

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="44,231"/>	<input type="text" value="19,295"/>	<input type="text" value="63,526"/>

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="2,492"/>	<input type="text" value="1,638"/>	<input type="text" value="4,130"/>

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	10	340
Other programs for children 7/11 - 6/12	2	281
Programs given for adults 7/11 - 6/12	1	223
Summer Teens 6/11 - 8/11 Note: Last Years Program	1	84
Programs given for teens 7/11 - 6/12	0	0
Total Programs:		14 928
Program Attendance Per Capita:		0.18

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

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?

	Public	Staff:	Shared	Total
	<input type="text" value="4"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="6"/>

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:	\$32,677.00
Director's Current Annual Salary:	\$45,989.00
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 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: 5

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: **HARRAH LIBRARY**

Name Staff Count: 5 Total FTE: 2.73

	Title:	Type:	Education	Hours	CE?
HINDMAN, MICHELLE	Extension Specialist	Librarian		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"/>	
HORN, TAYLOR	Library Aide (P-T)	Other		11.25	Y
FTE: 0.28	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/>	
MCDANIEL, DEVON	Extension Specialist	Librarian		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"/>	
NIFONG, PAIGE	Library Aide (P-T)	Other		18.00	Y
FTE: 0.45	Certification: Certified? <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input checked="" type="checkbox"/>	
WHITE, JO NITA	Extension Specialist	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"/>	

Board Members

Section Finalized

Last Update with FY: **2012** Library: **HARRAH LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: