

# ODL Annual Report - Fiscal Year: 2012

Finalized YESApproved YESLibrary: **VILLAGE PUBLIC LIBRARY**

ID: 9730

## Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	VILLAGE PUBLIC LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	10307 N. Penn		
City:	The Village	Zip:	73120-4110 (Street) (Mail)
Phone:	405-755-0710	Fax:	405-606-3502
Toll Free - 800#:			
Director's Email:	ident@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	6,502	2,601	9,103
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:	LaVetta Dent				
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	17.46	MLS FTE	2.5	Librarian FTE:	2	Other FTE:	11.96
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## Library Data and Demographics(2)

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Square Footage For Library:	<input type="text" value="14,044"/>	Do you have meeting rooms?	<input type="text" value="YES"/>
Year Built:	<input type="text" value="1990"/>		
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="\$42,108"/>
Building maintenance and/or rent paid by:			<input type="text" value="SYSTEM"/>
-- Specify if OTHER:	<input type="text"/>		

### US/State Districts/Representatives

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U.S. Congressional District:	<input type="text" value="USH-5 Lankford, James"/>
Oklahoma House District:	<input type="text" value="H-83 McDaniel, Randy"/>
Oklahoma Senate District:	<input type="text" value="S-40 Branam, Cliff (R)"/>

# Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	42,845	40,274	12,172	13,596
Juvenile:	21,808	20,500	4,265	3,454
<b>Total Bound:</b>	<b>64,653</b>	<b>60,774</b>	<b>16,437</b>	<b>17,050</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	170	169	4	0

<b>Total Printed Materials:</b>	<b>64,823</b>	<b>60,943</b>	<b>16,441</b>	<b>17,050</b>
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Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	6,148	5,779	2,013	1,376
Downloadable Audio Titles:	0			
Video Materials:	5,607	5,551	2,131	1,642
Downloadable Video Titles:	0			

E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	113	113	20	0
<b>Total Electronic Materials:</b>	<b>113</b>	<b>113</b>	<b>20</b>	<b>0</b>

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	113	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="10.00"/>		
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"/>
<b>Total Regular Hours Per Week</b>					<b>70.00</b>	

## 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"/>					
<b>Total Summer Hours Per Week</b>					<b>0.00</b>	

## Reference/Circulation

Section Finalized YESEstimated Data? NO

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="356,130"/>	<input type="text" value="166,854"/>	<input type="text" value="522,984"/>

Annual Circulation Transactions Per Capita: Annual Library Visits: 

## Borrowers

Section Finalized YESEstimated Data? NO

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### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="25,436"/>	<input type="text" value="9,498"/>	<input type="text" value="34,934"/>

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

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<b>Programs</b>	<b>Number</b>	<b>Attendance</b>
Summer 6/11 - 8/11      Note: Last Years Program	38	3,235
Other programs for children 7/11 - 6/12	225	2,879
Programs given for adults 7/11 - 6/12	293	4,280
Summer Teens 6/11 - 8/11      Note: Last Years Program	11	638
Programs given for teens 7/11 - 6/12	22	289
<b>Total Programs:</b>		<b>589</b>
Program Attendance Per Capita:		1.24

**Continuing Education**

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# of Staff	# of Board	Total CEs
<input type="text" value="26"/>	<input type="text" value="0"/>	<input type="text" value="38"/>

**Electronic Service and Internet Use**

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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:	\$53,872.00
Director's Current Annual Salary:	\$74,485.00
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:   
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="24"/>	Automated Public Access Catalog?	<input type="text" value="YES"/>
Staff:	<input type="text" value="10"/>	Number of OPACs only:	<input type="text" value="4"/>
Shared:	<input type="text" value="0"/>		

# Policies and Catalog

Section Finalized YES

## Policies

Friends of Library Group?	<input type="text" value="YES"/>	Local Literacy Program?	<input type="text" value="NO"/>
Friends Contact Name and Address	<input type="text" value="c/o LaVetta Dent&lt;br/&gt;10307 N Penn Ave&lt;br/&gt;OKC, OK 73120"/>	Literacy Contact Name Phone	<input type="text"/>
- If NO, has Library Ever Had Friends?	<input type="text"/>		
Written statement of purpose?	<input type="text" value="YES"/>	<input type="text" value="2011"/> < Year last reviewed	

# Library Staff

Section Finalized

Last Update with FY: **2012** Library: **VILLAGE PUBLIC LIBRARY**

Name Staff Count: 28 Total FTE: 16.46

Name	Title:	Type:	Education	Hours	CE?
<b>ARMIJO, VINCENT</b>	Library Aide (P-T)	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"/>	
<b>ATLABACHEW, TAMERAT</b>	Library Aide (P-T)	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"/>	
<b>AUSTIN-MUNDEN, DEBORAH</b>	Circulation 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"/>	

<b>BIELSTEIN, VAN</b>	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"/>
<b>DENT, LAVETTA</b>	Manager of Library Ops I	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? <input type="checkbox"/> N <input type="checkbox"/>
<b>GADLIN, KRISTEN</b>	Library Aide (P-T)	Other	2.00	N
FTE: 0.05	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"/>
<b>GOLSHANI, RAMINA</b>	Library Aide (P-T)	Other	22.00	Y
FTE: 0.55	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"/>
<b>GRAY, SALLY</b>	Associate Librarian	Librarian	40.00	Y
FTE: 1.00	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input type="checkbox"/>
<b>HALL, MARY</b>	Library Aide (P-T)	Other	21.00	Y
FTE: 0.53	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"/>
<b>JO, PHILL</b>	Associate 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? <input type="checkbox"/> N <input type="checkbox"/>
<b>LINK, JULIANNA</b>	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? <input type="checkbox"/> N <input type="checkbox"/>
<b>MARSHALL, GEORGE</b>	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"/>
<b>MARTIN, CYNTHIA</b>	Associate 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? <input type="checkbox"/> N <input type="checkbox"/>
<b>MAXWELL, RICHARD</b>	Library Aide (P-T)	Other	22.00	Y
FTE: 0.55	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input type="checkbox"/>
<b>MOODY, CAROL</b>	Library Assistant	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"/>
<b>MORRIS, DEBORAH</b>	Library Aide (P-T)	Other	14.00	Y
FTE: 0.35	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"/>
<b>MYERS, LISA</b>	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"/>

<b>MYSTER, RANDALL</b>	Library Aide (P-T)	Other	19.88	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>NGUYEN, NGOC</b>	Circulation Clerk	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>NORIEGA, SARA</b>	Library Aide (P-T)	Other	14.00	Y
FTE: 0.35	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>RICE, DIANE</b>	Librarian	MLS	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>ROEMER, TIMOTHY</b>	Library Aide (P-T)	Other	18.50	Y
FTE: 0.46	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input checked="" type="checkbox"/>
<b>SPENCER, REBECCA</b>	Library Aide (P-T)	Other	25.00	Y
FTE: 0.63	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>STAFFORD, ROSEMARY</b>	Library Aide (P-T)	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>
<b>VACANT,</b>	Librarian		40.00	
FTE: 1.00	Certification: Certified? <input type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> Y <input checked="" type="checkbox"/>
<b>WELLS, SHAINA</b>	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"/> Y <input checked="" type="checkbox"/>
<b>WILLIAMS, BEVERLY</b>	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"/> Y <input checked="" type="checkbox"/>
<b>WILLIAMS, LINDA</b>	Library Aide (P-T)	Other	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/> N <input checked="" type="checkbox"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? <input type="checkbox"/> N <input checked="" type="checkbox"/>

# Board Members

Section Finalized

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Last Update with FY: **2012**      Library: **VILLAGE PUBLIC LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: