

ODL Annual Report - Fiscal Year: 2013

Finalized YESApproved YESLibrary: **JONES LIBRARY**

ID: 9915

Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	JONES LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	111 E. Main		
City:	Jones	Zip:	73049-0425 <small>(Street)</small> <small>(Mail)</small> 73049-0425
Phone:	405-399-5471	Fax:	405-399-3679
Toll Free - 800#:			
Director's Email:	jones@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	564	273	837
County:	553,291	188,490	741,781
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input checked="" type="checkbox"/> YES
			If NO, Describe: <input type="text"/>

Director/Librarian:	Josh Lewis				
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 FY14

Total Staff FTE	0.6	MLS FTE	0	Librarian FTE:	0.6	Other FTE:	0
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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:	2,418	2,418	943	1,495
Juvenile:	1,411	1,411	340	885
Total Bound:	3,829	3,829	1,283	2,380
Unbound Current Serial Subscriptions (Non Electronic)				
	0	0	0	0

Total Printed Materials:	3,829	3,829	1,283	2,380
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Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	581	581	200	130
Downloadable Audio Titles:	0			
Video Materials:	348	348	160	100
Downloadable Video Titles:	0			

E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	125	125	14	0
Total Electronic Materials:	125	125	14	0

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	125	1	35
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, HeritageQuest, Learning Express, Mitchell Repair (auto), Morningstar, New York Times, NewsBank, NovelList, NovelList K-8, Reference		
Other Databases:	A to Z Maps Online A to Z the USA A to Z World Travel		

Library Hours

Section Finalized YES

Main/HQ

Hours open per week:	<input type="text" value="22.50"/>	Total Annual Hours:	<input type="text" value="1,170.00"/>
Hours after 5pm M-F:	<input type="text" value="1.00"/>		
Hours Sat, Sun:	<input type="text" value="7.50"/>		
Days Closed for Holidays:	<input type="text" value="3.00"/>		
Weeks open per year:	<input type="text" value="52.00"/>		

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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<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="05:30PM"/>	<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" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="05:30PM"/>	<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" 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					22.50	

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"/>					
Total Summer Hours Per Week					0.00	

Reference/Circulation

Section Finalized YESEstimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="9,795"/>	<input type="text" value="6,080"/>	<input type="text" value="15,875"/>

Annual Circulation Transactions Per Capita: Annual Library Visits:

Borrowers

Section Finalized YESEstimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="322"/>	<input type="text" value="169"/>	<input type="text" value="491"/>

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 6/12 - 8/12 Note: Last Years Program	10	222
Other programs for children 7/12 - 6/13	1	201
Programs given for adults 7/12 - 6/13	5	116
Summer Teens 6/12 - 8/12 Note: Last Years Program	1	10
Programs given for teens 7/12 - 6/13	0	0
Total Programs:		17
Program Attendance Per Capita:		0.66

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="4"/>

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 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:	\$20,205.00
Director's Current Annual Salary:	\$22,127.00
Director's Hours Per Week:	24
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$9,048.00

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="2"/>	Automated Public Access Catalog?	<input type="text" value="YES"/>
Staff:	<input type="text" value="1"/>	Number of OPACs only:	<input type="text" value="0"/>
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="2012"/> < Year last reviewed	

Library Staff

Section Finalized

Last Update with FY: **2013** Library: **JONES LIBRARY**

Name	Staff Count: 1	Total FTE: 0.6		
	Title:	Type:	Education	Hours CE?
LEWIS, JOSHUA	Extension Specialist	Librarian		24.00 Y
FTE: <input type="text" value="0.60"/>	Certification: Certified? <input type="text"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N

Board Members

Section Finalized

Last Update with FY: **2013** Library: **JONES LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: