

ODL Annual Report - Fiscal Year: 2013

Finalized YESApproved YESLibrary: **LUTHER LIBRARY**

ID: 9917

Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	LUTHER LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	310 NE 3rd Street		
City:	Luther	Zip:	73054-9999 (Street) (Mail)
Phone:	405-277-9967	Fax:	405-277-9238
Toll Free - 800#:			
Director's Email:	luther@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	1,547	1,505	3,052
County:	553,291	188,490	741,781
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <u>YES</u> If NO, Describe:

Director/Librarian:	Angela Paeltz				
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	2.19	MLS FTE	0	Librarian FTE:	1.75	Other FTE:	0.44
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Library Data and Demographics(2)

Square Footage For Library:	<input type="text" value="1,800"/>	Do you have meeting rooms?	<input type="text" value="NO"/>
Year Built:	<input type="text" value="1978"/>		
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="\$5,470"/>		
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 Sharp, Ron (R)"/>

Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	<input type="text" value="4,733"/>	<input type="text" value="4,733"/>	<input type="text" value="1,857"/>	<input type="text" value="2,535"/>
Juvenile:	<input type="text" value="2,603"/>	<input type="text" value="2,603"/>	<input type="text" value="614"/>	<input type="text" value="520"/>
Total Bound:	<input type="text" value="7,336"/>	<input type="text" value="7,336"/>	<input type="text" value="2,471"/>	<input type="text" value="3,055"/>
Unbound Current Serial Subscriptions (Non Electronic)				
	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Printed Materials:				
	<input type="text" value="7,341"/>	<input type="text" value="7,341"/>	<input type="text" value="2,471"/>	<input type="text" value="3,055"/>
Electronic Materials				
Audio Materials:	<input type="text" value="982"/>	<input type="text" value="982"/>	<input type="text" value="292"/>	<input type="text" value="158"/>
Downloadable Audio Titles:	<input type="text" value="0"/>			
Video Materials:	<input type="text" value="744"/>	<input type="text" value="744"/>	<input type="text" value="311"/>	<input type="text" value="147"/>
Downloadable Video Titles:	<input type="text" value="0"/>			
E-Books:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
E-Serials:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Licensed Databases:	<input type="text" value="125"/>	<input type="text" value="125"/>	<input type="text" value="14"/>	<input type="text" value="0"/>
Total Electronic Materials:	<input type="text" value="125"/>	<input type="text" value="125"/>	<input type="text" value="14"/>	<input type="text" value="0"/>
<div> <div>Database Detail:</div> <div> <div>- Paid by your Library</div> <div>- by other coop</div> <div>- by State Library</div> </div> </div>				
	<input type="text" value="125"/>	<input type="text" value="1"/>	<input type="text" value="35"/>	
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, HeritageQuest, Learning Express, Mitchell Repair (auto), Morningstar, New York Times, NewsBank, NoveList, NoveList 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="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="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" 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? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="32,985"/>	<input type="text" value="17,441"/>	<input type="text" value="50,426"/>

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="883"/>	<input type="text" value="931"/>	<input type="text" value="1,814"/>

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	714
Other programs for children 7/12 - 6/13	8	446
Programs given for adults 7/12 - 6/13	42	931
Summer Teens 6/12 - 8/12 Note: Last Years Program	1	90
Programs given for teens 7/12 - 6/13	0	0
Total Programs:		61 2,181
Program Attendance Per Capita:		0.71

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="13"/>

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

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:	\$25,256.00
Director's Current Annual Salary:	\$34,382.00
Director's Hours Per Week:	30
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$11,310.00

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: 4

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: 2013 Library: LUTHER LIBRARY					
Name		Staff Count: 4		Total FTE: 2.19	
Title:		Type:	Education	Hours	CE?
HARDER, RUTH		Extension Spclst (P-T)	Librarian	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/>		Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
PAELTZ, ANGELA		Extension Specialist	Librarian	30.00	Y
FTE: 0.75	Certification: Certified? <input type="checkbox"/>		Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SCRIVNER, VICKEY		Library Aide (P-T)	Other	17.50	Y
FTE: 0.44	Certification: Certified? <input type="checkbox"/>		Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y
YOKLEY, GRANT		Extension Specialist	Librarian	20.00	Y
FTE: 0.50	Certification: Certified? <input type="checkbox"/>		Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N

Board Members

Section Finalized

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

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: