

# ODL Annual Report - Fiscal Year: 2013

Finalized YESApproved YESLibrary: **WRIGHT LIBRARY**

ID: 9961

## Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	WRIGHT LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	2101 Exchange		
City:	Oklahoma City	Zip:	73108-2625 (Street) (Mail)
Phone:	405-235-5035	Fax:	405-235-8938
Toll Free - 800#:			
Director's Email:	wright@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	1,454	422	1,876
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:	Marie Nichols				
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	1.18	MLS FTE	0	Librarian FTE:	0.93	Other FTE:	0.25
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## Library Data and Demographics(2)

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Square Footage For Library:	<input type="text" value="812"/>	Do you have meeting rooms?	<input type="text" value="NO"/>
Year Built:	<input type="text" value="1925"/>		
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="\$9,848"/>		
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-89 Hamilton, Rebecca"/>
Oklahoma Senate District:	<input type="text" value="S-44 Shortey, Ralph (R)"/>

# Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	3,802	3,802	1,575	1,568
Juvenile:	1,786	1,786	523	290
<b>Total Bound:</b>	<b>5,588</b>	<b>5,588</b>	<b>2,098</b>	<b>1,858</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	24	24	7	1
<b>Total Printed Materials:</b>	<b>5,612</b>	<b>5,612</b>	<b>2,105</b>	<b>1,859</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	650	650	236	89
Downloadable Audio Titles:	0			
Video Materials:	488	488	237	61
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	126	126	14	0
<b>Total Electronic Materials:</b>	<b>126</b>	<b>126</b>	<b>14</b>	<b>0</b>

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	126	1	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="37.50"/>	Total Annual Hours:	<input type="text" value="1,950.00"/>
Hours after 5pm M-F:	<input type="text" value="1.50"/>		
Hours Sat, Sun:	<input type="text" value="7.50"/>		
Days Closed for Holidays:	<input type="text" value="5.00"/>		
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" 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"/>
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" 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						37.50

## 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

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="7,412"/>	<input type="text" value="3,972"/>	<input type="text" value="11,384"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits:

## Borrowers

Section Finalized YES

Estimated Data? NO

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### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="830"/>	<input type="text" value="261"/>	<input type="text" value="1,091"/>

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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Programs	Number	Attendance
Summer 6/12 - 8/12      Note: Last Years Program	9	225
Other programs for children 7/12 - 6/13	12	237
Programs given for adults 7/12 - 6/13	1	67
Summer Teens 6/12 - 8/12      Note: Last Years Program	1	19
Programs given for teens 7/12 - 6/13	0	0
<b>Total Programs:</b>		<b>23      548</b>
Program Attendance Per Capita:		0.29

**Continuing Education**

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# of Staff	# of Board	Total CEs
<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="6"/>

**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?  
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:	\$31,318.00
Director's Current Annual Salary:	\$41,280.00
Director's Hours Per Week:	37
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$13,949.00

### 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: 2



## Equipment

Section Finalized YESPhotocopier? 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  
AddressLiteracy 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: **WRIGHT LIBRARY**

Name Staff Count: 2 Total FTE: 1.18

	Title:	Type:	Education	Hours	CE?
<b>NICHOLS, LOVINIA</b>	Extension Specialist	Librarian		37.20	Y
FTE: <input type="text" value="0.93"/>	Certification: Certified? <input type="text"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>ONARSEE, ERIKA</b>	Library Aide (P-T)	Other		10.00	Y
FTE: <input type="text" value="0.25"/>	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: **WRIGHT LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: