

ODL Annual Report - Fiscal Year: 2006

☒ Finalized ☐ Approved

Library: **NICOMA PARK LIBRARY**

Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	NICOMA PARK LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	BOX 756		
Street Address:	2240 OVERHOLSER		
City:	NICOMA PARK	Zip:	73066-0250 (Street) (Mail)
Phone:	405-769-9452	Fax:	405-769-4020
Toll Free - 800#:			
Director's Email:	nicomapark@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	1,778	610	2,388
County:	509,359	175,184	684,543
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input type="text" value="YES"/>
		If NO, Describe: <input type="text"/>	

Director/Librarian: Mary Mahan Ext. Specialist

Person Completing: Stuart Williamson

Number Of Branches: BookMobiles: Other Outlets:

Note:

Total Staff FTE	<input type="text" value="0.75"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="0.75"/>	Other FTE:	<input type="text" value="0"/>
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Library Data and Demographics(2)

Square Footage For Library:

Do you have meeting rooms?

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 within 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 FinalizedEstimated Data?

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	5,312	4,993	1,700	2,225
Juvenile:	4,265	3,966	761	791
Total Bound:	9,577	8,959	2,461	3,016
Unbound Current Serial Subscriptions (Non Electronic)				
	27.00	27.00	7.00	2.00
Total Printed Materials:	9,604.00	8,986	2,468	3,018

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	529.00	529.00	74.00	24.00
Video Materials:	103.00	103.00	89.00	0.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	59.00	36.00	7.00	7.00
Total Electronic Materials:	59.00	36	7	7

Database Detail:

- Paid by your Library	161
- by other coop	0
- by State Library	23

Library Hours☒ Section Finalized

	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="6.00"/>	

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="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:30pm"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:30pm"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:30pm"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="9:00am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="9:00am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<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" value="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:30pm"/>	<input type="text"/>	<input type="text"/>
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Fri:	<input type="text" value="9:00am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="9:00am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>

Total Summer Hours Per Week 37.50

Reference/Circulation

☒ Section Finalized Estimated Data?

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="21,886"/>	<input type="text" value="5,936"/>	<input type="text" value="27,822"/>

Annual Circulation Transactions Per Capita:

Borrowers

☒ Section Finalized Estimated Data?

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="366"/>	<input type="text" value="402"/>	<input type="text" value="768"/>

Number of Family Cards:

Re-Register?

If no to re-register, describe how borrowing records are kept up to date

Programs/InterLibrary

☒ Section Finalized Estimated Data?

Programs		Number	Attendance
Summer 6/05 - 8/05	Note: Last Years Program	11	385
Other programs for children 7/05 - 6/06		8	553
Programs given for adults 7/05 - 6/06		25	226
Programs given for teens 7/05 - 6/06		1	32
Total Programs:		45	1196
Program Attendance Per Capita:			0.50

Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

Continuing Education

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

Electronic Service and Internet Use

Does your library provide electronic services?
(eg. bibliographic and full-text databases, multimedia, InfoTrac)

Does your library have internet access?

Number of users annually

Number of Headquarter/Main Internet Stations?			Total
Public	<input type="text" value="2"/>	Staff: <input type="text" value="1"/>	Shared <input type="text" value="0"/>
			<input type="text" value="3"/>

Internet access is via:

Internet have WIFI?:

Type of connection:

Does your library use an internet filter

- If yes, which filter:

Does your have a web page?

- Update When?	<input type="text"/>
- Which Software?	<input type="text"/>
- Hosted Where?	<input type="text"/>

Salaries and Benefits☒ Section FinalizedEstimated Data? **Salaries**

Beginning Librarian's Annual Salary:	\$33,093
Director's Current Annual Salary:	\$24,164
Director's Hours Per Week:	30
Salary @ On 5.15 per hour:	\$8,034

Other Salaries

(Annual)

Assistant or Deputy Director (Avg)	\$0	Department Head	\$70,990
Information Technology Director:	\$77,896	Selector:	\$53,321

Board/Staff Data☒ Section Finalized**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 FinalizedPhotocopier? Microfilm/Fiche Reader/Printer? Microcomputers?

Number of microcomputers:

Public: Staff: Shared: Automated Circulation System? Which automation system? Windows Based? Automated Public Access Catalog? Number of OPACs only:

Policies and Catalog

☒ Section Finalized

Policies

Friends of Library Group? Friends
Contact
Name and
AddressLocal Literacy Program? Literacy Contact
Name _PhoneWritten statement of purpose? Year last reviewed