ODL Annual Report - Fiscal Year: 2006

☑ Finalized ☐ Approved

Library Data and Demographics

☑ Section Finalized   Estimated Data? NO

Name:	SOUTHERN OAKS LIBRARY
County:	OKLAHOMA Type: BR

Mail Address: SAME AS ST. ADDRESS

Street Address: 6900 S WALKER

City: OKLA CITY   Zip: 73139- (Street)   73139- (Mail)

Phone: 405-631-4468   Fax: 405-634-9809

Toll Free - 800#:

Director's Email: rwayland@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	100,797	35,415	136,212
County:	509,359	175,184	684,543

County Service Area: 718 Square Miles   Do you serve all in county w/o charge? YES

If NO, Describe:

Director/Librarian: Randy Wayland

Person Completing: Stuart Williamson

Number Of Branches: 0   BookMobiles: 0   Other Outlets: 0

Note: City pop from MLS defined service area - please give current service area here if different

Total Staff FTE	MLS FTE	Librarian FTE:	Other FTE:
22.22	4.5	4	13.72

Library Data and Demographics(2)

Square Footage For Library: 16693   Do you have meeting rooms? YES

Housed in a building owned or maintained by local government or the system?: Y

Has any building in the library or system been renovated, expanded, or new construction completed withing the period covered by this report? N

Total amount spent of building maintenance and/or rent: $31,771.00

Building maintenance and/or rent paid by: SYSTEM

-- Specify if OTHER:

US/State Districts/Representatives

U.S. Congressional District: USH-5 Earnest Istook

Oklahoma House District: H-92 Richard Morrissette

Oklahoma Senate District: S-44 Debbe Leftwich

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	72,713	68,350	16,478	14,998
Juvenile:	30,064	27,960	6,006	3,941
Total Bound:	**102,777**	**96,310**	**22,484**	**18,939**
Unbound Current Serial Subscriptions (Non Electronic)	162.00	161.00	2.00	1.00
Total Printed Materials:	**102,939.00**	**96,471**	**22,486**	**18,940**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	4,736.00	4,736.00	1,211.00	1,096.00
Video Materials:	4,194.00	4,194.00	1,452.00	1,109.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	72.00	49.00	7.00	0.00
Total Electronic Materials:	**72.00**	**49**	**7**	**0**

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:	70.00
Hours after 5pm M-F:	17.00
Hours Sat, Sun:	13.00
Days Closed for Holidays:	18.00

Total Annual Hours: 3,640.00

Regular Hours

	Period 1		Period 2		Period 3	
Sun	1:00pm	6:00pm				
Mon:	9:00am	9:00pm				
Tues:	9:00am	9:00pm				
Wed:	9:00am	9:00pm				
Thurs:	9:00am	9:00pm				
Fri:	9:00am	6:00pm				
Sat:	9:00am	5:00pm				

Total Regular Hours Per Week   70.00

Summer Hours

	Period 1		Period 2		Period 3	
Sun	1:00pm	6:00pm				
Mon:	9:00am	9:00pm				
Tues:	9:00am	9:00pm				
Wed:	9:00am	9:00pm				
Thurs:	9:00am	9:00pm				
Fri:	9:00am	6:00pm				
Sat:	9:00am	5:00pm				

Total Summer Hours Per Week   70.00

Reference/Circulation

☑ Section Finalized   Estimated Data? NO

Annual Circulation Transactions

Adult   Juvenile: **Total:**

485,322   178,812   664,134

Annual Circulation Transactions Per Capita: 4.88

Borrowers

☑ Section Finalized   Estimated Data? NO

Number Of Registered Borrowers

Adult: Juvenile: **Total:**

37,440   14,269   51,709

Number of Family Cards: 0

Re-Register? YES

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

Programs/InterLibrary

☑ Section Finalized   Estimated Data?   NO

Programs		Number	Attendance
Summer 6/05 - 8/05	Note: Last Years Program	17	1767
Other programs for children 7/05 - 6/06		87	4165
Programs given for adults 7/05 - 6/06		216	4252
Programs given for teens 7/05 - 6/06		105	1901
Total Programs:		**425**	**12085**
Program Attendance Per Capita:			0.09

Continuing Education/Internet Use   ☑ Section Finalized   Estimated Data? NO

Continuing Education

# of Staff	# of Board	Total CEs
32	0	26

Electronic Service and Internet Use

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

Does your library have internet access?   YES

Number of users annually   56297

Number of Headquarter/Main Internet Stations?   Total

Public 14   Staff: 13   Shared 0   27

Internet access is via: DEDICATED
Internet have WIFI?:   YES
Type of connection: OTHER   100MB

Does your library use an internet filter   Y

- If yes, which filter: SmartFilter Bess Ed

Does your have a web page?

- Update When?

- Which Software?

- Hosted Where?

Salaries and Benefits

☑ Section Finalized   Estimated Data?   NO

Salaries

Beginning Librarian's Annual Salary:	$33,093
Director's Current Annual Salary:	$59,925
Director's Hours Per Week:	40
Salary @ On 5.15 per hour:	$10,712

Other Salaries   (Annual)

Assistant or Deputy Director (Avg)	$50,835	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:	3:30pm
In which week?	3rd
Day of week:	THUR
MeetFrequency	MONTHLY

Number of Board Members:	0
Number of Staff Members:	32

Equipment

☑ Section Finalized

Photocopier?	YES	Automated Circulation System?	YES
Microfilm/Fiche Reader/Printer?	YES	Which automation system?	Other
Microcomputers?	YES	Windows Based?	YES

Number of microcomputers:

Public: 24

Staff: 13

Shared: 0

Automated Public Access Catalog?   YES

Number of OPACs only: 6

Policies and Catalog

☑ Section Finalized

Policies

Friends of Library Group?	NO	Local Literacy Program?	NO

Friends Contact Name and Address

Literacy Contact Name _Phone

Written statement of purpose?   YES   2005   Year last reviewed