

# ODL Annual Report - Fiscal Year: 2007

☐ 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:	999	343	1,342
County:	514,361	176,905	691,266
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input type="text" value="YES"/>
		If NO, Describe:	

Director/Librarian: Mary Mahan Ext. Specialist

Person Completing: Stuart Williamson, Researcher

Number Of Branches:  BookMobiles:  Other Outlets:

Note: City pop from MLS defined service area 2007

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)

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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 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

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U.S. Congressional District:

Oklahoma House District:

Oklahoma Senate District:

## Holdings

☒ Section FinalizedEstimated Data? 

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	4,965	4,667	1,639	1,986
Juvenile:	3,331	3,098	572	1,506
<b>Total Bound:</b>	<b>8,296</b>	<b>7,765</b>	<b>2,211</b>	<b>3,492</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	27.00	27.00	0.00	0.00
<b>Total Printed Materials:</b>	<b>8,323.00</b>	<b>7,792</b>	<b>2,211</b>	<b>3,492</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	467.00	467.00	105.00	167.00
Video Materials:	132.00	132.00	45.00	16.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	59.00	59.00	23.00	23.00
<b>Total Electronic Materials:</b>	<b>59.00</b>	<b>59</b>	<b>23</b>	<b>23</b>

## Database Detail:

- Paid by your Library	59
- 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="4.00"/>	

### 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"/>	<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      Estimated Data?

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="20,874"/>	<input type="text" value="4,631"/>	<input type="text" value="25,505"/>

Annual Circulation Transactions Per Capita:

## Borrowers

☒ Section Finalized      Estimated Data?

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### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="385"/>	<input type="text" value="365"/>	<input type="text" value="750"/>

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 6/06 - 8/06	Note: Last Years Program	10	387
Other programs for children 7/06 - 6/07		2	207
Programs given for adults 7/06 - 6/07		10	39
Summer Teens 6/06 - 8/06	Note: Last Years Program	1	34
Programs given for teens 7/06 - 6/07		1	25
Total Programs:		24	692
Program Attendance Per Capita:			0.52

## Continuing Education/Internet Use

☒ Section Finalized      Estimated Data?

### Continuing Education

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# 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

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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?      Total

Public	<input type="text" value="2"/>	Staff:	<input type="text" value="1"/>	Shared	<input type="text" value="0"/>	<input type="text" value="3"/>
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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 Finalized      Estimated Data?

### Salaries

Beginning Librarian's Annual Salary:	<input type="text" value="\$27,206"/>
Director's Current Annual Salary:	<input type="text" value="\$16,276"/>
Director's Hours Per Week:	<input type="text" value="20"/>
Salary @ On 5.15 per hour:	<input type="text" value="\$5,356"/>

### Other Salaries

(Annual)

Assistant or Deputy Director (Avg)	<input type="text" value="\$0"/>	Department Head	<input type="text" value="\$0"/>
Information Technology Director:	<input type="text" value="\$0"/>	Selector:	<input type="text" value="\$0"/>

## 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 Finalized

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

### Policies

Friends of Library Group?

Local Literacy Program?

Friends  
Contact  
Name and  
Address

Literacy Contact  
Name \_Phone

Written statement of purpose?

Year last reviewed