

ODL Annual Report - Fiscal Year: 2008

☒ Finalized ☐ Approved

Library: **DEL CITY BRANCH LIBRARY**

Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	DEL CITY BRANCH LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	4509 S E 15		
City:	DEL CITY	Zip:	73115-3098 (Street) (Mail)
Phone:	405-672-1377	Fax:	405-606-3292
Toll Free - 800#:			
Director's Email:	mweathers@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	26,450	9,437	35,887
County:	522,205	179,602	701,807
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:

Person Completing:

Number Of Branches: BookMobiles: Other Outlets:

Note:

Total Staff FTE	<input type="text" value="10.79"/>	MLS FTE	<input type="text" value="2"/>	Librarian FTE:	<input type="text" value="2"/>	Other FTE:	<input type="text" value="6.29"/>
-----------------	------------------------------------	---------	--------------------------------	----------------	--------------------------------	------------	-----------------------------------

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:	24,521	23,050	6,487	8,733
Juvenile:	15,408	14,329	2,623	3,356
Total Bound:	39,929	37,379	9,110	12,089
Unbound Current Serial Subscriptions (Non Electronic)				
	95.00	95.00	0.00	2.00
Total Printed Materials:	40,024.00	37,474	9,110	12,091

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	3,048.00	3,048.00	767.00	730.00
Video Materials:	2,043.00	2,043.00	817.00	342.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	63.00	63.00	3.00	6.00
Total Electronic Materials:	63.00	63	3	6

Database Detail:

- Paid by your Library	63
- by other coop	0
- by State Library	23

Licensed Databases:

Ancestry.com, Auto Repair Reference Center,
Dun and Bradstreet, Ebsco Do-It-Yourself
(auto/home/small engine), HeritageQuest,

Library Hours

☒ Section Finalized

	Main/HQ	
Hours open per week:	<input type="text" value="65.00"/>	Total Annual Hours: <input type="text" value="3,380.00"/>
Hours after 5pm M-F:	<input type="text" value="17.00"/>	
Hours Sat, Sun:	<input type="text" value="8.00"/>	
Days Closed for Holidays:	<input type="text" value="10.00"/>	

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="9:00am"/>	<input type="text" value="9:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="9:00am"/>	<input type="text" value="9:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="9:00am"/>	<input type="text" value="9:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="9:00am"/>	<input type="text" value="9:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="9:00am"/>	<input type="text" value="6:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="9:00am"/>	<input type="text" value="5:00pm"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Regular Hours Per Week 65.00

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 FinalizedEstimated Data? **Annual Circulation Transactions**

Adult

Juvenile:

Total:Annual Circulation Transactions Per Capita: Annual Library Visits Per Capita: **Borrowers**☒ Section FinalizedEstimated Data? **Number Of Registered Borrowers**

Adult:

Juvenile:

Total:

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 6/07 - 8/07	Note: Last Years Program	8	1742
Other programs for children 7/07 - 6/08		63	1543
Programs given for adults 7/07 - 6/08		101	1579
Summer Teens 6/07 - 8/07	Note: Last Years Program	4	157
Programs given for teens 7/07 - 6/08		13	80
Total Programs:		189	5101
Program Attendance Per Capita:			0.14

Continuing Education/Internet Use☒ Section FinalizedEstimated Data? **Continuing Education**

# of Staff	# of Board	Total CEs
<input type="text" value="14"/>	<input type="text" value="0"/>	<input type="text" value="25"/>

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
	<input type="text" value="10"/>	<input type="text" value="9"/>	<input type="text" value="0"/>	<input type="text" value="19"/>

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? ☐ NO**Salaries**

Beginning Librarian's Annual Salary:	\$35,818
Director's Current Annual Salary:	\$50,066
Director's Hours Per Week:	40
Salary @ On \$6.5 per hour:	\$13,520

Other Salaries

(Annual)

Assistant or Deputy Director (Avg)	\$0	Department Head	\$0
Information Technology Director:	\$0	Selector:	\$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: 3:30pm
In which week? 3rd
Day of week: THUR
MeetFrequency MONTHLY

Number of Board Members: 0
Number of Staff Members: 14

Equipment

☒ Section FinalizedPhotocopier? 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
AddressLiteracy Contact
Name _PhoneWritten statement of purpose? Year last reviewed