

ODL Annual Report - Fiscal Year: 2008

Finalized Approved

Library: **NICOMA PARK LIBRARY**

Library Data and Demographics

Section Finalized

Estimated Data? NO

Name:	NICOMA PARK LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	BOX 756		
Street Address:	2240 OVERHOLSER		
City:	NICOMA PARK	Zip:	73066-0250 (Street) 73066-0250 (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:	522,205	179,602	701,807
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <input type="checkbox"/> YES
			If NO, Describe: <input type="text"/>

Director/Librarian: Lois Cross Ext. Specialist

Person Completing: Stuart Williamson

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"/>	Other FTE:	<input type="text" value="0.75"/>
-----------------	-----------------------------------	---------	--------------------------------	----------------	--------------------------------	------------	-----------------------------------

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:	4,791	4,504	1,766	1,940
Juvenile:	2,391	2,224	629	1,569
Total Bound:	7,182	6,728	2,395	3,509
Unbound				
Current Serial Subscriptions (Non Electronic)	27.00	27.00	0.00	0.00
Total Printed Materials:	7,209.00	6,755	2,395	3,509
Electronic Materials				
	Physical Units	Titles	Added	Discarded
Audio Materials:	480.00	480.00	119.00	106.00
Video Materials:	196.00	196.00	70.00	6.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	61.00	61.00	3.00	1.00
Total Electronic Materials:	61.00	61	3	1

Database Detail:

- Paid by your Library	61
- 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:	37.50	Total Annual Hours:	1,950.00
Hours after 5pm M-F:	1.50		
Hours Sat, Sun:	7.50		
Days Closed for Holidays:	6.00		

Regular Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:	9:30am	12:30pm	1:00pm	5:30pm		
Wed:	9:30am	12:30pm	1:00pm	5:30pm		
Thurs:	9:30am	12:30pm	1:00pm	5:30pm		
Fri:	9:00am	12:30pm	1:00pm	5:00pm		
Sat:	9:00am	12:30pm	1:00pm	5:00pm		

Total Regular Hours Per Week 37.50

Summer Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:						
Tues:						
Wed:						
Thurs:						
Fri:						
Sat:						

Total Summer Hours Per Week 0.00

Reference/Circulation

Section Finalized Estimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="19,813"/>	<input type="text" value="3,539"/>	<input type="text" value="23,352"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

Borrowers

Section Finalized Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="419"/>	<input type="text" value="330"/>	<input type="text" value="749"/>

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? NO

Programs	Number	Attendance
Summer 6/07 - 8/07 Note: Last Years Program	9	224
Other programs for children 7/07 - 6/08	2	266
Programs given for adults 7/07 - 6/08	2	125
Summer Teens 6/07 - 8/07 Note: Last Years Program	1	17
Programs given for teens 7/07 - 6/08	0	0
Total Programs:	14	632
Program Attendance Per Capita:		0.47

Continuing Education/Internet Use

Section Finalized Estimated Data? NO

Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

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

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?

- Which Software?

- Hosted Where?

Salaries and Benefits

Section Finalized Estimated Data?

Salaries

Beginning Librarian's Annual Salary:	<input type="text" value="\$28,309"/>
Director's Current Annual Salary:	<input type="text" value="\$22,340"/>
Director's Hours Per Week:	<input type="text" value="30"/>
Salary @ On \$6.5 per hour:	<input type="text" value="\$10,140"/>

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?	<input type="text" value="YES"/>	Automated Circulation System?	<input type="text" value="YES"/>
Microfilm/Fiche Reader/Printer?	<input type="text" value="NO"/>	Which automation system?	<input type="text" value="Other"/>
Microcomputers?	<input type="text" value="YES"/>	Windows Based?	<input type="text" value="YES"/>
Number of microcomputers:			
Public:	<input type="text" value="2"/>	Automated Public Access Catalog?	<input type="text" value="YES"/>
Staff:	<input type="text" value="1"/>	Number of OPACs only:	<input type="text" value="0"/>
Shared:	<input type="text" value="0"/>		

Policies and Catalog

Section Finalized

Policies

Friends of Library Group?	<input type="text" value="NO"/>	Local Literacy Program?	<input type="text" value="NO"/>
Friends Contact Name and Address	<input type="text"/>	Literacy Contact Name _Phone	<input type="text"/>
Written statement of purpose?	<input type="text" value="YES"/>	<input type="text" value="2008"/> Year last reviewed	