

# ODL Annual Report - Fiscal Year: 2009

☒ Finalized ☒ Approved

Library: **HARRAH LIBRARY**

## Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	<input type="text" value="HARRAH LIBRARY"/>		
County:	<input type="text" value="OKLAHOMA"/>	Type:	<input type="text" value="BR"/>
Mail Address:	<input type="text" value="P.O. Box 893"/>		
Street Address:	<input type="text" value="1930 N CHURCH AVE"/>		
City:	<input type="text" value="HARRAH"/>	Zip:	<input type="text" value="73045-9085"/> <input type="text" value="73045-9085"/> (Street) (Mail)
Phone:	<input type="text" value="405-454-2001"/>	Fax:	<input type="text" value="405-454-0322"/>
Toll Free - 800#:	<input type="text"/>		
Director's Email:	<input type="text" value="harrah@metrolibrary.org"/>		
Library's Web Page:	<input type="text" value="www.metrolibrary.org"/>		
Population:	Adult	Juvenile	Total
City:	<input type="text" value="5,602"/>	<input type="text" value="2,208"/>	<input type="text" value="7,810"/>
County:	<input type="text" value="525,784"/>	<input type="text" value="180,833"/>	<input type="text" value="706,617"/>
County Service Area:	<input type="text" value="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:

Person Completing:

Number Of Branches:  BookMobiles:  Other Outlets:

Note:

Total Staff FTE	<input type="text" value="2.39"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="2"/>	Other FTE:	<input type="text" value="0.39"/>
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## Library Data and Demographics(2)

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Square Footage For Library: 2100

Do you have meeting rooms? NO

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

Y

Year Built:

1960

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:

\$14,263.00

Building maintenance and/or rent paid by:

SYSTEM

-- Specify if OTHER:

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US/State Districts/Representatives

U.S. Congressional District:

USH-5 Fallin, Mary

Oklahoma House District:

H-96 Moore, Lewis H.

Oklahoma Senate District:

S-17 Laster, Charlie (D)

## Holdings

☒ Section FinalizedEstimated Data? 

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	11,204	11,148	3,152	3,238
Juvenile:	6,079	6,049	743	920
<b>Total Bound:</b>	<b>17,283</b>	<b>17,197</b>	<b>3,895</b>	<b>4,158</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	46.00	46.00	2.00	3.00
<b>Total Printed Materials:</b>	<b>17,329.00</b>	<b>17,243</b>	<b>3,897</b>	<b>4,161</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	1,108.00	1,108.00	216.00	52.00
Video Materials:	292.00	292.00	67.00	24.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	70.00	70.00	7.00	0.00
<b>Total Electronic Materials:</b>	<b>70.00</b>	<b>70</b>	<b>7</b>	<b>0</b>

## Database Detail:

- Paid by your Library	47
- by other coop	0
- by State Library	23

## Licensed Databases:

Ancestry.com, Auto Repair Reference Center,  
Dun and Bradstreet, HeritageQuest, Learning  
Express, Mitchell Repair (auto), NewsBank,

## Library Hours

☒ Section Finalized

Main/HQ

Hours open per week:	47.00	Total Annual Hours:	2,444.00
Hours after 5pm M-F:	4.00		
Hours Sat, Sun:	8.00		
Days Closed for Holidays:	10.00		

## Regular Hours

	Period 1		Period 2		Period 3	
Sun						
Mon:	9:30am	12:30pm	1:00pm	6:00pm		
Tues:	9:30am	12:30pm	1:00pm	6:00pm		
Wed:	9:30am	12:30pm	1:00pm	6:00pm		
Thurs:	9:30am	12:30pm	1:00pm	6:00pm		
Fri:	9:00am	12:30pm	1:00pm	5:00pm		
Sat:	9:00am	12:30pm	1:00pm	5:00pm		

Total Regular Hours Per Week 47.00

## 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?

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="44,204"/>	<input type="text" value="20,712"/>	<input type="text" value="64,916"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

## Borrowers

☒ Section Finalized Estimated Data?

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### Number Of Registered Borrowers

Adult:	Juvenile:	<b>Total:</b>
<input type="text" value="2,385"/>	<input type="text" value="1,625"/>	<input type="text" value="4,010"/>

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?

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Programs		Number	Attendance
Summer 6/08 - 8/08	Note: Last Years Program	8	538
Other programs for children 7/08 - 6/09		21	556
Programs given for adults 7/08 - 6/09		2	525
Summer Teens 6/08 - 8/08	Note: Last Years Program	1	62
Programs given for teens 7/08 - 6/09		0	0
Total Programs:		32	1681
Program Attendance Per Capita:			0.22

## Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="6"/>

### 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="4"/>	Staff: <input type="text" value="2"/>	Shared <input type="text" value="0"/>
			<input type="text" value="6"/>

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="\$37,253"/>
Director's Current Annual Salary:	<input type="text" value="\$38,958"/>
Director's Hours Per Week:	<input type="text" value="40"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
Salary @ On \$6.5 per hour:	<input type="text" value="\$13,520"/>

**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?

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  
Address

Local Literacy Program?

Literacy Contact  
Name \_Phone

Written statement of purpose?

Year last reviewed

**Library Staff**☒ Section Finalized

Last Update with FY

Library: HARRAH LIBRARY

Staff Count

4

Total FTE:

2.39

Name	Title:	Type:	Education	Hours	CE?
<b>HINDMAN, LESLIE</b>	Extension Spc	Librarian	Some College	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>LAFOLLETTE, TULIN</b>	Page	Other	College Graduate	15.8	N
FTE: 0.3938	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
<b>MCDANIEL, DEVON</b>	Extension Specialist	Librarian	College Graduate	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>WHITE, JO NITA</b>	Extension Specialist	Librarian	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	

**Board Members**

☒ Section Finalized

Last Update with FY 2009      Library: HARRAH LIBRARY

Total Members: 0

,	Home Phone:	Business Phone:
- ,		
Position:	Term Ends:	