ODL Annual Report - Fiscal Year: 2009

☑ Finalized ☑ Approved

Library: **MIDWEST CITY LIBRARY**

Library Data and Demographics

☑ Section Finalized   Estimated Data? NO

Name: MIDWEST CITY LIBRARY

County: OKLAHOMA   Type: BR

Mail Address: SAME AS ST. ADDRESS

Street Address: 8143 E RENO

City: MIDWEST CITY   Zip: 73110-3999 (Street)   73110-3999 (Mail)

Phone: 405-732-4828   Fax: 405-606-3451

Toll Free - 800#:

Director's Email: ckennedy@metrolibrary.org

Library's Web Page: www.metrolibrary.org

Population:

	Adult	Juvenile	Total
City:	68,275	24,583	92,858
County:	525,784	180,833	706,617

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

If NO, Describe:

Director/Librarian: Chris Kennedy

Person Completing: Stuart Williamson, Researcher

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

Note: City pop from MLS defined service area 2008

Total Staff FTE	MLS FTE	Librarian FTE:	Other FTE:
18.91	4	2.5	12.41

Library Data and Demographics(2)

Square Footage For Library: 36200   Do you have meeting rooms?   YES

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

Year Built: 1987

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: $58,791.00

Building maintenance and/or rent paid by: SYSTEM

 -- Specify if OTHER:

US/State Districts/Representatives

U.S. Congressional District: USH-4 Cole, Tom

Oklahoma House District: H-95 Joyner, Charlie

Oklahoma Senate District: S-42 Aldridge, Cliff (R)

Holdings

☑ Section Finalized   Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	58,533	55,021	12,838	12,431
Juvenile:	32,843	30,544	4,320	2,276
Total Bound:	**91,376**	**85,565**	**17,158**	**14,707**
Unbound Current Serial Subscriptions (Non Electronic)	197.00	178.00	13.00	2.00
Total Printed Materials:	**91,573.00**	**85,743**	**17,171**	**14,709**

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	5,523.00	5,523.00	1,447.00	700.00
Video Materials:	3,705.00	3,705.00	1,198.00	561.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	72.00	72.00	7.00	0.00
Total Electronic Materials:	**72.00**	**72**	**7**	**0**

Database Detail:

- Paid by your Library: 49
- 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:	70.00	Total Annual Hours:	3,640.00
Hours after 5pm M-F:	17.00		
Hours Sat, Sun:	13.00		
Days Closed for Holidays:	15.00		

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						
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:**

| 382,410 | | 160,048 | | 542,458 |

Annual Circulation Transactions Per Capita: | 5.84 |

Annual Library Visits Per Capita: | 3.29 |

Borrowers

☑ Section Finalized   Estimated Data? | NO |

Number Of Registered Borrowers

Adult: Juvenile: **Total:**

| 35,302 | | 12,373 | | 47,675 |

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 6/08 - 8/08	Note: Last Years Program	12	2123
Other programs for children 7/08 - 6/09		254	4571
Programs given for adults 7/08 - 6/09		629	14563
Summer Teens 6/08 - 8/08	Note: Last Years Program	5	438
Programs given for teens 7/08 - 6/09		68	1161
Total Programs:		**968**	**22856**
Program Attendance Per Capita:			0.25

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

Continuing Education

# of Staff	# of Board	Total CEs
32	0	52

Electronic Service and Internet Use

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

Does your library have internet access?   YES

Number of users annually   77643

Number of Headquarter/Main Internet Stations?   Total

Public 22   Staff: 14   Shared 0   36

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

Does your library use an internet filter   Y

- If yes, which filter:

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:	$37,253
Director's Current Annual Salary:	$53,914
Director's Hours Per Week:	40
Hourly Wage:	$0.00
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:	34

Equipment

☑ Section Finalized

Photocopier?   YES   Automated Circulation System?   YES

Microfilm/Fiche Reader/Printer?   NO   Which automation system?   Other

Microcomputers?   YES   Windows Based?   YES

Number of microcomputers:

Public: 37

Staff: 14   Automated Public Access Catalog?   YES

Shared: 0   Number of OPACs only: 6

Policies and Catalog

☑ Section Finalized

Policies

Friends of Library Group?   NO   Local Literacy Program?   NO

Friends
Contact   Literacy Contact
Name and   Name _Phone
Address

Written statement of purpose?   YES   2008   Year last reviewed

Library Staff

☑ Section Finalized

Last Update with FY   Library: **MIDWEST CITY LIBRARY**

Staff Count 34   Total FTE: 18.91

Name	Title:	Type:	Education	Hours	CE?
ALLEN, MOLLY	Page	Other	Not a High School Grad or GED	0	N
FTE: 0 Certification: Certified? N Level: Year:				Hired This Year? Y	
BANKER, ROGER	Tech Assistant	Other	Some College	15.6	Y
FTE: 0.3908 Certification: Certified? N Level: Year:				Hired This Year? Y	
BIRD, PENELOPE	Page	Other	Some College	13.5	Y
FTE: 0.3375 Certification: Certified? N Level: Year:				Hired This Year? N	
CARTER, JESSICA	Page	Other	Some College	6.75	Y
FTE: 0.1688 Certification: Certified? N Level: Year:				Hired This Year? Y	
CHAU, HIEN	Page	Other	Not a High School Grad or GED	21.8	Y
FTE: 0.5438 Certification: Certified? N Level: Year:				Hired This Year? N	
FELTON, SUZETTE	Associate Librarian	Librarian	College Graduate	40	Y
FTE: 1 Certification: Certified? N Level: Year:				Hired This Year? N	
GARCIA, SERINA	Page	Other	College Graduate	20	Y
FTE: 0.5 Certification: Certified? N Level: Year:				Hired This Year? N	
GESELL, ANDREA	Page	Other	Not a High School Grad or GED	21	Y
FTE: 0.525 Certification: Certified? N Level: Year:				Hired This Year? N	
HACKWORTH, JAMIE	Page	Other	High School	12.4	Y
FTE: 0.3095 Certification: Certified? N Level: Year:				Hired This Year? N	
HATFIELD, KATHRYN	Page	Other	Not a High School Grad or GED	19.3	Y
FTE: 0.4813 Certification: Certified? N Level: Year:				Hired This Year? N	
HENDERSON, SHIRLEY	Circ Clerk	Other	Some College	40	Y
FTE: 1 Certification: Certified? N Level: Year:				Hired This Year? N	
HOWELL, TRAVIS	Page	Other	Not a High School Grad or GED	12.3	Y
FTE: 0.3063 Certification: Certified? N Level: Year:				Hired This Year? N	
KELLUM, SARAH	Page	Other	High School	30	Y
FTE: 0.75 Certification: Certified? N Level: Year:				Hired This Year? N	

KENNEDY, CHRIS	Manager of Lib Ops II	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

LANHAM, SANDRA LEA	Circulation Clerk	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

LAUGERMAN, KATHLEEN	Page	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MCCOY, BRADLEY	Circulation Clerk	Other	Some College	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MCNAUGHTON, CHAD	Tech Assistant	Other	Some College	24.2	Y
FTE: 0.6048	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

MONROE, SUSAN	Librarian	Librarian	Other Masters	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MORPHIS, LINDA	Circ Clerk	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

MOUNT, BENJAMIN	Page	Other	High School	7.5	Y
FTE: 0.1875	Certification:	Certified? N	Level:	Year:	Hired This Year? N

RUSHING, DAVID	Page	Other	High School	6.88	Y
FTE: 0.1720	Certification:	Certified? N	Level:	Year:	Hired This Year? N

SAGEL, ROBIN	Page	Other	College Graduate	26.8	Y
FTE: 0.6688	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

SANZ, WILLIAM	Page	Other	Some College	0	N
FTE: 0	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

SHELTON, JOEY	Associate Librarian	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

SUPPES, CRYSTAL	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

TEMPLE, LINDA	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

TURNER, CANDACE	Tech Assistant	Other	College Graduate	17	Y
FTE: 0.425	Certification:	Certified? N	Level:	Year:	Hired This Year? Y

VERDIN, MARIA	Circ Clerk	Other	College Graduate	30	Y

FTE: 0.75   Certification: Certified? N   Level: Year: Hired This Year? Y

WANG, LI	Tech Assistant	Other	Other Masters	11.4	Y

FTE: 0.2845   Certification: Certified? N   Level: Year: Hired This Year? N

WILLIAMS, FARIBA	Assistant Mgr of Lib Ops	MLS	Masters In Library	40	Y

FTE: 1   Certification: Certified? N   Level: Year: Hired This Year? N

WILLIAMSON, KRISTIN	Associate Librarian	Librarian	College Graduate	40	Y

FTE: 1   Certification: Certified? N   Level: Year: Hired This Year? N

WILSON, ELIZABETH	Librarian	MLS	Masters In Library	40	Y

FTE: 1   Certification: Certified? N   Level: Year: Hired This Year? N

ZUNIGA, TWILA	Page	Other	Some College	20	Y

FTE: 0.5   Certification: Certified? N   Level: Year: Hired This Year? Y

Board Members

☑ Section Finalized

Last Update with FY **2009**   Library: **MIDWEST CITY LIBRARY**

Total Members: 0

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Home Phone:

Business Phone:

- ,

Position: Term Ends: