

ODL Annual Report - Fiscal Year: 2009

☒ 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:	1,177	405	1,582
County:	525,784	180,833	706,617
County Service Area:	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="1.05"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="0.75"/>	Other FTE:	<input type="text" value="0.3"/>
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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?:

Year Built:

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

U.S. Congressional District:

Oklahoma House District:

Oklahoma Senate District:

Holdings

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Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	5,587	5,559	1,948	1,152
Juvenile:	2,598	2,585	573	366
Total Bound:	8,185	8,144	2,521	1,518
Unbound Current Serial Subscriptions (Non Electronic)				
	25.00	25.00	0.00	2.00
Total Printed Materials:	8,210.00	8,169	2,521	1,520

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	562.00	562.00	128.00	46.00
Video Materials:	213.00	213.00	47.00	30.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	68.00	68.00	7.00	0.00
Total Electronic Materials:	68.00	68	7	0

Database Detail:

- Paid by your Library
 - by other coop
 - by State Library

Licensed Databases:

Library Hours

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	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="6.00"/>	

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?

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="22,261"/>	<input type="text" value="7,835"/>	<input type="text" value="30,096"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits Per Capita:

Borrowers

☒ Section Finalized Estimated Data?

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="471"/>	<input type="text" value="341"/>	<input type="text" value="812"/>

Number of Family Cards:

Re-Register?

If no to re-register, describe how borrowing records are kept up to date

Programs/InterLibrary

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Programs		Number	Attendance
Summer 6/08 - 8/08	Note: Last Years Program	<input type="text" value="6"/>	<input type="text" value="237"/>
Other programs for children	7/08 - 6/09	<input type="text" value="3"/>	<input type="text" value="444"/>
Programs given for adults	7/08 - 6/09	<input type="text" value="2"/>	<input type="text" value="181"/>
Summer Teens 6/08 - 8/08	Note: Last Years Program	<input type="text" value="1"/>	<input type="text" value="27"/>
Programs given for teens	7/08 - 6/09	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Programs:		<input type="text" value="12"/>	<input type="text" value="889"/>
Program Attendance Per Capita:			<input type="text" value="0.56"/>

Continuing Education/Internet Use

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Continuing Education

# of Staff	# of Board	Total CEs
<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="6"/>

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? 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

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Salaries

Beginning Librarian's Annual Salary:	<input type="text" value="\$37,253"/>
Director's Current Annual Salary:	<input type="text" value="\$23,930"/>
Director's Hours Per Week:	<input type="text" value="30"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
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

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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

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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

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Policies

Friends of Library Group? Friends
Contact
Name and
AddressLocal Literacy Program? Literacy Contact
Name _PhoneWritten statement of purpose? Year last reviewed

Library Staff☒ Section Finalized

Last Update with FY

Library: **NICOMA PARK LIBRARY**

Staff Count

Total FTE:

Name	Title:	Type:	Education	Hours	CE?
CROSS, LOIS	Extension Spc	<input type="text" value="Librarian"/>	Some College	30	Y
FTE: <input type="text" value="0.75"/>	Certification:	Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N
SHEESLEY, KATHRYN	Page	<input type="text" value="Other"/>	High School	12	Y
FTE: <input type="text" value="0.3"/>	Certification:	Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y

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Total Members: 0

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