

# ODL Annual Report - Fiscal Year: 2009

☒ Finalized ☒ Approved

Library: **WARR ACRES LIBRARY**

## Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	WARR ACRES LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	5901 N W 63		
City:	Warr Acres	Zip:	73132-2401 (Street) (Mail)
Phone:	405-721-2616	Fax:	405-606-3534
Toll Free - 800#:			
Director's Email:	bbeasley@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	49,731	17,388	67,119
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="14.61"/>	MLS FTE	<input type="text" value="3"/>	Librarian FTE:	<input type="text" value="1.5"/>	Other FTE:	<input type="text" value="10.11"/>
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## Library Data and Demographics(2)

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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:

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### 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
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	42,559	40,005	11,190	10,173
Juvenile:	25,326	23,553	4,238	3,974
<b>Total Bound:</b>	<b>67,885</b>	<b>63,558</b>	<b>15,428</b>	<b>14,147</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	97.00	96.00	2.00	4.00
<b>Total Printed Materials:</b>	<b>67,982.00</b>	<b>63,654</b>	<b>15,430</b>	<b>14,151</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	4,394.00	4,394.00	1,348.00	1,015.00
Video Materials:	3,549.00	3,549.00	1,099.00	898.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	69.00	69.00	7.00	0.00
<b>Total Electronic Materials:</b>	<b>69.00</b>	<b>69</b>	<b>7</b>	<b>0</b>

## Database Detail:

- Paid by your Library	46
- 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:	<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 Finalized      Estimated Data?

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### Annual Circulation Transactions

Adult	Juvenile:	<b>Total:</b>
<input type="text" value="350,077"/>	<input type="text" value="161,204"/>	<input type="text" value="511,281"/>

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="25,897"/>	<input type="text" value="8,563"/>	<input type="text" value="34,460"/>

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	11	2048
Other programs for children	7/08 - 6/09	139	3745
Programs given for adults	7/08 - 6/09	140	2699
Summer Teens 6/08 - 8/08	Note: Last Years Program	4	332
Programs given for teens	7/08 - 6/09	18	199
Total Programs:		312	9023
Program Attendance Per Capita:			0.13

## Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="22"/>	<input type="text" value="0"/>	<input type="text" value="20"/>

### 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="15"/>	Staff: <input type="text" value="10"/>	Shared <input type="text" value="0"/>
			<input type="text" value="25"/>

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="\$68,515"/>
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?

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  
Address

Literacy Contact  
Name \_Phone

Written statement of purpose?

Year last reviewed

**Library Staff**☒ Section Finalized

Last Update with FY

Library: WARR ACRES LIBRARY

Staff Count  Total FTE: 

Name	Title:	Type:	Education	Hours	CE?
<b>BEASLEY, BARBARA</b>	Library Manager I	<input type="text" value="MLS"/>	Masters In Library	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>BECKETT, SUSAN</b>	Page	<input type="text" value="Other"/>	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	
<b>BENNET, DENESA</b>	Circulation Clerk	<input type="text" value="Other"/>	Some College	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>BROWN, ALMA</b>	Librarian	<input type="text" value="MLS"/>	Masters In Library	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>CADE, CHRISTOPHER</b>	Page	<input type="text" value="Other"/>	High School	19.5	Y
FTE: <input type="text" value="0.4875"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>CANFIELD, DONNA</b>	Page	<input type="text" value="Other"/>	High School	18.6	Y
FTE: <input type="text" value="0.4657"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>COLEMAN, CHERYL</b>	Associate Librarian	<input type="text" value="Librarian"/>	College Graduate	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>DALRYMPLE, KELLY</b>	Assoc Librarian	<input type="text" value="Other"/>	College Graduate	40	Y
FTE: <input type="text" value="1"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>ELLIS, DESTAVIE</b>	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	18	Y
FTE: <input type="text" value="0.45"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>FRAZIER, CINDY</b>	Page	<input type="text" value="Other"/>	Some College	14.8	Y
FTE: <input type="text" value="0.3703"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
<b>GATES, ALEXANDER</b>	Circ Clerk	<input type="text" value="Other"/>	College Graduate	20	Y
FTE: <input type="text" value="0.5"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? Y	
<b>GOLDMAN, ERICA</b>	Tech Asst	<input type="text" value="Other"/>	College Graduate	26.8	Y
FTE: <input type="text" value="0.6702"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
<b>ICKS, ROBYN</b>	Page	<input type="text" value="Other"/>	High School	26.7	Y
FTE: <input type="text" value="0.6673"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	

<b>LAUNEY, RENEE</b>	Page	Other	Other Masters	12	Y
FTE: 0.3	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>LITTERAL, KAREN</b>	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>MARTIN, RIKKI</b>	Page	Other	College Graduate	15.1	Y
FTE: 0.3783	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>MASON, REBECCA</b>	Circulation Clerk	Other	High School	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>MINTER, JESSICA</b>	Circ Clerk	Other	College Graduate	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>NIEBANK III, GEORGE</b>	Page	Other	College Graduate	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>RUTLAND, ERICA</b>	Associate Librarian	Librarian	Other Masters	20	Y
FTE: 0.5	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>SHENOLD, STEPHEN</b>	Page	Other	High School	3	Y
FTE: 0.075	Certification:	Certified? N	Level:	Year:	Hired This Year? N

<b>STEPHENS, MARY</b>	Circulation Clerk	Other	Other Masters	40	Y
FTE: 1	Certification:	Certified? N	Level:	Year:	Hired This Year? N

☒ Section Finalized

Total Members: 0

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