

# ODL Annual Report - Fiscal Year: 2010

☐ Finalized ☐ Approved

Library: **BETHANY LIBRARY**

## Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	<input type="text" value="BETHANY LIBRARY"/>		
County:	<input type="text" value="OKLAHOMA"/>	Type:	<input type="text" value="BR"/>
Mail Address:	<input type="text" value="SAME AS ST. ADDRESS"/>		
Street Address:	<input type="text" value="3510 N MUELLER"/>		
City:	<input type="text" value="BETHANY"/>	Zip:	<input type="text" value="73008-3971"/> <input type="text" value="73008-3971"/>
		(Street)	(Mail)
Phone:	<input type="text" value="405-789-8363"/>	Fax:	<input type="text" value="405-606-3239"/>
Toll Free - 800#:	<input type="text"/>		
Director's Email:	<input type="text" value="kprince@metrolibrary.org"/>		
Library's Web Page:	<input type="text" value="www.metrolibrary.org"/>		
Population:	Adult	Juvenile	Total
City:	<input type="text" value="44,024"/>	<input type="text" value="13,163"/>	<input type="text" value="57,187"/>
County:	<input type="text" value="533,289"/>	<input type="text" value="183,415"/>	<input type="text" value="716,704"/>
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="13.69"/>	MLS FTE	<input type="text" value="3"/>	Librarian FTE:	<input type="text" value="1"/>	Other FTE:	<input type="text" value="9.69"/>
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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:

### US/State Districts/Representatives

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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:	33,738	31,714	8,132	7,252
Juvenile:	19,038	17,705	2,843	2,059
<b>Total Bound:</b>	<b>52,776</b>	<b>49,419</b>	<b>10,975</b>	<b>9,311</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	101.00	100.00	1.00	3.00
<b>Total Printed Materials:</b>	<b>52,877.00</b>	<b>49,519</b>	<b>10,976</b>	<b>9,314</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	3,084.00	3,053.00	1,050.00	955.00
Video Materials:	3,433.00	3,433.00	1,210.00	649.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	83.00	83.00	10.00	4.00
<b>Total Electronic Materials:</b>	<b>83.00</b>	<b>83</b>	<b>10</b>	<b>4</b>

## Database Detail:

- Paid by your Library	83
- 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, NoveList, NoveList K-8, Reference USA, The

## List other Databases:

## Library Hours

☒ Section Finalized

	Main/HQ	
Hours open per week:	65.00	Total Annual Hours: 3,380.00
Hours after 5pm M-F:	17.00	
Hours Sat, Sun:	8.00	
Days Closed for Holidays:	10.00	

## Regular Hours

	Period 1		Period 2		Period 3	
Sun						
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 65.00

## 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="310,012"/>	<input type="text" value="135,929"/>	<input type="text" value="445,941"/>

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="21,072"/>	<input type="text" value="8,222"/>	<input type="text" value="29,294"/>

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 6/09 - 8/09	Note: Last Years Program	17	3642
Other programs for children 7/09 - 6/10		87	2561
Programs given for adults 7/09 - 6/10		66	1798
Summer Teens 6/09 - 8/09	Note: Last Years Program	4	392
Programs given for teens 7/09 - 6/10		23	194
<b>Total Programs:</b>		<b>197</b>	<b>8587</b>
Program Attendance Per Capita:			0.15

## Continuing Education/Internet Use

☒ Section Finalized      Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="19"/>	<input type="text" value="0"/>	<input type="text" value="9"/>

### 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="11"/>	Staff: <input type="text" value="8"/>	Shared <input type="text" value="0"/>
			<input type="text" value="19"/>

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="\$38,750"/>
Director's Current Annual Salary:	<input type="text" value="\$71,261"/>
Director's Hours Per Week:	<input type="text" value="40"/>
Hourly Wage:	<input type="text" value="\$0.00"/>
Salary @ On \$6.55 per hour:	<input type="text" value="\$13,624"/>

**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

- If NO, has Library Ever Had Friends

Written statement of purpose?

Year last reviewed

**Library Staff**☒ Section Finalized

Last Update with FY

Library: **BETHANY LIBRARY**

Staff Count

19

Total FTE:

13.69

Name	Title:	Type:	Education	Hours	CE?
<b>BOWEN, JANET</b>	Circ Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>DAUBENSPECK, TIMOTHY</b>	Page	Other	Some College	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>DAUGHERITY, MARY</b>	Circulation Clerk	Other	College Graduate	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>DOTY, CONRAD</b>	Custodian	Other	High School	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>EVANS, MATTHEW</b>	Page	Other	High School	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>FIELDS, DANIEL</b>	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>FIELDS, REGINA</b>	Circulation Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>FORD, BREANNE</b>	Page	Other	High School	14.4	Y
FTE: 0.361	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>GEHLING, DAWN</b>	Page	Other	College Graduate	19	Y
FTE: 0.475	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>MC GEE, ABIGAIL</b>	Page	Other	Some College	21.8	Y
FTE: 0.5438	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
<b>MCPHERSON, DEBORAH</b>	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>NOLAN, SHARON</b>	Librarian	Librarian	College Graduate	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>O'HARE, JERRY</b>	Circ Clerk	Other	Masters In Library	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	

<b>PRINCE, KATRINA</b>	Library Manager I	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	

<b>ROSE, BRANDON</b>	Page	Other	Some College	15	Y
FTE: 0.375	Certification: Certified? N	Level:	Year:	Hired This Year? N	

<b>RUPP, DIANNA</b>	Circulation Clerk	Other	College Graduate	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	

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

<b>WADE, KIMBERLY</b>	Circulation Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	

<b>WELLS, JOSHUA</b>	Page	Other	College Graduate	17.5	Y
FTE: 0.4375	Certification: Certified? N	Level:	Year:	Hired This Year? N	

**Board Members**

☒ Section Finalized

Last Update with FY 2010      Library: BETHANY LIBRARY

Total Members: 0

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