

# ODL Annual Report - Fiscal Year: 2010

☐ 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="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="2.44"/>	MLS FTE	<input type="text" value="0"/>	Librarian FTE:	<input type="text" value="2"/>	Other FTE:	<input type="text" value="0.44"/>
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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:	10,132	9,524	2,713	3,785
Juvenile:	5,287	4,917	743	1,535
<b>Total Bound:</b>	<b>15,419</b>	<b>14,441</b>	<b>3,456</b>	<b>5,320</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	46.00	6.00	1.00	1.00
<b>Total Printed Materials:</b>	<b>15,465.00</b>	<b>14,447</b>	<b>3,457</b>	<b>5,321</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	925.00	916.00	219.00	402.00
Video Materials:	396.00	396.00	151.00	47.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	76.00	76.00	6.00	0.00
<b>Total Electronic Materials:</b>	<b>76.00</b>	<b>76</b>	<b>6</b>	<b>0</b>

## Database Detail:

- Paid by your Library	76
- 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:	<input type="text" value="47.00"/>	Total Annual Hours: <input type="text" value="2,444.00"/>
Hours after 5pm M-F:	<input type="text" value="4.00"/>	
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="9:30am"/>	<input type="text" value="12:30pm"/>	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<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="6:00pm"/>	<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="6:00pm"/>	<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="6:00pm"/>	<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 47.00****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="45,065"/>	<input type="text" value="20,940"/>	<input type="text" value="66,005"/>

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="2,492"/>	<input type="text" value="1,638"/>	<input type="text" value="4,130"/>

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?

Programs		Number	Attendance
Summer 6/09 - 8/09	Note: Last Years Program	11	592
Other programs for children 7/09 - 6/10		5	305
Programs given for adults 7/09 - 6/10		2	114
Summer Teens 6/09 - 8/09	Note: Last Years Program	1	59
Programs given for teens 7/09 - 6/10		0	0
Total Programs:		19	1070
Program Attendance Per Capita:			0.14

## Continuing Education/Internet Use

☒ Section Finalized Estimated Data?

### Continuing Education

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# of Staff	# of Board	Total CEs
<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

### 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="\$38,750"/>
Director's Current Annual Salary:	<input type="text" value="\$41,330"/>
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: HARRAH LIBRARY

Staff Count

5

Total FTE:

2.44

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	7.5	Y
FTE: 0.1875	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>MCDANIEL, DEVON</b>	Extension Specialist	Librarian	College Graduate	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
<b>NIFONG, PAIGE</b>	Page	Other	Some College	10	Y
FTE: 0.25	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
<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 2010      Library: HARRAH LIBRARY

Total Members: 0

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