

ODL Annual Report - Fiscal Year: 2010

☐ Finalized ☐ Approved

Library: SOUTHERN OAKS LIBRARY

Library Data and Demographics

☒ Section Finalized

Estimated Data?

Name:	SOUTHERN OAKS LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	6900 S WALKER		
City:	OKLA CITY	Zip:	73139- (Street) 73139- (Mail)
Phone:	405-631-4468	Fax:	405-606-3484
Toll Free - 800#:			
Director's Email:	rwayland@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	73,075	25,067	98,142
County:	533,289	183,415	716,704
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: Randy Wayland

Person Completing: Stuart Williamson

Number Of Branches: BookMobiles: Other Outlets:

Note: City pop from MLS defined service area 2008

Total Staff FTE	<input type="text" value="20.83"/>	MLS FTE	<input type="text" value="5.5"/>	Librarian FTE:	<input type="text" value="3"/>	Other FTE:	<input type="text" value="12.33"/>
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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

☒ Section FinalizedEstimated Data?

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	65,949	61,992	14,847	6,579
Juvenile:	28,021	26,060	4,557	5,207
Total Bound:	93,970	88,052	19,404	11,786
Unbound Current Serial Subscriptions (Non Electronic)				
	154.00	153.00	3.00	9.00
Total Printed Materials:	94,124.00	88,205	19,407	11,795

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	5,527.00	5,472.00	1,454.00	1,039.00
Video Materials:	4,505.00	4,505.00	1,692.00	1,189.00
E-Books:	0.00	0.00	0.00	0.00
E-Serials:	0.00	0.00	0.00	0.00
Licensed Databases:	77.00	77.00	6.00	1.00
Total Electronic Materials:	77.00	77	6	1

Database Detail:

- Paid by your Library	77
- by other coop	0
- by State Library	23

Licensed Databases:

Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, HeritageQuest, Learning Express, NewsBank, NoveList, NoveList K-8, Reference USA, The Oklahoman

List other Databases:

Library Hours

☒ Section Finalized

	Main/HQ	
Hours open per week:	<input type="text" value="70.00"/>	Total Annual Hours: <input type="text" value="3,640.00"/>
Hours after 5pm M-F:	<input type="text" value="17.00"/>	
Hours Sat, Sun:	<input type="text" value="13.00"/>	
Days Closed for Holidays:	<input type="text" value="15.00"/>	

Regular Hours

	Period 1		Period 2		Period 3	
Sun	<input type="text" value="1:00pm"/>	<input type="text" value="6:00pm"/>	<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 70.00

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 FinalizedEstimated Data? **Annual Circulation Transactions**

Adult

Juvenile:

Total:Annual Circulation Transactions Per Capita: Annual Library Visits Per Capita: **Borrowers**☒ Section FinalizedEstimated Data? **Number Of Registered Borrowers**

Adult:

Juvenile:

Total:

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	12	2153
Other programs for children 7/09 - 6/10		122	2879
Programs given for adults 7/09 - 6/10		174	3596
Summer Teens 6/09 - 8/09	Note: Last Years Program	8	724
Programs given for teens 7/09 - 6/10		64	1002
Total Programs:		380	10354
Program Attendance Per Capita:			0.11

Continuing Education/Internet Use☒ Section FinalizedEstimated Data? **Continuing Education**

# of Staff	# of Board	Total CEs
<input type="text" value="26"/>	<input type="text" value="0"/>	<input type="text" value="10"/>

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 Staff: Shared

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 FinalizedEstimated Data? **Salaries**

Beginning Librarian's Annual Salary:	<input type="text" value="\$38,750"/>
Director's Current Annual Salary:	<input type="text" value="\$75,712"/>
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="\$60,133"/>	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 FinalizedPhotocopier? 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
AddressLocal 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: SOUTHERN OAKS LIBRARY

Staff Count Total FTE:

Name	Title:	Type:	Education	Hours	CE?
ADAMS, GERALDINE	Librarian	<input type="text" value="MLS"/>	Masters In Library	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? N	
ASHBY, SYDNEY	Assoc Librarian	<input type="text" value="MLS"/>	Masters In Library	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? N	
BREATHWIT, DARRIE	Librarian	<input type="text" value="Librarian"/>	Other Masters	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	
BROWN, KIRSTIE	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	19.9	N
FTE: <input type="text" value="0.497"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
CHANEY, NICOLE	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	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? N	
CLYMER, NATHAN	Tech Assistant	<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	
CUNNINGHAM, BEVERLY	Librarian	<input type="text" value="MLS"/>	Masters In Library	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? N	
GLOVER, STEVEN	Page	<input type="text" value="Other"/>	Some College	29.4	Y
FTE: <input type="text" value="0.7345"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
GREEN, EMILY	Page	<input type="text" value="Other"/>	Some College	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? N	
HILBERT, JOHN	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	
JONES, CHERYLL	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	
KHADER, LENA	Page	<input type="text" value="Other"/>	Not a High School Grad or GED	21.9	Y
FTE: <input type="text" value="0.547"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	
KINZIE, CHESTER	Asst Manager	<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	

KURTH, GALEN	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
LITTLE, WANDA	Page	Other	High School	28.5	Y
FTE: 0.7125	Certification: Certified? N	Level:	Year:	Hired This Year? N	
MONTGOMERY, DEBORAH	Circulation Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
NELSON, SHARON	Page	Other	Some College	28.5	Y
FTE: 0.7125	Certification: Certified? N	Level:	Year:	Hired This Year? N	
O'NEIL, STACEY	Page	Other	High School	19.4	Y
FTE: 0.4845	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PARR, BARBARA	Circulation Clerk	Other	College Graduate	20	Y
FTE: 0.5	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PHILLIPS, BEVERLY	Librarian	MLS	Masters In Library	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
PHILLIPS, SALLY	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
RIVAS, PATRICIA	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
SCHOFLIED, JULIE	Circulation Clerk	Other	High School	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
STINSON, SUSAN	Circ Clerk	Other	Some College	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
WALKER, DANIELLE	Page	Other	College Graduate	24.8	Y
FTE: 0.6188	Certification: Certified? N	Level:	Year:	Hired This Year? N	
WAYLAND, RANDY	Library Manager II	Librarian	College Graduate	40	Y
FTE: 1	Certification: Certified? N	Level:	Year:	Hired This Year? N	
WEBB, CATHY	Page	Other	Other Masters	0	N
FTE: 0	Certification: Certified? N	Level:	Year:	Hired This Year? Y	
WILLIAMS, KATHRYN	Page	Other	College Graduate	31	Y
FTE: 0.775	Certification: Certified? N	Level:	Year:	Hired This Year? Y	

Board Members

☒ Section Finalized

Last Update with FY 2010 Library: SOUTHERN OAKS LIBRARY

Total Members: 0

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