

ODL Annual Report - Fiscal Year: 2011

Finalized YESApproved YESLibrary: **HARRAH LIBRARY**

ID: 9462

Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	HARRAH LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	P.O. Box 893		
Street Address:	1930 N CHURCH AVE		
City:	HARRAH	Zip:	73045-9085 (Street) (Mail)
Phone:	405-454-2001	Fax:	405-454-0322
Toll Free - 800#:			
Director's Email:	harrah@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	5,602	2,208	7,810
County:	537,515	181,118	718,633
County Service Area:	718	Square Miles	Do you serve all in county w/o charge? <u>YES</u> If NO, Describe:

Director/Librarian:	Jo Nita White				
Person Completing:	Kay Bauman				
City Manager/Mayor:					
Number Of Branches:	0	BookMobiles:	0	Other Outlets:	0
Number Of Other Outlets:					

Note: City pop from MLS defined service area 2008

Total Staff FTE	2.5	MLS FTE	0	Librarian FTE:	2	Other FTE:	0.5
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Library Data and Demographics(2)

Square Footage For Library:	<input type="text" value="2,100"/>	Do you have meeting rooms?	<input type="text" value="NO"/>
Year Built:	<input type="text" value="1960"/>		
Housed in a building owned or maintained by local government or the system?	<input type="text" value="YES"/>		
Has any building in the library or system been renovated, expanded, or new construction completed withing the period covered by this report?	<input type="text" value="NO"/>		
Total amount spent of building maintenance and/or rent:	<input type="text" value="\$10,225"/>		
Building maintenance and/or rent paid by:	<input type="text" value="SYSTEM"/>		
-- Specify if OTHER:	<input type="text"/>		

US/State Districts/Representatives

U.S. Congressional District:	<input type="text" value="USH-5 Lankford, James"/>
Oklahoma House District:	<input type="text" value="H-96 Moore, Lewis H."/>
Oklahoma Senate District:	<input type="text" value="S-17 Laster, Charlie (D)"/>

Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
Bound (Books/Serials/Etc.)				
Adult:	10,378	9,755	3,139	2,893
Juvenile:	5,450	5,069	874	711
Total Bound:	15,828	14,824	4,013	3,604
Unbound Current Serial Subscriptions (Non Electronic)				
	35	35	1	12
Total Printed Materials:	15,863	14,859	4,014	3,616

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	1,055	1,044	239	109
Downloadable Audio Titles:	0			
Video Materials:	527	522	205	74
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	94	94	23	5
Total Electronic Materials:	94	94	23	5

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	94	0	35
Licensed Databases:	Ancestry.com, Auto Repair Reference Center, Dun and Bradstreet, HeritageQuest, Learning Express, Mitchell Repair (auto), NewsBank, NoveList, NoveList K-8, Reference USA,		
Other Databases:			

Library Hours

Section Finalized YES

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="11.00"/>		
Weeks open per year:	<input type="text" value="52.00"/>		

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="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Wed:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Thurs:	<input type="text" value="09:30AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="06:00PM"/>	<input type="text"/>	<input type="text"/>
Fri:	<input type="text" value="09:00AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="05:00PM"/>	<input type="text"/>	<input type="text"/>
Sat:	<input type="text" value="09:00AM"/>	<input type="text" value="12:30PM"/>	<input type="text" value="01:00PM"/>	<input type="text" value="05:00PM"/>	<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 YES

Estimated Data? NO

Annual Circulation Transactions

Adult	Juvenile:	Total:
<input type="text" value="46,990"/>	<input type="text" value="21,237"/>	<input type="text" value="68,227"/>

Annual Circulation Transactions Per Capita:

Annual Library Visits:

Borrowers

Section Finalized YES

Estimated Data? NO

Number Of Registered Borrowers

Adult:	Juvenile:	Total:
<input type="text" value="2,495"/>	<input type="text" value="1,562"/>	<input type="text" value="4,057"/>

Number of Family Cards:

Re-Register?

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

Programs/InterLibrary

Section Finalized YES

Estimated Data? NO

Programs	Number	Attendance
Summer 6/10 - 8/10 Note: Last Years Program	10	631
Other programs for children 7/10 - 6/11	10	126
Programs given for adults 7/10 - 6/11	2	157
Summer Teens 6/10 - 8/10 Note: Last Years Program	1	73
Programs given for teens 7/10 - 6/11	0	0
Total Programs:		23 987
Program Attendance Per Capita:		0.13

Continuing Education/Internet Use

Section Finalized YES

Estimated Data? NO

Continuing Education

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

Salaries and Benefits

Section Finalized YESEstimated Data? NO

Salaries

Beginning Librarian's Annual Salary:	\$31,865.00
Director's Current Annual Salary:	\$44,158.00
Director's Hours Per Week:	40
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$15,080.00

Other Salaries

(Annual)

Assistant or Deputy Director (Avg):	\$0.00	Department Head:	\$0.00
Information Technology Director:	\$0.00	Selector:	\$0.00

Board/Staff Data

Section Finalized YES

Months The Board Meets

☒ Jan ☒ Feb ☒ Mar ☒ Apr ☒ May ☒ Jun☒ Jul ☒ Aug ☒ Sep ☒ Oct ☒ Nov ☒ Dec

Board meeting time: 03:30PM

In which week? 3rd

Day of week: THUR

MeetFrequency MONTHLY

Number of Board Members: 0

Number of Staff Members: 5

Equipment

Section Finalized YES

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 YES

Policies

Friends of Library Group?

Local Literacy Program?

Friends
Contact
Name and
Address

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:		2011		Library: HARRAH LIBRARY	
Name		Staff Count: 5		Total FTE: 2.5	
Title:		Type:		Education	
Hours		CE?			
HINDMAN, MICHELLE		Extension Spc		Librarian	
20.00		Y			
FTE: 0.50		Certification: Certified? N		Level: Year: Hired This Year? N	
KOSZARA, OCARA		Library Page		Other	
10.67		Y			
FTE: 0.27		Certification: Certified? N		Level: Year: Hired This Year? Y	
MCDANIEL, DEVON		Extension Specialist		Librarian	
20.00		Y			
FTE: 0.50		Certification: Certified? N		Level: Year: Hired This Year? N	
NIFONG, PAIGE		Page		Other	
9.33		Y			
FTE: 0.23		Certification: Certified? N		Level: Year: Hired This Year? N	
WHITE, JO NITA		Extension Specialist		Librarian	
40.00		Y			
FTE: 1.00		Certification: Certified? N		Level: Year: Hired This Year? N	

Board Members

Section Finalized

Last Update with FY: **2011** Library: **HARRAH LIBRARY**

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: