

# ODL Annual Report - Fiscal Year: 2011

Finalized YESApproved YESLibrary: **JONES LIBRARY**

ID: 9470

## Library Data and Demographics

Section Finalized YESEstimated Data? NO

Name:	JONES LIBRARY		
County:	OKLAHOMA	Type:	BR
Mail Address:	SAME AS ST. ADDRESS		
Street Address:	111 E. Main		
City:	JONES	Zip:	73049-0425 (Street) (Mail)
Phone:	405-399-5471	Fax:	405-399-3679
Toll Free - 800#:			
Director's Email:	jones@metrolibrary.org		
Library's Web Page:	www.metrolibrary.org		
Population:	Adult	Juvenile	Total
City:	824	275	1,099
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:	Josh Lewis				
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	0.5	MLS FTE	0	Librarian FTE:	0.5	Other FTE:	0
-----------------	-----	---------	---	----------------	-----	------------	---

# Library Data and Demographics(2)

---

Square Footage For Library:	<input type="text" value="448"/>	Do you have meeting rooms?	<input type="text" value="NO"/>
Year Built:	<input type="text" value="1998"/>		
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="YES"/>		
Total amount spent of building maintenance and/or rent:		<input type="text" value="\$2,530"/>	
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-28 Coates, Harry (R)"/>

# Holdings

Section Finalized YES

Estimated Data? NO

Printed Materials	Physical Units	Titles	Added	Discarded
<b>Bound</b> (Books/Serials/Etc.)				
Adult:	2,667	2,507	880	954
Juvenile:	1,811	1,684	481	320
<b>Total Bound:</b>	<b>4,478</b>	<b>4,191</b>	<b>1,361</b>	<b>1,274</b>
<b>Unbound</b> Current Serial Subscriptions (Non Electronic)				
	0	0	0	0
<b>Total Printed Materials:</b>	<b>4,478</b>	<b>4,191</b>	<b>1,361</b>	<b>1,274</b>

Electronic Materials	Physical Units	Titles	Added	Discarded
Audio Materials:	431	427	115	130
Downloadable Audio Titles:	0			
Video Materials:	262	260	88	25
Downloadable Video Titles:	0			
E-Books:	0	0	0	0
E-Serials:	0	0	0	0
Licensed Databases:	91	91	23	5
<b>Total Electronic Materials:</b>	<b>91</b>	<b>91</b>	<b>23</b>	<b>5</b>

Database Detail:	- Paid by your Library	- by other coop	- by State Library
	91	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="19.00"/>	Total Annual Hours:	<input type="text" value="988.00"/>
Hours after 5pm M-F:	<input type="text" value="1.00"/>		
Hours Sat, Sun:	<input type="text" value="4.00"/>		
Days Closed for Holidays:	<input type="text" value="3.00"/>		
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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tues:	<input type="text" value="09:30AM"/>	<input type="text" value="01:30PM"/>	<input type="text" value="02:00PM"/>	<input type="text" value="05:30PM"/>	<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" value="09:30AM"/>	<input type="text" value="01:30PM"/>	<input type="text" value="02:00PM"/>	<input type="text" value="05:30PM"/>	<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" value="01:00PM"/>	<input type="text" value="05:00PM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Regular Hours Per Week						19.00

### 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="10,002"/>	<input type="text" value="5,922"/>	<input type="text" value="15,924"/>

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="342"/>	<input type="text" value="196"/>	<input type="text" value="538"/>

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	<input type="text" value="5"/>	<input type="text" value="144"/>
Other programs for children 7/10 - 6/11	<input type="text" value="2"/>	<input type="text" value="76"/>
Programs given for adults 7/10 - 6/11	<input type="text" value="2"/>	<input type="text" value="82"/>
Summer Teens 6/10 - 8/10      Note: Last Years Program	<input type="text" value="1"/>	<input type="text" value="15"/>
Programs given for teens 7/10 - 6/11	<input type="text" value="0"/>	<input type="text" value="0"/>
<hr/> <b>Total Programs:</b>		<input type="text" value="317"/>
Program Attendance Per Capita:		<input type="text" value="0.29"/>

**Continuing Education**

---

# of Staff	# of Board	Total CEs
<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="2"/>

**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?  
Public  Staff:  Shared  Total

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:	\$15,932.00
Director's Current Annual Salary:	\$16,598.00
Director's Hours Per Week:	20
Hourly Wage:	\$0.00
Salary @ On \$7.25 per hour:	\$7,540.00

### 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: 1



## Equipment

Section Finalized YES

Photocopier?

Automated Circulation System?

Microfilm/Fiche Reader/Printer?

Which automation system?

Microcomputers?

Windows Based?

Number of microcomputers:

Public:

Automated Public Access Catalog?

Staff:

Number of OPACs only:

Shared:

## 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: **JONES LIBRARY**

Name Staff Count: 1 Total FTE: 0.5

	Title:	Type:	Education	Hours	CE?
LEWIS, JOSH	Extension Spc	Librarian		20.00	Y
FTE: <input type="text" value="0.50"/>	Certification: Certified? <input type="text" value="N"/>	Level: <input type="text"/>	Year: <input type="text"/>	Hired This Year? N	

**Board Members**

Section Finalized

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

Total Members: 0

Home Phone:

Business Phone:

- ,

Position:

Term Ends: