**State Aid Funding for Oklahoma’s Public Libraries – Spring 2005**

Everyone in Oklahoma’s public libraries seems to be talking about state aid funding this spring. And with good reason – the Oklahoma Department of Libraries has requested an increase of $840,481 for state aid to public libraries in this year’s budget request to the Oklahoma Legislature. In FY 2005 the Legislature awarded $1,560,650 to ODL for state aid, so public libraries are asking for a 35% raise in 2006.

Public libraries and library systems can use state aid funds for anything that isn’t “nailed down” (construction or permanent repairs to the library building). Libraries with minimal local funding often use state aid for their book budget or to pay for the technology required to offer internet access. Many other libraries use state aid to pay for needed extras such as supplies for children’s programs, staff training costs, summer reading program presenters or new library furniture. Although local funding almost always funds over 90% of libraries’ budgets, state aid makes a significant difference in the quality of service that libraries are able to give to their communities.

This issue of *Trustee Talk* attempts to give you information about state aid that you may find helpful in understanding how state aid works in Oklahoma. A history of state aid funding is included, as well as the rules that public libraries have to meet in order to receive state aid each year. Finally, a table shows how the increase in state aid funding could be allocated if the Legislature funds ODL’s request for additional funds. Several ODL consultants contributed information for this issue including Linda Gens, Pat Williams and Ginny Dietrich.

**History of State Aid in Oklahoma**

1963 The Oklahoma Library Association recommends $2 per capita for public

libraries from all sources. OLA also proposes that a library serve no less than 60,000 people and have a minimum budget of $120,000.

1965 The Oklahoma Council on Libraries (a forerunner of ODL) hires Francis

R. St. John, a New York library consultant, to study the current situation in Oklahoma libraries. His report recommends:

* Equalization aid to library systems when local taxation approved by voters at 2 mills (constitutional limit at the time) is not equivalent to $2 per capita.
* Establishment grants of $25,000 for each county when two counties vote to create a multi-county system with $15,000 for each additional county beyond the first two.
* State aid of $0.40 per capita.
* Area grants because it is more expensive to serve large geographic areas (from $5 per square mile for areas 3,000 square miles or less to $8 per square mile for areas of 5,000 to 6,000 square miles).
* Strengthening the state library.

1966 At the May meeting of ODL’s board, Edmon Low, OSU’s library director,

speaks about the need for a state aid plan. A study by Bill Lowry and Roderick Swartz is commissioned to study “Library Development and Its Coordinated Financing”. For some libraries the report found “that populations served by these libraries are too small to make efficient service possible and as a result these libraries are inadequately financed”. The report also recommends organizing the state into 18 library systems.

1967 A Legislative Committee is set up to determine services performed by

ODL, the cost of these services and to determine what would be a reasonable obligation of the state in providing the cost. At the first meeting of the Committee, the chair of the Oklahoma Council on Libraries proposes a line item appropriation in the ODL budget for development of library systems.

1968 A joint Oklahoma Council of Libraries / OLA / ODL State Aid Advisory

Committee develops a general proposal for state aid which is approved in October by the Oklahoma Council on Libraries and the Oklahoma Library Association. The recommendations include:

* Urgent need for state aid funds to be used for promotion, establishment, development and assistance to multi-county library systems.
* The greatest opportunity and need of library development in Oklahoma is to establish and develop multi-county library systems to bring good library service to everyone in the state.
* Eligibility for state aid funds to be based on maximum local support – a two mill library tax or the equivalent to it, and meeting of state approved standards.

In the 1968 appropriation bill for the Oklahoma Department of Libraries is a line item for “Development and Expansion of Public Library Services . . . $50,000”.

1977 A performance audit of the Oklahoma Department of Libraries by the

Oklahoma Legislative Council states that “expressed legislative intent requires distribution of state aid funds to all public libraries”. ODL establishes Standards for State Aid Grants to Oklahoma Public Libraries and prepares to distribute state aid to all eligible libraries.

1978 The second Oklahoma Governor’s Conference on Libraries is held. One

of the resolutions passed is to increase state aid funding to “26 cents per capita by May of 1980”. As a result, the Governor’s budget allocates 36 cents per capita for state aid.

1983 The ODL Board votes to delete the state aid rule that communities fewer

than 2,000 are ineligible for state aid.

1989 These years represent the highest funding for state aid in Oklahoma

to to date. $1,710,000 is allocated each year which allows $10 per

1993 square mile and $0.55 to $0.57 per capita to eligible libraries and systems.

1990 The third Governor’s Conference on Libraries is held. Among the

resolutions adopted are to create a legislative Library Funding Taskforce and to report to the 1992 Legislature on funding “for the establishment of miminum library service in every county”, to “propose a plan for increasing per capita state aid to the national average”, and to “raise the local cap for library funding”.

1996 Miminum base grants of $1500 are approved by the ODL board. This

proposal originated with staff in the Office of Library Development and is designed to enable libraries serving under 3,000 to afford necessary technology.

2005 Municipal library directors propose an increase in state aid funding in

order to award state aid to municipal libraries serving their county populations based on the square miles in the county and per capita for the county population.

**State Aid Request for Additional Funding**

In 2005 the Oklahoma Department of Libraries requested an increase of $840,481 for state aid. $90,832 of the increase would restore the cuts to state aid made in FY 2002, and $749,649 would be used to fund state aid to municipal and city-county libraries at the same level that state aid is awarded to library systems. ODL’s board, the Public Library Division and the Legislative Committee of the Oklahoma Library Association, and the Public Library Directors Council all have approved ODL’s request for increased funding for state aid. $400,000 was received. $500,000 was requested in 2006 and $100,000 received

Currently, public library systems receive state aid based on the number of square miles and the population of the counties that they serve. In FY 2004 this amounted to $8.69 per square mile and $0.5043 per capita. If the increase in state aid is approved, library systems would receive a small increase in state aid as the FY 2002 cuts in state aid are restored.

Municipal libraries currently receive state aid based only on the population of their service areas. The service area for a municipal library is the current U.S. Census population of the city. If the increase in state aid is approved, this formula will change significantly.

Because many municipal libraries serve people who live outside their city limits, the increase in state aid funds would be used to pay municipal libraries state aid based on the square miles and the total population of their counties. In return for the increased state aid, municipal libraries would be expected to serve all of the people in their counties, just as library systems are expected to do.

The following formula was developed by municipal library directors to allocate this additional state aid as equitably as possible.

Calculation #1: For each municipal library qualifying for state aid, calculate the per capita for the population of each city. Those cities with a population of 3,000 and under receive $1500. This is the current formula for funding unaffiliated (independent) libraries; so no one would lose money.

Calculation #2: Those unaffiliated libraries that choose to serve at no charge individuals residing outside of the city limits, but who reside within the county of said city, will receive additional state aid funds based upon the following:

* 1. Calculate the balance of the county population (subtract city population of each library in the county from the total county population).
	2. Calculate the square miles for the entire county in which the library/ies are located.
	3. For counties with only one unaffiliated library, that library will receive all the funds calculated in a and b.
	4. For counties with more than one unaffiliated library, the funds in a and b will be divided according to the percentage of the cities’ populations in relation to one another with no library receiving less than 10%. That percentage is then added to a and b for a dollar amount.

Calculation #3: Add figures from Calculation #1 and Calculation #2 for the total state aid amount.

If you’re interested, your library director or ODL consultant can give you more information about how the proposed formula works. If you are a municipal library board member, the following table tells you how much additional money your library could receive if the Oklahoma Legislature allocates the increase in state aid funding to ODL.

|  |  |  |
| --- | --- | --- |
| **County** | **Library** | **Additional State Aid** |
|  |  |  |
| Alfalfa | Carmen | $1,825.95 |
|  | Cherokee | $7,651.17 |
|  |  |  |
| Beaver | Beaver | $15,768.01 |
|  |  |  |
| Beckham | Elk City | $7,526.40 |
|  | Sayre | $2,946.11 |
|  |  |  |
| Blaine | Geary | $1,765.95 |
|  | Okeene | $1,750.21 |
|  | Watonga | $6,896.37 |
|  |  |  |
| Bryan | Durant | $19,637.84 |
|  |  |  |
| Caddo | Anadarko | $11,082.88 |
|  | Apache | $2,673.57 |
|  | Carnegie | $2,730.27 |
|  | Hinton | $3,627.58 |
|  |  |  |
| Canadian | El Reno | $9,021.77 |
|  | Mustang | $7,818.75 |
|  | Yukon | $11,801.61 |
|  |  |  |
| Carter | Ardmore | $18,388.19 |
|  |  |  |
| Cimarron | Boise City | $15,947.02 |
|  |  |  |
| Comanche | Lawton | $19,859.59 |
|  |  |  |
| Cotton | Walters | $7,495.42 |
|  |  |  |
| Craig | Vinita | $11,106.96 |
|  |  |  |
| Creek | Bristow | $3,736.77 |
|  | Drumright | $2,704.82 |
|  | Kellyville | $2,704.82 |
|  | Mannford | $2,704.82 |
|  | Mounds | $2,704.82 |
|  | Sapulpa | $12,492.13 |
|  |  |  |
| Ellis | Shattuck | $12,042.75 |
|  |  |  |
| Garfield | Enid | $9,198.37 |
|  |  |  |
| Garvin | Lindsay | $2,277.89 |
|  | Maysville | $1,388.84 |
|  | Pauls Valley | $6,302.51 |
|  | Stratford | $1,519.96 |
|  | Wynnewood | $2,399.24 |
|  |  |  |
| Grady | Chickasha | $19,968.70 |
|  | Rush Springs | $2,218.74 |
|  |  |  |
| Grant | Medford | $10,608.71 |
|  |  |  |
| Greer | Mangum | $7,038.39 |
|  |  |  |
| Harper | Buffalo | $5,235.18 |
|  | Laverne | $4,874.82 |
|  |  |  |
| Hughes | Holdenville | $8,314.43 |
|  | Wetumka | $2,115.16 |
|  |  |  |
| Jefferson | Ringling | $3,016.80 |
|  | Waurika | $5,284.04 |
|  |  |  |
| Kay | Blackwell | $2,319.54 |
|  | Kaw City | $1,206.39 |
|  | Newkirk | $1,206.39 |
|  | Ponca City | $6,125.17 |
|  | Tonkawa | $1,206.39 |
|  |  |  |
| Kingfisher | Hennessey | $3,670.12 |
|  | Kingfisher | $8,044.32 |
|  |  |  |
| Kiowa | Hobart | $9,316.56 |
|  | Mt. View | $2,051.18 |
|  |  |  |
| Lincoln | Chandler | $6,627.15 |
|  | Prague | $5,308.23 |
|  | Stroud | $6,423.24 |
|  | Tryon | $2,039.12 |
|  |  |  |
| Logan | Crescent | $2,097.24 |
|  | Guthrie | $16,453.34 |
|  |  |  |
| Major | Fairview | $10,678.09 |
|  |  |  |
| Marshall | Madill | $3,224.86 |
|  |  |  |
| Mayes | Langley | $1,953.84 |
|  | Locust Grove | $2,463.67 |
|  | Pryor | $15,120.87 |
|  |  |  |
| Noble | Perry | $9,401.58 |
|  |  |  |
| Nowata | Nowata | $4,909.85 |
|  |  |  |
| Okmulgee | Henryetta | $5,259.59 |
|  | Okmulgee | $11,171.84 |
|  |  |  |
| Osage | Barnsdall | $4,741.94 |
|  | Fairfax | $5,572.14 |
|  | Hominy | $13,674.77 |
|  | Pawhuska | $13,083.84 |
|  |  |  |
| Ottawa | Miami | $13,695.97 |
|  |  |  |
| Pawnee | Cleveland | $6,313.22 |
|  | Pawnee | $4,288.74 |
|  |  |  |
| Payne | Cushing | $2,425.97 |
|  | Perkins | $1,520.38 |
|  | Stillwater | $9,737.08 |
|  | Yale | $1,520.38 |
|  |  |  |
| Pontotoc | Ada | $13,898.87 |
|  | Allen | $1,544.32 |
|  |  |  |
| Pushmataha | Antlers | $12,763.77 |
|  | Clayton | $3,631.64 |
|  |  |  |
| Rogers | Catoosa | $6,921.65 |
|  | Chelsea | $3,133.73 |
|  | Claremore | $18,148.15 |
|  | Inola | $3,133.73 |
|  |  |  |
| Seminole | Konawa | $1,461.99 |
|  | Seminole | $6,897.30 |
|  | Wewoka | $3,503.13 |
|  |  |  |
| Stephens | Duncan | $12,716.62 |
|  | Marlow | $2,594.74 |
|  |  |  |
| Texas | Guymon | $18,400.00 |
|  | Hooker | $3,141.64 |
|  |  |  |
| Tillman | Frederick | $7,362.68 |
|  | Grandfield | $1,762.47 |
|  |  |  |
| Wagoner | Coweta | $13,691.91 |
|  | Wagoner | $14,535.43 |
|  |  |  |
| Washington | Bartlesville | $8,104.52 |
|  | Dewey | $1,112.34 |
|  |  |  |
| Woods | Alva | $10,539.44 |
|  | Waynoka | $1,961.12 |
|  |  |  |
| Woodward | Woodward | $14,128.96 |
|  |  |  |

**State Aid Rules and Regulations**

In order to receive state aid, public libraries and library systems must comply with the Rules and Regulations for State Aid Grants to Public Libraries adopted by the ODL board on April 1, 1999.

Basically, the Rules try to define the essentials of good public library service in Oklahoma. The goal is for all public libraries and library systems to comply with the Rules and be eligible for state aid each year. The Office of Library Development uses annual reports filed with ODL each fall by all public libraries and systems to determine eligibility for state aid. Libraries or systems that fail to meet the Rules are allowed to appeal to ODL’s Director. When the list of eligible public libraries and systems is finalized, it is approved by ODL’s board.

Here are some of the Rules. You can find the complete Rules on ODL’s website at <http://www.odl.state.ok.us/servlibs/l-files/stateaid.htm>.

1. Libraries must provide free library service to people in their service area.
2. Libraries must have a telephone in the library with a listed number.
3. Libraries shall be open to the public a minimum number of hours ranging from 15 hours a week with two hours after 5 p.m. for cities under 2,000 to 60 hours a week with seven hours on Saturday for cities over 25,000. The hours of operation are conveyed throughout the community.
4. Libraries must provide internet access to the public.
5. Libraries must have a board of trustees appointed by city and/or county government officials which holds regularly scheduled meetings at least quarterly.
6. Libraries must receive operating income from local government sources. Local government must continue to expend an amount for library services not less than that of the preceding fiscal year. Public library systems may not reduce their millage levy.
7. Libraries must have paid employees who are paid at least the federally required minimum wage and meet the requirements of the Fair Labor Standards Act.
8. All personnel who work more than 20 hours a week must attend at least one continuing education program each year.
9. Libraries must have a written statement of purpose.
10. Libraries must provide author, title and subject access to their collection based on either the Dewey or Library of Congress classification systems.
11. Libraries serving 10,000 or more must have a long range plan written or updated within the last three years which is approved by the library board and submitted to ODL.
12. Libraries must evaluate their collections on a five year schedule to ensure that their collections are up-to-date.
13. Libraries must be created by and are subject to existing statutes and ordinances. Library boards must approve all policies by which the library operates.
14. Libraries circulate to the community a collection of materials (e.g. books, periodicals, audio-visual materials, etc.) acquired as a result of a written selection policy and supported by a materials budget.
15. Libraries are housed in buildings owned or maintained by a local government entity.
16. Libraries serving over 20,000 and library systems must employ a director with a Master’s Degree in Library and Information Science from a library school accredited by the American Library Association. Exemptions will be made for such libraries, until the resignation of the current librarian of record as of July 1, 1998.

**ODL Welcomes New Consultants**

Judy Tirey is the new Library Services and Technology Act Coordinator with ODL’s Office of Library Development. Judy will also be working with the state institution libraries and with public libraries planning to build or remodel their buildings.

Judy began her career as the Media Center Coordinator with Millwood Elementary School in Oklahoma City. Following this, she served as Media Coordinator at Will Rogers Elementary School in Edmond where she established a model “open” library program. Later, Judy organized central libraries for Will Rogers and Sequoyah Elementary Schools in Shawnee. She served as President of the Oklahoma School Library Association, was active in numerous Oklahoma Library Association committees and wrote book reviews for the School Library Association publication.

In 1985 Judy opened Tirey Insurance Agency and specialized in group and individual life, health and disability income insurance sales. She was active in teaching “Successful Retirement Planning Seminars”.

Judy holds a BS in Education degree from Central State University and a Master’s of Library Science degree from the University of Oklahoma. She is also a licensed Registered Representative.

Linda Gens is the new Public Library Consultant with the Office of Library Development. Linda works primarily with public libraries in the north central portion of Oklahoma.

Linda worked previously for the Metropolitan Library System, holding a variety of positions. She started with a master’s degree in library science as a Traveling Librarian, became Children’s Librarian at the Edmond Library, and most recently was the Adult Librarian at The Village Library. She was recently appointed to the Special Friends of The Village Library board.

Linda is a member of the Oklahoma Library Association and the American Library Association, as well as a member of the Public Libraries division and the Library Administration and Management Association division. She served on OLA’s Sequoyah committee and is currently secretary of SMART – Supervisors, Managers and Administrators Round Table.

Linda holds an MLIS degree from the University of Oklahoma and is currently working on her doctorate in Library Science from Texas Woman’s University.

**Summer in Oklahoma – A Time for Dragons, Laughter and Dreams**

By Judy Tirey

Oklahoma’s public libraries are gearing up for another wonderful summer reading program. Summer reading programs in public libraries help children maintain their reading skills over the summer, encourage them to read for pleasure and provide activities that are a lot of fun and even educational.



*Dragons, Dreams and Daring Deeds* is the theme for the children’s program. Children will experience dragons, knights, castles, medieval life and celebrations with libraries planning everything from building castles to eating medieval food to jousting tournaments and medieval fairs. There will be young knights and ladies all over Oklahoma.

This year, for the first time, libraries have manuals to help them provide reading programs for teens as well. Traditionally, many teens stop visiting their public libraries, even though they would find many library resources useful for school assignments, college and career searches and reading for pleasure. Libraries are encouraged this year to try offering teen programs in the hope that some teens will become reacquainted with their public libraries.



Is one teen reading program theme that also focuses on medieval times. Activities for teens include learning about heraldry, magic and jesters, illuminated manuscripts, candle making and quests.



If teens in your community want something different than the children’s theme, *Laugh Out Loud (You Know You Want To)* is a program on humor, comedy and jokes developed by several Oklahoma teen services librarians. Cartooning and illustrating, improv performances, limerick scavenger hunts and learning computer emoticons are some of the fun activities included in the manual.

Summer programs foster an ongoing interest in books and reading. Stop by your local public library this summer and observe the “magical mayhem” which has invaded your library.

*Trustee Talk* is a publication of the Oklahoma Department of Libraries designed specifically for public library trustees. Because Oklahoma’s public libraries serve diverse communities, Oklahoma’s library boards can be either a governing or an advisory board and may serve a large system, a metropolitan area, or a rural community. Therefore, some information in *Trustee Talk* may not be useful to you and your library. However, we hope that everyone will find something useful in each issue.

If you have questions on anything you have read, please contact your regional consultant at the Oklahoma Department of Libraries. If you would like to suggest topics for future issues, please contact Ginny Dietrich, editor, at ODL, 800-522-8116 or gdietrich@oltn.odl.state.ok.us.