

CITY LIBRARIAN'S REPORT
May 17, 2011
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

CITY LIBRARIAN: It is that busy time of year, when we try to finish out the old year and start the new one. In April I eased up the tight hold I have kept on the budget all year and released some funds to do some much need repairs and material purchases. April 21st was the city's fiscal year deadline. Most of the rest of the month was spent gathering statistics for the various annual reports. I had meetings with Penny and others from Baby TALK on the 11th, with Mark Barthelemy, Human Rights Officer at City of Decatur on the 17th, and attended the Downloadable Books workshop on the 16th. I will be on vacation from May 28th – June 12th.

FOUNDATION: Due to my illness, the Foundation rescheduled their meeting to Thursday, May 5th at 4:30. They were brought up to date on the current status of library activities and finances. They are excited about the preparation of the Long-Range Plan and the possibility of still expanding Local History. They are committed to seeing the project through, especially for those who donated to the Foundation for that reason. There is still \$60,000 in a DECO grant that we can be reimbursed to assist with this project. They have \$464,377.62 in their various accounts, of which \$42,355.79 is the Frankel Trust and can only be spent for materials. Anne Hostetler turned in her resignation, Sherri Arnold, Ronda England, Sally Krigbaum and Shirley Moore all agreed to continue serving. They prepared a list of people who have agreed to serve and to submit it to the Library Board for their approval at the May meeting. The next meeting is Thursday, June 23rd at 4:30 to report on the Long-Range Plan and to do orientation for the new members.

ROLLING PRAIRIE LIBRARY SYSTEM/ILLINOIS HEARTLAND LIBRARY SYSTEM: They have hired Gossage Sager Associates Library Consultants to help them find a director for the IHLS. I know the owners and they will do a good job. I am running for 1 of 2 Public Library Seats on the IHLS Board. Joan Rhoades the director from Clinton is also running. Voting is through May 23rd and each library in all 4 systems has 1 vote. I am not sure when the results will be released.

STAFF: Amanda Standerfer has been selected to be the new Head of the Adult Division and will start May 23rd. She was the former director of the Effingham Public Library and was a librarian/consultant at RPLS. Karen has served as Interim Head of the Adult Division during this time.

ADMINISTRATION: We heard from the Digital Divide Grant (BTOP) that we would be receiving \$26,000.00 for patron computers. The PNG revised budget was approved. We have not heard from the preservation grant to help pay for the preservation activities in the Local History Room. The meeting rooms were used 71 times, 53 of the meetings were for library use and 24 were outside groups, earning \$30 in fees.

ADULT DIVISION: The Anne Frank exhibit was packed up and shipped to its next location. We did 12 programs along with the exhibit with 121 attendees. Tax season is over and put up. I have not gotten the final numbers from our partners yet. The Local History Room opened back up and our volunteers seem glad to be back. Statistics were incomplete at report time.

BUILDING DIVISION: We relocated 3 cameras for security reasons. It took 3 people to set up and take down the Anne Frank exhibit, while the panels may seem really easy to assemble; they are bulky

and hard to maneuver. We continue to spot patch the parking lot as we get free time. I have not heard from the city since March 31st about them helping out.

CHILDREN'S DIVISION: We are partnering with WILL in establishing a "Raising Readers" corner, the details are not finalized yet. The summer reading program starts June 1, and we're preparing for it. The recital by the Millikin Children's Choir on April 12th was a great hit, and has grown so large we may have to relocate it to the Madden next year. Staff assisted 1,183 patrons and 214 kids signed up to use the computers. Our 24 programs had 722 attendees and 8 groups used the department.

CIRCULATION DIVISION: Checkouts were 40,727 items, down -11% as compared to the 45,471 items checked out in March, and down -5% as compared to 42,498 items checked out in April 2010. The gate count for the month of April is 23,874. There were 4,932 items checked out of the DPL by patrons from other libraries and DPL patrons checked out 2,243 items at other libraries. 3,117 items were routed into the DPL from other libraries to fill requests for pick-up at the DPL and 2,966 items were routed out of the DPL to fill requests at other RPLS libraries. When all items routed out of the DPL to fill requests at surrounding libraries are added to the total checkouts for the month of April, the combined total is 43,693. We placed 5291 requests in April, down -1% from last April. We resolved 7,280 requests and of these, 4,176 items were picked up at the DPL. Overall, request volume is down -1% from last year at this time. There were 202 new accounts opened in April, down -3% from April 2010.

GATES COMPUTER LAB: Statistics were not available in time for the report. We may have to do some summer classes to comply with the BTOP grant.

SYSTEMS ADMINISTRATION: There was a lot of server and software reorganization this month with the purchase of a new webserver. A new email server was added and two old servers were eliminated. DPL Wireless had 107 users connected 203 times, for 150 hours, downloading 3,269 megabytes, while uploading 358 megabytes. We have 1,159 registered wireless users, 66 of which registered this month. 1,088 patrons logged on to CybraryN computers 4,188 times and used a total of 3,094 hours. 891 DPL cards were used and 196 guest passes were issued. The People Counter (already divided by two) – 23,880 people came in the building 24,342 came into the library, a difference of 642.

TECHNICAL DIVISION: Acquisitions processed 108 invoices, 184 newspapers, 337 magazines and invoiced 755 items. There were 32 mail packages and 247 RPLS bins received and delivered. We catalogued 936 new materials/titles, up +23%, made 2,498 database changes and 73 agency transfers and 20 reinstatements made. There were 223 OCLC records imported into Horizon, item work completed on 711 volumes and 17 items reclassified. There were 538 withdrawn items. The Processing area processed 93 transfers and reclassifications. There were 149 items that required new jackets or new backing. There were 142 paperbacks, 779 new books, 77 new AV and 380 periodicals processed. 334 books and AV materials were mended.

Respectfully submitted,

Lee Ann Fisher

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City Librarian