

City Librarian's Report
For the January 20, 1994 Meeting
of the
Decatur Public Library Board of Trustees

One of the services that receive positive comments from library users on a regular basis are our exhibits and displays. At the present time the library has a display on the Colombian Exhibition of 1896 in the front display window and an exhibit of photographs by Christine Droolen, a Decatur resident, in our Staircase Gallery. Book exhibits throughout the building include Christian Fiction on the main floor, science fair books, and Rebecca Caudill Young Reader Book Award books in the Childrens area, Television and Radio programming, sports questions and "Stretch Your Knowledge" in the lower level. The Christian Fiction display includes booklists of new Christian Fiction and suggested titles for young adults. Thanks go to Leta Burch, staff artist and library staff for seeing that we always have attractive and informative displays and exhibits.

Another highlight of this month is the new general library information brochure which accompanies this report. This brochure will be given to new cardholders at time of registration, to new residents of Decatur through distribution to Realtors and the Chamber of Commerce, and will be available at the Library for general distribution. In addition, thanks to Cathy Ritchie, taped copies of the information in the brochure will be made for use by individuals with sight disabilities.

Library Staff are working on a new CD housing arrangement whereby compact disks can be circulated from unlocked storage shelves. When this new arrangement starts in the near future circulation of these items should increase and staff will be able to spend more time on direct public service.

During the month the Library started subscriptions to three new newspapers; the Investors Business Daily, and the Sunday editions of the Minneapolis Star Tribune and the Kansas City Star. The Investors Business Daily will be kept at the table in the Business Information Center. To better display the library's large print collection it was moved this month to where framed prints had been housed. At the same time the western, mystery, and 400 sections of the collection were shifted using the space vacated by the large print collection. Margie Fultz, library page is to be commended for accomplishing these moves in one day.

I dismissed Steven Serber from his position as Head of Extension Division on December 22, 1993. Since that time I have assumed direct responsibility for the operation on the Extension Division. The administrative office is working closely with the city's

City Librarian's Report
January 20, 1994
Page 2

Human Relations Department to expedite the filling of library vacant positions. This month has seen three circulation clerks begin work as well as two building custodians.

Library circulation in December 1993 was 572 items less than December 1992. The number of professional assists given by staff members continues to increase. Assists were up 5.1% over December of 1992 and 24.9% on a twelve month reporting basis. It is interesting to note that our 3.9% twelve month decrease in circulation closely parallels the 3.39% decrease in the number of patrons in the main library facility during the same period. The Shilling Local History Room usage was up 39% over December of 1992.

The air conditioner compressor for the computer room gave out this month. As a part of the repair process, a back up air conditioning system has been installed for the computer room so that in future mechanical breakdowns the room can remain in operation and repairs scheduled at the Library's convenience.

During the month 63 volunteers worked 255 hours. The Children's Division reported thirteen group visits, 45 SPARK papers given, 21 Baby TALK contacts made and 8 lap-sits with 98 in attendance. Division staff are doing two story-times a week through April.