

CITY LIBRARIAN'S REPORT
March 13, 2009
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

CITY LIBRARIAN: I froze the book budget March 1st in order to help with our budget issues. We will use the Cantoni and Frankel Trusts to order materials. We were disappointed to learn that we did not get 2 grants that we applied for. Both were Gates related; one where we partnered with the city for a mobile computer lab had nearly 600 applications, the other was to upgrade our internet computers, they stated that we adequately met the needs of our public. There is no way to appeal their decision. Once again I am serving on the United Way disbursements committee for Community Basics. We will be meeting nearly every Tuesday through the middle of April. I was appointed Treasurer of ABWA to fill an unexpired term till May. On February 18th, Dove did free tax preparation for the staff; we had about 18 who took advantage of this extra benefit. Also on the 18th, I taught a special eBay class for Sharon Alpi's entrepreneur's class from Millkin. On 19th I met with Tricia Cordulack from Bob Flider's office on possible projects the library could assist with. I attended the Education Coalition Young Scholars and Workers Team on the 20th and their Roundtable luncheon on the 25th. On the 23rd, Karen and I attended the State hearing on the Live and Learn Construction Grant Program. After that hearing, I made the decision to pull our project from consideration, since it was deemed "a nice extra, but not necessary to library service." Keeping it in, even if it wasn't funded would make us ineligible to apply for another construction grant for 3 years. I also met with Ed and Elayna several times during the month concerning issues that came up. I was on vacation February 16th and 17th.

DISASTER: On March 8th we had a pipe spring a leak over the laptop computers in the Gates Computer Lab. It must have happened shortly after the staff left on Saturday. Luckily, Chris and our temp Tim came in early Sunday morning to get some tools to do some salvage work at the Library Annex. Chris could hear the water running, located the leak, put a dumpster under it and immediately called me. I called Matt from home and we hurried down to see what the damage was. I was shocked to find about 3-6 inches of water standing in the lab and edging out toward reference. While Chris and Matt rushed to contain the leak, I started calling staff to come in and help. I made the decision to close and notified the Department Heads, so they could tell their staff not to come in. Noah, Maria, Amy, Chad and Shirley came in to help. Many others offered, but too many people would have made it hard to work effectively. Once the leak was stopped, Matt and I both started taking pictures. It was while I was standing along the east wall in the lab that it struck me that the water had to go under the wall and that wall backs up to the Madden room. I ran around the corner to find the chairs set up for the 1:30 program with the Children's Museum sitting in 3 inches of water. Water was also in the Staley room, the

the lab, Madden and storeroom. We also had to unload and move 2 ranges of reference shelving, and the computer kiosk holding 6 internet computers right outside the lab where the water was pooling. I also had to cancel all meetings held in the 3 rooms through the 14th. Maria went ahead and called Ray Bateman to let him know we couldn't do taxes this week and people who had signed up for a computer class on Monday. Sheila called those who had booked the rooms on Monday to notify them. I gave them the choice of rescheduling when we were back up and running or getting a refund. We set up temporary tables in the reference area for the 6 computers removed from the kiosk. Otherwise, we would have gone from 22 internet computers down to 6, which would not meet our daily demand. Chris was able to patch the leak; however, the first time we turned the water on, it broke through, and we once again had to clean up water. The second patch held; in spite of this Chris and I decided to keep the water off to the whole building until the plumber arrived Monday morning. Barney Luckenbill of Burdick Plumbing and Heating fixed the leak, but then the overflow valve failed. All the rust in the lines clogged it up. I gave them till 9 to get it fixed or I was going to have to close the library, since we would have no running water for the bathrooms or water fountains for the staff or public. We opened at 9:05 on Monday morning. There was an article in the paper and WAND and WCIA both ran a story. All of the public have been supportive and librarians from across the state have been calling and emailing their concerns. The original architects, PSA, are sending people down Monday to help us decide what to do about the wallpaper, free of charge. At this point I can't give an estimate on the damage. I don't have any invoices for the work that has already been done. Matt has reordered the damaged equipment. It looks like we have lost 5 laptops, 2 computer tables, 1 projector and 1 podium are the big items. We are waiting to see how other things dry out. Terry Kent has assured me that our walls and carpet are 100% dry and we are able to get started repairing what we need to. The Madden will be ready by the 15th for our Raptor program. The Staley and the storeroom will be back together by the 16th. Since the lab was ground zero, it may take a little longer, especially since we needed to replace equipment. We are working on a plan to accommodate the tax program, so we won't let those people down. Even with everything that happened we were lucky. The leak could have been discovered 6 hours later when we opened at 1. I feel that by that time the water would have spread to the main reference desk and been running out the Madden door. It was clean hot water, not a sewer pipe. Our staff were responsive, quick thinking and capable of handling the emergency. All told we were closed to the public only 4 hours and 5 minutes. Which I think is pretty doggone impressive.

FOUNDATION: The Foundation did not meet on February 23, due to lack of a quorum. A meeting has been scheduled at this time. I am working with Elayna at BWC on finalizing the blueprints for the renovation. Chris, Matt and I have met with Heart Technologies and ADT for them to be able to incorporate our technology needs into the blueprints.

PNG: March 23rd at 7 pm in the Madden will be the presentation of the finished movies

STAFF: Chris will be out for rotator cuff surgery starting March 17th. The half-time circulation clerk position was posted. Nancy Rostek has been out since January due to a workers' comp injury.

ADMINISTRATION: Our total number of checkouts in February was 46,339 items from the main library; plus 4,899 items routed out to other libraries in RPLS; that, when combined with extension's checkouts of 7,201, bring the total checkouts for the month to 58,958, up by +30% from February of 2008, up +11% from January 2009; and up+2.9% for the fiscal year. The total gate count for February was at 34,359 which is up +19.89% over January 2009; up +22.8% over February 2008 and up +4.1% over for the fiscal year. As an indication of this increasing trend, one can notice the increase in the total number of professional assists during February, a total of 7,650 which is +26% increased from last year and +29.7% increased for the fiscal year. Our meeting rooms were used 191 times, booked 6 times earning \$740.

ADULT DIVISION: The 'Picturing America, Illinois and Decatur' exhibit opened March 2nd. We used posters we received as part of the 'We the People' grant as the basis of the exhibit and then expanded it to include Illinois and Decatur to enhance the exhibit and giving us a basis for our spring programming which features Illinois and Decatur related programs. Our 3 programs had 132 attendees; we had 295 people use the online databases, up +14.2%. Of these, 107 (36.3%) were doing job search related work. Patrons logged 156,882 minutes on the internet. We had 6,041 professional assists, up + 34.2% and our 11 online book clubs were accessed 22,760 times by 1,138 patrons. Our Local History Room had 107 guests and 19 of them were from out of town. Selectors ordered 47 carts of books.

BUILDING DIVISION: February was a busy month in the beginning for snow and ice removal, but it did slow down by the end of the month, we still have plenty of salt left for the rest of the winter if we need it. The parking lot has had its share of winter wear this year, so we hope to get some warm days so we can repair the pot holes before the spring rain. Larry Harris was back showing Noah and Chris some things about our building that will be helpful to us so we can be more efficient in up keep of our building.

CHILDREN'S DIVISION: On February 26th Kate Shields and her Big Brothers/Big Sisters 4-H kids decorated the windows overlooking the transfer house for a 4H window decorating contest promoting recycling. The most successful in-house program attendance-wise was the 4-H Art Club Party with Kim New. There were 15 volunteers who worked with 37 kids making fish from plastic soda bottles, birdhouses, corked yarn flowers, and other crafts. We had 367 kids signed up to use the computers. Our 48 programs had 310 attendees; we had 7 group visits with 99 participants, and 4 outreach presentations reaching 90 individuals.

CIRCULATION DIVISION: Total number of checkouts during the month of February is

RPLS libraries. When all items routed out of the DPL to fill requests at surrounding libraries is added to the total checkouts for the month of February, the combined circulation total is 51,757. We placed 5,654 requests in February, up +7% from last February. We resolved 8,242 requests and of these, 4,002 items were picked up at the DPL. Overall, request volume is up +17% from last year at this time. We opened 349 new accounts in February, up +22% from February 2008. New library accounts are up +20% overall from 2008 at this time.

EXTENSION DIVISION: Bookmobile 548, however, had recurring problems. By using the Colorado as backup, we did not miss any stops. Sally Woller felt comfortable enough to begin going out on the bookmobile without supervision on February 2nd. She is doing excellently. Our 15 volunteers this month donated 99 hours.

GATES COMPUTER LAB: Until the laptops and other equipment can be replaced, computer classes have been canceled due to water damage. Our 16 classes had 123 participants, 18 of whom were non-Decatur residents. Our new classes; Online Selling I & II and Resume Writing were very well received.

SYSTEMS ADMINISTRATION: We are working on updating our website and hope to have it up and running soon. There were 45 wireless users who were connected for 35 hours and 25 minutes, and downloaded 615 megabytes while uploading 106 megabytes. The busiest day for all internet use is Monday and the peak time is from 1-2. There were 1,220 work orders from staff.

TECHNICAL DIVISION: Acquisitions processed 608 invoices, barcoded 1,703 items, processed 542 magazines, 93 reference periodicals and 250 newspapers. We received 28 bins of US mail and 283 bins of materials from RPLS. Of the 210 packages received 69 went to other departments in the library. Our patrons requested 185 items on ILL. OCLC requests to us were 863 up +30% from January, and we were able to fill 289. We cataloged 1,658 titles, reclassified 21 items, reinstated 28 titles into our collection. We made 1,095 database, 146 marc record, 352 title, and 394 agency changes to the database. We imported 299 new records, worked on 1,426 titles and withdrew 1,291 titles and 1,375 items. Since ordering has slowed down, processing bound 435 paperbacks, processed 56 paperbacks and 548 periodicals. They also mended 514 items.

Respectfully submitted,

Lee Ann Fisher

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