

City Librarian's Report
For the September 15, 1994 Meeting
Of The
Decatur Public Library Board of Trustees

On August 24, 1994 the collective bargaining agreement between our bargaining unit employees and the City of Decatur and the Decatur Public Library was signed by all parties. This contract covers the period May 1994 through April 1997.

Sunday hours are scheduled to begin on October 2nd. So far work schedules for October 2nd and October 9th have been completed. The remaining Sunday hour work schedules for the period October 16th through December 18th will be completed by the end of September.

Library staff members continue to take advantage of continuing educational opportunities. Several circulation division staff attended a workshop on customer service and a report of that workshop is attached. Karen Anderson attended a workshop at the State Library which dealt with evaluation tools that can be used to gauge the success of an institution's ongoing services or programs. I will be looking closely in the coming weeks at our total continuing education effort and will be making changes in how we plan for such activities.

During the month of August both bookmobile trailers had a graphic design added to their outsides. This was done to enhance the visibility of the bookmobiles and has received much favorable comment from users. I thank the Friends of the Library for making this possible.

The Long Range Planning committee continues its work toward developing a new plan for the Library for the years 1995 - 2000. At its meeting on August 22nd a draft planning goal was developed. The committee will meet again on September 19th when it will work on an automation goal and will begin work on a building service goal. The scheduled September 26th meeting has been rescheduled for Monday October 3rd.

Bookmobile staff were active at the beginning of the school year signing up children for library cards. At Durfee school 51 children and 3 adults filled out applications for library cards. During the month of August 139 library card applications were received

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Library circulation continued its recent upward trend. For the month of August circulation was up 5.7% over August of 1993. For the current 12 month period circulation is slightly ahead of last year's pace. Katie Gross reported that circulation of folk tales increased 39%, animal books 38% and books for beginning readers 19% over last August's circulation.

As indicated in last month's report this year's summer reading program was a tremendous success. Final enrollment figures show that 2,277 children enrolled in the program. This figure includes 293 individuals who participated in the program through the bookmobiles. 590 individuals completed all 8 stages of the reading program. Return figures, or individuals coming back to report progress in the program and to receive prizes totaled 5,243 with the 873 August returns being an 289% increase over last August's figures. On August 30th Katie Gross attended a planning session at Rolling Prairie Library System on next summer's theme; "Reading Is Tremendous".

The Children's Division also reported 6 story times, and 8 lap sits. Coupled with the 751 individuals attending the puppet shows ending the summer reading program attendance at monthly programs stood at 978. There were also 9 group visits and 11 Baby Talk contacts during the month. The grandparent book bibliography attached to this report was prepared by Mary Lou Dwyer for the SPARK program.

The Technical Division reports adding 2,211 volumes during the month bringing our current holdings to 273,254 volumes and 156,734 titles. There were 1,451 changes made to the database, 987 items mended and 442 paperbacks bound. Projects underway include the transfer of selected fiction materials from extension to the main library collection and the replacing of worn out folders for the obituaries file.

The Building Services Division began work on display cases for cassettes. We have obtained security holders for the cassettes so that these items may soon be made directly available to the public. Maintenance projects for the month included new tires on the library's station wagon, repairing brake fittings and lines, and electrical wiring on the tractor for bookmobile 547 and installing the electrical service for the Garfield school bookmobile stop. Over 135 video's were repaired. I am working with Marilyn Shroyer to obtain a volunteer to perform our video repair work.

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Volunteer hours for the month of August totaled 285 hours contributed by 72 volunteers. Each of these individuals makes a significant contribution to the operation of the library and their interest in the library is greatly appreciated.

This month marked the second edition of Connections under its new format. This cooperative publication of the library and the Friends of the Library reaches many households in Decatur as well as being made available for public pickup in the library. With this new format we hope to include more articles of general interest concerning library programs, and services. A special thanks is due to Gary Reynolds who volunteers his time in obtaining pictures for and laying out each issue.