

City Librarian's Report

August 1990

I. Statistics

Due primarily to the lack of statistics for one day because of shutting down the computer system one day early (August 30), circulation showed a 2.3% decrease from August 1989. (Circulation for August 31 will be included in the September figures.) However, twelve month circulation showed a 4.07% increase. The greatest increases for the twelve month period are: young adult circulation (up 12.2%), audio-visual materials (up 8.3%), and adult print materials (up 3.2%).

Service statistics reflect a 3.0% increase over August 1989 and an 8% increase for the twelve month period.

The library was open 27 days, the same number as August 1989, but attendance increased 2.2%, or 642 patrons--even with the 6:00 p.m. closing on the opening day of the Decatur Celebration.

II. Budget

With 1/3 of the fiscal year behind us, the budget is 33.8% spent or encumbered. Salaries are slightly (\$780) over budget.

The Library is scheduled to present the 1991/92 tax levy request at the September 24 City Council study session. It appears at this time that it will cost about \$150,000 more than last year's budget to cover increases that the library has no control over (insurance rates, utilities, etc.), provide a cost of living pay increase, and cover declining sources of revenue. (See Finance Committee minutes.)

Notice was received from Secretary of State and State Librarian Jim Edgar that the per capita grant will be funded at one dollar per capita, or \$93,939.

The library's grant application to the Decatur Area Arts Council for an "Arts in the Community" grant was funded. The \$1,500 grant is for a fall lecture series "Among Friends--Illinois Authors". Shirley Apley wrote the application.

A \$1,500 grant application to the Illinois State Library for "Access Through Public Library Automation" was not funded.

III. Collection Development

The laser disc collection had 17 circulations for August.

The Reference Department is in the process of acquiring the clipping files from the Herald and Review library. This collection is being given to Decatur Public Library as the Herald and Review microfilms their files, and includes an estimated 3.5 to 4 million clippings which will be transferred to the Reference Department over an estimated 20 year period.

IV. Personnel

Carol Slater began work on August 6, filling the half-time Page vacancy in the Processing and Mending Department in Technical Services. Interviews for the Clerk-Driver position in the Extension Department will be September 13. Candidates for the half-time clerk in the Circulation Department will be interviewed September 18.

The 1991 Staff Institute Day is scheduled for Friday, March 1.

Eighty-two volunteers worked a total of 241 hours. Eight new volunteers were trained to register patrons for library cards and file registration forms in the Circulation Department. Four were scheduled to work before the end of August, and three of the four fulfilled their commitment, working a total of 9 hours and 18 minutes. All eight should be volunteering in September. It is also hoped that these eight volunteers can train the next group of volunteers.

Two developmentally disabled students are straightening shelves every Monday and Wednesday. The teacher provides direct supervision of the students.

V. Public Relations

Five media releases were sent in August. Mrs. Gibson was interviewed on the radio six times during the month, as well as the WAZ Breakfast Club, talking about upcoming programs and events.

Fliers announcing the new bookmobile stop at Ben Franklin school were distributed by the Girl Scouts in the neighborhood around the school.

Michael Parent's second day of storytelling took place on August 1, which an attendance of 301 for that day. His

combination of stories and juggling held the children's attention well. Harlyne Geisler's programs for four and five-year-olds were attended by 135 for three programs.

Ronald McDonald performed twice during August to capacity crowds of 138 for the morning show and 106 for the afternoon show--a total of 244.

Total attendance for all 15 programs in the Children's Department during August was 782. Registration for the Summer Reading Program was the highest ever this year, with 1,652 at the main library and 396 on the bookmobiles--a grand total of 2,048.

The Young Adult Summer Reading Program concluded August 3, with a total of 425 books read by participants. The film showing of the "Teenage Mutant Ninja Turtles" was a rousing success, with about 200 people attending the 1:00 p.m. showing and approximately 100 people at the 7:00 p.m. showing.

The Library participated in the Community Black Musical and Arts Festival held in Phoenix Park on August 24.

Leta Burch presented the Books-Between-Bites program for August, reviewing The Cuckoo's Egg by Clifford Stoll. Jerald Merrick will review Stehekin, A Valley in Time by Grant McConnell on September 5.

Preschool story times begin the week of September 5, with registration on Wednesday, September 5. Lap-sit program sponsored by Baby TALK have been greatly expanded to every second and fourth Friday.

The next read-and-discuss course from the American Institute of Discussion will begin September 20 and is entitled "Masterpieces of Human Expression".

On Thursday, September 20 beginning at 7:00 p.m., the Library will host the 1990 tour of the International Women's Film and Video Festival, sponsored by Women In The Director's Chair, a Chicago-based organization. Gretchen Elsner-Sommer, the Artistic Director of Women In The Director's Chair, will be here that evening to discuss the five award-winning films to be shown.

VI. Automation

I will update the Board on the Altos installation at the meeting.