

CITY LIBRARIAN'S REPORT
May 18, 2009
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

CITY LIBRARIAN: As usual April is always one of our busiest months, in addition to being the end of the fiscal year. We now have a regular radio spot on US101 around the first of the month when "Scott and Scott" call to see what is going on at the library. There were also several nice articles in the H & R. We hosted our annual Volunteer appreciation on the 22nd, this year having a tea instead of a luncheon, to help keep cost down. Attendance was down, so it may be time to reevaluate our method of recognizing our volunteers. On May 17th, we had our annual Patriotic Celebration in the Park, with nearly 100 attending. We have had better attendance in the past, but it was the first sunny day in ages, and there were several graduations at the same time. Again, we will reevaluate the program and see where we need to go from here. My United Way duties have ended. In addition to my regular meetings, I met with the architect and our attorney several times to keep moving our projects along. I also met with vendors, staff and patrons concerning various issues. *Reminder:* our Sunday hours will end May 31st and will resume on September 13th. The book budget is still frozen and materials are being ordered using trust accounts.

FOUNDATION: Met on May 18th to discuss where the capital project was and the financial. The Foundation is being audited this year and Monya Russell explained the process to the board. The plans for the cultural center are being finalized and will soon be submitted to the city for approval. After that, the project will go out for bids for 30 days. So we are still looking at construction starting this summer. Demolition is moving along at the Annex. We have worked with several non-profits in trying to keep our cost down. Habitat for Humanity was able to use a lot of materials for their resale shop, Oasis was able to use a few things and the Good Samaritan Inn was able to use several items from the former bagel place. The Foundation will meet July 20th at 4pm. This should be after the bids are open and we will know exactly what the costs are going to be and how much more we need to raise for the project.

FRIENDS: A special thank you to the Friends for approving our request for funding a movie license from Movie Licensing USA. This will allow the library to plan themed movie programs for all ages. We are starting with a Harry Potter series, leading up to the HP6 release this summer.

PNG: The program has come to a close for the year. All that is left is to submit the final reports to the State Library, both due this summer. I have signed the contract extending our participation in PNG. The grant amount is \$12,550.

STAFF: Amy Hanaway has been named Interim Head of the Adult Division, while the search is on to replace Maria Dent, who has resigned to take the Director position at Mt. Zion Public Library. Chris Wrigley is still out on extended medical leave and Noah Tipton is acting as Head of the Building Division.

ADMINISTRATION: The total gate count for April was estimated at 23,886. The gate count may be slightly lower than it should be as the gate malfunctioned. We are looking at a solution and should have the problem fixed shortly. Amy Hanaway wrote and received her first grant of \$1,000.00 from Wal-Mart. This will be used for the Adult and Teen Summer Reading. The meeting rooms were used 124 times and booked 25 times earning \$1,020.

ADULT DIVISION: The demand for tax forms skyrocketed the first two weeks of April, along with those attending our free tax preparation sessions. Our Picturing America, Illinois and Decatur exhibit ended. During its run we put on 14 programs relating to its theme with 519 attendees. YourTourn video game tournament was held with 17 participants all boys, was a success. Our 8 programs had 284 attendees. A total of 313 people used the Database computers, +29.4% increase since April 2008. Of the 313 people, 143 (45%) were doing job search related work. The 11 online book clubs were accessed 22,680 times by 1,134 members. The Local History Room had 119 visitors, 19 from out of town.

BUILDING DIVISION: We finished up work on the flood damage. One of the final things done was painting the computer lab, as well as installing ceiling tiles in the area. Also, we put trim back in the lab, conference room and in the auditorium. A lot of effort has been put into gutting the Annex for renovations. The chiller was cleaned and it is up and running and ready to go. We hung a new motor in the air handler (VAV). We have started mowing and taking care of the grounds. We are finding areas that need additional attention and are take care of these projects as we can.

CHILDREN'S DIVISION: The summer reading program "Read On the Wild Side" will start June 1st. We hosted the Baby TALK Lullaby concert, with Michael Luxner conducting the Millikin String Arts Ensemble. The 4H Art Club Party partnership continues to be successful. Our 18 programs had 478 attendees; we had 3 groups visit the library with 110 participants, 1 group use the library, and 448 kids signed up to use the computers.

CIRCULATION DIVISION: Our total number of checkouts was 45,743 items, up +3% as compared to 44,189 items checked out in April 2008. The gate count for the month of April has been estimated at 23,886. An accurate count is not available due to equipment failure. There were 6,189 items checked out of the DPL by patrons from other libraries and

4,044 items were picked up at the DPL. Overall, request volume is up +17% from last year at this time. We had 257 new accounts opened in April. New library accounts are up +12% overall from 2008 at this time. We had \$1,651 in cash and \$790 worth of material returned through Unique Management Services. In the five years we have employed UMS, we have recovered \$70,677.38 worth of material and \$72,853.78 in cash for fines and fees.

EXTENSION DIVISION: The biggest news on the bookmobiles is that there is no news on the bookmobiles. Neither one broke down all month. Bookmobile 548 will be going to the Scovill Zoo when the Decatur Education Coalition holds its Kindergarten Readiness Camp. John and Julie Martin presented a program on finding gay and lesbian themed fiction and non-fiction at DPL to GLAD, the Gay and Lesbian Association of Decatur. We had 17 volunteers donate 130 hours of work.

GATES COMPUTER LAB: Our 21 classes had 112 attendees, 92 of whom were Decatur residents. Not bad considering we were closed part of the time for water damage and tax preparations. Classes continue in May, but no classes will be offered in June and July.

SYSTEMS ADMINISTRATION: We have had problems with our ICN connection off and on this month. Apparently, there is a lot of network traffic moving through RCC. They are working on correcting the problem. Our security camera DVR broke and is being repaired; we currently have a loaner. We are in the process of revising our web site.

TECHNICAL DIVISION: Total invoices processed were 121 down from 559 for March; this is normal when ordering at the end of the year has been suspended. Total items barcoded were 501, of these items 402 were new titles and 489 were new items. We received 32 bins of mail and 330 bins from RPLS. Of the 25 packages received, 2 went to other departments in the library. Our patrons requested 155 items on ILL and of this number 22 were filled on Illinet. We requested 121 items on OCLC and received 128 OCLC items. OCLC requests to us were 790 and we were able to fill 338. ILL received 20 additional requests by fax and we were able to fill 18. We cataloged 1,052 titles, reclassified 128/137 items and reinstated approximately 29 titles into our collection. There were 301 titles/301 volumes agency changes made and 459 database and 134 MARC record changes. We imported 326/270 bib/auth records into the Horizon database and did item work on 1120/1469 titles/volumes. We withdrew 3252/9459 titles/items during this slow time for TS. Processing handled 2,331 items.

Respectfully submitted,

Lee Ann Fisher