

City Librarian's Report

April 1989

I. Statistics

Circulation increased slightly (1%) from 63,774 in April 1988 to 64,277 in April 1989. Circulation for the past twelve months is up 2.4% from 759,811 in 1988 to 777,894 in 1989. The only large gains in circulation for April came in audiocassettes, up 100% from 656 in April 1988 to 1,315 in April 1989. Books-on-tape accounted for 40% of the increase. Circulation of materials at the new jail increased outreach circulation by 44%. The new jail has a library and book carts that are taken to each of the jail cells.

Service statistics increased 7% over April 1988. The largest increase came in the number of professional assists, while directional assists were down slightly. For the year, service statistics were down from 106,141 in 1988 to 94,014 in 1989.

Patron attendance was up 4% for April and up 5% for the year. Patrons using the library in 1989 totaled 328,935, up from 313,902 in 1988.

II. Budget

The library spent 98.5% of its budget, saving \$32,260. Revenue increased \$7,913 above budget. The library's beginning balance as of May 1, 1989 was \$204,680. This is 3% below what I projected in January.

The library saved \$7,500 in gas and electric charges and \$7,685 in materials. Orders were placed for \$30,846 more than the materials budget, however the materials did not arrive in time to be paid for. Personnel costs exceeded the budget by \$6,100 because of increased health insurance rates.

The CLSI computer was not installed as scheduled because of software problems. We have rescheduled installation for July 31, 1989.

The LSCA business grant application was recommended for approval by the Illinois State Library committee for funding. It is still not known what the amount of funding will be, since the committee approved more grants than funds are available for.

III. Collection Development

Work is continuing on reclassifying the adult biographies and computer books. Reclassification of materials is required to ensure that previously cataloged materials are in the same location as new materials.

Extra shelving has been added to the children's fiction shelves to allow the collection to grow. Clear plastic display bins were mounted on the ends of several book stacks to highlight materials. The bins have proven to be an effective way to promote materials.

IV. Staff Development

Mrs. Gibson and I attended the Illinois Library Association conference in St. Charles. After the convention was over, I toured the Schaumburg and Arlington Heights Public Libraries.

Seventy volunteers worked 202 hours during April. This included two library staff and three members of their families.

V. Public Relations

During National Library Week, a library staff member spoke daily on WSOY and WDZ radio. The Extension Department took one of the bookmobiles to Adams Elementary School where 40 children had a chance to visit and register for library cards.

Mrs. Dwyer from the Children's Department spoke to all of the public school librarians and five private schools about the summer reading program.

VI. Building & Grounds

A new key lock was installed on the side door entrance to improve security for the staff.