

CITY LIBRARIAN'S REPORT
October 9, 2009
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

CITY LIBRARIAN: As they say, when it rains it pours, or in our case leaks. Today we developed a new leak in my office, the flashing has come up and needs repairing. Also another leak has sprung up at the Library Annex. The roofing company says that it will probably be Tuesday before they can start the repairs as everything needs to dry out. Division Heads are working on their Long Range Plan for their department. We started Sunday hours September 13th.

FOUNDATION: Has not met. Their next meeting will be November 2nd. I met with Cindy Deadrick to discuss the possibility of her assisting the Foundation in its fund raising efforts. We received \$34,000 from a local trust for the Cultural Center. Busey Bank dissolved the Bridges Trust and we received \$13,400.42 as the payout.

FRIENDS: The new room is not ready for the Friends to move into, so they will not have a Second Saturday sale for October.

PNG: Registration opened on September 15 and the deadline for all applications was September 28th. To date only 2 applications have been received. We are evaluating what we can do to attract more teenagers.

RPLS: We hosted the RPLS Governing Board and Users group today. It was my last 2 meetings as President. I will now serve a year as the Past President, before I go back to being a regular Governing Board member. DPL has a permanent spot on the Governing Board as does Lincoln Library. RPLS is facing 16+% budget cut from the state; even with the belt tightening they are doing, they are still going to have to cut into their surplus fund. A new "Age of Collection" report has been developed and we will be getting ours shortly.

STAFF: On September 11th Margie Wollitz, library assistant in reference, retired. Amy Hanaway was promoted to Head of the Adult Division on September 14th. 46 applicants were interviewed for the part-time custodial position. Applications have been received for the Assistant Head of the Building position. Chad VanDolah moved up from half-time custodian to full-time. Cynthia Doran started as half-time page on the 8th of September.

ADMINISTRATION: Total number of checkouts in September was 46,607 from the main library; plus 4,594 items routed out; that, when combined with extension's checkout of 5,613, brings the total checkouts for the month to 57,135, for an increase of +12% from last year. A total increase of +13.7% from May 2009 to September 2009, and we had 27,819 for the gate count, an increase of +5% over last year. Library meeting rooms were used 90 times and booked 24 times earning \$910.

ADULT DIVISION: We added 2 new databases to our collection. Global Road Warrior and AtoZ Maps Online are both accessible from home also. Our WWII series is very popular drawing in good attendance figures and the exhibit has gotten some excellent comments. Our 11 programs had 280 attendees, 250 patrons used the database computers, while staff assisted patrons 5,613 times, and answered 612 phone calls. Our 14 online book clubs were accessed 21,680 times by 1,084 members. Our Local History room had 74 visitors, 19 from out of town.

BUILDING DIVISION: Even with the department working very short staffed, they are doing their best to keep the building and grounds looking their best. They spent a lot of time with the Friends book sale moving

36 pallets to the Civic Center for them. The Library Annex had its carpet cleaned and other minor maintenance issues.

CHILDREN'S DIVISION: This a combined report for August and September. The third annual Home School Open House on August 4th drew about 140 attendees, coordinated by Lori Nelson. We had 638 readers complete the SRC program. Our 40 programs had 996 attendees, 8 groups visited the library, with 134 people and 6 groups who used the library. There were 795 kids who used the computers and 1,805 staff assists.

CIRCULATION DIVISION: There were 6,447 items were checked out of the DPL by patrons from other libraries and DPL patrons checked out 3,822 items at other libraries. Of the 3,822 items checked out by our patrons at other libraries, 2,015 of those items were checked out on our bookmobiles. There were 2,825 items routed into the DPL from other libraries to fill requests for pick-up at the DPL and 4,594 items were routed out of the DPL to fill requests at other 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 September, the combined circulation total is 51,201. We placed 5,920 requests in September, up +12% from last September. We resolved 8,511 requests and of these, 4,235 items were picked up at the DPL. Overall, request volume is up +14% from last year at this time. We had 418 new accounts opened in September, up +25% from September 2008. New library accounts are up +11% overall from 2008 at this time.

EXTENSION DIVISION: No mechanical problems on the bookmobiles of note. The school stops have been slow starting up, but are getting better as the settle into their school year. We had 24 volunteers donate 152 hours of service. We have a new volunteer in A/V, Mihaela Raita. Her help with the DVDs and CDs is much appreciated.

GATES COMPUTER LAB: Our 14 computer classes had 97 students of which 78 were Decatur residents.

SYSTEMS ADMINISTRATION: Our new website is still under revision. We had problems with 4 security cameras and 3 of them are now fixed. Our wireless access had 70 users were connected for 218 hours and downloaded 3,948 megabytes while uploading 678 megabytes. We had 1,219 patrons logged on to CybraryN computers a total of 5,161 times and used a total of 2,966 hours; of the users were 963 patrons and 247 guest passes.

TECHNICAL DIVISION: We had 237 invoices, +13% from August. Total items barcoded were 1,745 up by +24%. Of these items 1,247 were new titles and 1,671 were new items, 590 magazines were processed and 99 reference periodicals were processed and 31 were deleted. We received 38 bins of mail and 312 bins from RPLS. Of the 214 packages received 66, went to other departments in the library. Our patrons requested 163 items on ILL and OCLC requests to us were 618. We cataloged 1,462 new materials (books, AV, etc...) titles last month up +6%, including 92 original items, made 319 database changes, up +15%, 72 agency transfers and imported 308 OCLC records into Horizon. Item work increased +6%, 1602/ 2042 titles/volumes and we withdrew 1590/1862 titles. Total items processed were an impressive 1,920.

Respectfully submitted,

Lee Ann Fisher

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City Librarian