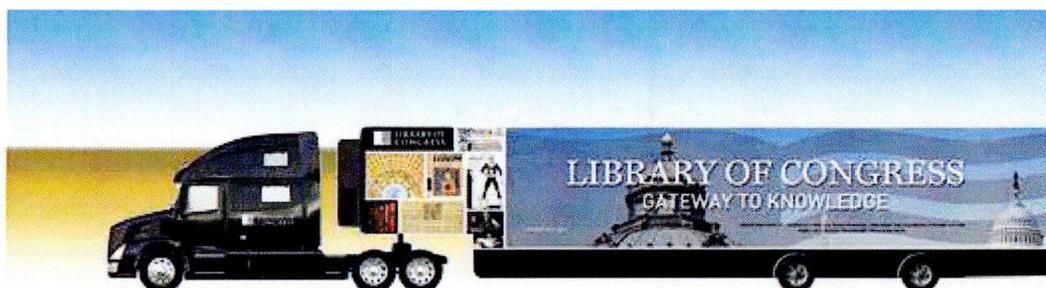




St. Joseph Public Library

Annual Report 2010 – 2011 106th Edition



The traveling exhibition stopped at the East Hills Library on January 21 & 22, 2011



Employees & speakers enjoying lunch at Staff Day 2010



Greg Filardo displaying pickins from his appearance on "American Pickers" at the East Hills Presents program.



Professor Farquar and a helper at a Summer Reading Program performance at the Carnegie Library.

St. Joseph Public Library
Board of Trustees 2010 – 2011

Dr. Norma Bagnall	Term expires June 30, 2012
Ms. Kathy Hill Bahner	Term expires June 30, 2013
Mr. Frank Connett	Term expires June 30, 2011
Dr. Brian Cronk President	Term expires June 30, 2011
Mr. Steven Haskey	Term expires June 30, 2013
Ms. Leila Hicks Treasurer	Term expires June 30, 2011
Ms. Jacklyn Koeneman	Term expires June 30, 2012
Dr. Jimm MacGregor Secretary	Term expires June 30, 2013
Dr. Deborah Weems Vice President	Term expires June 30, 2012

St. Joseph Public Library

Staff Administrative Council

Mary Beth Revels, Director

Steven Olson, Projects Manager and Manager, East Hills Library

Deborah Gentry, Community Services and Promotions Coordinator

Carolyn Cunningham, Manager, Downtown Library

Audrey Sheets, Manager, Carnegie Library

Karen Schultz, Manager, Washington Park Library

Kim Tullis, Manager, Technical Services Department

Shirley Blakeney, Assistant Manager, East Hills Library

Sharon Canter, Assistant Manager for Reference Services, Downtown Library

Dee Zvolanek, Assistant Manager for Children's Services, Downtown Library

St. Joseph Public Library

Branches

CARNEGIE

316 Massachusetts Street816-238-0526
St. Joseph, MO 64504
Monday 1:00 p.m. – 5:00 p.m.;
Tuesday and Thursday 11:00 a.m. – 7:00 p.m.;
Wednesday, Friday, Saturday 10:00 a.m. – 6:00 p.m.
Fax.....816-238-9438

DOWNTOWN

927 Felix Street.....816-232-7729
St. Joseph, MO 64501
Monday, Tuesday, Wednesday 9:00 a.m. – 9:00 p.m.;
Thursday, Friday, Saturday 9:00 a.m. – 5:00 p.m.
Reference.....816-232-8151
TDD.....816-236-2160
Children's.....816-232-3812
Administrative Offices.....816-232-4038
Administrative Offices Fax.....816-279-3372

EAST HILLS

502 North Woodbine Road816-236-2136
Suite A
St. Joseph, MO 64506
Monday, Tuesday, Thursday 9:00 a.m. – 9:00 p.m.;
Wednesday, Friday, Saturday 9:00 a.m. – 5:00 p.m.
Fax.....816-236-1429
Community Services.....816-236-2107

WASHINGTON PARK

1821 N. Third Street816-232-2052
St. Joseph, MO 64505
Monday, Wednesday, Friday 9:00 a.m. – 5:00 p.m.;
Tuesday and Thursday 12:00 noon – 8:00 p.m.;
Saturday 1:00 p.m. – 5:00 p.m.
Fax.....816-236-2151

Introduction

The St. Joseph Public Library preserves yesterday, informs today and inspires tomorrow. These are the words of the library's mission statement and the library system puts them into practice every day.

When the library opened in 1890 books, newspapers and magazines were available for patrons. Today's library still offers books, newspapers and magazines but they are no longer just available in print. Newspapers and magazines can also be read on microfilm or a computer at the library. Books are available to patrons in several different formats including regular or large print, hard back, paperback and audio. And audiobooks can be checked out on tape, on CD or an all in-one digital book.

The newest format available at the library is downloadable audio and e-books offered through Missouri Libraries 2 Go. The library provides the content and the patron loads that content onto their own device such as an MP3 player or an e-reader. This has proved to be a very popular service with patrons and the collection of books available in this format continues to grow.

As budget cuts continued at the library this year, staff took matters into their own hands to raise additional funds to supplement the book budget. Three fundraisers were held during the year. The Downtown Library was the location for a Haunted Library event that raised over \$800.00, \$400.00 was raised at a wreath auction, and a Trivia Night organized by the Employee Morale and Advisory Committee raised over \$1,500.00.

The library began the year with a hiring freeze on all positions except pages and the knowledge that additional cuts might be necessary. The library ended the budget year in the black for the first time in several years and while the library continues to operate frugally, the hiring freeze has been lifted and there are no plans to implement additional cuts to either personnel or operating hours.

Public Services

The Library of Congress "Gateway to Knowledge" traveling exhibition stopped at the East Hills Library on two very cold days in January. A total of 1,290 people visited the exhibit.

A new feature was added to the library's website at sjpl.lib.mo.us. A searchable index of death notices and obituaries that appeared in the *St. Joseph News-Press* and *St. Joseph Gazette* is now available. The Reference Department began indexing the notices from the local daily newspapers several years ago. The project continues and as new years are completed they are added to the online index.

A major goal of the library continues to be providing community members a variety of materials, programs, and services to assist in their personal growth and

development. The Summer Reading Program reaches many young people and helps fulfill that goal. During the 2010 program entitled “Make a Splash, Read,” 115 programs were presented, with an attendance of 6,937 people. A total of 2,261 children enrolled in the program. Teen enrollment was 315 in the “Make Waves @ the Library” program.

The library offered the 7th annual adult reading program in July. The program entitled “Water Your Mind, Read” offered weekly drawings for participants and incentives for staff to encourage patrons to participate. A total of 1,214 entries were received.

The V.I.P. Club, a program where books by selected popular authors have holds automatically placed on them, had 621 members by the end of the fiscal year.

The print newsletter, “Library Matters,” continued to be issued monthly. The newsletter was available for pick up at each library and was mailed or emailed to board members, Friends members, and others who requested it.

The monthly email-only newsletter, “S.T.A.M.P.S” (StoryTimes and More Program Schedule) continued. Two hundred twenty-three patrons signed up to receive the newsletter.

Children’s programming continues year-round within the libraries and in the community. Each library offered storytimes and programs throughout the year and provided monthly programs for daycares and special programs for schools and groups. In addition to preschool storytimes, storytimes were also offered specifically for toddlers and older children. The Mark Twain Reader’s Club; Yellow Dot Reader’s Club; LEGO Club; Tricky Tuesday’s; Club Einstein; Art in the Library; Spy School; Globetrotter Gang; Read Aloud programs of “The Tale of Despereaux,” “Odd & the Frost Giants” & “Charlie and the Chocolate Factory”; Family Movie Nights and a movie marathon featuring “Toy Story” are just some of the many programs offered for children and their families at the libraries during the year.

The East Hills Library hosts “Reading Pups” monthly. The program is offered one Saturday per month by the Domesti-PUPS organization and is designed to give children with reading difficulties the chance to read aloud to dogs.

Teen programs included the 10th Annual Harry Potter Trivia Contest, Gateway Book Club, Gamecube checkouts, Zumba, photography contests, a rock-n-roll murder series, movies, movie riff programs, craft programs, a practical joke workshop, Kitchen 101 programs, GameCube Tournaments, Wii Tournaments, Guitar Hero Tournaments, Magic: The Gathering role-playing games, scavenger hunts and a caroling party. One craft program at the Downtown Library featured making a scarf to keep and one to donate to a local shelter; forty-seven scarves were donated.

In addition to children and teen programs, the library offered several adult programs including weekly movies hosted by local movie critic Bob Shultz, a Poetry in

the Library series, genealogy programs, two ongoing general interest adult book clubs, a true crime book group, ongoing craft programs and the following monthly programs: the Local History Stage at the Downtown Library and Brown Bag Author Lunch and East Hills Presents at the East Hills Library.

The library was a charter member in the Missouri Libraries 2 Go consortium that provides downloadable audio and e-books from OverDrive. It proved to be a very popular service with patrons. The library offered a Technology Night in conjunction with Borders Books to help introduce the service.

Computer instruction classes were offered at the branches. Patrons schedule one-on-one time with a librarian for training and help.

Library staff participated in several national and local literacy related events including: the Salvation Army Back to School Fair, several area back-to-school fairs, Kindergarten Jumpstart, the community's Annual Children's Fair and Parent's as Teachers Tiny Tot Town.

American Library Association events were celebrated during the year. National Library Card Sign-Up month, Banned Books Week, Teen Read Week and National Library Week were all observed with events, displays and drawings at the branches.

For a fee, the Reference Department conducts research for people living outside of the library district. During the fiscal year, the Reference Department provided information to people in seventy-four cities in the United States and one international city. A total of \$780.00 was collected in research fees.

Collection Development

The Technical Services Department tracked the time it took to process new materials. A sampling technique was used monthly to determine the average amount of processing time for materials. For the fiscal year, the average time was 2.8 workdays for books and 6.4 workdays for audiovisual material. The department tracked materials from the time they were delivered to the point they were attached to the library catalog, which is the final step before sending material to the owning branch.

Personnel, Trustees, Volunteers and Staff Development

Volunteers continue to be an integral part of providing library service and assisted the library in several ways. They assisted the Technical Services Department by filing, covering and labeling materials. They assisted with the Summer Reading Program by counting attendance and handing out prizes, helping shelve, straighten and clean materials at the libraries and sorting and organizing books for the Friends of the Library

book sales. Volunteers also helped maintain the parks at the Washington Park and Carnegie libraries and helped with light cleaning at the East Hills Library.

The library, its staff and board members belong to several library related organizations including: the Kansas City Metropolitan Library Information Network (KCMLIN), Grand River Library Conference, American Library Association, Public Library Association, Missouri Library Association, MOREnet, Missouri Library Network Corporation (MLNC), the Sirsi Midwest User's Group and the Ozarks SirsiDynix Users Group.

Debbie Gentry was a presenter for a Missouri State Library workshop about conducting Adult Summer Reading programs.

Staff day was held in September 2010. The Employee Advisory & Morale Committee (EMAC) organized the day that featured Mickey Coalwell and Susan Brown from the Northeast Kansas Library System who discussed marketing and merchandising at the library; Barbara Reading from the Missouri State Library who provided information on WebJunction; Crystal Faris from the Kansas City Public Library who discussed teen services; magician B. J. Talley who taught a little magic and David Hoffman from Community Services who demonstrated home weatherization techniques.

EMAC organized fun events for staff and Board members throughout the year including the annual holiday party and a summer picnic.

The library encourages staff members to continue professional development by participating in workshops, conferences, and courses related to the employee's job. Library staff took advantage of training provided by the Missouri State Library, American Library Association, MOREnet, the Missouri Library Association, the Missouri Library Network Corporation, the Kansas City Metropolitan Library and Information Network, WebJunction, OverDrive and American Red Cross.

Facilities and Equipment

The library received \$13,000.00 from the Bill & Melinda Gates Foundation Opportunity Online Hardware grant. The funds purchased four new computers for both the Carnegie and Washington Park libraries and two computers for the East Hills Library.

The library received e-rate discounts totaling \$11,082.62. The discounts were applied to telephone bills received from AT&T.

Salsa Dog, a local hotdog vendor, opened their second St. Joseph location in the coffee shop area at the East Hills Library.

The East Hills Library received an Automated External Defibrillator donated by Heartland Hospital. The hospital donated 10 AEDs in the area through a grant program.

Community Relations

The library is represented by membership in several community groups including the Downtown Association; Northtown Association; Runcie Club; St. Joseph Youth Alliance Community Partnership; Cultural Diversity Committee; St. Joseph Area Chamber of Commerce; Success by Six; Leadership St. Joseph; St. Joseph Civil War Sesquicentennial Committee; Sertoma Club and Rotary International.

Community groups and organizations used space provided by the library to conduct meetings and events. One hundred thirty-seven organizations and groups reserved space in the library during the year. Many of the organizations used the meeting rooms and library space multiple times throughout the year.

Several tours were provided at each library for groups, classes, and organizations interested in learning more about the library system.

The Friends of the St. Joseph Public Library sponsored monthly adult book clubs at the Downtown and East Hills libraries. They held the annual book sale at the East Hills Shopping Center in October and ongoing sales in the branches. They also maintained a volunteer crew to help sort the donated books received throughout the year. The Friends supported the library by underwriting Summer Reading Program expenses, purchasing books for the bookclubs, donating funds to purchase prizes for Juneteenth, and providing the funding for the purchase of 200 copies of *BookPage*, a popular monthly book review magazine.

Karen Schultz and Misty Snider put up the annual Mitten Tree at the Washington Park Library. The tree was full of mittens, gloves, hats and scarves free for anyone needing help to stay warm. Other staff members and patrons donated to the project which was featured in local media outlets.

The Cell Phones for Soldiers program was coordinated by Sue Edson. As part of the program, donated cell phones are turned into cellular minutes for soldiers serving overseas. During the year a total of 328 cell phones were collected and sent off to the program. This project was also covered by local television stations and newspapers.

The library participated in several community events including Juneteenth, Celebrity Reading Day at Helen Davis School, St. Joseph Area Chamber of Commerce Career Fair; Literacy Volunteer Luncheon; Southside Festival; Project Homeless Connect Fair; Project Graduation; Agency Days; St. Joseph Children's Fair; the Salvation Army School Supply Collection Drive and Back to School Fair; several other area back-to-school fairs; Safety Town and the Bi-National Health Fair.

Mary Beth Revels traveled to Jefferson City to attend Library Advocacy Day at the Capitol. She met with local legislators to discuss local and statewide library issues.

Statistics

INCOME

Local tax income	\$2,864,282
State aid	34,626
Grants	16,466
Other	<u>89,964</u>
Total	\$3,005,338

EXPENDITURES

Personnel	\$1,481,743
Collection	189,105
Operations	540,322
COP payment	<u>644,635</u>
Total	\$2,855,805

*Pre-audited figures. For audits of the St. Joseph Public Library, please contact the office of the director at 816-232-4038.

Population served:	69,252
Registered borrowers:	45,597
Total circulation:	422,199
Total library holdings:	289,531
Annual number of reference transactions:	20,176
Total internet sessions:	100,206
Annual program attendance:	30,205
Total number of programs:	779



Mary Beth Revels
Director
St. Joseph Public Library