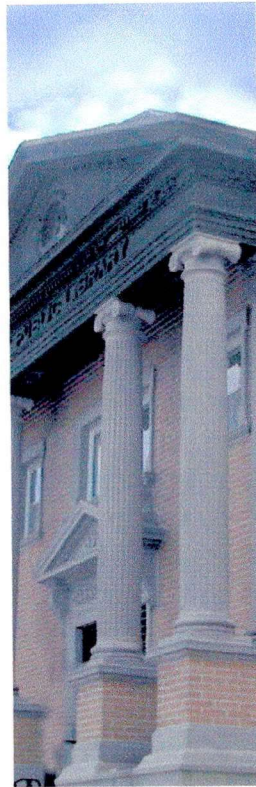
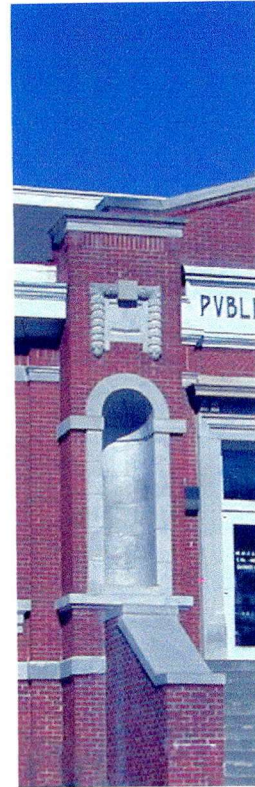




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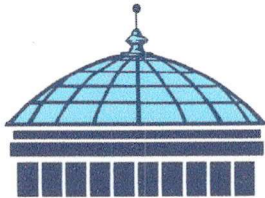
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1910



2004



## **St. Joseph Public Library 2004-2005 Annual Report**

1902 Downtown Library

1902 Carnegie Library

1910 Washington Park Library

2004 East Hills Library

**100th Edition**

## St. Joseph Public Library

### Board of Trustees, 2004 – 2005

Dr. Norma Bagnall*	Term expires June 30, 2006
Mr. Drew H. Brown Treasurer	Term expires June 30, 2007
Ms. Leila Hicks*	Term expires June 30, 2005
Ms. Sherri Lilly	Term expires June 30, 2007
Dr. Carlos Moya	Term expires June 30, 2005
Ms. Marlys E. "Marcie" Thedinger	Term expires June 30, 2006
Ms. Bettè L. Tolbert President	Term expires June 30, 2005
Ms. Winifred J. "Winnie" Watts Secretary	Term expires June 30, 2007
Dr. Deborah Weems Vice President	Term expires June 30, 2006

\*Dr. Norma Bagnall is finishing the term of Mr. William I. McMurray, who retired from the Board on February 1, 2005.

\*Ms. Leila Hicks is finishing the term of Ms. Loah Stallard who retired from the Board on September 27, 2004.

**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

Sue Horvath, Manager, Technical Services Department

Patti Barsch, 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 Street .....816-238-0526  
St. Joseph, MO 64504  
Monday, Wednesday, Friday, Saturday 10:00 a.m. – 6:00 p.m.;  
Tuesday and Thursday 10:00 a.m. – 7:00 p.m.  
Fax.....816-238-9438

#### **DOWNTOWN**

927 Felix Street.....816-232-7729  
St. Joseph, MO 64501  
Monday – Thursday, 9:00 a.m. – 9:00 p.m.;  
Friday – Saturday, 9:00 a.m. – 6:00 p.m.;  
Sunday, 1:00 p.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 Road .....816-236-2136  
Suite A  
St. Joseph, MO 64506  
Monday – Thursday, 9:00 a.m. – 9:00 p.m.;  
Friday – Saturday, 9:00 a.m. – 6:00 p.m.;  
Sunday, 1:00 p.m. – 5:00 p.m.  
Fax.....816-236-1429  
Community Services.....816-236-2107

#### **WASHINGTON PARK**

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

## **Introduction**

The St. Joseph Public Library preserves yesterday, informs today, and inspires tomorrow. Through a variety of materials, programs, and services, we provide, in a friendly atmosphere, the means for our patrons of all ages to learn throughout their lives; to meet their recreational needs; to obtain answers to their questions; to acquire business and career information; to better understand their community and personal heritage; and to access local, state, and federal government information.

This year brought two major milestones for the library. For the first time in 95 years, we built and opened a new library. The East Hills Library opened to the public on September 12, 2004 with a celebration attended by hundreds of citizens. We also celebrated the 95<sup>th</sup> anniversary of our second-newest library building. The Washington Park Library, one of our system's two Carnegie libraries, celebrated 95 years of public service on June 23, 2005 with an open house attended by many well-wishers.

With the opening of the East Hills Library, the St. Joseph Public Library district completed a building project that began on November 2, 1999 when the voters of the district approved a 15¢ tax levy. This additional levy gave the district the funds needed to renovate our three historic libraries and build a new contemporary facility.

## **Public Services**

A major goal of the library continues to be to provide the community 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 the above stated goal. During the program entitled "Discover New Trails @ Your Library", 102 programs were presented, with an attendance of 4,396 people. There were 1,620 children and 144 teens enrolled in the program.

The library offered an adult reading program during the summer of 2004 entitled "Read in the New East Hills Library". It was so popular, the library plans to repeat a similar program during the next year.

In January, at the East Hills Library, forty-eight families enrolled and participated in the "2005 Cabin Reading Program."

Programming continues year-round, both within the libraries and in the community. Each library offered storytimes and programs throughout the year, in addition to providing monthly programs for several daycares and special programs for schools and groups.

In addition to children and teen programs, the library offered several adult programs for the first time in many years. Programs were presented on local transportation history, researching historic homes, and crafts.

The library co-sponsored several adult programs including weekly movies hosted by a local movie critic, a gardening and book signing program presented by a local author, an AARP driver safety program, an investment program, and a program on planning for retirement.

The library began publishing a quarterly newsletter this year entitled "Library Matters". The newsletter is available for pick up at each library facility and is mailed or emailed to Board members, Friends members, and others who request it.

Our best sellers club, the VIP Club, a program where library staff automatically put reserves on books for patrons, began on November 1, 2004. By June 30, 2005, two-hundred seventy-nine patrons had signed up for the program.

American Library Association events were celebrated during the year. National Library Card Sign-Up month was celebrated by offering free replacement library cards and presenting gift bags to children who received their first library card. Banned Books Week was commemorated with displays at each library. Children's Book Week was celebrated at each library by holding a contest for children to guess how many gummy bookworms were in a jar. National Library Week was celebrated in April with drawings for children and adults at each library. Young People's Poetry Week was celebrated by holding a poetry contest. Winners in each age category received a gift certificate and had their poem posted on the library's website.

### **Collection Development**

The library received two Library Services Technology Act grants, administered by the Missouri State Library, involving collection development. The library participated for the second year in the LearnATest grant program, and in NoveList for the first year. Both are databases that are popular with staff and patrons.

A change was made in the processing of audiovisual materials so that only the first piece of multi-piece sets is barcoded. This change also affected statistics, as multi-piece sets were formerly counted by the number of pieces, and are now counted as one item. The change was done to simplify the handling of patron reserves on audiovisual materials and to allow for a more realistic statistical count.

The State of Missouri ended the paper government documents distribution program in place since the mid-1970s. The library continued to receive a few documents directly from state agencies, but the bulk of Missouri government information is now available via the Internet. A section of the library's website, available at <http://sjpl.lib.mo.us> features Missouri government sites.

The library received several significant donations throughout the year. A large donation of material on former local architect, Harvey Ellis was given to the Reference

Department. The St. Joseph Fire Department donated 25 books on fire safety and a fireman's helmet to the Children's department at the Downtown Library. A collection of juvenile Braille books was donated to the Downtown Library by the St. Joseph School District. The library is proud to be able to offer *Harry Potter* in Braille. A local service club, East Hills Sertoma, donated a video collection of children's stories in sign language to the East Hills Library.

The Children's Department at the Downtown Library created 24 readers' advisory pamphlets that were distributed to all library facilities. The staff at the Downtown Library created 17 readers' advisory pamphlets. The pamphlets highlight many different types of books such as mystery, fantasy, history, adventure, black history, librarian favorites, award winners and age appropriate lists for several grades.

The Reference Department completed a reference section of the web site. The site offers an explanation of reference services and links to federal, state, and local government information; business and career information, links to job postings, and general reference sites.

### **Personnel, Trustees, Volunteers and Staff Development**

Volunteers continue to be an integral part of providing library service. Volunteers assisted the library this year in several ways. They assisted the Technical Services Department by unpacking library materials, covering and labeling, and filing. They assisted with the Summer Reading Program by counting attendance and handing out prizes. Volunteers assisted in packing and unpacking books during the move to the new East Hills Library. They assisted weekly with shelving library materials at the East Hills Library. Volunteers also helped maintain the park at the Washington Park Library.

The library sent out 74 thank you notes during National Volunteer Week, of which 50 included a "I am appreciated" pin for those volunteering more than four hours. Volunteers spent roughly 700 hours working at the library during the year.

Ashley Hagan, a graduate student at the University of Missouri, Columbia, completed a seven-week practicum with the library. Ms. Hagen spent time in the Reference, Children's and Circulation departments at the Downtown Library. She planned an adult program and helped the Reference Department with their development of a web page.

A staff day for public services staff was held in February, 2005. A trainer from KCMLIN presented a program on Readers' Advisory, the St. Joseph Police Department offered a session on safety, and the staff shared tips with each other on using the Integrated Library System, Unicorn. The Readers' Advisory portion of the staff day was funded with an LSTA grant, administered by the Missouri State Library.

The library encourages the development of staff members by participation in workshops, conferences, and courses related to the employee's job. In conjunction with this, the staff took advantage of training provided by the Missouri State Library, MOREnet, the Missouri Library Association, the Missouri Library Network Corporation, and the Kansas City Metropolitan Library and Information Network.

Two staff members received Library Services Technology Act grants from the Missouri State Library to attend the Sirsi SuperConference in Nashville, TN in March, 2005. The grant funded 75% of the expenses, allowing the staff members to attend the beneficial conference.

### **Facilities and Equipment**

Construction of the new East Hills Library was completed this year. The 27,000 square foot library opened in September, 2004 with a grand opening celebration. The library houses the Technical Services Department, in addition to providing children's, young adult, and adult services to the public. The library features a coffee shop, the St. Joseph Visitor's Center, and two meeting rooms, one of which offers stadium style seating and audiovisual equipment available for use.

The East Hills Library features three large sculptures. "Girl with Dove," a bronze statue by sculptor Tom Corbin, graces the outside entrance to the library and was donated by the William T. Kemper Foundation, Commerce Bank, and the Bradley Family Charitable Trust. "The Good Book", a bronze statue by Mark Lundeen, was donated by Robert and Marcie Thedinger and sits in the upper lobby of the library. The St. Joseph Rotary Club East donated an aluminum sculpture, the Peace Globe, and it sits on the terrace.

The parks at the Washington Park and Carnegie Libraries were enhanced this year with the planting of several new trees, and the addition of park benches. Many of the trees and park benches were generously donated by community groups and individuals.

### **Community Relations**

The library joined the Kansas City Metropolitan Library Information Network in July 2004. As a benefit of membership the library was able to transfer materials to and from other member libraries across the state via a courier service. The library also received discounted rates for KCMLIN workshops.

The library is represented by membership in several community groups including the Downtown Association, the Northtown Association, the Runcie Club, the St. Joseph Area Literacy Coalition, the St. Joseph Youth Alliance Community Partnership, the St. Joseph Area Chamber of Commerce, Leadership St. Joseph, Sertoma Club, and Rotary International.



The library-by-mail and deposit site programs continue to flourish. By year end, there were eight deposit sites and 105 patrons signed up for library-by-mail.

The Friends of the St. Joseph Public Library sponsored monthly adult book clubs at the Downtown and East Hills libraries. They held a book sale at the East Hills Shopping Center in October, and formed a volunteer crew to help sort the donated books throughout the year. The Friends supported the library during the year by underwriting the Summer Reading Program expenses and provided the funding for the purchase of 200 copies of BookPage each month, a popular book review magazine.

The library participated in several community events including a St. Joseph Area Chamber of Commerce job fair, the YWCA's Women of Excellence Luncheon, Literacy Information Day, the Literacy Coalition's annual author visit, the Literacy Luncheon, a children's fair sponsored by the Mid-America Association for the Education of Young Children, Agency Days, a Pearl Harbor Remembrance event, Juneteenth, and "St. Joseph Celebration of the Young Child."

**Statistics**

INCOME

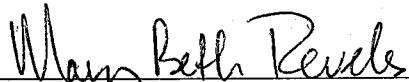
Local tax income	\$2,504,387
State aid	38,089
Other	<u>122,003</u>
Total	\$2,664,479

EXPENDITURES

Personnel	\$1,353,311
Collection	529,545
Operations	540,105
COP Payment	687,429
Construction	<u>728,764</u>
Total	\$3,839,154

\*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	46,944
Total circulation:	547,421
Total library holdings:	261,815
Annual number of reference transactions:	13,448
Total internet sessions:	75,735
Annual program attendance:	18,851
Total number of programs:	582



Mary Beth Revels  
Director  
St. Joseph, MO