

ANNUAL REPORT 2022-2023

118TH EDITION

St. Joseph Public Library
Part of *Your* Story



Sensory Storytime



Trivia Night



Pokemon Club



Fairy House Craft

MISSION, VISION & VALUES

Mission

The St. Joseph Public Library provides our community physical and virtual gathering spaces to access information, education, and recreation.

Vision

The St. Joseph Public Library offers our community a window to the past and a gateway to the future.

Values

The St. Joseph Public Library values:

ACCOUNTABILITY We are dedicated to delivering on our commitments and the sound stewardship of our taxpayer dollars.

EXCELLENCE We are courteous professionals who strive to create extraordinary experiences for our community.

EQUALITY We are free and open to all people and ideas. We treat everyone with respect and compassion.

INNOVATION We are always learning. We continually explore new ways of doing things better and doing better things.

PASSION We love the library, we love St. Joseph, and we love what we do.

TEAMWORK We build connections and celebrate the diversity of our experiences.



BOARD OF TRUSTEES

Rosetta Ballew-Jennings - President

David Jordan - Treasurer

Joshua Bachman

Mike Cadden

Bobbie Cronk

Brian Kirk - Vice President

Elizabeth Latosi-Sawin - Secretary

Kyla Ward

Tona Williams

MANAGEMENT TEAM

Mary Beth Revels - Director

Shirley Blakeney - Branch Manager, East Hills Library

Karen Schultz - Branch Manager, Washington Park Library

Audrey Sheets - Branch Manager, Carnegie Library

Jen Wildhagen - Branch Manager, Downtown Library

Crystal Stuck - Community Services and Outreach Coordinator

Sharon Canter - Manager, Reference Services

Misty Snider - Manager, Children's Services, East Hills Library

Lisa Ransom - Manager, Children's Services, Downtown Library

Kim Tullis - Manager, Technical Services Department

FRIENDS OF THE ST. JOSEPH PUBLIC LIBRARY BOARD

Barb Yarbrough - President

Pat Sander - Secretary

Tyler Ferrell

Felicia Hawkins

Bob Mackey - Vice President

Annie Updegraff - Treasurer

Margaret Redmond

Matthew White

The *Friends of the St. Joseph Public Library* is a 501(c)(3) organization and had 111 paid members during the fiscal year. The Friends support SJPL and the community in multiple ways. They provide funding for the Summer Reading Program. They funded three students working toward their diplomas through the Gale Excel Adult High School program. They sponsor the weekly Friends Front Row Movie Series hosted by Bob Shultz. They are an annual supporter of the Allied Arts Sculpture Walk.

The Friends raise money through memberships and by hosting book sales. This fiscal year, newly acquired space at the Downtown Library was renovated specifically to accommodate book sales hosted by the Friends of the Library. The Friends hosted their first sale in the new space, the Vintage Book Sale, held in June.

Staff members Crystal Stuck, Jessica Poet, and Olivia Wildhagen-Piercy all assist with the day-to-day activities of the Friends.

ST. JOSEPH PUBLIC LIBRARY FOUNDATION

Drew Brown - President
Alison Schieber - Secretary
Whitney Lanning
Bill McMurray
Houston Roberts

LeeAnn Leonard - Vice President
Nancy Nash - Treasurer
Ralph Schank
Rosetta Ballew-Jennings
David Jordan

The *St. Joseph Public Library Foundation* is a 501(c)(3) organization that promotes private donations to help ensure SJPL's future. The SJPL Foundation typically supports the library by funding one-time special requests. During this fiscal year, the Foundation did something different. They funded the purchase of extra best-selling books for the library so the wait time would be reduced for patrons wanting to read them. They also gave extra funding to support library programs and completely underwrote the expenses associated with the twenty hotspots SJPL checks out to patrons for this fiscal year.

The Foundation also provides funds to purchase pet and animal-related books for the East Hills Library, thanks to Laura Hutton Memorial donations that have funded the book purchases for several years.

The Foundation raises money through an annual fundraising drive and this year the Foundation added the sale of holiday cards. The cards were designed by Jessica Poet and printed locally. The Foundation is looking forward to issuing a second edition of the cards set during the upcoming holiday season.



FINANCES

Income

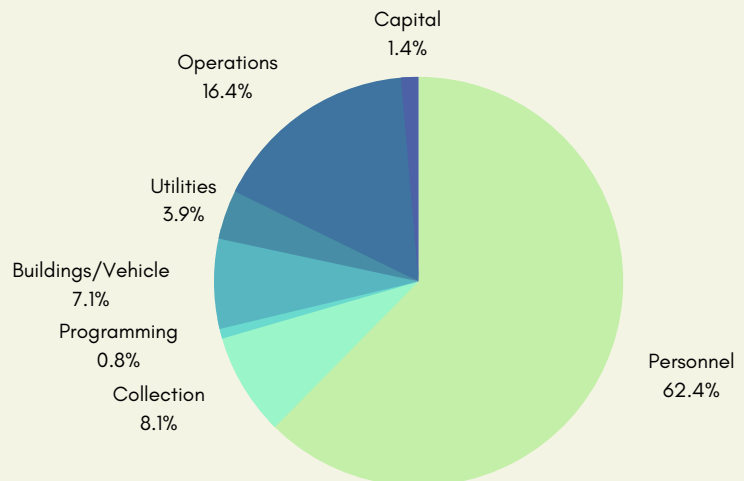
Local Tax Income	\$ 3,575,762
State Aid	\$ 43,296
Grants	\$ 48,293
Athletes & Entertainers Funds	\$ 48,197
Donations	\$ 43,389
CVB Rent	\$ 4,710
Other	\$ 19,823

Total Income \$ 3,783,470

Expenses

Personnel	\$ 2,290,848
Collection	\$ 297,434
Programming	\$ 28,556
Buildings & Vehicle	\$ 260,447
Utilities	\$ 142,941
Operations	\$ 600,711
Capital Expenses	\$ 50,820

Total Expenses \$ 3,671,757



The Missouri State Library encourages libraries to apply for competitive grants from Library Services and Technology Act (LSTA) funds supplied by the Institute of Museum and Library Services. During the 2022-2023 fiscal year, SJPL received the following LSTA funding from the Missouri State Library:

Summer Reading: helped support the All Together Now 2023 Summer Reading Program by underwriting some costs for prizes.

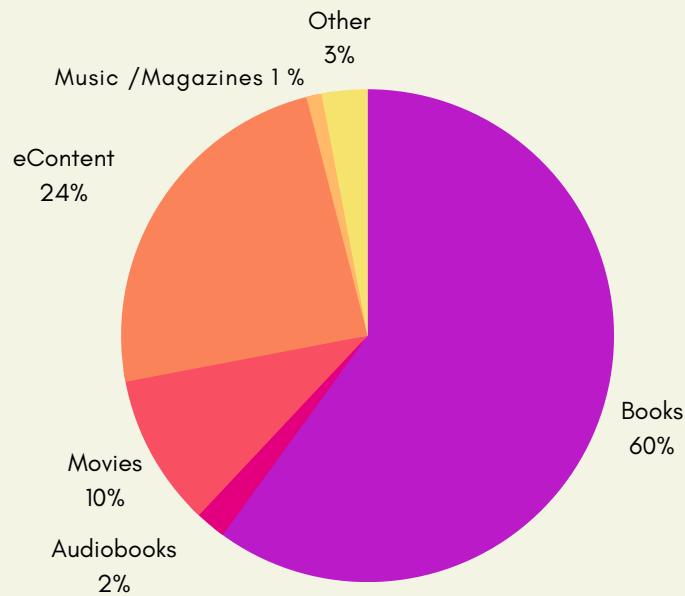
STEAM to GO Kits: allowed the purchase of STEAM to GO kits for all library branches.

Strengthen Missourians: funded a one-year subscription to HelpNow, a homework and online tutoring service, as well as Chromebooks and hotspots for Excel Adult High School students.

Spotlight on Literacy: provided funding for early literacy programs in collaboration with United Way's Success by 6, Rolling Hills Library, Head Start, YWCA, Parents as Teachers, and Youth Alliance.

STATISTICS

Checkouts	Total	Adult	Teen	Children
Books	119,740	72,202	4,611	42,927
Audiobooks	3,292	2,774	15	503
Movies	20,373	16,767	6	3,600
eContent	48,702	39,950	3,889	4,863
Magazines	675	674	N/A	1
Music	980	949	N/A	31
Other (Hotspots, Kits, Fishing Poles, Seed Packets)	6,708	6,202	N/A	506
Total Checkouts	200,470	139,518	8,521	52,431



Programs	Programs Offered	Attendance
Preschool	203	3,894
Kids	172	6,858
Teens	62	902
Adults	217	3,635
Total	654	15,289

LIBRARY PROGRAMS

SJPL provides educational, fun, and engaging programs for all ages.

"I love the creative programs that bring our community together!" -B.A.



DIRECTOR'S REPORT

I provide new Library Board of Trustee members with a "Helpful Library Facts" document and I thought others would enjoy learning some basic facts about SJPL. The library's fiscal year begins on July 1st each year and ends on June 30 of the following year. This year's report covers July 1, 2022 to June 30, 2023.

Missouri has a State Librarian and a State Library. The State Library is part of the Secretary of State's Office. The State Library supports libraries throughout Missouri and administers LSTA (Library Services & Technology Act) funds primarily through competitive grants.

The St. Joseph Public Library has been a part of our community since 1890. We are a municipal library and an independent political subdivision which means SJPL is funded by a voter-approved tax. Our tax rate is currently \$0.42 per \$100 of assessed valuation for those who reside within the library district. The SJPL district encompasses most, but not all, of St. Joseph. Those areas of St. Joseph annexed after 1965 are in the Rolling Hills Library district.

SJPL is governed by a nine member Board of Trustees. Because SJPL is a municipal library, the Mayor of St. Joseph nominates Board members, and the City Council approves them. Trustees are appointed for 3-year terms and can serve three consecutive terms.

SJPL is audited annually, as required by Missouri law, because our operating budget exceeds \$1 million. The completed audit is submitted annually to the state by December 31. Copies of completed audits are in my office at the Downtown Library and are available to view upon request.

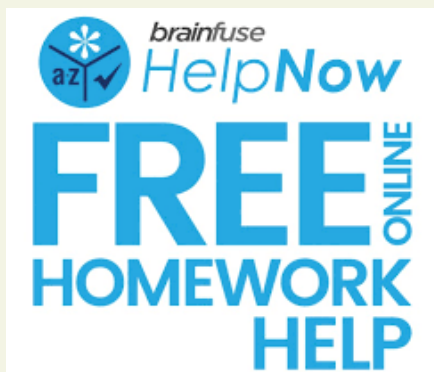


The Noon Year's Eve Party at the East Hills Library is always a hit!

DIRECTOR'S REPORT CONTINUED



The creative SJPL staff offers lots of educational, entertaining, and engaging programs for all ages. Programs range from baby, toddler and preschool storytimes to Teen After Hours to History Happy Hour at a local brewery to a Mini Canvas Art contest for kids and teens to Holiday Family Photo sessions.



We offer computer access and assistance and Wi-Fi internet access at all of our locations. We also check out mobile hotspots and they are always in demand. Not everyone can afford home Internet access and we are proud to help bridge that gap.

Some of the services we offer are online and available through our website: sjpl.lib.mo.us/databases. There are many helpful, enriching, and educational online resources on the site. The Gale Excel Adult High School is an online high school that allows adults to finish their high school diploma. So far, four adult students have graduated. The HelpNow Homework Help & Tutoring Service is available every day except holidays from 2 - 11 pm and helps kindergarteners to college learners and beyond with school work and even job skills.



The Downtown Library was able to make some special purchases last year thanks to a bequest from Shirley Bradley's estate: a Kitchen a la Cart for programming and an overhead book scanner to digitize fragile local history items. The book scanner was also partially funded with LSTA grant funds. These purchases, though totally different from each other, help SJPL extend our reach into the community and wider world, which is exactly what we love to do.

Mary Beth Revels

OTHER HIGHLIGHTS OF THE YEAR

The Board of Trustees approved a long range plan. It was developed with lots of community input. We conducted a community survey, staff survey, community stakeholders were interviewed, and we hosted focus group meetings at every library branch. A staff committee of 12 worked closely with a consulting company, OrangeBoy, to finalize the plan. We updated the SJPL mission and vision statements as part of the process and immediately began working toward the goals laid out in the plan.

The Reference Department, housed in the Downtown Library, continues to be one of the best resources for local history information in St. Joseph. Our Reference Librarians are dedicated to making St. Joseph history more accessible. Some of the ways we accomplish this are by digitizing fragile local history documents, by creating and posting videos about history on the SJPLArchives TikTok page, and posting stories on the City Worth While section of the library website: <https://sjplhistory.wixsite.com/cityworthwhile/blog>.

The VIP Club, a library service which automatically places reserves on books and audiobooks by selected popular authors, had 312 members.

SJPL offers a wide selection of online resources at <https://sjpl.lib.mo.us/databases> and over the last year there were 25,520 searches completed. We offer legal forms, stock analysis, job search and resume help, practice tests, information on health, genealogy, car repair, phone numbers, travel information, and much more.

SJPL provides additional services at little to no cost to our patrons. They include faxing, scanning, laminating, test proctoring, 3D printing, and notary.

We are appreciative of the volunteers who give of their time to help the library in various ways. During the year, 107 people volunteered for 406 hours at the library.

Children's staff often provide programs in the community. In addition to visiting public schools, librarians provided storytimes or programs for: Bartlett Center, UCP, YWCA, St. Gianna Daycare, Kindercare, St. Paul Lutheran School, and YWCA Grit Center.

Library staff participated in community programs and events throughout the year including: United Way Reading Adventures, Pride Festival, MWSU Community Resource Fair, Tiny Tot Town, MERIL's Trunk or Treat, Read Across America, Joseph Company 3D Journey, and Homeschool Resource Fair.

“My Favorite thing about the library is the ever changing selection of books” - B.L.

COLLECTIONS

SJPL migrated to a new integrated library system in May. We moved from a standalone system to the Missouri Evergreen Consortium, and were the 61st Missouri library to join. Our library patrons went from having 200,000 items to choose from to 4.5 million! The migration was supported by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act as administered by the Missouri State Library, a division of the Office of the Secretary of State.

Library staff constantly work with the collections of materials in each of the branches such as books, audiobooks, and movies. New materials are constantly being ordered by selectors at each branch. The materials already on the shelves are checked for order, are cleaned and repaired, and weeded as needed.

BUILDINGS

SJPL owns and operates four library buildings around St. Joseph. Each library operates both as an individual branch and a necessary part of the SJPL system.

The Downtown Library, located at 927 Felix Street, opened in 1902, although SJPL did not actually own the building until August 2022 when it was purchased from the St. Joseph School District. The purchase of the building provided much needed space and the Outreach Department moved to the Downtown Library building. Rooms were renovated to create permanent Book Sale space in the branch.

The Carnegie Library, located at 316 Massachusetts Street, also opened in 1902 and was built with funds from the Andrew Carnegie Foundation on land that was donated by John Donovan. A Loving Cup that was given to John Donovan by the citizens of St. Joseph was gifted to the library in 1913 and is proudly on display in a special lighted case.

The Washington Park Library, located at 1821 N. 3rd Street, opened in 1910 and was also built with funds from the Andrew Carnegie Foundation. The library was constructed on an existing city park that was named for Washington Jones, a prominent citizen in St. Joseph in the early 1900s.

Our newest branch, the East Hills Library opened in 2004 and is located at 502 N. Woodbine Road. One of its most popular features is a theater-style meeting room that is utilized daily for library programs and community meetings and events.

“I love the history and architecture of our St. Joseph library buildings” - B.L.

“The best thing about the library? The helpful librarians!” - A.A.

LIBRARY STAFF

Staff Development Day was held at the East Hills Library with 41 staff members attending. Training sessions covered the topics of Intellectual Freedom Standards in Customer Service and Tactical Thinking. The day ended on a fun note with Music Bingo.

Library staff attended in-person and virtual training through many organizations including American Library Association, AMIGOS, Grand River Library Conference, Homeless Institute, Leadership St. Joseph, Mid-America Library Alliance, Missouri Evergreen, Missouri State Library, Missouri Library Association, Niche Academy, Public Library Association, American Red Cross, TAKE Self-Defense, Midwest Genealogy Center, Library Journal and LibraryWorks.

Staff also attended the following conferences: Public Library Association Conference, Missouri Library Association Conference, Missouri School Library Association Conference, and Romance GenreCon.

As of June 30, 2023, SJPL had 56 employees, 33 of whom were full-time and 23 were part-time. Our library staff is committed to providing the materials and programs our community wants and needs. SJPL is dedicated to being Part of Your Story.



Teen Librarians visiting a local high school (left) and families enjoying library activities at the Read Across America community event (right).