

# BROOKINGS PUBLIC LIBRARY

## 2017 ANNUAL REPORT

### MISSION STATEMENT

The Brookings Public Library will provide materials and information contributing to the education, recreation and quality of life for the community.

### LIBRARY BOARD MEMBERS

Doug O'Neil  
Katherine Miller  
Janell Hoffelt  
Deb Waltman  
James Rice

### 2017 AT A GLANCE

Total Circulation: 201,723 items  
Total Library Use: 277,693 (includes computer use, reference and computer questions answered, and materials used in-house)  
Registration at year's end: 14,775  
Total Expenditures: (estimated)  
    City/county funds: \$1,078,943  
    Fines, gifts: \$37,853.86  
Library Holdings at Year's End: 128,738  
Circulations Per Capita: 5.9  
Circulations Per Card Holder: 13.65  
Expenditures per capita: \$32.71  
Expenditures per circulation: \$5.54  
County funds received: \$17,500

### HIGHLIGHTS OF 2017

- ❖ Our collection is continuously growing to best meet the needs of the community. To this end, Nancy Swenson, Technology Services Librarian, started a board game collection with a gift from the Friends of the Library and donations from board game publishers.
- ❖ To better serve our patrons, we updated our computer lab management and printing software.
- ❖ To improve patron internet access, we applied for and received a Larson Foundation Grant to update our wireless access points, replace seven computer lab computers, and replace the laptops the library has for check-out.
- ❖ Community collaboration continued to be successful with our Children's Librarian Katherine Eberline's visits to the local pre-schools, and with Outreach Coordinator Karen Burn's continued delivery of books to home-bound patrons.

## **PERFORMANCE MEASURES**

### **Children's Services**

*Service Measure: Number of attendees at children's programs:*

Our children's summer reading program - "Build a Better World"- continued to attract many participants. We had 1,543 kids and teens signed up to read or be read to. This year the number of participants registered determined the number of colors that Katherine Eberline, Children's Librarian, dyed her hair. This year the number of colors was six. The many programs we had during the summer drew more than 12,567 young people to the library. The Library was able to partner with the Children's Museum for both the bike rodeo and the transportation fair.

Additional children's programs throughout the year included monthly puppet shows, which are always popular and brought in 925 attendees. Family Science Nights attracted 329 children and parents, and our thirteenth Illustrate-a-Book Contest drew 220 entries. The Star Wars Reads Day brought in 225 participants, complete with costumes and light sabers.

We held fall and a spring sessions of Storytime in addition to our Summer Reading Program series. Altogether, 5,887 young people enjoyed the Storytime programs throughout the year. This number includes Katherine's visits to Headstart, GAP, Peace Lutheran Preschool, and the Boys and Girls Club.

In the Young Adult area, programs presented for teens included Teen Book Club, Anime Club, Gaming Club, and Puppetry Club. There were 259 young people who registered for the teen summer reading program. Teen program attendance for the year was 1,758, with Anime Club being the most popular program.

Total attendance at all children's and young adult programs or presentations held this year was 19,585. Attendance this year was strongly affected by having to stop our spring programs at the end of February. March usually has a full assortment of programs with an attendance of 1,200-1,300, so missing this month had a noticeable impact on our yearly attendance. (*Katherine Eberline and her husband adopted two boys from Columbia in March 2017.*)

### **Adult Services**

*Service Measure: Number of attendees at adult programs:*

The Library offered solely or collaborated with other organizations to present 65 adult programs this year with 995 attending. Some of the special programs offered included a presentation with the Brookings Area Master Gardeners, adult craft nights, various historical re-enactors, musicians, and a vegetarian potluck to name a few. We also conducted seven computer classes and held 42 book discussions.

Two reading challenges were offered for our adult patrons, one in the spring and one in the summer to coincide with the Summer Reading Program that is offered for children and teens. We had 54 complete the spring challenge, and 30 complete the summer reading program.

The Library staff answered 5,592 reference questions during 2017, served as notaries 341 times and proctored 237 tests.

Outreach served 97 individuals during 2017 with 4,296 items delivered. The Outreach Coordinator continues to take items to the Brookview Manor, Park Place, United Living Community, Sunchase Apartments, and Arrowhead Apartments, in addition to private housing. Twenty-nine new patrons were added this year. Fifteen patrons withdrew from the service.

Our Interlibrary Loan Coordinator facilitated 2,017 items requests. Other libraries requested 2,659 items from us in 2017. In addition, the Interlibrary Loan Coordinator took or retrieved 7,388 items to Briggs Library to connect with the statewide courier service.

Three hundred and twenty three (323) unique publications were developed for the library, including monthly newsletters, summer reading programs forms, Channel 9 and city website calendar slides, promotional materials, and signage. We print an average of 325 newsletters a month.

*Service Measure: Meeting room user satisfaction:*

In 2017, the community utilized the Cooper Rooms, study rooms, conference room and Historical Room a total of 1,906 times. This does not include use by the Library for programming.

**Technology Services**

The Library's Community Computer Center and children's AWE computers continue to provide Internet, word processing, presentation, and learning software to the public with 22,212 uses, down slightly from 2016.

Audiovisual items remained well-used with 55,500 DVDs, CDs, and books on CD, checked out in 2017. In addition, the children's software packages were used in-house 18,205 times, particularly strong with the four AWE early school-age computers. The online Tumblebooks generated 1,754 hits as it encouraged and entertained young readers. The use of Ebooks and downloadable audio continues to increase with 26,665 check-outs during 2017, an increase of 1,602 from 2016. The use of Zinio and IndieFlix services was 1,227.

**Other Information**

We added 7,844 items to the collection during 2017, including 4,064 adult books, 2,119 children's/YA books, and 1,416 audiovisual items. We offered 146 periodicals and 13 newspapers for general use.

We withdrew 7,231 items from the collection: 4,121 adult books, 1,155 children's/YA books, and 1,120 audiovisual items. Weeding frees up space for the incoming new materials.

The Library had eleven adult volunteers who contributed 713.1 hours and ten youth volunteers who contributed 227.75 hours, totaling 940.85 hours.

## **Gifts**

The Friends of the Library contributed \$3,865 for programs, \$7,600 for materials, and 1,575 for new furniture totaling \$13,040.

Science at the Pub, a group that meets at Jim's Tap, donated \$1485 for Family Science Night.

Kathryn Quinones Estate gifted the library \$2,000 in memoriam.

The Library received a Larson Foundation Grant of \$20,800, to update and increase wireless connectivity, and purchase new laptops and computers for public use.

The Library has received approximately \$1,045 in board game donations from board game publishers.

## **Status of Strategic Plan Goals 2017**

### **1. Create Maker Spaces and foster maker opportunities**

- a. Acquire Maker technology
  - i. Purchase Arduino kits
    1. Goal: accomplished
  - ii. Have kits available for check-out by patrons
    1. Goal: summer 2017—accomplished January 2018
  - iii. Plan and implement classes,
    1. Goal: 2 public classes by the end of 2017, and multiple classes' through-out 2018 and 2019.
      - i. Didn't make the 2017 goal, but have classes lined up for 2018
- b. Research and develop additional maker space programming
  1. Goal: End of 2019

### **2. Re-evaluate floor space, shelving, and program space**

- a. Re-locate the magazine and newspaper area to north side of building
- b. Expand the Young Adult section into vacated magazine and newspaper area (expanding physical footage of area)
- c. Add additional shelving to the Young Adult section
- d. Purchase new shelving for Magazines and Newspapers.
  - i. Goal: have a-d completed by the end of 2017 or beginning of 2018
- e. Re-evaluate shelving for the Large Print Collection: lower shelves, more shelving space
  - i. More shelving space achieved by major weeding in the reference, non-fiction and back issue magazine sections
    1. Goal: end of 2019
      - a. In progress: expand Large-print to almost another range of shelving.
- f. Re-evaluate the children's section. Look at different shelving options and configuration
  1. Goal: end of 2019

- g. Assess possibility of creating a program area for future maker-space,
  - 1. Goal: end of 2019

**3. Engage with the community through collaboration**

- a. Brainstorm ways to collaborate with the Brookings Farmers Market, which is now located on Sixth Ave directly to the east of the Library.
  - 1. Goal: Summer 2017
    - a. Story time was held at the Farmers Market summer 2017
- b. Develop collaboration with the Brookings Maker Space
  - 1. Goal: End of 2018
- c. Partner with SDSU faculty and organizations
  - 1. Goal: Ongoing
- d. Partner/collaborate with Brookings School District
  - 1. Goal: Ongoing
- e. Assess feasibility for a Library Bike—mobile mini-library in order to engage with the community outside the library walls.
  - 1. Goal: Summer 2018.