



Library Work Statistics

	September-10	September-11	% Change
Days Open	21	25	
Door Count	25,117	26,931	7
Average Count Per Day	1,196	1,077	-10
Circulation	56,924	60,656	7
Average Per Day	2,711	2,426	-10
New Registrations	418	437	5
Holds	8,218	7,494	-9
Collection	142,809	128,341	-10
New Items	504	1,021	103
Programs	28	42	50
Attendance	1,488	684	-54
Computer Sessions	2,991	3,492	17
Reference Questions	1,225	1,511	23
Volunteer Hours	91	123	35

Budget

Budget Total	\$ 1,774,860	% year completed	100
Budget Balance	\$ 161,545	% budget remaining	91
Staff Expenditures	\$ 1,081,234	% budget spent	87
Material Expenditures	\$ 123,599	% budget spent	75
Other Expenditures	\$ 408,482	% budget spent	81

Revenues

	Budgeted	To Date	%
Property Taxes	\$ 1,565,600	\$ 1,584,397	101
Grants	\$ -	\$ -	-
Fines	\$ 35,000	\$ 47,599	136
Interest	\$ 3,000	\$ -	-
Donations	\$ 9,000	\$ 11,823	131
Miscellaneous	\$ 20,000	\$ 16,891	84
Charges for Services*	\$ 17,000	\$ 7,042	41
Totals	\$ 1,649,600	\$ 1,667,752	101

*non-resident library cards

GENERAL ISSUES:

Circulation – Our Fiscal Year 2011 circulation totaled 749,502. This is our highest annual circulation according to the records I have. While September was not remarkably higher than the previous year it does show the increase of being open Tuesdays.

Small Changes – If you haven't taken a walk through the library lately, you need to do that again. A reference area is set up and can be found next to the new second floor service point which is almost ready to staff. Old pictures and art have been removed or located to more visible locations, while new posters and our city map are in attractive frames have been placed around the library. If you would like invite a friend, I will give you and your friend a guided tour of our changes and plans for new services for the future.

NPL Strategic Planning –As part of our strategic planning, new mission and vision statements have been developed. This was accomplished in a group setting with open communication, high priority on clarity, and level interaction. Each of us pointed out concerns we had which helped us develop the vision and mission statements listed. The document included with your packet includes our current statements in an Arial font while the new statements are in a font similar to this document. We will continue working on the new strategic plan in the coming months, I think it will be encouraging to the staff involved to have your input and comments on these important statements.

By-Laws – As noted in an earlier email, the City Council approved the requested changes to City Code. I believe we should review our By Laws now to insure they are what we need and that we operate as indicated in our by-laws. I have attached a document that lists changes that I now recommend. I hope that each of you will review the changes I recommend, and the document as a whole to identify concerns you may have.

E-Books – I directed the purchase of 6 Kindles from Amazon. I am using one at this time to learn and will assign other staff to also work with the devices so that we are aware and current with what the public is using to read. As we learn how to use these devices I see an opportunity for training, for staff use, and for board use as well. I am anxious for our community to see the library as a place comfortable and knowledgeable about public access technology (the new phrase to replace public access computing).

Programs – Story time is back in full swing with our new storyteller, Miss Amanda. Things are going well. To prepare for these new duties she has attended a number of story times offered in libraries throughout the valley and is working to develop her own methods and manners.

Staff – If you check out your materials with the assistance of staff you have likely met many of our new employees. In Circulation you need to meet Janey Chao, Maggie Harris, Ryan Levinger and Tia Alsleban. New Pages include Nicole Foster, Arielle Nelson and Sara Hoback. New staff in Public Services are Joseph Alexander and Emily Egbert. All seem to be doing well and learning their jobs.

Nampa Public Library has been asked, and I accepted, the opportunity to be interviewed by the American Library Association staff on internet access and use in our community. This interview will occur in November and last about 90 minutes. Later that day they will conduct another interview at Marsing library. This is a good opportunity for our issues to be recorded on a national level. We may have common problems or we may have unique problems, I'm a little nervous to find out, but know that in the end it will help us be our best.

I have also been asked to serve on the legislative committee of the Association of Idaho Cities. I will review pending legislation for financial impact. Vikki Chandler will also serve on this committee if I remember correctly, a new opportunity to learn and be involved. The first meeting is in December, they expect most of the work to be done electronically.

CURRENT BUILDING AND EQUIPMENT:

Fire Safety – Work is under way. We have met with the contractor and the principles of each trade that will be working in the building. They are planning to do much of the work during non public hours. They expect to complete the work before December. I believe that the work will go well with minimal impact on the public or staff. That being said, this will be a stressful time for staff and in some cases for the public.

ADA Access – Recently I identified another fault with our current building. Our public entrance and exits have no automatic openers for ADA compliance. The cost for such a feature has been estimated at \$4,800. It is not currently budgeted and I am reluctant to foot this cost. I am willing to look for other funding for such a feature if so directed.

Awning – A safety issue which we have previously identified is our front window awning. The awning material is wearing out, a new tear has occurred, and the metal frame has to be adjusted/repared frequently, especially on windy days. A problem that goes along with our awning is that it bears the only noticeable name of the library. An estimate from an awning company totaled \$6,400 for a similar replacement product. The awning needs to come down for safety issues alone. Something needs to go up to maintain our community presence. I am working with a sign company to place a vinyl sign with the library name on the top three feet of the window. Such a sign will block the morning sun while letting everyone know we are a library. The cost for this will be just under \$1,000. The remaining portion of the window I would like to cover with a perforated vinyl product. I have a sample that I will show at our meeting. To cover the entire window would allow us to discard the worn and semi-functional blinds while creating a message of service and engagement with our community. I think the potential is incredible and the cost reasonable. I will have sample ideas and product at our meeting.

HVAC Failure – Our HVAC service company has notified us that we have greater failure on two of our roof mounted units. We had hoped that they would not experience critical failure so soon. While this is bad news, we received it in time to adjust some spending. Because our budget was not fully expended I directed that a purchase we had planned to make in 2012 be completed in 2011, the self service fine and fee payment

systems for which we budgeted \$15,000. While we have not yet received an estimate on the replacement and installation of these two HVAC units it was previously estimated at \$10,000 to \$12,000. With the onset of winter I plan to move as quickly as possible to resolve this issue. This will have a service impact due to the fact that a crane may be needed to lift the units into place, which will require our parking lot be inaccessible for about half a day.