

TO: The Library Board of Directors; Officers of Bushkill, Lower Nazareth, Upper Nazareth Townships and Nazareth Borough

FROM: John Reinhart, President of the 2009 Library Board of Directors

RE: 2009 Annual Report Memorial Library of Nazareth & Vicinity

2009 ANNUAL REPORT



Message from the President of the Board of Directors

This has been a challenging year for the Library. Financially, the Library was not immune to the effects of the national recession or the extended and bitter state budget battle that left the Library with a cut in state aid in 2009. At the same time with the steadfast financial support of our service area communities including: Nazareth, and Bushkill, Lower Nazareth and Upper Nazareth Townships, and support from many individuals, businesses, organizations and foundations we continued to strive towards making an impact, helping kids discover the joy of reading and contributing to a thriving community one reader at a time.

The following informational report details how the Library provides an environment that supports learning, enjoyment, and also provides opportunities that make an extraordinary difference in people's lives. As always we are grateful to the taxpayers of our service area, and to our patrons whose continued support inspires us.

The Board of Directors, Staff, Friends of the Library, Volunteers, Community Partners and Library Advocates remain central to the success of the Library. Thank you all for your dedication and for helping all of us make your community thrive at your library in 2009.

John Reinhart, 2009 Board President

Report from the Library Director:

Circulation, Registration and Acquisitions Services: Circulation increased to 143,414 in 2009. Nazareth Borough was the most active community followed closely by Bushkill, Upper Nazareth and Lower Nazareth Townships.

ACCESS Pennsylvania patrons from within the county and from outside the county continues to be an active group of library users. Access Pennsylvania is the statewide reimbursement program that allows library cardholders, from libraries that qualify for state aid, to borrow books from Nazareth and other participating libraries. Our library received \$1,692 in reimbursement funds for the items lent to this group of users. *While some portions of the ACCESS program will continue in 2010 cuts in state aid included the elimination of reimbursements for this program.*

The Library issued 1,177 membership cards in 2009. Currently there are 18,634 cardholders. Nazareth Borough has the largest number of patrons followed by Bushkill Township, Lower Nazareth Township and Upper Nazareth Township.

A total of 4,205 new items were added to the collection in 2009. To date we have 63,426 cataloged items available for use by our cardholders, including 2,524 electronic books.

Generous donations and gifts from residents and organizations greatly enhanced the Library's ability to sustain its collections and programs in 2009. The Library just could not do without the volunteers who worked 755 hours this past year. The value of those volunteer hours is \$15,000, according to the *Independent Sector, a coalition of foundations and non-profit organizations.*

The Library aggressively sought grant funding and received \$30,579 in grant funding in 2009. A total of \$15,000 in grant funding was spent on the continuing digitization of the Nazareth Item project. The project now has the years 1891-1952 available on the library webpage. A \$13,400 federal LSTA grant was received to establish a staff computer training lab. The Library continues to rely too heavily on unpredictable grant funding. This year's funding represents a 76% increase in grant funding from year 2008 (\$7,250). This increase vividly demonstrates the necessity for full restoration of state funding and the importance of predictable funding from our local municipalities. The Library also received a bequest of \$25,000 from the estate of the Pat Pierce to augment the audio book collection.

Reference and Reader's Services: Collaboration between the Library and area schools remains a crucial component of our community educational goals. Throughout the year the library staff supported the NASD, home schooling and parochial curriculums with homework assistance, school visits and Internet instruction. Two new databases: *Global Warrior and Culturegrams* were added to the digital collection specifically to support the multicultural curriculum assignments of area students. These and other databases are found on the library webpage at www.nazarethlibrary.org

56,207 online subscription database items were examined during 37,797 unique searches.

13,079 people signed in to use our public access computers, to search the Internet. This is an 8% increase in sign-ins and demonstrates the Library's important role in providing free access to current technology. Many of those using the computers are job hunting and writing resumes. 845 people used our WIFI connection which is available throughout the building. Combined staff and public searches of our online catalog reached 81,980. The staff answered 3,301 reference questions.

Technology: Technology continued to be an important component in improving library services. The following technology improvements were made:

- The digitization of the local newspaper **THE ITEM** continued. To date the years 1891-1952 have been completed. The newspaper is available 24/7 at the PA Digital Repository website at <http://www.accesspadigital.com/pmeln/pmeln.htm>.
- Global Warrior and Culturegrams, two new online databases for multicultural research needs are now available on the library webpage.
- A new version of the Library's automation software was installed. This necessitated the purchase of a new server. Email notices of items overdue and on reserve are now available to patrons.
- CareerHelpPA: The Library was chosen by the state as a pilot site for access to the database which provides live job hunting help, resume writing and technology skills building. This database is sponsored by the state and is available on our website.
- Regrettably a 71% decrease in funding by the state has severely cut the number of databases subscribed to and available on the POWER LIBRARY.

Programming, Services, and Meeting Room Use: A wide variety of programs were presented and the community room was used by various organizations. Many of the programs are planned and presented by library personnel. Others are funded by grants or co-sponsored by various organizations locally and throughout the area. In particular the financial contributions from the Friends of the Library help to initiate new and innovative programs, resources and services the Library might otherwise be unable to provide. Programs presented in 2009 included:

- *Resume Writing Workshops.* A three part workshop presented by Librarian Wendy Juniper.
- *Family Place Parent Child Programs:* A national initiative program that offers programs targeted to parents and children ages birth to 3 years. Featuring speakers from our local community partners.
- *Read About It!* a book discussion series a project sponsored Pa Humanities Council featuring a 4 part discussion of works by Pennsylvania authors.

Ongoing programs included year-round story times, Internet, online catalog and computer orientation. The library staff also proctored exams for a number of patrons throughout the year.



471 participants attended our "Be Creative @ the Library" summer reading program. Juvenile participants checked out 15,693 items during the six-week period and enjoyed the following programs: Family Craft Nights, Music in the Library, Art with Gina Devlin! Literary Lunches for Teens sponsored by the Friends of the Library continued to be one of our most popular summer programs. The successful Summer Reading Program was supported by donations from various organizations including: *The Friends of the Library, Binney & Smith, Just Born, Seven/Eleven, Schering Plough Corporation, KNBT, and Wal-Mart.*

Our meeting rooms were booked 108 times by various community organizations including home school students, teachers, tutors, and civic organizations.

Staffing: During the year the Director continued to serve on the Library Futures Salary Sub-committee and the Continuing Education Committee of the Pennsylvania Library Association. The Director is also a member of the Association's Public Library Committee, as well as the Nazareth Area Chamber of Commerce Technology Committee.

Librarian Wendy Juniper went on maternity leave in July and we were greatly assisted in her absence by part-time librarians Holly Bennett, Elaine Spyker and Alice Romberger.

Facility: The Director wishes to thank Keith Knecht and his staff at Nazareth Borough who once again did a tremendous job in caring for the Library building and grounds throughout the year.

A multi year project to paint the Trumbower House exterior was not completed in 2009, the project will continue in 2010. The Library experienced some interior vandalism throughout the year and as a consequence, surveillance cameras have been installed throughout the building.

Continuing Education: In order to enhance the ability of our staff to effectively serve our patrons and meet the state library mandates for continuing education, the staff took advantage of a number of webinar programs offered by OCLC (Online Computer Library Center) and Web Junction. Staff members also participated in and attended a number of conferences and workshops including:

- *“What the Hack?!? Essential Library & Life Hacks“* College & Research Division of the Pa Library Association May 27, 2009 St. Joseph College Philadelphia, PA
- *“No No’s a Customer Service Workshop”* Kelly Krieg-Sigman, Tri District Meeting June 26. 2009 Bethlehem, PA
- *IRS Guidance for 403B plans, past present and future* Webinar TIAA CREF July 22, 2009
- *Library Corporation Users Conference:*, Gaylord Center, Washington, D.C. October 28-Nov. 1, 2009

Board Activities: Board members met with state legislators Senator Patrick Browne and Rep. Grucela to inform them of the loss of services that cuts in the state budget would bring. The Board recognizing the difficulty local municipalities are experiencing as a part of the overall economic situation requested that the local municipalities provide us the same funding for 2010. All four have committed to doing that if not more. With the severe cuts in State Aid this has been a most welcome and most appreciated commitment allowing us to continue to provide essential services to the public we serve. The Board closely followed the protracted state budget battle that ultimately resulted in a \$21,000 loss in state aid and nearly \$40,000 in other state services including: the elimination of Access Pa reimbursement program and the severe cuts to the Power Library databases.

In June the Library unexpectedly found itself on national TV when it was featured on the Steven Colbert Show, not once but twice! A Tatamy resident contacted the show regarding their wish to become a library member. The Board initiated a meeting with Clare Zales, Deputy Secretary of Education and Chris Moren, a Tatamy Borough council member to discuss the Library's membership policy. Ms. Zales fully supported the Library Board's decision to not sell cards to non resident communities.

The Board will strive to expand the cooperation of our local funding municipalities who continue to collectively support the Library through good times and bad.

The Library Board keeps abreast of library developments on the state and federal level.

Initiatives of the current strategic plan accomplished in 2009 included:

- Improved and enhanced experience for library users through the enhancement of technology and the continuing development of our staff.
- Collaborative efforts with local and educational institutions.

Going Forward: Despite the current economic downturn, and the devastating loss of \$21,000 in state aid for 2010 there is still reason for optimism, the huge cuts in state funding and state services have caused us to: reduce our staff, reduce our collection expenditures and to freeze salaries for the coming year. However we have not cut back on our enthusiasm. Our mission is to support lifelong learning for our users. We believe we accomplished that in 2009 and we believe the best is yet to come in 2010.

Respectfully submitted

Lynn Snodgrass-Pilla, MLS, Library Director

February 23, 2010

Quick Library Facts for FY 2009

18,634 residents in our service area have library cards
 These cards were used to borrow 143,414 items
 The collection has 63,426 items available for use
 9,440 people attended Library programs
 13,079 people used our computers and/or wireless network
 755 volunteer hours were contributed to the Library during the year
 Library operating expenditures \$474,305; Library operating revenue \$468,409¹

2009 Board of Directors as of December 31, 2009*

		Position	Term Expires
Laurie Jordan	Lower Nazareth Twp.	Member	Dec-10
John Reinhart	Nazareth Borough	President	Dec-10
Jeffrey Corpora	Nazareth Borough	Member	Dec-09
Terri Sayago	Upper Nazareth Twp.	Vice President	Dec-09
John Daly	Nazareth Borough	Member	Dec-11
Dr. Barbara Fischl	Nazareth Borough	Secretary	Dec-11
Charles Finady	Bushkill Township	Treasurer	Dec-09

**Members are appointed by municipalities. They receive no compensation for service*

Full Time Library Staff as of December 31, 2009

Lynn Snodgrass-Pilla, MLS	Director
Catherine Stewart, BS	Assistant Director
Eileen Bocich	Senior Library Assistant
Barbara Pferrer	Senior Library Assistant

Part-Time Library Staff as of December 31, 2009

Carol Bowers	Library Assistant
Carole Brill	Library Assistant
Brendon Burton	Student Page
Holly Bennett, MLS	Librarian
Alice Romberger, MLS	Librarian
William Jefferson, MIS	Librarian
Wendy Juniper, MLS	Librarian
Joann Kelly, MS	Library Assistant
Marie Loser	Bookkeeper
Kaitlyn Knecht	Student Page
Shawn Wright	Library Assistant
Matt Rohn	Student Page
Alice Yeakel	Library Assistant

¹ Does not include grant funding, bequests or the 2010 state aid payment which was received in 2009. The state aid payment was made in 2009 by the Office of Commonwealth Libraries so that the funds could not be diverted to the state general fund.

