

# Annual Report 2012

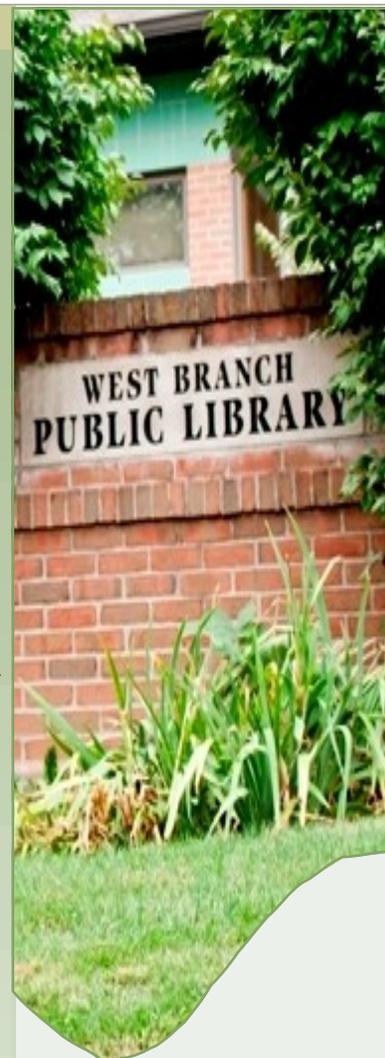
## Director's Message

I will begin this report by echoing from the 2011 report what I believe is the most important thing that I personally can say about the past year: the library can't hope to exist as it does without the support of the many people that are involved in it and that both the community and I owe them a great deal of thanks. Each year, volunteers, members of the Friends of the Library, and members of the Board of Trustees put in countless hours to improve the library and help make it a better place for all members of our community with no other compensation than knowing that they are making our community a better place. I would also like to thank the other library staff members who work on a day in and day out to carry out the many library operations, assist people with library services, and who constantly make my job easier. Thank you to everyone.

I also always want to provide a quick wrap-up on the year and can say that the past year flew by far too quickly. It seems like just yesterday we were going through the process of switching over to the new catalog system which I hope you have found as useful and helpful as we have here. Library programs were again plentiful and well attended. We had 281 events this year, which is about 3 events for every 4 days and saw over 6,500 community members there. The library remained an important source of entertainment and education including several advances into electronic books. It was all immensely easier, too, given the increasing support from the City of West Branch, Cedar County, the Friends of the Library, and private citizens. The library has also moved further into the project for improved library facilities and thank all of you for your input during our community input forums this spring in our building programming creation.

In conclusion, it has been a fantastic year and if you have any questions or comments about this report or something in addition, please contact me by email at [nshimmin@westbranch.lib.ia.us](mailto:nshimmin@westbranch.lib.ia.us) or by phone at (319)643-2633.

-Nick Shimmin  
Director, West Branch Public Library



## Inside this report

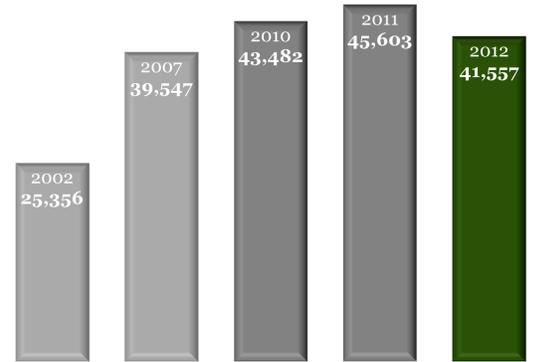
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## Library Use - Circulation

Circulation at the library took a step back this year, moving down from the 45,603 in 2011 to 41,557 this year. The two primary areas that accounted for this decrease were in youth materials and in DVDs.

Many people may note that the after-school period at the library can generally be a chaotic time with the building filled with younger library users. This was not the case during 2011 tending towards quieter groups and smaller crowds. While lending to a generally softer atmosphere, the use of both these print collections and to DVDs dropped as a result.



Circulation totals - 2002 to 2012

The proliferation of Netflix and Redbox services has also hurt DVD circulation in no small amounts. While libraries have worked to establish downloadable ebook services, there are not currently options available for libraries to offer streaming movies.

***The children of West Branch read a total of 129,040 minutes from the beginning of June through August 21st, 2012. That is 2,150.6 hours, 89.6 days, or 2.9 months of continuous reading.***

### Summer Reading Program



In 2012, 263 children, 71 teens, and 84 adults signed up to read for prizes during the Summer Reading Program. The themes this year were about dreams and the night including imagination, who you want to be, and nighttime activities and animals.

The library welcomed guests from the Grout Museum who took us on a trip to the solar system, the Blank Park Zoo brought unusual nighttime animals, and Cedar County Conservation taught us all about bats, among many other programs.

We hope to see you all back in 2013 for the theme, "Dig into Reading."

## Library Use - Programs

Programming has continued again this year to be a big draw to the library. In total, 6,581 people participated in storytimes, family movie nights, and many of the different summer reading events.

Library programs give library patrons of all ages a chance to have fun and learn at the library in addition to promoting reading by bringing the community to the library books.

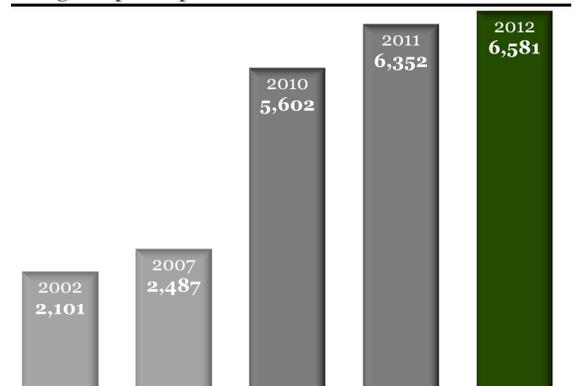
The library this year featured special programming with the National Park Service who provided early release programming as well as a visit from juvenile book author, Mike Graf.

Keep an eye out on the library's website ([www.wbpl.org](http://www.wbpl.org)) or join us on Facebook ([www.facebook.com/westbranchlibrary](http://www.facebook.com/westbranchlibrary)) for information on upcoming programs in 2013!



Members of the teen summer read program experimented with light painting photography.

Program participation - 2002 to 2012





## Board of Trustees, Library Staff, & the Friends of the West Branch Public Library

### Library Staff

The Library staff conducts the everyday operation of the library from checking out your library materials to hosting library programs to making sure the library looks good.

Nick Shimmin - Library Director	Becky Knoche - Youth Librarian/ Assistant Director
Kat Korsmo - Library Assistant	Claudia Wallick - Library Assistant
Jessica Schafer - Library Assistant <i>(beginning January 2012)</i>	Kim Martin - Library Assistant <i>(ending January 2012)</i>

### Library Board of Trustees

The board of trustees of the West Branch Public Library is a group appointed by the city council of the city of West Branch who are responsible for library planning, creation and development of the library's governing policies, creation and monitoring of the library's budget and finances, and evaluation of the library director.

Dan Stevenson - Board President	Peter Pappas - Vice President
Cary Wiesner - Secretary	Amy Colbert
Nan Fawcett	Laura Gongora
Amanda Rushton	

### Friends of the West Branch Public Library Board

The Friends of the West Branch Public Library is a separate nonprofit organization dedicated to the improvement of the West Branch Public Library. The Friends work to sponsor programs, provide funding for special projects, and to otherwise enhance the library outside of normal funding sources.

Julia LaBua	Liz Wildenberg de Hernandez
Jennie Embree	Faye Finck
Kelley Schlitz	Pam Strabala

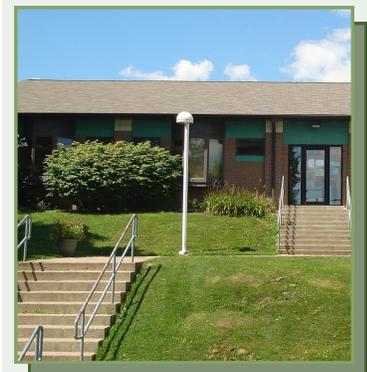
### Special Thanks

This report started out with a great deal of thanks being offered to library volunteers and I realized very quickly that there was a whole set of people that we owed thanks to that would quickly outsize the rest of that report section. Without direct fundraising efforts, the library has never seen the pure financial generosity that was displayed this year by the West Branch Community.

We started off the year with the plan to replace a couple of the public computers only to find direct assistance from Proctor & Gamble as well as from the Community Foundation of Cedar County, turning the planned 2 computers replacements into the ability to replace all 11 in use at the library. Proctor & Gamble then also continued on to provide a major donation for the summer reading program.

The library also received two major contributions from private citizens. Both have asked for minimal recognition, so we will just pass along our most sincere thanks to the Mather and Hansen family.

Thank you again to all of those who have contributed this year to help make the library a better place now and in the future!



## Apollo joins the library

In August of 2012, the library switched the circulation, cataloging, and record-keeping system for the first time since the library began using a computerized system.



Named Apollo, the system had many improvements over the prior system:

- A catalog that let library patrons see the covers of books as they browsed.
- More account controls including allowing people to put items on hold, renew them, sign up for favorite authors, and pay fines online.
- Faster and easier processes for cataloging books and entering new members of our community.
- Automatic notices by email or text message for items that are due and that are about to be due.
- The system is hosted off-site, so no more down-time or tech-support costs.

Check it out at [westbranch.biblionix.com](http://westbranch.biblionix.com) or through our website at [www.wbpl.org!](http://www.wbpl.org!)

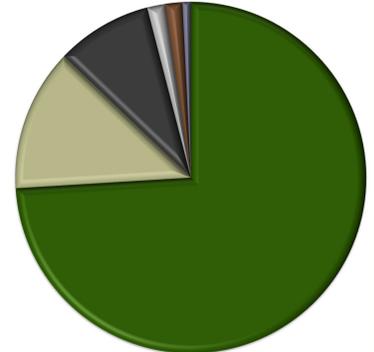


## Library Finance - Income

Primary funding of the West Branch Public Library comes from the property taxes of West Branch Residents. Service is provided to Cedar County residents by contractual agreement with the County Board of Supervisors. Other residents are supported by a State of Iowa program called Open Access.

The library received several major private contributions from outside organizations and citizens of our community. Please see page 3 for our many thanks to these donors.

City of West Branch	\$ 111,296.00	
Private Contributions	\$ 19,704.99	
Cedar County	\$ 13,332.00	
State of Iowa	\$ 2,529.53	
Fines	\$ 2,032.62	
Copy/Print/Fax fees	\$ 1,133.55	
<b>Total</b>	<b>\$ 150,342.87</b>	

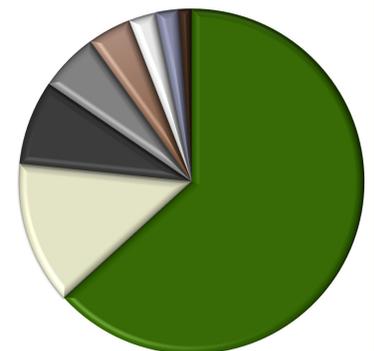


## Library Finance - Expenditures

Library expenditures in 2011 ended mostly as expected from the beginning of the year with a few building-improvement projects included. The projects were conducted in line with the library's planning which, this year, included smaller efforts to improve the current facility until a larger renovation could be conducted.

- Total staff expenditures was 2% under budgeted amount and made up 63% of total expenditures
- Electricity expenditures have remained under the amount expended five years ago despite increasing energy costs.
- Programming expenditures have increased over time as program attendance (see page 2) has increased. 2012 marks the first year the summer reading program was paid from the library budget.
- The library completed two projects towards the building project found in the Contracts line item.

Staff (with benefits and education)	\$ 111,071.63	
Materials	\$ 23,552.84	
Contracts & Advertising	\$ 13,888.10	
Office Supplies & Postage	\$ 9,666.25	
Building Maintenance and Supplies	\$ 7,152.14	
Electricity	\$ 4,475.93	
Programs	\$ 3,763.91	
Telephone	\$ 2,073.34	
<b>Total</b>	<b>\$ 175,644.14</b>	

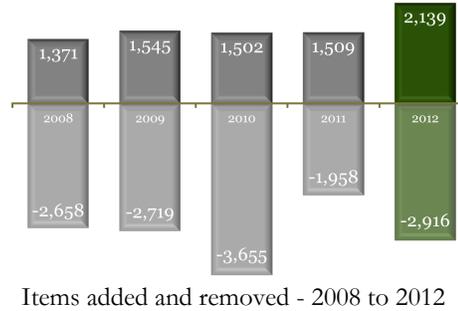


## Collection

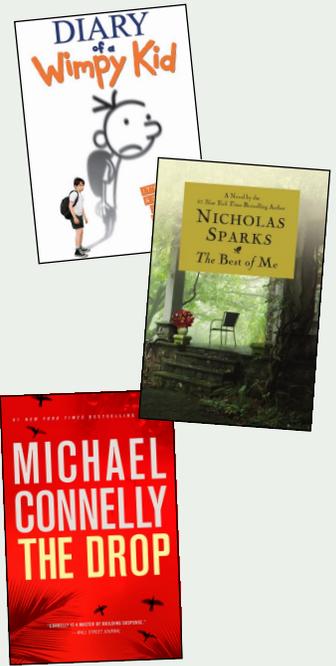
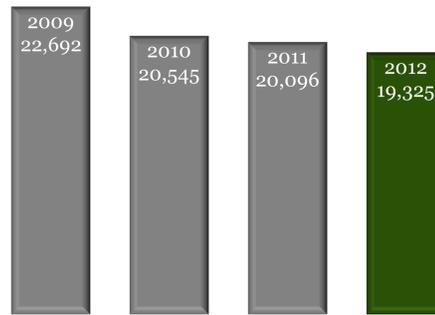
The collection of lending materials is a constantly flowing aspect of the West Branch Public Library. Items are constantly being added as they are produced and other items are removed from being worn, broken, and unused.

2012 saw an increase in funding for the library's materials collections. Additional funding in 2012 came from the City of West Branch and donations from private citizens.

This year also saw the removal of the library's VHS collection from decreasing use and to make way for more programming space. The total collection size when removed was approximately 900 items.



Total Collection Size - 2009 to 2012



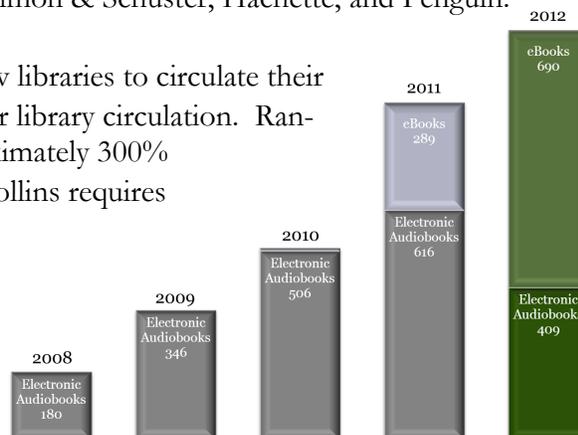
***"My best friend is a person who will give me a book I have not read."***

**- Abraham Lincoln**

## Electronic Books

Electronic books, while a new and popular item for libraries, are a frequent topic among book publishers, libraries, and communities. As electronic readers are a relatively new market, the topic remains a topic of constant movement and interest. Below are several points which have developed during the year.

- Members of our community frequently noted that there were long lines for their favorite books. In February, the library began a special collection available only to their patrons. For West Branch residents to access this collection, they only need to log in to their NEIBORS account ([neibors.lib.overdrive.com](http://neibors.lib.overdrive.com))
- Four of the top six publishers still do not allow libraries to purchase Electronic books. These include Macmillan, Simon & Schuster, Hachette, and Penguin.
- The two major publishers that allow libraries to circulate their books altered their requirements for library circulation. Random House raised prices by approximately 300% for libraries in March and HarperCollins requires that a book that has circulated 26 times must be repurchased.
- Electronic circulation made up 2.5% of total circulation in 2012.



Electronic Circulation - 2008 to 2012

The West Branch Public Library welcomes and provides equal access and service to all patrons; encourages and nurtures a literate and informed community; is committed to intellectual freedom, continuous learning, and enrichment programs; and provides a community gathering place.

## The Year Ahead

2013 will be a significant year in the course of the West Branch Public Library. From the start, the library will be moving into several important factors in regards to the library building. An architect will be selected during August and September who will provide professional services for site selection and pre-funding design. The library board wishes to receive significant input from the community on these topics, so several direct events for input will be hosted during these processes.

One event that that we hope you will turn out for is called a design charrette. Once the site is selected, the library's architects will host this event in which they will use active participation from the community to help guide what the building will look like, where rooms will be located, and all of the beginning ideas that will shape exactly what the building will be when completed.

The library does also hope that you'll continue to join is for library programs and to keep them a thriving part of our service. Keep an eye out again for the fun that is the Summer Reading Program and, for the newly begun, Winter Adult Reading Month coming again in February!

## Condition of the Library

The Annual Report is required to have a section outlining the condition of the library per the city code. As it may not be one of the more entertaining parts of this report, it is relegated to the last.

The library building continues on much in the same manner that it has the past few years. Most of the library facilities remain in good condition. The Library Board of Trustees and the Friends of the Library took on the library's planted areas during 2012 and they have improved drastically. The process began with creating a plan for each of the sides, determining what plants would grow in the light provided, obscure windows, and provide the most effect for the least amount of continual maintenance. Trimming and removing took place in the fall followed by planting in the spring. The areas are now significantly more weed-free, light is able to enter the windows on the east side of the building, and the east-side sign is no longer obscured by large bushes.

The library added a sign on the west side of the building. After discussion on the possibility of having advertising space, either in interchangeable letters or electronic messages, the library decided that the character of the building would be best preserved by mirroring the east-side sign.

As the building has continued to age, now 19 years old, two main problems have continued over 2012. Lighting ballasts continue to fail as they reach their maximum age, but are replaced when no longer functioning. The second comes in the aging condition of the aesthetic aspects of the library. 25,000 to 30,000 people entering the library each year for 19 years has severely worn the carpeting and walls. The sun has likewise not been kind to the exterior paint. The aesthetic aspects have been mostly set aside till decisions have been made in the building project. Until the future of the building is decided, the library did not wish to spend large sums of money fixing aesthetic issues.

