

SCOTT TOWNSHIP PUBLIC LIBRARY 2006 ANNUAL REPORT

Our mission is to serve as the community center for lifelong intellectual growth and enrichment of all patrons, enabling them to explore the limits of their imaginations.

Director's Corner

I have a dream... someday libraries will have a budget comparable to a professional sports athlete's salary, not the whole team, just one player!

Yes, the world values the professional sports teams because they distract us from our "day-to-day lives and worries." But think about it, libraries provide that distraction and so much more! We have so many things to distract anyone from their "day-to-day lives and worries." Better yet, want to change your life? Most likely the library has information to help you do that too! Like I said, to steal a line from a great visionary... "I have a dream!"

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2007: THE LONG AND WINDING ROAD

2007 promises to be another busy year for our township library. If 2006 is any indication we are in for non-stop action. However, as we expand our services, circulation, and registration, etc., our state aid, county (RAD) aid, and township revenue is staying pretty close to the same. So, we depend more and more upon donations, and are deeply appreciative of any and all donations we receive.

The basic services will keep us plenty busy—we receive on average 3 bins every morning to process in. Sherry hosts 2 story times a week. Summer Reading will begin in June. Chess lessons have wrapped up for the year, and will resume in the

fall. Book, DVD, and CD orders have been placed and are being cataloged and prepared for circulation. However, we are faced with some major challenges. Not just for 2007—but going forward.



Our major challenges, in general, include:

1. Increasing Revenue.
2. Increasing Space.

Neither of these tasks is simple. Both will require much work by many people. Will either happen by the end of the decade? Stay tuned.

Increased revenues, in general, are needed for

the day-to-day operations of our library. Prices are going up every where, and the library business is no different.

We dearly depend on the local financial effort of the Friends of the Library. However, selling Sarris candy and baked goods and the annual book sale only address part of the situation.

We need to implement an annual "giving campaign" to present financial requests to a larger group of people.

Regarding our space issue; Denise Fitzgerald, the township manager, is preparing a Keystone grant to help

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2006: A KNOCK YOUR SOCKS OFF YEAR!

Last year, we had a bold plan: we staffed up and tried to use the extra staff to get the word out about the library. The good news, that worked. The bad news, we got the word out, but did not attract more money other than thru the Friends of the Library. So, we ran a

deficit. We could not do that again, so we had some staff cut-backs at the beginning of this year, 2007. That was VERY HARD and we are still recovering and adjusting to a smaller staff. We intend to keep up our service levels and cus-

tomers satisfaction, but some things may take a little longer to accomplish this year.

A review of our "knock-your-socks-off" 2006 year:

Registrations: We

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2006: Knock Your Socks Off continued

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added 556 new library card carriers in 2006.

Circulation: We moved over 99,000 items through the circulation desk. (And don't those ladies make it look SO EASY!) We also handled almost 88,000 renewals! We lent over 21,000 items to other libraries in the consortium and borrowed just over 13,500. Basically, 1/3 of our circulation is books, another 1/3 is video, audio and other items, and the final 1/3 is children's materials.

Collection: Due to our limited space we are pretty much to a one-in-one-out situation. In order to do this we have to weed. We withdrew just over 3,000 items and added just over 3,500 items, 724 of those items were for the Children's collection. (You should see the stack that is in queue to be added already this year!)

We did accomplish a major clean-up of the magazines. We have gone from almost 200 different titles down to a manageable 90 titles. We also only keep one years worth of magazines for most titles now. (*Consumers Report* we keep for 5 years.) For a complete list of the magazines & newspapers we have, go to our website: <http://www.einetwork.net/scotttwp/> and then click on the link to "Look Side."

Programs: The library conducted over 250 programs which attracted over 4,000 people. Topics ranged from Financials for Seniors, to

Baby-Lapsit. We also hosted the Library's 5th Anniversary party. (A good time was had by all, hope you were there!)

Technology Usage: We had over 12,000 logins on the computers in the library. Our website had over 500,000 hits. The website also had a major up-grade thanks to the kids at the Art Institute of Pittsburgh and to volunteer, Gopesh Sanchiher. The kids got it started, but Gopesh knocked it out of the park!

Services: For 2006 we answered over 6,100 reference questions. We also had approximately 52,000 visitors to the library. (It is amazing that the rug has held up so well!)

Volunteers: We again had a fabulous year, in a large part, due to our volunteers. We benefited from almost 6,000 hours! Scott Library is very lucky to have such a dedicated group of volunteers. (And, we appreciate the fact that the Friends of the Scott Library helped us to recognize their work by holding the Volunteer Appreciation Reception on April 19, 2007.)

Certification: For a library that serves a community of our size, (2000 US Census: 17,288) according to the state, the Director needs to be certified at a Provisional Level (having completed 12 credits towards an MLIS

degree at an ALA approved University.) I obtained my certification in May of 2006. [But, don't start celebrating yet, I won't finish my degree until August of 2008! I won't know what to do with the extra time!]

Special Donations: We appreciate all items which are donated to the library. Last year we received a wonderful Irish collection and Indian Telugu language book collection.

The Irish collection was donated prior to our 5th Anniversary party—so most of the items were cataloged by then. They have a fluorescent green tag on their spine, if you are browsing the stacks for them.

The Telugu books were a little more complicated to catalog—but finally, in the fall of 2006, they were released for circulation.

We have a significant Indian population in Scott Township, so this donation was deeply appreciated.

One goal of any library is to provide for the different segments of the population which it serves. Our Hindi movie collection is large and circulates well through out the county. Now we are starting to gather written material. I am excited about this and hope to add more Indian materials this year.

2006 was a great year! We hope you were a part of it!



Wanda & Nancy researching a topic while working the Circulation Desk.

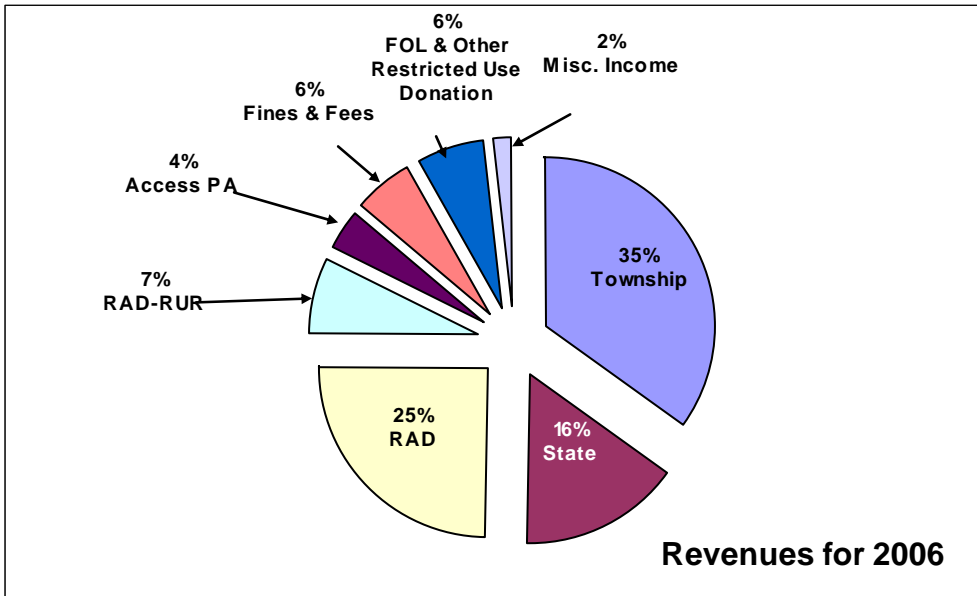


Step Dancers & a Bag Piper helped us celebrate 5 years!



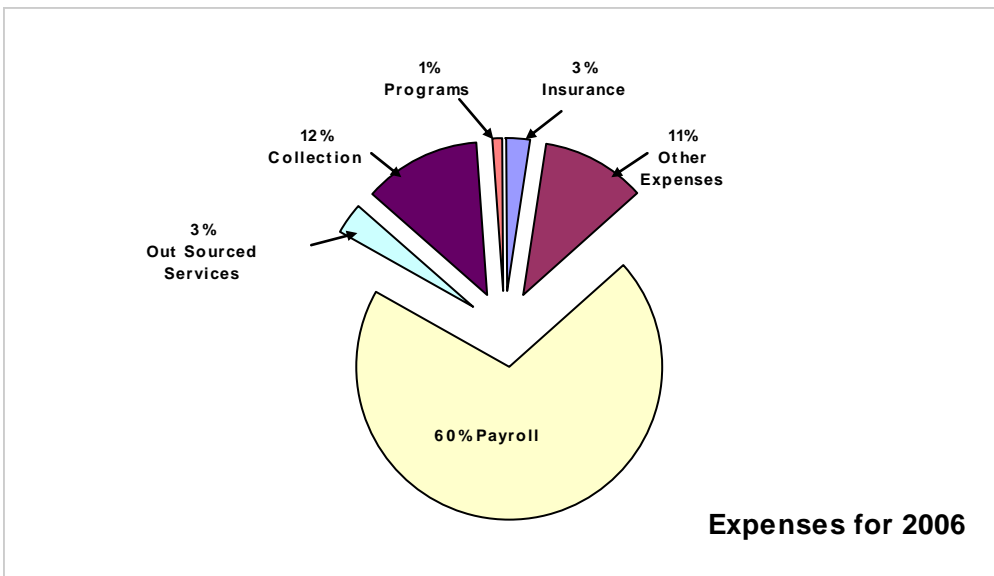
Come in, you are welcome here!

Revenues for 2006



Scott Township Contribution	\$69,855.00	35%
Commonwealth of Pennsylvania: State Aid	\$31,049.00	16%
Allegheny County Regional Asset District (RAD)	\$49,405.00	25%
RAD-Regional Use Reimbursement (RUR)	\$14,562.27	7%
Commonwealth of Pennsylvania: Access PA	\$7,344.96	4%
Fines & Fees	\$12,103.58	6%
FOL Donation & Other Restrict use monies	\$12,443.14	6%
Misc. income (Interest, grants)	\$3,437.49	2%

Expenses for 2006



Insurance	\$6,031.00	3%
Supplies, Copier, Phone, Meetings, PCs, etc.	\$25,780.18	11%
Payroll	\$160,594.25	69%
Out Sourced Services	\$8,041.46	3%
Collection Development	\$28,960.06	12%
Programs	\$2,510.53	1%



Chess lessons anyone?

2006 Staff

- Janet Forton:**
Director (Full Time, Salary)
- Nancy George:**
Circulation Desk Manager (Full Time, Hourly)
- Pat Callahan:**
Marketing & Development (Full Time, Hourly)
- Sue McCarthy:**
Administration & Librarian Assistant (Part Time, Hourly)
- Sherry Small:**
Children's Librarian (Part Time, Hourly)

Library Assistants; primary duty is to support the Circulation Desk (Part Time, Hourly):

- **Gina Leone**
- **Wanda Dietrich**
- **Pat Marsh**
- **Mary Parks**



Our 5th Anniversary and a visit by State Representative Nick Kotik.

Staff for 2007

1. **Janet Forton**, Director
2. **Nancy George**, Circulation Desk Manager
3. **Sue McCarthy**, Administration & Librarian Assistant
4. **Verna Brem**, Cataloger
5. **Sherry Small**, Children's Librarian
6. **Wanda Dietrich**, Library Assistant
7. **Mary Parks**, Library Assistant
8. **Gina Leone**, Library Assistant



Have you seen Scottie around town?

1. **Nancy Black**, President
2. **Brian Lynn**, Vice President
3. **Jim Avoli**, Secretary
4. **Cathy Grunebach**, Treasurer
5. **Kim Griffith**, Member
6. **Sandy Sheldon**, Member
7. TBD

Some of the work facing the board includes:

- Revising the strategic plan.
- Developing and implementing a fundraising plan.
- Finding people to fill the current board opening and future board openings.
- Reviewing all policies.

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Website: <http://www.einetwork.net/scottwp/index.html>



Tell some one you know that "You got it @ the Library!"

2007: Long & Winding Road continued

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fund the construction of the new proposed EMS / Library building. More money will be needed to move the library. Grants will need to be written to hopefully get financial assistance for that. But, as we found out last year, grants are not "a for sure thing."

Computer classes for Microsoft WORD and Excel



Gina, keeping things moving on a Saturday.

have already been conducted. More classes will be scheduled later in the year. Also, Janet will be developing a "What NO Card Catalog? How to use the On-Line Catalog more effectively" class. Sign-up at the circulation desk for all computer classes.

The annual **Summer Reading Program** will begin in June. The target audience is kids—but all ages are welcome to play! This year's theme: Get a Clue at Your Library.

The **Finishers** meet monthly. This brings together people with different skills (quilting, knitting, crocheting, & most forms of needle work) to

help you finish projects you are working on.

We have participated in several **events to help the community**. In 2006 we collected Socks for those in need. We then collected blankets for Project Linus for children who are ill or who have been traumatized.

Now, we are working on helping **Operation Pittsburgh Pride**. Parents of a service man, who is currently stationed in Iraq, are behind this project.

They are from the Carnegie area. This is an effort to collect supplies for our troops



overseas. Pick-up a flyer at the library to learn how you can help!



June 1, 2007: **Have your library card from now on!** Otherwise, you will need to show a photo ID and pay \$1 to get your items.

The **Abitibi fundraiser** has begun. Our bright green & yellow bin is stationed at the Maintenance building. No phone books please, their paper has been recycled too many times to be useful. **Magazines, newspapers, shopping catalogs, office & school papers, and mail are all welcome.**

Hope to see you soon at your public library!