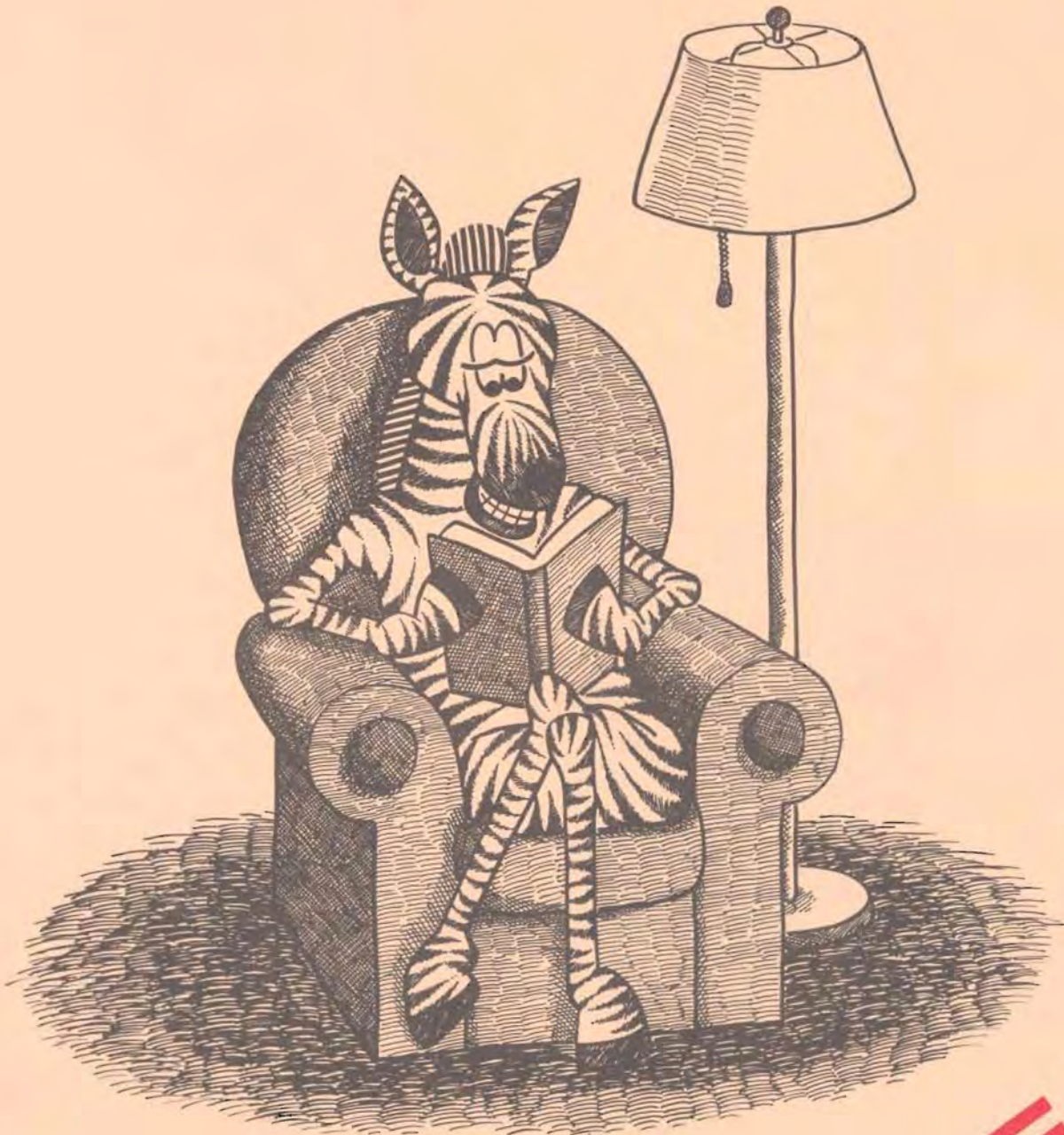


YEAR of the ZEBRA

1983 Annual Report



L.E. Phillips Memorial
Public Library

Director's Note

The major library event of 1983 was the automation of the circulation system. The new computer based system will improve services for library users and will enable the library to handle increased circulation workloads without adding new staff.

Since automation will have such a significant impact on library operations for years to come, we have featured the automation project in this annual report. The library did much more than automate, however, during 1983. We continued to provide outstanding informational services, children's services and cultural programming for all ages. The library maintained and improved a collection of resources which comforted, educated, enriched, amused, challenged and informed our community.

The library is grateful to the community for its continuing support for high quality library services and for its patronage.

Mark Morse

Mark Morse
Library Director



The zebra found a home at the L.E. Phillips Memorial Public Library in 1983. Zebra is our nickname for the black-and-white barcodes now found on patron cards and all library items. It's also symbolic of the exciting change that took place in 1983- the year we replaced our manual checkout system with a computer.

With the startup of the new system, the old, cumbersome process of stamping and filing cards by hand was replaced with a computer

data base, terminals and laser scanners in the library.

The cards found in the book pockets were replaced with laser-scannable barcodes on the book covers. Old library cards were replaced with plastic ones bearing barcodes for patron identification. Barcodes from patron cards are entered via the scanner, followed by barcodes from the items to be checked out. The computer links patrons to the checked-out items- quickly and accurately.



Progress

The new system improves library service in many ways:

- We can quickly determine where any item is at a given time. We can call up the file for an item on the computer, determine if it is checked out, who has it, and when it is due back.
- We can check in returned items very rapidly. Often, items can be shelved the same day they are returned. This means better use of the collection and allows more loans per item.
- The new system is an efficient means of notifying patrons when items are overdue. When an item is overdue, the system automatically issues 15, 30, and 45 day overdue reminders.
- Our plans include enhancing the system to allow renewals on most items and reserves on records and cassettes.





L.E. Phillips Memorial
Public Library

FINANCIAL REPORT

For the Year Ended December 31, 1983

Beginning Balance January 1, 1983 \$44,990

Receipts:

City of Eau Claire	\$824,168	
Other Municipalities	17,797	
County of Eau Claire	82,456	
Library Rebate from County Contract	244,806	
Indianhead Library System	119,597	
Grants	34,257	
Fines and Fees	34,154	
Miscellaneous	82,545	1,439,780

Disbursements:

Salaries	\$535,191	
Benefits	119,895	
Materials & Supplies	233,850	
Contractual Services	252,800	
Debt Service	245,355	
Capital Expenditures	10,822	
Miscellaneous	4,994	(1,402,907)

TOTAL **\$81,863**

Reserve for Appropriation to 1984 Budget **(68,641)**

Ending Balance December 31, 1983 **\$13,222**

LIBRARY COLLECTION

At the end of 1983, the library collection included:

Books	192,725	16mm Films	422
Phonograph Records	5,748	8mm Films	203
Cassettes	2,558	Framed Art Prints	186
Slides	2,129	Juvenile Art Prints	101
Filmstrips	664	Microform Titles	69
Periodical Titles	418	Videocassettes	370



1982

During this year, bids were taken for the actual hardware and for the construction projects. In addition, the library and the Eau Claire Police Department decided to share the use of a single computer, making for more efficient use of the equipment and saving taxpayers almost \$100,000.



Perspective

Although the system was put into operation in 1983, planning for it began in 1977. Here is a short history of the project:

1977-1979

Funding for the project was obtained by a \$225,000 general revenue bond issued by the City of Eau Claire. Prospective systems were observed and demonstrated.

1980-1981

These years were spent weeding out the worn and outdated books, and converting our records of the remaining items to machine-readable tape. When that was finished, some 145,000 books, records, films and kits were ready for the computer.



1983

Preparation- Before beginning operations, every item in the library got a zebra. During the first two weeks in May, the library was closed to the public while the staff affixed barcodes to 138,000 items- about 80 percent of the collection. The rest were labeled as they were returned.

Posters and fliers entitled "The Zebras Are Coming" let patrons know what was happening. During the summer months, volunteers and staff answered questions, distributed literature and pre-registered 9,000 patrons for their new cards.

Countdown- During the months before the system was ready to go online, the equipment was tested. The "debut" was eagerly awaited as staff members were trained to use the terminals and lasers, and the checkout area was remodeled.

October 3, 1983- On this date, the system was "up" for the first time. A contest had been held to pick the patron who would have card number "00001", and on October 3, the winner of the contest, Robert W. Langer of Eau Claire, had the honor of being the first patron to check out using the new system.

A week later, the Friends of the Library held an open house to celebrate the startup.

How Is It Working?

The new system is working very well, and we have received many positive reactions from both patrons and staff.

Patrons like the system because they can check out faster, get items faster, receive overdue notices earlier, reserve items easier, and because the computer can keep track of all the items they've checked out. And staff members can now handle the increasing workload more efficiently.

A less obvious but important feature of the system is that it allows better management of the collection. For example, we can now find out from the computer which items are heavily used, thereby helping plan purchases.

The Bottom Line

In 1983, the L.E. Phillips Memorial Public Library joined the age of computer technology.

We believe the computerized circulation system will help the library continue to grow and develop with the Eau Claire community on a more cost-effective basis. Now, your tax dollar is working harder than ever to support the services only your public library can provide.



**L.E. Phillips Memorial
Public Library**

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