



1988 Annual Report

L.E. PHILLIPS
MEMORIAL PUBLIC LIBRARY

Director's Note

The professionalism of the library staff, which is highlighted in this year's annual report, is in great measure responsible for the library's outstanding program of services during 1988. All levels of staff expressed their professionalism during the year in their dedication to quality service and the satisfaction of our users.

A service was begun in September allowing library users who are handicapped to reserve or renew items by mail, in order to limit the number of trips they need to make to the library. People who are homebound for one reason or another continue to be eligible for home delivery of books by volunteers under the library's Homebound Program.

In late fall the library began booking all public performance videocassettes so that patrons can rely on having them for showing to groups on specific dates. Through a combination of local funds and grants from the MacArthur Foundation, the library has purchased 315 public performance videocassettes from 20 popular public television series, such as Alistair Cooke's America, The Ascent of Man, Civilization and Cosmos.

During 1988, their second year of operation, the Friends of the Library continued the energetic expansion of their activities by taking over the sale of discarded books. At the end of the year, using proceeds from the sale of books and book bags, the Friends donated \$3,010 to the library for purchase of Books in Print on compact disc. This much-appreciated gift will allow library users and staff to search a computerized data base more quickly and more productively than is now possible with print sources. The Friends sponsored two very successful programs, one entitled "Writers Don't Make You Cry" with Wisconsin author Ben Logan, and a second with Eau Claire author John Hildebrand, who talked about his book Reading the River: A Voyage Down the Yukon.

Volunteers from the Friends also enthusiastically helped with art exhibits and collecting survey data.

Extensive staff planning was completed during the year on the Children's Services renovation and expansion project, with construction scheduled for August, 1989. Planning was also done for a funding proposal for a public access, on-line catalog to replace the present card catalog. The proposal for this project, which would allow the public to use our existing collection more efficiently and effectively, will be submitted in Spring, 1989.

Mark Morse
Library Director

The People Who Make It Happen

In past years our annual report has focused on the programs and services of the library. This year we want to focus on the staff responsible for them. Providing library service is much more complex than it seems. Books and videocassettes don't grow on the shelves and art exhibits don't just appear. Behind the scenes and in public as well, librarians at L.E. Phillips Memorial Public Library are making things happen. In fact, the librarian is the most important aspect of a quality library program.

Over 50,000 new books for adults and children are published each year in the United States. In addition, there is an ever-increasing production of audiovisual media, such as videocassettes, audiocassettes and compact discs. Using their knowledge of the community, the needs of library users and the recommendations of professional reviewers, librarians select about 8,000 new titles to add to the collection annually.

Once the materials have arrived at the library, librarians decide how to organize them so they can be most useful, and, taking information from a national computer network (OCLC), select subject headings so the materials can be found through the card catalog. Materials are then prepared for use with special covers or packaging, barcodes and location labels and taken to the shelves.

"I need a good book to help a child learn about death," a young parent asks. "Can you recommend a novel about baseball in large print?" "Who are good science fiction writers?" "How can I learn Polish?" "I'm looking for a story my friend liked about a girl spy." "Do you have a video on dolphins?" Librarians find and recommend materials for library users of all ages.

Judging from the number of items which are checked out by users on our automated circulation system--almost 750,000 this year--people must be finding what they want.

Bringing materials to life is a librarian's responsibility. In storytimes for toddlers and families, book discussions for the retired, film programs and displays, librarians help connect citizens and the world of knowledge. For those who are unable to come to the library, the library goes to them with individually selected materials delivered by volunteers and the library's Homebound Services staff.

Librarians are masters at getting information quickly and efficiently. They are professionals who can manage information to make assignments, presentations, speeches, research and publication first rate. And they can provide the right information at the right time. For travel information, stock market statistics, consumer ratings, nutrition facts, names of government officials, referrals to community social services, and all kinds of questions you didn't know you had--a librarian is always ready to help you find what you are looking for.

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Paul Jones

(People Who Make It Happen continued)

Whatever your needs for information and materials--whether they are related to work, school, family, personal or recreational use--librarians are prepared to provide assistance and give you clear answers.

ASK A PROFESSIONAL. ASK YOUR LIBRARIAN.

Library Board of Trustees

Bette Wahl, President
Robert Fraser, Vice-President
Patrick George, Secretary

Dorothy Atkinson
Daniel Enright
Janis Haywood

Fred Urmann
Craig Vogt
Glen Waterhouse

1988 Cash Gifts & Grants

Kate Aitken
American Television & Communications Corporation
Anonymous donors
Cablevision
Charter Bank
Coordinating Council of Eau Claire
Cora Rust Owen Memorial Trust
Cray Research
Financial Ad Group
First Interstate Bank
Friends and Family of Rosann Crandall
Friends and Family of Isabelle Grewe
Friends and Family of Arlia Grandy
Friends and Family of Kathryn Ivey
Friends and Family of Bimsey Kirkpatrick
Friends of the LE Phillips Memorial Public Library
Gramac's For Her
Hobbs Foundation
Northern States Power
Phi Delta Kappa/Pizza Hut
Royal Credit Union

Library Collection

At the end of 1988, the library collection included:

Books	204,779
Browsing Books	17,905
Phonograph Records	5,712
Cassettes	3,386
Compact Discs	882
Books on Tape	994
Videocassettes	1,324
Art Prints	177
Slide Tapes	54
Software	54
8mm Films	105
16mm Films	277
IFLS Films	312
Periodical Subscriptions	485
TOTAL	236,446

Annual Statistics and Output Measures

Total Circulation	741,585
Circulation Per Capita*	8.7
Total Registered Borrowers	28,699
Registration as % of Population Served	34%
Turnover Rate (Number of Times Each Item Circulated)	3.1
Reference Questions Answered	29,651
Volunteer Hours Contributed	1,291

*Population includes City and County of Eau Claire

The Answer.

Get A Clear Answer.
Ask A Professional. Ask Your Librarian.

Financial Report (Pre-Audit)

For the Year Ended December 31, 1988

BEGINNING BALANCE, JANUARY 1, 1988\$34,781

Receipts:

City of Eau Claire	\$1,221,135	
County of Eau Claire	210,628	
Indianhead Federated Library System	168,125	
Fines & Fees	67,043	
Grants & Gifts	34,194	
Miscellaneous Revenue	132,728	
		<u>1,833,853</u>

Disbursements:

Salaries & Benefits	\$872,490	
Contractual Service	314,806	
Materials & Supplies	260,693	
Debt Service	245,840	
Capital Expenditure	74,538	
Miscellaneous	22,666	
		<u>(1,791,033)</u>

BALANCE\$77,601

Reserve for Appropriation to 1989 Budget(38,000)

Transfer to Gift Reserve Fund(22,572)

ENDING BALANCE, DECEMBER 31, 1988\$17,029



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

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Eau Claire, Wisconsin 54701
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