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Libraries make a difference. Anyone who has seen a child's eyes light up while receiving a library card for the first time knows libraries make a difference.

The Lebanon Public Library builds community. People can go for days and days without talking to anyone but their family members. Now we can buy books, clothing, and even groceries on computers without coming face to face with strangers. But the Library provides a place where people of all different backgrounds and ages can come together to discuss books and ideas, attend programs, and do genealogy. Yes, your Library provides these opportunities and more. So check us out.



***Without libraries what have we? We have  
no past and no future.***

**- Ray Bradbury**

# Lebanon Public Library 2003 Annual Report

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Circulation Department

Adult Department

Young Adult Department

Children's Department

Heritage Room

Technical Services

Reference Department

From the Desk of the Director



# Circulation Department

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Circulation has been on the rise at the Lebanon Public Library over the past two years. In 2002 and 2003, the items circulating out of the library totaled 149,048 items and 154,042 items, respectively. That is almost an increase of 8% over the statistics in 2001, which were 142,617. In addition to those numbers, the library estimates that around 8,000 items circulated in-house, which are statistics recorded for materials that were used by patrons within the library. Items that circulate include books, videos, DVDs, CDs, periodicals, and many other sources of information and entertainment.

## MONTHLY CIRCULATION

	2001	2002	2003
Jan	12,296	12,489	12,122
Feb	12,493	11,269	11,581
Mar	13,551	11,223	14,110
Apr	10,597	12,636	12,500
May	10,804	11,525	11,697
Jun	14,722	14,519	16,817
Jul	14,188	16,293	16,465
Aug	12,209	13,093	12,003
Sep	10,621	11,830	12,431
Oct	11,797	13,491	13,732
Nov	10,559	11,372	10,812
Dec	8,780	9,308	9,772
Total:	142,617	149,048	154,042



# From the desk of the Director

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One way to save money is as close as the Lebanon Public Library. The library is a great source of books, magazines, and newspapers that you don't have to purchase for yourselves. According to government statistics, you can save \$155 a year, the amount spent annually on reading by an individual. The library is a great source of CDs, movies, and books on tape and CDs. If your expenses for a movie rental each week is \$4 each, a CD per month is \$16 each, and four books on tape or CD is \$30 each are eliminated from the family budget, that is a savings of \$520. Total savings if switching over to the library are \$675.

154,042 items were checked out from the library in 2003. The average price of each of these items was \$20, and they would have cost \$3,082,840 to purchase individually.

23,697 children, young adults, and adults attended library programs in 2003. If a modest admission of \$3 were charged, the value of this service would have been \$66,015.

1405 children participated in the Summer Reading program. If registration cost \$4.00 each, the total cost would have been \$5,620.

7,785 people used the Internet at the Library. If each person had to pay an annual fee for Internet Service, the total cost at the lowest fee of \$9.95 a month the total cost would be \$77,461.

10,950 reference questions were asked. If each person had to pay \$2.00 per inquiry, the value of the service would be \$21,900.

Children come through the Library's doors every day and leave with a keener appreciation for books and reading. 15,484 members of the community take advantage of the Library's services to explore new ideas, check out materials, and attend programs.



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# Reference Department

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The Reference Department houses a variety of Reference materials such as Encyclopedias, Dictionaries, Indiana Code, Almanacs, Medical Books, Chilton's Auto Repair Manuals, Art Books, Music Books, Value Line, Morningstar, Standard and Poor's Register, Weiss' Rating Guides, and Kelley Blue Book to name a few.

Questions may be answered in person, over the phone, or even asked through our web site [www.bccn.boone.in.us/LPL](http://www.bccn.boone.in.us/LPL) under the Reference Department email. We try to answer all questions in a timely manner and accurately. There are no dumb questions at the Library! Referrals are also made from the Reference Department to the agency that would better answer the need at the time.

The Reference Department answered 10,950 questions, and gave 5,840 informational answers in the year 2003.

Over 19,000 tax forms and instructions were distributed to the community from January thru the 15<sup>th</sup> of April. Many forms were also printed off of the internet during the same course of time.

INSPIRE, Indiana's Virtual Library, is available to every Indiana Resident! If you do not have Internet connection at home, the Library has computers that you may use at no cost. We do charge 10 cents per page for printouts. INSPIRE offers electronic magazines, encyclopedias, and other resources for your information needs. Research current events, science, business, health, notable people, hobbies, and much more from your library, school, home or office. Hoosier Heritage is the newest addition to INSPIRE.

With the LSTA and the Bill and Melinda Gates Foundation we were able to purchase 8 computers for public use. The rewards have been wonderful! To better serve the community by letting more participate in using the computers the Board and Staff amended the policy by limiting the use per day to two hours as they are in popular demand. They were used 10,407 times in 2003. Various uses were for resumes, reports including (INSPIRE), checking e-mail, stock market, tax forms, news, weather, car pricing, business addresses and phone numbers, decorating tips and recipes.

# Adult Department

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The Adult Services Department is located on the upper floor of the library, and has much to offer.

There are numerous and varied programs available for our adult patrons. Our goal is to make available a balanced variety of topics to our attendees. Some 2003 programs were author talks and book signings, basket making, a tea celebration, and monthly ongoing programs, Creative Memories Scrapbook Club and the Taste of Home cooking group. In 2003 there were 92 programs with 1732 attendees.

Outreach programs available to adult patrons include Books for the Homebound and programs for local senior residential facilities.

The Adult Services Department promotes a monthly book discussion group that meets on the second Monday of each month. We sponsor two adult reading programs, one in the winter and one during the summer. A new addition is the "United We Read" Program, a community wide reading program. In 2002 The Lebanon Walmart and AOL Time Warner were community partners in this program which had 484 participants. In 2003 The Lebanon Walmart was our community partner and 374 participants read Sue Monk Kidd's *The Secret Life of Bees*.

The Adult Services Department has a varied selection of materials which includes books, magazines, newspapers, books on tape, books on CD, VHS and DVD movies. A new addition is the "Hot Books to Go" section which provides additional copies of the most popular books on a "first come, first served" basis with a one week checkout, no renewals and no reserves.

If we don't have a particular item in our collection we attempt to either purchase it or secure it by using our Inter Library Loan System. In 2003 we were able to fill 242 requests for items not in our collection.

The Adult Services Staff makes patron service their top priority. Their goal is to give each patron friendly and competent service and make our library a place to come for information and fun.

# Young Adult Department

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The Young Adult Department went through many changes in 2003. With the addition of a Young Adult Librarian here on staff at the Lebanon Public Library, the Young Adult department now has more programs, including poetry readings, teen-advisory meetings, and seasonal reading programs; a brand new Young Adult Website, including teens links, homework links, and a photo gallery; and a more varied collection, including poetry, short stories, and graphic novels.

The Young Adult department is here to serve those patrons who are no longer challenged by the collection in the Children's department, but are not yet ready or interested in the concepts introduced in the Adult Collection. We also tailored many programs throughout 2003 specifically for this age group. The Kenworthy Reading Camp gave the teens of the community a chance to volunteer over the long summer months. Also in the summer, the Young Adults once again built the library float for the 4<sup>th</sup> of July parade, and while they didn't win anything, they had a great time building and dressing up their giant book! Our last summer hurrah included a party that the Young Adult Department hosted for the Children's department. Our Harry Potter Party was a huge success with 12 teen volunteers and 34 young patrons participating. During the 2003 United We Read campaign, we had 54 students read the community book. We also had two very successful art programs, a Cubism program and a Cartooning program.

The stakes are high for 2004! But we look forward to continual growth and change as we adapt for the youth of today.



# Technical Services

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Upgrading the current Gaylord "Galaxy" automation system to better serve our users was the priority for 2003. As it began to show major signs of aging, we realized the growing demands of our patrons required more than what our current automation system provided — a basic public-access catalog, circulation and some other library functions. A year-long preparation of viewing new automation systems, submitting a written request for proposals, and then evaluating the response led to the Library Board choosing the SIRSI "iBistro" automation system. We plan to be using the new SIRSI system by late spring, 2004. In addition to this intense work, the technical services area managed to catalog and process 5,664 books and other materials along with handling 409 memorial gifts.



# Heritage Room

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The Ralph W. Stark Heritage Room is dedicated to preserving the past while serving current and future generations of genealogists. People from various parts of the United States patronize the Heritage Room each year to research their family history and Boone County roots. The Heritage Room receives numerous requests via phone, e-mail and written letters for assistance with genealogical queries.

The Heritage Room collection includes local history and vital records for Boone County and surrounding counties, cemetery listings, census records, newspapers on microfilm, vertical files, Indiana reference, published genealogies and circulating genealogy books and periodicals. Heritage Room web pages are accessible on the library's website with links to other genealogical resources.

Items such as books, church records, diaries, photographs, manuscripts, newspaper clippings, postcards, scrapbooks and yearbooks were donated from patrons in 2003.

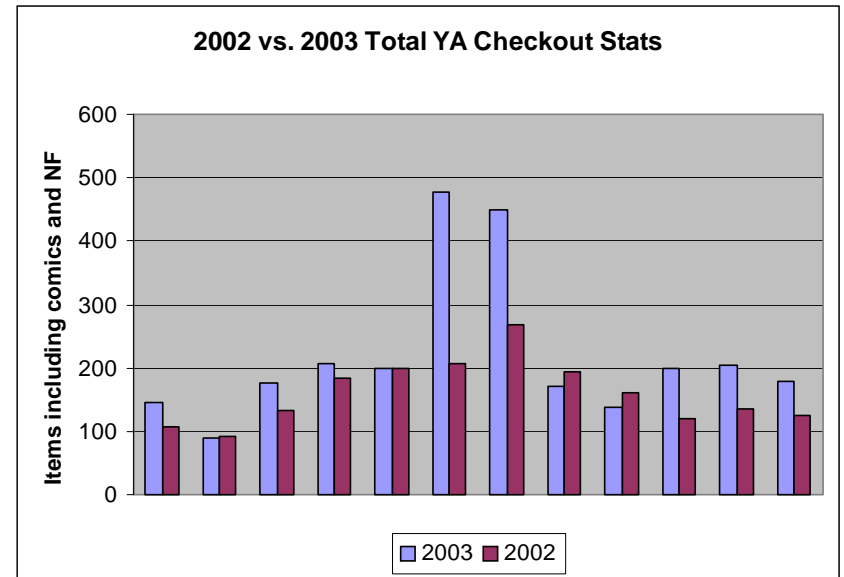
A variety of programs were offered in 2003 from the Heritage Room department. In partnership with Senator Lugar's office and the Veterans History project, oral history interviews were conducted with Boone County Veterans. Other programs consisted of two classes that were offered for children each week during summer reading, heritage album workshops, public speaking to local organizations, tours and genealogy assistance at the Cragun House, the Authors of "Centennial Farms of Indiana" book signing and presentation and monthly trips to the Indiana State Library.

## Statistics for January – December 2003

Patron Visits – 1502  
 E-mail Requests – 134  
 Phone Requests – 97  
 Programs – 12  
 Attendance – 208

# Young Adult Statistics

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## Program Stats: 2002 vs. 2003

	2002	2003
January	6	8
February	8	58
March	2	4
April	175	216
May	5	262
June	14	191
July	28	212
August	8	6
September	133	143
October	4	32
November	2	20
December	4	37

# Children's Department

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The Children's Department at the Lebanon Public Library offers children many opportunities to participate in a variety of enriching activities. In 2002 the children's department held 641 programs with an attendance of 19,961. From Story Times to Gardening Classes, the library offers many possibilities for fun and education.

Through our varied resources children can fulfill their needs for entertainment and school requirements. A diverse array of materials beyond our quality and award winning books are available in the children's library. These include magazines, movies, computer software and specialty learning resources, such as Hooked on Phonics, Hooked on Math and Take-Home Learning kits. We offer a large selection of Teaching and Parenting resources, as well.

Serving the children of our area is very important to our children's staff. We spend many hours each week on outreach services, including our Roving Books Daycare program. This program, along with other regular Headstart, Base, and school and preschool visits ensure that we are reaching groups of children that may otherwise go unserved.

The Children's Library is striving to provide our community with educational, cultural and recreational resources. We are looking to the future with pride in the fact that we are not only a place kids belong, but a place they want to be.



# Children's Statistics

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<u>Month</u>	<u>Programs</u>	<u>Children</u>	<u>Adults</u>
Jan	32	481	109
Feb	36	532	112
Mar	34	545	140
Apr	22	735	102
May	42	2087	198
Jun	59	2561	357
Jul	54	1513	357
Aug	1	5	2
Sep	55	1191	220
Oct	55	1165	197
Nov	47	1046	136
Dec	45	831	143
<u>*Roving Books</u>	<u>153</u>	<u>4679</u>	<u>517</u>
			<u>*Circs 4,131</u>
<b>Totals</b>	<b>635</b>	<b>17,371</b>	<b>2590</b>

## Desk Statistics

<u>Month</u>	<u>Phone</u>	<u>Ref.</u>	<u>Info.</u>	<u>Use</u>	<u>CDs</u>	<u>Comp.</u>	<u>Internet</u>
Jan	184	188	450	53	72	230	49
Feb	155	132	362	59	39	195	31
Mar	160	197	505	55	77	245	49
Apr	145	227	505	49	61	212	43
May	178	147	494	42	48	172	30
Jun	342	278	1325	406	155	436	60
Jul	255	193	746	42	110	386	102
Aug	119	110	311	63	78	231	62
Sep	162	140	420	63	72	242	105
Oct	199	158	472	30	105	320	156
Nov	161	150	233	47	23	255	112
Dec	<u>160</u>	<u>167</u>	<u>240</u>	<u>180</u>	<u>31</u>	<u>129</u>	<u>61</u>
<b>Totals</b>	<b>2220</b>	<b>2087</b>	<b>6063</b>	<b>1089</b>	<b>871</b>	<b>3053</b>	<b>860</b>