

TRINITY COUNTY LIBRARY ANNUAL REPORT FOR THE BUDGET YEAR ENDING 6/30/11

SUMMARY



The Trinity County Library system consists of three branches (Weaverville, Hayfork and Trinity Center) and operates with funding consisting largely of General Fund dollars and funding from the State Library, NorthNet Library System, grants, donations, and the Friends of the Library. This small library system concluded its most successful year in terms of circulation and usage since 2004. Although it is a tourist destination and a retirement community, Trinity County continues to experience high unemployment. With a depressed economy, and tightened budgets, many more individuals are now using county library services. This explosion in usage is impacting the library's ability to maintain services at their current levels and posing a challenge for this small staff. There have, however, been several positive developments this year. First, the library successfully migrated from a costly proprietary integrated system to a cost effective Open Source system, together with several North State library partners, to form a cooperative resource sharing pilot project. Second, the NorthNet Library System continues to provide funding for databases that include magazines, job and career related resources, Chilton's, and a health database. Third, thanks to NorthNet membership and the Friends of the Library, we are now providing access to a downloadable audio and e-book collection. Finally, the library will soon debut a new online literary resource for children Pre K-3 that may be accessed anywhere there is an Internet connection, at the library or at home. All of these services are available through a link on the library's website. Due to the explosion in the use of technology and devices even in Trinity County, the library is hard pressed to respond to new uses that are cropping up each week in terms of library and IT staff support. Enhanced management of the library's public computers although partially addressed through technical support grant funding, will continue to pose a challenge as the public continues to make full use of the library services described below.

CIRCULATION



Circulation and usage statistics paint a picture of how library services and the building have been used over the years. As shown in the chart below, circulation and use statistics reflect a reduced 20 hour per week service schedule in Weaverville and Hayfork and a 6 hour per week schedule in Trinity Center beginning in 2004-2005. Particularly notable are the usage increases that have occurred in the last three years. The interlibrary loan service, an integral extension of library service, allows the electronic borrowing of materials from other libraries in an efficient manner, thereby extending the scope of the local collection. State funding has diminished over the years and the interlibrary loan service is in jeopardy of losing funding altogether. Most libraries are experiencing a steep decline in materials budgets that will adversely affect their ability to share resources for years to come. The Trinity County Library is no exception and is completely dependent on grants, donations and the Friends of the Library for the acquisition of new materials. New access to a downloadable collection of audio and e-books offers current content and an alternative to stressed budgets. Such services are costly and the only way Trinity County Library can offer the service to county residents is through its cooperative membership.

YEAR	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11
Circulation	50,989	32,305	30,540	31,602	30,633	38,079	44,015	48,760
Interlib Loan	2,851	702	785	759	814	1,091	914	853
CIRC TOTAL	51,842	33,007	31,325	32,361	31,447	39,170	44,929	49,613
Circ % +/-		-36.3	-5.1	+3.1	-2.8	+24.6	+14.7	+10.43

CIRCULATION BY COLLECTION	05/06	06/07	07/08	08/09	09/10	10/11
Adult Fiction	8,753	7,079	6,380	6,987	7,075	6,922
Adult NF	5,988	5,913	5,165	5,273	5,913	5,510
Juvenile / YA Fiction	3,833	5,643	5,017	6,464	7,173	7,970
Juvenile / YA Nonfiction	2,234	2,690	2,194	2,570	2,458	2,919
Magazines	1,909	2,436	2,578	3,143	2,174	2,792

Audios	1,417	1,307	1,162	1,242	934	950
Videos	828	893	1,636	6,867	11,379	16,997
Paperbacks	5,132	5,224	6,009	4,707	3,585	3,511
Databases			28	166	416	204

LIBRARY USAGE: REFERENCE, PATRON ASSISTANCE & PUBLIC COMPUTERS

The provision of reference service involves assisting patrons with more complex requests for information than purely directional questions. Examples of reference service include readers' advisory and require that staff members be conversant with basic search techniques, new releases, classics, authors, genres and series. The library also serves as welcoming destination for tourists seeking information, public computers and wireless access. Usage data show the library's public computers are still remarkably well used. The public depends on access to library computers for job searches, health and medical information, and a variety of government and legal online forms, amongst other things. The Gates broadband grant funded the re-cabling of the Hayfork Library public computers as well as a wireless access point in Hayfork as well the servers necessary for a separate network for all public computers.

USAGE	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11
Reference	753	312	266	316	713	911	873	525
Computer Use	9,023	5,337	4,793	4,969	4,486	5,397	6,652	6,537
Door Count	55,467	31,710	31,728	30,406	30,561	33,015	34,523	36,546
USAGE SUBTOT	65,243	37,359	36,787	35,691	35,760	39,323	42,048	43,608
Lib Cards Issued	808	434	398	372	343	382	383	445
Wireless use							118	333
Visitor assist.							237	263

CATALOGING AND COLLECTION MANAGEMENT

In the past year, the library continued to add moderate amounts of materials to its collection. Since the materials budget was less than \$600, we relied largely on donations, grants and the Friends of the Library. The support of the Friends has been particularly critical in purchasing new children's materials through memorial donations and grants, funding magazine renewals and local newspapers, the annual microfilming of the Trinity Journal, adult and children's audio book subscriptions and the Library's buy-in to the OverDrive downloadable audio book collection accessed through the library's website. Absent this critical support, the Library would not have been able to offer new materials to the public. The Library's total collection size is 43,923 items with 2,133 new items cataloged and 4,034 items deleted.

PROGRAMS AND OUTREACH

The Library hosted its annual Weaverville and Hayfork summer programs in 2010 with a total of 10 programs offered and 245 children attending. Two seasonal outreach story time programs were offered in Weaverville utilizing grant funding from the Target Corporation and included winter holiday and spring programs. The "Week of the Young Child" April program, co-sponsored by TCOE, served 47 children in Weaverville and 18 children in Hayfork and provided give-away books for children to take home. The Trinity Center Branch Library hosted its annual Ice Cream Social in July 2010 and garnered 70 attendees, raising a total of \$512.50 in funding for our smallest branch.

FRIENDS OF THE LIBRARY

The support of the Friends has been instrumental in funding the many needs of the Trinity County Library. Without the support of the Friends, the library would have been unable to host annual summer programs, continue cataloging, and maintain the current hours of service to the public. Friends funding is largely responsible for the remarkable improvements and continued expansion of the children's and audio book collections.

Books, Media & Subscriptions	Memorial Donations	Grant Disbursement	Staffing & Substitutes	Total Value FOL Support
\$3,839.23	\$621.09	\$566.90	\$6,653.00	\$11,680.222

VOLUNTEERS

Library volunteers provide much-needed assistance with a variety of projects and tasks. In addition to providing support at the front desk, volunteers plan and assist with programs and fund raising events, shelve, shift, discard books and magazines, clean books and media, process new materials, sort donations, and remove materials to recycling. Local volunteers and organizations maintain the landscaping at both the Weaverville and Hayfork Libraries. The total estimated benefit to county libraries for 2010-2011 is summarized below.

Weaverville Library	1,687 total hours	
Hayfork Library	105 total hours	
Total Value	1,792 hrs. X \$10.00/hr.	\$17,920

NORTHNET LIBRARY SYSTEM

Trinity County Library has been a member of the North State Cooperative Library System and the NorthNet Library System which is the regional umbrella for three separate library systems. The major benefit of cooperative membership includes shared governance and resource sharing for various services that would be prohibitively expensive for any one library to bear alone. In FY 2010-2011, the value of NorthNet services was \$18,152. Beginning with FY 2011-2012, North State member libraries will be requested to pay cooperative membership fees because of diminished funding at the state level and lack of North State reserves to continue covering membership fees.

OTHER FUNDING

Grants from the Gates Foundation, Trinity Trust, the Target Corporation, contributions from local service organizations such as the Rotary Club of Weaverville, and the Humboldt Area Foundation provided the library with the means to continue serving the public and substantially improve library services. The California State Library's Public Library Foundation (PLF) provided \$4,754 in funding support for FY 2010-2011. The library met its Maintenance of Effort requirement to within 90% of the previous year's funding as required by law.

ACCOMPLISHMENTS IN 2010-2011

- Responded to 7.2% increase in circulation and usage over previous year; overall increase in circulation and usage since 2008-2009 is 41.3%
- Identified additional efficiencies in the cataloging procedure to speed up the process and reduce the use of supplies
- Seamlessly migrated to new cost efficient Open Source system April 15-17, 2011
- Continued improvements in all collections through weeding, adding donated items that filled gaps in local collections, and identifying alternative funding to purchase new items
- Leveraged broadband grant funding to move public computers in Weaverville and Hayfork to a separate network, re-cable the Hayfork Library and provide a wireless access point at the Hayfork Library
- Continued to add new media items particularly focusing on documentaries (see video circulation for 2010-2011)
- Publicized children's programs, library website, and new databases such as the Job and Career Accelerator database
- Continued to promote Trinity County by providing visitor information and wireless access for the general public

GOALS AND OBJECTIVES FOR 2011-2012

- Review library functions for efficiency
- Provide additional staff training on new Open Source system to expand staff knowledge base
- Review patron registration and proof of residency policies to better safeguard library resources
- Investigate and implement a system to recoup fines and lost item payments owed to the library
- Revise Internet and computer use policy (not completed from previous year)

TRENDS AND ISSUES

Funding, Hours of Service and Staffing Level

Recent economic factors and the substantial increases in library use continue to put significant pressure on the small staff. The library's current hours of service at three branches (20/20/6) are half the service hours prior to 2004. Providing for vacation breaks and illness is a constant concern due to the lack of depth in staffing. Trinity County's increasing pension and retirement liabilities make it more difficult to provide the necessary funding for staffing and materials in the Library budget.

Grants

The library continues to seek grants that will provide the necessary funding for the library's continued growth and progress. The library does not seek grants for programs that tie up precious existing staff resources or require future commitments of staff or funding.

Technology

Trinity County Library has leveraged grants and tapped alternative sources of funding to move to higher Internet speeds and offer services beyond physical boundaries. The caveat is that with increased use of technology by staff and end users, updated skills are now required of staff as an integral part of working in a library and call for enhanced competency levels and training. Keeping current with emerging trends and technological changes will require periodic infrastructure upgrades as well as staff training which in itself is challenging and problematic. A library that is not functional and growing will become obsolete and unused.

Summary

The value of a public library, especially an established one, cannot be overstated particularly in this difficult economic climate. The Library can be considered an educational, recreational and economic tool in the community. Local and seasonal residents, small business owners, seniors, families and tourists might all have different reasons for using the library that range from communicating with family members, taking online courses, job seeking, filling out government and legal forms online and filing them, and a host of other uses. Libraries are major sources of information for the public. They also serve as guardians of the public's access to information ensuring that everyone can access the information they need regardless of age, education, ethnicity, language, income, physical limitations or geographic barriers.