

**HAILEY PUBLIC LIBRARY ANNUAL REPORT
FOR FISCAL YEAR ENDING SEPTEMBER 2013**

	Current Year	Previous Year	% Difference	Justifications
Registered Users	3528	3382	4.32	
New Non Resident Borrowers	192	195	-1.54	
Total Circulation	77,146	75,948	1.58	
Computer Users	13,126	12,622	3.99	
Print Materials	41,549	40,788	1.87	
Audio Materials	2,127	1,800	18.17	Includes 148 more eaudio than last year
Video Materials	1,783	1,491	19.58	Strong demand for movies and tv series
Ebooks	1,449	1,104	31.25	
Total Items Added	3,701	3,552	4.19	
Total Items Deleted	1,208	1,991	-39.33	Most of the weeding was completed after the end of the fiscal year. This stat is misleading as we are at maximum capacity. First quarter FY14 delete total 1,771
Total Operating Expenditures	\$457,983	\$435,444	5.18	
Unexpended Balance	\$290	\$4,889	-94.07	
Patron Visits	85,728	83,699	2.42	
Total Circulation Transactions	77,146	75,948	1.58	
Children's Program Attendance	1,605	2,736	-41.34	
Young Adult	585	160	265.63	
Adult	974	674	44.51	
Total Attendance @ Programs	3,164	3,570	-11.37	
Interlibrary Loan Transactions	783	769	1.82	

October

- Nancy Gurney and I completed the implementation of the acquisitions module into the Horizon system.
- Staff training offered by the Idaho Commission for Libraries
- Youth Services staff attended a seminar on story time presentations.

November

- Holiday Square established; located in front of the library. Croy St was closed after Veteran's Day.
- Regular computer lab times were offered and staffed by Nancy Gurney and Amanda St. John.

December

- Staff was busy during the holidays with regular events and the Holiday Square
- Holiday Square Report:

Holiday Square					
Library Report					
Date	Attendance	Checkin	Checkout	Busiest Times	Notes
11/17/2012	621	203	263	5pm-6pm	Tree lighting; rain; free food; LOTS of people!
11/24/2012	474	404	473	10am-4pm	
12/1/2012	326	186	259	11am-5pm	
12/8/2012	367	277	325	1pm-5pm	
12/15/2012	447	325	299	12pm-5pm	
12/22/2012	425	268	355	1pm-5pm	Last official Saturday event
12/29/2012	167				Square still in place; no scheduled events

January

- More than 10,700 librarians, exhibitors, authors, staff, paraprofessionals, teachers, and friends made the most of ALA Midwinter Meeting conversations, networking, programs, award ceremonies, exhibits, speakers, institutes, social events, and the wonderful city of Seattle. I was most fortunate to be able to attend this conference made possible by the wonderful Friends of the Hailey Public Library. I learned a lot and am most appreciative for the opportunity to attend. It was awesome!

February

- A security camera was installed on the outside front of the library.
- Two additional panic buttons were installed in the library.
- Youth Services staff attended a two day training event in Boise.

March

- Shirley Biladeau, Continuing Education Specialist from the Idaho Commission for Libraries (ICfL) presented a professional workshop at the library. The topic was the Web Junction database hosted in part by the ICfL.
- Amanda St. John participated in an online webinar regarding social media.

April

- Kindergarten registration—offered registration on site for the first time. ICfL reports that HPL had the highest recorded number of new patron cards at Kindergarten registration in the state.
- Diane Clark worked with the city to promote the 5B Bike Share.

May

- Patrons and staff are now able to place holds on DVDs. This continues to be a popular option.
- The 'Free to Read' program was established in partnership with the Blaine County Detention Center.
- Amanda St. John attended a social networking class sponsored by the Hailey Chamber.

June

- The library won the energy conservation contest within the city. Staff was awarded two hours of paid time off.
- Three layers of management within the library have completed emergency training through FEMA.
- Successful Horizon upgrade was completed.
- Space was utilized within the teen area and an extra shelf was added.
- Jeanie Johnston worked with the Lee Pesky Center and offered the first ever Summer Reading Kindergarten Initiative.

July

- Annual reviews of staff were completed.
- Summer lunch program and summer reading programs were offered.
- Hand dryers were installed in the public restrooms.
- I received the designation of Certified Library Support Staff through The American Library Association/Allied Professional Association for fulfilling the prescribed standards of the certification program, completing college level courses in six competency sets, and committing to ongoing professional development in the practice of librarianship.

August

- BEAVER CREEK FIRE!
- Summer reading program completed with a successful finale.
- A new program was offered through the ICfL entitled 'Books to Go'. Partners included the local elementary schools, Head Start and the Advocates.

September

- A new drop box book return was installed in the front foyer.
- Diane Clark participated in the Discover Health event at the Community Campus.

*All items listed above were discussed in length in previous reports submitted to the Board of Trustees, Mayor and City Council. Each month, numerous programs are held that are not highlighted in this report. Numbers for programs were included in the monthly reports.

LeAnn Gelskey, Director
Hailey Public Library

Annual Report FY 12/13 page 3

**DIRECTOR'S REPORT FOR THE HAILEY PUBLIC LIBRARY
FOR THE MONTH OF DECEMBER 2013**

Statistics Report	Current Month	Last Year 2012	% change	Notes
Patron visits	6090	6121	-51	
Circulation checkout	5665	5636	.51	
Circulation checkin	6116	6301	-2.94	
Total new patrons	44	47	-6.38	
Computer Users	1101	896	22.88	
Total Patrons	4987	4809	3.7	
Items added	192	276	-30.43	Emphasis on weeding
Items deleted	525	269	95.17	More items removed to make room for current collection.
Ebook circulation	113	102	10.78	
Email contacts	2343	1625	44.18	The most to date
Website hits	1073	966	11.08	
TumbleBooks	43	72	-40.28	
Mallory website hits	2191	7008	-68.74	No purchased items during the holidays
Facebook 'Likes'	226	185	22.16	The most to date
Money Collected				
Book Fines	\$477.45	\$674.90		
Debt Collections Fees	20.00	50.00		More items being returned to avoid collections.
Lost Books	102.74	138.45		
Paid Memberships	426.89	478.76		
Computer (printing)	170.57	309.31		
Over/Under	-4.18	.10		
Lost card replacement	4.00	3.00		
Total Income	\$1197.47	\$1654.52	-27.62	

Programs:

- 12/3-WINE FLIGHT-co-partnered with Tastevin (Steve Thies, owner of Tastevin, a commercial wine purveyor to the WR Valley) and diVine, (Sherry Horton, owner), presented on basic Italian wine appreciation: varietals, vintages, etc., then 25 of the 41 "educational portion" attendees proceeded on to diVine for tasting of chosen wines. Tastevin requested that we have "the Next" tasting at daVinci's. We're working on having the next wine tasting when both Tastevin and daVinci's are ready, after the holidays. Pre-registration required.

- 12/4-YOUR HEALTH IDAHO INSURANCE EXCHANGE-Diane Clark met with Erin Buell with St Luke's Community Outreach this past summer as soon as the ILA and ALA alerted HPL that we'd be instrumental in signing up patrons for health insurance. St Luke's participated in "Assister-Training" from the Insurance Exchange and booked the Sun Room to attempt signing up people- the website crashed, but eventually, 21 HPL patrons were assisted on our laptops and at St Luke's Outpatient, so we eventually assisted our patrons. Pre-registration required.
- 12/10-STAR LAB: A PORTABLE PLANETARIUM with Scott Slonim and ERC-in the Children's Library where Scott set up his \$30,000 portable planetarium for two shows with a total attendance of 61 people. We had planned on going out Quigley or Croy to see the constellations in the night sky; however, it was too cloudy. We booked another Star Lab presentation for May 20th and include two other patrons who have 20" reflecting telescopes to assist with the outdoor segment after the Planetarium shows. Pre-registration required.
- Three TnT events were held with a total of thirteen youth in attendance. Attendance was down due to the holidays.
- A holiday card making event was held on a Saturday. Fifteen people stopped by to create a card or two.
- The book *Uglies* by Scott Westerfeld was discussed by five teens.
- Three Story Mania programs were offered with a total of 30 kids and 23 adults. Themes included snow, moon, and winter. Santa made an appearance on the last Wednesday before Christmas.
- On December 17th, the library partnered with the WRHS InterAct club to present a Polar Express Party. Cookies and hot cocoa were served, a craft was completed and we enjoyed a visit from Santa Claus. Twenty three children and 17 adults attended this special family event.
- Hailey Head Start took a field trip to the library! Seventeen kids and seven adults attended this hour long event. We offered a story time, book mark craft and a short tour of the library. The goal of this field trip was to encourage Head Start families to register for library cards and to use the resources available to them through the library.
- Carol Shanahan and I made one trip to the Blaine County Public Safety Facility for the Free to Read program. Approximately 30 books were removed from the collection. Carol will try to acquire a set of bibles in Spanish for the collection.

ICFL:

- I finished the Annual Report which is due in January. I will share the results at the next regular board meeting and attach a copy to the minutes.

City:

- I presented a Recovers.Org update to the Mayor and City Council in December. I informed them I had also presented to the Blaine County Commissioners. I have expressed to all concerned groups that going forward with the program; it is time to create a committee to oversee the database. I have been trained in emergency services and will gladly assist as I am needed but see my responsibilities begin to lessen.

- I continue to meet with Mary Cone and Bob Macleod regarding the Smithsonian Exhibit 'Hometown Teams'. I will contact WRHS to see if there is a student who may want to assist with social networking. I will also review the budget from our previous exhibit to offer as a comparison for this exhibit. The next meeting will be in February. I believe that Bob and Mary will attend the meeting.
- The Holiday Square did not have a tremendous impact to the library this year due to a change in location. We did see an increase in returns but a volunteer was asked to come in for a few hours each Saturday to assist.
- Fire Chief Craig Aberbach is researching a secure keyless entry system for the building that would include proximity locks and ID cards. My recommendation is for all library doors to have the system including the back staff room. Many times, unknown members of the public have walked into the staff area. This is a potential safety hazard. I will report on costs as it becomes available.

Staff:

- Cathy Neumann completed the online course 'Basic Reference Sources' for the ABL program offered by the Idaho Commission for Libraries.
- Amanda St. John completed two courses for the ABL program; 'Early Childhood Services' and 'Services to School-Aged Children'.
- Youth Services has been restructured. Jeanie Johnston will now be responsible for all youth ages birth to 18. She is excited for the new challenges with the expanded position. She does such a fantastic job with the tweens and teens that it seems natural to expand programs and services under her. Story Mania was canceled for the month of January to allow Jeanie some time to create and develop. The program will be reintroduced in February.

Technology:

- Two all-in-one computers have been ordered to replace the old public access computers (PAC). Patron searches will be quicker and with the new Enterprise system, the old computers were not compatible.

LYNX:

- Enterprise is up and running! Enterprise is a search widget that provides quick access to the library catalog from any existing Web page. The Enterprise discovery platform delivers the full expanse of the library collection to users, enabling them to extract the absolute best results, or to just browse the complete catalog offerings easily, through a dynamic and user-friendly search environment.

Development:

- As noted in the statistics above, we have performed an extensive weeding of the adult fiction section. Selection had to be aggressive to allow for maximum space as the collection is at capacity. There is no more empty space to add more shelving. In order to add books each month, weeding must be performed to accommodate the new materials.
- Hailey Public Library submitted its grant request to the Idaho Community Foundation on July 1, 2013. The funds were requested to purchase an all-in-one color printer with scanning, faxing, and wi-fi capability for the express purpose of serving all library patrons. The amount requested was in the amount of \$1,620.00. On December 2, 2013, Hailey Public Library was informed that it would receive the full amount of the grant from the Donald W. and Gretchen K Fraser Fund in the Idaho Community Foundation.

Building:

- The oak meeting table in the Sun Room needs to be replaced. This table was purchased years ago when the back area of the library was empty and used for public meeting space. Now that the Sun Room is used primarily for adult programs, it does not hold many people. A total of 49 can use the room but if the table is left in there, it cuts down on space. Moving the table is not an option because it is so heavy. A staff member hurt her back trying to move it around. It is my recommendation that it be removed. A small table with chairs would be a nice addition to the room. Heather Dawson, City Administrator, had expressed an interest in it for the Fox Room.

LeAnn Gelskey
Director
Page 4/4

DRAFT AGENDA
HAILEY PLANNING & ZONING COMMISSION
Monday, February 10, 2014
Hailey City Hall
5:30 p.m.

Call to Order

Public Comment for items not on the agenda

Consent Agenda

- CA 1 Motion to approve minutes of January 13, 2014 regular meeting
- CA 2 Motion to approve Findings of Fact and Conclusions of Law for a Design Review application submitted by Syringa Mountain School, represented by Greg Bloomfield and Graham Whipple, for the construction of a school providing education for grades K-8 located at Tax Lot 6902 FR SWSE & NWNE TL 6902, Section 9 &16, 2N 18E.

New Business and Public Hearings

- NB 1 Public Hearing and Consideration of a Consideration of a City of Hailey initiated text amendment to the Hailey Zoning Ordinance No. 532 by amending Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.
- NB 2 Consideration of a Conditional Use Permit request from Chateau Discount Outlet, represented by Ken Sangha, for operating a Wholesale Distributor on Friedman Park Subdivision, Lot 11A, Block 2 (otherwise known as 960 South Main Street) which is located in the Limited Business (LB) Zone.

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

- SR 1 Discussion of current building activity and upcoming projects
- SR 2 Discussion of the next Planning and Zoning meeting: Monday, March 10, 2014
(no documents)

Adjourn

For further information regarding this agenda, or for special accommodations to participate in the public meeting, please contact planning@haileycityhall.org or (208) 788-9815.

