



THE LOGAN LIBRARY
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**LOGAN LIBRARY
MONTHLY REPORT
MAY 2000**

1. Technical Processing Services

A. Acquisitions and Discards for May: (Number of items)

	Donations	Purchases	Discards
Fiction	11	218	211
Nonfiction	32	622	383
Audiovisual	9	185	63
TOTAL	52	1,025	657

Total Items in the Library Management System: **138,902**

B. Titles added during May: **786**

Total Titles: **102,507**

2. Circulation Services

A. Circulation for May 2000 was **50,136** compared to 45,278 for May 1999

Average circulation per day: **1,928**

Highest day of circulation: **2,616** on **May 30**

B. Total Patron Cards: **25,098**

New Cards issued during May: **328**

C. Patron exit count for May: **16,923**

D. Holds Placed: **2,277**

Holds Filled: **1,907**

E. Interlibrary Loan requests from our patrons: **204**

Interlibrary Loan requests from other libraries: **174** (108 supplied)

F. Fines collected: **\$2,204.61**

3. Reference Services

A. Reference Transactions for May: **2,270**

B. Children's Reference Transactions for May: **320**

4. Online Services

A. Visits to the Library Home Page: **4,547**

B. Visits to the Library Catalog via the Home Page: **1,495**

C. Total number of Websites linked to: **3,028**

New sites added in May: **114**

D. E-mail Reference Questions answered: **8**

E. E-mail Messages Received by "Library Staff": **44**

5. Programs and Activities

- A. **Preschool Storytime**
 - Number of Sessions: **24** Total Attendance: **525**
 - Average Attendance: **22** Number of Adult visitors: **5**
- B. **Special Storytimes / School Visits**
 - Special Sessions: **1** Total Attendance: **25**
 - School Visits: **8** Total Attendance: **180**
- C. **Internet Training Classes**
 - Number of classes: **4** Total Attendance: **9**
- D. **Library Meeting Room usage**
 - Number of groups: **22** Number of meetings held: **72**
- E. **Number of Volunteers: 7**
 - Volunteer hours: **71.75**
- F. **Displays in the Library during May**
 - Stokes Nature Center Summer Programs
 - Old Lyric Repertory Company
 - "Where Do You Do Your Summer Reading?"
 - Native Americans
 - My History is America's History
 - Ancestors (PBS Series)
 - Children's Read Posters

6. Ongoing Projects

- A. **Ask a Librarian - Kent**
 - An "Ask a Librarian" service for online reference questions was added to our Home Page.
- B. **ILL Online – Melanie, Michelle, and Kent**
 - An online Interlibrary Loan Request was added to our Home Page.
- C. **Microfilm – Patricia**
 - The microfilm project was completed and all the records we had designated were filmed. Since then a couple of new records have come into our possession and we are in the process of getting those ready to film also.
- D. **Road to Taos – Ron**
 - We have received the documentation for the Taos software. We have ordered the PC's needed for the project. The on-site Pre-Installation visit with DRA will be June 21-22. Software installation is scheduled for the 1st week of August.
- E. **Teen Links Page – Kent**
 - Kent is developing and designing a Teen Links page and beginning a YA advisory committee.
- F. **Video Surveillance – Ron**
 - The installation of the Video Surveillance system for the library was completed and is in operation.