



THE LOGAN LIBRARY
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**LOGAN LIBRARY
MONTHLY REPORT
SEPTEMBER 2001**

1. Technical Processing Services

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

	Donations	Purchases	Discards
Fiction	8	369	1,370
Nonfiction	7	305	199
Audiovisual	0	65	42
Realia	77	0	0
TOTAL	92	739	1,611

Total Items in the Library Management System: **155,205**

B. Titles added during September: **629**
Total Titles: **106,258**

2. Circulation Services

- A. Circulation for September 2001 was **47,089** compared to 50,754 for September 2000
Average circulation per day: **1,962**
Highest day of circulation: **2,901** on **September 4th**
- B. Total Patron Cards: **25,555**
New Cards issued during September: **358**
- C. Patron exit count for September: **18,224**
- D. Holds Placed: **not available**
Holds Filled: **not available**
- E. Number of ILL requests from our patrons in September was **222** as compared to **192** for September 2000
Number of ILL requests from other libraries in September was **168** (88 supplied)
- F. Fines collected: **not available**

3. Reference Services

- A. Reference Transactions for September: **2,022**
- B. Children's Reference Transactions for September: **392**

4. Online Services

- A. Visits to the Library Home Page: **5,194** compared to 4,948 for September 2000
- B. Visits to the Library Catalog via the Home Page: **2,407** compared to 1,762 for September 2000
- C. Total number of Websites linked to: **4,821**
New sites added in September: **25**
- D. E-mail Reference Questions answered via "Library Staff" and "Ask a Librarian" and other: **10**
- E. E-mail Hold requests Received by "Library Staff": **227**
- F. Ebsco Database searches: **94 searches, 78 logins** (22 outside of library/city)

5. Programs and Activities

- A. Children's Storytime
 - Number of Sessions: **18** Average Attendance: **23**
 - Total Attendance: **432** Adult Visitors: **17**
- B. Special Storytimes / School Visits / Library Tours
 - Library Tours: **3** Total Attendance: **26**
- C. Internet Training Classes
 - Number of Classes: **3** Total Attendance: **3**
- D. Library Meeting Room usage
 - Number of groups: **21** Number of meetings held: **51**
- E. Number of Volunteers: **10**
Volunteer hours: **64.75**
- F. Displays in the Library during September
 - International Flag display
 - Heroes of the Century
 - Inventions that Changed the World
 - Children's books/ Storytime displays
 - FOTL Book bag & Mouse pad display
 - Humane Society
 - Capitol Arts Alliance: Michael Cooper's Masked Marvels & Wondertales
 - USU English & Theater Departments: A Midsummer Night's Dream
 - Library Card Sign-up Month
 - Banned Books Week

6. Ongoing Projects

- A. Flag Project – Janet
 - 77 flags representing 76 countries have been processed and added to the circulating collection.
- B. Internet Training – Kent
 - Several new classes have been added to our Internet Training: Spreadsheets, Word Processing, E-mail, HTML, Introduction to the Computer, Introduction to Windows, and Search Engines (formerly the Intermediate Internet course). The Advanced Internet class was eliminated. The Basic Internet class was revised to allow for more of a hands-on experience for the user. We still have room in all these classes and need ideas on how to advertise these classes.
- C. Road to Taos – Ron
 - Formal training on the Report Writer was completed on September 18-19. We are now able to create reports that could not be done previously. Release 1.1 of Taos is expected in the near future.
- D. Web Guide – Kent
 - A new Web Guide has been created: "Magic and Illusion Sites on the Internet."