



THE LOGAN LIBRARY
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**LOGAN LIBRARY
MONTHLY REPORT
JULY 2002**

1. Technical Processing Services

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

	Donations	Purchases	Discards
Fiction	14	609	195
Nonfiction	11	372	54
Audiovisual	13	214	73
TOTAL	38	1195	322

Total Items in the Library Management System: **147,317**

B. Titles added during July: **793**

Total Titles: **112,094**

2. Circulation Services

A. Circulation for July 2002 was **56,375** compared to 59,125 for July 2001

Average circulation per day: **2,255**

Highest day of circulation: **3,914** on **July 8th**

B. Total Patron Cards: **23,191**

New Cards issued during July: **403**

C. Patron exit count for July: **22,550**

D. Holds Placed: **not available**

Holds Filled: **not available**

E. Number of ILL requests from our patrons in July was **222** compared to 236 for July 2001

Number of ILL requests from other libraries in July was **276** (155 supplied)

F. Fines collected: **not available**

3. Online Services

A. Visits to the Library Home Page: **7,098** compared to 5,582 for July 2001

B. Visits to the Library Catalog via the Home Page: **4,287** compared to 2,571 for July 2001

C. Total number of Websites Internet Directory linked to: **10,603**

New sites added in month: **76**

D. E-mail Reference Questions answered via "Library Staff" and "Ask a Librarian" and other: **7**

E. Ebsco Database searches: **358 searches, 48 logins** (26 outside of library/city)

F. SIRS Usage: **4 sessions, 4 searches**

G. FirstSearch Usage (for June 2002): **61 sessions, 141 searches**

H. Learn-a-Test (for June 2002): **37 site visits, 44 tests**

4. Reference Services

- A. Reference Transactions for July: **2,009**
- B. Children's Reference Transactions for July: **492**

5. Programs and Activities

- A. Summer Reading Program
 - Number Signed up: **2,394**
 - Reading records turned in: **6,391** (average 799/week)
- B. Internet Training Classes
 - Number of Classes: **2** Total Attendance: **4**
- C. Library Meeting Room usage
 - Number of groups: **18** Number of meetings held: **71**
- D. Number of Volunteers: **6**
Volunteer hours: **79**
- E. Displays in the Library during July
 - American Authors
 - Festival of the American West
 - FOTL Bookbags / Mouse pads
 - Gardening Display
 - Job's Daughters
 - READ posters
 - You Can Read Everywhere – children's display

6. Ongoing Projects

- A. Browsers – Kent

New browsers have been added to several public access catalogs. This program allows the library to customize the browser and settings to meet our needs, eliminating a lot of the errors and problems we have experienced in the past. We will continue to add the browser to the catalogs and will add it to the online computers as we can.
- B. Item Categories – Janet

New item categories were created for adult and juvenile non-fiction materials to provide for more specific tracking of items. JNF will be replaced by J100, J200, etc to J900. NONF will be replaced by A100, A200, etc to A900.
- C. Juvenile Non-Fiction – Janet

2,520 juvenile non-fiction items records (J398.2, J398.6, J398.8, J741.5, J811, J821) were changed from item category JNF to J300, J700, or J800.
- D. Marc Upgrade – Janet

The marc upgrade (adding ISBN numbers to bibliographic records) by DRA was completed. 109,804 marc records were extracted. 51,126 marc records were upgraded. Verifications and corrections were completed manually.
- E. Sirsi Corporation (UnicornOasis) – Ron

The onsite visit for the Unicorn policy review was July 16-18. Policies for Unicorn have been completed and submitted to Sirsi.