

2013/14 Annual Report

Submitted by the Library Advisory Board

Christopher Veach (County Librarian)

Randa Fish (District 1)

Mitchell Markowitz (District 2)

Sarah C. David (District 3)

Irehne E. Dishman (District 4)

Ellen Sommers (District 5)

Introduction

The Lake County Library system is composed of four branches that provide library services free of charge to all members of the public. It is the mission of the Lake County Library system to make available material for the informational, recreational, and cultural needs of the community. In 2013/2014 the Lake County Library was able to maintain close to the same level of library service as previous years despite reductions in staff.

Budget and Staffing

The Lake County Library is still in a holding pattern since the complete loss of state funding that occurred in December of 2011. Without state funding the library is primarily funded through a dedicated local property tax. A grant from the State Library partially funds the Adult Literacy Program.

Total Number of
Active Library Cards

9,692

The 2013/14 budget saw the loss of one full time library technician position at the beginning of the year. Staff has been stretched very thin. At the end of the 2013/14 budget year the Lake County Library had 7 permanent full-time staff members, 3 permanent part-time staff members, and 9 extra-help part-time staff members.

Volunteers remain an important part of providing library services to the public and complete a variety of tasks for the library such as: assisting with or performing storytimes, serving as adult literacy tutors, and managing and procuring library materials for the public.

Full-time Equivalent Staff per 1,000 Checkouts



Library Buildings

The new Middletown Library continues to thrive, although use of the new facility has started to level off. Redbud Library received a new HVAC unit to replace a malfunctioning unit in the fall.

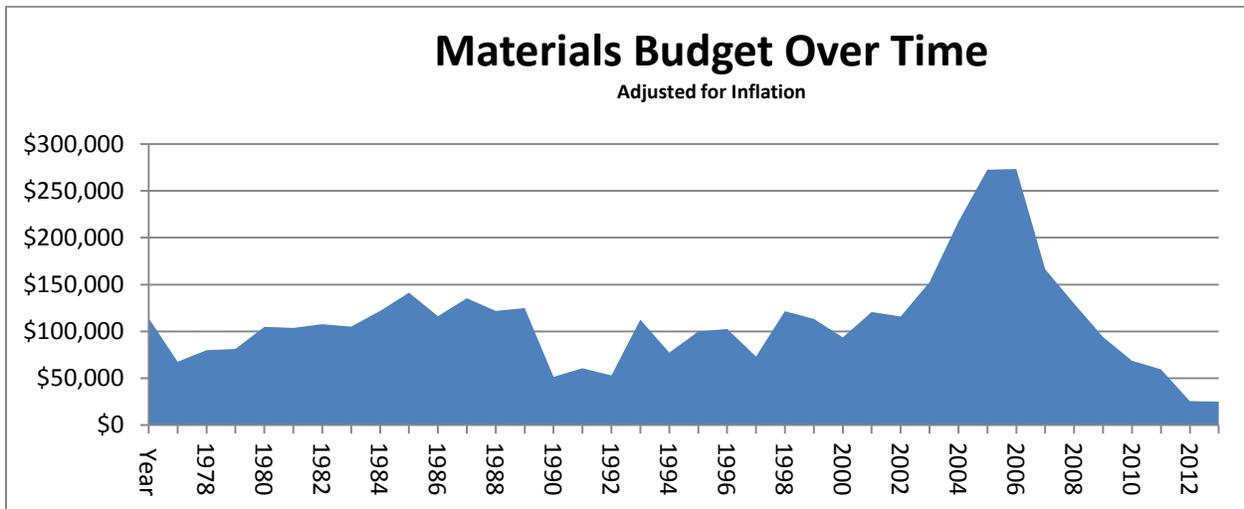
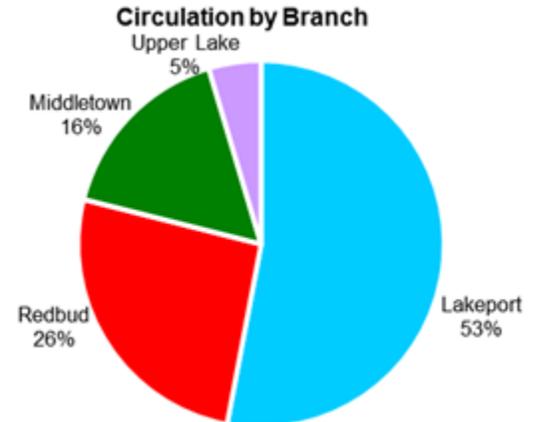
The main branch of the Lake County Library in Lakeport was built in 1986 and is reaching the end of its lifespan. The library has reached capacity and heavy de-selection of materials will need to occur as the library adds volumes in the coming year. The lack of a meeting room and dedicated areas for library technology are becoming more apparent as time goes on. At times seating within the library and space for parking is at a premium.

Library Circulation

Library circulation increased very slightly, 0.71%, from the previous year. This modest increase can be attributed to increased circulation at the Middletown Library. Circulation of materials fell at both the Redbud Library and the Upper Lake Library from the previous year.

The current level of funding for library materials is the lowest it's ever been. Due to low funding levels, the library has to pick and choose which subject areas and collections to continue to buy materials. The focus has been on materials with historically high circulation. This leaves gaps in the collection of materials that are important, but used less often. Most of the material that is used at the public library is the newest materials and as material gets older it is less and less likely to be used. The average publication date of the Lake County Library fiction and non-fiction collections is 1993 and 1991 respectively.

Total Checkouts
229,945
In Lake County



4,424
Number of eBooks Downloaded

eBooks and Downloadable Audiobooks

Interest continues to grow for eBooks and downloadable audio books. Library patrons with a valid library card can access the downloadable library from anywhere with a data connection and download eBook and audiobooks to listen to on their computer, tablet, cell phone, or other electronic devices. eBook downloads increased by 149% from the year before.

Library Technology

Public Access Computers still continue to be a popular service offered by the library, despite the age of library computers. The use of the public library computers has increased by over 17%. The largest increase can be seen at Middletown Library where computer sessions have doubled from the previous year. That percentage increase does not include library patrons using the free wireless internet provided at all four library branches. With a grant provided by the USDA, the Redbud Library was able to add 2 new public computers and replace older computers bringing the total computers available to the public there up to 13.

Average Number of
Computer Sessions
per Day

175



New Computer Workstation at Redbud Library

For a portion of Lake County residents, the library is probably their primary source of broadband internet. Research shows that seniors, those with lower income, adults without a high school diploma and the disabled are all less likely to use the internet or have a connection to the internet at home.¹

During the 2013/14 budget year the Department of Social Services made available surplus computers to the library. With the assistance of the Information Technology department, these computers will be used to replace the majority of computers still running Windows XP.

1. Digital Inclusion. (n.d.). Retrieved July 21, 2014, from <http://www.webjunction.org/explore-topics/digital-inclusion.html>

Children's Services

The library continues to help children develop an interest in reading through storytimes and class visits.

The Lakeport and Redbud Libraries both offer story time year round. Lakeport Library Storytime is held every Friday at 10:15 and Redbud Library Storytime is every Thursday at 11:00am. The Middletown Library was able to begin offering a weekly Storytime this year with the help of volunteers. Storytime is a popular program at all the libraries and is well attended by children and adults. It's an important component in getting young children ready to attend school.

Storytime Participants

2,734

This year the library applied for and received a spending allocation provided by the California State Library Early Learning with Families program to provide increased services for young children at our library. This allowed the library to launch our "Come Play at the Library" initiative. The library received manipulative toys specifically for very young children and library staff received training in childhood development. Our story time programming at all branches also has access to new tools, such as musical instruments made for toddlers and craft supplies.



Child using New Educational Toys Obtained through State Library Program

Many school children from around the county also take field trips to the library. This year there were a total of 10 class visits to the library. In addition the library visited 44 classes at local schools to promote reading and use of the library.

Summer Reading Program

The purpose of the Summer Reading Program is to encourage school children to use the library, to encourage reading during summer vacation and develop a lifelong habit of reading. Reading during the summer also helps school children retain a high level of reading skill over the summer.

During the Children’s Summer Reading Program participants receive credit for reading library books on a Summer Reading Program card. All participants receive a prize but those who read 25 books or 1,000 pages receive a book donated in their name to the library. The theme of the 2014 reading program was “Paws to Read” and it was the biggest Summer Reading Program yet. 580 children registered for the reading program and 252 finished the program by turning in their completed reading card.

For the fourth year in a row the Children’s Summer Reading Program has been complemented by a Teen Summer Reading Program. Open to teens and pre-teens the teen Summer Reading Program consists of special programs for teens that happen throughout July and August. Participants turn in short reading records reviewing books they have read to be eligible for prizes. This year 29 teens signed up for the program and by the end 16 teens had turned in at least 1 book review. Overall the teens collectively read 99 books.

Summer Reading Program
Over
9,580
Books Read



Library Programs and Workshops



Workshop Participants Focus on a Craft Project

Library programs and workshops promote the use of the library and establish the library as a community center of life-long learning. This year the library featured a three-week course on knitting, local author book presentations, a workshop on drought landscaping, and more.

The library also participated in the 2013 Big Read, which featured author Amy Tan's novel *The Joy Luck Club*, by hosting a Mahjong Night.

Programs and Events
Offered

213



The library is making a larger effort to participate in the community. On March 18, 2014 the County Librarian participated in the Showcase on Happiness at the Lucerne Senior Center. The library also participated in the Move More 2014 campaign by including the program's mascot Rocky the River Otter in our storytime programming.

The Lakeport and Redbud library both continue to highlight specific sections of the library collection with monthly book displays.

Reference and Local History

Reference services help library patrons find the information they need. Professional librarians and library staff help patrons find particular information, suggest sources on a topic, help with search terms, and help patrons learn more about how to find information. In 2013/14 there were 5,698 questions answered across all branches.

The Lake County Library maintains a collection of materials on Lake County. This collection is comprised of over 100 books, DVDs, and other materials as well as the Maudlin Notes, information compiled by Henry Maudlin, and microfilm collection. The microfilm collection has over 500 reels of microfilm with newspapers that date back to 1865. The Lake County Collection and local history resources are an essential source of information about Lake County. There were 43 local history and obituary requests in 2013/14.

Literacy Program

The Adult Literacy Program trains volunteer tutors and matches them with adult learners. The Families for Literacy (FFL) component of the literacy program provides free children's books to children of adult learners as well as instruction and encouragement for those learners to read to their children. The literacy program also coordinates a weekly storytime at the Redbud Library. The English Language and Literacy Intensive (ELLI) portion of the program helps schools improve the literacy skills of students who struggle to learn English.

This year there were 118 adult learners who received tutoring services through the adult literacy program. There were 60 volunteer tutors in the program. The total number of adult literacy instruction hours for 2013-2014 was 2,394. In the Family Literacy component of the program, a total of 29 families were served by the program with a total of 60 children in these families receiving literacy materials. The ELLI tutor helped 107 children in 4 classes receive English literacy assistance.

Friends of the Library

The Friends of the Lake County Library and the Friends of the Middletown Library are both groups of volunteers that are dedicated to supporting and expanding what the Library offers to children and adults. Friends of the Library groups support the library through monetary donations with money raised by book sales, memberships, and other fund raising efforts.



Patrons Browse at the Friends of the Library Booksale

During the 2013-14 year the Friends of the Lake County Library and Friends of the Middletown Library donated over \$16,000 to support the Summer Reading Program and Storytime, as well as money to purchase books and other library materials.

Recommendations

The Library Advisory Board would like to recommend the following to the Board of Supervisors.

- 1 Maintain and increase the current level of library staffing and service at all four of the library branches and support expansion of the collection of library materials.
- 2 In light of reduced library funding, pay the salary of the County Librarian with monies from the general fund in accordance with the California Education Code establishing County Free Libraries Title 1, Division 1, Part 11, Chapter 6, Article 2, sections 19140, 19147 and 19148.
- 3 Continue to develop and improve library computer systems and technology, with the assistance and cooperation of the County Information Technology Department.
- 4 Support renovation, remodeling, and expansion of the Lakeport Branch of the Lake County Library to update the facility and include a meeting room, genealogy room, and additional parking.



Lakeport Branch	
Size in square feet	10,318
Collection size	62,753
Hours open weekly	37
Annual Circulation	179,503
Public Computer Stations	10



Redbud Branch	
Size in square feet	13,203
Collection size	58,350
Hours open weekly	36
Annual Circulation	97,834
Public Computer Stations	13



Middletown Branch	
Size in square feet	5,500
Collection size	15,603
Hours open weekly	25
Annual Circulation	54,896
Public Computer Stations	8



Upper Lake Branch	
Size in square feet	800
Collection size	12,054
Hours open weekly	25
Annual Circulation	19,356
Public Computer Stations	2

Statistics

Circulation		2012/13	2013/14
Lakeport	Local	120,460	121,844
	Out of County	58,942	57,659
Redbud	Local	63,012	59,632
	Out of County	40,652	38,202
Middletown	Local	29,269	37,830
	Out of County	15,042	17,066
Upper Lake	Local	11,739	10,639
	Out of County	10,006	8,717
Total	All	349,122	351,589

Overdrive	2012/13	2013/14
eBooks Downloaded	1,776	4,424
Audiobooks Downloaded	3,532	4,639

Reference Questions	2012/13	2013/14
Answered using library collection	6,361	5,698
Answered using online searches	2,935	3,076

Computer Sessions	2012/13	2013/14
Lakeport	13,731	13,549
Redbud	18,029	20,859
Middletown	3,618	7,823
Upper Lake	1,579	1,123
Total	36,957	43,354

Programs	2012/13	2013/14
Number of Programs Offered	180	213
Attendance	5,293	5,015

Summer Reading Program - Children		2012/13	2013/14
Lakeport	Registered	239	340
	Completed	119	139
Redbud	Registered	89	103
	Completed	57	51
Middletown	Registered	115	95
	Completed	64	37
Upper Lake	Registered	29	42
	Completed	20	25
Total	Registered	472	580
	Completed	260	252

Summer Reading Program - Teen		2012/13	2013/14
Lakeport	Registered	37	29
	Completed	14	16

Volunteer Hours	2012/13	2013/14
Hours Worked	2,742	2,837