

LEANNA HICKS PUBLIC LIBRARY



Annual Report

Fiscal Year 2010-2011

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Executive Summary

Fiscal Year 2010-2011 was a very positive and rewarding year for the Inkster Public Library. The Library gained independence from the Wayne County Library System, received voter approval for a millage, established a governing Board of Directors, hired staff, approved by-laws, and began working towards providing the people of Inkster an efficient, quality oriented library service.

The Fiscal Year started with a clean break from the Wayne County Library System. The Inkster Public Library continued as a City Department overseen by an advisory Board. The City hired Lisa Hausman as the Head Librarian, and many of the Library staff continued in their previous positions. From July through the beginning of November, a massive effort was put forth to educate the residents on the need for a library millage. Thanks to the hard work of too many people to name, the campaign was successful!

Immediately following the election, a six member Library Board was appointed to govern the Library operations. Previously, the library boards only had power to advise the City and County on matters of funding and operating the Library. The new Board had the power and responsibility to set the Library budget, hire staff, approve policies, and oversee the operations of the Library.

The millage was collected with the winter taxes. Over the course of seven months the Board established bylaws and a code of ethics under which they would operate. They also set the budget for the Library for the upcoming fiscal year, created an employee handbook, and approved new job descriptions based on the current needs of the Library. A consulting firm was hired to guide the Board through the very tough task of hiring a Library Director.



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Financial Data

At the end of Fiscal Year 2009-2010, the Library Fund balance was \$0.00. Total revenues for Fiscal Year 2010-2011 were \$658,821, and total expenditures were \$223,328. Thus revenues exceeded expenditures by \$435,493.

Revenues

By Source

The Library millage was collected with the winter taxes, and made up the largest portion of the Library's revenue, \$642,177. Other sources of revenue included State Grants in the amount of \$11,230, and various user fees and fines totaling \$5,414. Total revenue for the fiscal year was \$658,821.

With declining housing values, and the uncertainty of State Grants, it will be important for the Board to find new sources of income.



Expenditures

Salaries, wages, and benefits made up the largest portion of our expenditures, totaling \$121,110. Total collection expenditures (books, DVD's, audio, magazines...) were \$16,254. All other expenditures combined for \$110,979.

EXPENDITURES BY BROAD CATEGORY

	Budgeted	Expended
PERSONAL	\$127,356	\$121,110
OPERATING	\$3,600	\$5,851
PROFESSIONAL/TECHNICAL	\$109,387	\$68,091
CAPITAL OUTLAY	\$21,156	\$12,037
COLLECTIONS (BOOKS, AV ...)	\$17,000	\$16,254
TOTAL EXPENDITURE	\$278,499	\$223,328

Collections & Circulation

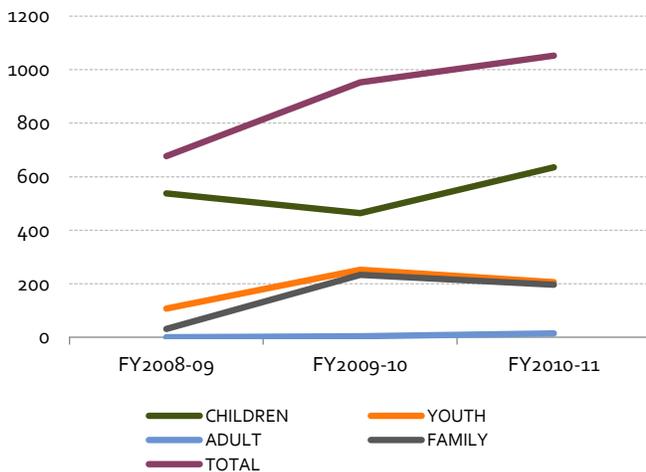
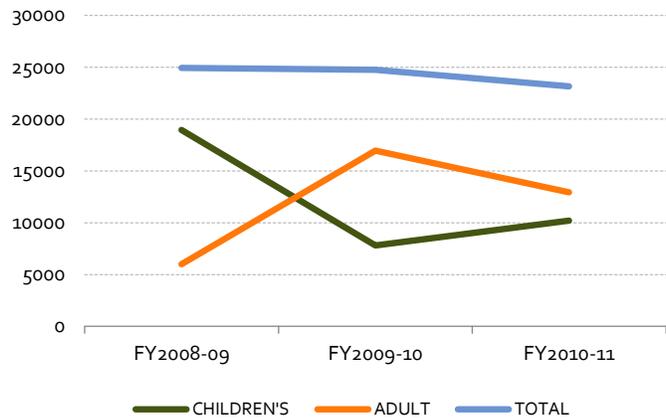
At the end of the Fiscal Year, the Library had a total of 43,662 items in its collections. The majority of these items are books, accounting for 42,226 items. Our music compact discs, books on tape, books on CD, and other audio items totaled 760. The Library also had 612 videos (VHS and DVD). The remainder of the collections are magazines and other subscriptions.

During the year there were approximately 11,642 patron visits to the Library. The Library hosted 101 programs with a total attendance of 1,052. Library staff answered 9,001 reference questions. Patrons checked out 23,161 items and used the computers 11,296 times accounting for more than 6,700 hours of computer time.



Circulation by Audience

Overall, our circulation figures dipped slightly from previous year's figures. The sharpest decline from last year to this year was in the circulation of Adult materials. This decline was offset by an almost equal rise in the circulation of children's materials. (Children's includes both Juvenile and Young Adult materials.)



Program Attendance by Audience

Overall program attendance continued to increase over previous years. In just two years, total attendance jumped from 677 to 1052.

Children's programs rebounded after dipping last year. Two years ago, we had 538 attendees for our Children's programs. Last year, that figure fell to 464. However, in current year, the number of attendees rose to 635!

Youth and Family Programs had a slight reduction in attendance after a marked rise the previous year. In the fiscal year ending June 2009, there were 107 attendees for our Youth Programs and 31 for Family programs. These figures climbed to 252 and 233 respectively for fiscal year 2010. For fiscal year 2011 they dipped slightly to 206 and 196 respectively.

Although it is hard to see on the chart, Adult Program attendance rose from 1 in 2009 to 15 in 2011.

The Library Board

We would like to thank the six members of the provisional Library Board who served from November 2010 through November 8, 2011: Lillie Allen, Sandra Markwart, Carlene Milledge, Dosye Thompson, Michael Wells, and Connie Yeats. When the library millage was approved by the residents of Inkster, these six residents were asked to serve a one year appointment as the first governing Board for the Library. Their task was: to transition the Library from a City Department to an independent City Library; to setup the Library as a new employer, approve job descriptions and hire staff; to draft the bylaws under which future Boards would operate; and to approve the budget for the current fiscal year. Their tireless, hard work has set the foundation upon which the future Library service will be built. We applaud you and thank you.



INKSTER LIBRARY BOARD OF TRUSTEES AND LIBRARY DIRECTOR
*Sitting L to R, Trustees: Dosye Thompson, Connie Yates, Lillie Allen and Carlene Milledge.
Standing L to R, Trustees: Michael Wells and Sandra Markwart. Library Director: James Lenze
September 2011*