



Canby Public Library Annual Report

2017

The Library's Grand Opening!



The Grand Opening of our new library was held on October 15th 2016! Over **2,500** items were processed and cataloged for our opening day collection. We experienced an **83% increase** from FY 15/16 in walk-in patrons since we opened the new library.

Expanded Hours

As of April, we are now **open seven additional hours** each week. We now consistently open Monday thru Saturday at 10:00 a.m. (1:00 on Sundays) and are also open four evenings each week.

Our New Hours:

Monday thru Thursday 10:00 a.m.—8:00 p.m.
Friday and Saturday 10:00 a.m.—5:00 p.m.
Sunday 1:00 p.m.—5:00 p.m.

New "Lucky Day" Materials

The Canby Public Library now has a "Lucky Day" Collection. The books and movies in this collection consist of non-reservable hot new DVDs and best sellers, available for our walk-in patrons.



Implemented RFID Technology

We began the implementation of Radio Frequency Identification (RFID) technology in March of this year. With the help of staff and volunteers, over **63,000 items** in our collection were tagged (**saving the city over \$22,000** in fees other libraries outsourced). RFID will provide faster checkout for our patrons and faster check-in for library staff, freeing them up to provide expanded programming and outreach to the community.



We Welcomed New Citizens!

Our weekly citizenship class enabled **9** members of the Canby community to become United States citizens.



Our Community Knows the Value of Library Cards!

50% of our service population now have library cards! Shortly after July 1, 2017 we hit our goal of **12,000 registered borrowers** with the Canby Public Library!



Increased Computer Access

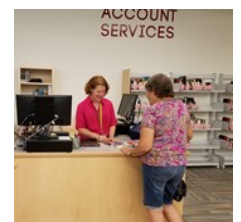
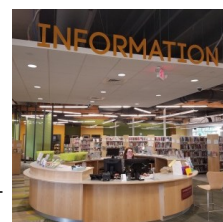
Twenty new computers were added (thanks to Direct Link) with 1 gigabit high speed internet. **14,305** people logged onto our public Internet computers in FY 2016/2017!

We Depend On Our Volunteers!

Our Volunteers contributed **2,605 hours** to the library, saving the city **over \$25,000 in wages**. Volunteers work daily on pulling an average of 300 holds to fill patron requests, as well as shelving as many as 1,000 items each day.

Enhanced Customer Service with Two Service Desks

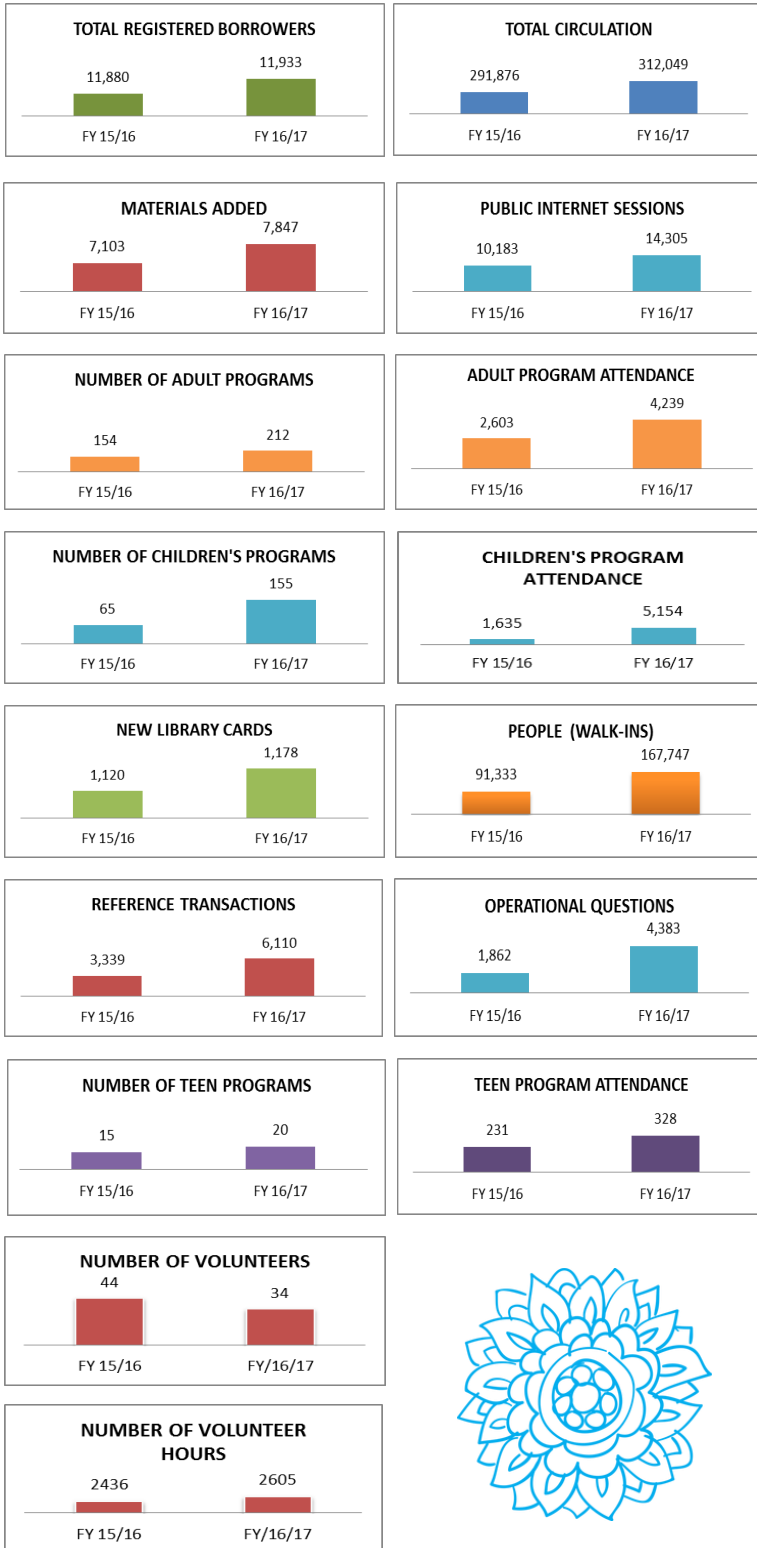
With the opening of the new library we expanded our customer service by introducing two service desks. The **Account Services Desk** assists patrons with account issues, fine and fee payments, checking out materials and new library cards; the **Information Desk** focuses on providing computer help, answering reference questions, book recommendations, room reservations, program sign-ups, database and e-book help.



More and More People Are Attending Our Programs!

9,721 people attended our **387 programs** that ranged from storytimes, book clubs, music events, game nights and crafts, to topics on health, science, history, and finance. 83% of our library programs are funded by the Friends of the Canby Public Library. The remainder comes from state grants.





Mission Statement

Canby Public Library serves as a center of community life, offering opportunities for people to enrich their lives through educational, cultural, and artistic experiences. The library safeguards the future of its community by promoting print and technological literacy, the free expression of ideas, and lifelong learning among its citizens.

LIBRARY BUDGET

	2016-2017 Budget	2017-2018 Budget
CASH CARRYOVER	1,484,008	157,748
REVENUE		
Clackamas County Library District	818,849	862,813
Grants	3,384	3,384
Miscellaneous LIBRARY (Fines and Fees)	30,000	30,000
Interest Revenue	2,500	2,000
Donations	42,618	2,000
Friends of the Library Programming Donation	15,883	17,531
New Library Building Donations	26,113	0
Total Library Revenue	939,347	917,728
FOL Pass-thru	14,400	14,400
Total Library Resources	2,437,755	1,089,876
EXPENDITURES		
PERSONNEL SERVICES		
Regular Salaries and Wages	409,855	434,612
On-Call Wages	17,093	27,571
PERS Contributions		82,009
Insurance Benefits		118,669
Taxes/Other		45,228
Employee Benefits	223,358	
Total Library Personell Services	650,306	708,089
MATERIALS & SERVICES		
Computer Hardware and Software	7,500	5,000
LINCC Consortium	13,055	24,235
Copier Lease & Maint	4,800	7,500
Travel & Training	2,500	1,500
Office Supplies and Services	8,000	9,000
Cash Over/Short		
Library Materials and Processing	98,747	80,000
Volunteer Recognition	1,500	1,500
Grents Library Expended	3,384	3,384
Donations Library Expended	61,275	2,000
Donations Expended FOL	15,883	17,531
FOL Pass-thru Expense	14,400	
Internal Charges - Facilities	43,672	25,372
Internal Charge Tech Services	17,138	32,726
Total Library Materials & Services	291,854	209,748
TRANSFERS OUT/SPECIAL PAYMENTS		
FOL pass-thru		14,400
O/H to General Fund	96,295	119,031
Transfer to Building Project	1,284,967	
	1,381,262	133,431
OPERATING CONTINGENCY	114,303	38,608
TOTAL LIBRARY REQUIREMENTS	2,437,725	1,089,876
FTE	8.5	8.7

Future Goals:

- ◆ Increase in-house program attendance for families, children, teens and adults.
- ◆ Increase community outreach to underserved populations (ex. seniors and the Spanish speaking population).
- ◆ Increase the number of registered borrowers