

Tech Services Board Report
November 2012
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The fall is a busy time for the Tech Services department. The city's fiscal year runs from October to September, so we spend September closing out our book budget and the beginning of October entering our new budget into the acquisitions portion of Polaris, the library's integrated library system. Polaris allows us to track orders made by librarians and to also receive and invoice items.

Early in September we were happy to receive news that the John and Judy Gay Library would be opening to the public full time this winter. The additional hours for JJGL meant Tech Services would acquire a new position - an adult services librarian. This librarian would oversee some collection development for both libraries, help patrons with the downloadable books and audio, and help develop adult programming at JJGL. At the time of the opening, the library system had several people on staff that had completed the Master of Library Science coursework so the position was opened to internal applicants. The job was offered to Stephanie Harrison, a current Tech Services staff member.

With the librarian position filled, the department now had a full-time library technician opening. Angie Morales, from JJGL, was hired to fill this position. Stephanie has been training Angie to fill interlibrary loan requests and will move to the John and Judy Gay Library on November 12. We are excited about the Tech Services department having a new full time librarian at JJGL.

In October, Mike Smith, Technology Librarian, and I attended the Polaris Users Group Conference in Syracuse, New York. Polaris is the Integrated Library System we use to run our circulation functions in the library. The conference allowed us to learn about new products and services Polaris will be offering. We were also able to learn more about our future upgrade by talking with other libraries about their procedures and practices. The library is planning an upgrade for December 10. There will be noticeable changes to the online catalog.

Our downloadable audio and eBook collection through OverDrive Media continues to be a sought after collection with library patrons. We currently have 2,987 items in our OverDrive collection. 1,461 on those items are audiobooks and 1,526 of those items are eBooks.

During the month of October we had 2,645 checkouts – 784 audiobooks and 1,861 eBooks. We had 951 items placed on hold – 234 were audiobooks and 717 were eBooks. As you can see our eBook demand is high.

We are limited in what we can add to our eBook collection due to publisher pricing and stipulations. For instance, Random House has tripled the price of eBooks in the past year and Harper Collins will only sell eBooks if you agree to their 26 check out per book terms. This has had an impact on our downloadable collection development but we continue to purchase items within our budget and do our best to order patron requests.

The librarians have also been working hard to weed the library collection within the library system. We try to do this on a regular basis so our materials can be up to date and allow space for new materials. Beginning next year we will be sending librarians from Hall to JJGL to weed and assess their collection area. This will allow all of us to see which materials circulate well at JJGL and which materials do not. Each month a different librarian will go over to JJGL once a week for half a day to maintain their ordering area. We will also have JJGL librarians come to Hall to maintain their collection area. This will allow all librarians a chance to have ownership of their collection and to gain a better idea of what they should be ordering.