



Rolling Hills LIBRARY

ANNUAL REPORT 2015

Board of Trustees 2014-2015

Elbert Turner, Jr.

President

Teresa Cobb

Vice-President

Rose Korte

Treasurer

Carlene Miller

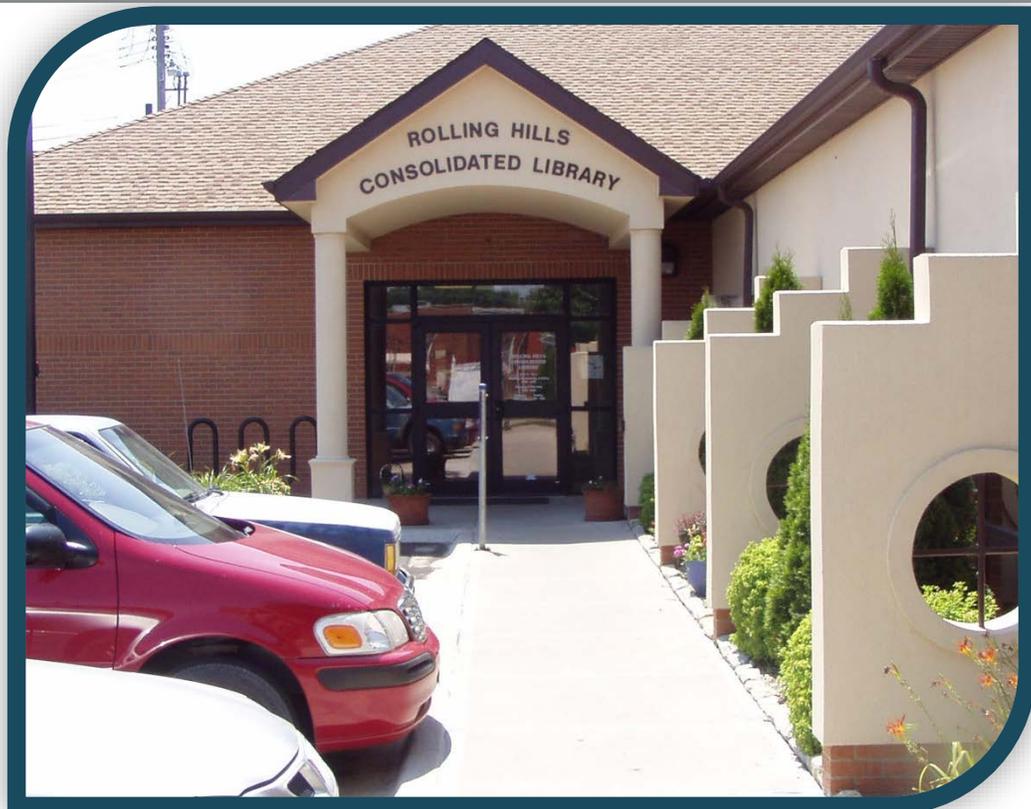
Secretary

Mary Beth Thomas

David Cripe

Keith Ferguson

Amanda Farrell



Compiled by: Michelle R. Mears, Library Director
February 2016

Locations & Operating Hours

Administrative Offices

1912 N. Belt Hwy.
St. Joseph, MO 64506
816.236.2106
Mon-Fri 8 am to 5 pm

Belt Branch

1904 N. Belt Hwy.
St. Joseph, MO 64506
816.232.5479
Mon-Thurs 9 am to 9 pm
Fri-Sat 9 am to 6 pm
Sun 1 pm to 5 pm

Savannah Branch

514 W. Main
Savannah, MO 64485
816.324.4569
Mon-Wed-Fri 9 am to 6 pm
Tues-Thurs 9 am to 8 pm
Sun 1 pm to 5 pm

Bookmobile

1910 N. Belt Hwy.
St. Joseph, MO 64506
816.232.5479
Mon-Sat
Visits as Scheduled

Introduction

This annual report reflects the activities of the Rolling Hills Consolidated Library, serving Andrew and Buchanan Counties, for the 2015 calendar year and the fiscal year ending June 30, 2015.

This was a year of analysis and improvement for the Rolling Hills Library. The library made a major transition to a new software system for check out and catalog searching in late 2014, so 2015 was about learning all of the features of the software and adjusting library processes to fit. Throughout the year, upgrades and improvements to the software allowed library staff to interact more efficiently with members, including a new text messaging service.

Other improvements at the library included self-service print management for users, meeting room renovations, better signage, outsourced payroll services, furnishings at the Savannah Branch, and updated library policies.



Library Programs

Rolling Hills Library does an incredible amount of programming for all ages. From baby storytime for the earliest literacy experiences to senior health and wellness programs, there is something for everyone on our events calendar. This year we added painting classes, jumped on the adult coloring bandwagon, and began to offer an open crafting night for grown-ups.

Summer Reading Program 2015 was expanded and improved to include all ages, with a theme about heroes and fun activities for children and teens. This year we also changed the sign-up system to make it faster and easier to enroll and allowed participants to set their own reading goals for the program. Reading incentives in the form of prizes were supplemented by tickets for drawings for larger prizes that were distributed among the two branches and the bookmobile so everyone had a chance to win something big.



In the fall of 2015, the library hosted a traveling exhibit from the American Library Association, the National Science Foundation, and the STAR-NET program titled “Discover Earth.” Through a series of interactive stations and touch screens, information about climate and geology were presented. The library hosted a series of companion programs from local and regional presenters about earth and weather patterns, and provided tours and hands-on science activities for children. This exhibit was very family oriented and attracted all ages. The library will host our next exhibit in the spring of 2016 on the history of Prohibition.

Library Collection

The library’s collection was examined closely in 2015, and a new collection development plan was put into action for both acquisitions and for weeding. At 181,761 items, the collection was 5% smaller than at the end of 2014. Physical library spaces are being looked at for rearrangement to add more seating and improve traffic flow, so library staff are still working towards an optimum level for the collection. Over 14,000 items were added in 2015, the same as in 2014. An update to the library’s collection development policies has made it clearer that ours is a popular materials library and does not need to collect items for historical value or research. Plans for a full library inventory are being made, which will likely take place in the fall of 2016.

Community Outreach

Rolling Hills Library originally began as an outreach service to the two counties, so we are always aware of the need to include the entire district in providing library services. The Bookmobile continued their outreach efforts in 2015 and has taken over the former Books-By-Mail program, renaming it STAR (Services To Adult Readers) and incorporating home delivery along with mail service. The Bookmobile visits over 12 different communities monthly, including the border towns of Gower and Union Star, and coordinates deposit collections at banks and post offices. The Bookmobile also participates in the Summer Reading Program by visiting summer schools and accompanying our educational performers on their school visits.

Facilities & Equipment

The Technical Services department and the Bookmobile and Outreach collections and staff moved into their new spaces early in 2015, easing staff crowding in some areas and freeing up other space for storage and other uses. All thermostats were replaced in 2015 with wireless models that allow for monitoring and programming from a central location. Contracts with local service providers provide inspection and maintenance of our facilities on a regular basis. No major equipment was replaced in 2015.



Library Staff

Rolling Hills Library is fortunate to have many long-term staff who serve the library, yet also be able to add new faces and energy to our team. Positions that were open and filled in 2015 included a full-time Youth Services Librarian, a full-time Public Services Assistant at Belt Branch, a full-time Technical Services Assistant, and a part-time Circulation Assistant at Savannah Branch. At the end of 2015, all Library Pages were transferred over to Circulation Assistant positions to increase pay and provide more scheduling flexibility for library service areas.



Friends of the Library

The Friends of the Library has had a year of transitions, moving into their retail bookstore, Books Revisited, and hosting two travel fundraising trips. With prominent signage and other promotion, sales have more than doubled what was formerly received from the large periodic book sales. Three local authors spoke at the Friends' annual meeting in July 2015 about their experiences in getting a book published. Friends' members and guests took a two-day trip to Bentonville, AR, to visit the Crystal Bridges Museum and a day trip to IKEA in Kansas City.

Library Foundation

The Rolling Hills Library Support Foundation continued its important work in 2015 by selecting the Community Foundation of Northwest Missouri to hold and manage the library's endowment funds. Two long-term named funds were transferred over from the library to the Foundation for management. Foundation Board members continue planning for an endowment campaign to raise \$500,000 by the year 2020.

Future of the Library

Many more improvements are also planned for 2016, including completing library policy updates, creating a performance evaluation process for staff, and looking at space utilization at Belt and Savannah Branches. Preliminary planning for a levy vote continues, due to the sunset levy that will expire in 2020. Overall, the long term planning process for the Rolling Hills Consolidated Library will be discussed and aligned with the library's mission.

To Engage the Community in Literacy and Learning!

FINANCIALS & STATISTICS

FY 2015 Revenue

Local Tax Income	\$2,517,713
State Aid	\$38,676
Grants	\$43,780
Donations	\$15,039
Rental Income	\$85,486
Other	\$52,231

TOTALS **\$2,752,925**

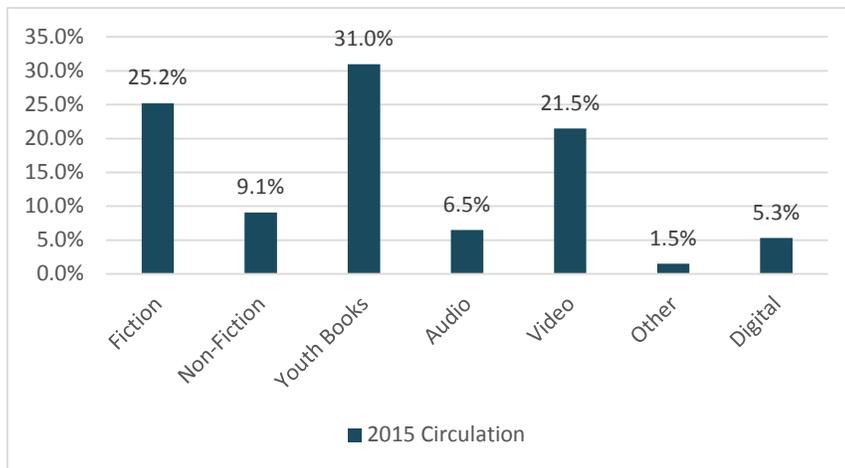
FY 2015 Expense

Personnel & Benefits	\$1,205,165
Debt Service	\$402,906
Collection/Materials	\$230,084
General Operations	\$335,656
Building Operations	\$123,992
Other/Capital Improvements	\$377,680

\$2,675,483

Figures from Fiscal Year 2015, from July 1, 2014 to June 30, 2015. Audit completed December 21, 2015 by CliftonLarsonAllen LLP of St. Joseph, MO.

Statistics reported are for the calendar year ending December 2015.



Population of Service Area: **41,428**
 Registered Borrowers: **14,983**
 2015 Circulation: **295,212**
 Library Collection: **181,761**
 Number of Reference Transactions: **3,392**
 Computer Usage: **32,090**
 Number of Programs Offered: **707**
 Program Attendance: **12,142**
 Bookmobile & Outreach Stops: **490**
 Meeting Room Usage: **1,194**

2015 Program Highlights



Adult Programs

- Book Discussions & Movies
- Winter Reading Program
- Author Visits
- Craft Programs
- Adult Coloring & Painting
- Discover Earth Exhibit
- Second Saturday Stock Talk
- Computer Classes



Youth Programs

- Baby & Toddler Storytime
- Preschool Storytime
- K-5 Adventures
- Holiday Crafts
- Boofest Annual Event
- Storytellers & Performers
- Therapy Dog Reading Program



Teen Programs

- Anime Club
- Writing Club
- Crafts & Projects
- TAG/Teen Advisory Group
- Chess & Board Games
- International Game Day
- Book Discussions
- Upcycling Programs



Senior Programs

- Music Programs
- Alzheimer's Support Group
- Local History Programs
- Senior Crafts
- Classy Senior Lectures
- AARP Driver's Safety Class
- Health & Wellness Programs