

TASMAN DISTRICT LIBRARIES

Annual Report July 2004 to June 2005



Report prepared by Brian Paterson, District Librarian

SERVICE DELIVERY

- **Library items issued**

Libraries from all around New Zealand report stable or falling issue statistics. Tasman District Libraries is no exception to this trend. One explanation is that in general Library use declines during periods of prosperity and particularly during periods of high employment.

The number of fiction books issued to adults held steady while non-fiction issues to adults declined by 5%. Children's book issues increased by 3,734.

A growing proportion of the information needs of the public will be met from electronic sources. The Library now offers access to a number of such sources on its website. It is expected that this will have an impact on the use of the non-fiction book collection.

Another new feature is the service offered to customers since August 2004 to renew books for themselves through the Library web-site. During this year 4,702 such renewals were made.

Issue statistics in this year's annual report have been revised for 2002-2003 and 2003-2004. In the previous report errors were made in interpreting the data taken from the Spydus computer system.

In the 2002-2003 year statistics up to 1 May 2003 were collected on the old Catalyst system and from then on through Spydus. The way in which the two systems deal with internal transactions has an impact on the issue count. For example books sent from one branch to another are counted as issues on Catalyst but not on Spydus.

In 2004-2005; 43,443 items were returned to a branch other than their home branch and then despatched back by Library staff. These transit transactions would previously have been counted as issues on the Catalyst system. If that figure is added to the 2003-2004 and 2004-2005 issue statistics, it brings them roughly into line with 2002-2003. With that adjustment the picture emerges of total issue statistics that have remained static over three years.

	2002-2003	2003-2004	2004-2005
District Library	393,417	376,792	362,086
Motueka	175,189	164,593	172,504
Murchison	15,165	11,695	10,396
Takaka	107,808	105,588	104,473
Web	NIL	NIL	4,702
Total	691,700	658,668	654,161
Transit transactions		49,104	43,443

- **Door counts**

Door counts measure the number of people who enter the library buildings to use the library facilities. The District Library and the branch libraries in Motueka and Takaka have automatic counters at their exits. The total door count decreased although at Motueka Library the count increased.

	2002-2003	2003-2004	2004-2005
District Library	180,235	177,037	174,632
Motueka	90,243	88,415	90,724
Takaka	74,072	79,916	73,022
Total	344,550	345,368	338,378

- **Membership**

New member registrations:

In 2003-2004 statistics for new members were available for the first time from the Library's computer system rather than from figures maintained by hand.

	2002-2003	2003-2004	2004-2005
District Library	1,901	1,733	1,638
Motueka	838	974	928
Murchison	N/A	55	48
Takaka	510	413	422
Total	3,249	3,175	3,036

Active membership of the Tasman District Libraries stood at 23,214 at the end of the financial year. This amounts to 56% of the population. The active membership figure reflects members who have used their Library card during the previous 24 months.

- **Reservations**

Members place reservations in order to be able to borrow books or other items, which are out on loan, in heavy demand or located at another branch in the District.

	2002-2003	2003-2004	2004-2005
District Library	7,581	7,365	7,428
Motueka	3,896	3,565	3,221
Murchison	555	556	517
Takaka	2,938	3,029	3,173
Total	14,970	14,515	14,339

- **Information service**

These statistics relate to requests made by customers for assistance in finding information and are an important measure of value added service provided by the Libraries:

	2002-2003	2003-2004	2004-2005
District Library	6,456	7,745	8,080
Motueka	3,808	3,493	3,414
Murchison	676	1,041	1,084
Takaka	3,012	2,665	2,953
Total	13,952	14,944	15,531

The Library has access to books, journals, music and other items held by most of the libraries in the country through its membership of the New Zealand Inter-loan Scheme. Our customers requested 908 items through this scheme in 2004-2005, exactly the same number as in 2003-2004. Of these 439 were placed at the District Library, 209 at Motueka, 252 at Takaka and 8 at Murchison. Other New Zealand libraries in the scheme requested 470 requests from us compared to 415 in the previous year.

Acquisition of the EPIC databases represented a big step forward in our capacity to provide information from electronic sources. EPIC contains invaluable information on a vast range of topics. There are many full-text articles from magazines and reference books and also images and maps. World book Encyclopaedia Online and eLibrary have also been added to the digital resources available from the Library. eLibrary provides access to articles from 11 New Zealand newspapers including the Nelson Mail back to 1997. All these resources are available directly to customers from their home computers through the Libraries web-site, as well as in the libraries themselves.

- **Children's service**

Tasman District Libraries ran a summer reading program again this year for children aged 5 to 12 years. The theme was Books Ahoy! – Tihē Pukapuka! The reputation of the program has clearly grown as a result of its past success and the available places were heavily oversubscribed and quickly filled. 425 children were enrolled in total, while almost 100 children on the waiting lists could not be accommodated. 367 children completed the program. This is an 86% success rate. The target was 80%. Children from 26 schools participated in the program. Each child was required to make a commitment to read each day and to report in at a Library at least four times over the holidays. There they discussed with a librarian the books they were reading and received advice about other books they might enjoy. Evaluation reports received from the parents of participants were very positive.

This winter saw the launch of our first reading program for teenagers – The Odyssey. Several attempts to obtain sponsorship for this project were unsuccessful and it was only a last minute offer of support from the Nelson Reading Association which made it possible to continue with the program in a scaled down form.

A report on the program will be made in next year's Annual Report. It is hoped that with a completed first program to show as a track record more success will be had in obtaining sponsors for another teenage reading program in winter 2006.

The homework help service was continued in the District Library during term time. This service is very well used and includes a large number of requests from children for recommendations of books to read. The Libraries also have an active program of outreach to the schools in all parts of the District and this includes visits to or by classes from schools ranging from pre-primary to college level.

Tiny Tots story-time for pre-schoolers and holiday programs for older children were held regularly throughout the year.

A further donation from the Rotary club of Richmond made it possible to secure the Books for Babies program in the District Libraries for another year. Each child who is brought to join the Library in the first year of life receives a free Buzzy Bee book. This complements the scheme which provides babies with their first book presented straight after birth while they are still in hospital. The objective is to encourage parents to read to their children.

- **Community Libraries**

Community libraries staffed by volunteers continued to provide a valuable additional service to the people of the Tasman District. These libraries are at Collingwood, Collingwood Area School, Dovedale, Mapua, Tapawera and Wakefield. These libraries make use to a varying degree of block loans of books from the District Library. The total number of books made available in this way is about 1,000 at any given time.

- **Activities**

These were some of the more significant activities in the Libraries during this year:

July	Displays for Māori language week.
August	Displays for Library Week – Libraries Aotearoa your window on the world.
September	Nelson Arts Week participation - District Library. Authors Eirlys Hunter and Stephanie Johnson - District Library.
October	60 Plus Group from Motu Weka Neighbourhood Centre – Motueka Library
December	Book sale in Queen Street for Richmond Market Day.
January	Motueka Library book sale Author Gerard Hindmarsh - Takaka Library Heather Lamond spoke to Uruwhenua Women's Institute.
February	New Zealand authors on tour – District Library and Takaka Library
March	South Island Library Managers' Meeting – District Library Author Maggie Rainey-Smith – District Library
May	LIANZA Aoraki Branch Weekend School – District Library

Focus group discussions with library customers were held at all libraries in June. In all 95 people participated in the discussions at 11 sessions.

Housebound Services were started in Richmond in July and in Motueka in March. The service in Motueka built up quickly and now 10 people regularly receive this service from three volunteer deliverers. Richmond has eight customers.

Three training sessions were held for about 20 Council staff to demonstrate the information content of the electronic databases available on the Library web-site and to show them how to search these themselves. eLibrary was demonstrated to the Community Services Councillors in February.

DONATIONS

\$1,400 - Rotary Club of Richmond - Books for Babies project.

\$560 - Nelson Reading Association – Odyssey teenagers' reading program

\$500 – Friends of the Tasman District Libraries – Get well bags

\$320 – Country Women's Institute – Reference books for Children

A number of individuals donated books to the Library. These were either taken into stock or sold on the book sales. Donated books taken into stock during the year were valued at \$16,253.

COLLECTIONS

Number of new items added to the collections:

	2003-2004	2003-2004	2004-2005
District	7,167	6,842	6,537
Motueka	3,141	3,536	3,809
Murchison	538	574	611
Takaka	2,029	2,181	2,346
Council Technical	122	39	57
Total	12,997	13,172	13,360

During the course of the year 12,029 items were weeded from the libraries' collections.

Total item counts for the Libraries collections as at 30 June:

	2003-2004	2003-2004	2004-2005
District	64,710	63,809	64,178
Motueka	26,188	27,845	29,563
Murchison	5,459	5,889	6,367

Takaka	22,620	23,967	23,048
Council Technical	4,065	4,104	4,152
Total	123,042	125,614	127,308

STAFF

Heather Lamond left her position as Takaka Branch Librarian in April after four years in that role. It took some time to replace her and it was fortunate that Barbara Jardine was able to assist us by acting as Branch Librarian until an appointment could be made. Jay Robinson took up his appointment to this position in early July.

Sue Hovenden replaced Mandy Chignell as children's library assistant at the Motueka Library.

Takaka Library was nominated for a second year in the Nelson Mail Top Shop competition.

Staff members attended a range of training sessions including; MARC cataloguing, customer service, te Pumaomao, advanced driving, leadership, first aid, Brooker's legal database and EPIC.

VOLUNTEERS AND THE FRIENDS OF THE TASMAN DISTRICT LIBRARIES

Volunteers continued to support the provision of Library Services in the District through their work in the District Libraries, in the community libraries and for the Friends of the Tasman District Libraries. A number of volunteers have been recruited to assist with the service to the Housebound.

The work of the Friends in supporting the libraries, organising events and donating money is greatly appreciated. Their full program of meetings provides interesting events including visits by well-known authors.

INFRASTRUCTURE – BUILDINGS, FURNITURE AND EQUIPMENT

Web access to the library catalogue and EPIC and other electronic databases was made available to customers. Customers can now search the catalogue and access their own library records from home. They can also use the electronic databases like World Book Online from home.

ThePacific.net installed wireless broadband in the District Library building free of charge as part of their promotion of the product. Customers using the wireless broadband in the Library to connect to the Internet have free access to Council web-sites.

The library computer system was upgraded to Spydus 6.5.3 in March. This went very smoothly and there was no disruption of services or processes.

The Motueka Library had new fire alarms, smoke detectors and a key-card entry lock installed. The ceiling and part of the south wall of the library were painted over the Easter Weekend.

Additional shelving was purchased for Takaka Library and a key-card entry lock was installed there too.

THANKS

We are fortunate to have a dedicated and capable team of staff members who through their efforts have made 2004-2005 another successful year for the Tasman District Libraries. The work they do and their commitment to the Libraries is greatly appreciated.

As always we value the support of the Community Services Committee and Community Services Manager, Lloyd Kennedy.

Brian Paterson
District Librarian
31 August 2005

http://tdctoday:82/shared_documents/meetings/council/committees_and_subcommittees/community_services_committee/reports/2005/rcs050908_report_district_librarian_annual_report.doc