

**Library Parcel Tax Oversight Committee**  
**FY 2010-11 Parcel Tax Budget Review**  
**November 9, 2011**

Purpose of the library parcel tax:

The parcel tax is meant to **increase the San Anselmo Library open hours**, improve children's services at the Library including hiring a special children's Librarian , and **enhance general Library services**.

Increase Open Hours:

The San Anselmo Public Library increased its open hours from 36 hours per week to 46 hours per week in January 2011. In order for the Library to open ten extra hours per week, an increase in staff was required. There are two desks to staff during each six-day week of 46 open hours and so a 20 hour/week Library Assistant was added in February to help bridge this gap, to help process new materials and to support enhanced services.

**A full time children's librarian was hired in February 2011** who not only is responsible for the Children's and Teens' materials collections, but for all Children's and Teens' programming and staffing the joint adult/children's reference desk

Improved Children's Services:

1. Weekly Preschool story time, average attendance 18.
2. Poetry Writing Club, monthly program for children ages 7-12, average attendance 8.
3. Twilight Tales, weekly family story time, average attendance 5.
4. Marin Humane Society, Share-a-Book program, twice monthly.
5. After-School Crafts, once monthly, average attendance 7.
6. Summer Reading Program, June 2011 included 4 programs for an attendance of 207.
7. Summer Reading Program sign ups, 421 (for whole summer) compared with about 200 in 2010.
8. Teen Summer Reading Program, 53 participants.
9. Teen Summer Book Club, 8 participants.
10. Created a "Teen Area" complete with seating and rug.
11. "New" books moved to higher visibility area.
12. Folk/Fairy tales moved out of storage and upstairs into the children's area.
13. Children's and Teen collections expanded by 200 titles.
14. Children's Librarian visits to all public elementary schools and many preschools, reaching about 900 children, to promote library use, Summer Reading Program, and library card sign-ups.
15. Field Trip school visits to the library, 3 visits.

## Enhanced General Library Services:

1. Art Talk Tuesdays initiated in May, average attendance 20 adults.
2. Facebook Page alerts public to interesting Library information and programs.
3. Switched book vendors from Brodart to Baker and Taylor for quicker delivery of new materials. and for more professional ordering due to an advanced interface with selection tools.
4. Moved new books to more highly visible Carnegie Reading Room, with seating and rug.
5. 15% increase in checkouts from the previous 6 month period (2010 = 51717 and 2011 = 59393).
6. New barcode scanner at self-check machine eases the process for patrons checking out their own materials.
7. Biographies moved to higher visibility area and grouped together to facilitate browsing.
8. The Friends of the Library purchased two people counters for the library in order to determine daily foot traffic. The total from October 30, 2010 through June 30, 2011 was 52,866 people. This will act as a baseline to define the flow of people through the library and to plan staffing and programs accordingly.
9. Created a materials check in station downstairs in the workroom. This frees staff from doing large amounts of delivery and book drop check in at the checkout desk which enables staff to give better, more attentive service across that desk.
10. Additional staff enables more displays in library, changed regularly, such as Travel, California Titles, and major award winners.
11. **First Open Friday celebration, January 2011, food and music to celebrate the library's first open Friday in five years, attended by 377 people.**