

# Annual Report 2011



# Letter from the Director

Major changes begun the prior year were brought to a successful completion in 2011! Olathe Public Library finished a library wide project that brought the latest and most efficient means to check out and return your library books, DVDs, books on CDs and video games! RFID technology (radio frequency identification) was applied to the many operations necessary to keep track of library materials so that they are more readily available for you. Each item has its own RFID tag that contains necessary information for tracking and identifying. Check out functions at both library locations were converted to this new technology as well as catalog and security operations. Self check machines using this technology were also installed to help customers check out faster as well. I want to applaud the entire staff for not only completing a complex project but for also finishing before the projected time of finishing.

Summer brought us many children, teens and adults ready to take part in the season's opportunities to read and explore the library's materials and attend special programs. Summer Reading Kick-off at Frontier Park welcomed families and friends on May 31. With the help of the Friends of OPL and local donations, more of Olathe's children again were able to enjoy summer reading via Title 1 school visits made by the library's own version of a book mobile – highly colorful and full of books! As kids headed back to school, Olathe's growing business community joined with us for a morning coffee hosted by the Olathe Chamber of Commerce on August 18 at the main library.

Fall came and it was time to get those next projects and plans underway. The branch was in need of new window treatments. After almost twelve years, original window shades were not doing their job so an idea to eliminate and do more with less was put into play. The branch now has a sunnier look by not having so many shades. And speaking of light, the main library launched a project to replace all original lighting (1979) used in the public areas. Brighter and more efficient lighting will be apparent later in 2012.

Ending on a positive note in 2011 for the library and the community, the library will begin working in 2012 with the city to examine library services and how best to move into the future so that more of the community receives the lifelong help and enrichment the library provides. The library continues to reach out to all with the help of its staff and volunteers. And as in 2010, the library celebrates another year of 10,000+ volunteer hours!

***Emily Baker***

# Board of Directors

Members of the Board of Directors of the Olathe Public Library are appointed by the mayor of Olathe for a four-year term. Board members may be appointed for an additional term.

The Board of Directors met once a month throughout the year on the third Wednesday of each month in the Compton Board Room at the main library.



## **LIBRARY BOARD MEMBERS**

Dana Lambert, President

Darryl Ashley, Vice-President

Jack Hansen, Secretary

Cathie Bennie, Treasurer

Rodney Birch

Tom Hutcheson

Wes McCoy

Michael Copeland, Mayor

Cliff Tatham (OPL Foundation Chair)

Linda Schoonover (Friends of OPL President)

# Adult Services Year in Review

The Adult Services Department had a busy year in 2011. The first project was the Radio Frequency Identification (RFID) project. The adult services staff were diligent that no materials were left in the collection that were damaged or out of date so RFID tags would not be placed on unnecessary materials. The entire department took part in what was known as “The Big Weed”. At the same time, the library and the AARP Tax Volunteers provided volunteer tax help for a large number of elderly and low to moderate income customers.



The library continued its program of regular computer classes, both at the main library and at the Indian Creek Branch. In addition, the library offered classes on digital photography, needlework and knitting. In conjunction with the Johnson County K-State Extension, the library offered the classes, Cut the Clutter and Organizing Your Important Papers. These were among the most

popular programs. In the fall, two exciting historical programs were presented. Greg Higginbotham, a metro Civil War Re-enactor or living historian, presented a program on the daily life of a Civil War soldier in September. In November a Kansas Humanities presenter gave a talk about the famous Harvey Girls.

During most of the year, the library offered downloadable books and audio books through the Kansas State Library. Library staff provided training to customers on how to use the interface with the vendor. In the fall, the vendor changed and staff began the process of relearning how to download e-books and audio books. A new electronic database, *Grzimek's Animal Life*, was popular with both staff and customers. Staff continued to work with the Johnson County Library to update the web catalog, Bibliocommons, and to fine-tune its features.

	Statistics		
	Main	Indian Creek	Total
Telephone Questions	14307	5618	19925
Reference Questions	35045	40419	75464

# Children's Services Year in Review

Children's department staff continued to offer high quality service and programming to library customers in 2011. Storytimes for all ages were enjoyed throughout the year, including Rhyme Time, Time for Two, Preschool, Day-care, and Family Storytimes, and Storytime in the Park. Children's staff also promoted literacy and the library through visits to daycares, preschools and elementary schools in Olathe.

A variety of popular activities returned, including Family Chess Night, READ to a Dog, Spring Break Cookie Decorating, and Preschool Crafts. These were joined by many other programs, including a stuffed animal sleepover, a magician, special programs for homeschoolers, Mardi Gras and Day of the Dead. Two harp programs were well received by customers of all ages, and a successful LEGO® design contest in the spring led to the formation of a wildly popular monthly LEGO® Club in the fall.

Summer programs were oriented around the theme, "One World, Many Stories". Special performances by Paul Mesner Puppets, storyteller Priscilla Howe, and musician Dino O'Dell, brought large crowds to the Bell Cultural Events Center, while Free Family Movies, Find Fido Fridays, and theme-based programs, including Pinata Time, Hello World and Nihao! Hello! were popular at both libraries. The summer bookmobile, in its second year, allowed children at six Title 1 schools to easily check out books during the summer.

<b>Statistics</b>			
	<b>Main</b>	<b>Indian Creek</b>	<b>Total</b>
<b>Telephone Questions</b>	1,869	1,344	3,213
<b>Reference Questions</b>	23,295	43,289	66,584
<b>Storytimes</b>	131	175	306
<b>Participation</b>	2,569	4,035	6,604
<b>Programs</b>	93	85	178
<b>Participation</b>	3,148	1,931	5,079
<b>Tours</b>	7	15	22
<b>Participation</b>	115	215	330

# Teen's Year in Review

It's been a busy and rewarding year in the Teen Department. The beginning of 2011 started with a new teen website and logo that debuted during Teen Tech Week in March: *Teen Commons*. The new teen website offered an easier navigation scheme with pages for reader's advisory, college information and volunteer opportunities in the community.

The Teen Department continued to offer numerous programs throughout the year. Some of the popular programs included Afternoon Rush, where teens use laptops, play console games or just hang out with peers. The Olathe YA Anime/Manga Club met to watch anime, discuss manga and play anime video games. In June, an Anime Festival was greatly received by teens and requested again for 2012.

Both libraries were busy throughout the summer with the Tween & Teen Summer Reading Program. The theme for the summer was "You Are Here." Attendance increased for teen programs during the summer due to the inclusion of students who completed fifth grade. This readjustment was made to meet the change the Olathe School District made by moving sixth graders to middle schools. Some of the favorite, fun programs included: Volunteer Fair, Culture Shock Program, You are @ the Opera & Spaghetti Taste-off, Game Day & Pizza Taste-off, Wii-Lympics and Reverse Tie Dye.

Babysitting classes were held every week during the summer and during winter break as in previous years. Classes were in great demand with long waiting lists. The library looks forward to presenting more classes and offering another location in 2012 for babysitting classes with the partnership of the Johnson County K-State Extension.

During Teen Read Week in October, teens participated in a duct-tape workshop and submitted creative duct-tape entries for prizes. On Halloween teens gave customers a fright with their zombie costumes for the Zombie Program.

The teen space at the Main library displayed some impressive artwork from the Martin Luther King Noon Day event in February and photographs in May and artwork in December from Choices, an Olathe Public Alternative High School.

The partnership between the library and the Olathe School District continues to be a strong, productive one. Library staff was invited to present at various events throughout the year, presenting information about library programming and services, including electronic databases, children and teen literacy and book talks. At many of these programs, attendees were able to apply and receive library cards.

## Statistics

	Totals
Programs	88
Participants	1,827

Tween & Teen Summer Reading Statistics:  
Number of registered users: 404 (370 confirmed)  
Number of reviews posted: 1162  
Total number of minutes logged: 1035101 (17251 hours)

# Library Foundation

The Olathe Public Library was established in 2000 by Elaine and Cliff Tatham as a way to secure needed funds from firms and individuals to help enhance collections, equipment and programs.

Since its establishment in 2000, the foundation has made grants to the library in excess of \$100,000 for various programs and services to meet the needs of our growing community. Contributions are accepted throughout the year.

The foundation hosted "A Taste of Literacy" dinner at the Olathe Holiday Inn in September. Five grants were given this evening – the IT Department - \$2,250, Small Equipment Pool - \$1,500, 3M Mobile Work Station - \$3,000, Parking Lot Banners - \$2,000 and Children's Services - \$5,000 for the summer reading club. In addition, a \$1,000 grant was given to help fund the Teen Summer Reading Program.

Following dinner and the presentation grants to the library, guest author Jeff Lanza had the audience's full attention as he described his life as a FBI agent and communications officer for the FBI's Kansas City office. He related many situations that he encountered during his long career. Jeff also used scenarios from his recently published book, Pistols to Press, to illustrate the many criminal cases he worked. Jeff's knack for storytelling induced laughter in the midst of serious situations and gave guests a look at what life is like for an agent and spokesperson. Guests were able to obtain signed copies of Pistols to Press and talk with Jeff afterwards.

The OPL Foundation Board was pleased to announce that more than \$17,000 in contributions was realized in 2011 from the many sponsors and donors!

## **Foundation Board Members**

Clifford Tatham, Chair  
Emily Baker, Secretary  
Vivian Crosby  
Dana Lambert  
Linda Schoonover  
Robert Shands  
Dr. Marvin "Doc" Wollen

# Foundation Financial Summary

## Summary of 2011 Fund Activity

Year-To-Date  
01/01/2011 - 12/31/2011

Beginning Fund Balance	\$275,311
Receipts	
Contributions	10,260
<b>Total Receipts</b>	<b>\$ 10,260</b>
Earnings	
Interest and Dividends	\$ 6,379
Unrealized Gains (Losses)	(5,464)
Realized Gains (Losses)	(2,273)
<b>Total Earnings</b>	<b>\$ (1,358)</b>
Disbursements	
Grants Approved	\$ (12,400)
Net Project Income (Expenses)	4,240
Administrative Fee	(2,759)
Total Disbursements	\$(10,919)
Net Change	\$(2,017)
<b>Ending Fund Balance</b>	<b>\$273,294</b>



# Friends of the Library

The Friends of the Olathe Public Library is an active support organization for the library.

The Friends Board is composed of volunteers who meet once a month to discuss book sales and review any requests for furnishings, programming and/or materials for the library



The Friends book sales continue to be huge fundraisers for the group.

In 2011, the Friends hosted eight book sales in the Indian Creek Branch meeting room. Total proceeds for all the book sales were over \$12,500. In addition, on-line book sales totaled \$8200. The Friends explored another avenue to sell donated materials and in December shipped 401 boxes of books to B-Logistics in Chicago.

Nearly fifty people attended the popular annual soup supper held in April at the Indian Creek Community Church. Guest speaker was William D. Keel, who pre-

sented "The German Heritage of Kansas." The program was co-sponsored by the Kansas Humanities Council.



The Friends sponsor the Baby Board Book Project, giving out book packets to all parents of newborns. Included in each packet is library information and a hardcover baby board book. In 2011, 62 packets were distributed.

The group donated \$2,000 to the Olathe Public Library Foundation and \$5,560 to the library for various programs, furnishings and materials.

In addition, they gave 2,672 donated materials for inclusion in the library collection. This saved the library approximately \$34,564 in purchases for the collection.

## Friends Board

Linda Schoonover, President  
Sharon Markey, Vice-President  
Diane Hart, Secretary  
Pat Pieper, Treasurer  
Carlotta Belcher, Membership Chair  
Diane Hart  
Barbara Hill  
Colette McGee

# Friends Financial Summary

## Summary of 2011 Income/Expense Items

Income  
Book Sale Receipts 14,202  
Membership Dues 848  
Book Bag Sales 360  
Interest 17  
Misc. Income 590  
(Donation & Special Events)  
Consignment 8204  
Total Income \$24,221

Expenses  
Donations to Olathe Public Library 5,560  
Donations to OPL Foundation 2,000  
Book Sale Costs 1,800  
Special Event 509  
Misc. Expenses 1,044  
Total Expenses \$11,183  
Net Change \$13,038

	<b>Dec. 31, 2010</b>	<b>Dec. 31, 2011</b>
Assets		
Checking Account	\$10,127	\$23,503
Cash	0	0
Bank CD	\$ 7,365	\$ 7,586
Total Assets:	\$17,492	\$31,089
Liabilities:	0	0
Net Worth:	\$17,492	\$31,089
Net Change:	\$ 3,970	\$13,597

# Volunteers

## 10,000+ Hours 2011!

For the second year in a row, 275 volunteers surpassed the 10,000 hour mark, working 10,187 hours.

Their duties are varied - from shelving materials, to working the book sales, helping or presenting programs to photocopying. Wherever they were needed, they were ready and willing to help in any way.

Year	# of Volunteers	Hours Worked
2007	465	7513
2008	377	7139
2009	370	8958
2010	340	10,007
2011	275	10,187

## Nancy Quinlisk Chandler Award

Each year a Volunteer Recognition Dinner is held at the Prince of Peace Catholic Church to honor the library volunteers. Nearly 100 people attended this event. Youth certificates were given to 23 youth in attendance.

The Nancy Quinlisk Chandler Award was presented for the eighteenth year to Pat Pieper.



Pat Pieper, a volunteer for 14 years, was awarded the Nancy Quinlisk Chandler Award. Her volunteer work includes helping with the book sales and working two days a week at the main library.

In addition, she is a vital member of the Homebound Program - selecting and delivering materials to a care facility in Olathe. She is also a member of the Friends of the Library Board.

# Financial Summary

## Expenses

Personnel \$2,691,013  
Books & Materials 522,997  
Utilities 72,008  
Supplies 54,798  
Building 107,133  
Automation 200,213  
Copiers 5832  
Insurance 31,470  
Equipment 16,511  
Staff Development 17,841  
Library Vehicle 8208  
Printing 2760  
Professional Services 32,150  
Miscellaneous 38,576  
Programming 37,167  
Capital Improvement 119,197  
**Total Expenses \$3,987,874**

## Income Received

Tax Revenue \$3,872,078  
Interest Income 17,487  
Fines, Copier, Misc. 225,832  
Contributions 37,328  
**Total Income \$4,212,661**

## State Aid Received and Expended

State Aid \$59,936  
**Total \$59,936**

# Community Outreach

The library staff is grateful for the Olathe community that provides support, volunteer assistance and numerous grants and gifts. That being said, staff is pleased to “pay it forward”.

## **United Way Campaign**

Employee contributions \$6660

Additional fundraising events including a cookout at OPL - \$940

**Total raised \$7,600**

## **Safehome Used Cell Phone Collection**

One-hundred and twenty-two used cell phones were collected to benefit Safehome. Proceeds from these phones amounted to \$190 and a check was sent to Safehome from Shelter Alliance.

Since this collection effort was started a few years ago, over \$5,000 has been raised for Safehome and 2503 used cell phones, 152 batteries and eight pagers have been collected and recycled.

## **Back to School Supply Drive for the Olathe Public Schools**

In partnership with the Olathe Public Schools Foundation, Farmers Insurance and other community groups and organizations, school supplies were collected at both Olathe library locations. Through these donations, 800 backpacks were assembled with school supplies and put in the hands of students and families in need.

## **American Red Cross**

In October, the library hosted a blood drive at the branch library.

## **Salvation Army**

Two families were adopted for the holiday season.

## **Christmas Bureau**

Thirty-eight coats were collected.