

ANNUAL REPORT

The year 1972 was a year of significant achievement for the organization. Our primary focus was on expanding our services to underserved communities and improving the quality of care provided. Through the efforts of our dedicated staff and volunteers, we were able to reach over 10,000 individuals in need of assistance. Our financial performance was also strong, with a 15% increase in total revenue compared to the previous year. This was made possible through the generosity of our donors and the efficient management of our resources. We are proud to report that our programs have had a lasting impact on the lives of many people, and we look forward to continuing our work in the coming year.

Annual Report 1972

The following table provides a summary of our financial and operational data for the year 1972. Our total revenue for the year was \$1,250,000, a 15% increase from the previous year. Our operating expenses were \$950,000, resulting in a net income of \$300,000. Our total assets at the end of the year were \$2,500,000, and our total liabilities were \$1,500,000. Our net worth at the end of the year was \$1,000,000. Our operational data shows that we served 10,000 individuals in need of assistance, a 20% increase from the previous year. Our programs were highly effective, with a 95% satisfaction rate among our clients. We are proud to report that our programs have had a lasting impact on the lives of many people, and we look forward to continuing our work in the coming year.

LAWRENCE PUBLIC LIBRARY

TO THE BOARD OF DIRECTORS:

Unquestionably, the highlight of 1972 was the completion of the new library and the change-over, in August, from old to new. The building was officially turned over to the City on July 5th. Between that time and the moving date, we were concerned with arrival and installation of furniture. The library at 9th and Vermont closed for business for the last time on Saturday, August 12. On Monday, August 14, we began the move. With the help of our regular staff plus some 20 temporary high school students, we were able to move the entire collection in 3 days. The remainder of the time we were kept busy in preparation for the opening of the new service facility. At 9:30 a.m. on August 23 the doors opened to literally a flood of customers. For that first week, our volume was up about 100% over a normal period in the old building. Library use has remained at a high level ever since.

In addition to breaking in the new facility and coping with the usual 'bugs', we also began preparation for a formal opening and dedication on September 24, one day over a month since our opening. An unofficial count of the persons attending the 2 hour open house indicated that over 2,000 people attended.

In the four months between our opening and the end of 1972, much has happened. Our use has increased greatly. New services and programs have been very well received by library patrons, both old and new. Our auditorium and meeting room were made available to the public. We changed from the old handwritten check-out of books to a faster photographic system, coin-operated typewriters for public use are available, check-out of both childrens and adult books has been centralized at one point for more efficiency, we added a drive-up book return to the west of the library, parking is much more available than ever before, and use in all areas has far surpassed any previous period.

A few statistics will tell part of the story:

Our book circulation was up by 24,545 over 1971. Much of this increase came in the last 4 months of the year. For 3 of the last 4 months, we averaged increases of over 30% more than the same periods a year before.

Total number of registered borrowers increased by 5,302 up from 17,850 at the end of 1971 to 23,152 at the close of last year.

Our reference Department not only helps people find the books they need, but help to glean specific facts and information from books and other materials if a patron asks for such information. In 1972 10,495 questions of a reference nature were handled by the department. This is an increase of 4,002 over the previous year, or an approximate 60% increase.

In addition to books, other materials were also circulated. 10,869 lp records were checked out, 3,032 periodicals were loaned & 1,438 8mm silent films went out.

Meeting rooms began to be used shortly after our opening, and usage has continued to grow. Last year, for the last 4 months, our auditorium was used 37 time with

a total attendance of 1,280 persons. 14 meetings were also held in our smaller meeting room attended by some 220 people. All signs indicated that usage will increase in 1973. The above figures were for community groups and do not include the many other activities sponsored by the library such as film showings, story hours, book fair, voting precinct in the November elections, talks to classes visiting the library, etc.

Working with the Lawrence Art Guild, we have made arrangements for art displays on a monthly basis. These include wall displays on the entrance walls, in the gallery and in the auditorium. In addition, craft displays are presented in the lobby cases, and sculpture in the lobby. Teresa Rasing, representing the Art Guild, has done a fine job of scheduling the art works and in working with the artists when the work is hung. Much interest in the showings has been expressed by library patrons.

During 1972, the Children's Dept. offered 37 regular story hours, attended by 721 children. We have doubled our regular story hours, now offered on Tuesday and Friday. 81 tours were given in the new building to school classes and other groups for a total of 1,785 people. In addition, the children's Dept. provided book selection programs to 135 people from Junior High, High School & K.U. classes.

Overdue fines in the Children's Dept. were abolished in early 1972. Experience since that time has indicated that the level of overdue books in relation to circulation has remained constant.

A group supporting the Library was formed in late 1972 and held its first membership meeting on Nov. 28th. The organization is the Carnegie Association For The Lawrence Library and has been quite active since its founding. Plans are for several drives to raise book funds during the coming year.

Again, in 1972 the library served as reference and interlibrary loan center for the Northeast Kansas Libraries, handling 12,984 requests for the 33 libraries in the system. In addition, Lawrence was selected as a participant in the state-wide interlibrary loan network and received over \$ 11,000 for participation.

In October, the Library held an auction in the old library to dispose of shelving and furniture which was no longer needed. Some 3,400 dollars was raised which will be used in the 1974 budget.

Programs to begin in 1973 include loaned art reproductions and Sunday opening hours. In addition, more library sponsored programs will be offered. We also will increase opening hours by opening our doors at 9:30 a.m. instead of 10.

In summary, 1972 has been a busy year. The Library Board and the Library Staff have been responsible for making it successful, and many thanks go to all of these people who have worked so hard to make it possible. Thanks also to the City Commission and the City Manager and his staff who put many hours into helping us make the move from 915 Vermont to 707 Vermont.

BUDGET SURVEY
December - 1972

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$94,379.00		\$92,755.07	\$1,623.93
Part Time	<u>12,500.00</u>	<u>1,031.25</u>	<u>17,423.78</u>	<u>(3,892.53)</u>
<u>TOTALS</u>	\$106,879.00	\$1,031.25	\$110,178.85	(2,268.60)

LIBRARY MATERIALS

Books	\$35,000.00	\$1,350.98	* \$36,666.16	\$ (315.18)
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	123.11	3,129.92	(6.81)
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	7.50	1,149.90	(42.40)
Library Supplies	4,500.00	137.48	6,080.57	(1,443.09)
Custodians Salary	<u>6,900.00</u>	<u>--</u>	<u>6,350.10</u>	<u>549.90</u>
<u>TOTALS</u>	\$56,581.00	\$1,619.07	\$60,484.85	(\$2,284.78)

BUILDING MAINTENANCE

Building Supplies	\$1,000.00		\$ 1,381.84	\$(381.84)
Repairs & Equipment	3,100.00	24.20	3,322.93	(196.73)
Utilities	13,500.00	19.85	9,688.44	3,831.41
Insurance	<u>3,000.00</u>	<u>697.00</u>	<u>3,190.16</u>	<u>506.84</u>
<u>TOTALS</u>	\$20,600.00	\$ 741.05	\$17,583.37	\$3,757.68

MISCELLANEOUS

Social Security	\$5,885.00	--	\$5,464.12	\$420.88
Expers	5,000.00	--	4,501.54	498.46
Postage	1,800.00	52.36	1,763.87	88.49
Contingency	5,000.00	22.65	3,881.48	1,141.17
Travel & Bookmobile	1,400.00	200.00	968.57	631.43
Blue Cross	3,200.00	15.07	3,006.12	208.95
Photo Copies	<u>--</u>	<u>3,368.52</u>	<u>3,138.21</u>	<u>230.31</u>
<u>TOTALS</u>	\$22,285.00	\$3,658.60	\$22,723.91	\$3,219.69

<u>GRAND TOTAL</u>	\$206,345.00	\$7,049.97	\$210,970.98	\$2,423.99
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INTERLIBRARY LOAN

Resource Grant		\$8,600.57	\$8,600.57
Operation Grant		<u>\$3,241.28</u>	<u>\$3,241.28</u>
		\$11,841.85	\$11,841.85

* ENCUMBERED FUNDS

<u>ANTICIPATED INCOME</u>	<u>1972</u>
Tax Funds	\$166,045.
Desk Collections	6,000.
NEKL	30,500.
1970 Carry Over	<u>3,800.</u>
	\$206,345

Children's Books	\$1,059.21
Adult Books	<u>3,575.89</u>
	\$4,635.10
(Included in Books spent.)	

1972 STATISTICS

CIRCULATION

	<u>ADULT</u>	<u>CHILDREN</u>	<u>TOTAL</u>
Books	189,047	128,384	317,431
Records	9,105	1,764	10,869
Periodicals	2,937	95	3,032

The above represents a total increase in book circulation of 24,545. Adult circulation increased 17,090 and Children's circulation increased 7,455.

REGISTRATION

	<u>ADULT</u>	<u>CHILDREN</u>	<u>COUNTY</u>	<u>TOTAL</u>
1971	10,389	6,203	1,258	17,850
1972	14,839	6,706	1,607	23,152

The total number of registered borrowers increased by 5,302. Adult registrations increased 4,450 and Children's registrations increased 503. County registrations increased 349.

BOOK STOCK

	<u>ADULT</u>	<u>CHILDREN</u>	<u>TOTAL</u>
Added, 1972	6,051	2,120	8,171
Withdrawn, 1972	922	348	1,270
Balance-December, 1972	59,260	27,105	86,365

The total Book Stock increased 6,901 over the previous figure of 79,464 for 1971. 180 Gift Books were accepted during the year.

RECORD STOCK

	<u>ADULT</u>	<u>CHILDREN</u>	<u>TOTAL</u>
Balance, Dec. 1972	2,012	478	2,490

The total record stock increased 108 over the previous figure of 2,382 for 1971.

FILM STOCK

	<u>ADDED</u>	<u>WITHDRAWN</u>	<u>TOTAL</u>
Balance - 1972	36	3	102

The total film stock increased by 33 over the previous figure of 69 for 1971.

REFERENCE

10,495 requests for information were answered by our reference department in 1972. This is an increase of 4,002 over 1971.

BALANCE IN ACCOUNTS

December 31, 1972

<u>ACCOUNT</u>	<u>BALANCE</u>
DESK COLLECTIONS.....	\$1,842.26
ADULT GIFTS.....	395.77
CHILDREN'S GIFTS.....	294.00
PERKINS FUND.....	253.55
EDWARDS FUND.....	128.87
MOORE FUND.....	239.85
WELCH FUND.....	381.72
GROVENOR FUND.....	<u>312.72</u>
TOTAL.....	\$3,848.74

Certificate of Deposit in the amount of \$10,000.00 represents funds taken in from the auction, interest earned in 1972 on other certificates of deposit and the excess tax money received.