

Hillsdale Free Public Library

Annual Report

2004



Submitted by

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With assistance from
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and
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Final March 2005

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Executive Summary:

The library was under major renovation during 2004. The library was closed to the public for 255 service hours. Circulation declined by a corresponding 10% from 2003.

Comparisons with the latest available (2003) state averages for similar libraries are included throughout. Averages for similar Bergen libraries are limited to those serving populations between 8,000 and 15,000.

The library circulated 161,517 items. This a conservative total of over \$2.4 million in material value circulated on an operating budget of \$525,500. The library's circulation is double the state average for libraries serving a similar population size and operating in our budget range. The library's overall operating budget and the percentage allocated to salaries, wages, benefits, and materials mirrors the state and local averages. In summary, the library is operating at a very high level of efficiency and productivity.

The adult non-fiction collection is the weakest component in terms of age and circulation. It remains the target of concentrated development.

The State Library statistics are available at: http://www.njstatelib.org/LDB/Statistics/2003_Data/

The Bergen County Library Cooperative statistics are available at: <http://www.bccls.org>

The BCCLS libraries used for comparison are:

Bogota, Closter, E. Rutherford, Fairview, Franklin Lakes, Glen Rock, Hasbrouck Heights, Hillsdale, Leonia, Little Ferry, Maywood, North Arlington, Oakland, Oradell, Park Ridge, Ramsey, Ridgefield, Ridgefield Park, River Edge, River Vale, Saddle Brook, Tenafly, Waldwick, Wallington, Washington Twp, Westwood, West Caldwell.

I. CIRCULATION STATISTICS

The computer registers a circulation every time an item is charged to a patron. Renewals also register as circulations. Approximately 10-12% of the circulation reported is a result of renewals. The following circulation reflects the number of Hillsdale items charged out to either Hillsdale borrowers or to borrowers from other libraries.

The drop in circulation from 179,638 to 161,517 (18,121 or 10%) is partially attributed to a corresponding drop in the number of service hours due to construction in 2004 (10% - see section III hours of service).

The 2003 state average for libraries serving 10-15,000 population was 81,270.

The 2003 state average for libraries with budgets similar to Hillsdale was 76,497.

The 2003 average for Bergen libraries with similar population size was 97,588

The 2004 average for Bergen libraries with similar population size was 96,780.

Hillsdale's 2004 circulation per capita was 16 items.

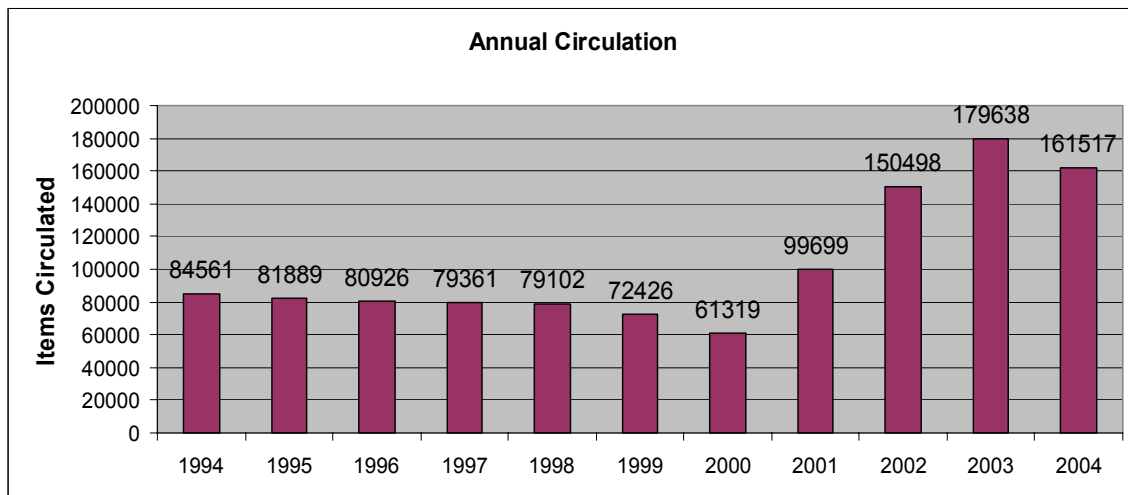
The 2003 state average for libraries serving 10-15,000 population was 6.7 items

The 2003 state average for libraries with budgets similar to Hillsdale was 8.5 items.

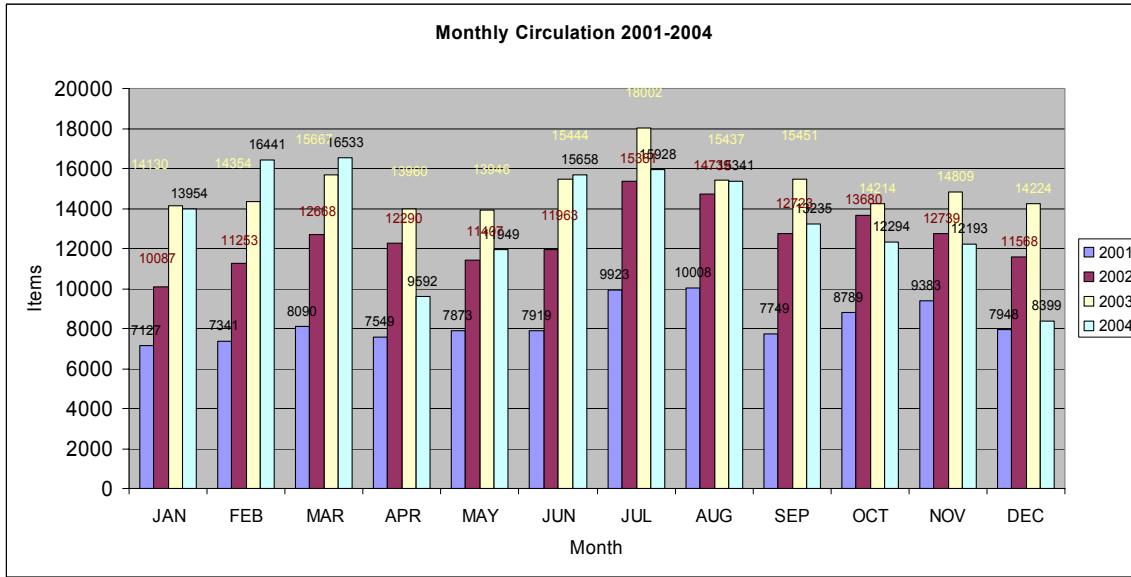
The 2003 average for Bergen libraries with similar population size was 8 items.

The 2004 average for Bergen libraries with similar population size was 9 items.

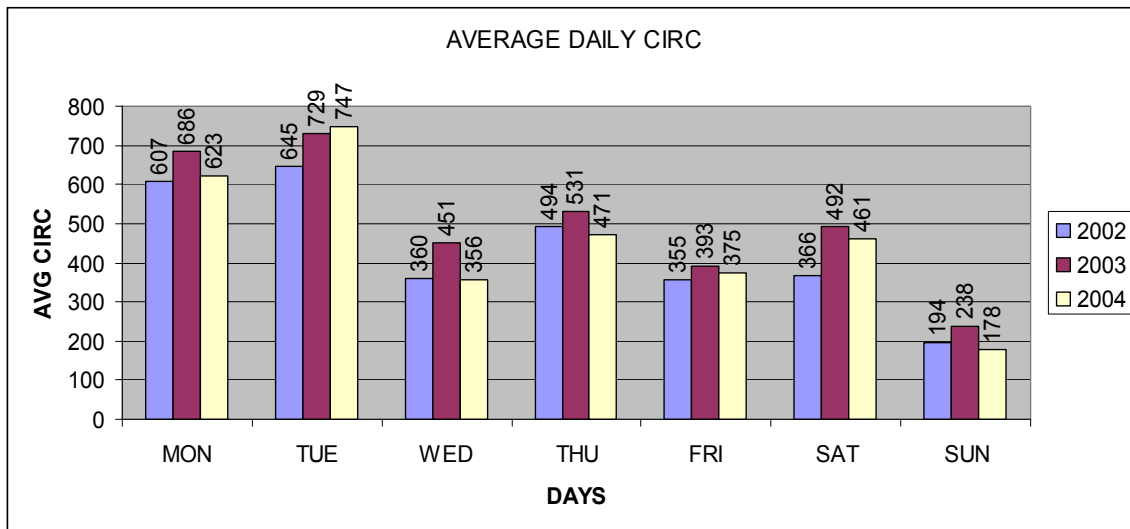
Annual circulation totals 1994 – 2004.



Overall circulation by month 2001-2004.

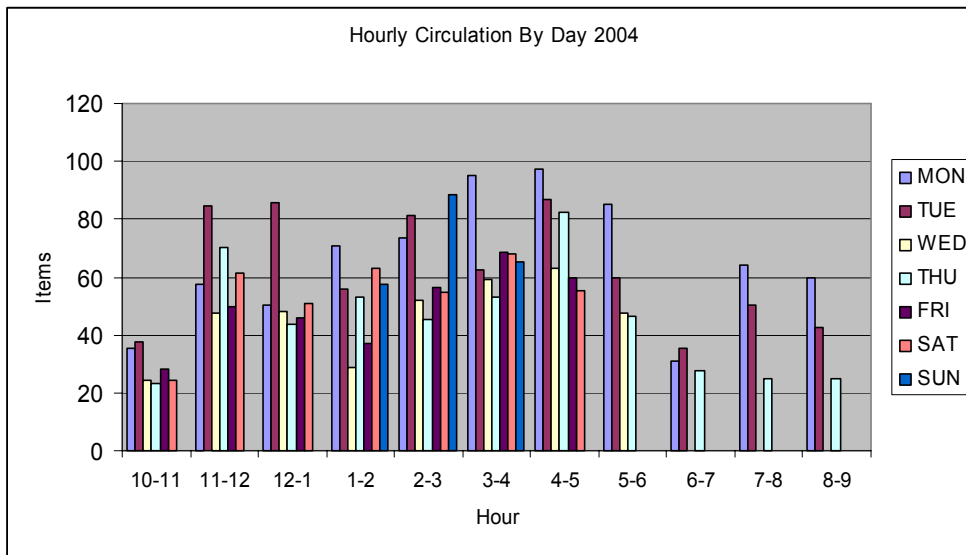


Daily circulation averages 2002 - 2004.

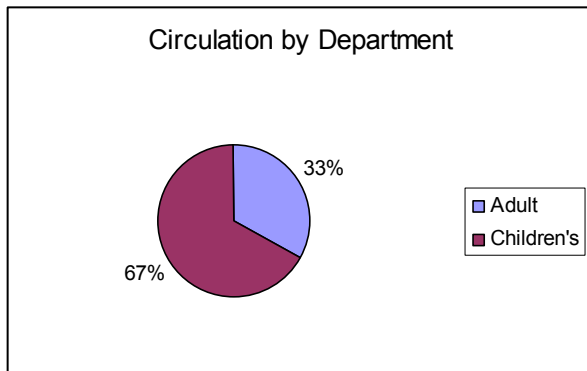


Hourly circulation by day 2004.

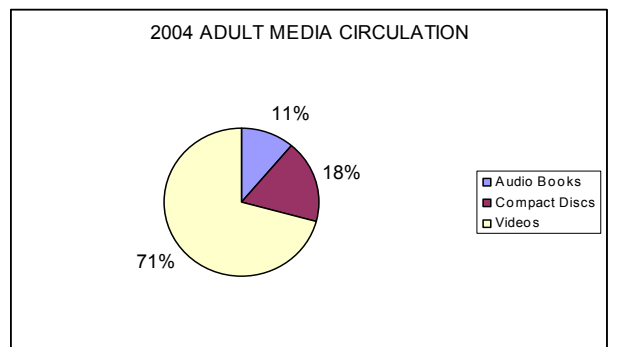
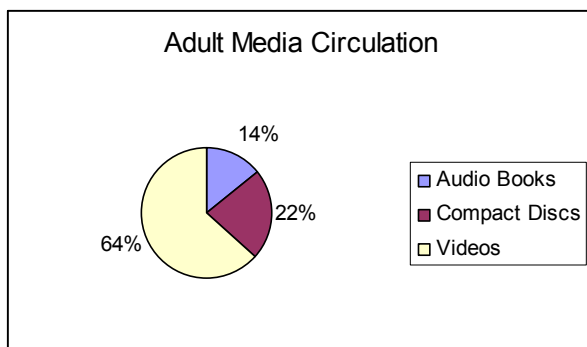
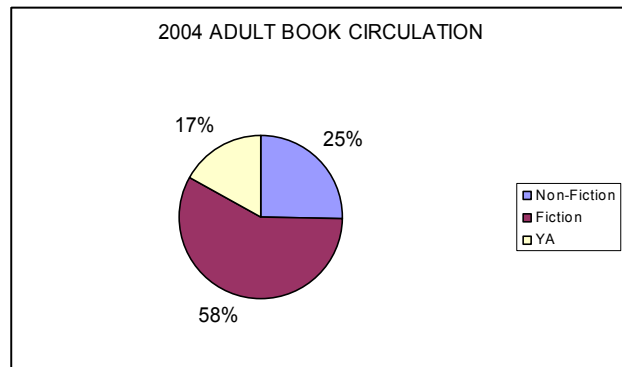
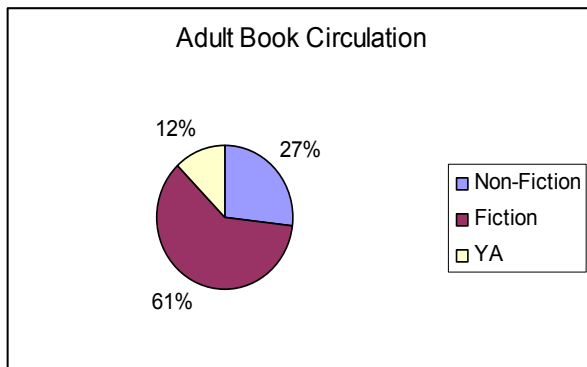
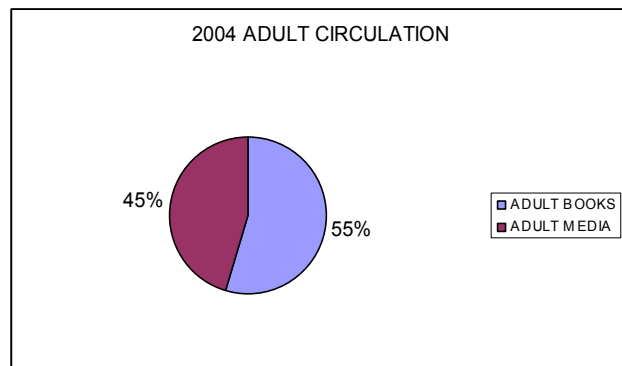
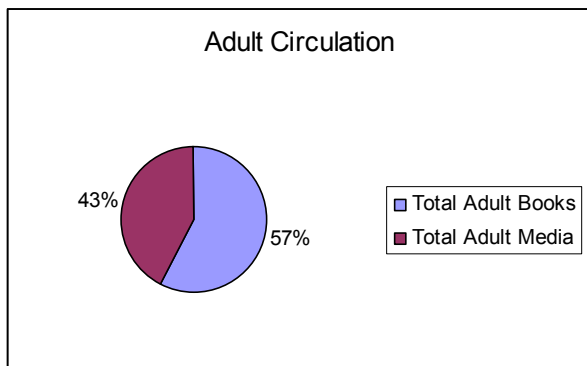
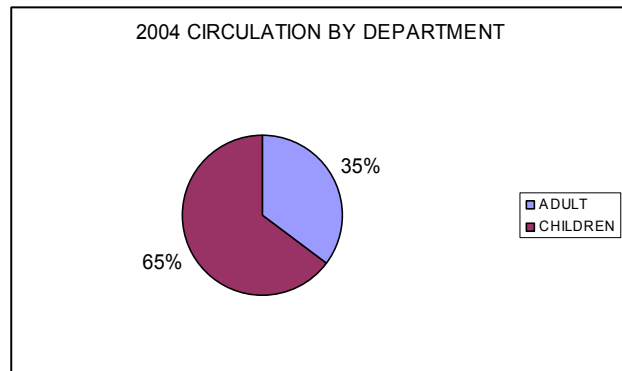
HOUR	MON	TUE	WED	THU	FRI	SAT	SUN
10-11	36	37	24	24	28	24	
11-12	58	84	48	70	50	62	
12-1	51	86	48	43	46	51	
1-2	71	56	29	53	37	63	58
2-3	73	82	52	45	56	55	89
3-4	95	63	59	53	69	68	65
4-5	97	87	63	83	60	55	
5-6	85	60	48	46			
6-7	31	35		28			
7-8	64	51		25			
8-9	60	43		25			

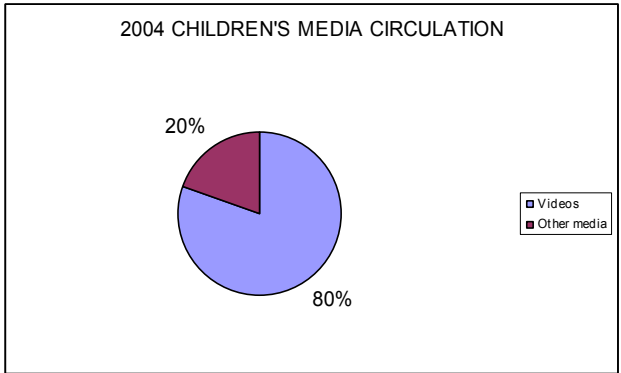
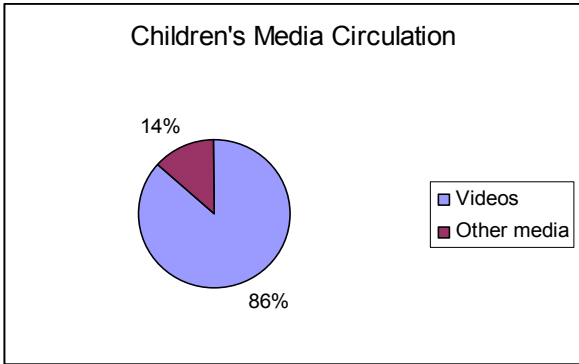
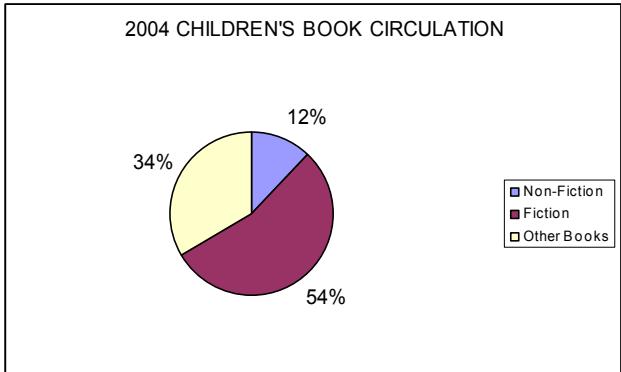
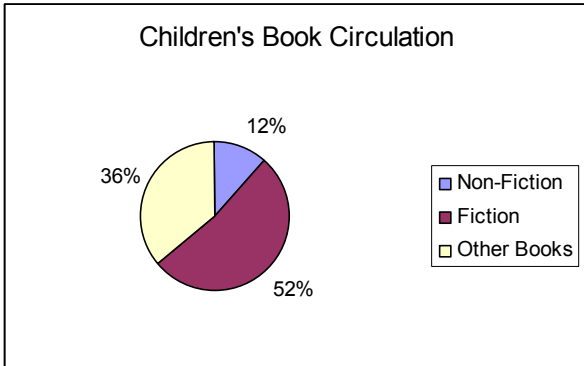
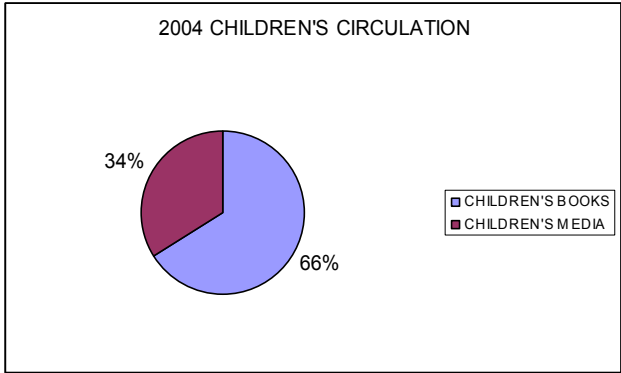
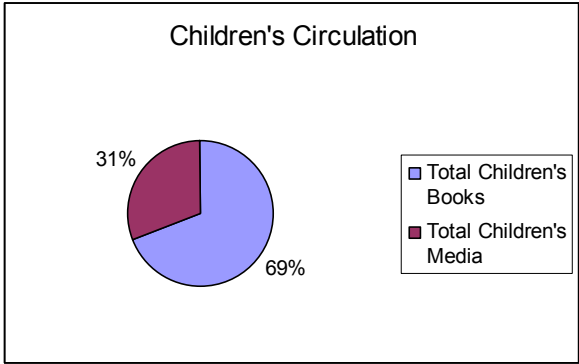


Circulation by departments and material types
2003



Circulation by departments and material types
2004



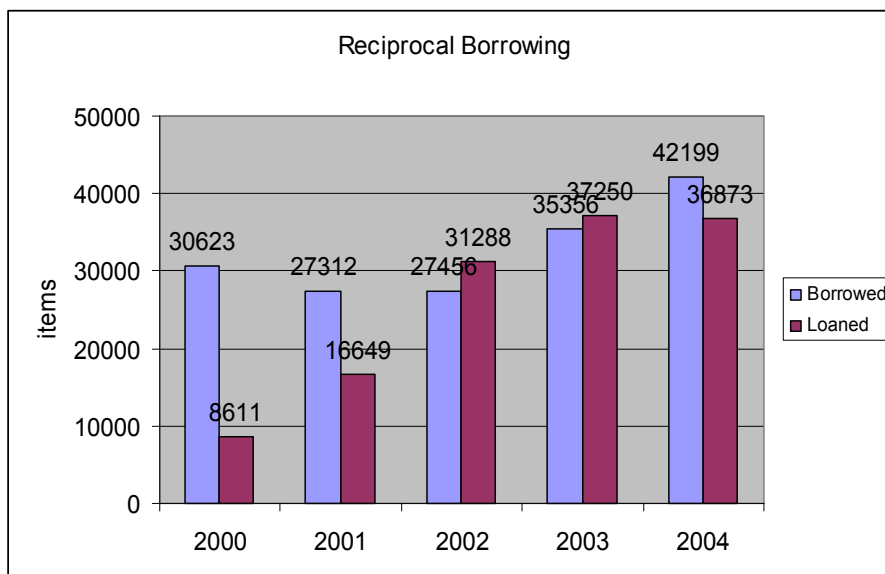


RECIPROCAL BORROWING

The Hillsdale Free Public Library participates in the Bergen County Cooperative Library System (BCCLS). Members of Hillsdale Library may borrow directly from other BCCLS Libraries or they may choose to borrow via electronic loan request. Reciprocal borrowing statistics refer to Hillsdale items lent to other BCCLS libraries and items borrowed from other BCCLS libraries.

In 2004 the number of items loaned remained constant. The continued increase in number of items borrowed may be attributed to construction closures that forced patrons to use other libraries.

Reciprocal Borrowing 2000 – 2004.

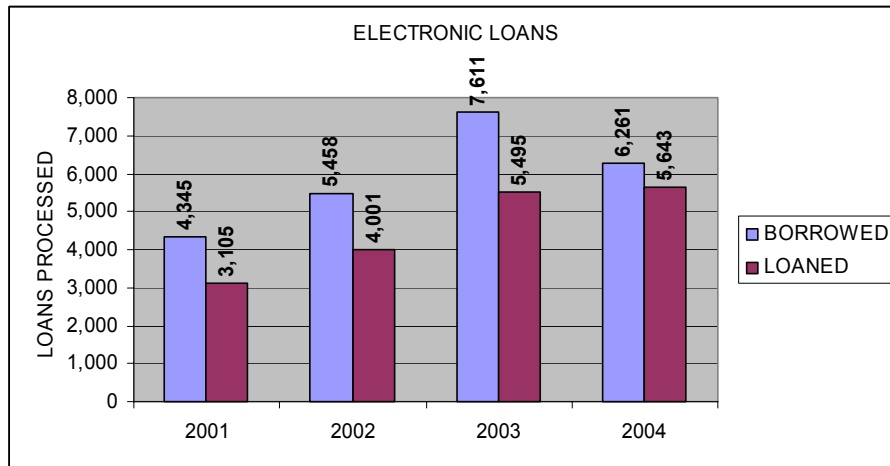


	BORROWED		LOANED	
2000	30623		8611	
2001	27312	-11%	16649	93%
2002	27456	1%	31288	88%
2003	35356	29%	37250	19%
2004	42199	19%	36873	-1%

Reciprocal Borrowing: Source <http://www.bccls.org/buckles/statistics/>

ELECTRONIC LOANS

Electronic Loans are a subset of reciprocal circulation. Instead of library users doing the work, library staff devote much more time to handling these tasks. Every loan request initiated by a Hillsdale patron is processed by a staff member who determines if Hillsdale owns the item or if a request must be forwarded via e-mail to another BCCLS library. Requests from other libraries are received via e-mail. These items are pulled from the shelves, checked out to the patron, and packaged for delivery.



	BORROWED		LOANED	
2001	4,345		3,105	
2002	5,458	25.6%	4,001	28.9%
2003	7,611	39.4%	5,495	37.3%
2004	6,261	-17.7%	5,643	2.7%

Electronic Loans: Source <http://www.bccls.org/buckles/statistics/>

Section II. Collections

Materials are constantly added and withdrawn from the library. The library expended \$69,300 (13.4% of the budget) on materials in 2004. A small percentage of the collection is acquired by donation.

The library collections can be divided into many subcategories. For the purposes of this report only general categories are presented. Miscellaneous items and periodicals are excluded from the collection counts and pie charts. Young Adult books combine both fiction and non-fiction titles. Young Adult audio books are reported under adult audio visual materials.

Media represents 10% of the adult collection and accounts for 43% of adult circulation. Media represents 8% of the children's collection and accounts for 31% of children's circulation. Loose issue magazines are omitted from these calculations. Magazines account for 1.5% of all circulation. Adult non-fiction represents 20% of the overall collection and accounts for only 5% of overall circulation. Clearly this collection demands more attention.

The 2003 state average materials budget for libraries serving 10-15,000 population was \$67,676 or 12.9%.

The 2003 state average materials budget for libraries with budgets similar to Hillsdale was \$59,663 or 13.9%.

The 2003 Bergen libraries average materials budget was \$73,364 or 13.5%

Adult Collections	Year End 2003	Withdrawn 2004	Added 2004	Year End 2004	% of Adult Collection
Books - NF	12147	1292	424	11279	45%
Books - FIC	10864	2585	997	9276	37%
Books - YA	1890	325	495	2060	8%
Audio Visual	2509	302	389	2596	10%

Children's Collections	Year End 2003	Withdrawn 2004	Added 2004	Year End 2004	% of Child Collection
Books	30733	5681	3058	28110	92%
Audio Visual	2118	141	523	2500	8%

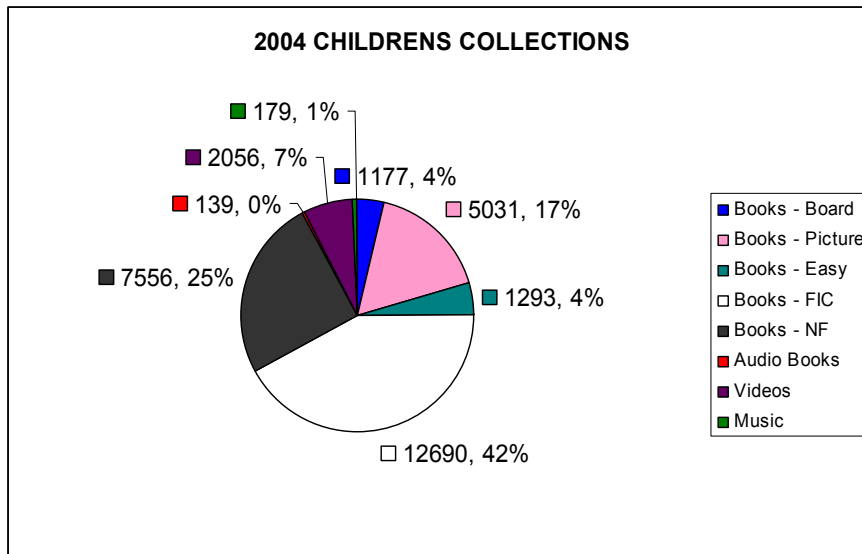
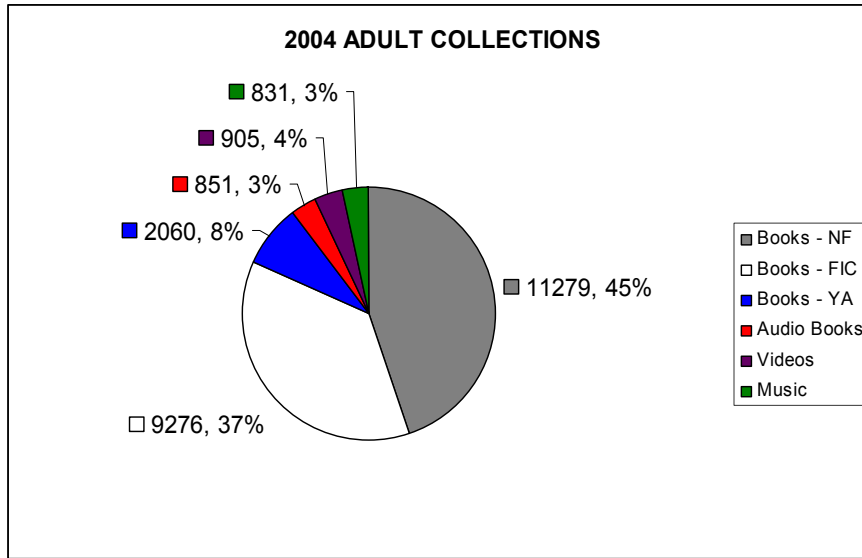
Hillsdale owns a total of 50,725 books.

The 2003 state average book collection for libraries serving 10-15,000 population was 54,463.

The 2003 state average book collection for libraries with budgets similar to Hillsdale was 49,456

The 2003 Bergen libraries average book collection was 55,885 .

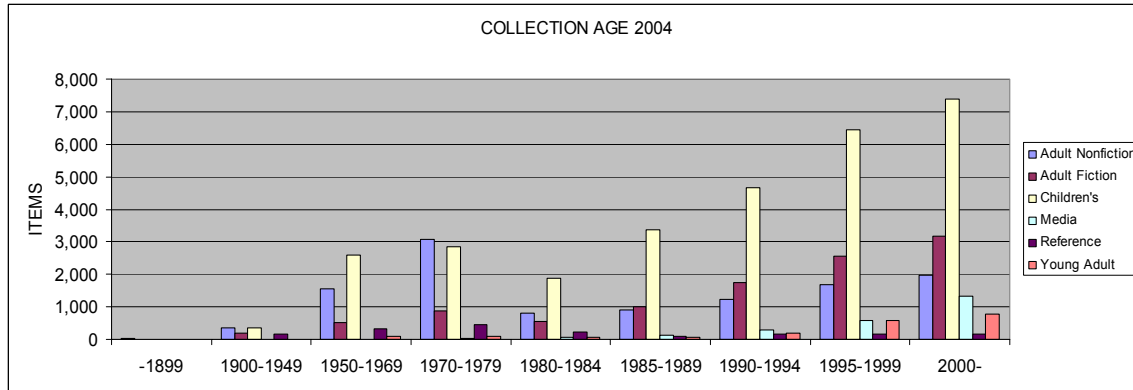
Collection Diversity.



	% OF ALL COLLECTIONS	% OF ALL CIRCULATION
Adult - NF	19.6%	4.7%
Adult - FIC	16.1%	10.6%
Adult - YA	3.6%	3.1%
Adult - Audiobook	1.5%	1.7%
Adult - Video	1.6%	10.8%
Adult - Music	1.4%	2.7%
Child - NF	13.1%	5.5%
Child - FIC	22.0%	23.2%
Child - Board/Picture/Easy	13.0%	14.5%
Child - Video	3.6%	17.6%

COLLECTION AGE

Age of the collection is based upon the publication date of the items in the collection. Much of the children's collection is new owing to a large portion being replaced after the flooding in September of 1999 (Floyd). The adult non-fiction collection is still lagging, though much weeding of the old collection has reduced the number of outdated and unuseful materials. See the column for the 1970s. Hillsdale compares evenly with the average of all BCCLS libraries. The collections are behind the times when compared to our immediate neighbors.



	HILLSDALE	BCCLS	WESTWOOD	RIVERVALE
All Collections	1988	1988	1992	1992
Adult Nonfiction	1983	1985	1989	1990
Adult Fiction	1991	1991	1994	1994
Children's	1989	1989	1993	1991
Media	1998	1995	1996	1995
Reference	1973	1978	1979	1986
Young Adult	1995	1992	1995	1994

SECTION III. HOURS OF SERVICE

The library was open 2,593 hours and 324 days in 2004. The Library was closed 255 hours due to construction activities and 15 hours due to inclement weather. A total of 302 fewer hours than 2003 or 10.5%.

The library was open 2,895 hours and 341 days in 2003.

The library was open 2,836 hours and 343 days in 2002.

MANPOWER

Manpower is measured in full time equivalents (FTE). A full-time work week is 35 hours. There are four (4) full-time staff members. The remaining part-time employees, including pages comprise an additional 4.42 FTE. The overall manpower is 8.42 FTE.

The slight increase in manpower is attributed to more staff hours devoted to covering the busy afternoons in the children's room. The Sunday reference librarian position started in the fall of 2003 and did not represent a full year's employment.

The 2003 state average FTE for libraries serving 10-15,000 population was 8.3.
 The 2003 state average FTE for libraries with budgets similar to Hillsdale was 7.1.

Part-time employee hours in 2004:

Page Hours	773.00
Library Assistant Hours	7,153.50
Reference Librarian Hours	118.00
Total P-T Hours	8,044.50

FTE=35 hours x 52 weeks 1,820.00
 PT FTE = 4.42

Part-time employee hours in 2003:

Page Hours	748.00
Library Assistant Hours	6,586.50
Reference Librarian Hours	42.00
Total P-T Hours	7,376.50

FTE=35 hours x 52 weeks 1,820.00
 PT FTE = 4.05

Hillsdale expended \$285,185 on salaries and wages in 2004. When combined with benefits, social security, and insurance personnel expenses totalled \$357,200 or 68% of the budget.

The 2003 state average for libraries serving 10-15,000 population was \$360,474 or 68.9%
 The 2003 state average for libraries with budgets similar to Hillsdale was \$284,348 or 66.3%.
 The 2003 average for Bergen libraries with similar population size was \$381,215 or 70%

VOLUNTEERS

The largest number of volunteer hours are contributed by the members of the Pascack Valley Literacy Volunteers. Adults assist other adults in learning English as a Second Language (ESL). Annual statistics for this program are tabulated in the spring. There were approximately 15 adult volunteers in 2004. Doris Streich is responsible for coordinating all of the tutors and students. She alone volunteers at the library between 8 and 20 hours weekly.

V. PATRON REGISTRATION

443 people received Hillsdale Library cards in 2004. Of the 6,048 currently registered users 3,031 used their card at least once during 2004. That is 340 more cards (12%+) used than in 2003 (2,691). That represents 30% of the population of the Borough. This percentage is not exact because families may use only one card to borrow materials for several family members.

2003 Patron Registration

	1999	2000	2001	2002	2003	2004
New Registrations	439	381	526	654	613	443
Total Registered Cards			6579	6576	6060	6048
Percentage of Population			65%	65%	60%	60%

V. PROGRAMS

Due to the difficulty of running programs while under renovation few programs were planned for 2004.

- The Monday afternoon book discussion group met monthly
- The Thursday evening book discussion group met monthly
- A new Teen book discussion club was started and met monthly
- Traditional Summer Reading clubs for children and teens were continued
- The adult literacy program is described under volunteers
- Information about the library was distributed at Hillsdale Day in the Park.
- The Friends of the Library sponsored a classical music performance at Tice Community Center
- The Teen Advisory Group continued to meet and assist in developing teen services

SECTION VI. OTHER ACHIEVEMENTS

- Published 5 newsletters.
- Received the New Jersey Library Association award for best website

VIII. PROFESSIONAL ACTIVITIES

The professional staff of the library actively participates on committees within the Bergen County Cooperative Library System (BCCLS) and within the New Jersey Library Association.

Laura Leonard served on the BCCLS Youth Services Committee, the 2005 One Book New Jersey Committee, and the Garden State Teen Book Award Committee. She was also a presenter at the Youth Services Forum presented by the New Jersey Library Association. Descriptions of her activities are included in an appendix to this report.

David Franz participated on the BCCLS Policies and Procedures Committee and served the first year of a two year term on the BCCLS Executive Board.

2004 Value Statement

6048 Registered Hillsdale Patrons (Aproximately 125 are WCL)
10087 2001 Population
60.0% Hillsdale Residents are registered users of the library.
County average is 54%

161517 Number of items circulated by the Hillsdale library in 2004.
\$15.00 Conservative cost of an average library item
\$2,422,755.00 Total value of items circulated by the Hillsdale library

\$525,500.00 2004 total operating budget

\$1,897,255.00 Total savings to residents of Hillsdale from the maintenance of a free public library in 2004.
This is money that can then be spent patronizing local businesses, or saved in retirement accounts, or saved toward college tuition.

If Hillsdale did not have access to a free library and residents wished to continue purchasing books for their children and their own reading interests, they would have spent **\$2,422,755.00** over the the course of 2004.

Also, bear in mind that the library provides assistance in locating materials. The library is able to locate and borrow from libraries throughout the United States. The library also supplies free access to the Internet, children's story hours, programs, and tutors for adults learning english as a second language. Trained librarians assist residents with research questions, Internet searches, and a wide variety of information needs.

2004 OPERATING BUDGET

	2003	2003	2004	2004
	BUDGET	FINAL	REVISED BUDGET	FINAL
LIBRARY BUDGET LINES				
01 Collection Development				
0110 A - Adult Books	\$20,000.00	\$21,718.11	\$20,000.00	\$19,707.16
0111 C - Children's Books	\$16,000.00	\$16,493.62	\$16,000.00	\$16,459.89
0112 YA - Young Adult Books	\$3,000.00	\$3,829.96	\$4,000.00	\$3,849.64
0113 R - Reference Books	\$9,000.00	\$8,893.68	\$9,000.00	\$8,487.46
0114 P - Periodicals	\$6,000.00	\$6,051.25	\$6,000.00	\$7,757.97
0120 BTA- Books on Tape - Adult	\$4,000.00	\$4,204.12	\$3,500.00	\$4,129.83
0121 BTC - Books on Tape - Child	\$500.00	\$411.20	\$500.00	\$420.80
0130 MA - Music CDs - Adult/YA	\$5,000.00	\$4,103.23	\$3,000.00	\$1,391.07
0131 MC - Music CDs - Child	\$300.00	\$300.00	\$300.00	\$207.25
0140 VA - Video/DVD - Adult	\$6,000.00	\$6,086.08	\$4,500.00	\$4,219.30
0141 VC - Video/DVD - Children's	\$2,000.00	\$2,818.28	\$1,800.00	\$2,664.08
0150 S - Software/Online databases	\$0.00	\$0.00	\$0.00	\$0.00
Total CollectionDevelopment	\$71,800.00	\$74,909.53	\$68,600.00	\$69,294.45
02 Maintenance & Utilities				
0210 E - Electric	\$15,000.00	\$10,370.22	\$15,000.00	\$13,763.94
0220 G - Gas	\$6,000.00	\$8,208.33	\$9,000.00	\$11,171.91
0230 T - Telephone	\$2,000.00	\$2,136.71	\$2,500.00	\$2,417.33
0240 W - Water	\$1,600.00	\$1,549.61	\$1,600.00	\$1,656.71
0250 - Repairs	\$1,000.00	\$1,015.00	\$1,500.00	\$397.50
0260 - Service Contracts	\$400.00	\$400.00	\$400.00	\$0.00
Total Maintenance & Utilities	\$26,000.00	\$23,679.87	\$30,000.00	\$29,407.39
03 Supporting Services				
0310 - BCCLS	\$14,000.00	\$14,000.00	\$0.00	\$0.00
0320 - Supplies	\$8,000.00	\$8,000.00	\$8,000.00	\$7,515.80
0325 - Postage	\$650.00	\$1,714.65	\$1,400.00	\$1,239.04
0340 - Programs	\$1,000.00	\$1,029.66	\$1,000.00	\$202.68
0341 - Adult ESL Program			\$1,500.00	\$1,500.00
0350 - Memberships	\$250.00	\$250.00	\$250.00	\$280.00
0360 - Conferences/Travel	\$1,500.00	\$547.09	\$700.00	\$921.18
0370 - Legal Advertising/Publicity	\$3,756.00	\$4,258.55	\$2,000.00	\$1,545.19
0380 - Audit	\$1,550.00	\$1,550.00	\$1,550.00	\$1,600.00
0390 - Recording Secretary	\$420.00	\$385.00	\$480.00	\$400.00
0391 - Attorney Allowance	\$2,000.00	\$0.00	\$5,800.00	\$9,316.89
0392 - Professional Development	\$2,500.00	\$2,167.00	\$2,500.00	\$1,259.50
Total SupportingServices	\$35,626.00	\$33,901.95	\$25,180.00	\$25,780.28
04 State Aid				
0402 - State Aid 2002	\$341.81	\$341.81		
0403 - State Aid 2003	\$9,930.00	\$9,694.56	\$235.44	\$235.44
0404 - State Aid 2004			\$10,024.00	\$1,584.47
Total State Aid Expenditures	\$10,271.81	\$10,036.37	\$10,259.44	\$1,819.91
05 Grants				
LVA2003 Grant / 2004	\$300.00	\$300.00	\$300.00	\$300.00
Total Grants	\$300.00	\$300.00	\$300.00	\$300.00
09 Unbudgeted Items				
0910 - Friend's Supported		\$2,405.96		\$2,342.60

0920 - Restricted Donations				\$325.00
0930 - Miscellaneous		\$10,186.00	\$13,400.00	\$13,827.53
0940 - Bank Charges		\$91.03		\$0.00
0950 - Refund to Patron		\$15.00		
0960 - Reimburse Libraries		\$402.95		\$722.28
Total Unbudgeted items		\$13,100.94		\$17,217.41
LIBRARY LINE TOTALS	\$143,697.81	\$155,928.66	\$147,739.44	\$143,519.44

BOROUGH BUDGET LINES

Salaries & Wages	\$277,500.00	\$268,232.07	\$289,000.00	\$285,185.47
Building Maintenance	\$15,000.00	\$15,000.00	\$15,000.00	\$13,053.93
Disposal Services	\$650.00	\$650.00	\$650.00	\$650.00
Gas & Electric *	\$700.00	\$700.00	\$700.00	\$0.00
Telephone Charges (LD)	\$350.00	\$803.83	\$525.00	\$527.78
Payroll Services	\$930.00	\$1,006.00	\$930.00	\$930.00
Social Security	\$21,300.00	\$20,796.52	\$22,200.00	\$22,053.02
Insurance - Life	\$350.00	\$327.72	\$350.00	\$327.72
Insurance - Workers Comp	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
Insurance - Medical	\$33,024.00	\$32,124.46	\$44,700.00	\$44,765.00
Insurance - Dental	\$4,000.00	\$2,236.00	\$2,800.00	\$3,469.00
Total Borough Budget Items	\$355,204.00	\$343,276.60	\$378,255.00	\$372,361.92

TOTAL LIBRARY EXPENSES \$498,901.81 \$499,205.26 \$525,994.44 \$515,881.36

LIBRARY INCOME	2003 BUDGET	2003 Actual	2004 BUDGET	2004 ACTUAL
Money handled directly by Boro	\$355,204.00	\$343,276.60	\$378,255.00	\$372,361.92
Boro Cash Support	\$84,670.00	\$84,670.00	\$76,255.00	\$76,255.00
Boro Reserve Balance Prev. YR - brought forward		\$19,248.10	\$11,927.40	\$11,969.26
State Aid	\$9,930.00	\$10,024.00	\$10,024.00	\$10,262.00
Donations	\$2,000.00	\$3,726.77	\$3,000.00	\$4,611.22
Fines	\$15,000.00	\$19,905.32	\$16,000.00	\$16,998.36
WCL - Memberships	\$30,000.00	\$26,850.00	\$30,000.00	\$27,100.00
Interest - Checking		\$1,983.36		\$1,164.59
Lost Cards		\$495.00		\$364.00
Lost Items		\$1,643.13		\$1,430.10
Other Miscellaneous		\$4,881.56		\$1,515.75
TOTAL LIBRARY INCOME	\$496,804.00	\$516,703.84	\$525,461.40	\$524,032.20

**Hillsdale Library - Capital Campaign
Schedule of Revenues and Expenses**

9:50 AM
02/13/2005
Cash
Basis

2004 Year Total

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Donations Capital Account	<u>53,094.39</u>
Total Income	53,094.39
Expense	
Fundraising Committee Activity	<u>858.97</u>
Total Expense	<u>858.97</u>
Net Ordinary Income	52,235.42
Other Income/Expense	
Other Income	
Interest - Capital Campaign	<u>1,958.48</u>
Total Other Income	<u>1,958.48</u>
Net Other Income	<u>1,958.48</u>
Net Income	<u><u>54,193.90</u></u>

Appendix

2004 Librarian's Report

REFERENCE

QUESTIONS – Over the course of the past year I have handled a great variety of reference questions. As was the case in previous years the majority of questions were presented in person, but I did handle a number of telephone inquires (102) and a few email requests (14). Listed below is a sampling of questions received in the past year.

School Assignments

- I have to compare Mozart and Beethoven. Can you help me find information?
- How do I cite a URL according to APA style?
- I am looking for information and statistics about college students and alcohol use/abuse.
- I have to write a paper about Harry Potter and censorship. Do you have any books or articles that will help?

Reader's Advisory

- What are all the books that come after Fiery Cross by Diana Gabaldon Is there a new one coming soon?
- Can you help me find a good, not too depressing book? I need a break from non-fiction and biographies. (11th grade boy)
- I'm trying to remember the name of the fantasy writer who uses a lot of puns.
- Can you help me select short stories to read to a group of senior citizens?

Health

- I need information about Schizophrenia? Specifically resources for family members.
- I want to look at a listing of hospitals in the NY/NJ metro area.
- Can you find information on a new surgery called auditory electrical stimulation?

Legal

- Can I see the Title 39 book? (These three volumes of the New Jersey Statutes Annotated dealing with motor vehicle laws and traffic regulations are often used by people who have received a traffic ticket)
- How long must I keep my personal tax returns?

Business:

- I am looking for price quotes from 7/3/03 & 7/7/03 for 5 stocks & 1 fund. Where can I find those quotes?

- I want to start using E-bay to buy and sell items. How does PayPal work?
- I need a book that has examples of performance reviews.

Consumer Information

- I need information about Orlando, FL. Including information about schools, housing costs, and general quality of life issues.
- Is there a sales tax on shoes in New Jersey?
- I'd like to find the price for various pieces of milk glass.

Careers/Higher Education

- I want a book for my son about various colleges, but something that is readable not just facts and figures.
- Do you have anything that would help write essays for my college application?
- Can you show me an example of a thank-you letter to send after a job interview?

Wrong Information Presented

- Can you help me locate poems by Isia Richardson? The correct first name is Isla.
- Do you have a CD with the song gymnopedia on it? The song name is gymnopedie.

Miscellaneous

- How do you address wedding invitations to people of different military ranks, both the inner and outer envelopes?
- Can you get videos for me from the Library for the Blind and Handicapped? I work with hearing impaired students.
- I need a list of important events from 1955 for my 50-year college reunion.
- Do you have a book of insults?
- Do you have a copy of an article that appeared in The Record about 6 weeks ago discussing the possibility of constructing a boys & girls club in Hackensack?

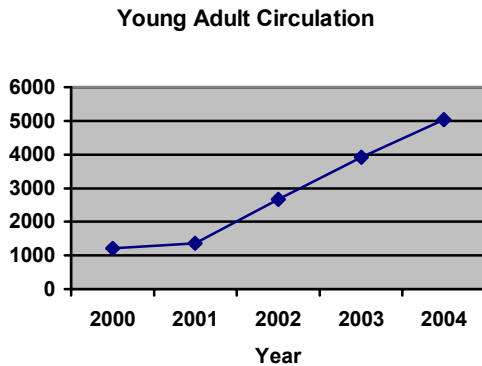
The diversity of questions people ask continues to excite me. It allows me to use a variety of print and online resources, as well as seeking the expertise of librarians at other state and county institutions. I have continued to hear positive comments about the availability of a Reference Librarian on Sundays.

INTER-LIBRARY LOANS – This was the second year that libraries throughout New Jersey used JerseyCat, a statewide inter-library loan system and catalog. The number of Hillsdale items requested from libraries outside Bergen County continued to grow. Hillsdale Library loaned 109 items and borrowed 49 items. Material requested included adult novels, non-fiction, children's books, teen materials, and media.

Approximately 10 items were secured for Hillsdale residents from outside New Jersey. The materials ranged from books that examined religious texts to a book that provides guidance in how to volunteer and make connections in the community.

YOUNG ADULT

Use of Young Adult department has continued to grow. Circulation in this department has increased substantially. The circulation statistics for the YA department do not include CDs or movies which are also used heavily by teens.



Young Adult Circulation	
2000	1,202
2001	1,359
2002	2,674
2003	3,918
2004	5,033

In addition to the growth in circulation the library has witnessed increase participation by teens. The library has hosted successful teen summer reading clubs for the past three years. More than 30 teens participated this year, reading over 85,000 pages. Membership in the Teen Advisory Group (TAG) continues to be strong. There are now 13 active members. These teens provide advice on what to purchase for the collection, what programs to offer, how to display and promote new books, and volunteer at community events.

COMMITTEE RESPONSIBILITIES

I have been fortunate to serve on three committees this year. I have shared and gained knowledge from colleagues throughout the state. Below is a brief description of each.

BCCLS YOUTH SERVICES COMMITTEE – This committee was comprised of 12 librarians from BCCLS libraries. The committee presented six programs and created various booklists to guide collection development.

2005 ONE BOOK NEW JERSEY – I was appointed to this 10 member committee as a representative from the Highlands Region, which includes libraries in Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren counties. The committee has been able to conduct much of its business via email, but has also meet on three occasions thus far. As a member of this committee my primary responsibility is to act as a liaison with publishers and authors.

GARDEN STATE TEEN BOOK AWARD COMMITTEE – The GSTBA Committee is responsible for creating a ballot of books to be read and voted on by teens throughout New Jersey. This ballot is a tool to promote fiction and non-fiction books that are both appealing & well-written. The award also provides teens with an opportunity to voice their opinions as to what makes a book great.

YOUTH SERVICES FORUM – This is an all day continuing education event for Youth Services librarians from throughout the state. I was asked to present as a member of a five person panel discussing how to run successful book clubs.