

To: Engage Gwinnett Community Services Work Group

From: Nancy Stanbery-Kellam
Executive Director
Gwinnett County Public Library

Date: January 19, 2010

Re: January 6, 2010 Meeting Questions

Revision to question #10 of the December 17th Meeting Questions: Please note that the Branch Manager, Assistant Branch Manager and Librarian are the core positions for each branch. One, not all three, must be present at all times.

10. What are minimum staffing requirements?

During open hours, a Branch Manager, an Assistant Branch Manager and a Librarian must be present. The remainder of the staff and composition of the staff depend on the volume at the work location, open hours, the specific needs of the community using the branch and to some extent the size of the building.

1. Detail consequences of running the Library with only local funds (no state funding).

The State provides:

1. 1. \$2,000,000 in **Constructions Funds**.
 - With no State funding – LOCAL FUNDS of \$2,000,000 would have been needed for the new Hamilton Mill Branch.
2. \$1,139,345 in **annual funding for salaries, Library materials and operational support**.
 - With no State funding - LOCAL FUNDS of \$1,139,345 would be needed.
3. Online Computer Library Center (**OCLC**) **Services** which include cataloging, interlibrary loan and serial listing.
 - With no State funding – LOCAL FUNDS of \$30,000 would be needed to duplicate service.
4. Access to competitive annual Federal Funding for high impact programs such as Summer Reading, Guente y Quentos (People and Stories), PrimeTime for families.
 - With no State funding – NO special programming.
5. Access to the citizens of Gwinnett to the **GALILEO databases**. These databases have been used by Library customers more than 60,000 times in FY09. There are over 100 databases. Through GALILEO, Georgia citizens have access to authoritative, subscription-only information that isn't available through free search engines or Web directories.
 - With no State funding – LOCAL FUNDS of \$1,128,000 would be needed to begin to reproduce this service. This represents one-third of the entire Materials budget.
 - To privately acquire limited access to just one key database, ProQuest, would cost \$241,101.
 - For some resources, there is no longer a print alternative.
 - Failure to provide access to Galileo would deprive citizens of the benefit of current information and the technology that is routinely used to organize and retrieve it.
 - Sampling of Databases available through Galileo:



- **ProQuest:** Magazine, newspaper and journal articles on business, health, careers, personal finance and investing, home improvement...all subjects.



- **Consumer Health Complete:** Multiple medical guides in multiple languages.



- **NetLibrary:** 1000's of electronic books on many topics including history, hobbies, and scholarly research.



- **Georgia Government Publications:** Access to thousands of Georgia government documents in digital format.



- **EBSCOhost:** Magazine and journal articles on all subjects – complementary sources not duplicate of Proquest material.



- **Digital Library of Georgia:** Digital collections related to the history and culture of Georgia, including photographs, maps, and primary source documents.



- **New Georgia Encyclopedia:** Authoritative information on people, places, and events related to Georgia.



- **Encyclopædia Britannica:** Online version of the Encyclopædia Britannica including authoritative information on people, places, events with articles, videos, and more.

2. Why doesn't the Library accept the donation of books? What would they accept? How do they make the decision of what to accept? Could Friends of the Library receive the books and sell them?

- Librarians carefully maintain and select the Library's collection using established guidelines and criteria in order to best meet the needs of the community with balance and fairness and fit the scope of a public library collection.
- There is a significant labor cost to sort through donations for condition and use as well as determining whether or not to add items to the collection. Donations create duplication in effort.
- There is a cost to catalog and process items for circulation, including security tags. There are many worthy non-profit organizations providing services in our community that do not have the same commitment as the Library does to provide organized access to materials who are very happy to receive donated books.
- There have been problems in the past with donated books causing workers to become ill because they have mold, parasites or because they are not safely boxed etc. This results in an increased cost for the disposal of such items.
- The most practical issue is that even in the larger branches, there is not space to sort or store donated materials. Moving the books represents transportation costs.

As far as any non-profit organization holding a book sale, today's current online solutions provide a far more cost efficient method to offer materials for sale. An online solution would be a possibility for the Friends of the Library however they are a fledgling organization with a specific mission to build awareness of the Library and reading through events that highlight the Gwinnett County Public Library and to develop private support for the Library. Book sales require physical labor, storage space, basic storage supplies, transportation solutions and retail space. There is significant competition in the online used book sale market and used book outlets in the community.

3. Who are the non-profits that provide support to the Library?

The only non-profit organization that is working towards providing financial support to the Library would be the Friends of the Library. The Library has a variety of partners that might supply any number of in-kind donations for special literature related events.

4. Savings based on going to regional system for Libraries?

Moving to a regional library concept where library branches differed in the total hours of operation, service or resources would result in personnel savings and make maximum use of limited resources. It would also allow the library to customize branch services according to the predominant need in the community. The statistics the Library captures reveals unique use patterns for each branch.