



Rolling Hills Consolidated Library

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ANNUAL REPORT 2014

Compiled by: Michelle R. Mears, Library Director
January 15, 2015

Locations & Operating Hours

Administrative Offices

1912 N. Belt Hwy.
St. Joseph, MO 64506
816.236.2106
Mon-Fri 8 am to 5 pm

Belt Branch

1904 N. Belt Hwy.
St. Joseph, MO 64506
816.232.5479
Mon-Thurs 9 am to 9 pm
Fri-Sat 9 am to 6 pm
Sun 1 pm to 5 pm

Savannah Branch

514 W. Main
Savannah, MO 64485
816.324.4569
Mon-Wed-Fri 9 am to 6 pm
Tues-Thurs 9 am to 8 pm
Sun 1 pm to 5 pm

Bookmobile

1910 N. Belt Hwy.
St. Joseph, MO 64506
816.232.5479
Mon-Sat
Visits as Scheduled

Introduction

This annual report reflects the activities of the Rolling Hills Consolidated Library, serving Andrew and Buchanan Counties, for the 2014 calendar year and the fiscal year ending June 30, 2014.

This was a year of transitions for the Rolling Hills Library. In January 2014, the library welcomed a new Director, Michelle Mears. She has had over 11 years of experience as a public library director in Kansas and Oklahoma and another 4 years of experience in academic libraries.

The library also made a major transition to a new software system for check out and catalog searching. In December 2014 all of the library's data migrated to a product called Apollo by Biblionix, a company located in Austin TX. This change added some new features, such as text messaging for notices and automation of the library's Bestseller Club now called Reserve Express.

Other changes included a new calendar service for library programs, new public access computers using the Chrome operating system, new and expanded service stops for the Bookmobile, and new ways of measuring library services.



Library Programs

Rolling Hills Library does an incredible amount of programming for all ages. From baby storytime for the earliest literacy experiences to an annual senior fair geared towards health and wellness, there is something for everyone on our events calendar.

Summer Reading Program 2014 was once again successful, with a science theme and fun activities for children and teens. Programs for youth are scheduled year round, with particular emphasis when school is not in session with special events and extra offerings.

In the fall of 2014, the library received a grant to purchase new laptop computers for our technology classes. We also added individual appointments and drop-in help sessions for computer help. Technology programs continue to be some of the best-attended programs the library offers. Library staff also assist users with their own equipment on a one-on-one basis such as laptops, tablets, and smartphones.



In 2014 the library hosted a traveling exhibit from the Mid America Arts Alliance and the National Endowment for the Humanities titled "Wild Land: Thomas Cole and the Birth of American Landscape Painting." Through a series of interactive panels and exhibit items, the story of early American landscape painting and the founder of the Hudson River School art movement was told. The library hosted a series of companion lectures from local and Kansas City presenters, and provided coloring pages and toy paint sets for children.

Library Collection

The library's collection continued to grow in 2014, including more digital and downloadable materials as well as books, audios, and videos. At 191,914 items, the collection was 7% larger than at the end of 2013. Physical library spaces cannot sustain this level of growth, so collections will be targeted for weeding in 2015 to make room for new additions and to shift many items to the new Outreach collection serving the Bookmobile.

Concept kits for parents and child care providers were selected for review and will be repackaged and updated for both library branches in clear vinyl bags to make them more attractive and easier to carry.

Community Outreach

Rolling Hills Library originally began as a bookmobile service, so we have been excited about bringing this level of outreach back to our users. The Bookmobile added more stops and outreach visits in 2014 to senior care centers and nursing homes in Andrew and Buchanan Counties. The Bookmobile has visited 16 different communities and coordinated deposit collections at banks and post offices. Rotating collections at many senior care facilities have been exchanged for bookmobile visits. The Bookmobile also participates in the Summer Reading Program.

Facilities & Equipment

Parking lots at the building on Belt Highway received new asphalt and new stripes. Unused retail space on the upper level of Belt was remodeled in late 2014 to create a space for the Technical Services department and the Bookmobile and Outreach collections and staff.



Library Staff

Rolling Hills Library is fortunate to have many long term staff who have served over the years. Positions which were open and filled in 2014 included a full time Technical Services Manager, a part-time Public Services Assistant serving teens at Belt Branch, a part-time Circulation Assistant at Belt Branch, a part-time Custodian at Savannah Branch, a part-time Assistant for the Bookmobile, and four part-time Library Pages at Belt Branch.

Friends of the Library

The Friends of the Library had a great year, continuing to raise funds with their book sales and hosting library programs. They sponsored a lecture for their members in October 2014 about paranormal phenomena. Author and radio personality Andrew McCrea spoke at the Friends' annual meeting in July 2014. The Friends also made plans to move to a new bookstore space on the upper level of the Belt building which will give them much more visibility and space to store book donations for later sale.

Library Foundation

The Rolling Hills Library Support Foundation continued its important work in 2014 by establishing the first-ever library endowment fund for our library. Foundation Board members continue planning for an endowment campaign to grow this very important resource.

Future of the Library

Many changes are also planned for 2015, including updating all library policies, creating a performance evaluation process for staff, and looking at space utilization at Belt and Savannah Branches. Staff training will be documented and customer service improvements made. All technical and manual processes will be examined to see if they can be streamlined and made more efficient. Renovations at both branches are now over 10 years old and need some attention to continue to look good and serve the library's community of users well into the future. Preliminary planning for a levy vote will get started, since nearly half of the library's operating levy will expire in 2020. Overall, the long term planning process for the Rolling Hills Consolidated Library needs to be updated and aligned with the library's mission.

To Engage the Community in Literacy and Learning!

FINANCIALS & STATISTICS

FY 2014 Revenue

Local Tax Income	\$2,435,695
State Aid	\$39,540
Grants	\$34,228
Donations	\$23,878
Rental Income	\$74,682
Other	\$42,518

TOTALS **\$2,650,541**

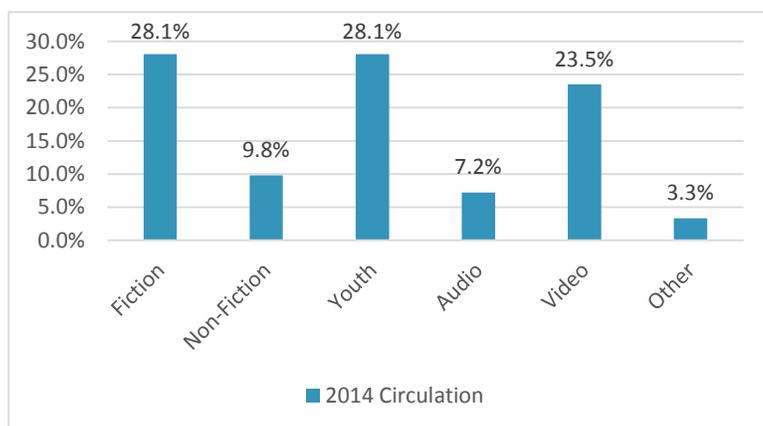
FY 2014 Expense

Personnel & Benefits	\$1,171,311
Debt Service	\$402,445
Collection/Materials	\$240,108
General Operations	\$317,180
Building Operations	\$133,309
Other/Capital Improvements	\$18,652

\$2,283,005

Figures from Fiscal Year 2014, from July 1, 2013 to June 30, 2014. Audit completed October 9, 2014 by CliftonLarsonAllen LLP of St. Joseph, MO.

Statistics reported are for the calendar year ending December 2014.



Population of Service Area: **41,428**

Registered Borrowers: **14,961**

2014 Circulation: **276,665**

Library Collection: **191,914**

Number of Reference Transactions: **6,373**

Computer Usage: **27,461**

Number of Programs Offered: **613**

Program Attendance: **14,490**

Bookmobile Visits: **266**

Meeting Room Usage: **508**

2014 Program Highlights



Adult Programs

- Book Discussions
- Winter Reading Program
- Author Visits
- Craft Programs
- Writer's Bloc Lecture Series
- Thomas Cole Exhibit
- Second Saturday Stock Talk
- Computer Classes



Youth Programs

- Baby Storytime
- Preschool Storytime
- Funday Monday Crafts
- "Frozen" Movie & Party
- Scrapbooking
- Storytellers & Performers
- Therapy Dog Reading Program



Teen Programs

- Anime Club
- Banned Books Week
- Lock-In/Movie Night
- TAG/Teen Advisory Group
- Chess Club
- Game Nights
- Book Discussions
- Upcycling Programs



Senior Programs

- Senior Fair
- Alzheimer's Support Group
- Local History Programs
- Senior Crafts
- Classy Senior Lectures
- Senior Car Show
- AARP Driver's Safety Class