

## AMENDED AGENDA



**REGULAR SESSION  
LIBRARY ADVISORY COMMISSION  
of the  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
THURSDAY, January 15, 2009  
6:30 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.**
  - a) **Approval of the Minutes:**
    - 1) Regular Session – November 20, 2008
  - b) **Set Next Meeting, Date and Time:**
    - 1) Regular Session – March 19, 2009 at 6:30 p.m.

5. **Call to the Public for Items not on the Agenda** Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to respond to criticism made by those who have addressed the public body, ask staff to review a matter, or ask that a matter be on a future agenda. (Pursuant to A.R.S. §38-431.01(G).)

**Please note:** Staff makes every attempt to provide a complete Agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with the Clerk's Office prior to a meeting for copies of supporting documentation, if any, that were unavailable at the time Agenda packets were prepared.

*Public input may be invited on the following items:*

- 5a. **Discussion, consideration, and possible recommendation to council regarding Mayor Gioia's economic stimulus plan presentation made to Congressperson Ann Kirkpatrick.**
6. **Discussion, consideration, and possible recommendation to Town Council or direction to staff regarding the setting of a meeting schedule for 2009. This item will include the setting of the 2009 meeting schedule.**
7. **Report and discussion on the effects of the last budget cuts on library services.**
8. **Discussion, consideration, and possible recommendation to Town Council regarding the creation of a library logo. This item will include but is not limited to; town policy and procedures, how it will be created, if there is to be a contest for the logo's creation, and the nature of that contest.**

9. **Discussion, consideration, and possible recommendation to Town Council on a revised payment formula for our participation in the Yavapai Library Network.**
10. **Report and discussion of Yavapai County's contribution towards the Camp Verde Library Budget.**
11. **Report of CCCVL activities from the Linda Harkness or the Commission Liaison.**
12. **Discussion, consideration, and possible recommendation to Town Council on action recommendations from CCCVL regarding the library building project. This will include but is not limited to a special fund for the design and construction of the library, putting the question of the location of the new library to a vote of the people, the current method Yavapai County uses to compensate the town for library services, and the town's financial commitment to the library building project.**
13. **Discussion of the specific duties of the Library Advisory Commission**
14. **Call to the Public for Items not on the Agenda**

**There will be no Public input on the following items:**

**15. Discussion and consideration of the Director/Staff Report.** Discussion may include, but not be limited to meetings attended; programs and activities; statistical reports; books; videos; computer update; funding; physical changes to the Library; and publicity.

**16. Commission Comments, Informational Reports, Activity Updates, and Agenda Item Requests:** Individual Commission members may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

**17. Adjournment**

Posted by:

*Hernando Ramirez*

Date/Time:

*8:45 Am 1/14/9*

*Note: Pursuant to A.R.S. §38-431.03.A.3, the Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.*

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

## AGENDA



**REGULAR SESSION  
LIBRARY ADVISORY COMMISSION  
of the  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
THURSDAY, January 15, 2009  
6:30 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.**
  - a) **Approval of the Minutes:**
    - 1) Regular Session – November 20, 2008
  - b) **Set Next Meeting, Date and Time:**
    - 1) Regular Session –March 19, 2009 at 6:30 p.m.
5. **Call to the Public for Items not on the Agenda** Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to respond to criticism made by those who have addressed the public body, ask staff to review a matter, or ask that a matter be on a future agenda. (Pursuant to A.R.S. *§38-431.01(G).*)

**Please note:** Staff makes every attempt to provide a complete Agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with the Clerk's Office prior to a meeting for copies of supporting documentation, if any that were unavailable at the time Agenda packets were prepared.

*Public input may be invited on the following items:*

6. **Discussion, consideration, and possible recommendation to Town Council or direction to staff regarding the setting of a meeting schedule for 2009. This item will include the setting of the 2009 meeting schedule.**
7. **Report and discussion on the effects of the last budget cuts on library services.**
8. **Discussion, consideration, and possible recommendation to Town Council regarding the creation of a library logo. This item will include but is not limited to; town policy and procedures, how it will be created, if there is to be a contest for the logo's creation, and the nature of that contest.**
9. **Discussion, consideration, and possible recommendation to Town Council on a revised payment formula for our participation in the Yavapai Library Network.**
10. **Report and discussion of Yavapai County's contribution towards the Camp Verde Library Budget.**

- 11. **Report of CCCVL activities from the Linda Harkness or the Commission Liaison.**
- 12. **Discussion, consideration, and possible recommendation to Town Council on action recommendations from CCCVL regarding the library building project. This will include but is not limited to a special fund for the design and construction of the library, putting the question of the location of the new library to a vote of the people, the current method Yavapai County uses to compensate the town for library services, and the town's financial commitment to the library building project.**
- 13. **Discussion of the specific duties of the Library Advisory Commission**
- 14. **Call to the Public for Items not on the Agenda**

**There will be no Public input on the following items:**

**15. Discussion and consideration of the Director/Staff Report.** Discussion may include, but not be limited to meetings attended; programs and activities; statistical reports; books; videos; computer update; funding; physical changes to the Library; and publicity.

**16. Commission Comments, Informational Reports, Activity Updates, and Agenda Item Requests:** Individual Commission members may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

**17. Adjournment**

Posted by: Valerie Foster

Date/Time: 1/10/09 1:00pm

*Note: Pursuant to A.R.S. §38-431.03.A.3, the Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.*

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

**MINUTES  
REGULAR SESSION  
LIBRARY ADVISORY COMMISSION  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
THURSDAY, November 20, 2008  
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Commission motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

**1. Call to Order**

The meeting was called to order at 6:30 p.m.

**2. Roll Call**

Chairperson Mina, Vice Chairperson Heuman, Commissioners Polo, Pastine, Chatley and Sykes were present; Commissioner Doering arrived at 6:34 p.m.

**Also Present:**

Library Director Gerard Laurito, Recording Secretary Margaret Harper, Linda Harkness of CCCVL, and former Commissioner Tom Neilson.

**3. Pledge of Allegiance**

The Pledge was led by Pastine.

**4. Consent Agenda - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.**

**a) Approval of the Minutes:**

1) Regular Session – October 16, 2008

**b) Set Next Meeting, Date and Time:**

1) Regular Session – December 18, 2008

On a motion by Heuman, seconded by Sykes, the Consent Agenda was unanimously approved as presented, with the correction noted to the Minutes of October 16, 2008, and the next meeting moved to January 15, 2009.

Vice Chairperson Heuman recommended a correction in the spelling of Tom Neilson's name as shown in the Roll Call of the Minutes of October 16, 2008; after discussion it was agreed to cancel the December 18, 2008 meeting; the next meeting will be held January 15, 2009.

**5. Call to the Public for Items not on the Agenda**

There was no public input.

**5a. Discussion, consideration, and possible recommendation to council regarding the creation of a Library Logo. This item will include but is not limited to how it will be created if there is to be a contest for the logo's creation, and the nature of that contest.**

Laurito was directed to research the logo issue with the Town and find out what their pleasure is.

Commissioner Polo said she had requested the agenda item for the purpose of finding out if there were a new logo and who would approve it. There was a general discussion among the members regarding a logo, currently using the Town logo, and whether everyone was in favor of looking into a logo, including the suggestion to involve the community in a contest to design a logo, as well as a suggestion to research how logos were created by other libraries.

**6. Appoint a Commission Liaison to CCCVL.**

On a motion by Pastine, seconded by Polo, the Commission voted unanimously to appoint Heuman as Commission Liaison to CCCVL.

Vice Chairperson Heuman volunteered to serve as the Commission Liaison to CCCVL.

**7. Report of CCCVL activities from Linda Harkness.**

Linda Harkness distributed copies of suggestions from CCCVL for Commission actions, and a notice and description of the upcoming Holiday and Gingerbread Contest event. Harkness also reported on recent donations received, and work being done on getting more recognition of the library progress.

**8. Discussion, consideration, and possible recommendation to Town Council on action recommendations from CCCVL, regarding the library building project. This will include but is not limited to a special fund for the design and construction of the library, the town committing to a certified "Green" building, putting the question of the location of the new library to a vote of the people, the current method Yavapai County uses to compensate the town for library services, and the town's financial commitment to the library building project.**

On a motion by Mina, seconded by Heuman, the Commission voted unanimously to recommend the suggestion by CCCVL that we recommend that the Town support Item B that the Town of Camp Verde keep with its commitment in the Camp Verde Environmental Plan to consider effects of new developments on the environment and promote practices that create and maintain a healthy, safe, and enjoyable living environment; this could be done by certifying the new library under the US Green Building Council Leadership in Energy and Environmental Design (LEED).

The Commissioners commenced a detailed roundtable discussion on the subject issues listed as Items A through E in the handout submitted by Harkness in connection with the previous Agenda item. Highlights of the discussion, participated in by Harkness, Robin Whatley and Tom Neilson, are based on the suggestions outlined in the Harkness handout, as follows:

Have both CCCVL and the Town report to the Commission on a quarterly basis the status of funds being collected and held; any decisions regarding the 5-acre parcel should be submitted to the Commission prior to any action;

Recommend that the Town confirm its commitment in the Camp Verde Environmental Plan in order to certify the new library under the US Green Building Council Leadership in Energy and Environmental Design (LEED);

Consider putting to a public vote by the Citizens of Camp Verde the final selection of the library site, educating the people to the pros and cons of the two locations; that is, the current site, and the downtown site;

Possibly form a committee to keep advised on the work being done by Yavapai County on revising the formula used for compensation of the town for library expenses;

Regardless of the current state of the economy, request that the Town make a commitment of some portion of the sales tax be set aside for the construction of a new library.

It was agreed that a Work Session with CCCVL in January would be scheduled to address further the proposals and suggestions discussed and identified as Items C, D, and E; Director Laurito will look into arranging such a meeting and will notify the members accordingly.

**9. Discussion of the new Prescott Valley Public Library building. This may include but is not limited to funding, architecture, and construction.**

Commissioner Doering explained that he had been in Prescott Valley recently and had visited the new Public Library building which will be paired with the new Yavapai College complex facility in the same location. Doering described in detail the design and construction of the U-shaped building, and suggested that the Commission may want to tour the structure as it is being built. Laurito said he believes that a grand opening is scheduled for either July or August of next year.

There was a suggestion that it would be interesting if Laurito could find some information on how the new library was funded in cooperation with Yavapai College.

**10. Call to the Public for Items not on the Agenda**

There was no public input.

**11. Discussion and consideration of the Director/Staff Report.**

Director Laurito shared highlights from his written report that was included in the Agenda packet, and commented on the search for an alternate location for the Beaver Creek branch; the report was followed by a brief discussion.

**12. Commission Comments, Informational Reports, Activity Updates, and Agenda Item Requests**

**Polo** said that for the next agenda she would give Laurito some material on a new group that is forming in connection with the Friends of the Library of the United States. Polo also commented on a recent article in the Arizona Republic, followed by a discussion with Laurito.

**Laurito** said he would include the agenda item discussed earlier by the members. Also, the Council has directed that most of the Commissions meet every other month; that will be included on the agenda as well for discussion. Doering questioned whether the Council could make that change; there was no further discussion.

**13. Adjournment**

On a motion by Mina, seconded by Heuman, the meeting was adjourned at 8:13 p.m.

---

Lisa Mina, Chairperson

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Library Advisory Commission of the Town of Camp Verde during the Regular Session of the Library Advisory Commission of Camp Verde, Arizona, held on the 20<sup>th</sup> day of November 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2009

---

Margaret Harper, Recording Secretary

---

**YAVAPAI LIBRARY NETWORK  
PARTICIPATING LIBRARY AUTOMATION AGREEMENT**

**EXHIBIT A: NETWORK COST ASSESSMENT FORMULA**

**FORMULA FOR SHARED COSTS:** The Yavapai Library Network has agreed on the following method for assessing participating libraries for costs associated with the purchase, maintenance, and operation of the shared integrated library system:

1. Twenty-five percent (25%) of cost to be based on usage of core features per library in the Integrated Library System.
2. Twenty-five percent (25%) of cost to be based on all borrowing requests made between libraries in the Network, calculated per library.
3. Twenty percent (20%) of cost to be based on the number of staff, volunteers, and students using the ILS to perform staff functions (checkin, checkout, patron registration, etc.) Staff, volunteers, and student employees who do not use the ILS (for example, custodians) will not be considered in the equation. In this hypothetical example, volunteers, student workers, and employees of Library A combine to equal 2 FTE.

<u>Position</u>	<u>Hours</u>	<u>FTE</u>
Volunteers	10	0.25
Student Helper	10	0.25
Part-time employee	20	0.50
Full-time Employee	40	1.0
Total	80	2.0

4. Twenty percent (20%) of cost to be based on the sum of all circulated items and holds placed on library items in the Network, calculated per library
5. Ten percent (10%) of cost to be based on the number of items held per library in the Network and number of active patrons per library. The term active patron is defined as one who has in some way been authenticated by the ILS within the last two years.

**Article 4-4**

**GENERAL DUTIES AND REQUIREMENTS**

All boards and commissions are established by a separate document that conveys the specific duties and powers of the group. The following general duties and requirements apply to all members of boards and commissions.

A. The board or commission must operate under the statutory requirements of the Arizona Revised Statutes. Upon appointment to a board or commission, such member shall obtain information regarding the open meeting law and shall become familiar and abide by all statutory requirements. All members of a board or commission are to be provided with copies of this chapter upon appointment and shall become familiar with the duties and requirements Revised 9-2008 28

of this chapter and other ordinances, resolutions, or information affecting the board or commission and the general subject matter/department which they discuss.

B. Actions of a board or commission are recommendations only, and final action shall be taken by the Council upon items involving financial matters or other items affecting the duties of the staff or creation of new rules and regulations in accordance with state law. The decisions of the board of adjustments and appeals are final unless appealed to superior court.

C. A subcommittee of members of the board or commission may meet to discuss special projects as long as such subcommittee is less than a majority of members, such special subcommittee may be assigned only from the membership and shall not be construed to allow for appointment of non-members to any special committee or group unless approved by the Council in advance of such action.

D. Boards and commissions should review the proposed budget of the affected department where appropriate. Such review should provide general guidance to the department. No formal changes to the proposed budget can be made without the department head's approval. Should conflicts arise, such may be referred to the Town Manager in writing, if deemed appropriate.

E. Boards and commission shall annually review, as necessary, the operating policies and procedures for that activity within their purview. Changes deemed appropriate by the board or commission shall be forwarded, in writing, to the department head and Town Manager and may be provided for consideration by the Mayor and Council if necessary.

F. Boards and commissions shall annually, if necessary, conduct a review of the facilities to include buildings, grounds or any other real property or facilities operated by the Town that are within their purview. A report of the review shall be issued for consideration by the department head and Town Manager and referred to the Council if necessary for formal consideration.

G. A development plan may be developed by the board or commission regarding the department activities that they are empowered to act upon. Such plan should be forward-thinking (five years) and include considerations for the facilities, staffing, equipment, materials, and other items. The Council shall submit such report to the department head and Town Manager for review for final consideration.

H. Members of boards and commissions are hereby encouraged to interact with persons serving in similar capacities in other communities as well as those regional and state officials whose duties include an advisory capacity to them. The purpose of this chapter is not to encumber each of the boards and commissions with specific duties and responsibilities as to interfere with the opportunity for expression of imagination and creativity. Rather, it is the intent of this chapter to assure the orderly and timely conduct of the business of boards and commissions. Structured activity, procedures and policies are needed to ensure that the work of the board or commission is worthwhile, productive and successful.

I. A board or commission may vote to consider a request for scheduling a joint work session with the Council. Such request may be made in writing after approval of the board or commission and shall include a description of the reason(s) for the meeting. Such request shall then be presented for consideration of the Council. The Council may also request joint Revised 9-2008 29

work sessions with any board or commission and may set any items for discussion at such meeting.

J. All powers and authorities of the Town are reserved to the Mayor and Council except to the extent that they are specifically delegated to various members of the staff or board or commission by the Mayor and Council or by statute. Boards and commissions are basically to serve in an advisory capacity. Notwithstanding such reservation, the following powers and authorities are delegated to the boards or commissions:

1. Each board or commission shall have the power and the express authority to review those matters specifically assigned to it by ordinance or statute. They shall have the power and authority to issue reports and to discuss such reports with the manager and the Council and to hold any necessary public forums required to assist them in the development of any such reports. Said public forums may include discussion with the press, discussions with the public in general, special meetings and public hearings. In no case, however, shall a board or commission have the power or authority to enter into a contract or to obligate the Town to expend funds. Any such contract or obligation of funds shall be undertaken by request submitted to the Town Manager. Such request shall be responded to, in writing, either positively or negatively within thirty days of receipt of such request by the Town Manager.

2. Executive sessions, as may be allowed pursuant to ARS 38-431.03, as may be amended, to discuss legal matters or property acquisition, shall be requested by the chairman and scheduled jointly with the Council.

# Library Director's Report

## December 2008

### Statistical Report

December's circulation statistics are as follows.

A total of 5952 items were circulated including 36 audio books, 106 kid's videos and 272 adult videos.

232 work hours were volunteered

This month's catalog usage statistics are less than last month, but they are still higher than normal. The catalog usage statistics are back to the normal range we are use to seeing. This would confirm that the Camp Verde high school's research papers and not a computer error caused the spike in usage. December's catalog stats are as follows.

7750 searches

1087 patron logins

1129 patron holds

433 patron renewals

3 patron updates

Beaver Creek statistics were as follows in December

0 searches

0 hold was placed

5 items were renewed.

### Physical Changes to the Current Library / New Library Developments

The Town's risk carrier inspected our building for safety problems. There is a major issue with the fact that the floor in the Children's Librarian's office is sloped. This problem needs to be addressed. We are looking at 3 options, swapping the office with the library's magazine room, laying a level floor on top of the existing floor in the office, or adding new office space to the east side of the building where an unused portion of a patio is now. I just submitted a recommendation to Mike Scannell. We will be discussing these recommendations on Jan 15<sup>th</sup>. There were no changes or problems with current library building and no news on the new building

### Books Videos, Computer Updates

In December we added 254 items to the collection including 1 audio book. All public computers are working well.

The Children's Department is getting a new computer with programs to teach computer literacy. I will report in more detail as I get them.

We have received a lap top computer from the Library Endowment. We will be using it to create promotional and instructional presentations to take on the road and better inform our patrons and potential patrons of what is available at the library and how to use those services. We will take pictures or call the press when they present it to us.

### Programs & Activities

In December, we hosted 4 adult programs, 4 children's programs, and 1 program for all ages and 5 school visits. We had a total of 76 adults and 165 children at our programs. We had about 9 volunteer hours donated in this department last month.

## **Funding & Fund Raising**

CCCVL's raffle of 2 quilts in December brought in about \$600. 2 people from the Prescott area won them. The 2<sup>nd</sup> annual Christmas Wreath competition on Dec. 13<sup>th</sup> netted about \$4000.

The Library Endowment is starting to gear up for its annual Denim & Lace Dinner Auction. It will be held the first part of April. The cost of the tickets remains at \$25.00 each. They should be available in March. The Endowment members are busy making arrangements and soliciting donations for the auction.

The Basha's "Thanks A Million Program" has started again under the name "Shop and Give" program. The number for the Library Endowment is 23066 and I will let you know when to link it to your "Thank You" card to that number. The Endowment gets a percentage of your shopping dollars. CCCVL also has a number in Basha's "Shop and Give" Program. It is 25034. You may attach up to 3 numbers to your Thank You Card and your shopping dollars will be split that many ways.

I am also encouraging people to sign up for the e-Scrip program (**number 152446398**). If anyone has any questions, they may contact the library. You can also get more information on the Internet at <http://www.escip.com/> The eScrip program is nation wide and ongoing. The closest participants are Safeway Grocery Store, Office Max, and Servicemaster Clean in Cottonwood and New Frontiers Market in Sedona. The Town is now going through some tough financial times. I believe we can get through it without cutting anything.

## **Publicity**

We continue to send the newspapers information on library programs.

There was an article in the Bugle about the value of libraries in these tough economic times. The article mentioned how the public turns to local public libraries for information they need for job searches, computer access, and entertainment in tough economic times.

## **Meetings Attended**

Commissioners Mina Polo & I attended a presentation by the Yavapai Library Network about their new funding formula on Dec 3rd. Both Mina & Polo found the session very informative.

I attended network managers meetings on Dec. 2<sup>nd</sup> and 17<sup>th</sup> regarding the new funding formula and RFID (Radio Frequency Identification) tags

Alice is completed an online training program through the State Library that introduced her to some of the new tools and trends in cyberspace such as blogs wikis and instant messages.

Kathleen attended a training program regarding the new computer the Children's Dept. will be receiving on Dec 12th.

## **Miscellaneous Items**

The location I looked at for our Beaver Creek Branch in November fell through. I will be looking at another location on Jan. 8<sup>th</sup>. It is where the "Movie Shack" was. This lead came from the local Kiwanis Club. The space is about 900 SqFt. And would be split in half along with the rent. The Kiwanis Club would occupy the other half of the building and pay half the rent plus all the utilities.

YAVAPAI COUNTY LIBRARY DISTRICT - CUMULATIVE MONTHLY STATISTICS

Dec-08

VER	BOOKS AND MAGAZINES			AUDIOVISUAL			TOTAL	# ADULT PROG.	# ADULT ATTEND.	# YA PROG.	# YA ATTEND.	# JUV (0-14) PROG.	# JUV (0-14) ATTEND.	TOTAL				
	ADULT	YA	JUV	*PB EXCH.	AUDIO ADT	VIDEO ADT									CD	CIRC	ATTEND.	ATTEND.
July	2766	165	1074		71	154	297	1		2197	6725	2	88	1	24	7	129	251
August	2384	140	1151		73	127	212		2392	6479	4	70	1	1	6	98	180	
September	2410	136	1333		62	168	206		2392	6707	4	90	1	0	12	237	327	
October	2451	121	1288		41	114	196	4	2622	6837	5	110	1	5	15	289	425	
November	1930	112	913		34	109	221		2105	5424	5	118	1	1	11	192	311	
December	2219	132	807		36	106	272	1	2379	5952	4	76	1	0	9	165	255	
January										0	0						0	
February										0	0						0	
March										0	0						0	
April										0	0						0	
May										0	0						0	
June										0	0						0	
YTD	14160	806	6566	0	317	778	1404	6	14087	38124	24	552	6	31	60	1110	1749	

\*OTHER means puzzles + all renewals + ILLs borrowed  
 \*\*Periodicals and magazines, unless individually barcoded, will go under paperback exchange (PB EXCH.)

NOTE: The count for attendance at each type of program should include all persons in attendance, no matter what age.

REFERENCE		HITS AGAINST ELECTRONIC RESOURCES		INTERLIBRARY LOAN		VOLUNTEER HOURS					
VER	NO. OF REQUESTS	NO. OF REQUESTS COMPLETED	INCOMPLETE REQUESTS SENT TO OTHER LIBS. OR LIB. DISTRICT	ANSWERS PROVIDED TO OTHER LIBRARIES	***LOCAL RESOURCES	***REMOTE RESOURCES	BORROWED FROM ARIZ. LIBRARIES	BORROWED FROM OUT OF STATE	LOANED TO ARIZ LIBRARIES	LOANED OUT OF STATE	
July	57	57					1413	35	1193	17	363
August	55	55					1568	14	1285	8	235.5
September	82	82					1588	5	1489	10	251.75
October	106	106					1698	9	1318	13	272.5
November	33	33					1295	6	1035	28	209.75
December	59	59					1535	14	1022	14	232
January											
February											
March											
April											
May											
June											
YTD	392	392	0	0	0	0	9097	83	7042	90	1564.5

Unless you have counting software, "HITS" statistics will be taken in October and April only. You will be notified of the day.  
**A hit is counted every time the "search" command is used.**

\*\*\*\*"Local Resources" means use of resources paid for by the library used by patrons in the library.

\*\*\*\*"Remote resources" means use of library equipment to gain access to resources not paid for by the library.

Camp Verde Dynix Circulation Report:				Dec-08			Page 1 of 4	
	Adult #	YA #	J#	Audio	Video	CD	Other	TOTAL CIRC
Maps								
Periodicals								0
Puzzles								0
Vertical File								0
CDs						1		1
Adult REF								0
New Books								0
Oversize	17							17
Adult romance coll	72							72
Adult Fic	742			31	257			1030
Adult Mystery	417							417
Adult SciFi	45							45
Adult Western	125							125
Adult NonFic	477			5	15			497
Adult Biography	24							24
Adult LP Fic	114							114
Adult LP Bio	1							1
Adult LP Mystery	70							70
Adult LP NonFic	6							6
Adult LP Western	67							67
Adult SW Fic	5							5
Adult SW Oversize								0
Adult SW NonFic	36							36
Adult SW REF								0
Adult NR Bio	1							1
Adult NR Fic								0
Adult NR NonFic								0
Adult Spanish non								0
E Span. Fic			1					1
E Span. NonFic			1					1
E Biography			8					8
E Fic			412					412
E NonFic			39					39
E SW Fic			2					2
E SW NonFic								0
J Spanish Fic								0
J Spanish NonFic			12					12
J Biography			10					10
J Fic			119		86			205
J LP Fic								0
J NonFic			203		20			223
								0
<b>Sub-Total</b>	2219	0	807	36	378	1		<b>3441</b>
<b>Camp Verde Dynix Circulation Report:</b>				<b>Dec-08</b>			<b>Page 2 of 4</b>	
				<b>Circulation Sub-Total</b>				<b>3441</b>



	A	B	C	D	E	F
1		<b>December 2008 Program Statistics</b>				
2	<b>DATE</b>	<b>DESCRIPTION OF PROGRAM</b>	<b># Children</b>	<b># Teens</b>	<b>#Adults</b>	<b>Misc.</b>
3	12/2/2008	Scrapbooking for Adults	0	0	12	Red roses
4	12/3/2008	Children's Program	13	0	7	David
5	12/4/2008	Chester Newton School Visit	17	0	2	Susan
6	12/6/2008	Scrapbooking for All	4	0	1	Sat. Scraps
7	12/9/2008	Scrapbooking for Adults	0	0	8	Purple Flowers
8	12/10/2008	Children's Program	16	0	12	Rewards
9	12/10/2008	Chester Newton School Visit	22	0	2	Jackie
10	12/11/2008	MUSIC FOR TOTS	9	0	6	Kelly Cole
11	12/11/2008	School Visit	18	0	2	
12	12/16/2008	American Heritage School Visit	22	0	1	Rolene 2
13	12/16/2008	Scrapbooking for Adults	0	0		Red Roses
14	12/17/2008	Children's Program	20	0	13	Music with David
15	12/18/2008	Chester Newton School Visit	24	0	2	Stacy
16	12/30/2008	Scrapbooking for Adults	0	0	8	Purple Flowers
17		<b>PROGRAM TOTALS</b>	<b>165</b>	<b>0</b>	<b>76</b>	
18		Reference Questions	7			
19		Volunteer hours for the Month	9			