

Apache Junction Public Library

*Board of Trustees
Annual Report*

2019-2020

***Libraries
Adapt***



director's message

I am honored to share with you the 2019-2020 Apache Junction Public Library Board of Trustees Annual Report. This report represents a year of the many accomplishments of the Library Board of Trustees and Library staff, our adaptations to changes, and dedication to putting the needs of our community first.

In 2019, great gains were made in expanding public access to our materials and physical space. We extended our Monday and Wednesday hours to 8 pm, waived all existing and future overdue fines on youth materials, and created Easy Access library cards that allow limited borrowing to those who do not meet standard library card requirements. The "New Services" page in this report gives a more detailed view at all we have done to improve the customer experience.

Like the rest of the nation, we were caught off guard when COVID-19 hit in March 2020. Public libraries were completely closed to the public, most only able to offer online materials to their patrons. But we adapted.

The day after closing our doors, the drive-up window, which had never been implemented after the recession of 2008, was opened. Holds for books and movies were being placed, and we were seeing over 100 cars per day at the new window. We were proud to be able to offer some sort of normalcy and comfort to our community.

Apache Junction Public Library is more than books, DVDs and computers; it is also a place to find hope, inspiration, a helping hand and a brighter future. As we continue to grow and adapt, please know that my door is always open and I welcome your thoughts, ideas and concerns.



Pamela Harrison, Library Director



library board of trustees

Willie Howard, *President*

Frank Schoenbeck, *Vice President*

James Jackson, *Secretary*

Judy Borey

Braden Biggs

Samuel Graves

Vera Walters



mission statement

The Apache Junction Public Library is a welcoming destination providing education, technology, information and entertainment, enriching the lives of individuals and families in our diverse community.

new services

Communico is an event management tool for both Library staff and public use. Staff can easily reserve library program space as well as publicize events to the community. Patrons can view and register for events and receive reminders about upcoming events they are interested in.

Easy Access Cards allow patrons who do not meet requirements for a standard library card to check out a limited number of items, use in-house computer equipment, and access databases and eMaterials outside of the library.

Extended Hours In August, increased access to services was achieved by extending the Library's hours. We are now open until 8pm Monday through Thursday, allowing greater community engagement opportunities.

Drive-Up Window The Library renovation project and subsequent economic recession of 2008 resulted in a never-realized Library service tool that was finally able to take the limelight during the COVID-19 pandemic of early 2020. The drive-up window was instrumental in allowing patrons to safely pick up their held items when they most needed them and will soon provide even more Library services to the public.

Walk-Up Service "Window" This walk-up equivalent to the Drive-Up Window provides access to materials and services for those who do not have motor vehicles and is also ADA compliant. The window will be used when limited staff is available or to provide secure services before and after normal library hours.

Books By Mail delivers large print books directly to homebound patrons with a postage-paid mailbag for quick and easy returns.

Charter School Outreach This unique partnership with Champion Charter School in San Tan Valley ensured students had plenty of opportunities to read throughout the school year. All students were issued Easy Access Cards and enjoyed regular bookmobile visits by Library youth staff.

Youth Overdue Fines No overdue charges or collection of late fee fines for any Library youth materials was passed by the Library Board in June 2019 and took effect in August. Research shows that overdue fines are an ineffective motivator to return books promptly. Additionally, fines are an unnecessary barrier for children who often lack the autonomy or ability to return library materials on time, and for families who cannot afford to pay them.

new program highlights | adult

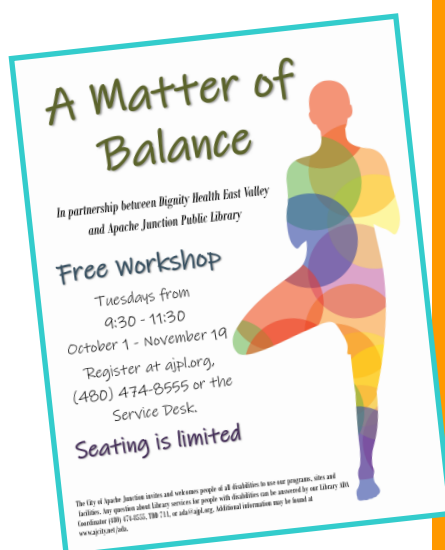
Writer in Residence In February, acclaimed crime fiction novelist James L. Thane, became AJ's inaugural Writer in Residence. Funded by the Arizona State Library, the program is a perennial favorite at selected libraries throughout the state.

During his three-month residency, Thane offered encouragement, direction and feedback to local authors, no matter where they were on the path to publication. Thane was available for one-on-one consultations and held workshops to help writers get their projects off the ground and through to the final rewrite.

In addition to Thane's customized feedback, his entertaining programs included creating characters you can live with and notable crime fiction set in Arizona. That relentless antagonist, COVID-19, interrupted the residency but didn't thwart us as we moved from live consultations to emails, blogs and podcasts. Thane's last program will be rescheduled for later in the fall of 2020.



A Child's Christmas in Wales In December, we celebrated a Welsh Christmas tradition when native Welshman, Dulais Rhys, Ph.D. presented *A Child's Christmas in Wales* by Dylan Thomas. The enthusiastic audience enjoyed an afternoon of reminiscences, anecdotes, childhood adventures and family incidents full of atmospheric Welsh charm and humor, and seasonal refreshments.



A Matter of Balance In early fall, 23 participants got a "leg up" on healthier living when they attended A Matter of Balance: Managing Concerns about Falls. Presented in partnership with Dignity Health East Valley, the eight-week course emphasized practical strategies to reduce the fear of falling and increase activity levels by improving flexibility, balance, and strength. Light refreshments were served and all participants who completed the series received a certification of completion and a participant handbook. More importantly, the group left with increased independence and a strong sense of community as they worked, laughed and shared experiences - often with only one foot on the ground!

new program highlights | youth



Sensory Storytime It is oftentimes challenging for special needs families to brave the trials and tribulations of public interaction, so the Library tries to make these interactions as positive and rewarding as possible. Sensory Storytime incorporates theory and practices from Sensory Integration Occupational Therapy into a preschool storytime that is fun and appropriate for young children with Autism Spectrum or Sensory Processing Disorders. It provides a safe space for children who may be too loud or impulsive to participate in other library activities. Sensory Storytime is smaller than a regular preschool storytime and incorporates a visual schedule and many sensory-friendly, interactive components to encourage children's focus and attention, such as songs, fingerplays, flannel stories, scarves, egg shakers, bean bags, bubbles and other manipulatives. It is followed with open play and socialization time. Since its inception this year, all registration slots for Sensory Storytime have been filled.

Writing Boxes The ability to write is essential to the skills of literacy, but is often met with negativity. The aim of Writing Boxes was to provide 8 weeks of writing mentorship to children ages 6-14 through fun, no-pressure, purposeful writing activities including mapmaking, comics, menus and recipes, poetry and more. Boxes full of writing supplies were provided at each class, and every parent participated with their child. Four to five families attended regularly, and 8 weeks soon grew into 16. The enjoyment of writing from intrinsic motivation was made evident by the smiling faces during classes and the extra writing samples the children brought in to share with their peers. Although librarians normally emphasize the importance of reading, one must remember that to be a reader is to be able to understand what is being communicated through writing.



Returning Programs

Youth

Coding Club
Countdown to Noon
Dr. Seuss Day
Halloween Event
Harry Potter Book Night
Kids Kreate
Leap Into Science
LEGO Building
Minecraft
Paws 2 Read
Preschool Junction
Storytime
Preschool University
Read and Rec
*Partnership with
Parks and Recreation*
Reptile Event
Santa Claus Visit
Star Wars events
Tea Parties
Teddy Bear Sleepover
Toddlerobics
Young & Restless Storytime

Teen

Anime Nights
Crafting
Food Tasting
Game Nights
Karaoke
Murder Mystery
Painting

Adult

Art in the Library
Blood Pressure Checks
Classic Book Club
Computer Classes
Genealogy Users Group
Mystery Book Club
Non-Fiction Book Club
Thursday Night Movies
Wild West Crochet
Club
Winter Lecture Series
Writer's Club

All ages

Bells of Praise
Family Board Games
LibraryCON
Saturday Creativity
Spread the Love Rock
Painting

Community Partnerships AASK (Aid to the Adoption of Special Kids), Apache Junction Founder's Day meetings, Arizona Town Hall (Strong Families, Thriving Children), First Things First Breakfast of Champions, Queen Creek Homeschoolers, University of Arizona Developmental screenings

All programs are made possible by the Friends of the Library, who assist the public library in serving the people of Apache Junction by providing funds for special materials, literacy projects, equipment and programming.



the numbers

**NO YOUTH
OVERDUE
FINES**

TOTAL CIRCULATION

532,732

physical

materials

389,935

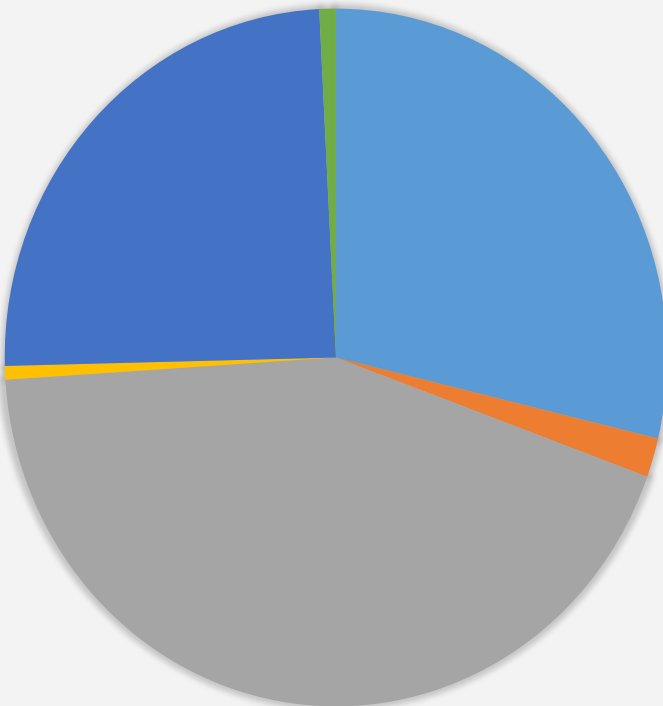
CHECKED OUT

100,401

items in physical collection

206,733 VISITORS

items checked out



books 152,700

audiobooks 9,629

movies 228,970

music 3,338

eContent 133,857

other 4,238

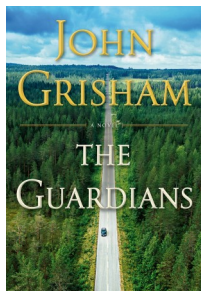
532,732 total

the numbers

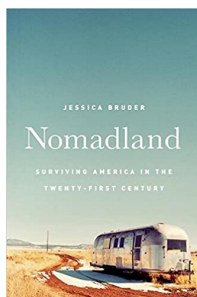
In-person visitors	206,733
Total circulation - all material	532,732
Circulation for eContent	133,857
Holds placed	28,523
Books borrowed through ILL	618
Books loaned through ILL	358
Items in physical collection	100,401
Items lost or missing	1,392
Items added to collection	8,192
Culture Passes circulated	879
Volunteer hours	3,807
Computer sessions	29,376
Wifi use	11,836
Number of programs	1,391
Program attendance	14,015
New patron registrations	3,734
Total cardholders	54,955

3,734
new
library
cards

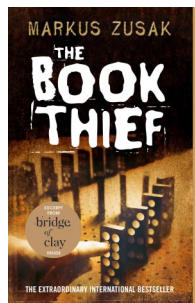
top circulated titles



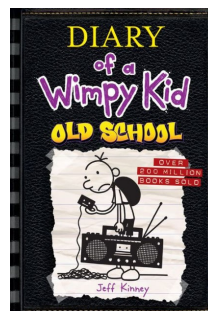
Fiction



Non-Fiction



Young Adult



Children



Movie

CITY OF APACHE JUNCTION PUBLIC LIBRARY

Fiscal Year: 2019-2020

STATEMENT OF PROPERTY

Location:	1177 North Idaho Road Apache Junction, AZ 85119 The building resides on the Apache Junction Municipal Government 20-acre complex.
Legal Description:	W 1/2 SW 1/4 of Section 16 Township 1 North Range 8 East Gila and Salt River Base and Meridian, Pinal County, Arizona.
Fixed Asset Inventory:	See attached list.
Money:	Received, where derived, how used and expended. See the attached financial statement.

CITY OF APACHE JUNCTION PUBLIC LIBRARY
FINANCIAL STATEMENT
Fiscal Year 2019-2020

RECEIPTS (As of June 4th, 2020)

GENERAL FUND

Library Fines	\$	6,911
Registration		1,441
Library Cards		1,331
Photocopies		11,669
E-Rate Subsidies		-

TOTAL GENERAL FUND	\$	21,352
--------------------	----	--------

LIBRARY FUND		20,157
--------------	--	--------

GRANTS - IN- TRUST		277,908
--------------------	--	---------

TOTAL RECEIPTS	\$	319,416
----------------	----	---------

EXPENDITURES (As of June 4th, 2020)

GENERAL FUND

Personnel Costs	\$	1,245,474
Commodities		237,915
Debt Service		25,766
Capital Equipment Outlay		9,600

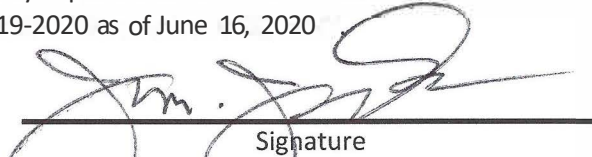
TOTAL GENERAL FUND	\$	1,518,755
--------------------	----	-----------

LIBRARY FUND		26,337
--------------	--	--------

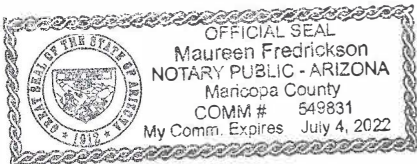
GRANTS - IN - TRUST		328,741
---------------------	--	---------

TOTAL EXPENDITURES	\$	1,873,832
--------------------	----	-----------

I, James Jackson, Secretary of the Library Board of Trustees, do hereby verify that the above financial statement for the Apache Junction Public Library represents a true and accurate record of all receipts and disbursements for the fiscal year 2019-2020 as of June 16, 2020


Signature

Subscribed and sworn to before me this 16th day of June, 2020.




Notary Public

Maricopa
County

My Commission Expires:

7/4/22

7/4/22

Capital Assets as of May 31, 2020

System		Acquired					
No.	Tag No.	Description	Class	Fund	Date	Department	Aquired Value
000838	NT00194	Library Shelving (Group III Bid)	ME	001	06/30/86	1118 - Library	19,091.00
000839	NT00197	Furniture-Group IV - Cases,Stands,Racks,Tables,Card Catalog Files,Study Carrels	ME	001	06/30/86	1118 - Library	17,055.00
000840	NT00217	Shelving and Study Carrels	ME	001	11/30/89	1118 - Library	7,984.33
000877	0002778	Statue - Bronze, "The Wild Bunch"	ME	001	06/30/79	1118 - Library	8,993.09
001795	NT00416	Library Bureau Steel Shelving	ME	001	06/20/00	1118 - Library	7,504.00
001944	80-001	Vehicle - 2003 Honda Odyssey 7 Passenger Van	ME	001	06/30/03	1118 - Library	27,078.15
002050	0003031	8210 Selfcheck Workstation	ME	004	08/01/05	1118 - Library	21,784.00
002100	0003032	Panasonic AG-HVX200 HD/SD Camcorder DVC	ME	001	04/04/07	1118 - Library	5,432.03
002149	IOB0248	Model M877 Book Drop w/Back Chute	BI	004	06/30/07	1118 - Library	23,555.78
002150	IOB0249	Model M877 Book Drop w Back Chute	BI	004	06/30/07	1118 - Library	23,555.77
002151	0003036	Digital Library Assistant Model 803 (2)	ME	004	06/30/07	1118 - Library	16,122.56
002152	0003037	3M Selfcheck System Model 8410 (2)	ME	004	06/30/07	1118 - Library	45,360.34
002153	IOB0247	Model M877 Book Drop w/Back Chute	BI	004	05/31/07	1118 - Library	23,555.78
002327	3038	Libra Stack Shelving	ME	001	05/21/08	1118 - Library	16,107.75
002348	0003039	Yamaha CVP40 Organ	ME	001	12/17/07	1118 - Library	6,485.99
002360	IOB0205	Hyperbolic Sail Shade Structure	BI	004	04/16/08	1118 - Library	20,750.65
002368	0003043	Outdoor Projector Enclosure Kit	ME	004	05/15/08	1118 - Library	7,418.60
002396	0003045	Projector, Sanyo PLCXF47	ME	004	07/31/08	1118 - Library	20,994.86
002506	80-002	Vehicle - 2009 Isuzu Crew Cab NPR conversion to Book Mobile	ME	004	10/12/10	1118 - Library	103,113.13
002574	0001615	Window Tinting @ Library	BI	001	05/10/12	1118 - Library	20,741.52
002661	80-003	Vehicle - 2013 Ford E350 15 Passenger Van	ME	004	08/22/13	1118 - Library	29,862.19
002662	0003046	Speakers, (outdoor/indoor PA system), 70V white	ME	007	10/09/13	1118 - Library	10,098.52
002712	0003047	Dell SonicWALL Network Security Appliance (NSA) 3600	ME	007	05/01/14	1118 - Library	7,767.30
002733	0003048	Door, Auto Bi-Part Sliding with Glass	ME	001	10/20/14	1118 - Library	7,660.20
002894	0003049	RFID Gate, Staff Connect & Library Connect Software for RFID Tag Alarm	ME	007	11/20/17	1118 - Library	16,124.00
002932	0003050	Gate, RFID	ME	001	12/31/18	1118 - Library	13,803.00
002933	0003051	Display-OneScreen 75" Touchscreen, mobile cart, speakers, keyboard	ME	007	02/20/19	1118 - Library	9,164.00
002939	0001644	12.5 ton Daikin HVAC Unit	ME	001	05/30/19	1118 - Library	9,180.54
Count = 28							\$ 546,344.08