

CRANFORD PUBLIC LIBRARY
ANNUAL REPORT
2008

Circulation

Thanks to steady and frequent borrowing by library users, 2008 was a very busy year for the library. Per capita circulation¹ in 2008 was 11.41, the highest in library history. The total circulation figure of 255,299, an increase of 10% over 2007, was exceeded only in 1967 and 1971², years when Cranford had 4,000+ more inhabitants than in 2008.

Circulation has grown every year since 2002, which is the year the library moved back into its renovated quarters. One factor that likely contributed to circulation growth in 2008 was the expansion of library hours. On January 2, 2008, the library began opening a half-hour earlier each day. Total circulation during this added half-hour (9:30 a.m. to 10:00 a.m.) totaled 6,504 items. Also, instead of closing on Saturdays in the summer, as had been customary, the library was open four hours per day on Saturdays in the summer. This added nine four-hour days to the library schedule. Circulation for the newly added summer Saturdays totaled 4,112. Average circulation per hour open on summer Saturdays was 114 items. This rate was exceeded only by the average of 116 items per hour that were borrowed during full, seven-hour Saturdays in the winter, spring and fall.

Total children's circulation increased from 127,942 to 145,767 (+14%). This marks the highest annual children's circulation in the history of the library and the fifth time in library history that children's circulation has topped 100,000.³ Total book and magazine circulation in the children's room went from 94,989 in 2007 to 111,090 in 2008, a 17% increase. Circulation of children's non-print materials (i.e., audio-visual items) went from 32,903 to 34,677, a 5% increase.

Circulation of young adult materials, which has been growing steadily since 2002⁴, continued to grow in 2008. Total circulation increased from 5,901 to 6,296, a gain of 7%. Especially noteworthy were the rise in the number of young adult graphic novels borrowed, which went from 664 to 822 (+24%), and the rise in the number of young adult recorded books borrowed, which went from 193 to 267 (+38%). (Recorded books include books-on-tape, books-on-CD, books-on-MP3 and digital audiobooks.)

The circulation of adult materials went from 98,085 to 103,236 (+5%). The adult total of 103,236 is the first time it has exceeded 100,000 since 1998. Both print and non-print items saw increases in circulation, with books and magazines increasing from 65,314 to 68,815 (+5%), and non-print materials increasing from 32,771 to 36,421 (+11%).

Looking at print versus non-print formats across all departments (children's, young adult and adult), circulation of non-print materials increased from 65,866 to 69,365 (+5%), and circulation of books and magazines increased from 166,011 to 185,934 (+12%). Non-print items comprised 25% of all circulation in 2006. In 2007 non-print materials accounted for 28% of all circulation, and in 2008 non-print materials accounted for 27% of all circulation.

¹ The total number of items borrowed or renewed in 2008 divided by the number of Cranford residents.

² 1967: 255,343 1971: 264,439

³ 1992: 100,389 1993: 101,016 2006: 116,058 2007: 127,892 2008: 145,765

⁴ 2002: 749 2003: 1,454 2004: 3,372 2005: 4,158 2006: 4,359 2007: 5,901 2008: 6,296

Cranford Public Library - Annual Report 2008

Other noteworthy changes in circulation occurred with respect to:

- recorded books (books-on-tape, -CD and -MP3, and digital audiobooks), which increased from 5,909 to 6,180 (+4.5%)
- compact discs, which increased from 17,355 to 18,532 (+7%)
- videocassettes, which *decreased* from 20,011 to 17,136 (-14%). This decrease is understandable, as the DVD format gradually supplants the VHS format.
- DVDs, which increased from 17,683 to 23,833 (+35%).

The library is a member of MURAL (Middlesex Union Reciprocal Agreement Libraries), a system that allows a patron to borrow materials directly from 40 public libraries in Union and Middlesex counties by simply showing his or her hometown library card. In 2007 the Cranford Public Library lent 17,767 items to patrons from MURAL libraries. This was a significant increase over 2006, which can be explained by the fact that the Westfield Memorial Library was closed for construction for four and half months in 2007. Nonetheless, despite the presumed fall off in Westfield borrowers in 2008, total loans to MURAL borrowers increased slightly to 17,945. This is an indication that the Cranford Library's collection is highly valued even beyond Cranford's borders.

The number of interlibrary loan requests filled for Cranford patrons in 2008 was 1,173. 2007 marked the first full year the library was able to respond to interlibrary loan requests from *other* libraries. The total number of items supplied to other libraries in 2007 was 918. That number in 2008 was 2,143, an increase of 1,225 items, which is another indication of how highly valued the Cranford's collection is beyond its borders.

Membership

Library membership at the end of 2008 totaled 10,458, broken down as follows: 7,639 adults, 51 purchased cards, 767 young adults, and 2,001 children. All these categories, with the exception of purchased cards, showed increases over 2007. In addition, 570 MURAL borrowers were registered at year's end. Public use of the Internet continued strong in 2008, with a total of 17,137 sessions taking place, compared with 17,286 in 2007.

Programs and Attendance

Library programming remained prominent in 2008. Adult programs, many sponsored by the Friends of the Cranford Public Library, included:

- 24 screenings of foreign films
- 50 screenings of classic films
- 14 screenings of documentary films
- nine meetings of the Readers' Forum, the library's book discussion group
- five business seminars presented by SCORE
- a Cranford Arts Festival, featuring works by local artists
- a musical program entitled "American History in Song"
- a performance by a trombone quartet
- a Black History Month lecture on baseball's Negro Leagues
- a Celtic storyteller
- a screening of *Iron Jawed Angels*, a film about the American women's suffrage movement

Cranford Public Library - Annual Report 2008

- “Picturing America,” a PowerPoint presentation and lecture featuring art works from the Newark Museum
- “Presidents and Their First Ladies,” a dramatic portrayal of Eleanor and Franklin Roosevelt
- an informational program on the digital television transition presented by a representative of Radio Shack
- live performances of two Shakespeare plays by the Shakespeare Theatre of New Jersey’s Next Stage Ensemble
- a live performance of A.R. Gurney’s *The Golden Fleece* by the Theater Project
- a dramatic impersonation of Mark Twain entitled “The Wit and Humor of Mark Twain”

Approximately 3,863 people attended these programs.

The young adult department staged 22 special programs that netted a total attendance of 465. In addition, the 19 young adult film presentations attracted a total of 229 viewers, 101 teen/senior citizen tutoring sessions took place, with a total of 232 tutors and students participating, 64 young adults attended nine teen advisory board meetings, and 74 young adults took part in the young adult summer reading program, reading a total of 1,313 books.

The children’s room presented 20 special programs, which drew a total attendance of 1,153. There were ten class and scout visits, with the number of visitors totaling 195, two craft sessions, which drew 37 children, and 91 story hours, which attracted 1,091 children. In addition, 591 children participated in the summer reading program, reading a total of 17,147 hours. Approximately 600 children and parents attended the program-ending carnival. The children’s department also staged its fifth annual Scholastic Book Fair in June 2008.⁵

According to the library’s people counting machines, which are stationed at the three public entrances, the number of people who visited the library in 2008 totaled 191,186, an increase of 3,746 over the 2007 total of 187,440. This figure does not include the thousands of people who patronized the book sales staged by the Friends of the Library in March, June, August and October.

Grants & Gifts

As it does year in and year out, the library benefited tremendously from the generosity of the Friends of the Cranford Public Library. Paid membership in the Friends of the Library numbered 347 at the end of 2008. Using membership dues and funds raised primarily from their quarterly book sales, the Friends were able to contribute \$17,741 to the library in 2008. For a detailed account of their support, please see the chart on page 11. The library also received \$16,051 in grants and gifts from a variety of other sources. For a more detailed list of grants and gifts of \$200 or more, please see the chart on page 11.

Capital Expenditures and Repairs

Maintaining some of the older parts of the library physical plant was a financial challenge again in 2008. In particular, repairs to the HVAC system totaled \$15,886.50. In addition, as per a state elevator inspection, the library was required to install a new emergency telephone in its elevator at a cost of \$730.00.

⁵ Based on gross sales, the library earns a certain amount of credit towards books published by Scholastic Books. The 2008 sale earned \$1,000 worth of Scholastic books for the children’s collection.

New in 2008

The library added a number of valuable online resources in 2008, including:

- Salem Health—an award-winning health reference database that includes Salem Press' *Magill's Medical Guide*. The *Guide* is a mix of accessibility and depth, providing general readers with an authoritative reference source that helps bridge the gap between medical encyclopedias for professionals and popular self-help guides. It is an up-to-date and easy-to-use compendium of medical information suitable for student research, as well as use by general readers, including patients and caregivers.
- Salem History—contains *The Fifties, Sixties, Seventies, and Eighties in America*, *Milestone Documents in American History*, *Great Lives from History* and *Great Events from History*.
- Visual Thesaurus—an interactive dictionary and thesaurus that creates word maps that blossom with meanings and branch to related words.

The library began offering fax service in December 2008. The service, which costs \$1.00 per page for domestic faxes, has proven very popular.

The library introduced Playaways into the collection. Playaways are self-contained digital audiobooks. There are no CDs, tapes or downloading involved. The only thing a patron needs in order to use a Playaway is a pair of earbuds or headphones. The 98 Playaways added to the collection in 2008 circulated a total of 1,085 times.

Thanks to the Friends of the Library, the library was also able to upgrade the furniture in the area in the main reading room near the magazine collection. The area now contains four comfortable lounge chairs, as well as two coffee tables.

NOTE

The statistics and financial information contained in this report were compiled and organized by the library's administrative secretary, Beverly Bobertz. The library heartily thanks her for completing this complex task so expertly and with such good cheer.

Director's Annual Circulation Report 2008

| | 2007 | 2008 | Gain/Loss |
|-----------|------|------|-----------|
| Days Open | 287 | 299 | 12 |

| Average Daily Circulation | 2007 | 2008 | Gain/Loss |
|------------------------------|------------|------------|-----------|
| Adult Department | 342 | 345 | 3 |
| Young Adult Department | 21 | 21 | 0 |
| Children's Department | 446 | 486 | 40 |
| Overall Daily Average | 809 | 852 | 43 |

| Circulation Totals - Adult Department | 2007 | 2008 | Gain/Loss |
|---|---------------|----------------|--------------|
| Fiction | 42,800 | 45,400 | 2,600 |
| Nonfiction | 19,232 | 20,494 | 1,262 |
| Books Circulated at Pool & Train Station | 750 | 650 | -100 |
| Total Books Circulated | 62,782 | 66,544 | 3,762 |
| Magazines | 2,532 | 2,271 | -261 |
| Books-on-Tape/CD/MP3/Digital | 4,554 | 4,819 | 265 |
| Musical & Instructional Audiocassettes | 212 | 218 | 6 |
| Art Prints | 29 | 38 | 9 |
| Videocassettes | 2,091 | 1,863 | -228 |
| DVDs (including DVD Courses) | 9,575 | 10,935 | 1,360 |
| Compact Discs (including CD Courses) | 14,539 | 15,150 | 611 |
| CD-ROM | 35 | 30 | -5 |
| Audio Visual Equipment | 3 | 3 | 0 |
| Microfiche/Film | 1,733 | 1,365 | -368 |
| Total Other Materials Circulated | 35,303 | 36,692 | 1,389 |
| Total Adult Department Circulation | 98,085 | 103,236 | 5,151 |

| Circulation Totals - Young Adult Department | 2007 | 2008 | Gain/Loss |
|---|--------------|--------------|------------|
| Fiction | 4,277 | 4,410 | 133 |
| Nonfiction | 767 | 797 | 30 |
| Graphic Novels | 664 | 822 | 158 |
| Total Books Circulated | 5,708 | 6,029 | 321 |
| Books-on-Tape/CD/MP3 | 193 | 267 | 74 |
| Total Young Adult Circulation | 5,901 | 6,296 | 395 |

| Circulation Totals - Children's Department | 2007 | 2008 | Gain/Loss |
|---|----------------|----------------|---------------|
| Fiction | 79,552 | 94,750 | 15,198 |
| Nonfiction | 14,373 | 15,081 | 708 |
| Parenting Collection | 629 | 773 | 144 |
| Total Books Circulated | 94,554 | 110,604 | 16,050 |
| Compact Discs (including Kits) | 2,816 | 3,382 | 566 |
| CD-ROM (including Kits) | 1,373 | 840 | -533 |
| Books-on-Tape/CD/MP3/Digital | 1,162 | 1,094 | -68 |
| Videocassettes | 17,920 | 15,273 | -2,647 |
| DVDs | 8,108 | 12,898 | 4,790 |
| Magazines | 435 | 486 | 51 |
| Records | 1 | 0 | -1 |
| Musical & Instructional Audiocassettes (including Kits) | 949 | 768 | -181 |
| Puppets | 574 | 422 | -152 |
| Total Other Materials Circulated | 33,338 | 35,163 | 1,825 |
| Total Children's Circulation | 127,892 | 145,767 | 17,875 |

Director's Annual Circulation Report 2008

| Circulations Totals, All Departments | 2007 | 2008 | Gain/Loss |
|---|----------------|----------------|------------------|
| Books | 163,044 | 183,177 | 20,133 |
| Books-on-Tape/CD/MP3 | 5,909 | 6,180 | 271 |
| Magazines | 2,967 | 2,757 | -210 |
| Musical & Instructional Audiocassettes | 1,161 | 986 | -175 |
| Compact Discs | 17,355 | 18,532 | 1,177 |
| CD-ROM | 1,408 | 870 | -538 |
| Videocassettes | 20,011 | 17,136 | -2,875 |
| DVDs | 17,683 | 23,833 | 6,150 |
| Art Prints | 29 | 38 | 9 |
| Puppets | 574 | 422 | -152 |
| Microfiche/Film | 1,733 | 1,365 | -368 |
| Audio/Visual Equipment | 3 | 3 | 0 |
| Total Circulation | 231,877 | 255,299 | 23,422 |

| | 2007 | 2008 | Gain/Loss |
|--------------------|---------------|---------------|------------------|
| MURAL Loans | 17,767 | 17,945 | 178 |

| Interlibrary Loans | | | |
|---------------------------|-------------|-------------|------------------|
| | 2007 | 2008 | Gain/Loss |
| For Cranford Patrons | | | |
| Requests Filled | 1,550 | 1,173 | -377 |
| Requests Not Filled | 155 | 242 | 87 |
| Total Requests | 1,705 | 1,415 | -290 |
| Sent to Other Libraries | 918 | 2,143 | 1,225 |

| Membership | 2007 | 2008 | Gain/Loss |
|-------------------------|--------------|---------------|------------------|
| Adult | 7,194 | 7,639 | 445 |
| Purchased Card | 62 | 51 | -11 |
| Young Adult | 717 | 767 | 50 |
| Children | 1,939 | 2,001 | 62 |
| Total Membership | 9,912 | 10,458 | 546 |

| | 2007 | 2008 | Gain/Loss |
|------------------------|-------------|-------------|------------------|
| MURAL Borrowers | 586 | 570 | -16 |

| Public Internet Sessions | 2007 | 2008 | Gain/Loss |
|---------------------------------------|---------------|---------------|------------------|
| Adult Department | 14,966 | 14,787 | -179 |
| Children's Department | 2,320 | 2,350 | 30 |
| Total Public Internet Sessions | 17,286 | 17,137 | -149 |
| Public Word Processing Sessions | 1,668 | 1,468 | -200 |
| Public Typewriter Sessions | 620 | 581 | -39 |

| Reference Questions (Estimate) | 2007 | 2008 | Gain/Loss |
|---|---------------|---------------|------------------|
| Adult | 38,950 | 39,000 | 50 |
| Children | 19,150 | 20,000 | 850 |
| Total Reference Questions (Est.) | 58,100 | 59,000 | 900 |

Director's Annual Circulation Report 2008

| Books Added | 2007 | 2008 | Gain/Loss |
|-------------------------------|---------------|--------------|------------------|
| Adult Department | 4,503 | 4,175 | -328 |
| Fiction | 2,176 | 1,839 | -337 |
| Nonfiction | 1,545 | 1,723 | 178 |
| Reference | 782 | 613 | -169 |
| Young Adult Department | 464 | 546 | 82 |
| Fiction | 184 | 237 | 53 |
| Nonfiction | 228 | 209 | -19 |
| Graphic Novels | 52 | 100 | 48 |
| Children's Department | 7,846 | 3,368 | -4,478 |
| Fiction | 6,455 | 2,167 | -4,288 |
| Nonfiction | 1,366 | 1,187 | -179 |
| Reference | 15 | 14 | -1 |
| Parenting | 10 | 0 | -10 |
| Total Books Added | 12,813 | 8,089 | -4,724 |

| Books Discarded | 2007 | 2008 | Gain/Loss |
|-------------------------------|--------------|--------------|------------------|
| Adult Department | 4,494 | 3,481 | -1,013 |
| Fiction | 2,962 | 744 | -2,218 |
| Nonfiction | 1,240 | 2,107 | 867 |
| Reference | 292 | 630 | 338 |
| Young Adult Department | 151 | 250 | 99 |
| Fiction | 107 | 210 | 103 |
| Nonfiction | 27 | 40 | 13 |
| Graphic Novels | 17 | 0 | -17 |
| Children's Department | 1,264 | 1,388 | 124 |
| Fiction | 540 | 722 | 182 |
| Nonfiction | 589 | 661 | 72 |
| Reference | 135 | 5 | -130 |
| Total Books Discarded | 5,909 | 5,119 | -790 |

| | | | |
|-------------------------|----------------|----------------|--------------|
| Total Book Stock | 123,721 | 126,691 | 2,970 |
|-------------------------|----------------|----------------|--------------|

Director's Annual Circulation Report 2008

| Adult Department | 2008 |
|--|--------------|
| Adult Musical & Instructional Audiocassettes Added | 7 |
| Adult Musical & Instructional Audiocassettes Discarded | 2 |
| Total Adult Audiocassettes 12/31/08 | 167 |
| Books on Tape/CD/MP3 Added | 108 |
| Books on Tape/CD/MP3 Discarded | 37 |
| Total Adult Books on Tape/CD/MP3 12/31/08 | 2,075 |
| CDs (including CD Courses) Added | 543 |
| CDs (including CD Courses) Discarded | 10 |
| Total Adult Compact Discs 12/31/08 | 3,732 |
| CD-ROM & CD-ROM Kits Added | 11 |
| CD-ROM & /CD-ROM Kits Discarded | 0 |
| Total Adult CD-ROM & CD-ROM Kits 12/31/08 | 143 |
| DVDs (including Great Courses) Added | 328 |
| DVDs (including Great Courses) Discarded | 5 |
| Total Adult DVDs 12/31/08 | 1,254 |
| Videocassettes Added | 30 |
| Videocassettes Discarded | 6 |
| Total Adult Videocassettes 12/31/08 | 1,438 |
| Art Prints Added | 0 |
| Art Prints Discarded | 0 |
| Total Art Prints 12/31/08 | 106 |
| Digital Audio Book Added | 54 |
| Digital Audio Book Discarded | 0 |
| Total Audio Books 12/31/08 | 123 |

Director's Annual Circulation Report 2008

| Children's Department | 2008 |
|---|--------------|
| Audiocassettes Added | 4 |
| Audiocassettes Discarded | 0 |
| Total Children's Audiocassettes 12/31/08 | 132 |
| Children's Kits Added | 2 |
| Children's Kits Discarded | 33 |
| Total Children's Kits 12/31/08 | 352 |
| Children's Books on Tape/CD/MP3 Added | 34 |
| Children's Books on Tape/CD/MP3 Discarded | 1 |
| Total Children's Books on Tape/CD/MP3 12/31/08 | 404 |
| CDs Added | 30 |
| CDs Discarded | 0 |
| Total Children's Compact Discs 12/31/08 | 455 |
| CD-ROM & CD-ROM Kits Added | 25 |
| CD-ROM & CD-ROM Kits Discarded | 5 |
| Total Children's CD-ROM & CD-ROM Kits 12/31/08 | 271 |
| DVDs Added | 241 |
| DVDs Discarded | 32 |
| Total Children's DVDs 12/31/08 | 673 |
| Videocassettes Added | 120 |
| Videocassettes Discarded | 18 |
| Total Children's Videocassettes 12/31/08 | 2,629 |
| Puppets Added | 27 |
| Puppets Discarded | 21 |
| Total Children's Puppets 12/31/08 | 187 |
| Records Discarded | 0 |
| Total Children's Records 12/31/08 | 1,590 |
| Pop-ups Added | 11 |
| Pop-ups Discarded | 0 |
| Total Children's Pop-ups 12/31/08 | 16 |
| Digital Audiobooks Added | 17 |
| Digital Audiobooks Discarded | 0 |
| Total Children's Pop-ups 12/31/08 | 17 |

Director's Annual Circulation Report 2008

| | 2007 | 2007 | 2008 | 2008 |
|---------------------------|---------------|-------------------|---------------|-------------------|
| Library Programs | Number | Attendance | Number | Attendance |
| Adult Programs & Meetings | 112 | 3,696 | 150 | 3,863 |
| Literacy Volunteers | 90 | 234 | 137 | 330 |

| | 2007 | 2007 | 2008 | 2008 |
|--|---------------|-------------------|---------------|-------------------|
| Young Adult Programs | Number | Attendance | Number | Attendance |
| Presentations & Programs (includes CHS Study Nights) | 13 | 221 | 22 | 465 |
| Films | 27 | 213 | 19 | 229 |
| Book Discussion | 2 | 8 | 1 | 8 |
| Young Adult/Senior Computer Sessions | 123 | 86 | 101 | 232 |
| Young Adult Contests | 6 | 92 | 8 | 121 |
| Teen Advisory Board | 6 | 38 | 9 | 64 |

| | 2007 | 2007 | 2008 | 2008 |
|----------------------------|---------------|-------------------|---------------|-------------------|
| Children's Programs | Number | Attendance | Number | Attendance |
| Presentations & Programs | 14 | 1,178 | 20 | 1,153 |
| Class & Scout Visits | 9 | 114 | 10 | 195 |
| Activities/Arts & Crafts | 7 | 112 | 2 | 37 |
| Story Hours | 84 | 927 | 91 | 1,091 |

| Children's Summer Reading Program | 2007 | 2008 | Gain/Loss |
|---|--------|--------|-----------|
| Number signed up | 747 | 811 | 64 |
| Number actual participants | 618 | 591 | -27 |
| Percent participation | 82.7 | 73.0 | -10 |
| Total Number/Hours Read | 17,252 | 17,147 | -105 |
| Average Reading Time/Child | 27.92 | 29 | 1.08 |
| Carnival Attendance Estimate (Children & Parents) | 500 | 600 | 100 |

| Young Adult Summer Reading Program | 2007 | 2008 | Gain/Loss |
|---|------|-------|-----------|
| Number signed up | 91 | 100 | 9 |
| Number actual participants | 64 | 74 | 10 |
| Percent participation | 72 | 74 | 2 |
| Total Number of Books Read | 954 | 1,313 | 359 |
| Summer Reading Pizza Party | 38 | 30 | -8 |
| Carnival Volunteers | 20 | 35 | 15 |

John Malar
Director

Cranford Public Library - Annual Report 2008

Grants and Contributions of \$200 or More - 2008

| Source | Amount | Use |
|-------------------------|-----------------|--|
| Friends of the Library | \$4,500 | children's summer reading program |
| Friends of the Library | 2,574 | 21 "Great Courses" DVDs |
| Friends of the Library | 2,430 | electronic display system |
| Friends of the Library | 1,929 | 57 <i>Great Courses</i> DVD sets |
| Friends of the Library | 1,770 | Ricoh photocopier/printer lease |
| Friends of the Library | 722 | 12 DVDs & 12 large print books on the subject of computers |
| Friends of the Library | 684 | 4 thin line book trucks for children's board books |
| Friends of the Library | 550 | Shakespeare plays - two live performances |
| Friends of the Library | 500 | staged reading of A.R. Gurney's <i>The Golden Fleece</i> |
| Friends of the Library | 480 | Public performance license for film programs |
| Friends of the Library | 450 | Yosi children's concert |
| Friends of the Library | 360 | <i>Book Page</i> subscription - 100 issues per month |
| Friends of the Library | 300 | "Presidents & Their First Ladies" program |
| Friends of the Library | 217 | DVDs - classic, documentary and foreign film series |
| Friends of the Library | 100 | 2 coolers for use with young adult programs |
| Friends of the Library | 100 | Newark Museum Educational Loan Collection |
| Friends of the Library | 75 | Horizon Speakers Bureau |
| Friends Subtotal | \$17,741 | |

| Source | Amount | Use |
|-------------------------------------|-----------------|---|
| Adopt a Classic Book campaign | \$1,435 | 72 books (37 adult, 11 young adult and 24 juvenile) |
| Catherine Sarnowski | 250 | young adult collection |
| Catherine Sarnowski/ExxonMobil | 250 | young adult collection |
| ExxonMobil | 400 | general book purchases |
| Infolink | 1,666 | Literacy Links grant |
| Joan & Robert Fridlington | 1,000 | general book purchases |
| Judy Panagakos | 600 | programming and Peanuts books |
| Kathleen & Alan Williamson | 10,000 | children's & young adult department programming and materials |
| Prudence Bradley | 250 | general book purchases |
| Wednesday Morning Club | 200 | general book purchases |
| Other Contributions Subtotal | \$16,051 | |

| | |
|--------------------|-----------------|
| Grand Total | \$33,792 |
|--------------------|-----------------|

**CRANFORD PUBLIC LIBRARY
TRUST FINE ACCOUNT
2008 ANNUAL REPORT**

BALANCE 12/31/07..... \$2,034.49

2008 RECEIPTS

Fines..... \$21,482.64

2008 TOTAL RECEIPTS..... \$21,482.64

2008 EXPENDITURES

| | |
|------------------------|-------------|
| Non-Fiction..... | \$ 2,399.75 |
| Large Print..... | 2,079.02 |
| Children..... | 4,717.95 |
| Audio Books..... | 466.85 |
| Young Adult..... | 641.58 |
| Reference..... | 5,605.92 |
| Donations & Gifts..... | 0.00 |

2008 TOTAL EXPENDITURES..... \$ 15,911.07

BALANCE 12/31/08..... \$7,606.06

**John Malar
Director**

**CRANFORD PUBLIC LIBRARY
REVOLVING FUND
2008 ANNUAL REPORT**

BALANCE 12/31/07..... \$17,837.32

2008 RECEIPTS

| | | |
|---|--------------------|--|
| Book Cart Sales..... | \$4,669.40 | |
| Computer Printing..... | 2,478.40 | |
| Out-of-Town Registrations..... | 200.00 | |
| Notary Public..... | 509.00 | |
| Fax Service..... | 64.00 | |
| Lost & Paid..... | 1,840.00 | |
| Staff Purchase..... | 1,111.77 | |
| Reimbursements..... | 67,301.30 | |
| Budget | 50,321.38 | |
| Cranford Chronicle Digitization | 1,582.50 | |
| Friends of the Library | 15,087.63 | |
| Miscellaneous | 309.79 | |
| Grants & Gifts..... | 2,691.00 | |
| Friends/Valentines | 1435.00 | |
| Radovsky/Jerusalem Post | 89.00 | |
| Union County History Grant | 1,000.00 | |
| Miscellaneous | 167.00 | |
| Memorial Donations..... | 10,000.00 | |
| Williamson | 10,000.00 | |
| Donations..... | 3,356.00 | |
| Bradley, Prudence | 169.00 | |
| Fridlington | 1,000.00 | |
| Harrington/ExxonMobil match | 400.00 | |
| Hollister/Sykes/Weisgerber/ExxonMobil match | 55.00 | |
| Laucius/Merck match | 350.00 | |
| Miscellaneous | 207.00 | |
| Sarnowski/ExxonMobil match | 500.00 | |
| Union County Kennel Club | 100.00 | |
| Village Improvement Association | 75.00 | |
| Wednesday Morning Club | 200.00 | |
| Williamson | 300.00 | |
| Miscellaneous..... | 1,915.81 | |
| Cartridge Recycling | 71.36 | |
| Diskettes | 40.00 | |
| Ear Buds | 72.00 | |
| Miscellaneous | 45.00 | |
| Interlibrary Loan Charges | 45.00 | |
| Reader Printer | 39.00 | |
| Replacement Cards | 198.00 | |
| Scholastic Book Fair | 1,259.45 | |
| Transworld (Collection Agency) | 146.00 | |
| 2008 TOTAL RECEIPTS..... | \$96,136.68 | |
| CHECKBOOK ADJUSTMENTS (Outdated Check) | \$5.00 | |

2008 EXPENDITURES

| | | |
|-------------------------------------|----------|--------------------|
| Books, Library Materials, etc..... | | \$36,488.64 |
| Audio Materials | 536.25 | |
| Children | 1,377.25 | |
| Compact Discs | 4,578.79 | |
| Downloadable Audiobooks | 5,500.00 | |
| Electronic Services | 8,800.59 | |
| Fiction | 772.56 | |
| Friends of the Library Purchases | 2,214.31 | |
| Grants & Gifts | 89.00 | |
| Large Print | 47.12 | |
| Lost & Paid replacements | 0.00 | |
| Magazines & Newspapers | 1,814.52 | |
| Nonfiction (including travel) | 713.11 | |
| Reference | 6,786.28 | |
| Reference Periodicals | 2,883.00 | |
| Staff Purchases | 35.89 | |
| Staff Use | 70.20 | |
| Visual Materials | 123.54 | |
| Young Adult | 146.23 | |
| Adult Programs..... | | 100.00 |
| Art & Program Supplies..... | | 7,118.93 |
| Building & Grounds..... | | 282.23 |
| Computer Supplies..... | | 3,050.70 |
| Friends Programs & Purchases..... | | 4,929.03 |
| Interlibrary Loan Charges | | 45.00 |
| Leased Copier Expenses..... | | 3,971.40 |
| Library Supplies..... | | 7,260.99 |
| Lost & Paid Returned..... | | 166.00 |
| Maintenance & Repair..... | | 2,664.51 |
| Meeting Refreshments..... | | 21.46 |
| Outside Professional..... | | 6,694.13 |
| Printing & Postage..... | | 532.53 |
| Professional Development..... | | 1,932.00 |
| Purchase of Equipment..... | | 3,232.21 |
| Scholastic Book Fair..... | | 1,259.45 |
| Staff Purchase..... | | 41.08 |
| 2008 TOTAL EXPENDITURES..... | | \$79,790.29 |
| BALANCE 12/31/08..... | | \$34,188.71 |

John Malar
Director