


The Ruth Enlow Library  
of GARRETT COUNTY


# re Community + Opportunity

## ANNUAL REPORT 2018



6 N. Second St., Oakland, MD 21550

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Director:  
Thomas Vose

## MISSION STATEMENT OF THE RUTH ENLOW LIBRARY OF GARRETT COUNTY

The Ruth Enlow Library uses its collection, programs, services, and technology to transform its community:

- By championing literacies and lifelong learning,
- By bringing people and groups together; and
- By promoting democracy and civic engagement.

## OUR VALUES

- I. EQUAL ACCESS FOR ALL
- II. INTELLECTUAL FREEDOM
- III. LIFELONG LEARNING
- IV. RELIABILITY OF INFORMATION
- V. FOSTERING DEMOCRACY
- VI. DIVERSITY
- VII. SOCIAL RESPONSIBILITY
- VIII. PRIVACY
- IX. SERVICE
- X. STEWARDSHIP OF PUBLIC RESOURCES
- XI. COLLABORATION

## A LETTER FROM THE DIRECTOR

It was a very good year for the Library!

Thanks to our hardworking staff, we have been getting out into the community, showing up at community events, advertising heavily, and expanding our social media presence to show off what the Library can do for its patrons, and our communities have responded very positively.

The big story this year was our programs – we increased the number of programs we offer by almost 30%, and the number of people coming increased over 37% to over 11,000 – numbers that would make any library proud. We also answered 30% more questions for the public, and our new Student Cards initiative caused our card numbers to jump 36%, as all students in the District are now automatically enrolled.

Not all of the news is good, of course. Circulation is down by 2.3%, as it is for libraries generally nationwide – due in part to increased adoption of e-books (which have grown significantly thanks to our Hoopla database) and partially due to the improving economy, which tends to affect library use. Additionally, our patron in-house visits are unavoidably marked as down 35.4%, due to a change in the way that they are calculated annually – this figure more accurately reflects the number of people who came in, however, and our numbers going forward will also follow the new system, so we anticipate no additional jumps of this sort.

The Board of Commissioners supplied us with additional funding for 2018-19, which should help us make even more of a positive impact. Our new Strategic Plan will additionally help guide our efforts towards goals that were created in collaboration with our patrons.

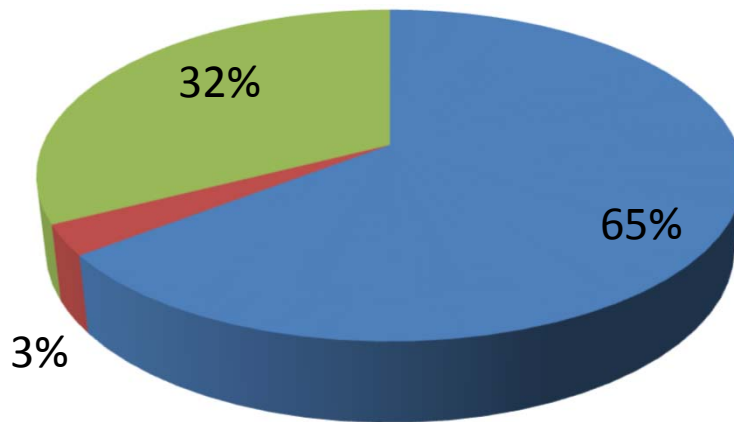
We're looking forward to seeing what the next year holds!

Thomas Vose  
Director

**NUMBER OF PROGRAMS: 612 (+29.1%)  
FY 2018**

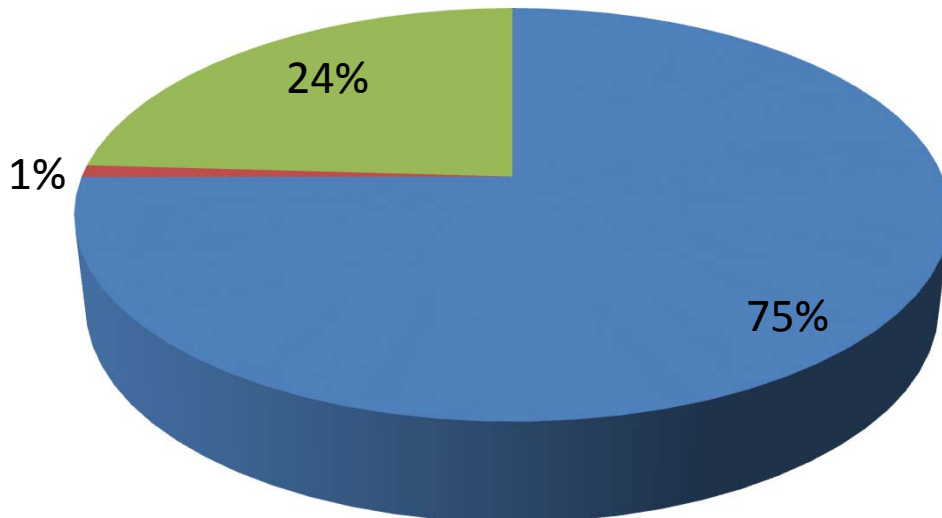
**Programs**

■ Child 0 -12 yrs: 395    ■ Teen/YA: 18    ■ Adult: 199



**Program Attendance: 11,128  
(+37.7%)**

■ Child 0 - 12 years: 8,341    ■ Teen/YA: 106  
■ Adult: 2681    ■



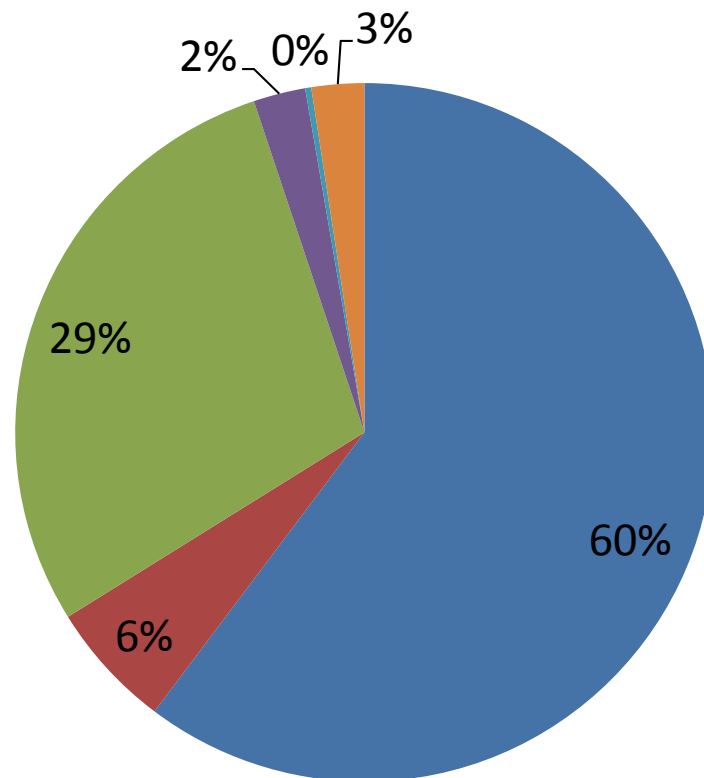
# MATERIALS COLLECTION: 120,099 PHYSICAL ITEMS

(+3.4%)

## 81,384 VIRTUAL ITEMS

### Total Circulations: 227,803 (-2.3%)

- |                            |                            |
|----------------------------|----------------------------|
| ■ Books: 137,293           | ■ Audio (physical): 13,398 |
| ■ Video (physical): 65,431 | ■ Magazines: 5,480         |
| ■ Other: 643               | ■ In-house 5,558           |



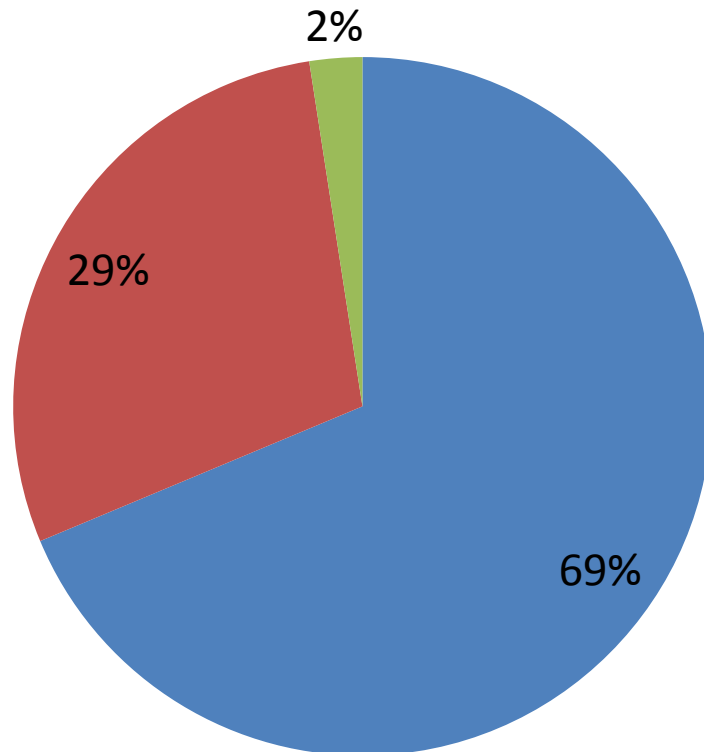
Other = juvenile items such as educational toys, electronic games, and Leap Pad.

### ELECTRONIC CHECKOUTS: 14,669

# CIRCULATION ADULT VERSUS JUVENILE

**Total Circulations: 227,803 (-2.3%)**

- Adult: 156,504
- Juvenile: 65,741
- In-house (unspecified): 5,558

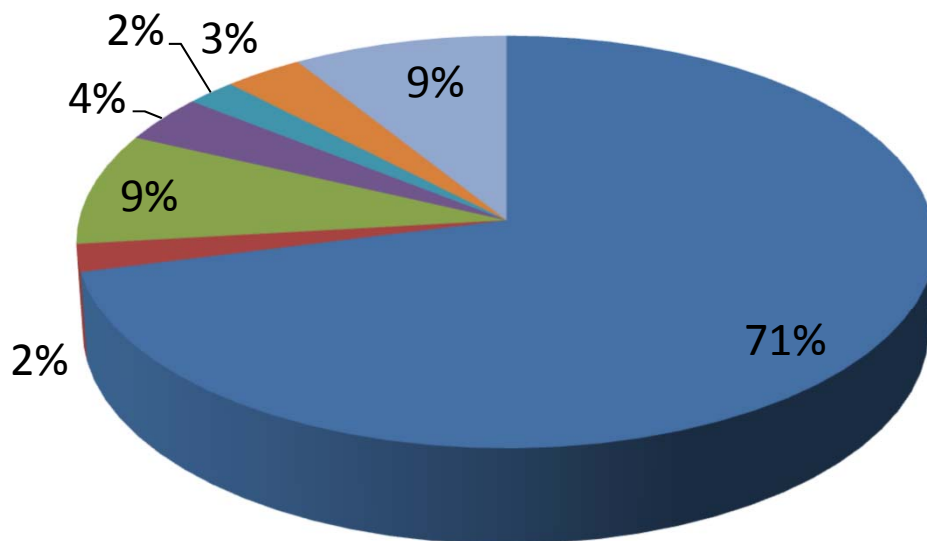


## MISCELLANEOUS STATISTICS

- Reference Questions Answered = 18,373 (+30.5%)
- Active Borrowers = 17,526 (+36.8%)
  - Increase due to the new Student Cards created by our partnership with Garrett County Schools
- Number of Library Visits = 122,725 (-35.4%)
  - Decrease due to no longer averaging total visits based on selected dates
- Interlibrary Loan: Borrowed = 26,329 (+1.7%); Loaned = 16,298 (-8.7%)
- Personnel = 22.1375 FTE

## Expenditures: \$1,358,996.63 (-1.3%)

- Salaries & Benefits: \$965,284
- Staff Training: \$29,153.53
- Materials & Programming: \$119,129.14
- Rents & Utilities: \$50,298.00
- Capital Expenditures (tech): \$28,515.18
- Capital Expenditures (other): \$44,912.74
- Other Expenses: \$121,704.04

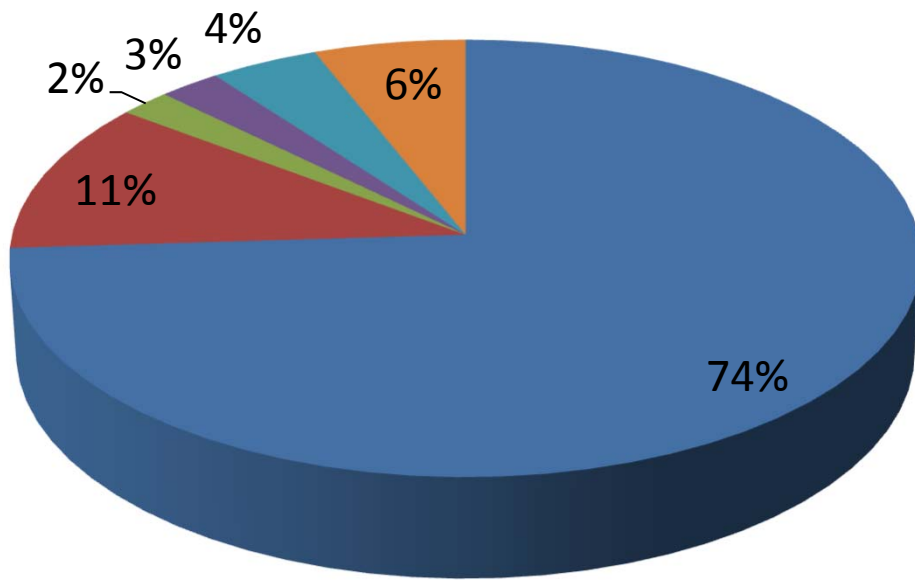


**Operating Expenditures: \$1,188,964.00**



**Revenue: \$1,337,160.70 (-3.6%)**

- Local: \$990,000
- State: \$150,663
- Capital: \$27,000
- Other income: \$32,559



**Operating Budget: \$1,258,732**