

## Library Board

The Library Board is responsible for governance of the library. It exercises general control of the library's funds and property and sets policy, rules and regulations for the conduct of library affairs.

Library Board Meetings are held regularly, usually at 5:30 pm on the 2nd Thursday of each month, in the West Fargo Public Library.

### Library Board Members (2013)

Kevin Teigen, President  
Joseph McNelis, Vice President  
Karla Knutson  
Doug Leier  
Mike Thorstad

## Library Staff

The West Fargo Public Library has a staff of 6 full-time employees, including the Director and Assistant Director, as well as part-time employees.

Sandra Hannahs, Director  
Carrie Scarr, Assistant Director

### Full-Time Staff

Janice Bober  
Diane Fink  
Mary Jo Moorhead  
Mary Murray

*"My encouragement to you is to go tomorrow to the library."*

*Maya Angelou*

### 2013: The Year in Stats

The Library was open 3,162 hours in 2013  
20 Public Internet computers—including PCs and laptops  
Public Computer sessions—14,677  
57,579 library visitors  
1,020 reference questions  
9,655 registered patrons  
111,366 total circulation  
Interlibrary Loans:  
642 items loaned to other libraries (*up from 614 in 2012*)  
322 items borrowed from other libraries (*up from 269*)

### 2013 Landmarks

- New website design
- New catalog interface, including a "Google" style search throughout library resources (magazines, articles, books, and ebooks)
- The Library surpassed 10,000 interlibrary loans processed in April 2013!

### Building

The West Fargo Public Library is located inside the Lodoen Community Center, a facility owned and maintained by the West Fargo Public Schools.

The 24,000 square footage occupied by the library is light and pleasant, with an open floor plan. It includes space for collections, public computers, the West Fargo Historical Center, the Homework Center, meeting rooms, and offices. The library is approaching the building's limits regarding collection size and technology needs.

January 1 — December 31, 2013

2013 Annual Report

# West Fargo Public Library



West Fargo Public Library  
109 3rd Street East  
West Fargo, ND 58078  
(701) 433-5460  
[www.westfargolibrary.org](http://www.westfargolibrary.org)



WEST FARGO  
PUBLIC LIBRARY

### Mission Statement

To provide timely, reliable, and easy access to the Library's resources for all members of our community; to bridge the technology gap through access, information, and instruction; to promote and stimulate lifelong reading and learning; and provide a community center in which inspiration, imagination, and social networking are encouraged.

### Vision Statement

To ensure the library is a multi-media information source that supports the community's education, recreation, professional, economic, and cultural needs.

### Strategic Planning & Community Survey

The library's strategic planning project is underway! Under the guidance of library planning specialists Bill Wilson and Ethel Himmel, public input is being gathered by means of focus group meetings, surveys, and interviews. We anticipate that this information will be analyzed and presented to the Library Board by September, providing direction to the library as we determine our course for the future.

### Services

The library provides a wide range of services in support of the community's information and educational needs, including proctoring for online students, basic reference (both in person and by email), technology classes, outreach to seniors at Sheyenne Crossings, and access to meeting rooms.

### Programs

In 2013, a record 11,179 patrons attended library programs, which included:

- Storytimes
- Homework Center
- Summer Reading Program
- And a wide range of educational and recreational activities for all ages, including: technology classes, book clubs, video games, and movies.

### Collections

The West Fargo library offers patrons a wide range of materials for informational and recreational purposes. Our physical collections include items for use in the library or for check-out, such as books, magazines, and DVDs. Our growing online branch includes items such as eBooks and eAudiobooks, most of which can be accessed via any Internet connection or downloaded onto a computer or mobile device.

#### The physical collection is composed of:

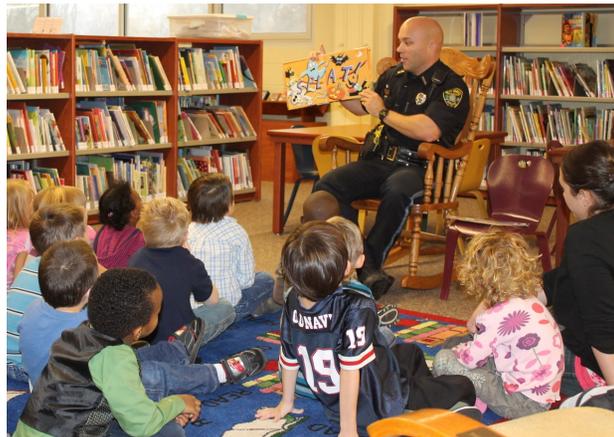
Books	53,023
Magazine subscriptions	150
Audiobooks	2591
Music CDs	546
Videos/DVDs	4,724

The library also checks out various technologies and equipment for use in-house (laptop computers, lockers, digital piano) and off-site (iPads, state park passes).

#### The virtual collection is composed of:

eBooks	8,436
eAudiobooks	3,216
eVideo	433
eMagazines	109
Online Resources	62

Online Resources provide free online access to thousands of popular magazines and academic journals, animated picture books for children, and a wide range of tools for job seekers and students – even a live, online tutor for homework help!



### Library Collaboration

#### Collection:

The library participates in Library2Go, the North Dakota Digital Consortium, which jointly purchases and shares access to eResources, making it possible to offer patrons a larger selection of materials at a reduced cost.

#### Programming:

The library collaborated with other local libraries (Fargo and the Lake Agassiz Regional system) and Plains Art Museum to present a community read featuring "Moby Dick". This project was supported in part by the Friends of the West Fargo Public Library.

### Grants and Donations Awarded (2013)

#### NDSL Grants

- Photoshop Elements for 8 public laptops and 1 staff computer
- Public Library Laptop to provide military families Skype capabilities and to provide public access availability
- KIC scanner

#### North Dakota State Historical Society

- Microfilm cabinet for Historical Center

### 2013 Budget

**Revenue: \$763,527**

City: \$710,763

State: \$29,982

Other: \$22,782

**Total Staff: \$456,805**

*Salaries, Social Security, retirement, and health insurance*

**Collections: \$81,037**

*Books, magazines, audio-visual, and online resources*

**Total Operation Expenditures: \$763,527**