

City Council of Peachtree City

WORKSHOP

December 5, 2006

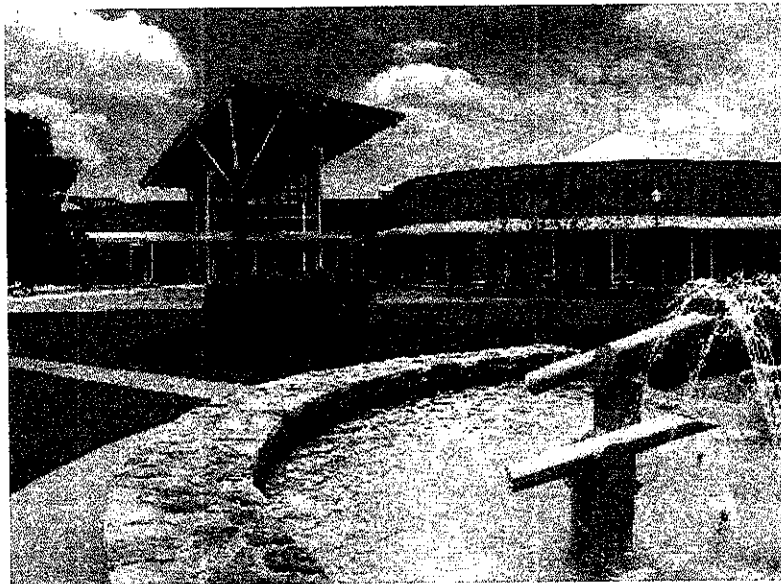
6:30 p.m.

The Mayor and City Council of Peachtree City will hold a workshop on Tuesday, December 5, 2006, 6:30 p.m., in Council Chambers. The purpose of the workshop is to discuss Teen Activities at Glenloch (TAG) program and presentation of Library Master Plan.

This agenda is subject to change at any time up to 24-hours prior to the scheduled meeting.



**Peachtree City Library
Master Plan and Training/Technology Plan
2007-2011**



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Library Administrator

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With support and input from
Peachtree City Library Staff
Peachtree City Library Commission

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SECTION 1

MISSION STATEMENT AND VISION

The goal of the Library Master Plan is to identify and plan for future needs while fulfilling the Library's current mission and working towards the future vision. The Plan will be reviewed annually by Peachtree City Library staff as well as the Library Commission to assess the progress of the Plan and make revisions as needed.

MISSION STATEMENT

Peachtree City Library will be a comprehensive and trustworthy community resource for the citizens of Peachtree City and any cardholding member of Georgia Library Public Information Network for Electronic Services (PINES).

The mission will be accomplished through:

- Providing access to materials in a variety of formats including, but not limited to, print, audio, video and electronic;
- Providing a warm and friendly atmosphere;
- Providing programs for patrons of all ages that are informational, educational and recreational;
- Assisting patrons in locating materials.

VISION 2007-2011

The Peachtree City Library will strive to be one of the most customer oriented, information savvy, and technologically advanced public libraries in the state of Georgia. In addition, the Library will work towards developing an exhaustive collection for all age groups, covering all subject matters of interest in a variety of formats to meet the needs of the citizens of Peachtree City and Fayette County.

SECTION 2

FLINT RIVER REGIONAL LIBRARY SYSTEM

The Peachtree City Library is a member of the Flint River Regional Library System whose headquarters are located in Griffin, GA. The Flint River Regional Library System is a multiple-county library system serving the counties of Butts, Fayette, Henry, Lamar, Monroe and Spalding. The regional headquarters is tasked to provide services for the branch libraries such as: centralized ordering, cataloging, and processing of materials; Inter-Library Loan (ILL); and professional administration of state and federally funded programs.

Since the regional library system only formally recognizes one library per county, the Peachtree City Library does not receive top priority in funding, as does the Fayette County Library in Fayetteville. Therefore, the City of Peachtree City funds the operating and capital budget of the Library. However, the Peachtree City Library has benefited from state capital building funds provided by the state through the Flint River Regional Library System.

The operations within the Peachtree City Library include, but are not limited to, services such as: Circulation Desk assistance, Reference Desk assistance, one-on-one instruction on the use the Library's Online Public Access Catalog (OPAC); customized in-house ordering of materials based on local demand; electronic access to materials through use of the Internet and CD-ROM programs; and the development of programs for people of all ages.

SECTION 3

HISTORY OF THE PEACHTREE CITY LIBRARY

During the early 1970's, the only library service in the City of Peachtree City was a once-a-week visit by the bookmobile out of the Flint River Regional Library in Griffin. As Peachtree City grew, so did the need for increased library services. Dissatisfied with the lack of library services, a group of local citizens organized a campaign, in 1973, to house a public library in Peachtree City. The Mayor and City Council then directed the City Attorney, at city expense, to get the group registered as a non-profit corporation with the State of Georgia. The Peachtree City Library Corporation was officially incorporated on May 7, 1973.

The following year, the Library Corporation approached the City's owner at the time, Garden Cities Corporation, to discuss a location for the library. Garden Cities Corporation agreed to lease a building (old municipal building) on Highway 54 for one year and at the end of that year the rent would have to be paid. Doug Dorsey, City Administrator for the City of Peachtree City, contacted Walter Murphy, Executive Director of the Flint River Regional Library, to look at the space to see what could be done. Murphy measured and ordered the shelving, paid for by the Peachtree City Library Corporation, and the Flint River Regional Library supplied the books. The Peachtree City Library opened as a member of the Flint River Regional Library System on Wednesday, October 8, 1974 with 2,713 books. Checkouts and check-ins were done manually using book cards and pockets.

The following year when the lease was up, the Library Corporation approached the Mayor and City Council to request the library be taken over by the City of Peachtree City. The Library was officially made a department within the city by a city ordinance on January 12, 1976. The Peachtree City Library Corporation continues to this day operating as a "friends of the library" group.

The first Librarian was Jennie Pyron who worked alone several afternoons a week. When she needed relief or was ill, Willard Bryant took over for her. Pyron retired in 1976 and Willard Bryan stepped into her position. As the Library patronage grew, additional staff was needed. M.T. Allen was hired as a part-time employee in 1979. With 2 part-time employees, services had improved. Shortly thereafter, Bryan decided to retire and M.T. Allen was made Librarian. Two additional part-time employees were hired and the Library was able to expand its hours to 39 hours per week including 2 evenings until 8:00 PM.

The Peachtree City Library was relocated to the Aberdeen Shopping Center in 1982. The manual system of checking books in and out was replaced by a microfiche system, which also contained the library catalog. In 1983, a fourth part-time employee was hired which gave the Library another 10 additional operating hours. During that time, the City of Peachtree City continued to experience rapid growth, as did the Library. The number of volumes in the Library grew to 15,000. The addition of three new schools, Huddleston Elementary, Booth Jr. High School (now Booth Middle School), and McIntosh High School, put an additional strain on the Library to provide reference books for students. The Library also began to add videocassettes to the collection. The Peachtree City Library was literally bursting at the seams and needed a new home.

On July 15, 1987, the Peachtree City Library moved into its new headquarters on Willowbend Rd. The 20,000 library books were moved to the new 10,000 square foot building with the help of library patrons who were encouraged to check out as many books as possible from the Aberdeen location and return them to the new Willowbend location. The move was a huge success. During 1989, the library collection grew to 30,000 volumes. The staff also grew to include 1 full-time and 8 part-time employees. With the additional staff, the Library was able to remain open 65 hours per week. Overall business increased with the Library checking out over 100,000 volumes and having an average of 215 patrons come through the doors every day. It was during this time that the microfiche system was replaced with an automated system using the IBM System 36.

As the 90's approached, the City continued to grow and offer more services to its residents. In October of 1990, the Library was made a department in the Public Services Division under the direction of Colin Halterman. The Public Services Division was also home to the Recreation and Public Works departments, including streets, cart paths, landscape, and right-of-ways. It was also during this time that demand for electronic resources grew. The Library purchased its first electronic database, Proquest, in 1993. Shortly thereafter, the Library received a PC with a CD-ROM drive from a state grant through the Flint River Regional Library System. Both resources were wildly popular and patrons demanded more.

On November 3, 1992, Fayette County voters approved a 1% Special Use Local Option Sales Tax (SPLOST) for the construction and equipping of the new Fayette County Library in Fayetteville. The terms of the referendum included a ceiling of \$4 million. Funds in excess of the \$4 million would be disbursed to the remaining municipalities on a pro rata basis for improvements in their respective library facilities. Peachtree

City received \$428,001 to use for a 10,000 square foot expansion planned for the Library that included the addition of public meeting rooms (see Attachment A). After the expansion was complete in 1995, the Mayor and City Council appointed a Library Committee to determine where the remaining funds should be spent.

The Library Committee designated technology to receive \$75,000 to purchase the IBM AS/400 computer system and \$182,027 for a CD-ROM Local Area Network (LAN). The AS/400 replaced the System 36 and allowed for further growth. The new system was able to maintain library membership, book inventory, and book identification through the Flint River Regional Library. Also included in the AS/400 purchase were two hand-held scanners to facilitate inventory. The CD-ROM LAN purchase included: rack-mounted CD server system, rack system optical drive expander, 27 CD-ROM drives, 2 laser printers, 2 stand alone workstations for word processing, 12 networked workstations, 8 remote access ports, power supply, and software.

Once the improvements were made, the Library Committee disbanded and a Library Commission was formed on April 14, 1996. The role of the Library Commission would be, unlike the Committee, long term. In addition to determining how the remaining SPLOST funds (hereafter referred to as Enhancement Funds) would be spent, the Commission was established for the purposes of:

- Promoting and supporting library services in Peachtree City;
- Assisting and recommending policies that advise in the operation and programs of the library;
- Providing recommendations regarding budgeting needs of the library; and
- Advising City Council and staff in their efforts to establish and maintain the highest quality of library services for Peachtree City.¹

Two additional computers were added to the children's area in 1996 with educational programs for children 3-12 years of age. The programs included the popular Arthur stories as well as Madeline and Pajama Sam. The major focus was on reading comprehension and problem solving skills.

One of the many changes that took place in 1997 included the creation of a new division within the City called Leisure Services. At that time the Library was moved from the Public Services division over to Leisure Services along with Recreation and Parks under the direction of Randy

¹ *Peachtree City Code of Ordinances*, Chapter 2, Article XII.

Gaddo. The Internet was also introduced at the Peachtree City Library in 1997 through a Peachnet account from the Flint River Regional Library. The Internet brought additional users into the Library and library staff quickly realized that one connection would not be enough. Furthermore, library staff also realized that an "acceptable use" policy for the Internet was needed and drafted one that is still in use at the Library today. This policy has been used as a model for other small/medium sized public libraries across the United States. Once City Council and the Library Commission approved the Internet policy, the Library added two more dial-up Internet connections through the Atlanta-based Internet service provider, Mindspring. Internet access quickly became a major draw for all age groups at the Peachtree City Library.

The Library began actively collecting audio books in 1997/98 due to patron demand. Many Peachtree City residents were making the daily commute to Atlanta and wanted to listen to books in their vehicles. The Enhancement Fund was used to purchase the majority of the audio books along with donations from library patrons.

During 1999, the Peachtree City Library faced massive technological changes. During the spring, the Library upgraded its LAN which, at the time, was not Y2K compliant. The Library had eleven public and four staff workstations all of which were Pentium 75 PC's with 24M of RAM running a combination of DOS 6.2 and Windows 3.11 operating systems (OS). The upgrade included beefing up the RAM to 80M and switching the OS to Windows NT 4.0 Workstation with Service Pack 4 on all workstation. In addition, the Library's existing server was replaced with a Dual Pentium II-300 running Novell NetWare 4.11 with 27 GB of hard drive space. The most anticipated part of the upgrade was the high-speed fiber optic Internet access that was made available on all workstations.

With the help of local resident Jim Graser, The Peachtree City Library Corporation was able to raise enough funds to purchase Internet ready PC's for the Educational Learning Laboratory to open in July 1999 on the lower level of the Library. The goal was to offer basic computer classes to the public, especially senior citizens. Over 400 seniors attended the initial classes. The Educational Learning Lab now offers a variety of classes every day of the week for the general public (any age) for \$1 per class. To date, over 2,000 people have attended computer classes at the library.

An even further reaching change was the migration from the AS/400 catalog system to the new state of the art integrated library system, Georgia Library PINES. PINES, a Web-based system, required library staff to rebarcode the entire collection, some 63,000 items, in a short

amount of time in order to achieve Y2K compliance by New Year's Eve. The Library shut its doors from November 29-December 3, 1999, in order to expedite the process. The result was that the Peachtree City Library was able to "go live" with PINES on Monday, December 13, 1999, without a hitch.

New services added in 2000-2002 included Novel Delivery, a bi-weekly delivery service for the homebound, the Peachtree City Library Online Book Club, and the addition of three new public Internet workstations, bringing the total up to 14. Multi-cultural services were also initiated in 2001 & 2002 with the celebration of National Hispanic Heritage Month and Black History Month. BabyTime, a weekly program for infants and toddlers, kicked off in January 2002. The program averages 80 participants a week. The Peachtree City Library Writers' Circle formed in response to the Poetry Night program featured during National Poetry Month in April 2002. The Writers' Circle now meets twice a month.

The Peachtree City Library began collecting music and audio CDs in 2003. DVDs made their debut at the Library in 2004. These two formats now represent the materials in highest demand, second only to books in the following categories: bestsellers, general adult fiction, and mysteries.

Since 1998, the idea of expanding the library again to include a new children's wing had been the top priority of the Library Commission. Funding was an issue since the state library agency, now Georgia Public Library Service (GPLS), had not been successful in recent years obtaining capital outlay money from the state legislature. Further, the City's Five Year Capital Public Improvement Program had been drastically reduced due to the poor financial outlook after the terrorist attacks on September 11, 2001.

When the Library Commission presented its case to the City Council during its annual Retreat on March 8, 2003, Councilman Steve Rapson recommended that the Commission pursue putting a bond referendum on the November ballot to finance the proposed library expansion. Other Councilmembers were also in favor of letting the voters decide, so the Commission then moved quickly to make it happen.

At the library staff's request, the Commission hired the architectural firm of Leo A. Daly Company to do the conceptual plan for the expansion and renovation of the library. Several meetings were held to gain input from staff, Commission members, as well as the general public. The result was a conceptual plan that addressed the needs of the library and its users looking forward twenty years. Included in the plan was a massive renovation and expansion that featured a new children's wing, a café, and a teen zone. After the Planning Commission endorsed the

conceptual plan, the plan was then presented to City Council on August 21, 2003, with a request that a bond referendum in the amount of \$4.9 million be placed on the November ballot. City Council approved the request and voters approved the bond on November 4, 2003, by a narrow margin of 76 votes.

Leo A. Daly Company was again selected to complete the design process, which included schematics, design development, as well as providing construction documents, procurement, and contract administration. Leslie Contracting out of Fayetteville won the construction bid in August of 2004 and construction began the following month.

Meanwhile, the City hired American Interfile & Library Services, Inc. out of Bay Shore, New York, to move the entire contents of the library to its temporary home at 2011 Commerce Drive North, formerly a Gold's Gym. The move took 8 days and was virtually seamless.

Construction reached substantial completion a little over a year later on October 1, 2005. The temporary library closed on Saturday, October 7, while the installation of the new shelving began at the new facility. Staff coordinated the move back from the gym, which began the following Monday, October 9, while the refurbishing of the old furniture and shelving took place. There were delays due to a quality control problem with the shelving manufacturer, but the library was able to reopen with full services on October 31, 2005 (Halloween). The Grand Opening Celebration took place on Saturday, November 19, 2005 at 7:00 p.m.

The Peachtree City Library is now open 68 hours per week with over 24,000 registered cardholders. The staff of 19 now includes 8 full-time and 11 part-time employees. The success of the Library's rapid growth is largely due to the overwhelming support from the community as well as the continuity of library leadership:

Library Managers

Jennie Pyron 1974-1976
Willard Bryant 1976-1979
Mary (M.T.) Allen 1979-present

Library Administrator

Jill Prouty 2005-

Library Manager M.T. Allen has been with the Library for over 25 years. Many of the support staff has also been at the Library for 5+ years.

In 1998 a Library Technology & Training Manager position was approved by City Council and filled by Jill Prouty. Prouty was promoted to the position of Library Administrator in September of 2005. As Library Administrator, Prouty leads all operations and staff.

SECTION 4

COMMUNITY ANALYSIS

The city of Peachtree City was founded in the 1950's when a group of real estate developers procured over 12,000 acres in Fayette County for the purpose of building a planned, new community. The land development plan was based upon a village concept whereby each village would contain its own residential population, commercial and shopping areas, recreation facilities and elementary schools. The city was chartered in early 1959 and today contains the villages of Aberdeen, Glenloch, Braelinn and Kedron.

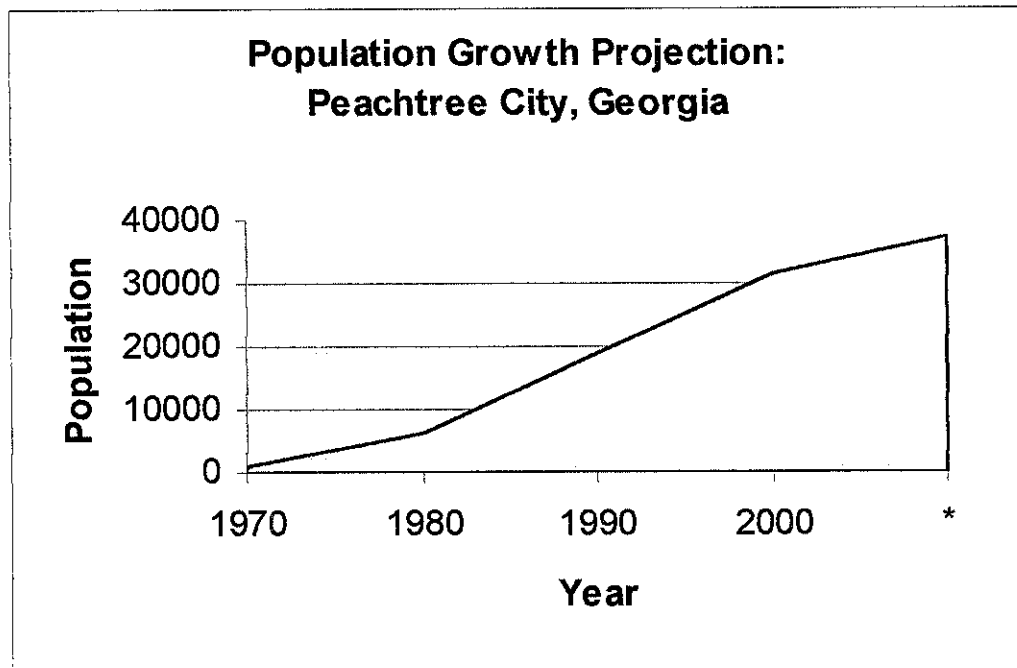
The city is bisected by two arterial thoroughfares, S.R. 74 (north-south) and S.R. 54 (east-west). The CSX railroad parallels the western portion of the community and services the city's 2,161-acre industrial park. Falcon Field, a general aviation facility is located at the southwest edge of the city and provides access for corporate jet aircraft.

The city's unique lifestyle is a result of adherence to the overall plan coupled with preservation of over twenty percent of the total land area for permanent open space. There is a 100-mile network of traffic-free paths negotiable by golf cart, bicycle, jogging or walking. This path system interconnects neighborhoods, village centers, churches, schools and recreational areas.

Peachtree City was originally designed to support an ultimate population of 45,000 to 50,000 people. It has a current population of approximately 34,500 people. Fayette County's population is approximately 91,200. The city encompasses 15,637 acres, or approximately 24 square miles. Peachtree City is about 97 percent built out residentially, 89 percent commercially and 72 percent industrially.

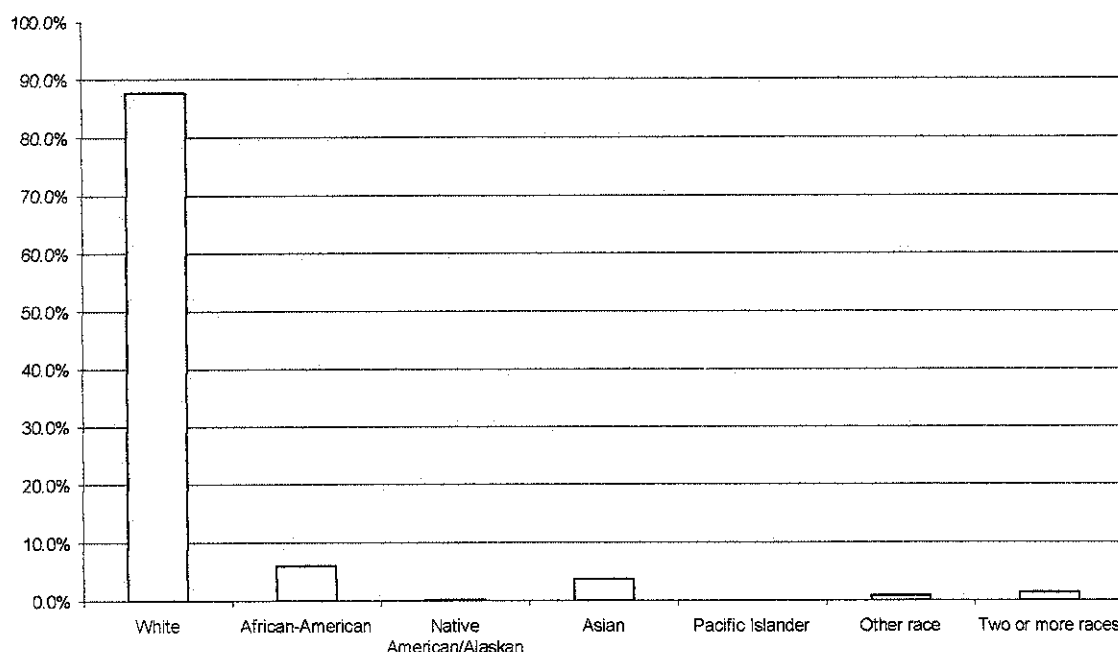
DEMOGRAPHICS

According to the 1990 U.S. Census of Population, the Peachtree City population increased by 710% (793 to 6,429) from 1970 to 1980 and by 196% (6,429 to 19,027) from 1980 to 1990. The 2000 U.S. Census reported the population at 31,580; therefore the population increase from 1990 to 2000 was 12,553 or 66%. The U.S. Bureau of the Census is now reporting, as of July 1, 2005, the estimated population of Peachtree City to be 34,524. The population of Peachtree City has grown at a faster rate than that of Fayette County or any of the other county municipalities. Approximately 38% of the county population currently resides within the city. Current projections place the build out population at approximately 37,500.



*Source: U.S. Bureau of the Census

**Population Composition By Race: 2000
Peachtree City, Georgia**



*Source: U.S. Bureau of the Census

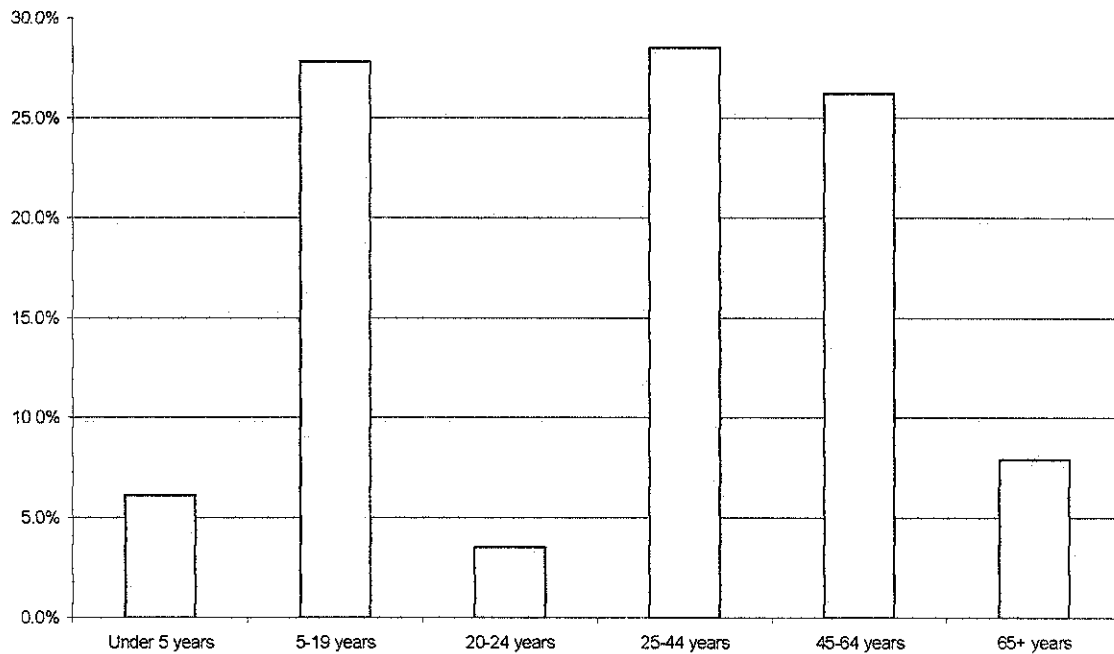
This table and chart compares the total population of Peachtree City and the State of Georgia broken down by race. Although the racial make-up of Peachtree City is still predominantly white, it has become more diverse over the past 10 years. According to the U.S. Census, between 1990 and 2000 the white population has increased only 53% from 17,576 to 26,873, the African American population increased 151% from 756 to 1,894, and the Asian population 89% from 611 to 1,152. As illustrated below, the two largest racial groups in Peachtree City as well as the state of Georgia are white and African-American.

**Population Composition By Age: 2000
Peachtree City Compared to Georgia**

	Peachtree City	Georgia
White	87.7%	67.6%
African-American	6.1%	26.6%
Native American/Alaskan	0.2%	0.3%
Asian	3.7%	2.2%
Pacific Islander	0.0%	0.1%
Other race	0.9%	2.2%
Two or more races	1.4%	1.1%

*Source: U.S. Bureau of the Census

**Population Composition By Age: 2000
Peachtree City, Georgia**



*Source: U.S. Bureau of the Census

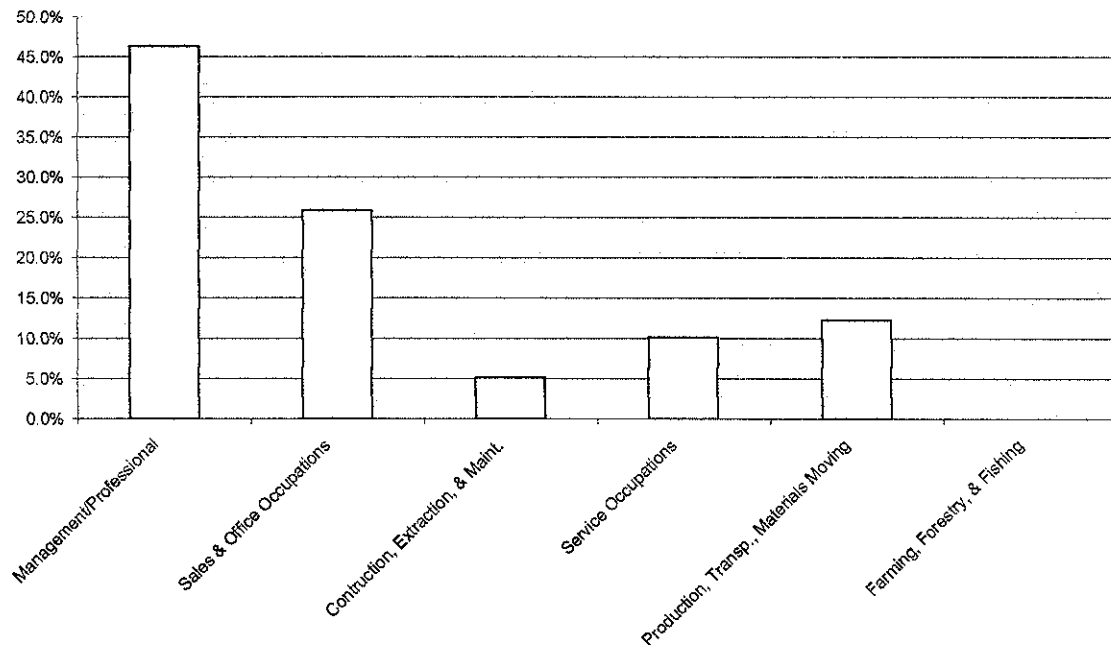
According to the U.S. Census, the median age in Peachtree City jumped during the 1990's from 33.0 years to 37.5 years. Census 2000 also revealed that 33.98% of the population was under the age of 19, 58.2% was between the ages of 20 and 64 and 7.9% was over the age of 65.

**Population Composition By Age: 2000
Peachtree City Compared to Georgia**

	Peachtree City	Georgia
Under 5 years	6.1%	7.3%
5-19 years	27.8%	22.2%
20-24 years	3.5%	7.2%
25-44 years	28.5%	32.4%
45-64 years	26.2%	21.3%
65+ years	7.9%	9.6%

*Source: U.S. Bureau of the Census

Population By Occupation: 2000
Peachtree City, Georgia



*Source: U.S. Bureau of the Census

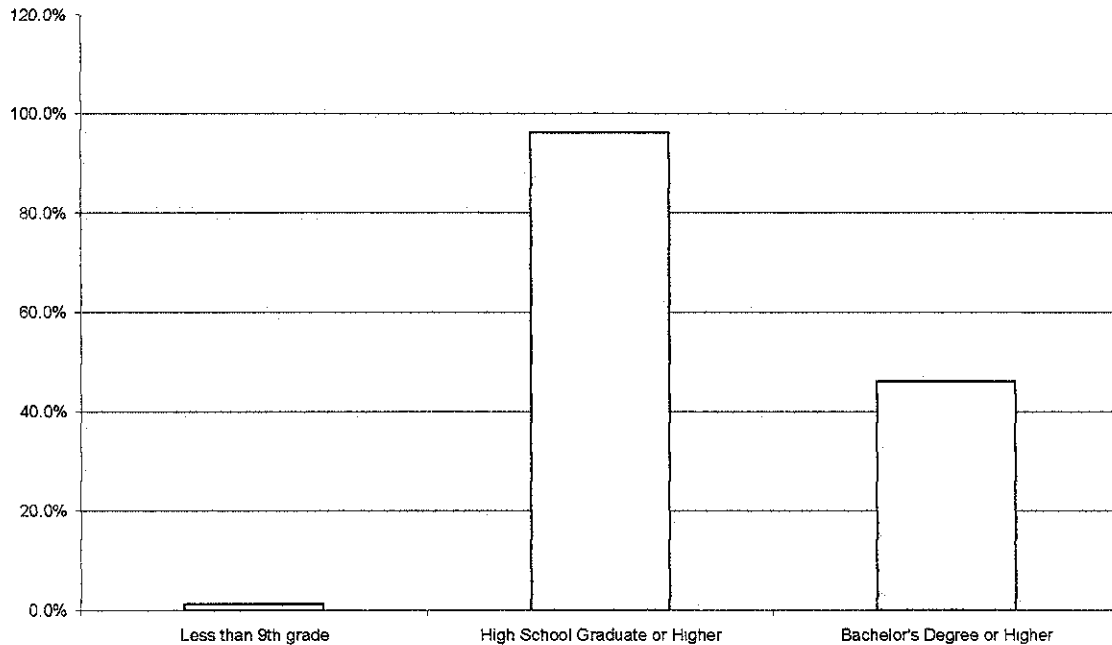
The chart and table on this page illustrates the type of work employed persons sixteen (16) years and older perform. The most common occupation for residents of Peachtree City (46.4%) as well as Georgia at large (32.7%) is Management/Professional.

Population By Occupation: 2000
Peachtree City Compared to Georgia

	Peachtree City	Georgia
Management/Professional	46.4%	32.7%
Sales & Office Occupations	25.9%	26.8%
Construction, Extraction, Maint.	5.2%	10.8%
Service Occupations	10.2%	13.4%
Production, Transp., Materials Moving	12.3%	15.7%
Farming, Forestry, & Fishing	0.0%	0.6%

*Source: U.S. Bureau of the Census

**Population By Education Level: 2000
Peachtree City, Georgia**



*Source: U.S. Bureau of the Census

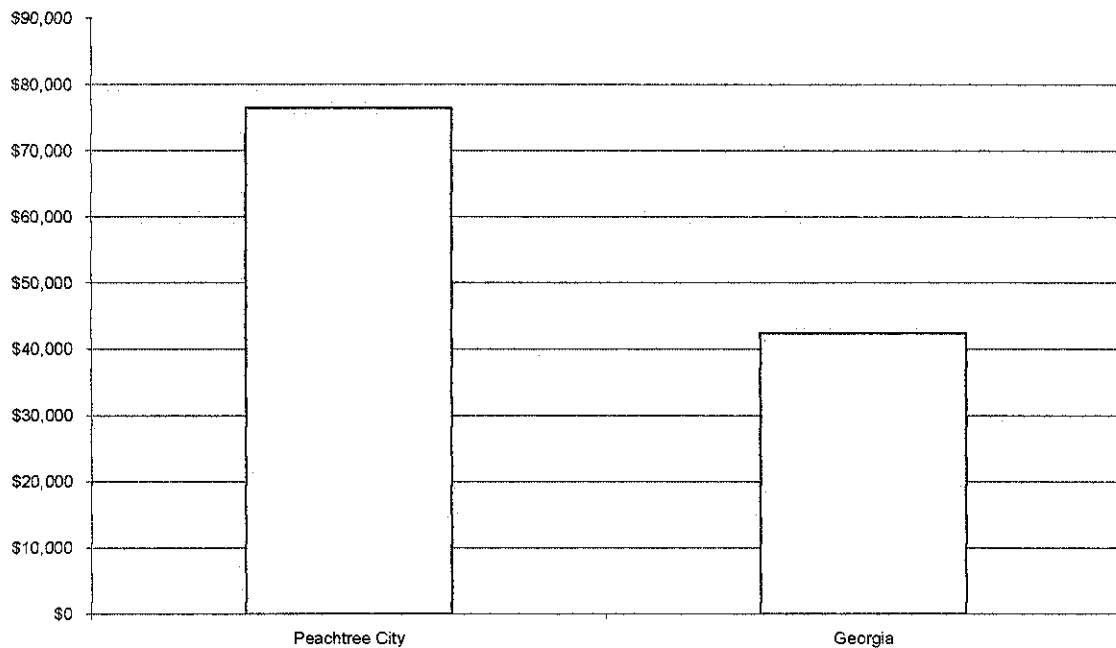
The chart and table on this page describes the population over 25 years old in 2000 broken down by highest level of education completed. Peachtree City's population was more educated with 46.2% of the population having earned a Bachelor's degree or higher, almost twice as many as Georgia overall at 24.3%.

**Population By Highest Level of Education Attained: 2000
Peachtree City Compared to Georgia**

	Peachtree City	Georgia
Less than 9th grade	1.3%	7.6%
High School Graduate or Higher	96.2%	78.6%
Bachelor's Degree or Higher	46.2%	24.3%

*Source: U.S. Bureau of the Census

Median Household Income: 2000
Peachtree City Compared to Georgia



*Source: U.S. Bureau of the Census

This chart compares the median household income for Peachtree City and Georgia. Peachtree City's median household income in 2000 was significantly higher than the state's at \$76,458. The median household income for Georgia was \$42,433.

EDUCATION/SCHOOLS

Peachtree City is home to 5 elementary schools, 1 middle school and 1 high school, with a total enrollment of 5,224 students. Students at McIntosh High School led the way in Fayette County with an average score of 1,134 on the most recent SAT testing. This compares with a state average of 1,007. Peachtree City is within commuting distance of Clayton State University in Morrow and numerous colleges and universities in the Atlanta metro area. Over 85 percent of Fayette County graduates go on to further education.

ECONOMIC CHARACTERISTICS

The successful development of Peachtree City including commercial and office centers and an industrial park bodes well for the local economy. The influence of Atlanta Hartsfield-Jackson International Airport on the local economy is highly favorable.

ECONOMIC FORECASTS

The Comprehensive Plan provides projections of employment through the year 2015.

The city's industrial park is situated along the city's western border. Of the 2,236 acres set aside for industrial use, approximately 23% is still available for future industrial growth (02/2006). The industrial park employs thousands of people, many who come from neighboring counties to work. These people also use many of the city's services, including the library.

There are 11 commercial banks located in Peachtree City. These include: Bank of America; BB&T; National Bank of Commerce; Neighborhood Community Bank; Peachtree National; Regions Bank; Southern Federal Credit Union; Suntrust; Talbot State Bank; United Community Bank; Wachovia and Washington Mutual.

The city provides for police, fire, ambulance, water, sewer and garbage service. Electric service is provided by Georgia Power and Coweta-Fayette EMC. Natural gas service is available through various providers. Peachtree City has 24-hour ambulance service with trained EMT's on duty operating from 4 fire stations. There are full service nursing homes and limited care facilities located in the city and in nearby communities. There are more than 2 dozen physicians and dentists working either in private practice or with medical clinics in the city. A full-service hospital, Piedmont Fayette Hospital, opened in 1997 and is just 10 minutes from Peachtree City. Piedmont Fayette Hospital was named one of the nation's 100 Top Hospitals© for 3 years in a row in 2006 by Solucient.

Peachtree City offers as wide array of active and passive, youth and adult recreational activities. In the year 2000, The Recreation Department was named top in the state for cities or counties serving a population of between 20,000 and 70,000. There are more than 100 miles of recreational trails that connect the entire city and can be transited by golf carts, bikes, skates or on foot. The city has two 250-acre man-made lakes and many smaller ponds that provide opportunities for fishing, canoeing, sailing. The city has 3 privately owned golf courses giving

members 45 holes of golf. It is also home to a nationally recognized tennis center and a 2,000 seat outdoor amphitheater that hosts top name entertainment.

Twenty-three churches representing a variety of denominations are located throughout the city.

Four local newspapers serve the city. These are the "The Citizen," "This Week in Peachtree City," "The Fayette Neighbor" and the "AJC Fayette Extra." Cable television service is available, and cable channel 26 is reserved for announcements of city services and activities. A full service U.S. Post Office is located in the city.

SECTION 5
PEACHTREE CITY LIBRARY USAGE
(as of 07/26/06)

Total Registered Users at Peachtree City Library: 26,745

By City

Peachtree City Residents: 18,536

Fayetteville Residents: 1,338

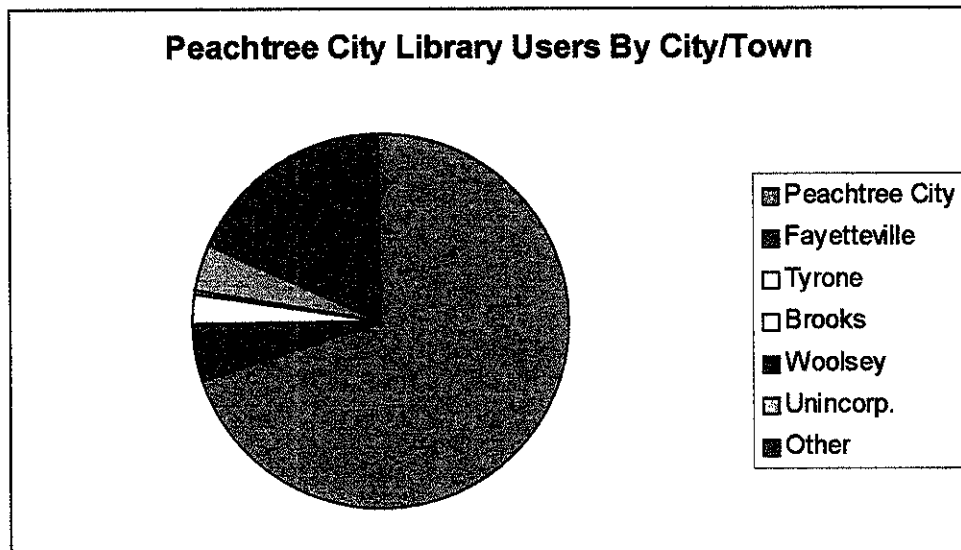
Tyrone Residents: 668

Brooks Residents: 59

Woolsey Residents: 0

Unincorporated Fayette County Residents: 1,103

Other: 4,883

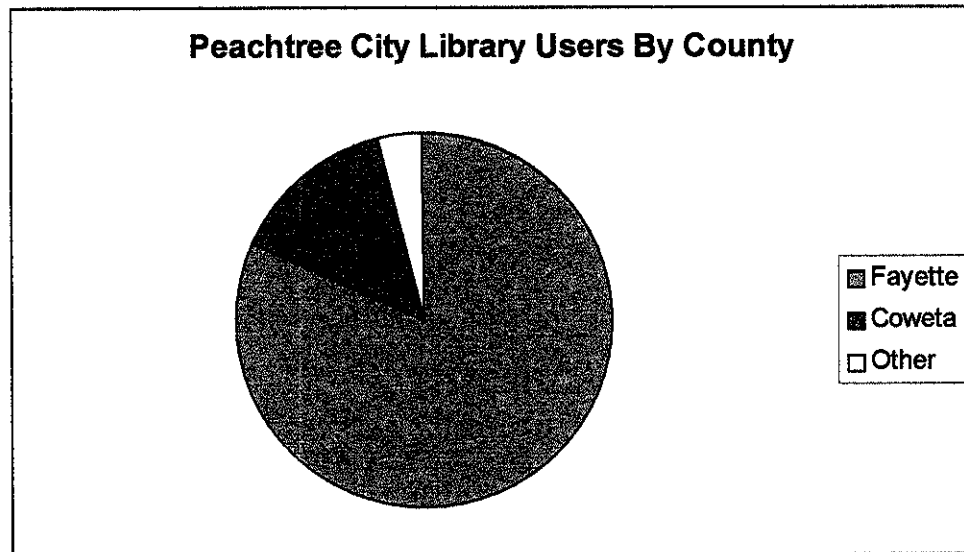


By County

Fayette County Residents: 21,862

Coweta County Residents: 3,868

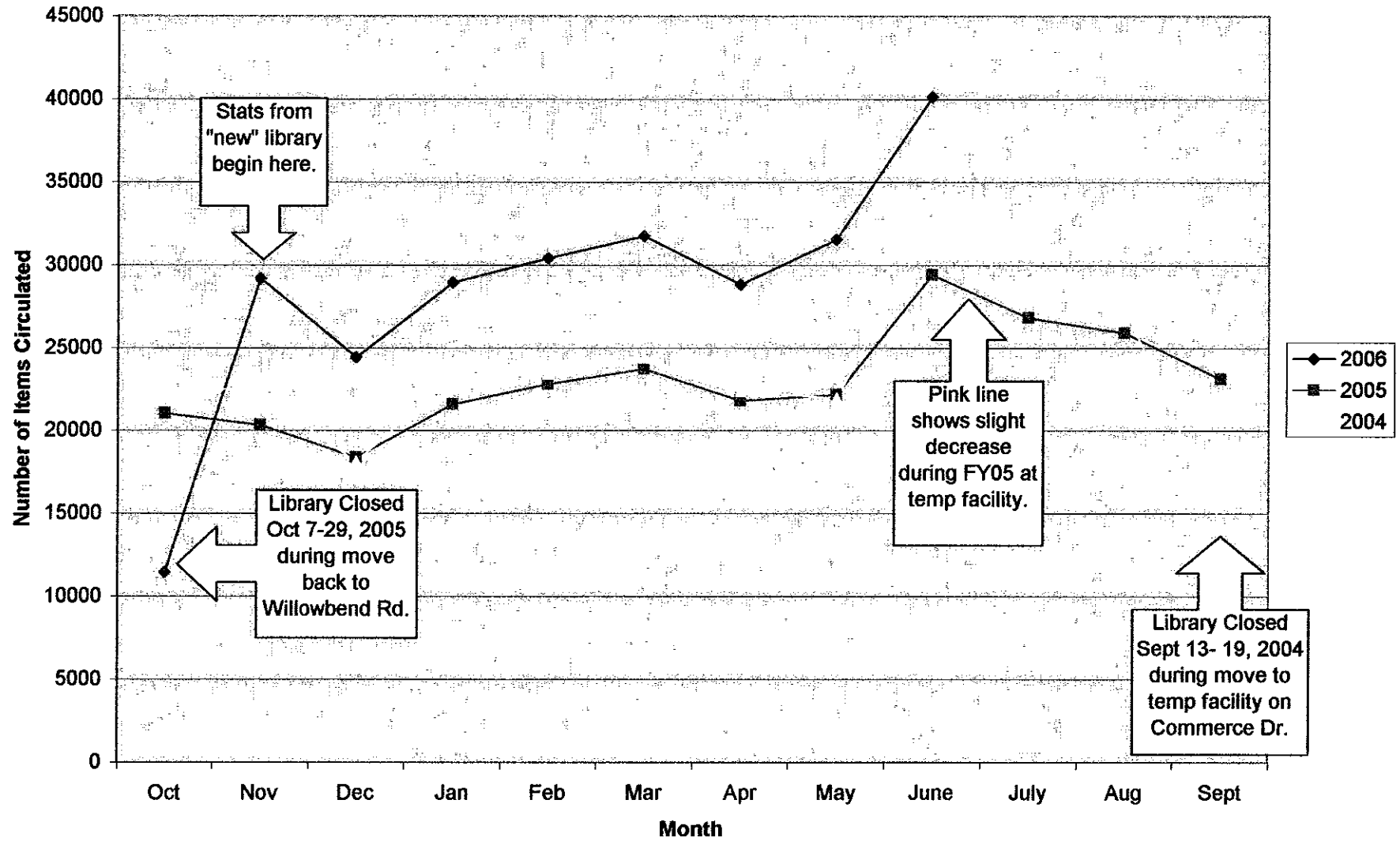
Other: 1,015



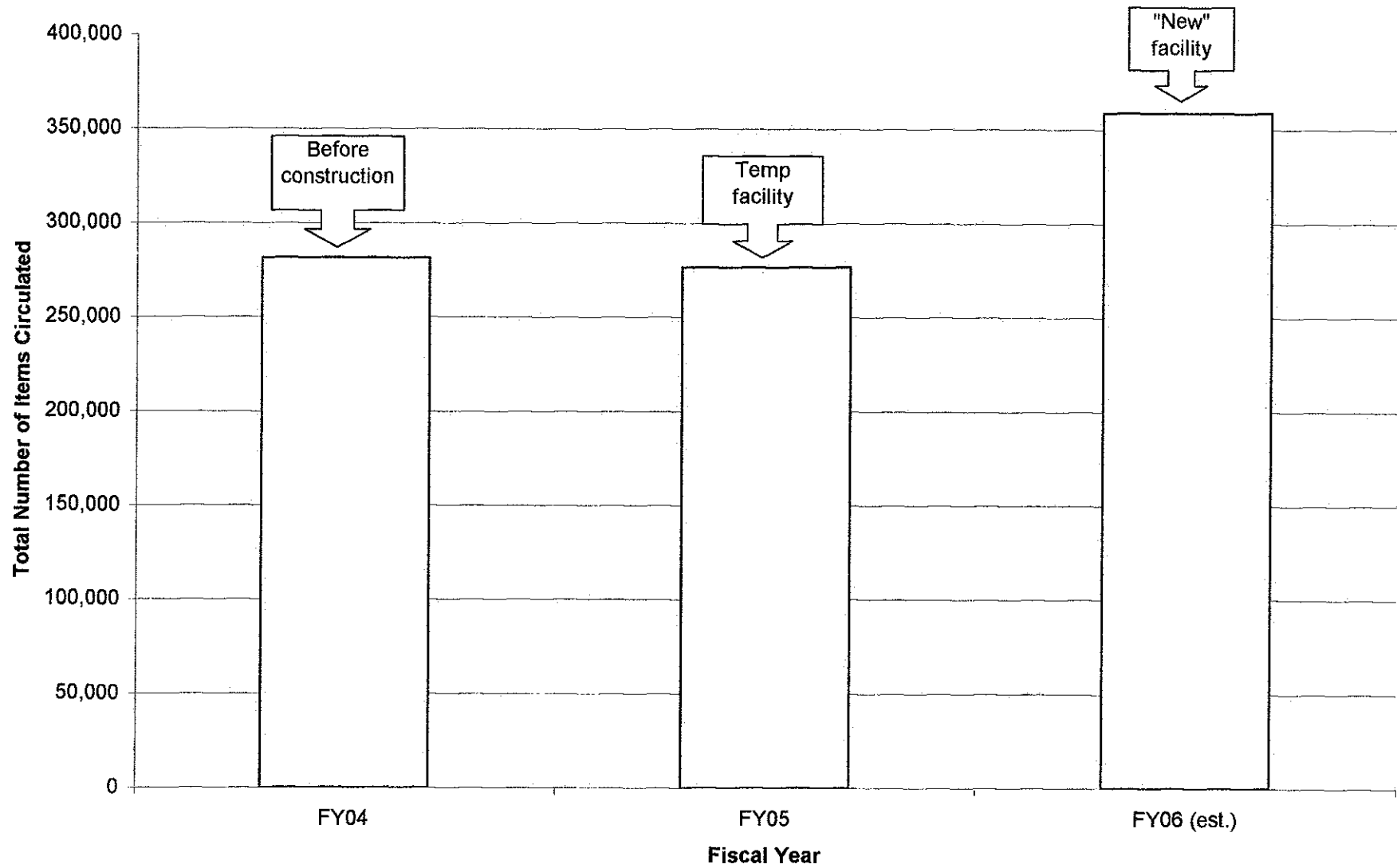
Circulation

The following pages illustrate the circulation statistics from FY2004-present.

Monthly Circulation FY04-FY06



Total Circulation FY04-FY06 (Est.)



SECTION 6

CURRENT PROJECTS FY2006

Library Expansion and Renovation

Peachtree City Library underwent construction during 2004-2005 to expand the facility approximately 11,00 sq. ft. and completely renovate the existing space. Funding was provided by a voter approved \$4.9 million bond referendum that was passed on November 4, 2003.

The new and improved facility will allow the collection to grow from 68,500 volumes to approximately 120,000 volumes. It also features a dedicated children's wing, a café, a teen zone, and more adult service space.

- Architect: Leo A. Daly, Atlanta
- Contractor: Leslie Contracting, Fayetteville
- City Staff: Randy Gaddo, Director of Leisure Services & Project Manager, City of Peachtree City; Jill Prouty, Library Administrator & Project Coordinator

Staffing

Two new positions were added in FY06: Library Children's Specialist (FT) and Library Assistant (PT). Both positions are used to staff the new children's wing and circulation desk.

New Programming

Super Science Saturdays

Monthly science program held during the school year for children in grades 1-5. The first one, "Zzzzzt! Static Electricity: A Real Shocker!" was held on January 14, 2006, in which participants explored static electricity using ordinary household items. Two sessions are booked solid (with a waiting list) every month.

Evening Book Club

Meets second Thursday of each month.

Open Mic Night

Held the third Thursday each month at 7:30 p.m. in the Café.

Genealogy

New class offered every month in Computer Lab. Lab held every Thursday.

Authors

Gwyn Hyman Rubio, author of *Icy Sparks* (Oprah's Book Club) and *The Woodsman's Daughter*. Sunday, March 26, 2:00 p.m.

James Tabor, author of *The Jesus Dynasty: The Hidden History of Jesus, His Royal Family, and the Birth of Christianity*. Due to record turnout (approx. 180), the event was moved next door to City Hall where we filled Council Chambers. Saturday, July 15, 7:00 p.m.

Regular Programs

Rhythm & Rhyme V

Film Night

Book Club

Storytime / Babytime

Vacation Reading Program (Over 1,600 children registered in 2006)

Mother Daughter Book Club

Writer's Circle

Full schedule of computer classes

SECTION 7 COMPARISON STUDY

Fayette County Public Library and Newnan-Coweta Public Library were chosen for the comparison study because of their close proximity to Peachtree City Library as well as the number of card holders/members. The table on page 28 illustrates the comparison of library services at Peachtree City Library with those offered at Fayette County Public Library and Newnan-Coweta Public Library. The following is a breakdown of the major categories.

Size v. Volumes

After the completion of the 2004-2005 expansion, Peachtree City Library became the largest library in the southern crescent. The new 34,636 s.f. facility was built with the future in mind and is able to house a collection of more than 120,000 items. This will allow the collection to grow 3% each year for the next 20 years.

SIZE V. VOLUMES (FY2006)

	Peachtree City Library (Flint River)	Fayette Co. P.L. (Flint River)	Newnan-Coweta P.L. (Troup-Harris-Coweta)
Size (sq. ft.)	34,636	28,000	22,000
Volumes (approx.)	75,153	99,833	100,000

Hours v. Staffing

Peachtree City Library is open the most hours per week at 68 and has 8 full-time and 11 part-time staff. Fayette County Public Library came in second staying open 66 hours per week with 11 full-time and 3 part-time staff. In addition, they also have 3 part-time pages used for shelving. Newnan-Coweta Public Library is open 59 hours per week with 12 full-time and 3 part-time staff. In addition, Newnan-Coweta has 2 part-time custodians.

STAFFING (FY2006)

	Peachtree City Library (Flint River)	Fayette Co. P.L. (Flint River)	Newnan-Coweta P.L. (Troup-Harris-Coweta)
Full-time	8	11	12
Part-time	11	3	3
Other	0	3	2
Total staff	19	17	17
Hours open/ Week	68	66	59

Professional Staff

Peachtree City Library has made strides over the last five years to add more professional (Master of Library or Information Science degreed librarians) to the staff. At Peachtree City Library, the professional staff members are the Library Administrator, Youth Services Librarian, and Reference Specialist. Library management encourages staff to further their education in library/information sciences. As part of its benefit package, the City of Peachtree City offers tuition reimbursement up to \$600 per person per year, which our Reference Specialist took advantage of while earning her MLIS at Florida State University.

PROFESSIONAL STAFF (FY2006)

	Peachtree City Library (Flint River)	Fayette Co. P.L. (Flint River)	Newnan-Coweta P.L. (Troup-Harris-Coweta)
Professional	3	6	4

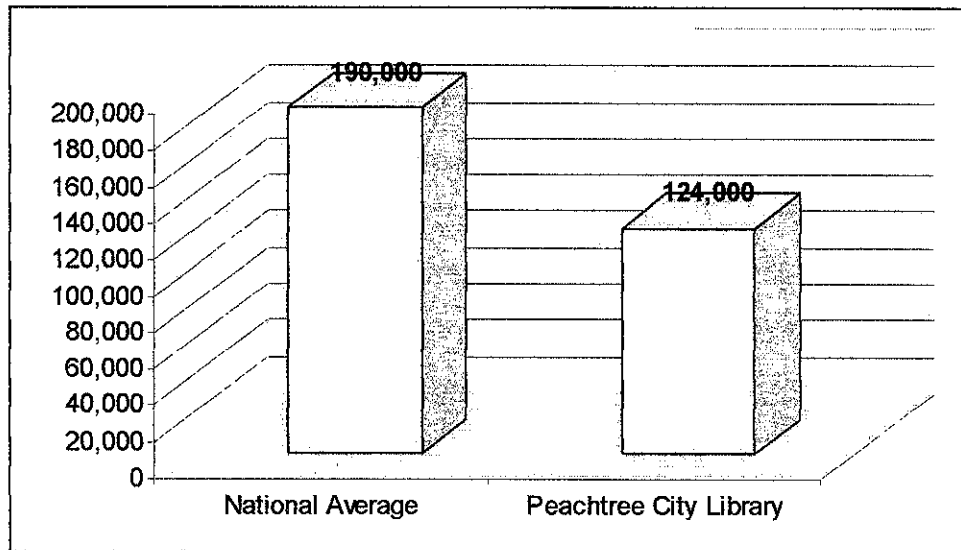
Materials Budgets and Circulation

Barbara Hoffert reported in *Library Journal* that for a population size of 25,000-49,999, materials budgets averaged \$190,000 in 2005.² According to the U.S. Bureau of the Census' 2000 population estimates, Peachtree City falls into the 25,000-49,999 bracket, ranking Peachtree City Library's materials budget below the national average at \$124,000. Peachtree City Library remains competitive by steadily increasing its

² Hoffert, Barbara, "Budgets Rebound," *Library Journal* 131 (February 15, 2006): 38-40.

materials budget. Since 2002, the library has increased its materials budget approximately 31%.

AVERAGE MATERIALS BUDGETS 2005
FOR POPULATIONS 25,000-49,999



*Source: *Library Journal* (Feb. 15, 2006)

MATERIALS BUDGETS (FY2006)

	Peachtree City Library (Flint River)	Fayette Co. P.L. (Flint River)	Newnan-Coweta P.L. (Troup-Harris-Coweta)
Materials Budget	\$124,000	\$200,000 1992 SPLOST	\$40,000

Hoffert reported that for a population of 50,000-99,999, the average materials budget was \$440,000.³ Fayette County Public Library, therefore, ranks considerably below the national average; however, they rely solely on the 1992 SPLOST funds for materials. In fact, their materials budget decreased nearly 36% since 2002. Newnan-Coweta Public Library falls into the same population category, but ranks even further below the national average with \$40,000 in local funds. However, their budget for materials increased 60% since 2002.

³ Ibid.

Formats of Material

Since patrons of all three libraries consist of a large number of commuters, all of the libraries actively collect audio books on cassette and DVD.

All libraries also collect music CD's. These collections will include the better-known works of jazz, blues, classical, folk, rock, pop, rap, country, new age, film scores and musicals. As much as 90% of the music collection at Peachtree City Library stays checked out. Newnan-Coweta Public Library also has an extensive music collection on cassette, but is no longer collecting that media.

Programs

All three libraries offer a variety of programs for children, young adults, and adults.

Technology

Peachtree City Library remains competitive in the area of technology with 19 public workstations. Fayette County has 9, and Newnan-Coweta now has 22 (up from 12 in 2002). (Note: These numbers do not include OPACs or labs).

Peachtree City Library offers word processing on 20 workstations, while Fayette County has 10, and Newnan-Coweta 22 (up from 8 in 2002). Newnan-Coweta Public Library made the biggest improvement in technology since the last study in 2002.

COMPARISON STUDY FY2006

	Peachtree City (Flint River)	Fayette Co. (Flint River)	Newnan-Coweta (Troup-Harris-Coweta)
Size (sq. ft.)	34,636	28,000	22,000
Volumes (approx.)	75,153	99,833	100,000
Ave. monthly circulation	26,426	26,867	23,000
FT staff	8	11	12
PT staff	11	3	3
Other staff	0	3 pages	2 custodians
Total staff	19	17	17
Hours open/week	68	66	59
Professional Staff*	3	6	4
Professional Children's Librarian*	1	1	1
Professional Reference Librarian*	1	1	2
Audio Books on Cassette	yes	yes	yes
Audio Books on CD	yes	yes	yes
Videos	yes	yes	yes
Music Cassettes	no	no	yes
Music CD's	yes	yes	yes
Operating Budget (2002)	\$1,041,416	\$654,838 / +\$19,000 (1992 SPLOST)	\$686,371
Materials Budget (2002)	\$124,000	\$.00 / + \$200,000 (1992 SPLOST)	\$40,000
YA section	fiction only	fiction only	yes
Children's programs	yes	yes	yes
YA programs	yes	yes	yes
Adult programs	yes	yes	yes
Number of story times per week	4	4	9
Technology staff	1	0	0
On-site training staff	0	0	0
Public workstations w/Internet**	19	9	22
Word processing stations	20	10	22
GALILEO	yes	yes	yes

*Professional defined as those holding a master's degree in Library or Information Science

**Numbers do not include OPACs or labs.

SECTION 8 TECHNOLOGY

The recent explosion in information technology, e.g., using computers, CD-ROM's, electronic databases, and the Internet, has posed new challenges to the library profession. Some of the challenges include:

- Having a highly trained staff with expertise in all mediums, including electronic
- High cost of computer equipment and software
- Fast pace at which technology becomes outdated
- Striking a balance between collecting materials in print v. electronic and A/V formats

Peachtree City Library Staff believe that:

1. Electronic media presents new opportunities for people to obtain an unprecedented array of information.
2. Information is the key to responsible citizenship in a democracy.
3. Free access of information is a right of citizenship in a democracy and is essential to the preservation of democracy.
4. Electronic resources will continue to be an important supplement, but not a replacement, to the library collection.

Therefore, Peachtree City Library will:

- Provide up-to-date electronic materials for persons of all ages
- Provide educational as well as entertaining electronic media for young children
- Provide Internet access for persons of all ages (see Rules Governing the Use of Internet Workstations)
- Provide training for all staff on electronic as well as traditional library resources and services
- Assist all patrons with their personal informational needs
- Assist students of all ages in information gathering for educational research
- Provide instruction on software applications and Internet searching through basic computer classes

SECTION 9 HISTORY OF TECHNOLOGY AT PEACHTREE CITY LIBRARY

Peachtree City Library was introduced to technology in 1987 when the microfiche catalog was replaced with an automated catalog on the IBM System 36. Using the System 36, patrons were able to conduct searches for materials by keying in the author, title, or subject of a work.

As the 90's approached, the demand for resources in electronic format grew. In 1993 the Library purchased a Proquest workstation that provided access to abstracts as well as selected full-text articles from magazines. Proquest received rave reviews from patrons and the following year the Library received a PC with a CD-ROM drive funded by a state grant through the Flint River Regional Library System.

The biggest push for technology came in 1995, when the City appointed Library Committee decided to spend \$257,027 of the remaining Special Use Local Option Sales Tax (SPLOST) funds used for the library expansion. The Committee designated \$75,000 for the purchase of the IBM AS/400 computer system and \$182,027 for a CD-ROM local area network (LAN). The AS/400 replaced the System 36 and allowed for further growth. The new system was able to maintain library membership, book inventory, and book identification through the Flint River Regional Library. Also included in the AS/400 purchase were two hand-held scanners to facilitate inventory. The CD-ROM LAN purchase included: 486-66 server, CD-ROM rack with space for 27 discs, 8 remote access ports, power supply, 12 networked workstations, 2 stand-alone workstations for word processing, 2 laser printers, and software.

The following year, the focus was on computers for children as the Library acquired two PCs for the Children's Department. The PCs were each equipped with a 6 CD-ROM changer loaded with educational programs for children ages 3-12 years of age. The more popular programs included Arthur stories as well as Madaline.

The information super highway paved its way into Peachtree City Library in 1997 by way of a Peachnet Internet account provided by the Flint River Regional Library. Internet use was heavy and staff realized that an "acceptable use" policy would be needed. The *Rules Governing the Use of Internet Workstations*, which prohibits persons under the age of 18 from accessing the Internet without parental consent by way of a waiver, was written by library staffers Mary Haas and Matt Robinson. Once approved by City Council and the Library Commission, the policy was used as a model for other small/medium sized public libraries across the United

States. Two additional dial-up Internet connections through Mindspring, an Atlanta-based Internet service provider (ISP), were then added and Internet access became a major draw for Peachtree City Library.

The 1998/99 school year brought about technological as well as staffing changes at Peachtree City Library. The Library Commission approved a plan to upgrade the LAN which included beefing up the RAM on all networked workstations to 80M and switching the operating system (OS) from a combination of DOS 6.2 and Windows 3.11 to Windows NT 4.0 Workstation with Service Pack 4. In addition, the Library's existing server was to be replaced with a Dual Pentium II-300 running Novell NetWare 4.11 with 27 GB of hard drive space. Since additional word processing stations were needed due to patron demand, the plan also included installing Microsoft Office 97 on the network.

The most anticipated part of the upgrade was the ISDN line that was to be installed that would give dedicated Internet access to all 12 workstations. However, before the ISDN line was installed, Newnan Utilities approached the City with an offer. The offer was to physically hook up the City buildings with a high-speed fiber optic Internet connection in order to be the first company to offer such a service in Peachtree City. The cost of the fiber optic access at \$80/month was significantly lower than the estimated cost for the ISDN line at \$350/month.

As the upgrade was underway, the City of Peachtree City hired a professional librarian, Jill Prouty (Kuhns), to fill the new position of Library Technology & Training Manager. It quickly became apparent that staff computer training was going to be the top priority in the new position, especially since the original completion date for the network upgrade, December 7th, was pushed back to April 30th causing increased stress among an already "techno-weary" library staff. Many staff members had not had any prior interaction with PCs and that fact, plus some unexpected glitches that were encountered during the upgrade made them even more skeptical about learning how to use one.

Since electronic resources were extremely popular at Peachtree City Library, training classes were held when the Library was closed. Training was held during normal work hours one day a week from 8:00 a.m. to 11:00 a.m., while the Library remained closed to the public until 11:00 a.m. Wednesday was selected as training day since court was also in session next door at City Hall and parking had always been a problem for library patrons. The training ran from March 17, 1999 through May 19, 1999.

Once the LAN upgrade was completed in the spring of 1999, PC use at the Library soared. Many times, most often in the evenings, all workstations were in use. Internet use hit an all time high of 868 users logging on during the month of September.

The Educational Learning Lab opened during the summer of 1999 with help from Peachtree City resident Jim Graser. Graser recruited the initial sponsors for the lab that included the Kroger Co. Foundation and Bob Adams Homes. Once Graser raised enough money to purchase 6 new computers, the Peachtree City Library Commission approved the purchase of 6 additional computers along with an LCD projector to complete the Lab. When the Lab first opened, classes were limited to senior citizens. The Educational Learning Lab now offers a variety of classes every day of the week for the general public (any age) for \$1 per class. To date, over 2,000 people have attended computer classes at the library.

During the summer of 1999, Peachtree City Library staff was informed that the Flint River Regional Library System was going to be participating in the new state integrated library system, Georgia Library PINES. PINES, a Web-based system, would replace the non-Y2K compliant AS/400 system. Details of the system are located in Section 10.

The year 2000 brought many exciting challenges. The PINES system took resource sharing in the state of Georgia to a new level. Local patrons gained access to over 7 millions items held at 236 libraries throughout the state by the summer of 2002. Intra-PINES lending enabled patrons to request books from other PINES member libraries free of charge. After PINES went live on December 15, 1999, circulation increased 23% at Peachtree City Library by 2003.

By 2004, technology had changed such that CD-ROM programs were being replaced by online versions. This eliminated the need for running updates manually weekly and monthly. It also eliminated the need for a server in-house. At the same time, staff was faced with a July 1 deadline for compliance with the Children's Internet Protection Act (CIPA). As GPLS was instituting a state-funded filter on their T-1 lines, staff decided to take advantage of the cost savings by utilizing this technology for all public workstations. Both library staff and the City's IT staff worked late into the night on June 30 to change all public Internet workstations over to the filtered T-1 line by the next morning. Staff workstations remain on the City's network for staff to have access to shared files and email.

That same year, wireless access was introduced at Peachtree City Library courtesy of David Hamm and Spinnerdog, Inc. Hamm, a local resident

and business owner, donated and installed an access point giving library users with laptops access to the Internet and all the library's online resources.

Shortly thereafter, PC Reservation and LPT:One were added to the Reference Department. PC Reservation allows staff to better control Internet access. It works by prompting the user for their library card number. If the card is valid and has Internet permissions, they are granted access without staff involvement. LPT:One allows staff to control print jobs by placing print jobs in a queue that are released to the printer only after staff receives payment. These programs cut-down on wasted prints that nobody collected/paid for, as well as run-away print jobs.

Technology was a hot topic during the planning stages of the 2004-2005 Library Expansion & Renovation Project. Staff wanted wireless access for laptop users, more online public access catalogs (OPACs), and more public Internet workstations. Their requests were heard. When the new library opened on October 31, 2005, the facility featured wireless access throughout the facility, 9 OPACs, 19 public Internet workstations, 3 children's computers loaded with games, and a fully equipped Computer Lab with 12 Internet accessible PCs. All public Internet workstations give users access to GALILEO, Value Line, eLibrary, and HeritageQuest Online. New features in the Reference Department include upgrades to PC Reservation and LPT:One including a self-service Internet reservation station, network printer, and a vending unit that controls print jobs. In addition, the Reference Department houses two cell phone booths, further accommodating the information and communication needs of patrons. The expansion project also paid for the library's first self-checkout unit.

The next challenge will be the migration to the new integrated library system software platform developed by Georgia Public Library Service (GPLS) called Evergreen. Evergreen will replace the SIRSI Unicorn software currently used in all PINES-member libraries. The new catalog will be more interactive and feature book covers, reviews, tables of contents and a variety of easy-to-use searches that will allow library users to locate materials quickly and efficiently. The transition will take place Labor Day weekend, September 2-4, 2006, during which the library will be closed to the public.

SECTION 10

GEORGIA LIBRARY PINES

Georgia Library PINES (Public Information Network for Electronic Services) is a unique initiative from the Board of Regents of the University System of Georgia and the Georgia Public Library Service (GPLS).

- ◆ Phase I of PINES was implemented in December of 1999. Twenty-six (26) library systems, comprising 98 libraries (including Peachtree City Library), plus bookmobiles, from across the State of Georgia, joined together to implement a state-of-the art automated integrated library system as well as a new set of policies which allows any citizen of Georgia to receive a PINES card, valid in any PINES member library for borrowing materials. Since its inception, over 150 more libraries have joined the consortium.
- ◆ PINES is centrally administered and managed. Project staff handle help desk issues, offer training and support for member libraries, perform system administration tasks, and purchase, install, and maintain hardware, software, and peripheral equipment.
- ◆ The PINES database now lists over 8 million items owned by 252 participating libraries in 123 counties. All 1.6 million PINES library patrons can see and borrow books, magazines, videos, and other materials from any PINES library.

The benefits of PINES to the citizens of Georgia are remarkable. A patron at any PINES library can see the holdings of every participating library, increasing access to materials exponentially. Patrons' ability to borrow items from any PINES library makes the concept of "access, not ownership" a reality in Georgia. An outstanding example of resource sharing among libraries, PINES truly levels the playing field for all citizens of our state. The scale of this project is unprecedented; the state of Georgia is leading the way in cooperative public library efforts and cutting edge library technology for all citizens.

GPLS began development of a new integrated library system software platform in 2004 called Evergreen. Designed specifically for use in PINES libraries, the new platform will feature an interactive web-based catalog featuring book covers, reviews, tables of contents and a variety of easy-to-use searches that will allow library users to locate materials quickly and efficiently. Evergreen will also have components for staff to perform checkouts and checkins, place holds, and process payments. All PINES libraries will close over Labor Day weekend, 2006, to migrate to the new system.

SECTION 11
LIBRARY TECH INVENTORY

Asset #	Asset Description	Asset Category	Auth Employee	Model Number	Manufacturer	Warranty Exp Date	DateAcquired	SerialNumber
15	System - Jill Prouty	Personal Computer Desktop System	Jill Prouty		Dell			
166	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
167	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
168	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
232	System - Rebecca	Personal Computer Desktop System	Rebecca Watts		GINSTAR			
250	System - Library	Personal Computer Desktop System	Jill Prouty		Ginstar			
46	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
47	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
48	Workstation -	Personal Computer Desktop System	Richard Mathews		Ginstar			
49	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
50	Workstation -	Personal Computer Desktop System	Richard Mathews		Ginstar			
51	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
52	Workstation -	Personal Computer Desktop System	Richard Mathews		Ginstar			
53	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
54	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
55	Workstation -	Personal Computer Desktop System	Richard Mathews		Ginstar			
56	Workstation -	Personal Computer Desktop System	Richard Mathews		Dell			
57	System - 1 Library	Personal Computer Desktop System	Richard Mathews		Dell			
57b	System - 2 Library	Personal Computer Desktop System	Richard Mathews					
58	System - MT Allen	Personal Computer Desktop System	Richard Mathews		Dell	25-Oct-05		
59	System - Richard	Personal Computer Desktop System	Richard Mathews		Dell			
CHILDREN1	System - Children 1	Personal Computer Desktop System	Janice Dukes	3Q58L21				
CHILDREN2	System -	Personal Computer Desktop System	Jill Prouty	6W5B741		01-Mar-07	01-Feb-04	150-045-321-81
CHILDREN3	System -	Personal Computer Desktop System	Jill Prouty	8V5B741		01-Mar-07	01-Feb-04	192-976-306-57
C1	System - Children	Personal Computer Desktop System	Jill Prouty	jv5b741		01-Mar-07	01-Feb-04	432-422-363-53
C2	System - Childrens	Personal Computer Desktop System	Jill Prouty	4P58L21				
CIRC1	System - Circulation	Personal Computer Desktop System	Jill Prouty	1W1Z981				
CIRC2	System - Circulation	Personal Computer Desktop System	Jill Prouty	Optiplex GX280	Dell	18-Dec-07	18-Dec-04	code=115-640-
CIRC3	System - Circulation	Personal Computer Desktop System	Jill Prouty	9V1Z981				
CIRCULATION	System - Circulation	Personal Computer Desktop System	Jill Prouty		Compaq			08
DELLAB12	System - Janice	Personal Computer Desktop System	Janice Dukes	HT5B741		01-Mar-07	01-Feb-04	387-677-393-29
50	Personal Printer	Personal Printer	Janice Dukes	deskjet 3650	HP	19-May-07	19-May-04	
2005	Backup - Tripp-lite	Battery Backup System	Janice Dukes	Internet750U		30-Sep-06	30-Sep-05	03979
102005	Backup - Tripp-lite	Battery Backup System	Jill Prouty	Internet750U		30-Sep-06	30-Sep-06	03987
liblab1	System - Library	Personal Computer Desktop System	Jill Prouty		Ginstar			
liblab10	System - Library	Personal Computer Desktop System	Jill Prouty		Aopen			
liblab2	System - Library	Personal Computer Desktop System	Jill Prouty		Ginstar			
liblab3	System - Library	Personal Computer Desktop System	Jill Prouty		Dell			
liblab4	System - Library	Personal Computer Desktop System	Jill Prouty		Dell			
liblab5	System - Library	Personal Computer Desktop System	Jill Prouty		Ginstar			
liblab6	System - Library	Personal Computer Desktop System	Jill Prouty		Dell			
liblab8	System - Library	Personal Computer Desktop System	Jill Prouty		Aopen			
liblab9	System - Library	Personal Computer Desktop System	Jill Prouty		Aopen			
ON	Library Reference	Network Printer	Jill Prouty	LJ4200N	Number		10-Jul-03	8
MHAAS012005	System - Mary Haas	Personal Computer Desktop System	Mary Haas	378YC61		18-Dec-07	18-Dec-04	696-864-924-1
MHAASDJ640C	HP Deskjet 640c	Personal Printer	Mary Haas	Deskjet 640C				

SECTION 11
LIBRARY TECH INVENTORY

Asset #	Asset Description	Asset Category	Auth Employee	Model Number	Manufacturer	Warranty Exp Date	Date Acquired	Serial Number
5C	MT Allen	Personal Printer	MT Allen	Deskjet 845c				TH22421352
02005	Backup - Tripp-lite	Battery Backup System	MT Allen	Internet750U		30-Sep-06	30-Sep-05	03986
NEC1302	Prouty	Telephone Unit	Jill Prouty	DKT-8	NEC			
OPAC-1	System - Library	Personal Computer Desktop System	Jill Prouty	p/n DX854AV				s/n 2UA4410884
OPAC-2	System - Library	Personal Computer Desktop System	Jill Prouty	p/n DX854AV				s/n 2UA441087P
OPAC-3	System - Library	Personal Computer Desktop System	Jill Prouty	p/n DX854AV				2UA441087W
OPAC3-2006	Dell Diminsion 4400	Personal Computer Desktop System	Jill Prouty	DHM	Dell			44CJ711
OPAC-4	System - Library	Personal Computer Desktop System	Jill Prouty	p/n DX854AV				s/n 2UA4410880
OPAC9	System - Library	Personal Computer Desktop System	Jill Prouty	4W5B741		01-Mar-07	01-Feb-04	106-509-674-89
PRINTER34	Jill Prouty	Personal Printer	Jill Prouty	DESK JET 812C	PACKARD			
PRINTER36	Library Reference	Personal Printer	Richard Mathews	LASER JET 4V	Packard			
PRINTER37	Richard Mathews	Personal Printer	Richard Mathews	Laser Jet 6P	Packard			
12005	Desktop - Library	Personal Computer Desktop System	Jill Prouty	H68YC61		18-Dec-07	18-Dec-04	37383135769
5	Desktop - Rebecca	Personal Computer Desktop System	Jill Prouty	468YC61		18-Dec-07	18-Dec-04	9084965401
RY122004	Library front desk	Peripheral Not Otherwise Categorized	Jill Prouty	SP200F	Technologies	12-Jul-05	12-Jul-04	700140300184P
TEEN1	System - Teen	Personal Computer Desktop System	Jill Prouty					
TEEN2	System - Teen	Personal Computer Desktop System	Jill Prouty					
TEEN3	System - Teen	Personal Computer Desktop System	Jill Prouty					
TEEN4	System - Teen	Personal Computer Desktop System	Jill Prouty					

Peachtree City Library Survey 2006

PART I

Place a check mark to grade A, B, C, D, F for the following (If you have no opinion, or the category is not applicable to you, *leave it blank.*):

	A	B	C	D	F
<u>GENERAL:</u>					
General Satisfaction	—	—	—	—	—
Library Hours	—	—	—	—	—
Parking	—	—	—	—	—
Seating/Tables	—	—	—	—	—
Study Areas	—	—	—	—	—
Noise Level	—	—	—	—	—
Level of Fines	—	—	—	—	—
PINES Catalog	—	—	—	—	—
Intra-PINES Lending and/or					
Inter-Library Loan	—	—	—	—	—
Meeting Rooms	—	—	—	—	—
Collection	—	—	—	—	—
Technology	—	—	—	—	—

COLLECTION:

Bestsellers	—	—	—	—	—
Adult Fiction	—	—	—	—	—
Adult Non-Fiction	—	—	—	—	—
Juvenile Fiction	—	—	—	—	—
Juvenile Non-Fiction	—	—	—	—	—
Young Adult Fiction	—	—	—	—	—
Reference	—	—	—	—	—
Periodicals (Magazines/Newspapers)	—	—	—	—	—

Books on:

Health	—	—	—	—	—
Business	—	—	—	—	—
History	—	—	—	—	—
Religion	—	—	—	—	—
Georgia History	—	—	—	—	—
Science	—	—	—	—	—

	A	B	C	D	F
Travel	—	—	—	—	—
Crafts	—	—	—	—	—
Cooking	—	—	—	—	—
Poetry	—	—	—	—	—
Literary Criticism	—	—	—	—	—
Social Commentary	—	—	—	—	—
Photography	—	—	—	—	—
Art	—	—	—	—	—
Music	—	—	—	—	—
Parenting	—	—	—	—	—

Fiction Genres:

Mystery	—	—	—	—	—
Science Fiction	—	—	—	—	—
Fantasy	—	—	—	—	—
Romance	—	—	—	—	—
Western	—	—	—	—	—
Christian Fiction	—	—	—	—	—
Historical Fiction	—	—	—	—	—
Classics	—	—	—	—	—

Audio/Visual:

Books on Tape	—	—	—	—	—
Books on CD	—	—	—	—	—
Music CDs	—	—	—	—	—
Videos	—	—	—	—	—
DVDs	—	—	—	—	—

PROGRAMMING:

Overall Children's Programming	—	—	—	—	—
Vacation Reading Program	—	—	—	—	—
Storytime	—	—	—	—	—
BabyTime	—	—	—	—	—
Super Science Saturdays	—	—	—	—	—
Mother Daughter Book Club	—	—	—	—	—
Teen Programming	—	—	—	—	—
Overall Adult Programming	—	—	—	—	—
Book Club	—	—	—	—	—
Georgia Author Lectures	—	—	—	—	—
Fiesta	—	—	—	—	—

	A	B	C	D	F
Black History Month	—	—	—	—	—
Movie Night	—	—	—	—	—
Writers Circle	—	—	—	—	—

FACILITY:

Cleanliness	—	—	—	—	—
Organization/Way Finding	—	—	—	—	—
Maintenance	—	—	—	—	—
Appearance	—	—	—	—	—
Comfort Level	—	—	—	—	—
Restrooms	—	—	—	—	—

STAFFING:

Qualifications	—	—	—	—	—
Adequately Trained	—	—	—	—	—
Friendliness	—	—	—	—	—
Attitude	—	—	—	—	—
Efficiency	—	—	—	—	—
Staffing Level	—	—	—	—	—

TECHNOLOGY:

Internet Access	—	—	—	—	—
Wireless Access	—	—	—	—	—
Availability of Computers	—	—	—	—	—
Online Databases (Including GALILEO)	—	—	—	—	—
Word Processing	—	—	—	—	—
Other Programs	—	—	—	—	—
Staff Knowledge/Troubleshooting	—	—	—	—	—
Computer Class Availability	—	—	—	—	—
Computer Class Quality	—	—	—	—	—
Children's Computers	—	—	—	—	—

PART II

How often do you visit this library? (check one)

- ☐ This is my first visit
- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ 4 times/year
- ☐ 2 times/year
- ☐ Once a year
- ☐ Less than once a year

During which timeframes would you most likely use the library? (check all that apply)

- ☐ Weekday mornings
- ☐ Weekday afternoons
- ☐ Weekday evenings (Mon-Thur)
- ☐ Saturday mornings
- ☐ Saturday afternoons
- ☐ Sunday afternoons

Which of the following is the main reason(s) for coming to the library? (check all that apply)

- ☐ Borrow books for leisure
- ☐ Borrow audio/visual material
- ☐ Obtain information on personal interests or hobbies
- ☐ Obtain information needed for school/homework
- ☐ Obtain information needed for job/career
- ☐ Attend library programs
- ☐ Place to study
- ☐ Place to relax
- ☐ Use the Internet
- ☐ Use the photocopier

What is your age group? (check one)

☐ Under 13

☐ 13-17

☐ 18-24

☐ 25-45

☐ 46-64

☐ 65 or up

Are you: Female or Male? (circle one)

What is the most important thing this library can do to improve?

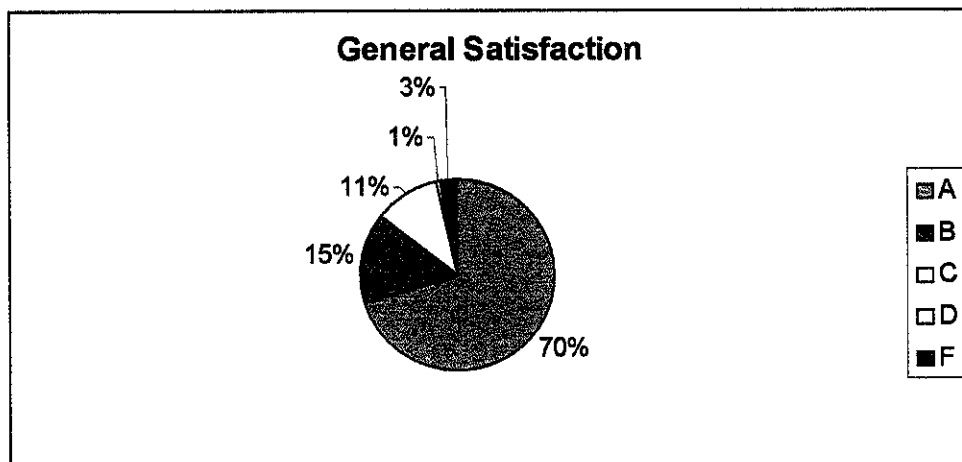
How important is this library to you? (1-10, with 1 being not at all important, and 10 being extremely important)

Other comments/suggestions?

SECTION 13 NEEDS ASSESSMENT RESULTS

The needs assessment survey was conducted during the month of April, 2006. The survey was posted online at the City's website, with links from the main homepage as well as the library's homepage. Hard copies were also made available at the library. The survey was divided into two parts. Part 1 asked respondents to grade various services A-F. Categories included collection, programming, facility, staffing, and technology. Part II focused on the days, times, and uses of the library. Respondents were given instructions to leave a blank when they had no opinion or the category was not applicable to them.

A total of 129 surveys were received. A summary of the results appear below, with a goal of 85% of respondents grading each category either A or B. There will be no further recommendation for categories that met this goal. A recommendation for action will appear below each category that fell short of the 85% total.



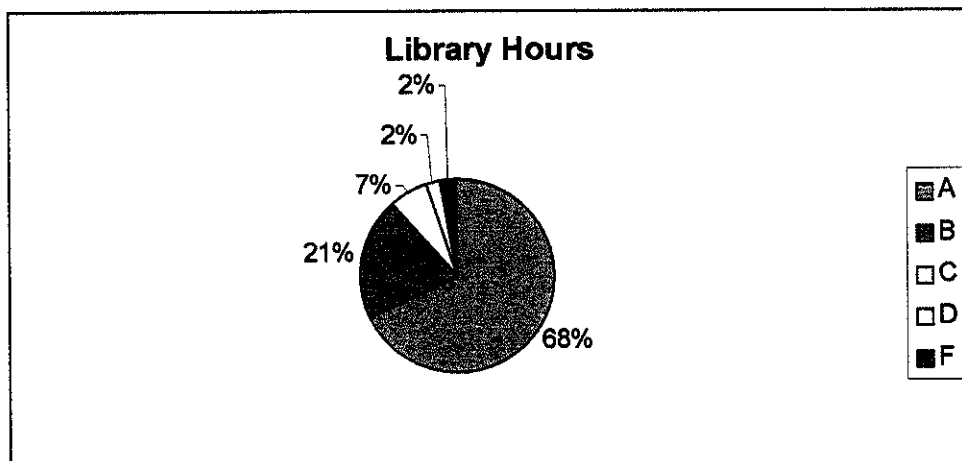
Responses: 118

A: 70%

B: 15%

Total: 85%

NO ACTION RECOMMENDED.



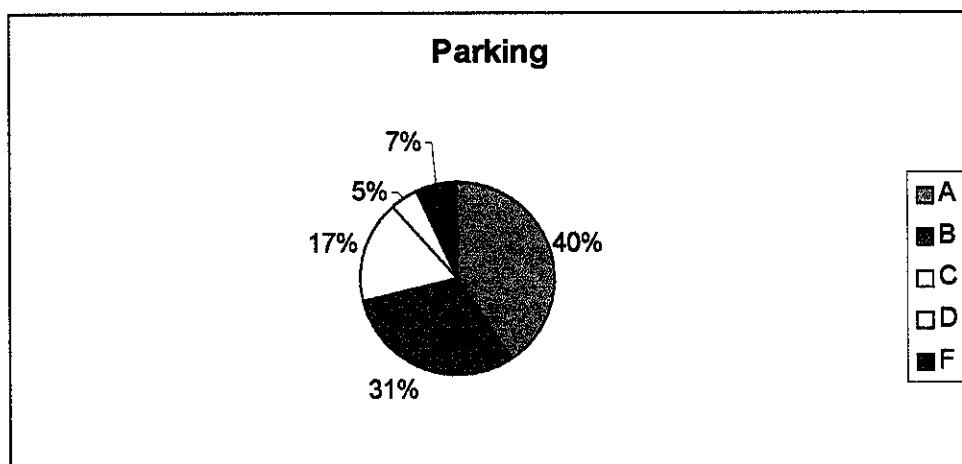
Responses: 121

A: 68%

B: 21%

Total: 89%:

NO ACTION RECOMMENDED.



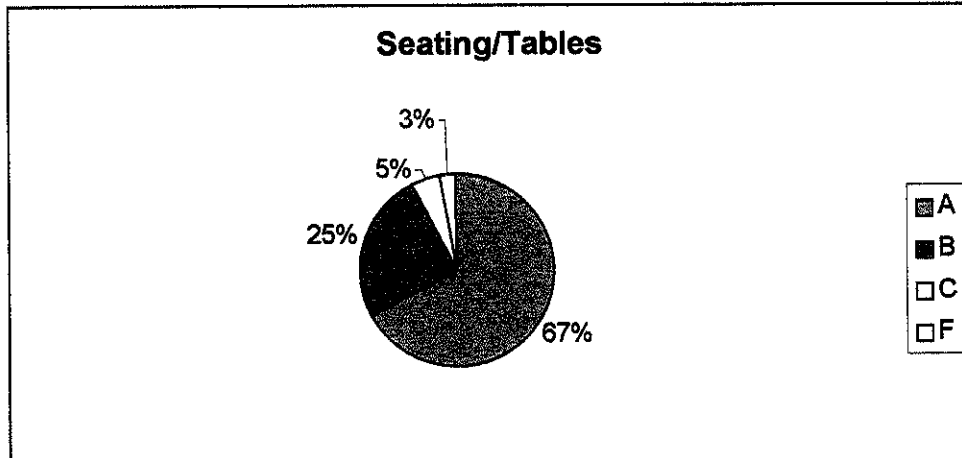
Responses: 121

A: 40%

B: 31%

Total: 71%

RECOMMENDATION: Publicize the use of the electric scooter purchased by The Library Corporation (Friends of the Library) for use by patrons with mobility problems. Also encourage patrons to park behind the library and use the elevator. Investigate feasibility of adding a remote/drive-up book drop.



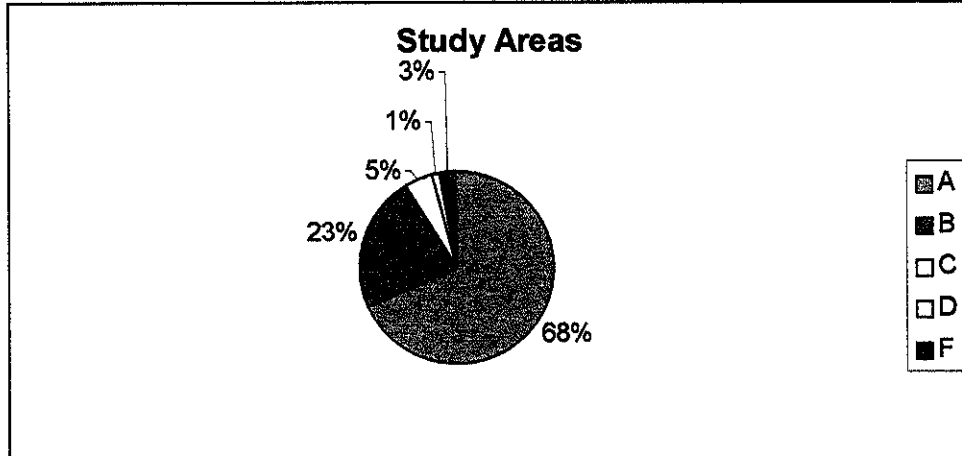
Responses: 119

A: 67%

B: 25%

Total: 92%

NO ACTION RECOMMENDED.



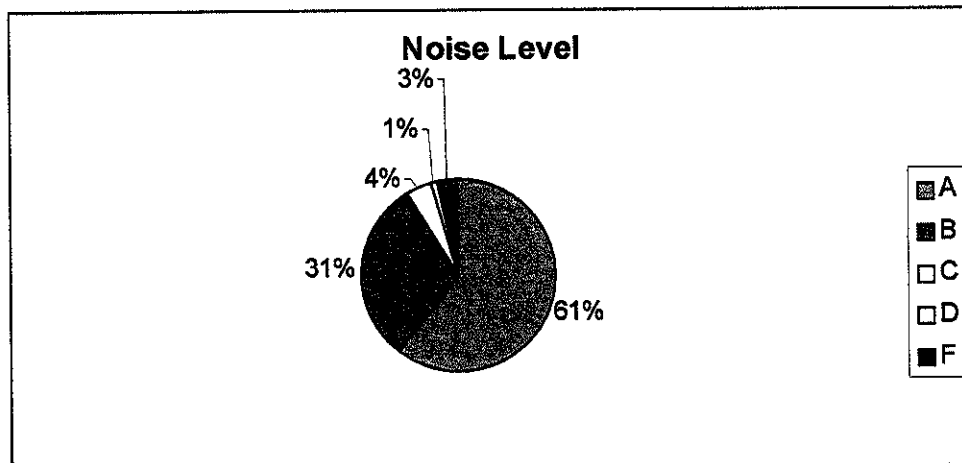
Responses: 104

A: 68%

B: 23%

Total: 91%

NO ACTION RECOMMENDED.



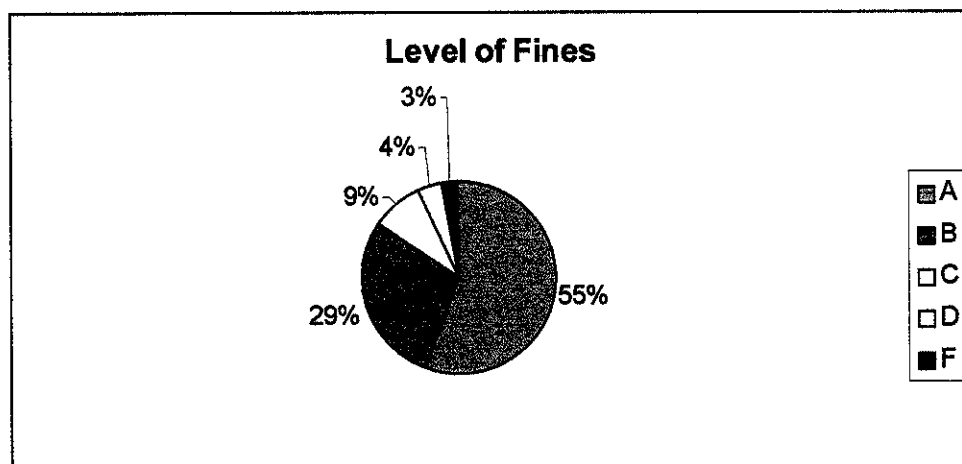
Responses: 116

A: 61%

B: 31%

Total: 92%

NO ACTION RECOMMENDED.



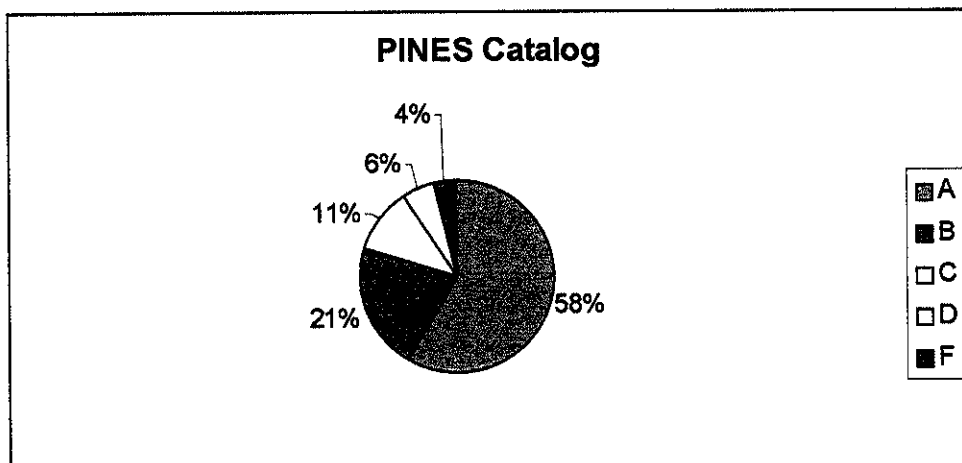
Responses: 103

A: 55%

B: 29%

Total: 84%

RECOMMENDATION: Make recommendation to the PINES Executive Committee to review the current level of fines.



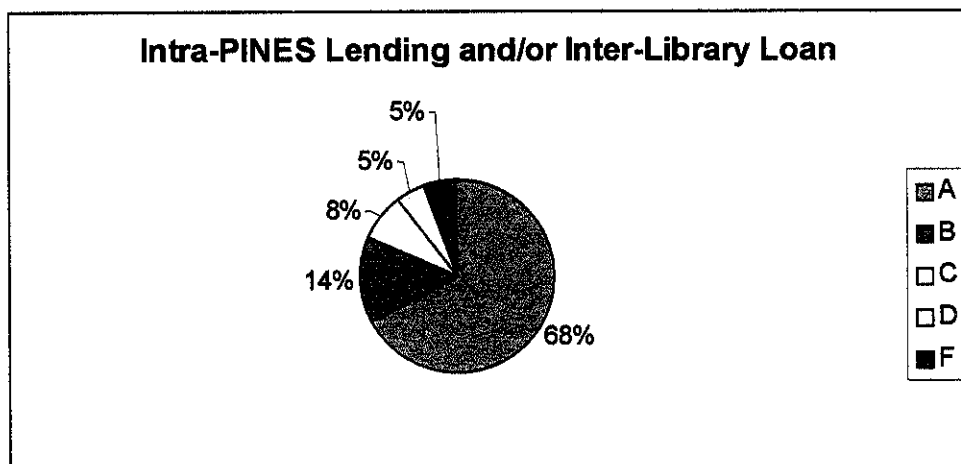
Responses: 108

A: 58%

B: 21%

Total: 79%

RECOMMENDATION: Survey was done while using SIRSI Unicorn software. Since then, PINES libraries system-wide have switched to the GPLS developed Evergreen software. Recommend offering free classes to public on its use and re-evaluating in Spring.



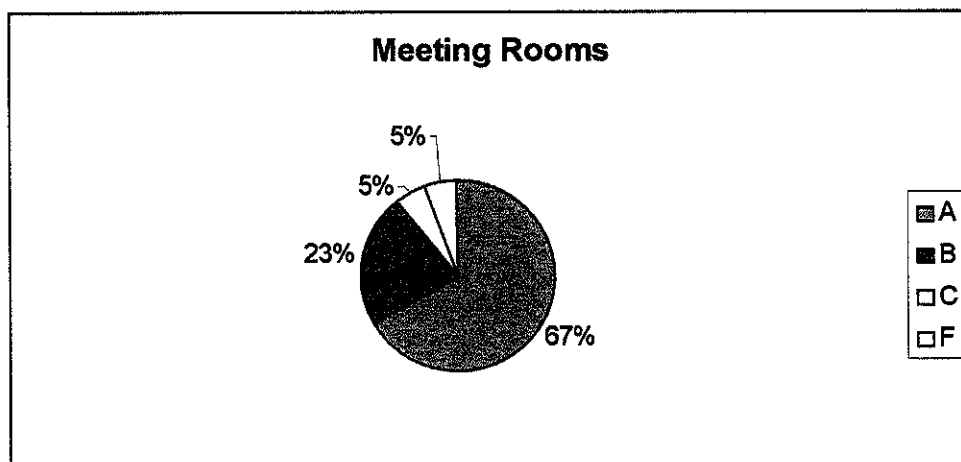
Responses: 97

A: 68%

B: 14%

Total: 82%

RECOMMENDATION: Work with courier service to establish a separate route for “in-county” deliveries. Currently all intra-PINES loans are transferred to a warehouse for sorting. This adds up to an average waiting period of 2 weeks when a book is available, even when the book is only being transferred between Tyrone and Peachtree City.



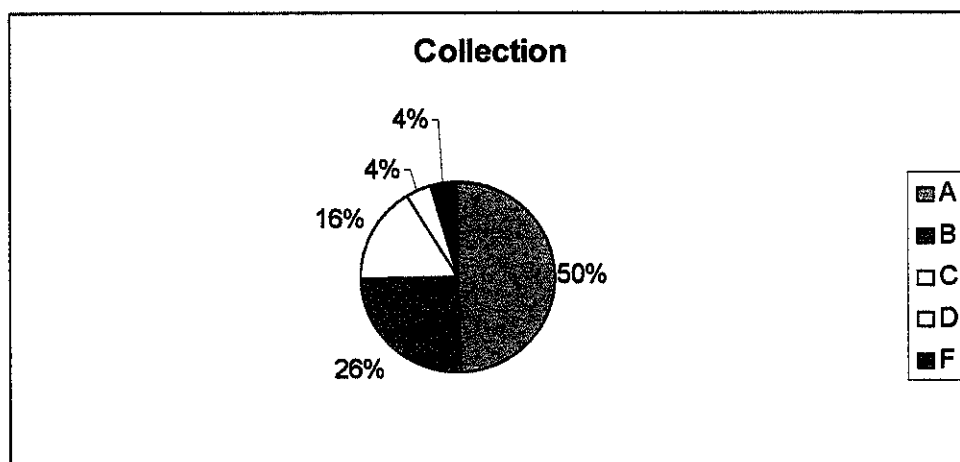
Responses: 75

A: 67%

B: 23%

Total: 90%

NO ACTION RECOMMENDED.

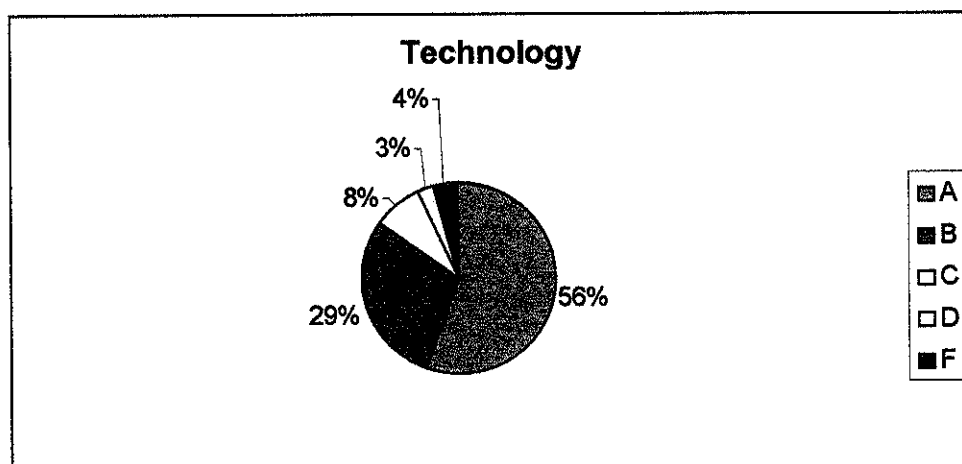


Responses: 91

A: 50%

B: 26%
Total: 76%

RECOMMENDATION: See Section 14 Collection Analysis.



Responses: 99

A: 56%

B: 29%

Total: 85%

NO ACTION RECOMMENDED.

Other sub-categories:

The following is a summary of other sub-categories related to programming, facility, and staff. Each sub-category has its own goal.

- **Children's Programming: 77%**
Set goal of 80% for A and B combined responses. Vacation Reading Program, Storytime, Babytime and Super Science Saturdays met goal. Needs improvement: Mother/Daughter Book Club and Teen Programming.
- **Adult Programming: 70%**
Set goal of 75% for A and B combined responses. Georgia Authors, Fiesta and Writer's Circle met goal. Needs improvement: Book Club, Black History Month and Movie Night.
- **Facility: 93% (ave. of 5 sub-categories)**
Set goal of 90% for A and B combined responses. No action recommended.

- Staff: 91% (ave. of 6 sub-categories)
Set goal of 90% for A and B combined responses. No action recommended.

SECTION 14

COLLECTION ANALYSIS

The needs assessment survey confirmed the high importance of bestsellers, fiction (both adult & juvenile), adult non-fiction, reference, and periodicals. Following close behind is the need for more materials in non-print format including books on tape, books on CD, music CDs, videos, and DVDs.

The table on the following pages illustrates the priorities for improving the collection based on the needs assessment survey. The goal is to receive an A or B grade in each category for 70% of responses.

KEY TO TABLE

Status

Percentage of responses grading category as either A or B:

< 70% = Needs Improvement

> 69% = OK

> 74% = Very Good

Priority

Total number of responses > 50% = High

Total number of responses between 40%-49% = Medium

Total number of responses < 40% = Low

Color-Coded Rank



#2 Priority



#3 Priority

Note: Absence of color-coded rank does not indicate lack of importance. All other areas must maintain (or improve) current status.

Collection Analysis 2006

	A	B	C	D	F	% Responses	Status	Priority	Rank
Bestsellers	52%	32%	7%	4%	5%	79%	Very Good	High	
Adult Fiction	43%	37%	12%	5%	4%	78%	Very Good	High	
Juvenile Fiction	48%	26%	12%	5%	9%	51%	OK	High	2
Juvenile Non-Fiction	50%	24%	10%	9%	7%	45%	OK	Medium	
Young Adult Fiction	45%	26%	9%	6%	13%	41%	OK	Medium	
Reference	47%	30%	13%	4%	6%	60%	Very Good	High	
Periodicals	44%	31%	10%	9%	6%	54%	Very Good	High	
Books on:									
Health	49%	25%	16%	4%	5%	43%	OK	Medium	
Business	48%	23%	21%	2%	6%	40%	OK	Medium	
History	48%	29%	17%	3%	3%	51%	Good	High	2
Religion	49%	22%	18%	4%	8%	40%	OK	Medium	
Georgia History	57%	27%	12%	0%	4%	38%	Very Good	Low	
Science	44%	18%	25%	7%	7%	44%	Needs Improvement	Medium	2
Crafts	52%	23%	19%	2%	4%	40%	Very Good	Medium	
Cooking	48%	22%	21%	5%	3%	45%	OK	Medium	
Poetry	48%	17%	19%	12%	5%	33%	Needs Improvement	Low	3
Literary Criticism	46%	22%	16%	11%	5%	29%	Needs Improvement	Low	3
Social Commentary	49%	20%	15%	12%	5%	32%	Needs Improvement	Low	3
Photography	42%	25%	17%	11%	6%	30%	Needs Improvement	Low	3
Art	41%	25%	23%	7%	5%	34%	Needs Improvement	Low	3
Music	46%	20%	17%	12%	5%	32%	Needs Improvement	Low	3
Parenting	50%	33%	5%	2%	10%	33%	Very Good	Low	
Genres:									
Mystery	59%	26%	11%	3%	3%	57%	Very Good	High	
Science Fiction	46%	26%	20%	4%	4%	36%	OK	Low	
Fantasy	60%	17%	14%	5%	5%	33%	OK	Low	
Romance	56%	24%	10%	5%	5%	32%	Very Good	Low	
Western	45%	26%	23%	0%	6%	24%	OK	Low	
Christian Fiction	50%	23%	15%	8%	5%	31%	OK	Low	
Historical Fiction	56%	22%	11%	7%	4%	42%	Very Good	Medium	
Classics	56%	22%	13%	4%	4%	53%	Very Good	High	

Collection Analysis 2006

Formats:									
Books on Tape	35%	32%	19%	6%	8%	49%	Needs Improvement	Medium	2
Books on CD	30%	25%	23%	10%	12%	47%	Needs Improvement	Medium	2
Music CDs	29%	27%	18%	14%	12%	40%	Needs Improvement	Medium	2
Videos	29%	24%	20%	15%	12%	46%	Needs Improvement	Medium	2
DVDs	27%	18%	27%	13%	15%	47%	Needs Improvement	Medium	2

SECTION 15
RECOMMENDATIONS FY2007-2011

TECHNOLOGY

PC Replacements

Since new equipment was purchased with the construction fund in FY2005, it is recommended that the library continue the schedule to replace 1/3 of the inventory every year beginning in FY2010. Until FY2010, staff recommends budgeting at the current level, with a slight increase in FY2009.

FY2007: \$7,000 (approved 08/03/06)

FY2008: \$7,000 (no change)

FY2009: \$9,000 (+\$2,000)

FY2010: \$22,000 (+\$13,000)

FY2011: \$21,000 (-\$1,000)

Replacement of Network Printer

The network printer currently used for patrons to print from Internet workstations will be 5 years old in FY2009. It is recommended that the library purchase a comparable high volume new network printer in FY2009 for \$3,500.

Self-Check Stations

The library installed its first self-check unit in 2006. As patrons get acclimated to its use, we can expect the demand to increase, which in turn will take some of the load off of circulation staff. It is recommended that the library purchase a similar self-check unit in FY2008 for \$12,000.

COLLECTION DEVELOPMENT

The new facility was designed to accommodate a collection of over 120,000 items. This will allow the collection to grow at a rate of 3-3 ½% a year. As evidenced by the needs assessment survey, patrons increasingly want more materials in non-print format, which come at a premium price.

FY2007: \$135,500 (approved 08/03/06)

FY2008: \$145,000 (+\$9,500)
FY2007: \$155,000 (+\$10,000)
FY2010: \$165,000 (+\$10,000)
FY2011: \$175,000 (+\$10,000)

Further, it is recommended that library staff implement a collection development program that includes aggressive weeding of the collection to control growth while keeping the collection fresh and up-to-date. Staff will also “massage” the materials budget to more accurately reflect the results of the needs assessment survey (see Section 14, Collection Analysis).

PROGRAMMING

Traditionally, the library has relied on the Peachtree City Library Corporation (Friends of the Library) to fund the annual Vacation Reading Program for children every year. The “friends” have also supported various other programs including Black History Month and Georgia author lectures and book signings. As the demand for these types of programs is on the increase, it has become necessary for the department to budget for non self-supporting programs. Staff recommends the following schedule for increasing the line item for non self-supporting programs.

FY2007: \$1,000 (approved 08/03/06)

FY2008: \$1,500 (+\$500)
FY2009: \$2,500 (+\$1,000)
FY2010: \$3,000 (+\$500)
FY2011: \$4,000 (+\$1,000)

STAFFING

The nature of library services has changed dramatically over the past ten years. Many critics thought that the widespread availability of Internet access would do away with the need for libraries, but in fact, library usage is at an all time high across the nation. Public libraries continue to be a viable service because they have changed as the needs of the public have changed. That includes offering access to research materials previously only available at college and university libraries, offering classes in basic computer literacy, providing reader’s advisory services, and providing free educational programs for all ages. The public library is no longer just a warehouse for old books.

As library services have changed, so has the way libraries are staffed. Peachtree City Library now has three full-time professional librarians (MLS-degreed) on staff. This trend will surely continue over the next few years.

Because of the changing face of library services, staff has decided to withhold making any specific staffing recommendations at this time. Instead, staff will study the operations over the next two years. It is expected that as the current staff reaches retirement, positions will be reallocated and job descriptions reworked to better suit the needs of the library.

FACILITY MAINTENANCE

The completion of the renovation and expansion has eliminated the need for extensive facility maintenance for the next fifteen to twenty years. Only two items will be in need of upgrading in the next five years.

FY2009: Replace last old HVAC unit at \$25,000

FY2011: New paint at \$10,000

TRAINING

Georgia Public Library Service offers staff workshops on site, free of charge, every year. Therefore, Peachtree City Library will host one GPLS workshop per year at the library.

Peachtree City Library will close for one day twice a year for an in-house staff workshop, tailored to local needs and taught by the Library's supervisory staff, with a focus on technology.

Peachtree City Library will continue to send professional staff, as well as representatives from other full-time staff, to the Georgia Library Association's annual conference (COMO). Increase in travel budget will be minimal.

Recommendations
FY07-FY11

	FY07	FY08	FY09	FY10	FY11
<u>Technology</u>					
PC Replacement	\$7,000	\$7,000	\$9,000	\$22,000	\$21,000
Network Printer			\$3,500		
Self-Check Station		\$12,000			
<u>Collection Development</u>					
Materials	\$135,500	\$145,000	\$155,000	\$165,000	\$175,000
<u>Programming</u>					
Non Self-Supporting Programs	\$1,000	\$1,500	\$2,500	\$3,000	\$4,000
<u>Facility Maintenance</u>					
HVAC			\$25,000		
Paint					\$10,000
Net Change	\$143,500	\$165,500	\$195,000	\$190,000	\$210,000

SECTION 16

REFERENCES

City of Peachtree City. *Code of Ordinances: City of Peachtree City, Georgia*. Tallahassee, Fla.: Municipal Code Corporation, 1999.

Hoffert, Barbara, "Budgets Rebound," *Library Journal* 131 (February 15, 2006): 38-40.