

974.901
L53.2
2005
C.1

NEW JERSEY STATE LIBRARY



3 3009 00675 5310

Fiscal Year 2005

The State Librarian's Annual Report to the President and Board of Trustees of Thomas Edison State College



www.njstatelib.org

P.O. Box 520

Trenton, NJ 08625-0520

974.901
L53.2
2005
C.1

The State Librarian's Annual Report to the President and Board of Trustees of Thomas Edison State College

Norma E. Blake
State Librarian

STATE LIBRARY ADVISORY COUNCIL

Renee Becker Swartz, Chair

June Adams

Henry Hose, Jr.

Calvin Iszard

Frank Miller

Kenia Nuñez

Charles O'Dowd, Jr.

*George A. Pruitt, President
Thomas Edison State College
(Ex-Officio Member)*

DEPOSITORY COPY
Do Not Remove From Library

New Jersey State Library

CONTENTS

Message from the State Librarian.....	1
Library Development Bureau.....	4
Regional Library Cooperatives/New Jersey Library Network Overview.....	14
Library for the Blind and Handicapped.....	24
State Library Information Center.....	28
Marketing and Public Relations.....	32
Physical Plant and Facility.....	34
Summary of Revenue and Expenses for the Fourth Quarter.....	35

Charts

Chart A—Organizational Chart.....	37
Chart B—JerseyCat Catalog Searches performed by Library Staff.....	38
Chart C—NJLBH Circulation—Braille Books.....	39

MESSAGE FROM THE STATE LIBRARIAN

2005 was a year of major successes. All around the state, new public library buildings, additions, and newly renovated libraries opened to the public. The communities welcomed these new buildings, constructed with state funds from the Public Library Construction Bond Program.

FY2005 also brought new services to the residents of New Jersey and tremendous growth in basic services offered to libraries and residents of the state. In 2005, the New Jersey Knowledge Initiative was funded, creating a major information infrastructure for New Jersey.

In addition to these two exciting programs, the New Jersey State Library continued to thrive in its leadership role for all New Jersey libraries.

The Year in Review

As fiscal year FY2005 comes to a close, most of the 68 libraries awarded funds through the current construction program are completed. A few libraries have been granted extensions through the end of calendar year 2005. The year has been a fulfilling one, as library openings were held all over the state.

The need for more public library construction funds continues to grow. Ninety-three libraries have now submitted *Intent to Build* forms to the State Library. These forms report the interest and intent of libraries to add, renovate, or build new buildings in the next 2 to 3 years. These libraries are waiting for another round of construction funding. Many are urban libraries in communities which had difficulty coming up with the matching funds required in the first round of funding. Urban libraries also have different needs. Some of the urban libraries have no space to build an addition and the community has no space for a new library. Other urban libraries have smaller rehabilitative needs. Therefore, a proposed Round II of construction-grant funding was recommended in FY2005 by the State Library, Thomas Edison State College, and the New Jersey Library Association. Many New Jersey libraries also became meaningful advocates for Round II. Library Boards, Friends groups, community residents, and staff contacted their state legislators by letter requesting a second round of funding. To date, the State Library has received copies of approximately one hundred letters that were sent. Other libraries contacted their legislators in person or by phone. Articles have also been published this year in newsletters of the business community and library publications, in support of a proposed Round II. In Spring 2005, the *New Jersey Conference of Mayors Quarterly Magazine* included an article on the positive impact of the Public Library Construction Bond Program on local communities.

The funding of the New Jersey Knowledge Initiative (KI) was brought about because of the State's need for current cutting edge information on scientific, medical, and technological advances. The State Library partnered with the New Jersey Library Association, the Virtual Academic Library Environment (VALE), the Regional Library Cooperatives of the New Jersey Library Network, and Thomas Edison State College to develop the Initiative. Numerous business groups, chambers of commerce, and educators supported the KI. Through this exciting new program, businesses, researchers, teachers, and students all over New Jersey have free access to high-end proprietary databases offered in colleges and universities in the state, the State Library, through public libraries, and at business incubators and small businesses served by the Economic

Development Authority. Through the KI, a new information infrastructure was designed to strengthen and expand scientific and technological research and development in New Jersey. A major press conference was held on the Knowledge Initiative in the fall of 2004.

The State Library focused in 2005 on expanding and strengthening existing services. Continuous marketing of existing services paid off in heavy usage of the JerseyClicks Portal and Q and A NJ, the state's 24/7 virtual reference service. The number of databases on JerseyClicks expanded to 30. Nearly 95,000 customers logged on to the Web site, and 1,300,000 searches were done. Q and A NJ, the state's virtual reference service developed by the South Jersey Regional Library Cooperative and funded by the State Library, answered over 60,000 questions this year from library customers all over the state.

The State Library also made great strides in developing continuing education programs and working with partners to bring high-quality continuing education programs to library staffs and trustees across the state. The first-ever Diversity Conference was held with enthusiastic response from more than 200 participants. The annual Library Trustee Institute drew more than 200 trustees, who gave their conference extremely high ratings. The State Library cooperated with the New Jersey Library Association in sponsoring a Forum on Literacy and co-sponsored an Authors' Conference with the Educational Media Association. The New Jersey Center for the Book and the State Library held a press conference to highlight the artistic and literary accomplishments of at-risk youth in the New Jersey Juvenile Justice System.

The State Library continued existing partnerships in FY2005 and actively sought out new ones. Statewide summer reading, held in cooperation with the New Jersey Library Association, continued to thrive, as nearly a million books were read by children all over the state who participated in local library summer reading clubs. The State Library encouraged partnerships with the library community as well as with those outside of the library community. Strong partnerships have continued with the business community. Verizon announced a major award of \$1.7 million dollars' worth of replacement routers from the Access New Jersey program to the State Library and the public libraries of the state involved in the Hub program. A press conference was held in June at the State Library to announce the award. The Verizon Foundation, Verizon Telecom Pioneers, and Verizon-NJ sponsored the Walk for Literacy which raised over \$34,000 to benefit the state's libraries-in-literacy efforts. The State Library also initiated efforts in networking and establishing partnerships with the arts community. The Development and Marketing Departments continued to foster good relations by participating in meetings at local Rotaries, chambers of commerce, and groups such as the Southern New Jersey Development Council. The New Jersey State Library and the Library for the Blind and Handicapped (LBH) continued to exhibit statewide in a number of venues.

LBH took significant steps in establishing and strengthening partnerships this year. LBH worked closely with the New Jersey Commission for the Blind and Visually Impaired, sponsoring a Braille literacy press conference and a press event on voting opportunities for the blind and visually impaired. The partnership continued as LBH held monthly American Sign Language story hours for children. This popular program, during which children watch as a story is signed, also gave children the opportunity to interact with certified therapy dogs. In cooperation with the National Federation of the Blind, LBH offered a new service, NEWSLINE, which gives eligible customers touch-tone telephone toll-free access to over 112 national newspapers and magazines.

Audiovision was the first in the nation to make weekly grocery ads recorded in its studio available to NEWSLINE subscribers nationwide by telephone.

And Looking Ahead

The State Library established a Strategic Planning Committee which held its first meeting in June. Over the course of a year, 20 staff members from all departments and at various levels of the organization will participate in the facilitated process. The goal is to have a strategic plan in place for the State Library by June 2006.

The State Library also will develop a statewide Strategic Plan with members of the library community in 2006.

A new Hub library infrastructure will be put into place next year which will make the Hub infrastructure speedier, more efficient, and more cost effective, bringing higher levels of service to local libraries and their residents.

The State Library will host a Futures Conference for 200 librarians in partnership with the New Jersey Library Association and the four Regional Library Cooperatives.

The Library for the Blind will continue to expand its American Sign Language programs and a summer reading club for young clients. It will also develop a computer training laboratory for the blind and visually impaired.

The State Library will work with its many partners to advocate for excellent library service all over the state. The State Library has as its legislative priorities the funding of a Round II Public Library Construction Bond Program, continued funding of the New Jersey Knowledge Initiative, full funding of state aid for libraries, increased funding of the New Jersey Library Network, funding for literacy efforts to benefit all New Jersey residents, and state support for the ever-increasing base of customers of the Library for the Blind and Handicapped.

The State Library will continue to keep statewide library construction needs in the forefront of all advocacy efforts. The Round II bill for library construction proposes that \$45 million be allocated, as in Round I, with a 75-25 local-to-state match for non-urban communities. An additional \$45 million would be allocated for urban libraries at a 50-50 local to state match. \$20 million has been proposed for technology funding in the bill, since future library technology needs in libraries will continue to evolve. Thirty-one million dollars has also been proposed for a new State Library building. The current State Library building is inadequate for a 21st-century institution of leadership. The building, built in the early 1960s, has major maintenance and repair issues and is not equipped to handle current technology, much less the technology of the future.

The report that follows highlights the many accomplishments and activities of the Library Development Bureau, the Library for the Blind and Handicapped, the State Library Information Center, and system Administration.

The Library Development Bureau (LDB) provides consultant services and technical assistance to create, improve, and strengthen library/ information and literacy services. The Bureau does the following:

- administers per capita state aid to public libraries;
- designs, implements, and monitors state and federal grant programs to libraries, initiating solutions to the increasingly complex problems facing libraries in New Jersey;
- coordinates resource sharing through the New Jersey Library Network and provides support via JerseyClicks, JerseyCat, and the New Jersey Union List of Serials;
- recommends administrative code for libraries and state aid programs;
- generates and distributes information to librarians, governing officials, and the public about library/information services; and
- sponsors and coordinates continuing education opportunities.

In October 2004, a new director was hired to lead the Bureau. The new director has a broad background in librarianship as well as in the arts, and he has held executive positions in both fields. He leads a Bureau of seven consultants. He and most Bureau staff appeared throughout the state at three "Meet and Greet" get-togethers. Nearly 170 people in the four regions of the New Jersey Library Network attended these events to meet Bureau staff and learn about the services and programs that are provided by the Bureau to the state's public and other libraries.

New Programs Introduced in FY2005

The fiscal year was notable for the start of several innovative library programs and the continued expansion of existing services. These are described below.

- ***New Jersey Knowledge Initiative*** – A major advocacy partnership of the State Library, New Jersey's Virtual Academic Library Environment (VALE), the New Jersey Library Association (NJLA), and the New Jersey Library Network of Regional Library Cooperatives (RLCs), succeeded in acquiring six million dollars in FY2005 state funds to provide the state's small businesses and academic community with access to high-end proprietary informational databases. In addition to free onsite access to full-text science databases for the public at 48 academic libraries in every county in the state, remote access will be provided to 350 small and startup hi-tech businesses. Free remote access to full-text business databases will be offered statewide via JerseyClicks. The State Library began implementing the program in February 2005. Based on recommendations from VALE and the New Jersey Library Network, database vendors were invited to submit proposals for review. The first two contracts were finalized and access is currently available to *RefUSA*, *Nature* and *Nature Research & Review* journals.
- ***One Community New Jersey: Diversity in Libraries*** – The State Library sponsored the first statewide conference on diversity for libraries. The New Jersey State Library recognized the changes that are taking place in our state, now the most diverse state in the nation, and took the lead in helping New Jersey libraries to meet the needs of their changing communities. This event attracted more than 200 attendees and has received

national attention. Attendees crafted plans for action to be taken following the conference.

- ***Gates Foundation Staying-Connected Grant*** - The State Library was awarded a grant for nearly \$200,000 by the Gates Foundation for security workshops, audits and fixes, as well as additional funds for replacement computers for public libraries.
- ***Wireless Technology Pilot Grant*** - The South Jersey Regional Library Cooperative (SJRLC) was awarded a grant to undertake a pilot project in wireless connectivity. Free high-speed wireless Internet “hotspots” were set up at 60 library locations across South Jersey, and additional locations will offer wireless soon. Funding for the wireless hotspots was provided by the South Jersey Regional Library Cooperative and the New Jersey State Library.
- ***Super Librarian Online Store*** - The multi-year statewide Super Librarian marketing campaign continued with the launch of an online store in November 2004. This innovative approach enabled marketing of a wide array of Super Librarian merchandise using CaféPress, an e-commerce vendor that hosts online stores and fills orders by imprinting stock blank merchandise with customized graphics. Over \$1000 was raised to finance posters and awards events for the Super Librarian back-story contest.
- ***Statewide Digitization*** - A grant program was announced in April to fund digitization of historic and cultural artifacts for inclusion in the digital repository of the New Jersey Digital Highway (NJDH). This \$100,000 grant program supports the New Jersey Digital Highway project by enabling libraries to work with and test the NJDH tools, digitize important collections, and increase the amount and depth of content related to the role of immigration in New Jersey history and culture.
- ***September 11th Project*** - This new program had far-reaching impact. Libraries statewide offered programs to commemorate the tragic events of September 11, 2001. The New Jersey State Library proposed that libraries all over the state simply continue to do business as usual: facilitate communication, foster citizenship, promote understanding, guarantee freedom of access to information, and above all, stand with doors wide open as a symbol of our freedom. Thirty-four libraries, public and special, participated in this recognition of the events of 9/11. Libraries offered concerts, film screenings, poetry readings, speakers and a host of displays. In some libraries, the Bill of Rights was read aloud; in others, citizens were given a chance to memorialize their thoughts about the day on film. The efforts of New Jersey libraries received national recognition: the South Orange Public Library's commitment to remain open for 24 hours was featured on *School Library Journal's* Web page.

Ongoing Programs

- ***New Jersey Library Trustee Institute*** - The second Trustee Institute was held in October of 2004. Some 238 library trustees, commissioners, and directors attended. The evaluations were very positive. As a result of focusing on developing advocacy at the local level, it is evident that trustees are using what they learned at these institutes. This year's conference also strengthened partnerships with the other conference sponsors, the New Jersey Library Trustee Association (NJLTA) and NJLA.

- ***Institute of Museums and Library Services (IMLS) Recruitment Grant*** - Twenty undergraduate students enrolled in the scholarship programs funded by the IMLS grant. Ten students started at Thomas Edison State College, and nine undergraduate students began at Rutgers University School of Communication, Information and Library Studies (SCILS); one PhD student is also enrolled at SCILS. All students are proceeding satisfactorily. The marketing component of the grant is on target. A DVD called "A Day in the Life of an Urban Library" was distributed to all 311 of the state's public libraries in order to recruit potential applicants for a career in librarianship. Four of the BA students gave a presentation on getting a Bachelor's degree at Thomas Edison State College while working in an urban public library at the New Jersey Association of Library Assistants Conference in June 2005. Seventeen library assistants attended the program. The State Library's grant appears on the IMLS Web site as a model grant for recruitment.
- ***JerseyClicks Database Portal*** - JerseyClicks was implemented to facilitate searching for information in commercial databases provided by the State Library to New Jersey's residents. With a public library card, residents have access to databases including RefUSA, Ebsco Academic Search Premier; and Ebsco Business Source Premier. This access is provided through the Knowledge Initiative. About 1,300,000 database searches were made between June 2004, and May 31, 2005, on JerseyClicks. Bookmarks and posters promoting JerseyClicks were distributed in bulk to libraries throughout the state. Bookmarks were distributed to 90,000 state employees. Training was provided to 150 library reference personnel.
- ***Gates Foundation Technology Training Grant*** - Previously awarded Gates Foundation funds were used to hold presentations. Bob Pike, the renowned trainer, gave his "Boot Camp" program on effective training techniques to fifty trainers and participants in September 2004. In October, a series of "e-rate for beginners" workshops were given at three sites and attended by thirty public library staff.
- ***Statewide Marketing*** - A contest was held in fall 2004 for teens to write a back-story (biography) for the Super Librarian character. Six young adult services librarians volunteered to run the campaign and select the winners. The winning story came from a 15-year old from Cinnaminson. The back-story was posted to the Super Librarian Web site and will form the basis of the upcoming comic book. Three awards ceremonies were held for the grand prize and two runner-up winners.
- ***LDB Marketing Plan*** - As part of LDB's continuing effort to market its services and to gain feedback from the library community, 23 visits were made to public libraries in FY 2005, for a 2-year total of 55 visits. A follow-up survey is being prepared to send out to the library community after the conclusion of the two-year marketing plan, to evaluate the effectiveness of LDB's marketing efforts.

Outreach to the Library Community

The Library Development Bureau continued to embrace all opportunities to reach out to New Jersey's library community, and responded to increased interest in New Jersey's public library programs from other states and professional library associations. The Bureau staff maintained three listservs this year: a Library Directors listserv; a Young Adult and Children's Services listserv; and the JerseyCat Users listserv.

Bureau staff participated in over 300 events that drew nearly 9200 attendees. Outreach opportunities included delivering training and continuing education workshops, presenting at professional training workshops such as the Super Library Supervisor and Library Leadership Academy, participating at local and national speaking engagements, staffing exhibitor tables at conferences, serving on multiple committees of the New Jersey Library Association, and attending monthly board meetings of the four Regional Library Cooperatives.

Training and continuing education workshops held by Library Development were as follows:

- ***Train-the-Trainer*** - The very successful Train-the-Trainer program completed its 11th year in March, 2005. Twenty-five participants from libraries throughout the state spent three days learning how to assess training needs, how to write goals and objectives and how to write lesson plans. The students reconvened for a fourth session, at which they each gave a brief presentation demonstrating the skills they had acquired during the training sessions. To date, Train-the-Trainer has over 200 graduates.
- ***New Directors' Training*** - Twenty eight new library directors attended the new directors training at the State Library during February 2005. Attendees heard presentations about library law, budgeting and finance, trustee relations, state aid, the Children's Internet Protection Act, the Patriot Act, unattended children, establishing good community relations, policies and procedures, advocacy, state library programs, services and grants, and presentation skills. The program evaluations showed the overall rating of the workshop to be 3.8 on a scale of 1 to 4, with 4 as the highest rating.
- ***JerseyCat*** - A tutorial was developed to teach the basics of how to use JerseyCat. It resides on the JerseyCat Web site and has assisted new library staff with learning how to use JerseyCat.

Other Training and Continuing Education Workshops held by Library Development:

- Summer Reading Program Workshops (5);
- Legal Issues for Digitization Projects: A New Jersey Digital Highway Workshop;
- Youth Services Forum;
- JerseyCat Interlibrary Loan System Users Groups (5) – 250 attended;
- JerseyCat Interlibrary Loan System Basic Training (10); and
- JerseyCat Customization Training (30).

Local and national speaking engagements:

- Adolescent Literature Assembly of the National Council of Teachers of English (ALAN);
- American Library Association (ALA) Annual Conference on JerseyClicks;
- ALA Midwinter Conference on Young Adult Services and Pre-Conference;
- Computers in Libraries Annual Conference on JerseyClicks;
- Council of Academic Library Deans and Directors on Knowledge Initiative;
- Educational Media Association of New Jersey Annual Conference on graphic novels and fantasy;
- Governor's Conference on Literacy;
- Mid Atlantic Regional Archives Annual Conference on New Jersey Digital Highway;
- New Jersey Association of Counties Conference;
- New Jersey Education Association;
- New Jersey Library Association Annual Conference on JerseyClicks, the September Project, and the Statewide Summer Reading Program;
- New Jersey's Virtual Academic Library Environment (VALE) Board Meeting;
- New York State Library and New York State Council;
- NJEDGE.net Conference;
- Public Library Association; and
- New Jersey Association of Library Assistants Annual Conference.

LDB provided staffing at exhibitor tables at the following conferences and special events.

- Read to Fly event at New Jersey Festival of Ballooning;
- New Jersey League of New Jersey Municipalities Conference;
- New Jersey Education Association Convention;
- New Jersey Library Association annual conference; and
- VALE User's Conference.

LDB staff participated in many special events.

- The Youth Services Consultant served as a member of the Printz Committee of the American Library Association to choose the Printz Winner Award Book.
- The Youth Services Consultant was one of ten librarians from around the country invited to attend a Graphic Novel Focus Group to spend three days talking to graphic novel publishers. She also represented American libraries at a workshop for Canadian publishers.
- MTV contacted the Youth Services Consultant to invite public libraries in New Jersey to participate in the screening process for the MADE TV show. Teens on the show are helped to achieve their life's dream. MTV recognized public libraries as the place to go to identify potential future candidates for the show. Our Consultant used the Bureau's listserv to get out the word. The program was so successful that the show's producer asked for her help to set up a second round of visits in New Jersey, Pennsylvania, and New York.

Awards and Honors

State Librarian Norma Blake received a Leadership Award from the Colleges and Universities Section of NJLA.

The Library Development Bureau (LDB) was chosen as this year's recipient of the American Library Association/Association of Specialized and Cooperative Library Agencies (ASCLA) Leadership Achievement Award. This award was presented at the annual ALA conference in June.

LDB's Grants Coordinator was elected as a member-at-large to the State Library Agency Sections of ASCLA. The Youth Services Consultant was reelected to ASCLA's Board as a member-at-large.

The Jersey Shore University Medical Center's Booker Library was nominated by the State Library and received a National Commission on Libraries and Information Science (NCLIS) Award for its model consumer health program.

The Plainsboro Public Library was nominated by the State Library and received an award for an innovative pilot project serving girls and women.

The Youth Services Consultant was elected Vice President/ President Elect of the National Summer Reading Collaborative.

Library Laws of New Jersey

Bureau staff worked on three regulations set to expire in 2004 - 2005. The first of these includes federation of city-county libraries (N.J.A.C. 15:20) and allows for counties and municipalities to establish, by contract or agreement, "a federation of their libraries for the purpose of providing such co-operative library services as shall be thereby agreed upon." These regulations were readopted by the Thomas Edison State College Board without change.

The second, the Library Network Law (N.J.A.C. 15:22), provides for "the establishment and designation of regions and regional library cooperatives designed to promote the cooperative use of services and materials of all types of libraries in the State through the provision of library services on a regional as well as statewide basis." This regulation was readopted by the Thomas Edison State College Board with changes, including revising the duties of the advisory board.

The third, the State Library Aid and Grants (N.J.A.C. 15:21), has as its purpose to "describe the library grant programs available from State funds and to establish general rules for the application process." The largest of these programs is Per Capita State Aid. Some of the changes that have been made to improve library service in the state include requiring a minimum amount of continuing education for staff and trustees, and increasing the penalties for non-compliance. This regulation was readopted by the Thomas Edison State College Board with these changes.

Members of the library community were selected to serve on committees to update the Network and State Aid regulations.

Partnerships

The Verizon Telecom Pioneers, the Verizon Foundation, and Verizon-New Jersey sponsored a Walk for Literacy raising \$35,000 for statewide library literacy programs. The funding provided Emergent Literacy Kits valued at \$300 each to New Jersey libraries.

LDB completed its contribution to the Partnership for a Nation of Learners grant in cooperation with the Newark Museum and the New Jersey Network.

LDB is looking toward establishing partnerships with the arts community, as well as with other governmental agencies, such as the Department of Labor. This is to meet the diverse needs of mutual constituents as well as to explore shared funding opportunities.

A major fundraising partnership was developed with Barnes & Noble, to donate a percentage of sales at all New Jersey stores during two days in September to New Jersey's libraries.

LDB partnered with the Jersey Shore University Medical Center to win a grant in the amount of \$32,853 from the National Network of Libraries in Medicine (NLM). This grant will fund training of librarians and the public in the use of NLM databases. A focus will be to train seniors, ages fifty-five and older, to use these databases for find information on Type II diabetes.

Consulting Program

Library Development consultants responded to inquiries from the New Jersey library community on a wide variety of subjects related to libraries. Among these were library law; governance; library planning; operations; finance; personnel; procurement; association with county libraries; state aid; public buildings; safety; librarian certification; and new state and federal legislation.

Grants and Aid Programs Administered by the New Jersey State Library

The use of state and federal funds, administered by the State Library, is regulated by the *New Jersey Administrative Code* and the Library Services and Technology Act (LSTA).

State Aid Programs**Total Funding Awarded to Libraries: \$8,578,316**

The State budget includes annual appropriations for the following library state aid and grant programs: Per Capita Aid for Public Libraries; Incentive Grant; Emergency Aid; Library Development Aid; Virtual Library Aid and New Jersey Library Network Aid.

PER CAPITA AID TO PUBLIC LIBRARIES

In FY2005, \$8,578,316 in Per Capita Aid to Public Libraries was distributed to municipalities and counties in New Jersey as follows:

**Per Capita Aid Distributed To Public Libraries by County
in FY2005**

<u>COUNTY</u>	<u>TOTAL</u>	<u>COUNTY</u>	<u>TOTAL</u>
Atlantic	\$247,135	Middlesex	\$805,318
Bergen	\$895,958	Monmouth	\$496,837
Burlington	\$442,037	Morris	\$478,945
Camden	\$572,327	Ocean	\$519,001
Cape May	\$86,410	Passaic	\$536,177
Cumberland	\$129,271	Salem	\$15,038
Essex	\$859,262	Somerset	\$308,524
Gloucester	\$270,880	Sussex	\$146,626
Hudson	\$547,207	Union	\$585,953
Hunterdon	\$123,695	Warren	\$119,910
Mercer	\$391,805		

The annual survey of *New Jersey Public Library Statistics* and the Equalized Valuation table were posted on the State Library Web site, enabling library directors to view and compare library measurements and equalized valuations for their own and all New Jersey municipalities. This key data is extremely useful to library directors for strategic planning and budget presentations.

INCENTIVE GRANT PROGRAM

This program was not funded in FY2005.

VIRTUAL LIBRARY AID

The aim of the Virtual Library Aid program is to provide Virtual Library services 24 hours a day, 7 days a week. Basic services include access to selected online databases and full-text of magazine, newspaper and scholarly journal articles, and Internet access for public libraries through an infrastructure of 14 Hub Libraries. The Hub Library Network and the Statewide Database License program were funded in FY2005

Hub Library Network

The Hub Library Network is composed of public and academic libraries, library computer consortia, and the State Library which blankets the state and provides public libraries with rapid, free Internet access and technical assistance. Eighty-eight percent of the public libraries in the state now have Internet access through the Network.

In FY2005 \$1,300,000 provided Hub library members' fees for the Internet Service Provider; funding for line charges from the Hub Library to the Internet; and technical support for the library members' local connections to the Hub. Many Hub Libraries also provide members with e-mail service and Web page hosting.

The 14 Hub Libraries are as follows:

- Atlantic County Library
- Bergen County Cooperative Library System (BCCLS)
- Burlington County Library
- Camden County Library
- Cumberland County Library
- Gloucester County Library
- Libraries of Middlesex Automation Consortium, (LMxAC)
- Morris Automation Information Network, (M.A.I.N. Inc.)
- Monmouth County Library
- New Jersey State Library
- Newark Public Library
- Ocean County Library
- Passaic Automated Library System, (PALS Plus)
- Raritan Valley Community College Learning Resources Center

In FY2005, the New Jersey State Library Information Technology (IT) staff partnered with Verizon and the Cisco Systems, embarking on a year-long design and planning process related to the statewide technology services improvement initiative. The existing Hub library system of 14 separate networks will be gathered into one statewide network and support organization. The new infrastructure design will feature a fully redundant and scalable network. Verizon has agreed to commit \$1.75 million in equipment and services from the Access New Jersey program to the project. The implementation phase will continue through July 2006.

The New Jersey State Library IT staff also continued with an aggressive internal network upgrade project that included server consolidations, desktop computer replacements, and a firewall upgrade. In addition, New Jersey State Library IT staff visited over 25 libraries statewide to provide consulting assistance on facilities design for technology, technology planning, and software and hardware guidance.

Statewide Database Licenses

A statewide contract allows free access for public, school, and not-for-profit libraries and their remote patrons to EBSCO databases. Other contracts allow for free access for all public libraries to the following databases: Gale Custom Newspapers, Facts on File, Informé, Novelist and Gale Archival Contemporary Authors. In FY2005, Virtual Library Aid was used in combination with LSTA and New Jersey Library Network Aid grant programs to provide access to 27 key information databases.

LIBRARY DEVELOPMENT AID

In FY2005, \$256,700 in carry-forward library development aid was used to fund wholly or in part the following programs:

Reference Service Enhancement Grants	\$ 74,000
Library Leadership Training	\$ 27,700
Center for the Book	\$ 10,000
One Book New Jersey	\$ 5,000
Open Borrowing Program for Library Computer Consortia	\$ 30,000
Tutor.com	\$ 70,000
Multi-MAC	\$ 40,000

NEW JERSEY LIBRARY NETWORK AID

The New Jersey Library Network, authorized in *N.J.S.A.* 18A:73-35a et. seq., was established to: provide residents with full and equal access to library programs and materials not available in their local communities; and promote cooperation among libraries. In order to accomplish these goals, the state has been divided into four regions, each served by a Regional Library Cooperative (RLC). The RLCs are non-profit, membership organizations which encourage libraries of all types, public, academic, institutional, special, and public/non-public school library media centers, to join the New Jersey Library Network through membership in one of the RLCs. Each member library contributes to the services and resource-sharing activities of the Network.

Regional Services

The Regional Library Cooperatives provide the following services to Network members in their regions:

- information/reference services to supplement those provided by member libraries;
- delivery services for library materials;
- technology initiatives;
- technical support services; and
- continuing education.

In addition, each RLC provides a variety of other services to its members, such as access to reference databases, consultant services, and book evaluation programs.

REGIONAL LIBRARY COOPERATIVES/NEW JERSEY LIBRARY NETWORK OVERVIEW

The four Regional Library Cooperatives (RLCs) together with the State Library comprise the New Jersey Library Network, linking over 2500 libraries of all types statewide:

- **Central Jersey Regional Library Cooperative** (www.cjrlc.org) serves libraries and residents in Mercer, Monmouth and Ocean counties.
- **Highlands Regional Library Cooperative** (www.hrlc.org) serves libraries and residents in Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren counties.
- **INFOLINK, the Eastern NJ Regional Library Cooperative**, (www.infolink.org) serves libraries and residents in Essex, Hudson, Middlesex and Union counties.
- **South Jersey Regional Library Cooperative** (www.sjrlc.org) serves libraries and residents in Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester and Salem counties.

The mission of the Regional Library Cooperatives is to create a community of cooperating libraries where every library is a gateway and a guide to the universe of information and a destination of choice for its customers. Cooperatives help libraries to transcend political and economic boundaries by sharing resources and expertise that enable people to get information when and where they need it. RLCs provide information for new library and technological developments; offer continuing education, technical training and support; and serve as incubators for new program ideas that will expand access to information and resources for all New Jersey residents.

Services provided by the RLCs are funded from tax funds appropriated by the New Jersey Legislature for the New Jersey Library Network. The New Jersey State Library organizes, supervises and funds the network.

Each RLC brings libraries together to promote cooperation and to facilitate the effective sharing of resources, information, and services. The network includes public, academic, school, institutional, law, medical, corporate, not-for profit libraries and library related agencies.

Membership in a Regional Library Cooperative and the New Jersey Library Network enables, enhances, and strengthens an individual member library's ability to serve local clientele through

- quality, licensed 21st-century information through the JerseyClicks Web portal;
- 24-Hour information service online through Q and A NJ.org;
- statewide interlibrary loan services through the JerseyCat online catalog;
- statewide courier delivery service among libraries;
- statewide database access and database discount program;
- regional incubator projects to test and inaugurate new services;
- coordinated book selection and programming for children;
- backup reference assistance; and
- continuing education workshops; hands on technical training; and programs of study in supervision, leadership and training skills for all library staff.

Central Jersey Regional Library Cooperative (CJRLC) serves libraries and residents in Mercer, Monmouth, and Ocean Counties.

Executive Director: Connie Paul

Address: 4400 Rt. 9 South, Suite 3400, Freehold, NJ 07728

Phone: 732-409-484 Fax: 732-409-6492 Email: connie@cjrcl.org

Web site: www.cjrcl.org and www.becomealibrarian.org

Major Accomplishments for FY2005

Preparing the workforce for 21st century skills

Offered leadership training with LSTA funding from the New Jersey State Library. Held the New Jersey Academy of Library Leadership for mid-career librarians to train them for leadership responsibilities; offered the 3Rs Retreat for Seasoned Librarians who encourage experienced librarians to set new goals; and made available "*Leading from Any Position*" to library staff across the state, so paraprofessionals and librarians ready for more responsibility could consider leadership roles. CJRLC also managed the Emerging Leaders program for the New Jersey Library Association for librarians with less than three years in the profession.

Recruiting a new, more diverse workforce for New Jersey Libraries

Maintained and expanded our nationally recognized recruiting Web site:

www.becomealibrarian.org. Produced and distributed a DVD to all New Jersey public, academic and high school libraries, "*Recruiting Urban Librarians*." Library staff from Newark, Paterson and Trenton public libraries were featured. It has also been distributed nationally. A new teen recruiting brochure, "*The Mystery of a Fulfilling Career*" was designed, produced and distributed statewide. Both projects were funded with LSTA funds from the New Jersey State Library. CJRLC also participates in the management of the Institute for Museum and Library Services grant, "Diversity: A Cornerstone for Recruiting Librarians and Library Staff for New Jersey's Urban Libraries."

Introducing library services to an immigrant population

Partnered with the New Jersey State Library to offer bi-lingual storytelling programs in 14 libraries, by hiring a bi-lingual student to work with the librarian to reach the target community and build bi-lingual collection.

Helping our members better serve their patrons

Produced and distributed a CD of CJRLC services for members featuring 22 librarians from CJRLC explaining a CJRLC service that they value. Offered workshops and classes to meet a variety of member needs including reference skills training for all staff, book repair, customer service, planning programming, EBSCOhost and SIRS training, legal and mental health issues, and more. Visited 32 libraries to explain and promote CJRLC services.

Highlands Regional Library Cooperative (HRLC) serves public, school, academic and special libraries in Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren counties.

Executive Director: Joanne Roukens

Address: 66 Ford Road, Suite 124, Denville, NJ 07834

Telephone: 973-664-1776, Fax: 973-664-1780, Email: jroukens@hrlc.org,

Web site: www.hrlc.org

Major Accomplishments for FY2005

Developed partnerships to serve and educate New Jersey's youth

Librarians throughout the state used the statewide Book Evaluation database to choose the best books for promoting literacy in their schools and communities. Educators used the "student review" feature of the database to foster a love of reading. Over 200 students participated. The database was created by the HRLC Youth Services Committee and is hosted by the New Jersey State Library. The committee brings all types of librarians who work with youth together to share resources and expertise. HRLC provided specific training to school librarians, preparing them to address the information literacy components of New Jersey's core curriculum.

Brought emerging technologies to New Jersey residents

The HRLC Technology Committee enabled libraries to integrate cutting-edge technology into library services. The committee educated librarians through programs, roundtables, and online resources on topics such as wireless technologies, computer security, training for the public, and weblogging.

Revitalized customer service in libraries

HRLC took a leadership role in promoting excellent customer service in New Jersey's libraries. Four hundred library staff members statewide improved their customer service skills and policies through HRLC's customer service workshops. HRLC assisted NJLA in coordinating the "Lessons from the Nordstrom Way" programs, reaching an additional 200 staff members. HRLC financially supported the Statewide Diversity Conference and hosted a program to improve library services to Latino residents, the state's fastest-growing immigrant population.

Trained library staff to serve today's customers

Library staff throughout the region stayed well-informed through HRLC's classes devoted to a wide range of technical skills, information techniques, library issues and professional skills. Super Library Supervisors training, which HRLC coordinates on behalf of the New Jersey Library Network, has empowered over 270 library staff members to manage their libraries more effectively; over 135 of these have completed advanced training. HRLC helped coordinate the State Library's Train-the-Trainer program, which has trained over 200 library staff members to teach computer skills, information literacy, career planning, and research skills to New Jersey residents.

Shared resources to provide customers with quality information

Libraries, schools and colleges provided materials to customers throughout the state using the Regional Library Cooperatives' delivery system. Residents had access to high-quality

information resources at their libraries, schools and homes through the Regional Library Cooperatives' program of database discounts to libraries and other information services.

Promoted library services

The HRLC Continuing Education Committee, with the HRLC Marketing Task Force, harnessed the creativity of its members in getting the word out about libraries. Through a marketing contest, marketing summit, and circulating resources, libraries learned strategic, cost-effective methods to reach current and potential customers.

INFOLINK, the Eastern New Jersey Regional Library Cooperative serves over 850 public, school, academic, special and institutional libraries in Essex, Hudson, Middlesex, and Union counties.

Executive Director: Cheryl O'Connor

Address: 44 Stelton Road, Suite 330, Piscataway, NJ 08854

Phone: 732-752-7720 / 866-505-5465; Fax: 732-752-7785 / 800-793-8007

Email: coconnor@infolink.org, Web site: www.infolink.org

Major Accomplishments for FY2005

Fostered library response to the needs of the increasingly diverse people they serve

INFOLINK collaborated with the New Jersey State Library, the Highlands Regional Library Cooperative, Rutgers Library School, and publisher John Wiley & Sons in joint sponsorship of the first statewide conference, *One Community New Jersey: Diversity in Libraries*. Under INFOLINK's management, 200 participants were empowered to take action so that local libraries would reflect and better serve their widely diverse communities. The conference influenced similar activity across the country and catapulted New Jersey's libraries into the national press.

Extended local library dollars through discount programs

Infolink took the leadership role to save libraries money on their online database subscriptions by negotiating pricing and offering group discounts for numerous Web-based electronic library resources. These databases help libraries to assist their customers who are doing school and academic research, developing their businesses and careers, and researching personal questions. Twenty-five vendors offered discounts statewide through the four New Jersey Regional Library Cooperatives. Other discounted programs included the *Computers in Libraries* and the *Internet Librarian* Conference. The region also facilitated group purchase of Early Literacy workstations.

Empowered library staff to assist customers in current technologies

Staff in libraries across the region increased skills and knowledge through INFOLINK's continuing education program. The Program Coordinator and Career Development Committee guided 95 workshop opportunities for continuing education for which 663 individual library staff registered for 1220 sessions. The Technology Committee developed a Tech Talk series that focused on "What your users are doing" which educated librarians on blogging, downloading music, internet telephone/voice over IP (VOIP), and digital photography. The fourth annual, and very popular, Technology Conference focused on cutting-edge technologies. The Cooperative

experimented with an online Web site training class to help library staff go from someone who wishes they could create web based information to someone who can.

Shared resources to provide customers with quality information

Public libraries, schools, colleges, and hospitals provided materials to customers throughout the state using the Regional Library Cooperatives' delivery system. INFOLINK facilitated this resource sharing and saved money for member libraries by paying for the efficient transport of over 160,000 packages among libraries for their customers.

Marketed New Jersey's libraries, services and Web sites to customers

With LSTA funding through the New Jersey State Library, Infolink continued the Super Librarian statewide marketing campaign through a statewide back-story contest for teens, celebrations for the winners, and development of a Super Librarian comic book. The online store opened in late November and offered 30 unique items such as shirts, mugs, and tote bags to colleagues and library supporters. Over 550 items sold with \$5,666 in total sales and \$1250 profit earned for the campaign. Purchases came from 26 States and five countries outside the United States which extended the visibility of New Jersey libraries across the world.

South Jersey Regional Library Cooperative (SJRLC) serves libraries and residents in Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester and Salem counties.

Executive Director: Karen Hyman

Address: 10 Foster Avenue, Suite F-3, Gibbsboro, NJ 08026

Phone: 856 346-1222 Fax: 856 346-2839 Email: hyman@sjrlc.org Web site: www.sjrlc.org

Major Accomplishments for FY2005

Provision of a full suite of services to effectively share resources among South Jersey Libraries

SJRLC delivery, electronic resource and information services made the collective resources of New Jersey libraries available to all of our residents.

Training the 21st century workforce

Through more than 500 hours of training opportunities, SJRLC fostered the skills that library staff use every day to serve the 21st century customer.

Managing Q and A NJ.org, statewide live, interactive information service on the Web

For the fourth year, SJRLC managed this highly visible, nationally recognized service. We delivered 24/7 information service to New Jersey residents and coordinate the training, scheduling and efforts of more than 300 librarians in 40 libraries statewide.

Creating wireless hotspots in South Jersey libraries.

In South Jersey, residents can expect that a public library means free wireless access to the Internet. As of March 31, 2005, there were 60 library locations offering free, high speed wireless Internet access for the public in every county in South Jersey. The average cost to install a wireless network was \$850 dollars.

Developing “Get a Library Card Online,” which will make it possible for every New Jersey resident to apply for a local public library card online and to receive it by mail

The system will also provide temporary number that could be used to search State funded databases immediately. SJRLC put together regional, state, and Access Pennsylvania funds and worked with 15 libraries to develop this project.

Implementing the Trading Spaces Project to help libraries use affordable merchandising techniques to effectively organize and display their collections

More than 500 New Jersey Library staff have participated in workshops and/or tours or attended conference programs on the nationally recognized Trading Spaces Project. Check out of library materials is up 45 percent at our demonstration library, and 90 percent of attendees have made changes in their own libraries as a result of this project. The objective, to change the public perception of libraries in New Jersey, was successful.

In FY2005, the Regional Library Cooperatives received \$3,342,500 for regional services as follows:

<u>RLC</u>	<u>COUNTIES SERVED</u>	<u>FUNDING</u>
Highlands	Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex, Warren	\$979,416
INFOLINK	Essex, Hudson, Middlesex, Union	\$957,509
Central Jersey	Mercer, Monmouth, Ocean	\$622,302
South Jersey	Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Salem	\$783,273

Statewide Services

A number of supplemental reference, interlibrary loan and continuing education service programs are provided by the State Library to all 2,500 Network members. In FY2005 \$2,227,490 in current and carry-forward library network aid funded fourteen service programs wholly or in part, as follows:

Statewide Contract Libraries	\$383,000
Newark Public Library	
New Jersey State Library	
Rutgers University	
University of Medicine and Dentistry of New Jersey	
Statewide Database Licenses	\$532,000
(Also funded by the Library Services and Technology Act and Virtual Library Aid)	
Statewide Information Technology	\$343,914
State Library Information Technology	\$540,576

Interlibrary Loan Net Lender Compensation Program	\$ 35,000
JerseyCat Statewide Interlibrary Loan System	\$186,000
Statewide Marketing	\$ 30,000
Northeast Document Conservation Center	\$ 10,000
Summer Reading Program	\$ 59,000
Diversity Conference	\$ 6,000
Train the Trainer	\$ 5,000
Wireless Demonstration Project	\$ 15,000
Author Conference	\$ 2,000
Reference Service Enhancement Grants	\$ 12,500

The Library Services and Technology Act (LSTA), authorized in PL. 108-81, as amended, provides federal funding for library programs. These funds are awarded to the State Library by the Institute of Museums and Library Services (IMLS). LSTA funds are generally used as "demonstration funds" or "seed money" to enable libraries to initiate programs which would not be possible without outside funding. LSTA is not intended to supplant local responsibility or provide support for basic services.

The focus of the Act is on two key priorities: information access through technology; and targeting library and information services to persons of all ages who are having difficulty using a library and/or who are unserved or underserved in their communities. Funds support grant programs for libraries and statewide services. LSTA was re-authorized effective October 1, 2003, defining four priorities, which were incorporated into the FY2005 plan. The *LSTA Five Year Plan* states that, depending on the focus of the grant program, public and academic libraries, library computer consortia and Regional Library Cooperatives will be eligible to apply for federally funded grants. Libraries of all types will be eligible to receive services resulting from the implementation of the project specified in the grant program.

LSTA regulations allow the State Library two years to expend an annual allocation. Under these circumstances, it is common for grants awarded in a particular fiscal year to be paid for out of both current and previous year LSTA allocations. Therefore, the total of grants awarded in a particular fiscal year may not be the same as the allocation for that fiscal year.

In FY2005, LSTA funds were used to fund library grants programs and services for: information access through technology; services to targeted populations with special needs; and statewide services.

Information Access through Technology funded by LSTA

In FY2005, \$1,215,000 in LSTA funds were expended for the following technology programs and services:

- **JerseyCat Statewide Interlibrary Loan System** – Nearly 800 libraries participate in JerseyCat. A major system upgrade was completed in June, 2005. A new training program was introduced on customizing the local library's JerseyCat search screen. FY2005 results are as follows:
 - Over eight million catalog searches were performed by library staff and the public, up 267 percent from three million in FY2004;
 - 155,257 requests were made, up 29 percent from 120,109 in FY2004; and
 - 113,188 requests were made (73 percent fill rate), up 22 percent from 92,834 requests in the previous year.
- **JerseyClicks Statewide Database Portal** – During FY2005 marketing activities included distribution of 1200 posters to libraries, 400,000 bookmarks to state employees

and library users, and numerous training sessions and conference presentations. Over 200 libraries placed a link to JerseyClicks on the local library Web site. Since its introduction in 2004, 1,300,000 database searches have been made by library customers and staff, and nearly 95,000 customers and staff have logged on to JerseyClicks. Statewide access to twenty-seven full-text databases was initially offered via JerseyClicks when the portal was implemented in 2004.

In May 2005, ReferenceUSA was added to JerseyClicks as part of the New Jersey Knowledge Initiative. Other databases may be added in the near future. Other technology programs supported with LSTA funds include: New Jersey Union List of Serials (NJULS); QandANJ.org: Interactive Real-Time Reference Service; Statewide Database Licenses; and Database access for New Jersey's Virtual Academic Library Environment (VALE).

Services to Targeted Populations with Special Needs Funded by LSTA

The LSTA Services to Targeted Populations with Special Needs priority supports grant programs to libraries and statewide services for library and information services to persons of all ages who are having difficulty using a library and/or who are unserved or underserved in their communities. The *LSTA Five Year Plan* targets these services for persons of all ages who are having difficulty using a library, with priority given to persons with disabilities (visual, physical, hearing, learning, etc.); persons for whom English is not their native language; persons lacking literacy skills; persons who are unemployed; and persons who are economically disadvantaged.

In FY2005, LSTA funds were expended for the following grant programs and services:

- Library for the Blind and Handicapped;
- Multilingual Materials Acquisitions Center (MultiMAC);
- Public Library Literacy Programs;
- Statewide Recruitment of Professional Librarians;
- Trustee Training Institute; and
- Library Leadership.

Statewide Services Funded by LSTA

In FY2005, the LSTA funds also partly supported Library Development Bureau staffing to implement the following statewide programs:

- Bill & Melinda Gates Foundation New Jersey Partnership Program;
- Children and Young Adult Consulting Services;
- E-Rate and Technology Planning Assistance;
- JerseyCat Statewide Interlibrary Loan System;
- LSTA State Plan Administration;
- New Jersey Digital Highway;
- Site Visit Program;
- State Library Information Technology;
- Train the Trainer Workshop; and
- Trustee Training Institute.

NEW JERSEY LIBRARY FOR THE BLIND AND HANDICAPPED

The New Jersey Library for the Blind and Handicapped (LBH) provides public library services by mail to New Jersey residents of all ages who cannot easily read standard printed materials because of a visual impairment, a physical handicap or a learning disability of physical origin. LBH has received estimates from the New Jersey Commission for the Blind and Physically Impaired that there are 290,000 blind and visually impaired residents in the state. The International Dyslexia Association estimated that there are 860,000 learning disabled residents in New Jersey. There are also 720,000 deaf, hard of hearing, late deafened, and deaf/blind individuals in the state.

LBH maintains the State's largest collections of books and magazines in Braille, large print, and Talking Book audiocassette format, providing free access to over 90,000 informational and recreational titles. LBH circulated 445,006 books and described videos in FY2005. Braille book circulation increased by 87 percent over the prior year, from 5,897 books circulated to 11,036 in FY2005.

FY2005 saw the launch of a new special collection of children's reading kits in support of Braille and English literacy for the blind and dyslexic, with books recorded on tape by either New Jersey authors or State officials packaged with the print/Braille text, enabling kids to listen to and read a book at the same time. Also available, through the generosity of the Friends of LBH, is a collection of 300 audio-described videos, where voiced descriptions of on-screen action supplement the dialogue, allowing blind and sighted family and friends to enjoy a film together. LBH customers benefit from a variety of electronic resources, including Web-Braille books available over the Internet from the National Library Service for the Blind and Physically Handicapped (NLS), as well as NetLibrary electronic books, JerseyClicks magazine and newspaper research databases, Tutor.com homework help, and Q and A NJ.org 24-hour live online reference service made available through the New Jersey State Library.

In partnership with the New Jersey Commission for the Blind and Visually Impaired (CBVI), LBH lends assistive technology to CBVI clients statewide. Supplementing this loan program, CBVI has proposed to relocate the Toms River Office Regional Technology Assistance Center to LBH in FY2006, and LBH initiated plans in May for conversion of the appropriate LBH space. CBVI will supply computer stations equipped for the blind, a variety of Braille devices, CCTVs, and other assistive technologies to assist in evaluations of equipment needs for senior and vocational rehabilitation clients. LBH also hopes to begin offering computer classes for visually impaired seniors in this space.

Also new in FY2005, LBH administered the CBVI-sponsored NFB-NEWSLINE service in New Jersey, giving eligible residents audio access to over 170 newspapers (two in Spanish) and 3 magazines via toll-free telephone. Audiovision, LBH's radio reading service, broadcasts round-the-clock specialized programming either through loaned pre-tuned receivers or over the Internet. In Audiovision's studio, volunteer readers donate over 4,000 hours annually to record news from local papers, grocery ads, and portions of the "TV Guide" for broadcast, as well as books and magazines of special interest to New Jerseyans. Partnering with the National

Federation of the Blind (NFB), this year Audiovision was the first in the nation to make weekly grocery ads recorded in its studio available to NEWSLINE subscribers nationwide.

Through the Deaf and Hard of Hearing Awareness Program (DHHAP), LBH lends assistive devices, such as TTYs and baby-cry signalers, and maintains a special collection of 800 books and videos on Deaf culture, American Sign Language, addiction and recovery, and other topics of interest to New Jersey residents who are deaf, hard of hearing, deaf-blind or late-deafened, and to their friends, families, and the professionals who work with them. The DHHAP also has established 14 Regional Resource Centers (RRC) in public libraries throughout the State which lend assistive devices and a limited collection of similar resources in their local communities. Under a grant from the New Jersey Division for the Deaf and Hard of Hearing (DDHH), LBH and 10 of these RRCs participate in the Assistive Listening Technology Loan program, lending personal and wide-area assistive listening devices to the public, with LBH training RRC public library staff in their use.

In partnership with state and national agencies and organizations, LBH sponsored 12 new public education and literacy programs in FY2005. In a March ceremony at LBH, Anne Rowe, 101, and Anne Sayre, 103, were the first LBH customers in New Jersey inducted into the National Library Services' (NLS) "10-Squared Talking Book Club," established to honor centenarian Talking Book readers across the country. The NLS Director Frank Kurt Cylke traveled from Washington to present plaques to these lifelong bibliophiles, and unveiled the prototype Digital Talking Book (DTB) under development for introduction to the LBH loan program beginning in 2008. The DTB format will be sturdy, easy to use, and of high digital audio quality. To enhance the quality of LBH's local recording program and ensure compatibility with the future DTB format, this year LBH completed installation of one digital recording system in Audiovision, and added digital duplication technology to the Media Production department, whose one-person staff duplicated 12,000 Talking Book and magazine audiocassettes for LBH customers in FY2005.

In October, CBVI and LBH honored 27 New Jersey Braille Literacy Leaders, ages 8 to adult, in the first joint Braille Literacy Press Conference held at LBH. Thomas Edison State College Vice President of Human Resources Carron Albert, State Librarian Norma Blake, New Jersey Department of Human Services Commissioner James Davy and Department of Labor and Workforce Development Division of Vocational Rehabilitation Services Director Thomas Jennings presented certificates of achievement to these outstanding Braille readers to promote public awareness of the importance of Braille literacy to the success of the blind. Research has shown that more than 70 percent of blind people who do not have Braille skills are unemployed. By contrast, 85 percent of those who are Braille-literate hold jobs.

Congressman Rush Holt was the keynote panelist at LBH in April for the "Help America Vote Act (HAVA) Panel Discussion and Accessible and Auditable Voting Systems Display," designed to highlight the ongoing need for the use of voting systems that are both accessible—especially for voters with disabilities—and auditable. Passed in 2002, HAVA is a federal law which provides for federal monies to assist states in upgrading voting equipment and election procedures to protect the right to vote of all citizens, including those with disabilities. Co-sponsored by the National Federation of the Blind of New Jersey, the New Jersey Division of

Elections and LBH, the panel discussion included Rep. Holt, New Jersey State Assemblyman Reed Gusciora, Mr. James McCarthy, Director of Governmental Affairs for the National Federation of the Blind, Mr. Ramon De La Cruz, Esq., Director of the New Jersey Division of Elections, and Ms. Mary Ciccone, Managing Attorney for New Jersey Protection and Advocacy. Additionally, various vendors displayed their voting machines and related equipment for the public, press and government officials. This event drew widespread attention, and over 200 blind, visually impaired and disabled teens and adults attended.

Improving the English literacy of Deaf and Hard of Hearing children was the focus of LBH's new series of American Sign Language (ASL) Children's Story Hours, held monthly from October through June in partnership with New Jersey Division of the Deaf and Hard of Hearing. New Jersey Department of Community Affairs Commissioner Susan Bass Levin, DDHH Director Brian Shomo, New Jersey authors Anita Heyman and S. Ruth Lubka, and other volunteers either read or signed in ASL books at each program, with the assistance of ASL interpreters provided by DDHH, and accompanied by a televised PowerPoint projection of each page as it was read. Twenty-two first-through-third graders from the Marie H. Katzenbach School for the Deaf (MKSD) and their teachers formed the initial core group attending the ASL story hours, which later expanded to include neighborhood home-schooled children, and multiply handicapped teens and learning disabled youngsters aged 10-13 from the Hunterdon County Educational Services Commission School who use ASL in their curriculum, as well as parents, teachers, adults and the press. By June, attendance peaked at 80. To help the children relax as they learned to enjoy reading, certified therapy dogs ranging from a deaf greyhound to an enormous Bernese mountain dog attended each session. In the two final Story Hours, MKSD students wrote and signed in ASL to the group short stories about their favorite therapy dogs, rounding out the literacy component of these programs to include both reading and writing.

With the help of the State Library's new Development Officer, the following fundraising initiatives were developed in FY2005:

- The Lydia Collins deForest Charitable Trust granted \$21,000 for LBH's "Vision Van for Literacy Project" to supplement the Friends purchase of a new delivery van for LBH.
- Plans were initiated for the creation of a Sensory Garden for the disabled in the building's interior courtyard with promises of a one-year loan of a sculpture from sculptor Seward Johnson's Sculpture Foundation, and a garden design by renowned landscape architect Brian Carey of the Grounds for Sculpture in Hamilton, NJ.
- LBH also received a \$600 grant from the Zonta Club of Trenton/Mercer County for the creation of six new Childrens Reading Kits for LBH's specialized collection.
- Arrangements were made for the Friends to be added to the Mercer County United Way's Employee Charitable Giving Code Book for the FY06 Campaign.

LBH continued with marketing and outreach efforts in FY2005. LBH estimates that close to 21,000 people were reached through LBH's outreach events. LBH also estimates reaching over 14,000 individuals through its 88 mailings during the year.

LBH invested in staff training and development in FY2005. Two staff members received a three-day orientation at the National Library Services for the Blind and Physically Handicapped in Washington, D.C. Two staff members attended the Northern Regional Conference of Librarians Serving Blind and Physically Handicapped Individuals in New York City. Other staff obtained training in software for Audiovision, fundraising, publicity, youth services and programming, Braille, and book repair.

STATE LIBRARY INFORMATION CENTER

The State Library Information Center (SLIC) is the operating library of the New Jersey State Library. In continuous operation since 1776, it is the second oldest state library in the United States. It is a full-service library for New Jersey residents, libraries and state employees in the executive, legislative and judicial branches of state government. The staff and students of Thomas Edison State College (TESC) gained full services in 1996 when the State Library affiliated with the college. The State Library is located in Trenton, at 185 West State Street, and is open to the public Monday through Friday from 8:30 a.m. to 5 p.m. and Saturdays, from 9 a.m. to 4 p.m.

Organization

The staff of SLIC is organized into the following sections: General Reference, Special Collections, Law, Access Services (circulation, lending and document delivery) and Technical Services (acquisitions and cataloging). Three branch libraries located at the State's Departments of Banking and Insurance, Environmental Protection and Transportation are staffed with State Library employees and operated under memorandums of understanding.

Collections

The Information Center's more than two million items include a general collection of more than 180,000 items and special collections in the areas of general reference, law, genealogy, periodicals, New Jersey state documents, New Jersey history (Jerseyana), funding information for public benefit organizations, U.S. documents, state documents, emergency management, test books and rare books. Additionally, special collections at the three branch libraries and the state Attorney General's Law Library are included in SLIC's online catalog.

The general collection emphasizes subjects of interest to state employees including, but not limited to, social science, health and medicine, public planning and administration, and public safety.

Services

The Information Center provides full borrowing and lending services and access to electronic resources to state employees in the three branches of state government and to Thomas Edison State College employees and students. State residents, students attending college in the state and people working in the state are welcome to borrow from the library's collections. The library has nine computers with public access to the Internet. All subscription electronic resources are available for use in the library.

More Registered Borrowers

Since January, 2000, increasing the number of borrowers registered with the State Library Information Center has been a prime goal. Over the last five years the number of state employees with State Library borrower's cards has increased 86%. The total number of registered borrowers at the State Library has increased almost 60%. SLIC attributes this growth to outreach to state employees, and fulfilling their need and the need of all New Jerseyans, for quality information. SLIC also attributes this success to our commitment to provide quality information by acquiring excellent resources and delivering excellent customer service.

New System for Interlibrary Loan

This spring, Access Services staff implemented a new software system for interlibrary loan that allows state employees and officials to request books and materials from their office or home computers any time of the day or night. They are no longer restricted to making requests during hours when the library is open. Now they can also review the status of their requests to see when the materials will be available. This new system, called ILLiad, also automatically tracks journal article requests for compliance with copyright law.

For the first time we also made interlibrary loan service available to state residents through the statewide service JerseyCat, which has almost 800 participating libraries.

New Publication

The first issue of *The Link*, a newsletter about resources and services available from the State Library Information Center, was distributed to all state employees in the Trenton area with payroll checks. Response was good, generating more than 100 new registered borrowers, 29 new e-book registrations and new subscribers to another publication, *Selected New Books*, which directly increases borrowing. An article on the state document depository program brought us new contacts at state agencies. Although the first issue was distributed in paper for publicity, future issues will be distributed electronically via email to subscribers and will be posted on the State Library Web site.

New Browsing Collection

In March the library opened to the public a Browsing Collection just off the lobby. Nearly 9,000 volumes with a copyright date of 2000 or later were moved from stacks in the basement to an airy, windowed space at street level. This created a pleasant, comfortable space for visitors to enjoy the newer, non-fiction books in the general collection.

General Reference Move and New Service Desk

A major move and merger occurred this year for reference services. The General Reference collection and librarians re-located to Level 4, joining the Special Collections librarians and collections. At the same time a new functional and attractive handicapped-accessible custom reference desk was designed and installed on Level 4 for ease of service for customers.

Librarians then embarked on intensive training. Each group had to quickly learn how to answer either general questions or questions about the special collections (genealogy, New Jersey history, New Jersey documents, and United States documents).

New Magazine Reading Room

SLIC opened a public reading room adjacent to the magazine collection on Level 2. It is a large, welcoming room near the entrance from the parking garage. Over the year this room has seen a growth in use, from more daily visitors to special events. In April the opening and closing sessions of our third Staff Development Day were held there, accommodating more than 100 library employees. It is a welcome supplemental gathering space to the meeting room on Level 5 which has a capacity of approximately 60.

Outreach

This year law librarians offered instruction on how to do legal research on the Internet. High marks were received from the more than 50 public librarians who attended the two sessions. Orientations to library services and collections were held at the Office of Legislative Services, the State Department of Health and Senior Services, the Treasury Department and the Office of Information Technology. Numerous orientations and demonstrations for public benefit organizations were held in conjunction with the Funding Information for Non-profits Collection. This collection, maintained in cooperation with the Foundation Center in New York, continues to generate interest as we collaborate with our partner the Support Center of Trenton. Outreach to the business community continued with a presentation at the Trenton Small Business Conference and presence at the State Library booth at several other conferences.

Electronic Resources and Web Site

Cyberdesk, the Information Center's portion of the State Library Web site, got a new front page this year making navigation easier for visitors. Cyberdesk consists of more than 200 Web pages rich in content and links. Hits on Cyberdesk approached a total of one million for the fiscal year. The number of searchable databases increased from 188 to 193.

Grant for Digitization

In the fall the Document Association of New Jersey (DANJ) received a grant from the New Jersey Historical Commission in the amount of \$8,200 to digitize the annual reports of the Bureau of Statistics of Labor and Industries of New Jersey, 1878-1916, which is part of our rare books collection. The grant was written by the State Library's New Jersey Documents Collection librarian, who is head of DANJ's state documents interest group. A precursor of the Department of Labor, the Bureau of Statistics was established in 1878 to prepare statistics so that the state might fully develop its manufacturing and industries, create wealth for the benefit of all classes, advance the material interests of the state and its workers, and seek progressive industrial legislation. New Jersey was the fifth state to establish a Bureau of Statistics. These state bureaus are vital to the understanding of early industry and work in America, as there was no federal

bureau of statistics until 1902. This collection tells a story, year by year, of the rising and declining fortunes of various industries and their employees.

Looking Forward

In the coming year, SLIC will emphasize training, publicity and fundraising. Our reference librarians will develop instructional presentations on how to successfully search selected premium databases. SLIC will continue to develop its newsletter, filling it with the best tips and topics such as how to search databases and the Internet. SLIC will revise its brochures and information sheets and continue outreach to state employees. SLIC librarians will design and install ADA-compliant service desks in the lobby and law library. SLIC will continue to seek the help of all state agencies in revitalizing the New Jersey Document Depository program by reminding agencies that they are required to deposit copies of all of their publications, including those born digital, with the State Library.

The marketing unit remained very active in FY2005. Staff continued to arrange for exhibits at the following events:

- The New Jersey Education Association Convention;
- The New Jersey League of Municipalities;
- The New Jersey Conference of Mayors;
- The New Jersey Association of Counties;
- The New Jersey Library Association Conference;
- Trenton Business Week;
- Greater Mercer County and Princeton Regional Chambers of Commerce Business Fairs (3 events); and
- The New Jersey Conference on Small Business.

Articles on the State Library were published in a variety of magazines this year: *LJ Hotline*, The Educational Media Association of New Jersey newsletter, *School Library Journal*, the newsletter of the New Jersey Chamber of Commerce, and others. Press releases were sent out almost every week covering a State Library or LBH service, program, or event. News releases appeared in several major New Jersey newspapers.

With the announcement of the funding of the Knowledge Initiative, several newspapers such as the *Philadelphia Business Journal* and *US 1*, did feature stories on this new service. In addition, ads for the State Library appeared regularly on Channel 19 cable in Camden and Gloucester counties. The State Librarian appeared on Comcast Newsmakers several times this year.

The State Library also held four successful press events this past year. The State Library hosted a press event in cooperation with the National Commission on Library and Information Science in which the Jersey Shore Medical Center Library was honored for promoting consumer health resources and services. The State Library partnered with the Center for the Book and hosted an art exhibit to show the creative work of teens who are at-risk in the Juvenile Justice System of the State. A press conference was held with Verizon to announce a gift of \$1.7 million in equipment for the state's public libraries. A fourth press event was held in South Jersey in cooperation with the South Jersey Regional Library Cooperative to honor Assemblyman Louis Greenwald and Senator Wayne Bryant for their work in helping the State Library obtain funding for the Knowledge Initiative.

In January 2005, a calendar with interior and exterior pictures of many of the completed libraries, was produced and sent to members of the State Legislature and to the libraries awarded funds in the grant program. The calendar received many compliments and requests for additional copies: Many presentations were also given this year on the success of the construction program. A slide presentation was developed and presented for the Senate Education Committee which focused on the strengths and successes of the program. Senator Robert Smith and the New Jersey Secretary of State, Regena Thomas, testified in support of funding for Round II. They were joined by a local mayor who spoke about the impact the Bond

Program had on his library and a local library director who testified for his city's strong need for funds. The Program Manager for the Bond Program also made presentations at the New Jersey Library Association's Annual Conference, the annual building fair of NJLA, and the Libraries of Union Annual Trustee Meeting.

Staff also partnered with the Verizon Telecom Pioneers, the Verizon Foundation, and Verizon-New Jersey to hold the first ever Walk for Literacy, which raised almost \$35,000 to benefit literacy efforts in the state's public libraries. A Walk is currently being planned for October 2005.

In summary, the State Library continues to promote and market its services in order to become, as we frequently say, "the worst-kept secret in town."

The State Library comprises two facilities in Trenton, New Jersey. The State Library building is located at 185 West State Street, and the Library for the Blind and Handicapped is located on Stuyvesant Avenue. LBH shares its building with the Department of Archives and Records Management, which is part of the Department of State.

The Facilities Manager and Support Services Administrator met monthly with the Building Manager from the Department of Treasury to address building concerns. During the year, the Facilities staff of Thomas Edison State College joined the meetings. The Business Officer became the new facilities manager. The Support Services Administrator became the new chair of the building committee, which is an internal committee consisting of staff from both buildings, to look at building issues and concerns.

Some major work was completed on the State Library building this year. The roof was replaced. The electrical data closet project was completed, which provides for telephone and computer connections on Level 2.

LBH faced some difficult building problems this year. Pipes burst at LBH causing some major water problems in the facility. The Library was closed to the public for a short period of time while Treasury cleaned up the area. LBH requires replacement of pipes in the building, which will be a capital budget request for the next fiscal year.

The State Library still has water infiltration problems which have not been corrected over the years. This issue will be addressed again in the capital budget request made in the fall.

This past year saw the move of the Bureau of Bioterrorism of the Department of Health to space on Level 5 in the Library. Treasury improved the lighting and electrical work in the area prior to the Bureau's move. The State Library is currently the temporary home to this Bureau until the Department of Health finds permanent quarters for the Bureau.

Internally, staff and service areas moved this year. The reference department was consolidated on Level 4 and a new handicapped accessible information desk was purchased for this area. Books were moved from Level 1 to Level 3 and a browsing collection was established on Level 3 for the use of the public. Level 1 will be closed to the public later in the year.

The State Library continues to reaffirm its need for a new building or an addition with renovations to the current building. The State Library and Thomas Edison State Library continue to advocate for a new library building. \$31 million is proposed for the State Library in the bill A760/2448 currently in the Legislature.

Summary of Revenue and Expenses for the Fourth Quarter, Ending June 30, 2005

Revenues

The State Library receives revenue from two primary sources, state appropriations and federal grants. For FY2005 the total revised revenue budget was \$33,603,339, including \$8,578,000 in state aid appropriations retained by the New Jersey Department of Treasury for the payment of state aid to libraries. This revised revenue figure now includes the \$6,900,000 increase that was appropriated to the State Library in FY2005 Appropriations Act. Of this amount, \$900,000 supports State Library salaries, book purchases, and other operating costs to maintain current services; the \$6 million will provide entrepreneurs, small businesses, researchers and students in New Jersey higher education institutions access to valuable electronic databases. These new funds were released at the end of the third quarter of the current fiscal year. The State Library realized \$29,914,608 in total revenue from all sources for the fourth quarter, or 89 percent of its total budget.

The revised revenue budget administered by the State Library for FY2005 is \$25,025,339. The revenue budget consists of \$10,802,565, for State Library operations, \$6,511,512 in state aid grants, and \$7,711,262 in federal grants.

In the operating fund, revenue collections at the end of the fourth quarter were \$10,911,118, or 101 percent of budget. Revenue collections for state aid funds were \$6,454,289, or 99 percent of budget. In comparison, revenue collections for the prior fourth quarter were \$3,986,491 and \$6,282,183 for the operating fund and state aid fund, respectively.

The State Library currently was awarded \$7,711,262 in federal library funds, exclusive of indirect costs. This amount comprises approximately \$4,251,941 for FY2005 Library Services and Technology Act (LSTA) grant appropriation; \$2,970,758 remaining for the FY2004 LSTA appropriation; and \$488,563 remaining from the Institute for Museum and Library Services (IMLS) recruitment grant. Actual federal drawdowns at the end of the fourth quarter were \$3,971,201, or 52 percent of available funding, as compared to \$4,198,982 for the same period last year. The total federal drawdown represents \$3,897,818 in LSTA and \$73,383 in the recruitment grant.

The State Library received \$151,836 in federal indirect cost recovery in FY2005. Since its affiliation with Thomas Edison State College on July 1, 1996, the State Library has recovered \$1,411,253 in indirect costs.

Total revenue at the end of the fourth quarter for photocopy and database search services and other miscellaneous services was \$101,734, as compared with \$33,883 for the same quarter of last year. Fourth-quarter interest income totaled \$124,478, as compared with \$27,696 for the same quarter in FY2004.

The State Library received \$234,648 in donations and gifts as of the end of the fourth quarter, compared with \$166,895, for the same period last year. This amount comprises \$5,911 in donations received for the LBH, \$194,720 from the Gates Foundation for library grants and \$34,017 from Verizon for literacy grants. The Endowment Investment account has a book value

of \$935,487, as compared with \$1,035,825 for the same period last year. This represents a 9.7 percent decrease.

In addition, the State Library continued to assist in the administration of a \$45-million bond issue for the construction of public library facilities. In total, the State Library approved the applications of 68 municipalities. All of the municipalities submitted the required paperwork to Educational Facilities Authority as they become eligible for a payment. Of these 68, 62 municipalities received \$35,274,210 in payments. Of these 62, 35 municipalities were paid in full. The remaining six municipalities still to receive any payments are in the process of completing the requirements for the EFA in order to become eligible for library construction funds.

Expenditures

The State Library expended from all sources \$22,263,796, or 66 percent of its total revised budget of \$33,598,339. In comparison, \$22,593,217 was expended during the same period in FY2004.

The State Library expended \$4,573,523, or 42 percent of the Direct State Services revised budget of \$10,802,565. State aid expenditures were \$5,148,159, or 79 percent of the revised budget of \$6,506,512. In comparison, at the end of the fourth quarter of FY2004, State Library expenditures equaled \$3,780,023 and \$6,036,212 for Direct State services and State Aid expenditures, respectively.

A total of \$8,578,000 in State Per Capita Aid was distributed to 349 qualifying counties and municipalities for the provision of local library services.

Federal grant funds amounting to \$3,964,114, or 51 percent of the grant awards available, were expended of the revised federal budget of \$7,711,262, compared to \$4,198,982 in FY2004.

CHARTS



NEW JERSEY STATE LIBRARY
ORGANIZATIONAL CHART

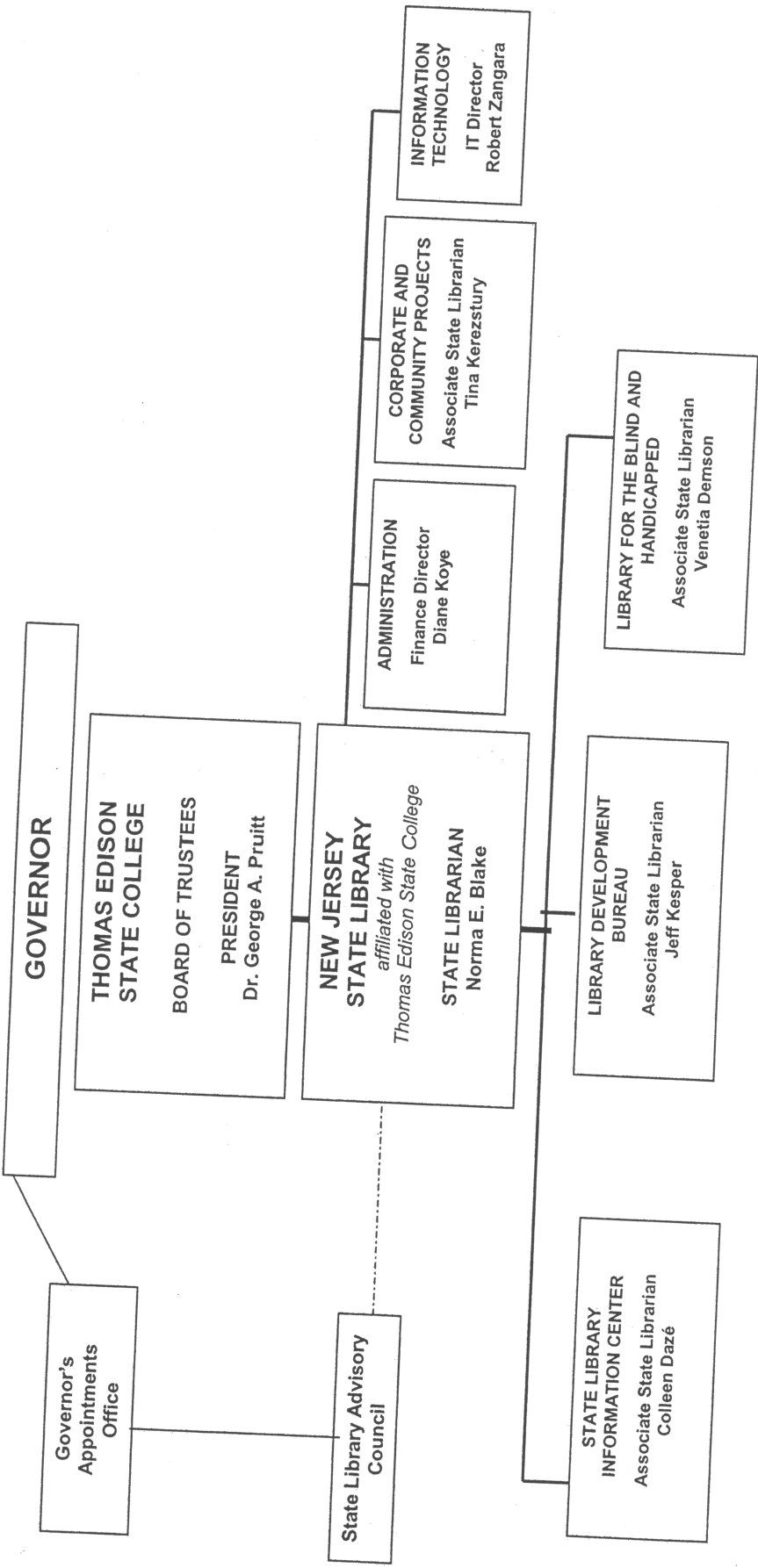


CHART B
NEW JERSEY STATE LIBRARY
JerseyCat Catalog Searches performed by Library Staff
FY 2004 and FY 2005

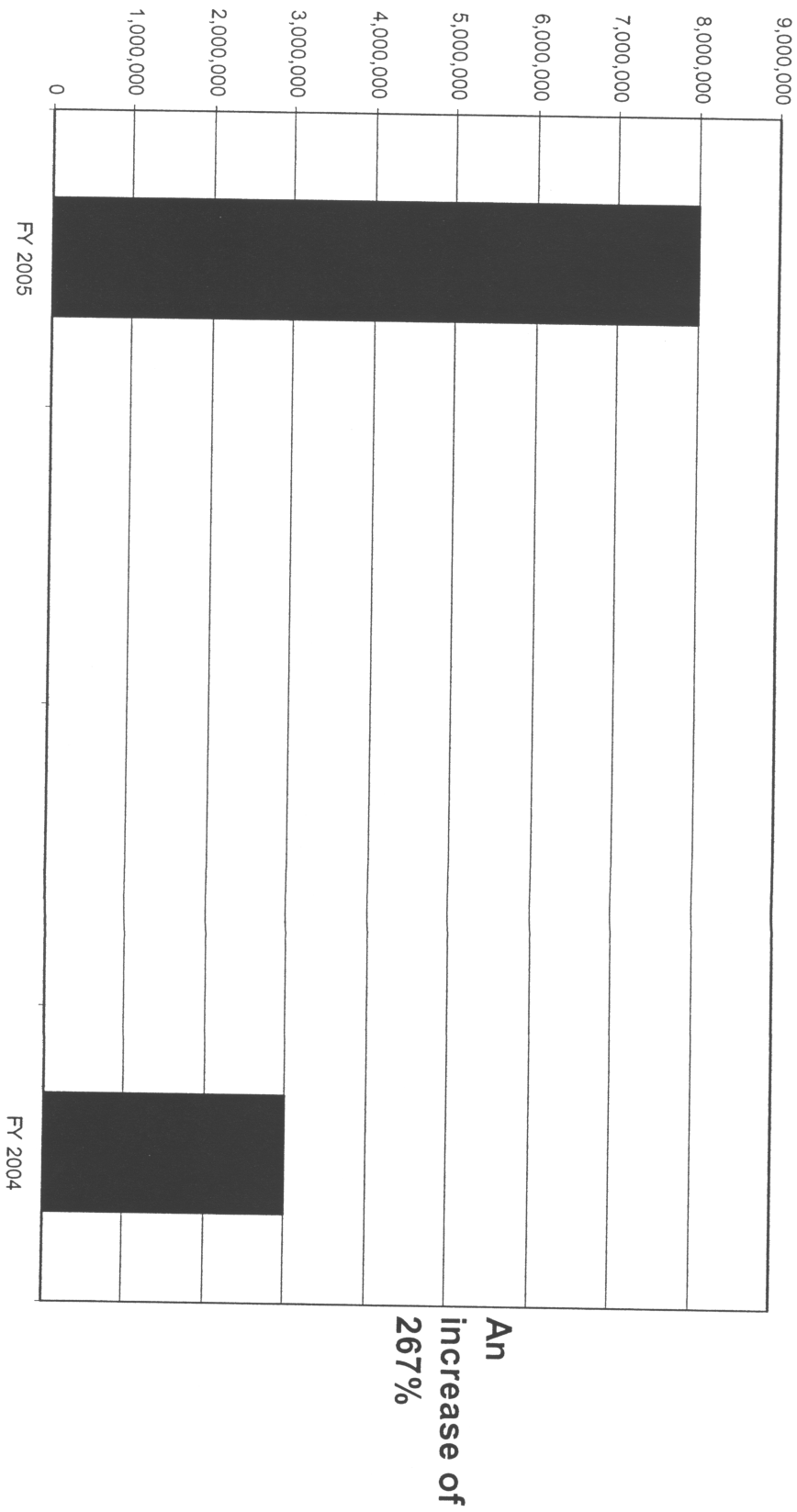


CHART C
NEW JERSEY STATE LIBRARY
NJLBH Circulation - Braille Books
FY 2004-FY 2005

