

## CITY OF ANCHORAGE

DEPARTMENT Library	ACCOUNT TITLE Library	ACCOUNT NUMBER 1251	SUMMARY			A
EXPENDITURE TYPE	1966 ACTUAL EXPENDITURE	1967 ADJUSTED BUDGET	1968 DEPARTMENT REQUEST	1968 MANAGER RECOMMENDS	1968 COUNCIL APPROVED	
Personal Services	80,780	103,690	124,145	113,170	113,170	
Contractual	3,696	5,100	14,420	15,270	12,050	
Supplies	4,625	6,104	7,000	6,150	6,150	
Other Charges	21,862	24,120	24,500	24,500	45,480	
Capital Outlay (less Charges to Others)					27,300	
Total	110,963	139,014	170,065	159,090	204,150	

Program Outline

The services consist of the following:

- Management and staff training
- Acquisition and cataloguing of books
- Mechanical preparation of books and other accessions
- Registration of card holders
- Reference and preparations of bibliographies
- Work with children and young adults
- Book mending
- Preparation of exhibits
- Statistics and reports
- Overdue notices

Program Highlights

(1967 threshold: \_\_\_\_\_)

The major changes planned for 1968 are:

- The opening of the new branch in Mt. View
- The reorganization of the acquisition and cataloguing work into a new department, called the processing department. All books for the main library, branches, and stations are ordered, catalogued and prepared in this department. The new Librarian II will be in charge.
- If the meeting room at the Grandview Gardens Branch can be remodeled, this will also be a step ahead in services.

DEPARTMENT Library		ACCOUNT TITLE Library	ACCOUNT NUMBER 1251		DETAIL		B
CODE No.	EXPENDITURE CLASSIFICATION	1966 ACTUAL EXPENDITURE	1967 REVISED BUDGET	1968 DEPARTMENT REQUEST	1968 MANAGER RECOMMENDS	1968 COUNCIL APPROVED	
11	PERSONAL SERVICES						
12	Salaries	80,780	103,690	124,145	113,170	113,170	
	Overtime						
	Total	80,780	103,690	124,145	113,170	113,170	
21	CONTRACTUAL						
22	Advertising						
23	Contracted Services	211	705	600	1,450	1,450	
24	Utility Services	827	1,100	1,275	1,280	1,280	
25	Insurance and Employee Benefits		45	8,645	8,640	8,640	
27	Rentals						
28	Repairs	533	600	600	600	600	
29	Travel	260	260	450	450	-0-	
	Dues & Subscriptions	1,865	2,390	2,850	2,850	80	
	Total	3,696	5,100	14,420	15,270	12,050	
31	SUPPLIES						
35	Materials		12				
36	Household and Jani- torial						
39	Office Supplies, Postage and Printed Forms	2,215	3,012	3,500	2,650	2,650	
	Small Tools	2,410	3,080	3,500	3,500	3,500	
	Total	4,625	6,104	7,000	6,150	6,150	
40	OTHER CHARGES						
41							
42							
43	Space Charge					45,480	
44	Contribution to Garage Fund						
47	Data Processing Services						
	Total					45,480	
832	Books	20,149	22,000	22,000	22,000	22,000	
84	CAPITAL - Equipment	1,713	2,120	2,500	2,500	2,500	
833	Periodicals & Newspapers					2,800	
	Total	110,963	139,014	170,065	159,090	204,150	
60	Less Charges to Others						
	Total Operating Budget	110,963	139,014	170,065	159,090	204,150	

## CITY OF ANCHORAGE

DEPARTMENT LIBRARY	ACCOUNT TITLE Library			ACCOUNT NUMBER 1251		PERSONNEL SCHEDULE				C
POSITION TITLE	GRADE	1967 REVISED BUDGET		1968 DEPARTMENT REQUEST		1968 MANAGER RECOMMENDS		1968 COUNCIL APPROVED		
Librarian	28	1	14,690	1	15,360	1	15,360	1	15,360	
Asst. Librarian	23	1	10,720	1	8,925	1	8,920	1	8,920	
Librarian II	20			1	9,072	0	-0-	0	-0-	
Librarian I	16			1	6,920	1	6,920	1	6,920	
Library Assistant	9	4	25,430	4	24,854	4	24,850	4	24,850	
Clerk I	6	6	31,610	6	31,597	6	31,600	6	31,600	
Page (Part-time)				1	1,000	0	-0-	0	-0-	
<u>Branch Library</u>										
Librarian	20	1	8,970	1	9,222	1	9,220	1	9,220	
Clerk I (Libr. Asst.)	6	2	10,110	1	6,647	1	6,650	1	6,650	
Pages	1	2	2,160	2	2,000	2	2,000	2	2,000	
<u>Mt. View Branch</u>										
Librarian I - New	16			1	7,548	1	7,550	1	7,550	
Page	1			1	1,000	1	100	1	100	
		15	103,690	17	124,145	16	113,170	16	113,170	

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	WORK PROGRAM- JUSTIFICATION	D
LIBRARY	Library	1251		

The growth in library use reflects the growth in population and better service.

<u>Work Statistics</u>	<u>1966 Actual</u>	<u>1967 Estimated</u>	<u>1968 Estimated</u>
Membership cards (family cards)	8,571	12,000	14,000
Number of books	71,881	80,000	86,000
Circulation	270,994	280,000	290,000
Average daily circulation	888	920	950
Overdue book cards processed	19,890	19,000	19,000
Number of reference questions	6,047	8,000	8,500
Cuddy Memorial & Reserve books used for reference	1,043	1,100	1,200