

FY 22-23

ANNUAL REPORT



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LETTER FROM THE YLN ADMINISTRATOR

Greetings! I have been the Assistant Director for the Library District since May of 2023, and it is my pleasure to address the membership of the Yavapai Library Network in this Annual Report. Even though I was in this position for only 1.5 months of FY 2022-23, I was the YLN Cataloger for the previous 3.5 years. As the YLN Cataloger I served the entire membership, and I am glad that I can continue to do so as the YLN Administrator.

Some of the noteworthy changes and happenings that took place in 2022-23 include:

- Valerie Burns, former YCFLD Assistant Director and YLN Library Network Manager, retired in December 2022. During her tenure, she led the YLN through the pandemic years and successfully oversaw the addition of 15 libraries to the Network. Her unwavering guidance and dedication will be missed.
- The circulation of physical materials rebounded after the 2019-20 dip, while the demand for digital materials not only remained strong but continued to increase.
- Usage of Sora, Overdrive's K-12 platform, exploded in 2022-23 and will likely remain strong as students seem to have really taken to e-books and e-audiobooks.
- Ash Fork Unified School District and Seligman Unified School District initiated the circulation of their materials, which were cataloged at the Library District office.
- Del Rio Elementary School and Heritage Middle School, both part of Chino Valley Unified School District, rejoined the YLN, providing 32,445 volumes to the Network.
- Park View/Canyon View ceased operations and withdrew from the YLN .
- The transition to the Aspen app was successfully completed.
- WorkFlows, our integrated library system (ILS) client, migrated to the cloud.
- A search committee for a new ILS met throughout the year to develop specifications and assess bids.
- The YLN portal underwent a redesign.
- Unique (MessageBee) was introduced to the YLN, enabling voice notifications in addition to email.

The year 2023-24 is expected to be very busy for the Yavapai Library Network. First, there will be a new integrated library system, Koha from ByWater, to be implemented. The Steering Committee will review our Strategic Plan, and the Technology User Group will update the Technology Plan. Furthermore, all YLN member agreements will expire at the end of June 2024, meaning that they will all need to be renewed. Get ready for an "all hands on deck" year, with plenty of opportunities for everyone to contribute!



Karie Straube
Assistant Director
& YLN Administrator

ABOUT THE YLN

The Yavapai Library Network is a collaboration of 59 public, academic, K-12, and museum libraries situated throughout Yavapai County, Arizona. The YLN facilitates the sharing of materials and resources between libraries, enabling even people in remote areas access to an extensive collection of over 1 million items.

The Yavapai Library Network was initially founded in 1985, through a collaboration between the Yavapai College Library and the Prescott Public Library. Over the years, the Yavapai Library Network has grown significantly and now encompasses 59 libraries, including academic, public, K-12, and special/museum libraries. The YLN also includes six special collections.

Value

Yavapai County Population: 242,253
New Users this Year: 21,648
Residents with a Library Card: 119,640
= 49.4% of the County

Total Available Items: 1,035,664
Unique titles: 597,050*
Items Added 22-23: 102,460

Return on investment average per dollar spent: \$6.43**

*Smaller count than previous years reflects the removal of Overdrive bib records, which are now side-loaded directly into the Aspen catalog.

**Based on the BERK Return on Investment study, 2021 Update



MEMBERSHIP

COLLECTIONS ACCESS

The YLN member libraries collaborate by sharing their virtual and physical resources with each other. Physical materials are transported across the county via a courier service. Upon reaching our central location, they are sorted by the automated materials handler and dispatched to the respective receiving libraries. This process ensures that patrons can request materials from other member libraries and anticipate delivery within a week.



Summer Reading Program at Beaver Creek Public/School Library

COLLABORATION

YLN members are able to participate in user groups dedicated to developing their professional skills in circulation, cataloging, youth services, marketing, e-materials, and other relevant areas. These groups foster a sense of community, encourage collaboration, and promote adherence to professional standards.

SHARED TECH & RESOURCES

Modern libraries require cutting-edge technology to provide high-quality services to their patrons. By pooling resources and collaborating on technology and technical staff, the YLN enables members to leverage resources that would be otherwise unaffordable for individual organizations. Among other things, the YLN shares an integrated library system and an online public catalog along with the professional staff to maintain them.

2022-23

YLN MEMBERSHIP

21 PUBLIC LIBRARIES

29 K-12 LIBRARIES

02 HYBRID PUBLIC/K-12

04 ACADEMIC LIBRARIES

03 SPECIAL LIBRARIES

06 SPECIAL COLLECTIONS
Included in Catalog but not Full Members



Heritage Middle School

BENEFITS OF YLN MEMBERSHIP

BENEFITS TO PATRONS

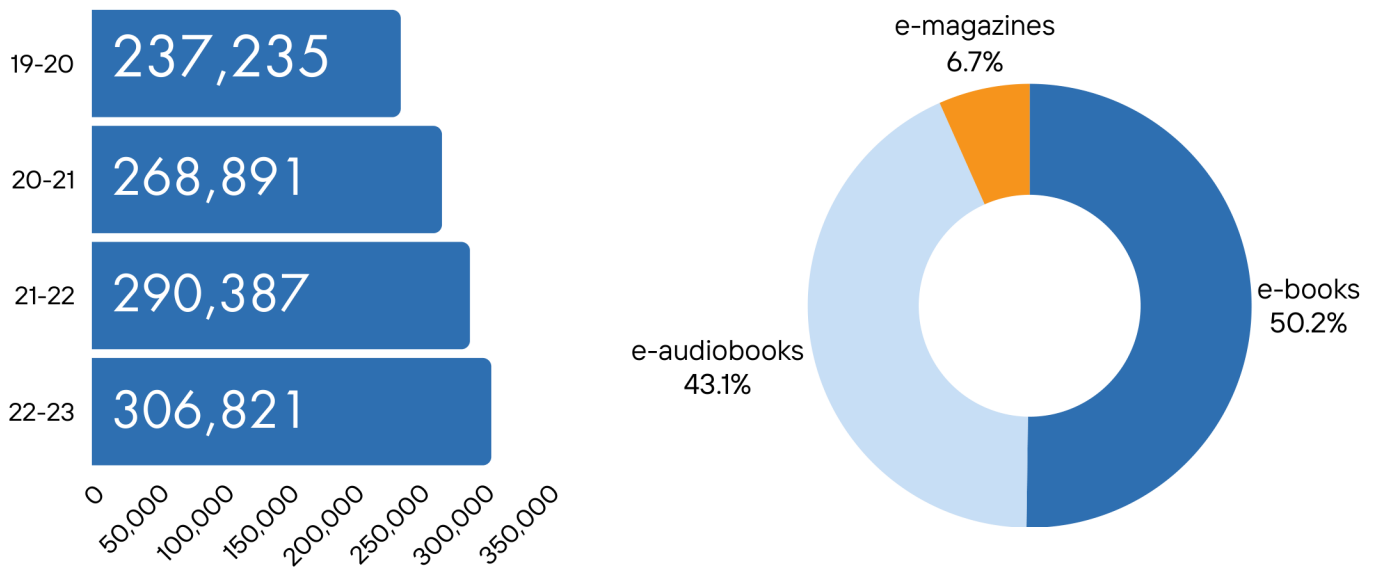
- **Shared Catalog**
 - Patrons are able to borrow items from other YLN libraries, exponentially multiplying the number of items available
- **Digital Library**
 - Overdrive (Libby; Sora for K-12) and Ebook Central: Downloadable e-books, e-audiobooks, & e-magazines
 - New York Times Digital Edition
- **Online Learning Resources**
 - Mango Language Learning
 - Academic Research Resources
 - Literary Review - NovelList & Gale Resources
 - AncestryLibrary®
 - Udemy® online video courses
 - Peterson's Test and Career Prep
 - Legal Forms
 - Science, History, & Social Studies Resources
 - Chilton Automotive Library
 - Business Resource and Statistics
 - Current Events & General Reference
 - Hobbies & Crafts Reference Center
 - Home Improvement Reference Center

BENEFITS TO MEMBER LIBRARIES

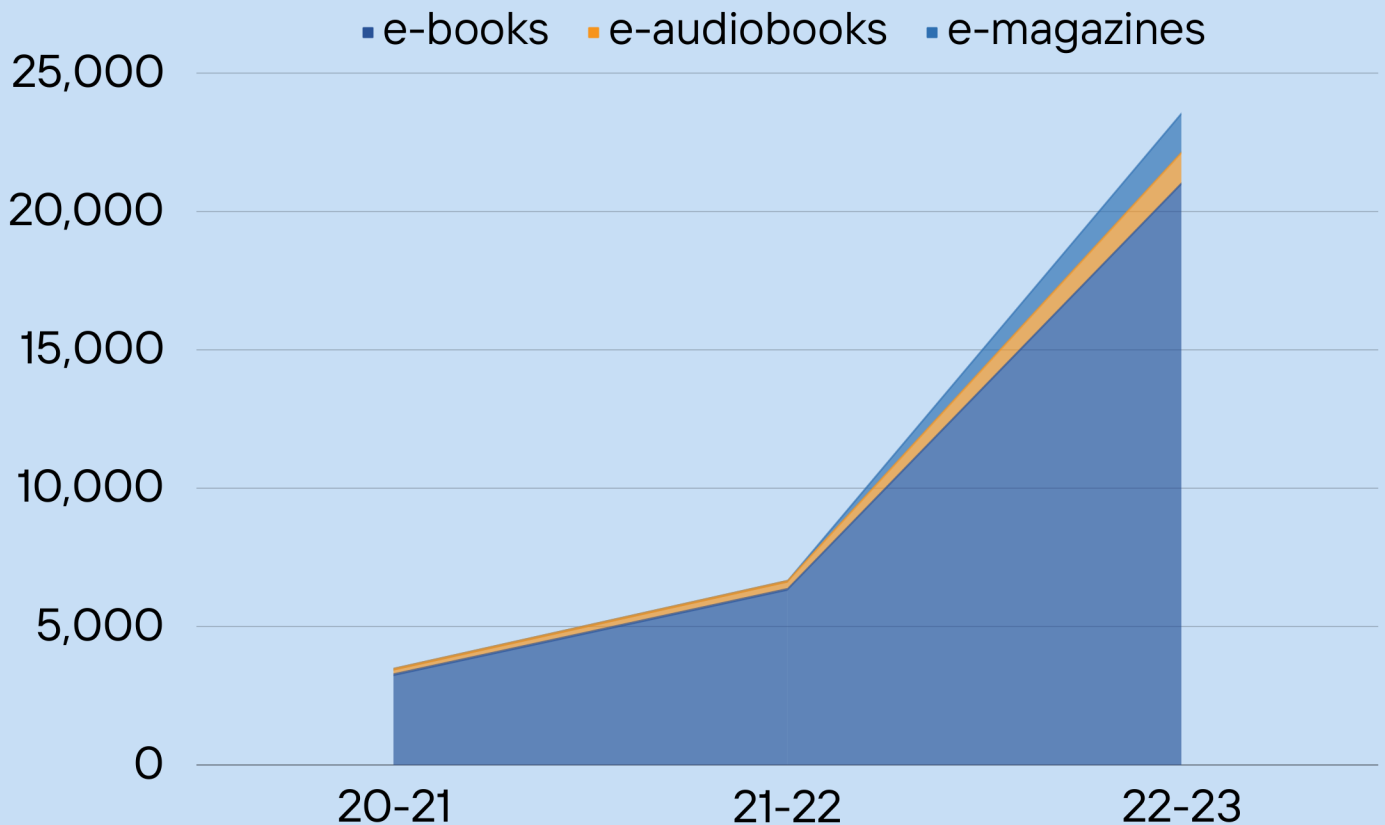
- 24/7/365 Tech Support
- Data Backup & Recovery
- Cataloging Services
- Subscription Database Authentication
- Library Best Practices
- Training
- Conversion Services
- Library Mentorship
- Software Training
- Mobile App
- User Group Meetings
- SirsiDynix Symphony ILS
- RFID Tagging of All Items
- Online Public Access Catalog
- Authority Update Services
- AR & Lexile Level Updates
- Automated Student Uploads
- Library Card Printing
- Purchasing Power
- Marketing Support

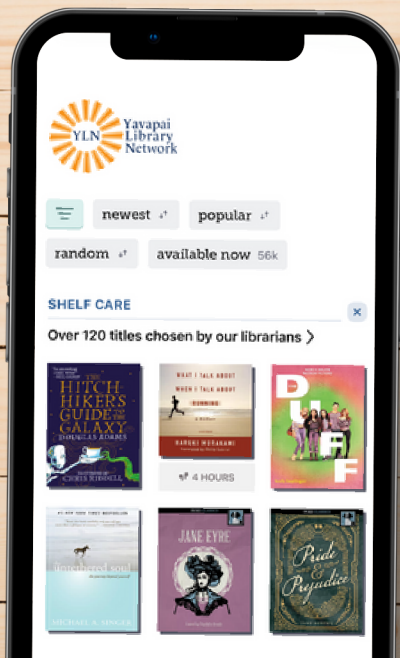
Digital Circulation

e-books, e-audiobooks, e-magazines



Overdrive/Sora (K-12) Circulation





13,214

Unique Overdrive/Libby
Users

103,878

Holds

330,358

Total Overdrive/Libby +
Sora Circulation

+ 11.23%

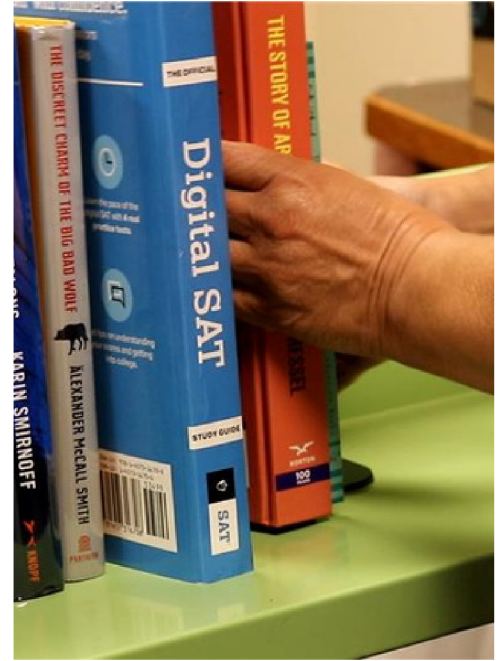
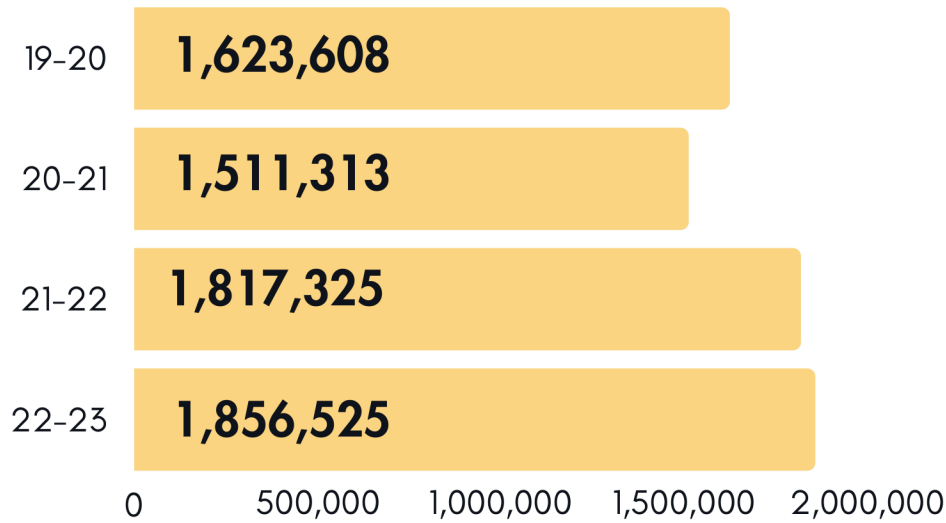
Percent Change in
Overdrive/Libby + Sora
Circulation (FY22 to FY23)

Ebook Central

Total Titles Used: 5580
Total Unique Users: 3165

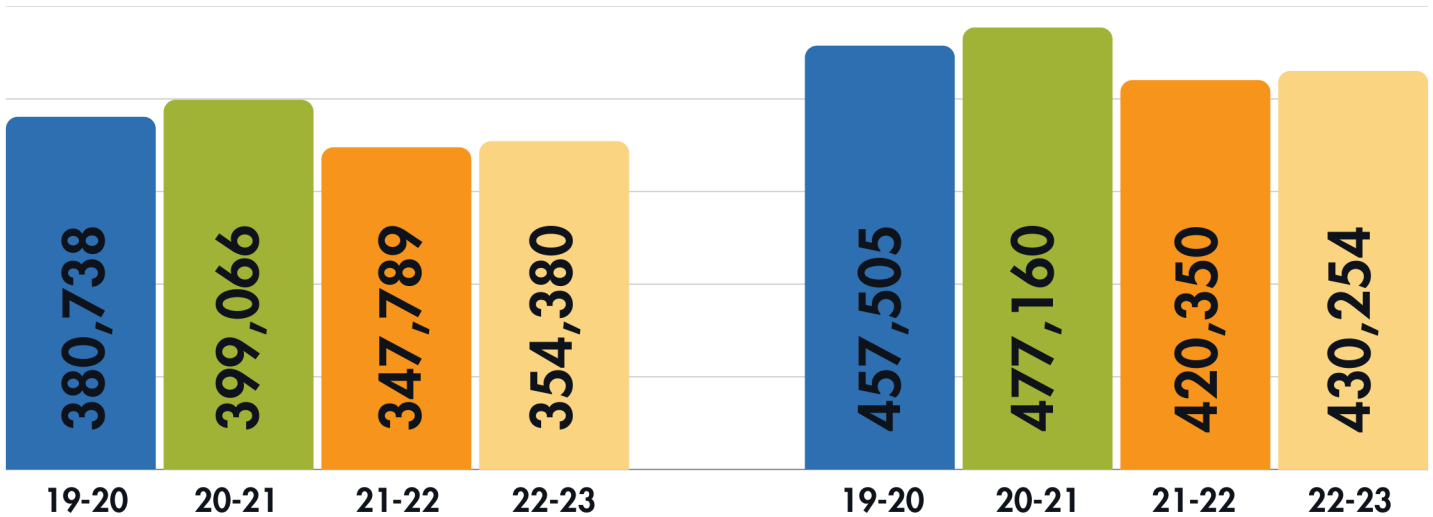
Physical Circulation

Total Circulation



Hold Filled

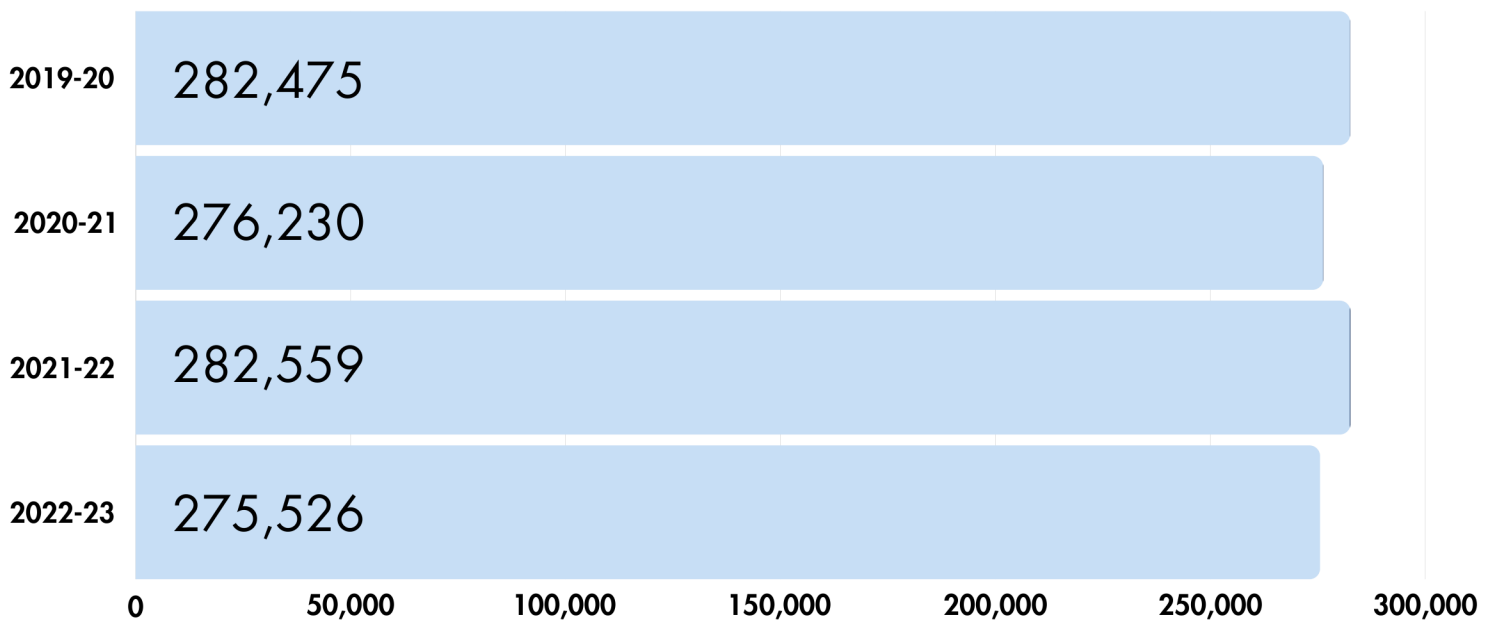
Total Holds



As a statistic, circulation includes the first time an item is checked out as well as subsequent renewals.



Transits

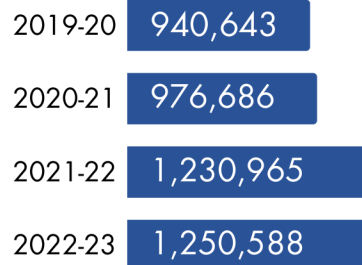


Number of items sent via transit per year

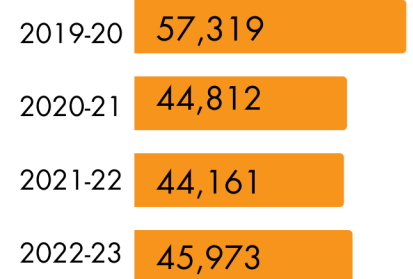
Circulation by Item Type



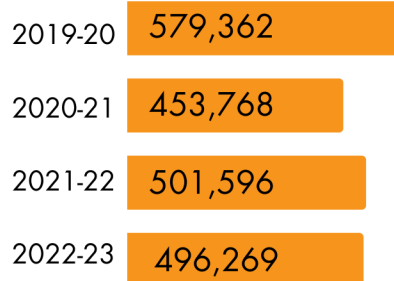
Books



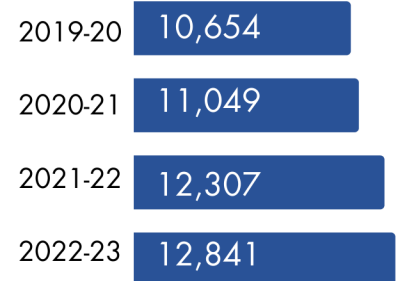
Audiobooks



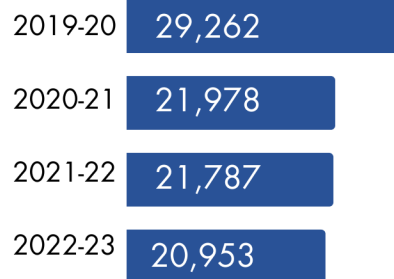
Movies



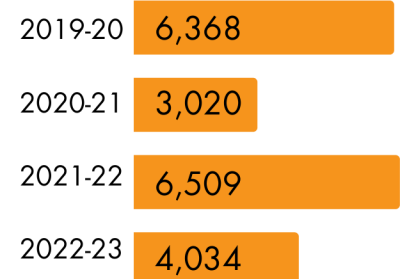
Magazines



Music

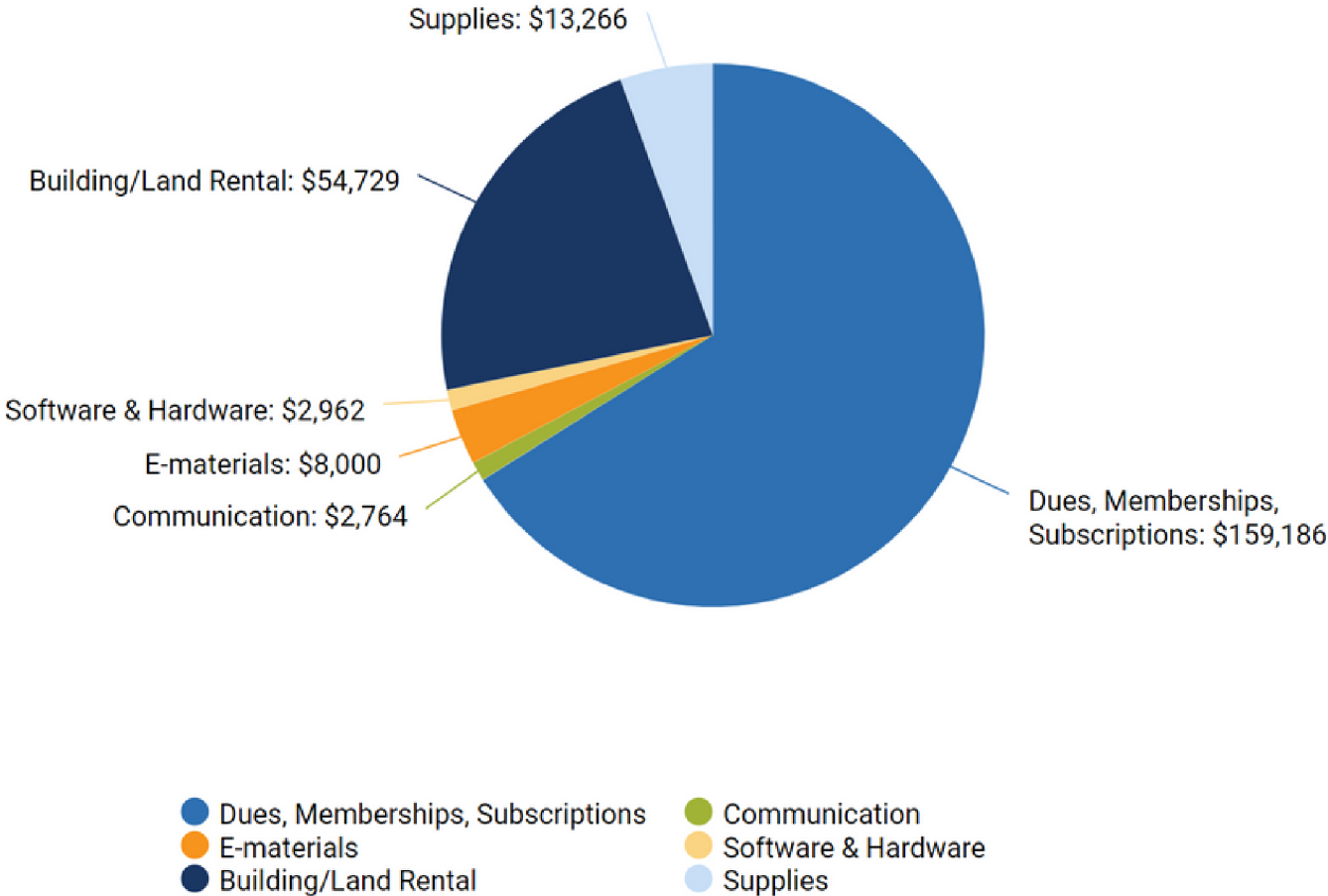


Games



BUDGET AND ASSESSMENT

FY 2022-23



The current level of funding budgeted for YLN operations is \$ 852,934. This includes staffing, maintenance, subscription fees, fees associated with the sorting facility, and all other expenses. All YLN staff are now consolidated in the wages/benefits column of the above chart.

The YLN budget is fully funded by the Yavapai County Free Library District, and is separate from the reserve fund.

ASSESSMENT FORMULA

A reserve fund was established to ensure that YLN members enjoy leading-edge technology. The membership is billed \$200,000 annually to help support this fund.

The reserve fund rolls over from year-to-year ensuring funds are available for a large reserve expenditure related to technology. Replenishing the reserve fund is the only fee that membership is currently charged on an annual basis. As of June 30, 2023, this fund's balance was \$514,126. Each library's portion of this bill is determined by this detailed assessment formula.

CORE ACCESS 25%

A base amount is assessed that is the same for every library. This ensures the larger libraries are not unfairly subsidizing the smaller libraries. This functional area covers basic access to the integrated library system.

STAFF 20%

The number of people accessing the integrated library system also places a burden on resources. This billing amount is determined by the number of paid staff, volunteers, and student workers performing staff functions in this system.

ITEMS/LIBRARY USERS 10%

The final functional area deals with maintaining and storing data. The number of items and the number of library users all take up space on the system. Storage space is inexpensive, which is why this functional area is the smallest percentage.

TRANSITS 25%

A major expense of the YLN is the cost of transporting materials from library to library. The formula's transit fee is based on the number of items borrowed by each library, not the number of items loaned.

CIRCULATION/HOLDS 20%

The library user activity also contributes considerably to system use. The biggest portion of library user activity is circulation with the second largest portion consisting of holds. Libraries that circulate more items to their patrons pay a higher percentage of this functional area.

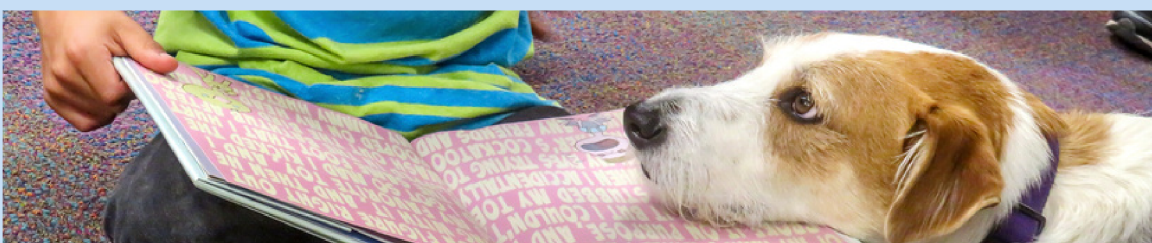


The configuration of these functional areas ensures that no single library pays more or less than its fair share. The amount billed to each member is on the next page.

CAPITAL RESERVES

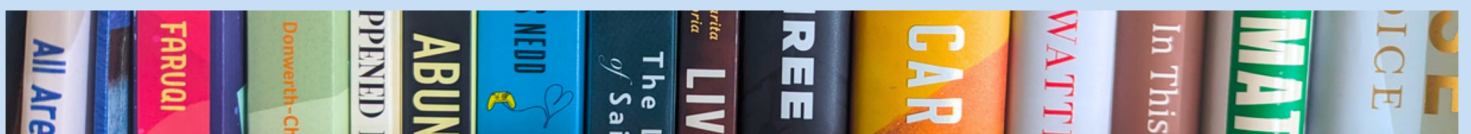
Fund Fees
2022 - 2023

Member	Locations	%	FY 21-22	FY 22-23	Difference
Ash Fork School District	1	0.615%	-	\$1,230.22	-
Camp Verde Community Library	1	3.589%	\$7,314.34	\$7,178.60	(\$135.74)
Camp Verde Unified School District	1	0.921%	\$1,853.16	\$1,841.04	(\$12.12)
Camp Verde AR Lab	1	0.655%	\$1,313.90	\$1,310.28	(\$3.62)
Chino Valley Public Library	1	3.801%	\$7,933.73	\$7,601.02	(\$332.71)
Chino Valley Unified School District	3	0.733%	\$1,437.55	\$1,466.27	\$28.72
Clarkdale/Jerome Elementary School	1	0.764%	-	\$1,528.00	-
Cottonwood Public Library	1	7.255%	\$14,377.44	\$14,510.7 ₃	\$133.29
Embry-Riddle Aeronautical University	1	1.968%	\$3,515.90	\$3,936.92	\$421.02
Humboldt Unified School District	9	6.714	\$12,903.34	\$13,427.3 ₃	\$523.99
Jerome Public Library	1	0.920%	\$1,760.99	\$1,839.52	\$78.53
Mayer Unified School District	1	0.648%	\$1,281.46	\$1,296.08	\$14.62
Mingus Union High School	1	0.632%	\$1,256.01	\$1,264.11	\$8.10



Reading with
Cruiser at Mayer
Public Library

Member	Locations	%	FY 21-22	FY 22-23	Difference
The Orme School of Arizona	1	0.551%	\$1,116.88	\$1,102.11	(\$14.77)
Prescott College	1	1.315%	\$2,605.05	\$2,630.69	\$25.64
Prescott Public Library	1	17.098%	\$33,245.85	\$34,195.17	\$949.32
Prescott Unified School District	6	4.295%	\$8,404.76	\$8,589.81	\$185.05
Prescott Valley Public Library	1	14.066%	\$27,413.10	\$28,132.87	\$719.77
Sedona Public Library	2	8.839%	\$16,500.70	\$17,677.41	\$1,176.71
Sharlot Hall Museum	1	0.768%	\$1,515.06	\$1,535.24	\$20.18
Seligman School District	1	0.634%	-	\$1,267.66	-
Skull Valley Elementary School	1	0.537%	\$1,065.99	\$1,074.19	\$8.20
Tri-City College Prep High School	1	0.585%	\$1,167.15	\$1,169.94	\$2.79
Verde Valley Archaeology Center	1	0.595%	\$1,165.49	\$1,189.85	\$24.36
Yavapai College	2	3.876%	\$7,480.57	\$7,751.14	\$270.57
Yavapai County Free Library District	16	17.043%	\$32,208.94	\$34,086.00	\$1,877.06
Yavapai County Law Library	1	0.584%	\$1,162.65	\$1,167.80	\$5.15
Total		100%	\$190,000.00	\$200,000.00	



YLN Directory

Public Libraries

Ash Fork Public Library

450 West Lewis Avenue
Ash Fork, AZ 86320
P: 928-637-2442

Bagdad Public Library

700 Palo Verde #C
Bagdad, AZ 86321
P: 928-633-2325

Black Canyon City Community Library

34701 S Old Black Canyon
Hwy
Black Canyon City, AZ 85324
P: 623-374-5866

Camp Verde Community Library

130 Black Bridge Rd
Camp Verde, AZ 86322
P: 928-554-8380

Chino Valley Public Library

PO Box 1188
1020 West Palomino Rd
Chino Valley, AZ 86323
P: 928-636-2687

Clark Memorial Library

39 N Ninth St
Clarkdale, AZ 86324
P: 928-634-5423

Congress Public Library

26750 Santa Fe Rd
Congress, AZ 85332
P: 928-427-3945

Cordes Lakes Public Library

15989 S Cordes Lakes Dr
Cordes Lakes, AZ 86333
P: 928-632-5492

Cottonwood Public Library

100 South 6th St
Cottonwood, AZ 86326
P: 928-634-7559

Crown King Public Library

123550 Towers Mountain Rd
Crown King, AZ 86343
P: 928-632-5986

Dewey-Humboldt Town Library

2735 S Corral St
Humboldt, AZ 86329
P: 928-632-5049

Jerome Public Library

Drawer I
600 Clark St Old Clark St School
Jerome, AZ 86331
P: 928-639-0574

Mayer Public Library

10004 Wicks Avenue
Mayer, AZ 86333
P: 928-632-7370

Paulden Public Library

16 W. Big Chino Rd
Paulden, AZ 86334
P: 928-636-1202

Prescott Public Library

215 E Goodwin St
Prescott, AZ 86303
P: 928-777-1500

Prescott Valley Public Library

7401 East Skoog Boulevard
Prescott Valley, AZ 86314
P: 928-759-3040

Sedona Public Library

3250 White Bear Rd
Sedona, AZ 86336
P: 928-282-7714



Clark Memorial Library Community Art

Sedona Public Library in the Village

125 West Saddlehorn Rd
Sedona, AZ 86351
P: 928-284-1603
F: 928-284-1679

YLN Directory

Seligman Public Library

54170 N Floyd St
Seligman, AZ 86337
P: 928-422-3633

Wilhoit Public Library

9325 Donegal Dr, Suite B
Wilhoit, AZ 86332
P: 928-442-3611

Yarnell Public Library

22278 South Highway 89
Yarnell, AZ 85362
P: 928-427-3191



Paulden Public Library
Reader's Helper

Public/K-12 School Joint-use Libraries

Beaver Creek

Public/School Library

4810 E. Beaver Creek Rd
Rimrock, AZ 86335
P: 928-567-4034

Spring Valley Library

17320 East Mule Deer Dr
Mayer, AZ 86333
P: 928-642-1266

K-12 School Libraries

Ash Fork Joint Unified School District

46999 N 5th St
Ash Fork, AZ 86320
P: 928-637-2561

Abia Judd Elementary School Library

1749 Williamson Valley Rd
Prescott, AZ 86305
P: 928-717-3263 x133

Bradshaw Mountain High School Library

6000 East Long Look Dr
Prescott Valley, AZ 86314
P: 928-759-4128

Bradshaw Mountain Middle School Library

12255 Turquoise Circle
Dewey, AZ 86327
P: 928-759-4900

Camp Verde AR Lab

410 Camp Lincoln Rd
Camp Verde, AZ 86322
P: 928-567-8027

Camp Verde Unified School District Library

410 Camp Lincoln Road
Camp Verde, AZ 86322
P: (928) 567-8000
F: (928) 567-8004

Chino Valley High School Library

760 East Center St
Chino Valley, AZ 86323
P: 928-636-2298 x211

Cañon Elementary School Library

34630 School Loop Rd
Black Canyon City, AZ 85324
P: 623 374-5588

Coyote Springs Elementary School Library

6625 N Cattletrack Dr.
Prescott Valley, AZ 86314
P: 928-759-4300

Clarkdale-Jerome Elementary School District

1615 Main St
Clarkdale, AZ 86324
P: 928-634-5035

Del Rio Elementary School Library

1036 North Road 1 West
Chino Valley, AZ 86323
P: 928-636-4414

YLN Directory

Glassford Hill Middle School Library
6901 Panther Path
Prescott Valley, AZ 86314
P: 928-759-4600

Granville Elementary School Library
6625 N Cattletrack Dr.
Prescott Valley, AZ 86314
P: 928-759-4300

Granite Mountain Middle School Library
1615 Main St
Clarkdale, AZ 86324
P: 928-634-5035

Humboldt Elementary School Library
6901 Panther Path
Prescott Valley, AZ 86314
P: 928-759-4600

Heritage Middle School Library
1036 North Road 1 West
Chino Valley, AZ 86323
P: 928-636-4414

Liberty Traditional School Library
3300 N Lake Valley Road
Prescott Valley, AZ 86314
P: 928-759-4500

Lincoln Elementary School Library
201 Park Avenue
Prescott, AZ 86303
P: 928-717-3249 x111

Lake Valley Elementary School Library
3900 N Starlight Dr
Prescott Valley, AZ 86314
P: (928) 759-4200

Mayer Elementary School Library
125688 East Main St
Mayer, AZ 86333
P: 928-642-1101

Mingus Union High School Library
1801 E Fir St
Cottonwood, AZ 86326
P: (928) 634-7531

Mountain View Elementary School Library
8601 E. Loos Drive
Prescott Valley, AZ 86314
P: 928.759.4700
F: 928.759.4720

The Orme School of Arizona Library
HC 63 Box 3040
Mayer, AZ 86333
1000 E Orme School Rd
Orme, AZ 86333
P: 928-632-1578

Prescott High School Library
1050 N Ruth St
Prescott, AZ 86301
P: 928-445-2322 x133

Seligman Unified School District
54255 N Main
Seligman, AZ 86337
P: 928-26-4123

Skull Valley Elementary School Library
3150 Old Skull Valley Rd
Skull Valley, AZ 86338
P: 928-442-3322
F: 928-442-9198



Kaleidoscope Redrocks Sister Duo, Gracie & Tivona, performing for Beaver Creek Public/School Library's Summer Reading Program

YLN Directory

Prescott Mile High Middle School Library

300 South Granite St
Prescott, AZ 86303
P: 928-717-3241 x422
F: 928-717-3298

Taylor Hicks Elementary School Library

11845 Campbell Avenue
Prescott, AZ 86301
P: 928-717-3276

Tri-City College Prep High School Library

5522 Side Rd
Prescott, AZ 86301
P: 928-777-0403 x404

Academic Libraries

Embry-Riddle Aeronautical University Library

3700 Willow Creek Rd
Prescott, AZ 86301
P: 928-777-3811

Prescott College Library

220 Grove Ave
Prescott, AZ 86301
P: 928-350-1300

Yavapai County Free Library District & Yavapai Library Network Offices

1971 Commerce Center Circle
Suite D/Suite A
Prescott, AZ 86301
P: 928-771-3191

Yavapai College Library Prescott Campus

1100 East Sheldon St #6903
Prescott, AZ 86301
P: 928-776-2260

Yavapai College Library Verde Campus

601 Black Hills Dr #6951
Clarkdale, AZ 86324
P: 928-634-6541

Special/Museum Libraries

Sharlot Hall Museum Library & Archives

115 S McCormick St
Prescott, AZ 86301
P: 928-445-3122

Verde Valley Archaeology Center

385 South Main St
Camp Verde, AZ 86322
P: 928-567-0066

Yavapai County Law Library

120 South Cortez St, Room 112
Prescott, AZ 86303
P: 928-771-3309

Special Collections

Arizona Archaeological Society Collection Yavapai Chapter

P: 928-567-0066

Ecosa Institute

212 W. Gurley St
Prescott, AZ 86303
P: 928-541-1002

Highlands Center for Natural History

1375 S Walker Rd
Prescott, AZ 86303
P: 928-776-9550

The Museum of Indigenous People Research Library

PO Box 10224
147 North Arizona Ave
Prescott, AZ 86304
P: 928-445-1230

The Phippen Museum Library

4701 Highway 89 North
Prescott, AZ 86301
P: 928-778-1385

Yavapai County Records Management

918 Prosser Lane
Prescott, AZ 86301
P: 928-771-3584

OUR SUPER TEAM



Karie Straube
Assistant Director &
YLN Administrator

Audrey Payne
Records Technician

John Clark
Records Technician &
Substitute Transit Clerk

Chanel Wheeler
Systems Librarian

Sherryl Masterman
Network & Computer Systems
Specialist

Jill Redmer
Library Specialist, Cataloging

Danielle Navarro
Acquisitions & ILL Specialist

OUR SUPER TRANSIT TEAM



Chuck Bebee
Transit Clerk

Dennis Onnen
Transit Clerk

Karmela Brower
Transit Clerk II



Marc Schmidt
Transit Clerk



You had ONE job!

PROGRAM AND EVENT HIGHLIGHTS



Photos (from left to right, top to bottom): Bagdad Public Library Wildlife World Zoo Summer Reading Program, Paws & Relax at Embry-Riddle Aeronautical University, Missoula Children's Theater program at Sedona Public Library, AZ Stuntmasters BMX Team at Chino Valley Public Library, Annual Easter Egg Hunt at Prescott Public Library, StoryWalk at Sedona Public Library, BubbleManiacs Foam Party Summer Reading at Prescott Public Library

PROGRAM AND EVENT HIGHLIGHTS



Ukeleles added to Library of Things at Prescott Public Library



AZ Science Center Pop-up Planetarium at Sedona Public Library



Rocky Mountain Llama and Alpaca Association at Chino Valley Public Library

PROGRAM AND EVENT HIGHLIGHTS



Health Fair at Cordes Lakes
Public Library



Rock Snake at
Sedona Public Library



Wildman Phil at
Cordes Lakes Public Library

Thank You For Your Patronage

Prepared by Karie Straube

with assistance from
Benjamin Delamater and Jessica Dyer