

Karen Kramer, an independent filmmaker from New York City, visited West Virginia in May, showing her film on West Virginia snake handlers in Institute, Beckley, Welch, and Bradshaw.

Many innovative uses of film were found this year, ranging from Iris Bell's use of OMEGA during her performance at the Cultural Center to cinema therapy in Pocahontas County. One high school made use of a film to encourage the players during the state football championship play-offs. Over 250 films were previewed in the Film Services screening room. This allowed for finer selection of film from the available over supply numbering in the hundreds of thousands. Librarians around the state were also involved in the previewing and selection of films. Many members of the community were invited to preview films in their areas of expertise.

Film reference service was provided to many patrons of the public libraries around the state as well as members of state government. Many film reference sources were utilized to find the answer to just about any question possible including tracking down a rare film on Mark Twain to finding out who rents REBEL WITHOUT A CAUSE for the lowest price.

During the last year a complete change in staff took place. Steve Fesenmaier was now the Commission's Film Librarian upon Steve Christo's resignation. Frani Stone, a long time cataloger at the Commission, replaced Claudia Blackburn as film library assistant. New clerks Lou Ann Beltz, Steve Wiseman, Patty Wills, and Linda Beasley provided the elbow grease and hardwork necessary to providing film services in all its variations. Students in the Governor's Summer Program and MULTICAP Exemplary Program were helpful in developing our statistical report for this year and in getting our new catalog to press. They also learned about the skills necessary in working in film services so that one day they may find employment in the 2,000 film libraries in the country.

This year we received 20,012 bookings, 16,003 films were sent out and 792,626 viewers watched our films. We have now had almost two million viewers since Film Service began operations. This year we had an annual increase of 14% over the previous year in viewers.

Film Services will continue to EXPAND in the coming year with new films, both feature and short. As with other programs from the Commission the citizens of West Virginia will find that their local LIBRARY CINEMA can provide film programs and services second to none.

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term began March 1, 1979

## FILM SERVICES FILM SERVICES FILM SERVICES

### Steve Fesenmaier

This was the year of EXPANDING CINEMA in the state. New public libraries began new film programs throughout the state, bringing films to people who did not have a local moviehouse to provide the best in film programs. Many new features were made available for the first time ever--there are now almost 350 feature films available. (Note: "feature" is defined as a film of two or more reels.) Hundreds of new short films were added. All of these new films were listed in the much anticipated PICKFLICK PAPERS II which was made available September 1. Two thousand two-hundred titles are listed in the new catalog.

The first highlight of the year was THE GREAT INFO SHOW which was praised by everyone from the thousands of children who attended the film showings and received a free bag of popcorn to John Berry, Editor of *Library Journal*. The portable LIBRARY CINEMA ran as a double cinema, screening the films of six different exhibitors plus the films from the collection. Over fifty different films ran during the event, thousands of handouts were given away, and over 20,000 free bags of popcorn were given away. To finish the show, movie posters of such classics as "Gone With the Wind" were auctioned off to the highest bidder. Thousands of West Virginians were able to find out firsthand that their local public library could provide the finest cinema as well as literature.

A state-wide survey concerning feature films was done in November, resulting in a user selection of the BEST OF THE BEST films newly released by Columbia Pictures. In January, Film Services became the first library agency in the country to begin distributing these films to all the public libraries and state institutions, establishing West Virginia as the leading state in the country in the area of providing film programs to everyone. The 33 Columbia titles quickly became the most popular films in the collection, drawing thousands of people to the local LIBRARY CINEMA.

This was also the year celebrating the most popular star in the history of cinema, MICKEY MOUSE. To celebrate MICKEY'S 50th anniversary, two sets of the three earliest cartoons were distributed. One set was spliced on to three of the most popular Columbia features.

Films by America's leading independent filmmakers were added to the collection, including films by Les Blank, who was honored this year with complete retrospective at the Museum of Modern Art, Jill

Godmilow, one of America's leading women filmmakers, Barbara Kopple of HARLAN COUNTY, U.S.A., who won an Academy Award in 1977 and who lived in West Virginia for a number of years, and the Masles Brothers, two leaders of Direct Cinema. Foreign independent filmmakers such as Werner Herzog of West Germany, considered to be the best new filmmaker in the world, were also included.

Film Services held workshops in Morgantown, Romney, and Martinsburg, bringing some practical knowledge on projector maintenance, film programming, and other topics to the libraries. Librarians were shown how easy it is to keep their projector in top condition so that their film programs can be presented in the best possible way. New ideas on film programming were presented and discussed so that the librarians could see that new concepts of filmmaking could be presented to their local audiences.

The quarterly *Newsletter* also was EXPANDED to include information on other sources of film; details on some of the new films added to the collection; bits of film history and film culture and news from the field.

Film Services continued its support of West Virginia filmmakers and Appalachian film by purchasing a number of films on musicians, dancing, stripmining and many other topics. A list of films was published in the April-June edition of *Goldenseal*. Information on filmmaking was included in the spring *Newsletter*.

In-house screenings of hundreds of films was provided for a wide variety of people interested in previewing the collection's films and others. Such groups as the jurors of the statewide Juried Art Exhibition, national media reporters, staff members of the Legislature, different branches of the Department of Culture and History, etc., visited Film Services for previews. One of the favorite stops on tours of the Science and Cultural Center was the screening room of Film Services.

Steve Fesenmaier presented a program on local film history and EXPANDED CINEMA at the joint JMRT-PLS weekend at Camp Caesar where he showed a rediscovered classic, BOOKS, BOOKS, LOTS OF BOOKS, which was made in 1957 about the activities of the Library Commission. He also showed some of the finest examples in the collection of EXPANDED CINEMA which kept the librarians wide awake until 2 a.m. The next day he showed some documentaries on West Virginia, occupational diseases and ethnic cultures.

# PUBLIC LIBRARY SUPPORT SERVICES PUBLIC LIBRARY SUPPORT SERVICES PUBLIC LIBRARY SUPPORT SERVICES

## David Martin

The year began with the frenzied preparations for the Pre-White House Governor's Conference on Libraries, or as it became nationally touted, "The Great Info Show". Ten thousand duo-tone posters (a true test of the printers art) started off the graphics production which continued throughout the fall with informational packets, tickets, booklets, badges, flyers, balloons, T-shirts, pennants, pens, pencils, tiles and invitations just to mention a few. Newspaper supplements and features in the Library Journal brought the event to the public's attention, who attended in numbers upwards of 60,000.

March presented us with the 50th Anniversary of the formation of the West Virginia Library Commission, and a series of commemorative posters was begun to remind the public that "What you don't know, your library does." At this time eight posters have been completed and distributed to all 144 libraries.

May featured "Bookgammon" as the focus of the Sixth Annual Marshall University course in which librarians from West Virginia and other states moved from point to point in library skills over the two week period.

We approached the end of June having tallied over one million two hundred thousand impressions. From the 144 libraries requiring our services were the following jobs: twenty-six stationary orders, eleven new logo designs, seventeen brochures, twelve different bookmark campaigns, fourteen posters, seven full-length books, twelve newsletters, two business cards, five certificates, two book clubs and six button designs. Our photographic services continued to cross the state presenting multi-media shows and covering special events. Several local media presentations were developed with the aid of our services and a number of new shows are in progress.

# OVERVIEW OVERVIEW OVERVIEW

## Frederic J. Glazer

A Celebration of Libraries at the Pre-White House Conference on Libraries and the Commission's 50th Anniversary highlight this year's Annual Report of the West Virginia Library Commission.

As a preliminary activity of the 1979 White House Conference, Governor Rockefeller called the West Virginia Library Commission conducted the most successful of Governor's Conferences to be held in the United States.

Ten months of planning by an Advisory Committee, chaired by the Honorable Sam R. Harshbarger, and an invitation to the West Virginia Library Association to hold their Annual Conference in conjunction with the White House Conference resulted in an unprecedented exposition of Library Encounters -- Past, Present, and Future.

During October 12-15, 60,000 West Virginians visited "The Great Info Show" at the Charleston Civic Center, and experienced the most exciting array of library activities ever assembled under one roof. Environments enticing visitors included: a two-hundred year old printing press; a turn of the century Carnegie Library; a contemporary disco setting for young adult library services; barnyard animals surrounded by children's books and materials; adult services represented by a car, a microwave oven, and plants, all used to display library materials on automobile repair, cooking and nutrition, and plant care.

Full time movie showings were presented in a simulated Library Cinema, and for a look to the future, Video Services lured thousands of onlookers with an exhibit area rivaling Star Wars. Behind the scene library activities and essential services were in full array in areas designated for Technical Processing, Public Library Support Services, Institutional Services and the Reference Department. Multimedia presentations told the library story, and for the visually impaired there were demonstrations of the latest equipment to translate the world of print into listening and tactile experiences. Unsuspecting visitors would have well imagined them-

selves wandering along our famed country roads, for running the entire length of one wall was an actual, operational Outpost Library flanked by a barn-sized wall, painted with an easily recognized Mail Pouch Tobacco sign!

The Commission in 1979 reached its fiftieth anniversary as an Agency of State Government established to serve the library needs of West Virginians. Created by an Act of the Legislature in 1929, the Commission remained a paper agency until 1941, with its first appropriation of only \$10,000.

In celebration of its fiftieth year, the Library Commission embarked upon a Statewid informational campaign taking the library message into every community throughout the State. "What you don't know, your library does" has been featured on eight of what is anticipated to be a fifty poster campaign series designed and produced by the Commission's Library Support Services under the direction of David H. Martin. The posters, all different and in color, promote the library message with provocative statements such as "Millions knew the apple fell, but Newton asked why" and "Research is to see what everybody has seen, and to think what nobody else had thought". The series of posters invited West Virginians to share in the excitement of today's libraries with a visit to the public library in their community. The theme of "What You Don't Know Your Library Does" was taken from a saying by Samuel Johnson, "Knowledge is of two kinds -- we know a subject ourselves or we know where we can find information upon it". Thousands of multi-colored posters have been printed and distributed through the 144 public libraries in the State.

The excitement of our Governor's Conference and the Great Info Show was shared with the rest of the library world through the December 1 editorial of the **Library Journal**. Permission to reprint was given and we take pleasure in including the editorial which best says how outsiders view librarianship West Virginian style!

## A model Governor's Conference

Our vote for the most effective Governor's Conference so far has to go to West Virginia. In addition to doing all the things these preliminaries to the White House Conference on Libraries and Information Services are supposed to do (select national delegates, identify issues, take positions). West Virginia's conference involved more people in more ways than any other we've observed.

Fred Glazer, director of the West Virginia Library Commission, who engineered the extravaganza, is well known as librarianship's P. T. Barnum. We have often debated some of his more sensational publicity stunts over the years, so it is not without a critical, first-hand look that we single out West Virginia's incredible October conference as a model for states that haven't yet held theirs. Part of the success was surely all the ballyhoo. No one in the state had not heard about "The Great Info Show" that ran simultaneously with the conference. No one could have missed the media coverage leading up to the event. No one in the state could have missed the result either, nor have missed the point that in some way the events surrounding the Governor's Conference on Libraries touched the lives of everyone in West Virginia.

There was the special Amtrak train that brought thousands of children from all over the state to the Great Info Show (25,000 actually attended the exhibits, which also doubled as the exhibit show for the West Virginia Library Association that met simultaneously with the Conference). And what a show it was! Charleston's huge arena was packed with the latest information hardware. AV devices, films, with all the most traditional library materials and services (story hours, book collections, even a fully populated farmyard), and a fully equipped example of the West Virginia created "instant library."

Nineteen high school bands led thousands of children through the streets of the capital to the exhibition, with Governor and Ms. Rockefeller serving as the leading "Pied Pipers" for the occasion.

For the delegates, the Governor's Conference offered a packed four-day schedule which included more time with the Governor on hand than in any state so far. Rockefeller was everywhere, beginning with that opening parade, in informal receptions, on podia, and at a huge open house at his mansion. In his address to the librarians, he agreed to doubling the state's contribution to library service.

Other cultural institutions and workers in West Virginia were deeply involved in the events surrounding the conference, and the delegates were treated to theater, music, and dance presentations, as well as the exhibition to the fullest range of print and nonprint library services available. A pictorial report on all the activities in West Virginia will be featured in the January 1 issue of *LJ*.

Beyond the ballyhoo and the show, the conference produced the required resolutions, and did its work of electing a delegation to the White House Conference. There was a more informed quality to the deliberations, however, and the results show it. For example, resolutions urged that library workers listen more carefully to the citizens' own expressions of need; that the Library Commission develop an information and referral service package to be set up in libraries everywhere in the state; that no library supported by public funds should establish fees that would restrict access; that the Governor's figure of \$3 per capita library support be enacted; and that a state-level evaluating committee survey each of the state's public libraries to determine what improvements can be made in its services. There were other resolutions urging resource sharing; development of nonprint media competency in librarians and teachers; that the state's school libraries be brought up to at least the North Central Standards for accreditation; and many more.

The key to success in West Virginia was participation. We have never seen citizens involved in a library event in such numbers and with such meaning. The state's leading political figures, both local and state-level, were on hand, and they all participated. The Governor gave nearly three full days from his packed schedule. The 25,000 school children were there, and then the place was filled with adult citizens for the rest of the week. Preliminary coverage and reports of the results were in every major newspaper and on every TV news broadcast. In West Virginia, they truly elevated everyone's awareness of libraries and their services (and their problems) to levels that made libraries into top news, in ways that will ultimately build wide library support. That's what a Governor's Conference ought to do.

John Berry

consist of at least 15 progrants and will build in the futures for possibly 5 more.

West Virginia Library Commission - Video Services Division's tradition of cooperation with other state agencies was not without fulfillment this year.

WSWP-TV received assistance in post production of their weekly Capitol Beat series from our division. Video Services Division feels that cooperation with public TV is essential to the success of an active medium in the public sector.

For the past three summers the Video Services Division has recorded the events of the highly successful Vandalia Gathering held in Charleston at the Science and Cultural Center. The efforts of the Department of Culture and History in bringing West Virginia's best musicians and artisans to the Capitol Complex for this 3-day festival never fails to provide the large audience with the best in West Virginia Art and Music Culture.

Anticipating an overflow crowd for the First Annual Jazz Festival, Norman Fagan, Director of Culture and History called on the Video Services Division to provide live closed circuit coverage of the Festival's Theatre performances. A total of 600 feet of video line, leading from the remote production console to three color TV monitors placed in the Great Hall of the Science and Cultural Center, allowed a huge audience unable to witness the performances in person to see and hear the great Jazz artists perform. Reports stated at times that as many people outside the theatre were able to enjoy this event as there were inside seeing it. Although union rules did not allow us to tape this event, the concept of live closed circuit TV for overflowing crowds proved successful and exciting.

The change of food tax laws in our state stirred a great deal of controversy and confusion for our citizens and retailers. Therefore the West Virginia Tax Commission called on the Video Services Division to produce several spots explaining the whats and hows of the new laws. These spots, featuring David Hardesty, West Virginia Tax Commissioner, were sent to every commercial TV in the state capable of replaying our 3/4" format. Helping our citizens to understand these new laws is a very important aspect of providing information thru the electronic medium.

As in the past, Video Services Division has made both our studio and remote facilities available to the Governor's Press Office for the shooting of news conferences and news releases. These news spots are shipped to commercial TV stations outside the Charleston area so that a greater number of our citizens around the state may know of the actions of their government.

The mission of the Video Services Division is to provide an infinite variety of information to as many West Virginians as possible through progressive use of the TV medium. It is our firm believe that the cablecasting and independent production carried on

by the West Virginia Library Commission - Video Services Division represent the foundation on which is built our well designed video information store house.

# VIDEO SERVICES VIDEO SERVICES VIDEO SERVICES

## John Calvert

Expanding the scope of video service to new areas both around the state and in the greater Kanawha Valley was the primary goal of our division this year. The addition of seven libraries to our video network and the premier of Info-TV on local cable channel 13 in the Charleston area highlighted this effort.

The new video visionaries are all rural libraries from the Book Express area. They are Webster-Addison, Pocahontas County Free Library, Boone-Madison Public Library, Chapmanville Public Library, Cowen Public Library, Gilmer County Public Library and Richwood Public Library. Six of the new users were granted funds from the West Virginia Library Commission for the new equipment and Cowen Public Library led the way for institutional purchase of recording video equipment.

Book Express has purchased several of our tape productions that are housed at the Commission and are available for loan to the new users until arrangements for individual collections can be made.

We welcome these libraries to our network with hopes that they will become as excited as we are about video's future in the never ending expansion of services offered to West Virginia's library patrons.

On April 17, 1979 the Video Services Division of the West Virginia Library Commission began a pilot cable programming effort, "info TV," consisting of two hours of current information and local accent tape programming, beginning at 10:00 a.m. and running until 12:00 noon daily five days a week. The programming, ranging in length from 12 minutes to ½ hour are designed to offer the viewer access to info available from no other source and which is delivered into nearly 22,000 homes on a daily basis. Although local accent prevails in the information disseminated by cable ITV, the desire for a broader audience appeal will be satisfied with the production of our "How To Do It" series now in the works. Other programs such as Your State Government Show, Weekender, How To Do It programing, and our Legislative Coverage will also help fulfill our mission to provide new materials for our user libraries.

The following is a list of the shows produced by the Video Services Division for cablecasting and a short description of the program content.

"LIBRARY REVIEW" - discusses the services offered by the state and local libraries and special events happening in the library world.

"REC TIME" - presented by the Department of Natural Resources - Public Information Officer.

Announces calendar of events at state parks and forests. Discusses outdoor activities in general. Kanawha County in specific.

"APPOINTMENT WITH THE GOVERNOR" - State government from the executive point of view. Explains and announces new developments around the state.

"YOUR STATE GOVERNMENT" - hosted by Lew McManus. Guests include prominent government officials past and present. Discuss current topics of interest and the effect of state government.

"CITY REPORT" - hosted by Richy Robb, Mayor of South Charleston, & Frank Leon, Mayor of Dunbar, report on civic developments and projects in their respective municipalities.

"CENTER REPORT" - presented by Culture & History interviews guest artisans and others appearing at the Center and announces future events scheduled at the center.

"ANGLER'S GUIDE" - host Tom Murphy provides fishing data at state streams and lakes, identifies species and offers tips for the successful angler.

"CHILDREN'S TIME" - a mixture of stories and events for children and their parents.

The addition of new shows to our cable schedule will be done on a continuing basis. Many of the new titles will be made available to our library network depending upon the audience appeal.

Among the new shows stated for inclusion into our programming day is the University of Charleston's "University Report". The program will feature events, both academic and athletic, at the Charleston School. Hosts will be William Plumley, Professor of English, James Barney, Director of PR and others from the University community.

Our Townhall series has successfully been expanded to include a report from the City of Charleston heretofore unable to participate in our program.

Unique in both content and origin WVLC-Info TV is meeting needs of the community through this new and exciting service available only thru the West Virginia Library Commission.

Video Service's major production this year is a series of programs dealing with the emotional, financial and social problems confronted by the parents of handicapped babies. From the hospital to the home, from family to friends, this informative series will enable future parents of the handicapped to cope with an endless array of problems facing them as well as educating them to the possible and available solutions of these inevitable problems. The series will

# LIBRARY CONSTRUCTION LIBRARY CONSTRUCTION LIBRARY CONSTRUCTION

## R. David Childers

The Governor and the Legislature continued to express concern for improved library facilities by appropriating \$1,350,000 for library construction for fiscal year 1978-79. Total appropriations from State funds for library construction, since their inception in 1970, now stand at \$9,550,000. Please refer to Table I for details.

Applicants, representing twenty communities, anxiously awaited the results of the Library Commission's review process. The requests varied from Outposts to major construction projects as follows:

1. Three new major facilities
2. Additions to four existing facilities
3. Three Instant Libraries
4. Ten Outpost Libraries

The Commission moved rapidly by making allocations at its first meeting in the new fiscal year (July 4, 1978) to thirteen (13) applicants in amounts totaling \$480,198; two (2) applicants at its September meeting totaling \$143,500; one (1) applicant in November in the amount of \$19,000 and two (2) applicants at the December meeting totaling \$719,250. In just six months, all available construction funds had been exhausted. The Commission's reviews and approvals were made judiciously, but rapidly, in order to help stem spiraling inflationary construction costs. However, quick action did not cure all the ills of inflation. Two applicants sought Appalachian Development funds, two sought funds from the Governor's Partnership Grant Program and one applicant secured funds from the Benedum Foundation, in addition to local matching funds from County Commissions, Boards of Education, City Councils and private gifts and donations. All conditions considered, it was a good year for construction, as projects totaling \$2,291,885 were begun. As funds ran out and the fiscal year ended, all was not well. The Commission was holding applications from, or was in close contact in assisting the following communities in obtaining State construction funds: Craigsville, Poca, Racine, Salem, Marmet, Belington, Hillsboro, Cox Landing, Bluefield, Clay County, McDowell County, Shinnston, Benwood-McMechen, Moundsville, Weston and Sutton.

As busy as the Commission may have been in planning, reviewing and approving new projects, it played a major part in assisting twenty-four communities to bring their projects to completion. Please refer to Table III for details.

Table IV recaps total library construction in West Virginia from its beginning in 1965 through June 30, 1979. A construction period spanning fifteen years, one hundred two (102) projects and a total expenditure from all sources of \$27,657,928. It is heartening to observe that in the last ten years of the fifteen-year period, State funds have been able to bear one-third of the total costs. However, it is even more encouraging to see that local communities bore forty-three percent (43%) of the costs. They have proven that, with impetus from the State and some Federal assistance, "the job" can be done.

**TABLE I**  
**APPROPRIATIONS OF STATE FUNDS**  
**Public Library Construction**  
**1970 - 1979**

1970 .....	\$ 500,000
1971 .....	0
1972 .....	250,000
1973 .....	700,000
1974 .....	1,250,000
1975 .....	1,500,000
1976 .....	1,500,000
1977 .....	1,500,000
1978 .....	1,000,000
1979 .....	1,350,000
<b>TOTAL .....</b>	<b>\$9,550,000</b>

**TABLE II**  
**PROJECTS APPROVED IN 1979**

PROJECT NAME	PURPOSE	LOCAL	WVLC	FEDERAL	OTHER	TOTAL
Taylor County	New Facility	120,825	250,425	125,000	--	496,250
Monroe County	New Facility	43,750	288,000	--	28,250	360,000
Wirt County	New Facility	32,000	128,000	--	--	160,000
Martinsburg	Addition	--	431,250	346,750	--	778,000
Oak Hill	Addition*	30,000	63,022	--	--	93,022
Green Bank	Addition	--	5,500	--	5,589	11,089
Paden City	Addition	19,713	19,000	--	17,000	55,713
Glenville	Instant*	4,000	3,000	--	--	7,000
Mt. Hope	Instant	7,387	50,050	--	--	57,437
Sissonville	Instant	75,123	15,500	--	--	90,623
Branchland	Outpost	2,000	16,229	--	--	18,229
Brandywine	Outpost	2,000	15,905	--	--	17,905
Center Point	Outpost	2,000	16,103	--	--	18,103
Circleville	Outpost	2,000	15,906	--	--	17,906
Eleanor	Outpost	2,000	15,583	--	--	17,583
Gilbert	Outpost	3,000	16,783	--	--	19,783
Hundred	Outpost	2,000	15,822	--	--	17,822
Matewan	Outpost	2,500	16,783	--	--	19,283
Ronceverte	Outpost	2,000	16,272	--	--	18,272
Thomas	Outpost	2,000	15,865	--	--	17,865
<b>TOTALS</b>		<b>\$354,298</b>	<b>\$1,414,998</b>	<b>\$471,750</b>	<b>\$50,839</b>	<b>\$2,291,885</b>

\*Cost overrun on previously-approved project.

The films we get fill a special need. They are shown during the week on closed units, and on the week-end in the main recreation hall. For a great many residents, films contribute a significant part of their recreation program.

**WESTON STATE HOSPITAL**  
**ELISSA SAYRE, LIBRARIAN**

**Statistics of Interest:**  
Circulation: Annual Total ..... 33,665  
Attendance: Annual Total ..... 9,930  
Hardbound Volumes ..... 5,939

This year is the 10th Anniversary of the Library and it has seen many new changes in just the past year.

One was the loss of a terrific librarian. Mrs. Sue Hawkinberry handed in her resignation April 18, 1979 and left her position as Head Librarian at Weston Hospital on May 18, 1979. With the resignation of Mrs. Hawkinberry the full responsibilities of the Library have been left in the hands of Elissa Sayre, a CETA employee since November of 1975.

There is also a new program going on in the Library. With the help of Becky Berlin and other Social Workers, we have been bringing patients off the wards and introducing them to the Library. They are learning how to operate the record players and tape players and where to find magazines and newspapers in the Library.

The new classes the Learning Center is providing is bringing more and more patients into the Library to use our reference materials and newspapers. Also, with the help of Mary Jane Hill in Volunteer Services, we are able to reach out to every patient in the Hospital.

The Library is growing so rapidly with the addition of new and up to date books that we have had to add new shelving and a new card catalog.

We hope that with the support of the hospital and its employees we will be able to grow and expand even more by this time next year.

**HUNTINGTON STATE HOSPITAL**  
**DONALD C. HANSEN, LIBRARIAN**

**Statistics of Interest:**  
Circulation: Annual Total ..... 13,868  
Attendance: Annual Total ..... 6,733  
Hardbound Volumes ..... 3,288

The hospital population has remained fairly constant at approximately 620 residents a month.

In March of this year the library was moved to larger quarters in the central part of the hospital. With the move the library gained nearly three times the space. We did lose some patrons but this was offset by a large group that were unable to use the library when it was located in the recreation building at the far end of the hospital grounds. The professional library was

not combined with the patients library as had been proposed but was located in the adjoining area. In the past the use of the library during the period December thru February has been low because of cold weather and the closing of the recreation building, as Christmas activities in other parts of the hospital restricted movement of patients to the recreation area. Because of the new location we should have a greater usage during this period.

Last September the library again participated in the annual hospital carnival providing a selection of bookmarks, outdated magazines and paperback books to the patients.

During the year the library has furnished magazines to the Recreation department for use in their various therapeutic programs.

**HUTTONSVILLE CORRECTIONAL CENTER**  
**WESLEY DUNCAN, LIBRARIAN**

**Statistics of Interest:**  
Circulation: Annual Total ..... 40,745  
Attendance: Annual Total ..... 44,592  
Hardbound Volumes ..... 3,444

A prison riot in September 1978 has made necessary adjustments in the functions of the library. It has been difficult to find ways that are fair and just to all in providing services.

Since, inmates cannot come and go as before, finding time to get to the library has been difficult, to say the least. Special arrangements have been made for some through the Classification Department and Educational Department. Groups from these departments are doing research at prescribed time during the week on a regular basis as well as those inmates doing legal research.

The library is still providing supplemental materials and service to the Educational Department as requested.

Recently Mrs. Shirley Smith met with Mr. Whyte to overcome problems which had been plaguing the library and solutions seem to have been worked out. One result of this will be adding law books recently purchased by the Department of Corrections to the library collection in the near future. Another service will be to put deposit collections of paperbacks on each dorm so that inmates will have access to recreational reading at all times.

# SERVICES TO STATE INSTITUTIONS SERVICES TO STATE INSTITUTIONS SERVICES TO STATE INSTITUTIONS

## Shirley A. Smith

Books Deposited This Year ..... 8,722  
(Hardback & Paperback)  
Recordings Added ..... 2,441  
Magazine Subscriptions ..... 938  
Total Hardbound Volumes Held in  
State Institutions to Date .. 46,058  
Films Shown ..... 654

Institutional Services this past year provided public library service to the residents and staff of 26 institutions - a total of 11,079 people.

In most of these places, whether school, hospital or correctional center, the library forms a bright spot in the limited lives of the residents. From the severely retarded children at Greenbrier Center who enjoy books read to them by Foster Grandparents to the inmates at Moundsville Penitentiary who do detailed legal research, this department responds to the particular, highly diverse needs of all.

In keeping with this response, an attempt has been made to structure the ordering of materials to fit a particular institution's requirements through utilization of local staff and volunteers.

This past year saw a growth in library facilities in several institutions. Andrew S. Rowan Memorial Home is setting up a large central library to complement ward deposit collections. The library at Lakin Hospital capably and creatively set up and run by Nancy Hamm is a model of what can be done in a restricted environment. Although a room is not available, the efforts of Volunteer Coordinator Sylvia Goforth resulted in bookcart service to patients at Welch Emergency Hospital. Pinecrest Hospital has acquired a full-time librarian, Juanita Fay, for their spacious library. She has been weeding and updating the collection as well as providing bedside service to patients.

Circulation figures for the four institutions for which statistics are consistently kept (Huntington State Hospital, Huttonsville Correction Center, Spencer State Hospital, and Weston State Hospital) shows an astounding use of materials: 4,140 people using 112,030 items for an average of over 27 loans per person - this is almost 2 times the national average!

A departmental newsletter was begun this year in the hopes that ideas can be shared, that equipment and supply needs can be coordinated, and that the far-flung, loosely-knit group of institutional libraries can feel more a part of an organization with common goals, problems and solutions.

During the coming year, Services to State Institutions will continue to improve library services, and, hopefully, will be able to begin programming to more fully realize each institutional library's potential.

## SPENCER STATE HOSPITAL CHRISTINE EARLES, LIBRARIAN

### Statistics of Interest

Circulation: Annual Total ..... 23,752  
Attendance: Annual Total ..... 14,265  
Hardbound Volumes ..... 5,283

The Library at Spencer State Hospital continues to be a lively meeting place for the residents.

During the year, the canteen, which is used by staff and residents alike, was moved to a convenient central location. It so happens that the new location is very close to the library. This has increased our traffic considerably and was one of the first changes accomplished by the new superintendent, Mr. Byrne.

During the past year one of the larger local retail stores donated several hundred unsold paperback books to the Library on a regular basis. They prove especially useful on the closed units of the hospital as well as give-aways in the canteen. Unfortunately, due to a policy change by the supplier, these are no longer available.

A number of new books and records were purchased during the past year. We make sure that all residents are made aware that new material is available.

The Library Conference at the Charleston Civic Center was the highlight of our year. We had a large display of hand crafted items which were made by our residents. Alongside each item was displayed a craft book containing instructions on how to make each item. This seemed to arouse quite a bit of interest by the public. Hardly anyone realized that the Library Commission has an Institutional Library Service. We had many questions about the display. Obviously, most of our questioners found it hard to believe that the residents could turn out the well done objects on display, or read the instructions in the craft books. After their initial amazement, many of them wanted to buy the displayed objects.

We have followed our usual practice of keeping the Library open on Holidays and doing something special during those days, by book displays, articles in the hospital newspaper and a collection of records with appropriate music, we had a very special exhibit on West Virginia Day, featuring West Virginia Glass books.

TABLE III  
PROJECTS COMPLETED IN 1979

PROJECT	PURPOSE	POPULATION SERVED	SQUARE FEET	CONSTRUCTION COST	FURNITURE	SITE ACQ. &/OR PREP.	ARCHITECT & OTHER COSTS	STATE	FEDERAL	LOCAL	TOTAL
Brandywine	Outpost	2,200	480	\$ 15,655	\$ 2,100	Leased	\$ 150	\$ 15,905		\$ 2,000	\$ 17,905
Branchland	Outpost	1,024	480	15,979	2,100	Leased	150	16,229		2,000	18,229
Center Point	Outpost	6,389	480	15,853	2,100	Leased	150	16,103		2,000	18,103
Chester	Addition	6,000	1,250	50,281	2,200	Leased	52	15,000		37,533	52,533
Circleville	Outpost	2,200	480	15,656	2,100	Leased	150	15,906		2,000	17,906
Cowen	Instant	2,500	1,250	41,127	7,214	Leased	1,600	49,941			49,941
Eleanor	Outpost	1,200	480	15,333	2,100	Leased	150	15,583		2,000	17,583
Gilbert	Outpost	1,200	480	17,533	2,100	Leased	150	17,783		3,000	19,783
Glennville	Instant	4,000	1,250	50,000	7,146	Leased	1,500	52,500		6,146	58,646
Green Bank	Addition	3,500	480	11,089		Owned		5,500		5,589 (a)	11,089
Hardy County											
(Moorefield)	New Facility	8,600	5,000	231,162	34,090	25,000	19,746	200,000		109,998	309,998
Hundred	Outpost	800	480	15,572	2,100	Leased	150	15,822		2,000	17,822
Mary H. Weir	Addition	27,131	8,280	617,869	56,261	Owned	63,694	345,000	45,000(d)	377,824 (b)(c)	737,824
Matewan	Outpost	1,200	480	17,033	2,100	Leased	150	16,783		2,500	19,283
Oak Hill	New Facility	52,000	5,366	243,765	27,606	Gift	14,808	203,022		83,157	286,179
Mount Hope	Instant	4,500	1,250	48,741	7,146	Leased	1,600	50,050		7,387	57,437
Barrett-Wharton	Instant	3,000	1,250	38,800	6,100	Leased	1,600	37,050		9,450	46,500
Ronoverte	Outpost	2,000	480	16,022	2,100	Leased	150	16,272		2,000	18,272
South Charleston	Addition	16,333	6,440	283,423	57,097	Owned	14,120	243,000	39,920(f)	101,720	354,640
Stonewall Jackson	New Facility	168,706	18,280	631,006	101,190	Leased	45,000	27,196	750,000(e)		777,196
Thomas	Outpost	2,000	480	15,615	2,100	Leased	150	15,865		2,000	17,865
Webster-Addison	Addition	3,000	1,250	2,450		Leased		2,000		450	2,450
Marlowe	Outpost	2,000	480	14,546	1,180	Leased	150	13,376		2,500	15,876
Inwood	Outpost	2,000	480	14,546	1,180	Leased	150	13,376		2,500	15,876
<b>TOTALS</b>		<b>323,483</b>	<b>57,106</b>	<b>\$2,439,056</b>	<b>\$329,410</b>	<b>\$45,000</b>	<b>\$165,470</b>	<b>\$1,358,262</b>	<b>\$834,920</b>	<b>\$765,754</b>	<b>\$2,958,936</b>

(a) Benedum Foundation Grant  
(b) Governor's Partnership Grant Program \$130,000  
(c) J. C. Williams Trust Fund \$60,000

(d) Community Development Block Grant  
(e) PWEDA Grant  
(f) ARC

**TABLE IV  
PUBLIC LIBRARY CONSTRUCTION  
IN WEST VIRGINIA  
FY 1965 - FY 1979**

PROJECT NAME	KEY	POPULATION		FEDERAL		TOTAL
		SERVED	LOCAL	STATE	& OTHER	
Kanawha	C	229,515	\$1,580,814	\$ 0	\$436,510	\$2,017,324
Hampshire	C	11,710	94,670	0	207,777	302,447
Barboursville	C	13,908**	66,164	1,767	128,095	196,026
Martinsburg	C	36,536	224,578	431,250	747,072	1,402,900
Calhoun County	C	7,046	20,801	0	75,035	95,836
Kingwood	C	6,000	54,211	0	180,921	235,132
Elkins	C	8,283	63,052	2,532	132,153	197,737
South Charleston	C	16,333**	179,112	213,000	310,891	703,003
Ohio County	C	64,197	1,043,352	0	524,994	1,568,346
Brooke County	C	28,940	79,022	69,608	110,392	259,022
St. Albans	R	14,256**	35,762	98,785	44,253	178,800
Ravenswood	C	11,332	69,256	88,001	89,599	246,856
Ripley	C	9,571	66,235	88,000	89,600	243,835
Bluefield	C	63,206	135,600	326,299	216,101	678,000
Clarksburg	C	73,028	1,018,971	395,000	427,000	1,840,971
Putnam County	C	26,626	190,184	223,000	107,000	520,184
Raleigh County	C	70,080	500,000	757,000	448,855	1,705,855
Pleasants County	C	7,274	77,560	109,450	0	187,010
Boone County	R	25,118	27,738	105,000	0	132,738
Blacksville	I	9,500	23,000	11,320	0	34,320
Hamlin	I	10,000	38,515	44,621	0	83,136
Buffalo Creek	I	17,000	38,000	33,579	0	71,579
Parkersburg (South)	I	18,000**	21,000	11,685	0	32,685
Webster Springs	I	6,000	12,450	33,741	0	46,191
Shinnston	R	2,576**	24,000	4,580	0	28,580
Parkersburg	C	86,818	1,177,101	620,000	450,000	2,247,101
Chester	I	5,000	80,533	45,253	0	125,786
Cross Lanes	I	5,000**	45,000	14,300	0	59,300
Fort Gay	I	5,000	0	30,624	0	30,624
Gassaway	I	7,600	3,500	32,887	0	36,387
Mannington	R	2,747	7,000	4,200	0	11,200
Paden City	I	5,612	40,213	49,564	0	89,777
Parsons	I	4,854	0	32,666	0	32,666
Rainelle	I	10,000	13,500	31,642	0	45,142
Sophia	I	6,000**	30,200	12,342	0	42,542
Roane County	C	14,111	151,568	282,764	217,236	651,568
New Martinsville	C	20,314	152,889	215,000	105,000	472,889
Richwood	C	11,276	105,000	130,000	125,000	360,000
Mason County	C	24,306	120,000	200,000	265,000	585,000
Vienna	C	11,549**	161,955	167,018	0	328,973
Grant County	R	5,000	0	18,000	0	18,000
Hardy County	C	3,307	109,998	203,000	0	312,998
Mason	I	3,000**	3,000	35,000	0	38,000
Princeton	R	7,253**	0	5,950	0	5,950
Terra Alta	R	4,111	1,000	7,209	0	8,209
Elk Valley	R	22,139**	67,139	44,800	0	111,939
Ansted	I	5,000	0	33,404	11,012	44,416
Bolivar-Harpers Ferry	I	2,000	0	31,241	13,747	44,988
Burnsville	I	3,000	0	36,776	6,933	43,709
Chapmanville	I	2,000	0	30,308	13,910	44,218
Cheat Lake	I	2,500	31,743	27,540	0	59,283
Clendenin	R	1,438**	75,825	24,000	22,000	121,825
Craigsville	I	5,000	1,600	33,908	12,023	47,531
Dunbar	C	9,151**	279,820	250,000	0	529,820
Fairmont	R	26,093	0	4,200	0	4,200
Green Bank	I	3,000	11,589	52,741	2,107	66,437
Marsh Fork	I	5,000**	17,623	14,330	11,915	43,868

**WEST VIRGINIA LIBRARY  
COMMISSION  
Services for the Blind and  
Physically Handicapped**

<b>Circulation</b>	<b>Registration</b>
Sub-Regionals ..... 46,181	Individual ..... 2,249
Regional (WVLC) ..... 48,346	Deposits ..... 1,160
<b>TOTAL CIRCULATION ..... 94,527</b>	<b>TOTAL REGISTRATION ..... 3,409</b>
<b>*** GRAND TOTAL ..... 123,037</b>	<b>Bound Volumes</b>
<b>Machine - B/PH - Holdings</b>	* Talking Books ..... 38,932
* Talking Book Machines ..... 2,757	* Cassette Books ..... 24,290
* Cassette Book Machines ..... 1,914	** Large Print Books ..... 3,490
* Earphones ..... 462	<b>TOTAL ..... 66,712</b>
* Pillowspeakers ..... 120	
* Remote Control Unit ..... 123	
* Speed Control Unit ..... 112	
<b>Counties Served:</b> All Counties in West Virginia	
* - These are items sent to West Virginia by the Library of Congress.	
** - These are items purchased with State funds.	
*** - Periodicals sent direct to WV readers by producers give an additional 28,500 items circulate for grand total of 123,027.	

**CABELL COUNTY  
PUBLIC LIBRARY  
James Nelson, Director  
Gerry Waller, Coordinator**

<b>Circulation ..... 14,431</b>	<b>Registration ..... 270</b>
<b>Counties Served:</b> Cabell, Mingo, Putnam, Wayne and Mason	

**KANAWHA COUNTY  
PUBLIC LIBRARY  
Nick Winowich, Director  
Jay Pauley, Coordinator**

<b>Circulation ..... 7,981</b>	<b>Registration ..... 228</b>
<b>Counties Served:</b> Boone, Clay and Kanawha	

**MORGANTOWN  
PUBLIC LIBRARY  
Elliott Horton, Director  
Donna Davis, Coordinator**

<b>Circulation ..... 6,906</b>	<b>Registration ..... 221</b>
<b>Counties Served:</b> Monongalia, Marion, Taylor and Preston	

**PARKERSBURG AND  
WOOD COUNTY LIBRARY  
Dorothy Muse, Director  
Carla Bumgardner,  
Coordinator**

<b>Circulation ..... 12,096</b>	<b>Registration ..... 256</b>
<b>Counties Served:</b> Calhoun, Jackson, Pleasants, Ritchie Roane, Tyler, Wirt and Wood	

**WEST VIRGINIA SCHOOL  
FOR THE BLIND  
Charles Boyer, Principal  
Leslie Durst, Coordinator**

<b>Circulation ..... 4,767</b>	<b>Registration ..... 267</b>
<b>Counties Served:</b> Berkeley, Grant, Hampshire, Hardy, Jefferson, Mineral, Morgan and Pendleton	

reassign these machines. As a result, cassette waiting lists were established at several different periods of last year.

The situation concerning the supply of Talking Book machines last year was just the opposite. Talking Book machines were in plentiful numbers for a change. Breakage rates were also low on the last two models of Talking Book machines with the result that when a machine was sent out it generally arrived in working condition and stayed that way.

Several accessories, mainly headphones and remote controls also ran short last year. The headphone waiting list at one time totaled more than 160 persons, many of whom called frequently to express their impatience. The accessories have been a vital part of the service, without them many would not have been able to enjoy the service. The Library of Congress experiences contractual problems as do we all at times and the delays have prevented us from completing a service as promptly as we would like. However, once a reader is established the satisfaction overrides the feelings caused by the delay.

**HIGHLIGHTS OF DEPARTMENT ACTIVITIES**

Preparation started for the Governor's Conference on Libraries to be held October 13th - 15th at the Charleston Civic Center. Materials and equipment were selected, packaged and designated for placement at the Civic Center to provide a concept of what Services for the Blind and Physically Handicapped were able to secure and provide for a "print handicapped" West Virginia resident.

Staff attended the Quarterly Conference of the Federation for the Blind of West Virginia in Huntington, WV.

Special assignment for Blind and Physically Handicapped Services involved supervision of volunteers in preparation of 10,000 brown bag lunches for school children arriving in Charleston for "Kids Day" a part of the Governor's Conference.

Friday the 13th - A DAY TO REMEMBER!

Mrs. Rapking was asked to be one of the representatives of the West Virginia Library Commission on the Program Council of the International Year of the Child which had monthly meetings until the State meeting was held in June.

West Virginia Federation of Women's Clubs, Junior Department held their annual meeting at the Creative Arts Center, West Virginia University in Morgantown. Mrs. Rapking assisted with a workshop on May 18th and on May 19th presented awards to clubs for projects involving their public libraries as well as for the raising of monies to equip a radio broadcast quality studio in the West Virginia Library Commission, Services for the Blind and Physically Handicapped Department.

A two day session at the West Virginia Library Commission, Services for the Blind and Physically Handicapped Department was held and an evaluation was conducted by Margaret Bush, Library of

Congress, National Library Services for the Blind and Physically Handicapped, Regional Consultant. The five Sub-Regional coordinators and public library directors met with Miss Bush on the first day of the evaluation.

Awards presented to Romney School for the Blind for elementary, junior high, and high school students who had read at least 10 books during the past year. Awards were favorite musical recordings of the winners. This is the first year for the awards and we will continue this for the future.

The entire Blind and Physically and Handicapped Department participated in a massive weeding so that we might again have space for shelving of the new materials. At this time almost 5,000 books were removed and returned to the Library of Congress.

PROJECT NAME	KEY	POPULATION			FEDERAL & OTHER	TOTAL
		SERVED	LOCAL	STATE		
Welch	R	4,149	0	950	0	950
Middlebourne	I	1,000	0	28,880	15,115	43,995
Mullens	R	2,967	0	13,000	0	13,000
Oak Hill	R	4,738	83,157	203,022	0	286,179
Paw Paw	I	1,000	0	33,018	12,377	45,395
Peterstown	I	1,000	0	30,641	11,851	42,492
Pine Grove	I	1,000	0	28,860	15,010	43,870
War	I	2,004	4,590	49,056	0	53,646
Weirton	C	27,131	247,824	348,000	175,000	770,824
Williamstown	I	2,743**	45,025	16,440	0	61,465
Barrett-Wharton	I	1,000**	9,450	37,050	0	46,500
Cabell County	C	106,918	2,091,020	1,309,980	0	3,401,000
Doddridge County	R	6,389	5,000	20,000	0	25,000
Glasgow	R	1,200**	0	5,600	0	5,600
Milton	C	1,600**	580,197	190,020	0	770,217
Summers County	R	13,213	0	11,654	0	11,654
White Sulphur Springs	R	2,400	0	6,000	0	6,000
Cowen	I	2,500	0	49,941	0	49,941
Glenville	I	3,000	6,146	52,500	0	58,646
Alderson	O	1,500	2,000	14,288	0	16,288
Baker	O	1,000	2,000	13,991	0	15,991
Davy	O	1,200	3,000	14,806	0	17,806
Hillsboro	O	500	2,000	14,178	0	16,178
Huttonsville	O	500	2,000	14,102	0	16,102
laeger	O	1,200	3,000	14,723	0	17,723
Inwood	O	2,000**	2,500	13,376	0	15,876
Marlowe	O	2,000**	2,500	13,376	0	15,876
Northfork	O	1,200	3,000	14,671	0	17,671
Rupert	O	1,200	2,000	14,254	0	16,254
Valley Head	O	500	2,000	14,110	0	16,110
Sissonville	I	2,000**	75,123	15,500	0	90,623
Buckhannon	C	10,000	0	27,196	750,000	777,196
Taylor County	C	13,878	120,825	250,425	125,000	496,250
Monroe County	C	11,272	43,750	288,000	28,250	360,000
Wirt County	C	4,154	32,000	128,000	0	160,000
Branchland	O	1,024	2,000	16,229	0	18,229
Brandywine	O	2,200	2,000	15,905	0	17,905
Center Point	O	2,200**	2,000	16,103	0	18,103
Circleville	O	2,200	2,000	15,906	0	17,906
Eleanor	O	2,500	2,000	15,583	0	17,583
Gilbert	O	1,200	3,000	16,783	0	19,783
Hundred	O	800	2,000	15,822	0	17,822
Matewan	O	1,200	2,500	16,783	0	19,783
Ronceverte	O	2,000	2,000	16,272	0	18,272
Thomas	O	2,000	2,000	15,865	0	17,865
<b>TOTALS</b>		<b>1,222,248</b>	<b>\$11,763,450</b>	<b>\$9,229,744</b>	<b>\$6,664,734</b>	<b>\$27,657,928</b>

\*\*These population figures are included in another project within this listing, and have not been duplicated in the total.

**KEY**

C - Complete project eligible for, but not limited to site acquisition, construction, furniture, architectural fees, etc. (32)

I - Instant Library (32)

O - Outpost Library (21)

R - Remodel, refurbish and/or addition (17)

**TOTAL NUMBER OF PROJECTS.....102**

# FIELD SERVICES FIELD SERVICES FIELD SERVICES

## E. Frances Jones

### Field Services Office

#### Gifts & Exchange

Received ..... 10,599 volumes  
Shipped ..... 12,490 volumes  
Marshall Institute Students ..... 115  
Trustees ..... 40

#### Captain Kangaroo Picture Pages

(Weekly Units) - Shipped ..... 22,650  
Children's Reading Club Kits ..... 5,160

Cooperative work with two committees of the West Virginia Library Association reaped practical dividends. The first group represented the Public Library Section of the Association. They assisted in updating and redesigning of the Annual Statistical Report form. The second group represented the Trustees Section, who volunteered to prepare a Manual for Public Library Trustees.

#### FRINGE BENEFITS FOR PUBLIC LIBRARIANS

One result of a change in the questionnaire about personnel was a different perspective on number of staff. Those who work less than 35 hours are designated as parttime workers; 434 worked more than 35 hours per week, thus receiving full time designation; 235 were part-timers, making a total of 669 individuals involved in staffing public libraries.

A look at training reveals that 85 have Master's Degrees in Library Science and 26 have Bachelor's Degrees. 558 clerks or support personnel require some in-service training.

A survey of 19 system center libraries concerning fringe benefits indicated that wide variations in practice exist:

**Vacations:** Nine systems follow the State Civil Service pattern, which offers 3 working weeks, or fifteen days, to professional and clerical staff alike; ten systems still draw a distinction between vacation benefits offered to professionals and clerks.

**Sick Leave:** Practice varied, with eight systems offering one-one-one-half days per month, two systems permitted two working weeks, or ten days, and six systems authorized the earning of one day per month, or twelve days a year. One city library allowed employees up to 30 days per year, and one small county library system had no Sick Leave program at all.

**Retirement:** All libraries are asked to cover their employees with Social Security benefits, but State Employees Retirement, which costs the employer

considerably more, is carried by only 28 of the 90 existing library boards.

A new plus in Fringe Benefits for the small rural library employee is the provision of **Medical Care and Major Medical Expense Coverage** as provided by the State of West Virginia through the Equitable Life Assurance Society. The Library Commission is presently using Federal Grants to cover all employees desiring it.

Credit should be given to the committee who worked on forms revision: Al Tweedy-Chairman, Dorothy Muse, Cheryl Flagg and Russell Foster.

#### A PRACTICAL TRUSTEE HANDBOOK

When the Field Consultant directed a letter to the Chairman of the Trustee Section asking for a committee to assist with preparation of a handbook, she did not anticipate such a hearty response. Apparently, the handbook was a tool which the many new trustees struggling to get a handle on their job felt was really needed. Forest Bowman appointed Ellen Wilkerson of Hamlin, as Chairman of the committee, and a number of volunteers joined in the effort.

Exemplary manuals recently published in ten other states were examined for ideas, and then the committee dove into the project, holding numerous sessions in the seven-month period between January and August. The arduous task of individuals accepting a part of the Manual to write, and then participating in a thorough revision, made it truly a cooperative effort. The fifty-page manual covers every facet of the trustee's job from goals to laws to finances.

Special appreciation is owed to Charles E. Sutton of Green Bank, Helen Smith of Dunbar, Amy O'Brien of Wheeling, Ellen Wilkerson of Hamlin and Mrs. Grove Moler of Mullens, trustees who met regularly to work on the manual, and Donna Calvert and Shirley Smith, staff members who served as Secretary and Editor.

Several thousand copies were published so librarians and trustees can both rely on this as a textbook in the years ahead.

#### FREE BOOKS TO FIGHT INFLATION — GIFTS & EXCHANGE

A staff member who loves old books, Monty Baker, has developed a network of libraries who will hold surplus books to be picked up, and will donate them to the Library Commission. The pickup areas cover numerous locations in West Virginia and Ohio, and a few in eastern Kentucky and southeastern Pennsylvania. Redistribution operates by publishing lists mailed to participating libraries. Twenty-seven

# BLIND & PHYSICALLY HANDICAPPED BLIND & PHYSICALLY HANDICAPPED BLIND & PHYSICALLY HANDICAPPED

## Hortenzia Rapping

In July, 1971, the Library of Congress, Division for the Blind and Physically Handicapped, officially recognized as a Regional Library, the West Virginia Library Commission, Services for the Blind and Physically Handicapped. Since July, 1971, we have been able to loan thousands of books on disc and cassette. With a large and growing collection recorded to play at special speeds on Library of Congress equipment, books and equipment have been loaned to anyone who has a problem reading because of a visual or physical limitation, temporary or permanent. Magazines have provided news of the world, information on fashions, food and finance. Music services have been provided and all of this is made available at no cost. Talking Books -- the sound of reading -- the sound of imagination! As the public library has provided this in print the National Library Services for the Blind and Physically Handicapped has provided it to the person who can no longer see to read or can no longer hold a book to read. A statement from a doctor, registered nurse, librarian or an competent authority is all that is needed for this free service.

The Services for the Blind and Physically Handicapped acts as a recourse center for the reading materials, and equipment provided by the Library of Congress. These items are circulated to eligible borrowers by postage free mail. Reference and reader advisory services are also provided. Library services for the "non-print" reader involves all the basic principles that apply to library service for the print reader. The inclusion of a Wats telephone (1-800-642-8674) in 1977 removed the time barrier between patron and the library and increased the personal touch between readers and the Services for the Blind and Physically Handicapped.

The Services for the Blind and Physically Handicapped relies heavily on volunteers to meet the needs of the non-print reader. These volunteers perform at no cost and the enumerable services they provide dollar wise would reach in the thousands of dollars. For an example, the West Virginia Federation of Women's Clubs, Junior Department has as its state project for 1978-79-80 the West Virginia Library Commission, Services for the Blind & Physically Handicapped and is assisting us to raise monies to used in several ways.

1. A goal of \$20,000 hopefully will be reached by March 1980. This money will be used to provide

equipment for a broadcast quality facility here at the West Virginia Library Commission, Services for the Blind and Physically Handicapped.

2. In addition to the \$20,000, the Clubs have been raising money to assist the public libraries in their specific areas in the purchase of materials and equipment that may be used for the blind and physically handicapped.
3. Several of the Clubs have volunteered time to record segments used for Radio Reading Services.
4. The Beckley Junior Department has also enrolled in braille classes to become braille transcribers for blind individuals residing in West Virginia.

An increased emphasis was placed this year on recording at the facilities located in the Services for the Blind and Physically Handicapped. More volunteer readers were secured to read in-house to produce a better quality recording as well as begin a nucleus of readers to assist when we initiate our special state service of Radio Reading for the print handicapped by the fall of 1980 directly from the Commission.

We taped and arranged for braille of materials to enable blind individuals to hold positions in the Department of Welfare and the Advocates for the Developmentally Disabled. A volunteer brailist spent six months preparing the Handbook for the Welfare Department and other materials were prepared by volunteers who taped information as needed. We also provided volunteers to go into the office of the Advocates for the Developmentally Disabled to read daily materials to the blind employee.

High speed duplication of taped materials for other state agencies was provided as requested. Wild Wonderful West Virginia and the Golden Seal magazines were read and made available to our print handicapped readers. Special requests for textbooks for students not in public education was again a service provided to those in college and in graduate school.

The past fiscal year 1978-79 the Machine Lending Agency of the Services for the Blind and Physically Handicapped experienced a record year. Registrations of new patrons were up, as were numbers of replacement machines. The increase in replacement machines sent was attributable to several factors; 1) the National Library Services for the Blind and Physically Handicapped declared three models of talking book machines and one cassette machine model obsolete; 2) the deterioration of another cassette model made it imprudent to

**PROCESSING DEPARTMENT  
ANNUAL REPORT**

Volumes Processed .....	28,779
Volumes Withdrawn .....	771
Volumes Transferred .....	193
Recordings .....	17,874
Cassettes .....	3,519
Talking Books .....	2,007
Microfiche .....	30,490
Microfilm .....	11,694
Filmstrips .....	1,269
Paperbacks .....	49,024
<b>TOTAL VOLUMES PROCESSED .....</b>	<b>145,620</b>

**CATALOGING DEPARTMENT STATISTICS**

Original Fiction .....	1,888
Cataloging-in-publication fiction .....	137
Special Requests .....	115
Cataloging-in-publication non-fiction .....	3,121
MARC fiche and LPS fiche .....	1,740
American Book Publishing Record .....	141
Original Non-Fiction .....	1,189
Library of Congress Book Catalog .....	107
<b>TOTAL .....</b>	<b>8,438</b>

**INTERLIBRARY LOAN STATISTICS**

Total requests received by telephone .....	10,305
Total requests received by teletype .....	1,071
Total requests processed .....	11,376
Total requests filled in-state .....	9,215
Total requests filled out of state .....	182
Total requests unable to fill .....	1,979
<b>TOTAL REQUESTS PROCESSED .....</b>	<b>11,379</b>

**ACQUISITIONS STATISTICS  
BOOK BUDGET**

Book Budget .....	\$384,400.75
32,363 Volumes Received	
5,629 Magazines, records, films, etc., received	

librarians visited the Gift collection last year to select books by examination.

The librarian reports that a practical use of the collection is the replacement of lost, stolen or damaged books. Popular magazines and scholarly journals are in heavy demand. A supply of **Handbook of Appalachian Materials and Things Appalachian** by Anderson, Phillips and Plumley, was obtained, and a special effort is made to secure West Virginia items.

**SPOTLIGHT ON CHILDREN AND YOUNG PEOPLE**

The State Committee for Observance of the International Year of the Child received brochures detailing the services of the Library Commission, and a member of the field staff, Donna Calvert, participated in committee activities throughout the year. Mrs. Calvert also managed the distribution of Reading Club materials, which the Commission co-sponsored with the Multiple Sclerosis Society, and about sixty percent of public libraries participated.

A new project to reach the pre-school child was presented on a grand scale with Picture Pages, advertised by Captain Kangaroo, shipped to all public libraries. The parent had to come to the library to get the material, which was of an educational games nature.

Service to young adults is practically non-existent, according to a survey made by the Field Services in West Virginia libraries. Only four of the 69 libraries replying had a separate book or activities budget for Young Adults ("YA's are members of that undefined age group -- too old to be treated as children and many not old enough or mature enough to be treated as adults.") Rainelle Public Library ran its own survey of young adults and started a Junior Friends of the Library, which is in search of a project of its own.

**MARSHALL INSTITUTE CELEBRATES SIXTH YEAR**

Five courses were offered in the Marshall Institute for Librarians in Small Libraries. Following is a list of the courses.

Small Library Management (#482); Reference Books and Services (#315); Cataloging and Classification (#320); Utilization of Educational Media (#465) and Book Selection for Children (#404).

**Book Express Office**

New Libraries .....	5
Staff Visits .....	84
Volumes Shipped to	
Libraries .....	48,975
Home Demonstration Club	
Loans .....	748
Publisher's Exhibit .....	605

The mission of the Book Express Office has changed dramatically from the inception of the program fifteen years ago. Then, one trailer gave token service to six county-seat towns without libraries. The present program provides support to thirty-

three active public libraries! Senior staff have instilled the same pride in good service which the trailers demonstrated and new staff have carried on the tradition of prompt and thoughtful service.

**A PUBLIC LIBRARY FOR EVERY COUNTY!**

Though the trustees of Gilmer County Library felt that their streak of bad luck would never end, they stuck to their guns and opened for service in April after long frustrating months in wrestling with problems of site development and Instant Library construction. Preceding them in opening in new portable buildings were the Barrett-Wharton Branch of Boone County Library in August, the Cowen Public Library in November, the Ronceverte Public Library in January and the Branchland Branch of Hamlin-Lincoln Library in April. The development of the library in Glenville, though fraught with problems, seemed a real victory since this was the last county without a public library.

**PREPARING LIBRARIES FOR THE EIGHTIES**

For more efficient study and for more durable legal records, seven VQC photocopiers were supplied in Webster Springs, Cowen, Chapmanville, Craigsville, Green Bank, Rainelle and Union. In addition to providing clearer copies, these units can be operated by the patron himself, thus freeing the librarian.

Video playback equipment was ordered for libraries in Webster Springs, Cowen, Chapmanville, Green Bank, Rainelle and Union. These libraries were selected because of limited video reception facilities. They will be able to secure copies of West Virginia University extension classes on video tape in working toward a degree.

The Recordings Library housed in the Instant Shell was updated during the year, bringing the holdings to more than 2,000 discs. Each affiliate library has been supplied with a set of fifty discs. A catalog listing the albums in the headquarters will be published and distributed through the eleven-county area to provide service by mail for music enthusiasts.

**A BANNER YEAR FOR NEW BUILDINGS AND ADDITIONS**

The town of Richwood realized a cherished dream when it officially opened its new building on July 9. The building, which is located in a new civic center area, features a cathedral ceiling designed by architect Charles Hively. Book capacity was expanded from 7,000 to almost 20,000 volumes. A meeting room, an audio-visual center and a gay and spacious reading room, which accommodates more than fifty persons, were included in the \$360,000 structure.

The Fayette County Library occupied new county headquarters in January. This new building, located directly behind their branch library in Oak Hill, was made possible by a gift of \$50,000 from Herbert E. Jones who had built the branch building a few years previously. The structure consists of two levels...a first floor for offices and garages and a lower level

for book stacks. Total capacity in books is 50,000 and total cost with State assistance was \$288,022.

A great deal of local initiative made possible annexes to instant building in Hamlin and Green Bank. Both of these buildings employed a rectangular plan rather than a second octagonal shell. Hamlin secured financing from the Economic Development Act program in Huntington for their addition. The Pocahontas County Library obtained a Benedum Foundation grant and completed their annex by employing volunteer labor. State Aid took care of surfacing a parking lot and an access road.

A fifth project to build a county headquarters in Monroe County kicked off with a successful fund-

raising campaign. A benefit dinner dance, a sale of sketches of famous old homes by Mrs. Judith Bair and a ticket sale to tour these homes in the spring were among activities to raise funds.

When the building, designed by Clint Bryan, was bid in at costs far higher than had been anticipated, the plucky Board moved right ahead to obtain Appalachian funds and was successful.

A glance at the ledger book shows a growth in local funds of \$72,074, or 22%. Circulation of library books in the area expanded by 69,058, or 8.3%. The chief accomplishment of the year for the Express was the extension of service from fixed facilities to a population of 30,000 who, up to this point, had no service, or limited service from mobile units.

Public Library Workshop (Reference Course) at Marshall University.

A programmed cataloging manual was written for the use of the students at the annual Marshall institute and is available for anyone wishing some basic self-instruction in the cataloging area.

Due to the publication of the new edition of the **Dewey Decimal Classification**, future classifications may differ somewhat as drastic changes have occurred. Classifications which have been assigned to previous editions will remain in most cases, due to the difficulty in retrieving materials previously cataloged and sent to libraries throughout the state. Changes will be made in cases where the material is retrievable, or where the material in the previous copies owned by the Commission is superseded by the new edition and the old should be discarded.

techniques in order to locate needed materials. Over 200,640 title access points and 96,682 subject access points are provided to the 198,256 titles available on the current edition of the union catalog. All joint authors, illustrators, contributors, series titles, standard titles, contents notes, and subject headings are listed, rather than only the main author or title.

Extensive programming efforts went into the production of this expansion, with the publication schedule of the union catalog delayed for several months. However, the increased usefulness of the catalog should make the effort and delay extremely profitable.

Interest in microform catalogs has been growing across the country. The Department receives at least one request a month for observations and advice on the development and use of the microfiche catalogs. While it is still too soon to gain an adequate picture, the provision of multiple access points to the union catalog should drastically change the nature of the requests which find themselves all the way to the Commission. There should be more independence in communicating requests directly from library to library without the middleman of the Commission being used for verification. Subject requests should all but disappear as libraries will now be able to secure their own citations and locations.

### SERVICES FOR AFFILIATE LIBRARIES

#### Book Express Office

COUNTY	TOWN	Statewide Cards	Special Loans	Deposits	Total Loans
*Boone	Madison	1,406	136	144	280
	Barrett-Wharton	503	26	1,059	1,085
*Fayette	Oak Hill		139	242	381
Gilmer	Glennville	692	58	5,393	5,451
Greenbrier	Lewisburg	1,054	221	759	980
	White Sulphur Springs	472	156	747	903
	Rainelle	621	199	838	1,037
	Rupert	237	5	591	596
	Alderson	128	75	352	427
Lincoln	Ronceverte	737	41	2,005	2,046
	Hamlin	468	16	713	729
Logan	Branchland	258	3	4,098	4,101
	Man	445	44	480	524
Monroe	Chapmanville	697	81	813	884
	Union	404	151	392	543
Nicholas	Peterstown	305	216	318	894
	Richwood	328	52	1,920	1,972
	Summersville	361	74	573	647
Pocahontas	Craigsville	461	77	672	749
	Green Bank	150	91	299	390
	Marlinton	210	117	158	275
Summers	Hillsboro	81	41	361	402
	Hinton	1,002	261	609	870
Webster	Webster Springs	396	399	687	1,086
	Cowen	1,085	17	5,503	5,520
*Wyoming	Mullens	579	18	2	20
	Pineville	559	36	1,003	1,039
	Oceana	502	5	2	7
<b>TOTALS</b>		<b>14,141</b>	<b>2,705</b>	<b>30,733</b>	<b>33,488</b>

\*These three counties receive State Aid directly. Therefore, these figures do not reflect all of the assistance from the Library Commission.

### ILL/UNION CATALOG

A series of workshops were held around the state in May and June in order to refresh the dictates of the Interlibrary Loan (ILL) code and provide local ILL staff an opportunity to voice problems and frustrations. One hundred thirty-eight people attended the thirteen workshops held at regional and service center libraries.

An ILL code guideline was prepared including a synopsis of the 1978 copyright laws and a new edition of the CATFICHE manual was distributed in loose-leaf format so that it may be updated by revision of individual sections.

Both workshops and the new edition of the CATFICHE manual grew out of the production of an expanded version of the statewide union catalog of library holdings which had previously been published only in author order.

The union catalog on microfiche is now provided in main entry order with all added entries in one annual cumulation. In this section of the union catalog, one may find items by author main entry, title main entry, added entries for joint authors, illustrators, contributors, corporate authors or contributors, and a wide variety of other added entry access points.

The union catalog is now kept up-to-date by a bimonthly index to all new main entries added since the annual main entry catalog was published, plus cumulative title and subject indexes which contain all data added to the file since 1975. Thus, there is never more than one place that has to be searched in order to secure simple location information. For full bibliographic data, the searcher is referred back to the annual and bimonthly main entry catalogs.

These new access points represent a great step forward in making the holdings of West Virginia's libraries accessible to the public, regardless of where they live. No longer is it necessary for a user to have extensive knowledge of bibliographic searching

# TECHNICAL SERVICES TECHNICAL SERVICES TECHNICAL SERVICES

## Judith Prosser

Technical Services, along with the rest of the Library Commission, survived the trauma of the "Great Info Show" in October.

The entire department was transported lock, stock and barrel to the Civic Center, leaving our Cultural Center quarters looking like the day before we moved in. The desks, shelving, microform readers, MTST, bibliographic tools and in-process volumes were reassembled in what was a logical progression from the ordering steps thru cataloging and processing, to the public access, to library collections through the microfiche West Virginia Union Catalog. The original plan included the Technical Services staff doing their usual work in the unusual setting, thus giving the public an opportunity to see what a library staff does besides stamp date due slips and say "shush."

Actually, we spent most of the time at the "Great Info Show" watching people, herding kids past the MTST in an effort to prevent loss of fingers and damage to the equipment, answering questions and pacifying exhibitors who were disturbed that everyone involved was not a potential customer.

While few would be eager to repeat the experience soon, those of us from the lower level of the Cultural Center enjoyed the rare chance to talk to the public and reveal the part of the iceberg that they never see. Exposure to logistics of setting up such an enterprise and taking it down again, discovering the kitchen in the Civic Center, where all the back doors are, and just how big the floor area really is when one is wrestling a desk, all provided an experience few others can boast and instilled a deep appreciation of the effort represented by the Home Show and the Circus.

## ACQUISITIONS

Several automated acquisitions systems were investigated this year, including Brodart's IROS and Book Express systems, and Baker and Taylor's BATAB. The BATAB system is primarily a batch system involving manual preparation of input documents, which would not result in substantial savings in time or staff. The Brodart systems were book ordering systems, on-line, which did not aid with the elimination of manual files or accounting functions. Acquisitions will continue to watch new developments in an effort to find a system which will not only cut costs, but enable us to expand and improve services.

## PROCESSING

Despite the low average ratio of staff to workload, and the decline in the number of books processed, the overall number of items processed more than doubled. This increase reflects an emphasis on the ordering of paperbacks and recordings which do not receive the same type of degree of processing as do the more conventional library materials.

Divided responsibility for initial searching of each new acquisition as it is received in the main holdings file has helped to prevent the recataloging of materials, a copy of which has already been added to the Commission's holdings at some previous time. Not only is duplication lowered this way, but materials also are not delayed by having to go through the cataloging section when the title has already been processed in the past. The work flows more smoothly and cataloging with its lower staff ratio is not overloaded.

A slight backlog of materials developed toward the end of the year, due in part to staff turnover and in part to the delay in receiving materials until very late in the fiscal year.

## CATALOGING

Between the use of MARC FICHE and the availability of Cataloging-in-Publication information in the volume, some 95% of the cataloging done by the Commission was available from the Library of Congress. All cataloging data is checked against the volume and adjusted to meet local needs when the catalogers are aware of those needs. Many errors are found in the CIP data supplied by the publishers. Authors will not be cited, subject headings very wide of the mark listed, Library of Congress card numbers will vary from the number cited for that title in other sources, and classification numbers used for fields the title does not even approach. This need for verification and editing of the CIP entry slows down the cataloging function, but nevertheless the presence of the CIP is a great boon to the cataloger, providing at best a complete, correct entry and at least a clue to what the entry may be.

Returning to routine activities, following the Governor's Conference on Libraries, additional cataloging was prepared for Chapmanville, Monroe County and Summers County libraries as part of a continuing reclassification project in these libraries.

To keep up with the growing resources available in various fields as aids to cataloging, the staff attended a seminar, Reference Sources in Medicine: Basic Tools at the Charleston Area Medical Center; and the Small

## STATISTICAL SUPPLEMENT

### WHAT THE FIGURES IMPLY

The good news which the Statistical Report reveals is that business at our public libraries is growing. Seven hundred twenty-two thousand more items were circulated this year, representing a healthy eleven percent gain. The establishment of new libraries accounted for much of the growth, but credit must also be given to the increase in use in institutional libraries and services for the handicapped. The fact that nearly all agencies made gains may also mean that, with fuel shortages and murderous inflation, West Virginians are traveling less and reading more!

In 1960, the public libraries contained a little over one million books, compared with today's 2,569,904 volumes. There are 1.64 per capita cataloged items, a growth of only .11 over last year's holdings. The libraries are valiantly sticking to twenty percent as the amount of their budgets which they expend on materials. Soaring prices on clothbound books means fewer books are added. Fortunately, paperback books, a high percentaged added uncataloged, fill some of the gap, particularly in the highly successful Mail-A-Book Service. Our goal for a state book collection is still two books per capita, but it is not within our immediate grasp.

Revenues kept pace with needs for several reasons, though local support seems to be stalemated with municipalities registering a slight decline. The slack is often taken up by Revenue Sharing. The guardian angel of the treasury was Grants-in-Aid, largely state funds channeled from the Library Commission, but

also representing the ingenuity of local leadership in helping themselves with cash grants from the CETA Program supplying personnel paid through this Federal EDA source, and grants from the Arts & Humanities Foundation. This year, grants represented almost forty percent of the funding picture.

A comparison of expenditures indicated that about five percent more in operating funds was channeled toward personnel. This represents a combination of salary increments and improved fringe benefits. The percentage spent on maintenance declined from 30% to 25%, which indicates that there was careful management and monitoring of utility costs.

Taking a look backward some twenty years, there was only seventy-five public libraries listed in 1960 in our State. Many on the list were private association types and were poorly supported and housed. The agency was preoccupied with improving the caliber of existing libraries in the sixties. With the advent of the cash grant law and the prosperity of the seventies, emphasis was paced on starting a myriad of libraries located nearer the people so that West Virginia can now boast of having 155 libraries.

It appears now that the physical plants are dotted over the landscape. We must concern ourselves again with perfecting what we have started by reaching for certain target groups--the teenager, the illiterate, the aging and the working man and woman. The facts show that we have a long way to go in even getting them in the door, much less making regular library users of them.

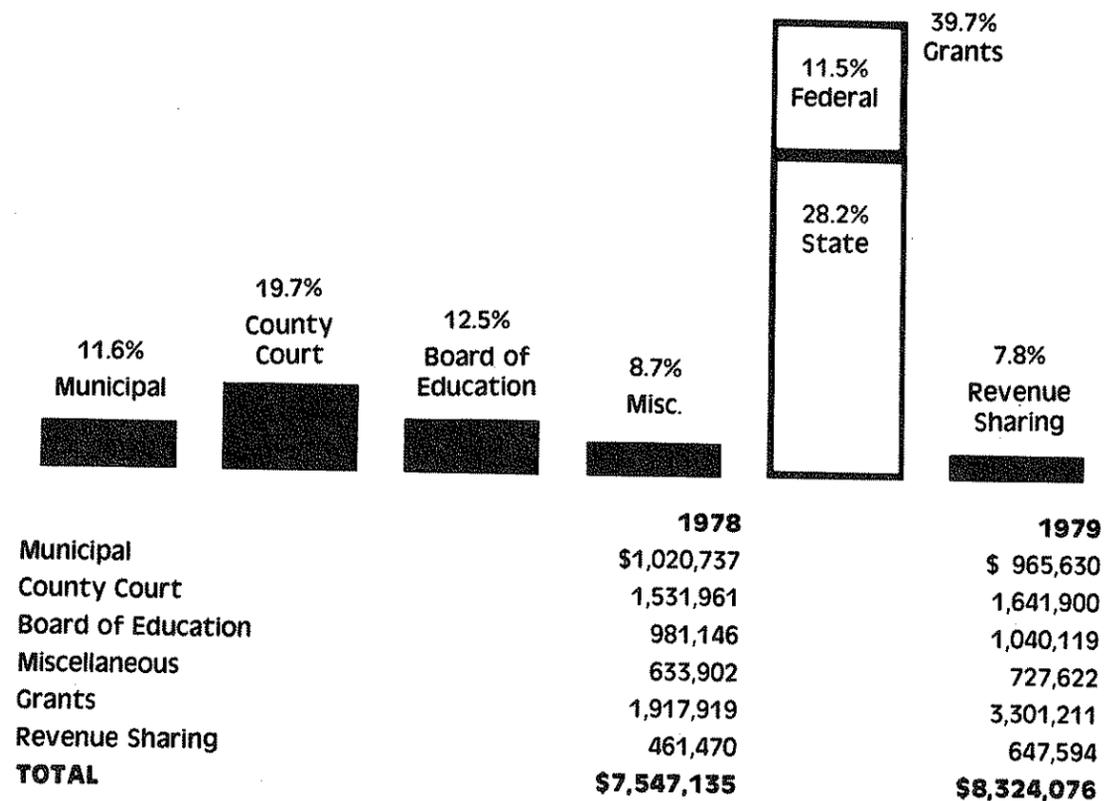
## SUMMARY OF PUBLIC LIBRARY DATA 1978 - 79

	POPULATION	VOLUMES OWNED	MATERIALS LOANED	TOTAL EXPENDITURES
Regional & Service Center Libraries	1,468,928	2,319,002	5,241,691	\$7,025,685
Book Express Affiliate Libraries	275,309	283,284	800,406	707,480
Book Express Office		173,298	48,975	115,300
Service in Institutions		46,058	123,198	92,120
Service to Blind & Handicapped		66,712	123,027	39,953
<b>GRAND TOTALS</b>	<b>1,744,237</b>	<b>2,883,354</b>	<b>6,337,297</b>	<b>\$7,980,538</b>

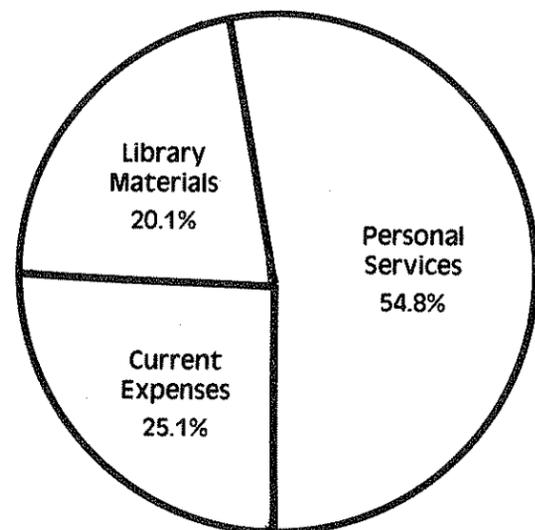
Volumes Owned	2,883,354	\$1.65 per capita
Materials Loaned	6,337,297	3.63 per capita
Expenditures	\$7,980,538	\$4.58 per capita

## SOURCES OF PUBLIC LIBRARY SUPPORT

1978 - 1979



## HOW THE LIBRARY DOLLAR IS SPENT IN LOCAL PUBLIC LIBRARIES



	1978	1979
Personal Services	\$3,370,023	\$4,236,136 (54.8%)
Library Materials	1,375,671	1,559,482 (20.1%)
Current Expenses	2,041,661	1,939,343 (25.1%)
<b>TOTAL</b>	<b>\$6,787,355</b>	<b>\$7,734,961</b>

## REFERENCE REFERENCE REFERENCE

### Karen Coff

Although still not as popular as the Capitol Cafeteria, the Reference Library continued to attract patrons with its varied information menu during 1978-79. Many casual users have become regular customers who stop in daily to sample new books or the most recent issues of periodicals and newspapers. State employees searching for job related material or studying for civil service exams; government officials needing facts and statistics for reports or grant proposals; legislators wanting to know how other states handle particular problems; students; businessmen; independent researchers, all needing various types of information, have discovered the Reference Library.

The main course, served up at the card catalog is the Circulating Collection. Thanks to the increased materials budget, the Reference Library provides a wide variety of current titles on topics ranging from public administration to solar energy. Over 2,000 titles were added during the year. Also added were current editions of standard reference works. Reference Library patrons always want the freshest information possible. Directories, handbooks, almanacs, etc., must be kept current to meet this need. The **Magazine Index** on computer output microfilm, updated monthly, was acquired late in the year to provide quick, current access to over 300 periodical titles. The library had a microfilm backfile of most of the titles indexed and, since updated, the copying equipment, can quickly provide clear, legible copies of the needed articles. If the circulating collection is the meat of the library menu, the periodical collection is the potatoes. The periodical collection will be supplemented during the coming year with additional backfiles of material indexed in **Business Periodicals Index**.

The Government Documents collection, a speciality of the house, is gaining in popularity. Requests for census and labor statistics, federal regulations, committee hearings, etc., are received and filled daily. The statistical capability of the collection has been expanded this year with the addition of the non-depository **American Statistics Index** microfiche collection. Plans are being made for a five year weeding of the federal documents. Reliable acquisition of state government documents remains a problem. The Reference staff is working with the College & University section of the West Virginia Library Association in planning a centralized acquisition and distribution system for state documents.

There is a steady demand for the side dish of Interlibrary Loan. As a result of the increase of periodical backfiles, many requests that formerly had to be sent to another library can now be filled. Local libraries are sending patrons rather than requests to the Reference Library to obtain needed articles. Improved access to the West Virginia union catalog has consequently improved the accuracy of requests and speed of response.

By far the most popular dessert in the Reference Library's line is online bibliographical searching. Patrons call, write and travel from all parts of the state to sample this unique service. Although a few other libraries, following the Commission's lead, provide online searching, none do it on the free, almost unrestricted basis of the Reference Library. The average of 132 computer searches a month has resulted in increased demand on both the staff and the collection. The staff must remain aware of program changes and additional available files through professional reading and workshop attendance. A meeting is being planned with other online users in the state to discuss mutual concerns.

The **Charleston Newspaper Index**, while a difficult and time consuming dish to prepare, is very popular with information seekers. It is the only printed index to state and local news available. Expansion of this Reference staff prepared using either a mini-computer or word processor is being considered.

The Reference Library might not be as popular as the Capitol Cafeteria but it provides variety, freshness, and an information packed menu for researchers in the Capitol Complex and throughout the state.

I. Reference Materials		
A. Total Volumes		70,211
1. Periodical Subscriptions	711	
2. Serial Services	53	
3. Continuations	565	
4. Indexes	70	
B. Microforms		42,184
1. Microfilm	11,694	
2. Microfiche	30,490	
C. Government Documents		
II. Reference Services		
A. Reference Questions	7,726	
B. Telephone Requests	3,949	
C. Interlibrary Loan Requests	682	
D. Circulation	8,691	
E. Interlibrary Loan Circulation	1,551	
F. Computer Searches	1,577	
G. New Registrations	905	
H. Documents Photocopied	37,150	