

STAFF

FREDERIC J. GLAZER, DIRECTOR

ADMINISTRATION

Assistant to the Director - R. David Childers
Chief Field Consultant - E. Frances Jones
Personnel Officer - Louise Young
Jonnie Blackburn
Jo Ann Kittinger

FIELD SERVICES

HEAD - E. Frances Jones
Librarian - Monty Baker
Librarian - Donna Calvert
Rita Hunt
Judy Duncan
Betty Meadows
Mary Lou Hudson
Patti Tincher
Charlie Hayth
Quincy Adams
Christopher Schmutz
Clifford Richards
Garry Greenwood

REFERENCE

HEAD — Karen Goff
Documents Librarian - Nell Laraway
Circulation - Eleanor Hudson
Herbert Beckett
J. D. Waggoner
Mary Hogue
Kimberly Ferrell
Laura Reising

PUBLIC LIBRARY SUPPORT SERVICES

HEAD - David Martin
Photographer - Ross Taylor
Martha Alderson
Steve DeBerry
Roger Deem
Bernard Pleasants

SERVICES TO STATE INSTITUTIONS

HEAD - Shirley Smith
Lisa Sayre
Donald Hansen
Wesley Duncan
Christine Earles
Rebecca VanDerMeer

TECHNICAL SERVICES

HEAD - Judith Prosser
Acquisitions - Jo Anne Cooke
Eugenia Thoenen
Vicki Shamblen
Sheila Knuckles
Marilyn Hall
Katrina Rose
Anna Holcombe
Deborah L. Brown
Debra L. Allen
Timothy Ashley
Norma Osborne
David Yost
Deborah Jarvis

INTERLIBRARY LOAN

Rich Young
Sharon Haskins
Jane Cruise
Mary Kyle
Mary Hundley
Susan Kincaid
Richard Henrion

SERVICES TO THE BLIND AND PHYSICALLY HANDICAPPED

HEAD - Hortenzia Rapping
Paul Steele
John J. Corrigan, Jr.
Joe Ferrell
Terry LeFevre
Diane Lowe
Linda Beasley
Duryea Kemp

AUDIO-VIDEO SERVICES

HEAD - John Calvert
David Shouldis
Richard Goodwin

FILM SERVICES

HEAD - Steve Fesenmaier
Frances Fesenmaier
Jean Naylor
Stephen Wiseman
Mary K. Spencer
Patricia Wills

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COMMISSION MEMBERS

C. E. CAMPBELL BEALL
Chairman

MARTINSBURG

TOM POTTER
CHARLESTON

MARTHA TROCIN
HUNTINGTON

FAE ABPLANALP
CHARLESTON

RUTH GILLIGAN
SISTERSVILLE

groups, in Kanawha and other counties, regularly visited us for a feature film screening and discussion.

Teacher groups from Kanawha County also visited Film Services for an introduction and film. A group of science teachers spent the afternoon with us, previewing our outstanding collection of feature and short science films.

WORLD PREMIERE AND WEST VIRGINIA FILM WEEK

Film Services cooperated with the Department of Culture and History in presenting the world premiere of TRUE FACTS...IN A COUNTRY SONG, a film about a West Virginia music family, the Lilly Brothers of Clear Creek, Raleigh County. Film Services wrote the program note and taped an interview with one of the co-directors. Film Services also provided the films and notes for the first "West Virginia Film Week" shown during the winter film series. Nineteen films from the collection were programmed for showing during the week, and the series was hosted by the film librarian.

IMPROVING ACCESS

GOLDENSEAL, the State folklore magazine, printed a second listing of our films on West Virginia and Appalachia. THE APPALACHIAN ILLUSTRATED INTELLIGENCER carried a film column, "Mindscape", which listed new films on different topics. WEST VIRGINIA ARTS NEWS carried a story about filmmaking in West Virginia written by the film librarian.

Lengthy negotiations with several feature film distributors resulted in the deregulation of all but three feature films. Many non-library groups wanted to show our feature films either in places or times when the public library was not available. Much time and effort was saved by careful reassessment of our policy restricting feature films to only in-library use.

OVERMAC

Film Services was chosen to represent West Virginia on the board of the new Regional Media Arts Center Association, OVERMAC (Ohio Valley Region Media Arts Coalition), based in Athens, Ohio. We are the only library organization in the country so honored. This association works to promote production, distribution, and presentation of independent media works of art.

LES BLANK PRESENTS: OUTSIDE THE MAINSTREAM

One of the world's finest independent documentary filmmakers, Les Blank, visited the Dunbar Public Library and the Library Commission for two days this spring. Blank has made many films on people who are outside the middle class "mainstream" of America, including two in Appalachia. Dunbar hosted the first complete library retrospective of his work (the Museum of Modern Art held a retrospective in the summer, 1979). Film Services has one of two complete

collections of Blank's documentaries of American people. Video Services taped an interview with Blank for airing. This program was funded by the Humanities Foundation of West Virginia and the College of Graduate Studies, Humanities Division.

TOP HONORS

Patty Wills, booking clerk and receptionist, won runner-up honors as Outstanding Client of the Year from the State Department of Vocational Rehabilitation. Patty was given her award by Governor Rockefeller at Institute last spring.

A/V KIT DEVELOPED

A kit of materials which can be used to clean and maintain 16mm projectors and virtually all other kinds of a/v equipment was developed with several repairmen, both within the Commission and outside. Information on commercial vendors was published in the Newsletter along with the basic ingredients. Many libraries around the state either purchased this low cost kit or made their own, thus providing their 16mm projectors with needed maintenance.

PICKFLICK PAPERS II

Nine hundred copies of our new catalog were published and distributed in March. Two copies plus a Columbia Pictures poster were sent free to every public library in the State. One free copy was sent to every state institution and participating state agencies. Additional copies have been provided for cost to public libraries around the State as well as non-library users. A supplement is planned for the near future.

INTERGOVERNMENTAL COOPERATION

Film Services provided films and film programming for many governmental agencies this year for the first time. Examples include a filmography of energy related films for the Fuel and Energy Office; a short film for a special program presented by West Virginia Public Radio; programming advice to the Health Department; a special two-day film festival for the Commission on Aging's annual statewide conference; purchasing films recommended by the Women's Commission and developing a filmography; previewing films related to nursing and health for the directors of the two state nursing boards; programming films for an annual conference of the Transportation Division of Finance and Administration and purchasing films for use in training Civil Service personnel.

Two new staff members joined us this year - Jean Naylor and Mary Spencer. This year our staff provided films for almost one million viewers of all ages, in all fifty-five counties, and of all interests. National recognition has proved to the staff that not only are the films being enjoyed, but other states are interested in copying the "West Virginia system."

FILM SERVICES

Steve Fesenmaier

Viewers 947,327
Bookings 24,897
Films Processed 38,517

WORLD PREMIERES and a WORLD RECORD were some of the outstanding events of 1980. Others included the first WEST VIRGINIA FILM WEEK held at the Science and Cultural Center, co-sponsored with the Department of Culture and History during its winter film series. New films and new programs were presented in every corner of the State.

THE BOOKING SYSTEM

Midway in the summer, the problem of success began to reach a danger level. Hundreds of requests were arriving daily. Soon the system became overloaded, forcing the staff to cut back confirmation time. Early in December librarians from around the State met with Mr. Glazer and Mr. Fesenmaier about the crisis. A plan to computerize bookings was suggested by Mr. Glazer; however, the cost factor became too large given the current budgets.

The services of Information Systems Services Division of the Department of Finance and Administration helped resolve the overload with five temporary workers and the booking form was streamlined for easier processing. Plans for computerization have been put on the backburner while our bookers promise confirmations within twenty-four hours.

FILM SERIES SURVEY

Early in the fall a film series questionnaire was sent to all libraries. The results overwhelmingly indicated that the most desired film series were for children and young adults. Film Services responded by making several series purchases including Time-Life Video's THE TEENAGE YEARS and several IN SEARCH OF...films from Pyramid Films. Many other individual films for the two age groups were purchased.

INDEPENDENT FEATURE FILMS

Film Services held the world library premiere of NORTHERN LIGHTS at the West Virginia Library Association's Annual Conference in October, and later screened the film twice for the State Arts Conference. NORTHERN LIGHTS is the most acclaimed independently produced feature film to come from this country since HARLAN COUNTY,

U.S.A., It won the top award in the world for "Best First Feature" in 1979.

PILOT RURAL COMMUNITY FILM PROJECT

Rose Bowyer, Head Librarian for Pocahontas County, worked in cooperation with Film Services providing a projector and special films to community groups. A projector donated to the Commission for special projects was lent to any group in the rural community which needed a projector. Two more projects are planned for 1980-81.

FIFTY STARS/FIFTY YEARS

The Department of Culture and History co-sponsored a special film event held in honor of the Commission's Fiftieth Anniversary. Over seven straight hours of short films were combined to present a selection of the fifty best short films in the collection. Hundreds of people came and went during the day and two local artists claim to have watched all fifty! Buttons were handed out to the audience, and a world record was claimed for the most number of films ever shown in one place in one day.

FILM PREVIEW COMMITTEE

Two librarians and one teacher volunteered to help Film Services select films for the collection based on their field experience. These people have made recommendations both for particular titles and subject areas to develop.

TRAINING PROGRAMS

Film Services continued its commitment to two youth programs aimed at preparing young people for their life in the job marketplace. During the school year Multi-Cap In-School Exemplary Program counselors worked with Film Services to train young women who have a desire to work in the area of libraries and communications. Several young people provided needed womanpower in processing films; preparing statistics; and even evaluating films. Young people in the Governor's Summer Youth Employment Program helped during the off-season, learning the basics of film library work as well as good work habits.

TOURS FOR CHILDREN AND TEACHERS

Many groups of children of all ages visited Film Services for a quick tour of the largest film library in the state, and sometimes groups of up to fifty children visited our Department. A number of gifted program

OVERVIEW

Frederic J. Glazer

Activities in all service divisions of the Library Commission accelerated well beyond expectations as the Commission began its fifty-first year.

Reference assistances numbered 88,268, utilizing all avenues to information from computerized data retrieval systems to Commission produced newspaper indexes.

Blind and Physically Handicapped usage was in excess of 100,000, and Institutional Services included 126,161 library activities.

Over 1.2 million information pieces were produced and distributed by Public Library Support Services and 3,074 units of programming were provided by Video Services.

Technical Processing extended beyond support for the Commission, and through an automated cataloging and card reproduction system we are now able to satisfy cataloging requirements of all public libraries.

Film viewers from our State Film Library escalated to 947,327 for a cumulative total of 2,712,421 in the four short years since the program began.

As we entered the eighties, library service had become established in all fifty-five counties. Our ambitious building program, beginning in 1970, now numbered 124 building projects reaching 1,286,643 of our citizens.

Total public library revenue from city, county, and board of education sources exceeded nine million dollars for fiscal year 1980.

Our 158 public libraries provided West Virginians with access to 3,026,391 books or 1.75 volumes per capita.

Circulation reached an all time high of 6,633,908 books and nonprint materials borrowed for a library usage figure in excess of 3.8 per capita.

The bottom line of this report loudly and clearly shouts out that your public library services are indeed a bargain!

To have acquired the over six and one-half million volumes borrowed by users would have cost individuals over ninety million dollars. To have otherwise paid to see 38,517 films would have cost \$2,841,981.

The value of our Reference and Research Service to Government, industry, business, scholars, and graduate students cannot be adequately expressed in dollars. Who can evaluate knowledge acquired from nearly 90,000 reference transactions?

Yet these services, worth far in excess of \$100,000,000 were made available to the people of West Virginia for less than \$10,000,000!

An average per capita of \$2.98 in local government funds has been the amount spent for an individual's library services.

That so much has been made available from a collective expenditure of less than \$5.00 per capita indeed points out that libraries are a significant bargain for such a modest allocation of State and local funds.

LIBRARY CONSTRUCTION

R. David Childers

The Library Commission began its second decade of State Construction funds with an appropriation in the amount of \$1,200,000. This appropriation brought the total State funds for library construction to \$10,750,000. The date and amount of each fiscal year's appropriation is detailed in Table I of this report.

Many communities anxiously awaited the Commission's signal that hearings for construction projects would begin. At its meeting on July 20, the Commission awarded grants to three communities totaling \$154,250. A long standing request from Craigsville for an additional Instant Library unit was approved, in addition to a request from the Boone-Madison Public Library for an Instant Library Branch at Racine and an "overrun" request from Monroe County.

The Commission had received news that McDowell County was apparently going to sit out fiscal 1979-80 with plans to request construction funds in a subsequent year. With this news, the Commission planned hearings for several major projects at its August meeting. However, sad news came early on August 3 that a fire had ravaged the library at Welch, leaving McDowell County's Headquarters in ruins. At this point, the Commission postponed further hearings on all projects except Clay County, until the situation at Welch could be investigated. On August 16, the Assistant to the Director attended a meeting held in Welch to discuss the future plans of the McDowell County Library Board. The meeting was well attended by interested citizens from all parts of the County, along with two County Commissioners and the Mayor of Welch. Sentiment for a new library ran high. It was apparent at this point that all that we needed was a little time for the Library Board to organize its army of Friends.

The Commission extended invitations to representatives from McDowell County, Bluefield and Benwood-McMechen to discuss their projects and these communities were represented at the Commission meeting on September 24. The meeting resulted in the awarding of nine construction grants. The grants ranged from Outposts and remodeling to the year's largest, \$425,500, to assist in the construction of a new facility in Welch. A decision on

the Benwood-McMechen and Brown's Chapel (Morgantown) projects, tabled until the October meeting pending inspection of the proposed sites, was reviewed and approved at that meeting. See Table II for a complete listing of all projects approved in the 1979-80 fiscal year.

The fiscal year ended with unfortunate tidings for the library community. There would be no state appropriation for construction funds in the forthcoming fiscal year for the first time since 1971.

TABLE I

APPROPRIATIONS OF STATE FUNDS

1970 -1980	
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
1980	1,200,000
TOTAL	\$10,750,000

PUBLIC LIBRARY SUPPORT SERVICES

David Martin

This year was a high volume year for the production department with over one million, two hundred thousand impressions!

As we were one printer short for the better part of the year, we were kept quite busy and managed to exceed last years production level. We were also pleased to receive an award this year from Dynamic Graphics, Inc. for outstanding creative design.

As we have been in the midst of some personnel changes and general reorganization, some new procedures and order forms have been instituted. Roger Deem oversees the production of materials for the individual libraries, ably assisted by Marty Alderson and our new printer, Bernard Pleasant. General design and major campaigns instituted by the Commission are handled by Department Head, David Martin, and lithographer, Steve De Berry, while Ross Taylor continues to ply his photographic talents about the state with workshops and multimedia presentations.

One of the major campaigns of the year was the "Be With A Book For A Day" program which spotlighted the White House Conference on Libraries. Thirty thousand three-color posters and over fifty million stickers were distributed over the entire country, highlighted by a cover and article on our campaign in the LIBRARY JOURNAL.

Special graphic calendars were designed for this year's Library Appreciation Day. Compiled by Shirley Smith, any and every notable West Virginia event was commemorated in its appropriate calendar space. Along with this, Ms. Smith compiled a very informative "West Virginia Firsts and Superlatives" brochure outlining West Virginia's contributions to the nation.

A new summer reading program was designed and produced, with the assistance of Donna Calvert, titled the "West Virginia Time Traveler". Subscribed to by over eighty percent of the state's libraries, it consisted of a coloring activity book, glossary, synopsis, time line, suggested topics and activities, passport (reading

record), and certificate of completion. Around this core, each library was encouraged to personalize their program to include as much local history and resources as was possible and to introduce the young readers of their community to the history of West Virginia from prehistoric to modern times.

Other major productions of note were: the new one hundred and fifty page film catalog, the large print catalog for the sight handicapped, the new Trustee Manual, the Annual report and the Statistical Report. Included in the 348 job assignments for 152 libraries were: 21 new bookmarks, 22 newsletters, 31 stationery and logo orders, 35 brochures, 7 button designs and 33 small posters or flyers.

The large poster campaigns have continued this year with an eye toward the super slick productions of the commercial industry and the experimental graphics of the fine art printmakers. As our mastery of techniques has improved, we have begun to be able to present the libraries with high quality pieces on a limited basis. Hopefully, we will have even more and better pieces for the libraries to use to stimulate awareness and usage among the general public.

VIDEO SERVICES

John Calvert

The success of a government agency can be determined in a number of ways, but by far the most important measure that can be used is how that agency can positively and innovatively serve the public. The West Virginia Library Commission's Video Services Division, now in its third year of operation, can surely claim an impressive degree of success under this the most important of measures.

Division activities such as providing local libraries and the public with a constant flow of new information programming, educating media librarians and others in the field of video production and programming, seeking out resource contacts in the community in order to develop far-ranging program subject matter, and assisting local educational institutions and other government agencies in the expansion of their services and programs reflect but a few of the ways the West Virginia Library Commission - Video Services Division strives for and meets this criteria for success.

Information television provides both the public libraries of the state and the television viewer of the Greater Charleston area with a wide array of information based programming. Operating on Cable Channel 13 between the hours of 3 p.m. and 5 p.m., the West Virginia Library Commission - Video Services Division in alliance with the West Virginia Department of Agriculture, the West Virginia Department of Natural Resources, Kanawha Arts Alliance, the League of Women Voters, the Retired Senior Volunteer Program, the University of Charleston, the Consumer Protection Bureau, the West Virginia Department of Employment Security, and the West Virginia Department of Culture and History succeeds in reaching the homes of nearly 22,000 viewers with our unique brand of information based programming. Many programs seen weekly on information television go far in bolstering our statewide catalog of video programs that already contains some one-hundred and seventy titles.

Since the advent of video in the library is a somewhat recent phenomenon the staff of our division has participated in several video seminars for public libraries. These training sessions included proper operation of playback hardware, successful production techniques, script and program development, and an in-depth examination of the division's services to libraries and the public. Events

such as these are essential and critical in determining the degree of success we reach year after year.

The Video Services Division constantly draws upon the community and government for resources in developing new and exciting program possibilities. Our cooperative efforts with these groups have enabled us to produce shows on the lively arts, energy conservation, educational opportunities for blacks and those seeking technical or higher education, consumer protection, services for the elderly, employment security, services provided through the Department of Agriculture, how to refinish old furniture, the activities and services of the West Virginia League of Women Voters, a better understanding of our social security system, and programs from local institutions of higher learning. Drawing from these sources has made it possible for us to maintain a constant flow of new and informative material for public consumption both through our video library network and cable television.

As always the Video Services Division offers to other state agencies our services in producing public service and informational spots for commercial and public television outlets. This year the Tax Department, Department of Education, the Treasury Department, the Department of Culture and History, and the Governor's Office all benefited from our policy of inter-agency cooperation.

The Video Services Division has sought to define the purpose and goals of our division in terms of public service. As is widely known, the public demands are in a constant state of change and evolution. Therefore, we as a government agency must stay, at the very least, abreast of these demands to claim success. We believe that by drawing from resources of the community we can better serve the community, therefore fulfilling this measure of success.

TABLE II
PROJECTS APPROVED IN FY 1980

PROJECT NAME	PURPOSE	LOCAL	WVLC	FEDERAL	TOTAL
Benwood-McMechen	New Facility	\$100,000	\$165,000	\$-0-	\$ 265,000
Bluefield	Addition	68,500	100,000	-0-	168,500
Clay County	New Facility	103,500	250,000	-0-	353,500
McDowell County	New Facility	271,500	425,500	350,000	1,047,000
Monroe County	New Facility*	-0-	81,750	-0-	81,750
Shinnston	Remodeling	10,000	20,000	-0-	30,000
Hardy County	Equipment	-0-	4,000	-0-	4,000
Racine	Instant	-0-	52,500	-0-	52,500
Craigsville	Instant**	30,000	20,000	-0-	50,000
Belington	Outpost	3,000	17,858	-0-	20,858
Brown's Chapel (Morgantown)	Outpost	3,000	17,836	-0-	20,836
Cox's Landing (Lesage)	Outpost	3,000	18,379	-0-	21,379
Hillsboro	Outpost	3,000	16,871	-0-	19,871
Marmet	Outpost	50,000	18,173	-0-	68,173
Poca	Outpost	3,000	18,281	-0-	21,281
TOTALS		\$648,500	\$1,226,148	\$350,000	\$2,224,648

* Cost overrun on previously-approved project

** Addition to an existing facility

**TABLE III
PROJECTS COMPLETED IN FY 1980**

PROJECT NAME	PURPOSE	POPULATION SERVED	SQUARE FEET	CONSTRUCTION COST	FURNITURE	SITE ACQ.	ARCHITECTURAL & OTHER	STATE	FEDERAL	LOCAL OTHER	TOTAL
Belington	Outpost	2,000	480	\$ 19,406	\$1,452	Leased	-0-	\$17,858	-0-	\$ 3,000	\$ 20,858
Brown's Chapel	Outpost	2,000	480	19,384	1,452	Leased	-0-	17,836	-0-	3,000	20,836
Cox's Landing	Outpost	2,000	480	19,927	1,452	Leased	-0-	18,379	-0-	3,000	21,379
Hardy County	Equipment	8,855	N/A	-0-	4,000	N/A	-0-	4,000	-0-	-0-	4,000
Hillsboro	Addition	500	480	19,504	367	Leased	-0-	16,871	-0-	3,000	19,871
Marnet	Outpost	3,500	480	24,671	4,002	\$38,500	\$1,000	18,173	-0-	50,000	68,173
Paden City	Addition	5,000	1,250	53,164	2,549	Owned	-0-	17,000	-0-	38,713	55,713
Poca	Outpost	1,000	480	19,829	1,452	Leased	-0-	18,281	-0-	3,000	21,281
Racine	Instant	1,500	1,250	43,800	7,200	Leased	1,500	52,500	-0-	-0-	52,500
Sissonville	Instant	5,000	1,250	62,143	6,584	4,896	1,500	15,500	-0-	59,623	75,123
Wirt County	New Facility	4,154	4,800	146,466	5,424	Gift	8,110	128,000	-0-	32,000	160,000
TOTALS		35,509	11,430	\$428,294	\$35,934	\$43,396	\$12,110	\$324,398	-0-	\$185,336	\$519,734

Correctional Center Law Collection might also be placed in the library. These items arrived in August and the 904 law volumes were placed in the library at that time. At the same time copy machine usage went up and this accounts for the average 450.2 copies per day. The Department of Corrections now purchases the paper for the photocopier. The law material also presents the problem of space for the collection. It is increasing at such a pace that the library will soon have outgrown the room it is in now.

The library has continued to supply films for the Classification Department as well as the Education Department. This year the AA group was added to this

list and receives films for Friday evening sessions.

An inventory of the library was taken and total collection now stands at 2,504 volumes, with 90 subscriptions to magazines and newspapers. The library was open 212 days, 1,969 books were circulated, 95,448 photocopies were provided, and 6,318 inmates used the library.

In March I attended an Institute For Jail and Prison Libraries held at the Sam Houston State University Criminal Justice Center in Huntsville, Texas. This was a very informative seminar, as it gave me a chance to meet with other prison librarians from across the nation and to exchange ideas.

COMPARATIVE STATISTICS 4 Institutions	
SPENCER STATE HOSPITAL	
1978	
Circulation (books)	4,619
Attendance	14,208
Hard Backs	4,949
1979	
Circulation total	23,752
Attendance	14,265
Hard Backs	5,283
Population	815
1980	
Circulation total	13,390
Attendance	13,922
Hard Backs	5,732
Population	661
HUNTINGTON STATE HOSPITAL	
1978	
Circulation (books)	1,912
Attendance	6,259
Hard Backs	2,975
1979	
Circulation total	13,868
Attendance	6,733
Hard Backs	3,288
Population	1,174
1980	
Circulation total	13,357
Attendance	7,505
Hard Backs	3,610
Population	1,094
WESTON STATE HOSPITAL	
1978	
Circulation (books)	4,842
Attendance	10,228
Hard Backs	5,519
1979	
Circulation	33,665
Attendance	9,930
Hard Backs	5,939
Population	1,347
1980	
Circulation total	27,803
Attendance	9,143
Hard Backs	6,425
Population	1,305
HUTTONSVILLE CORRECTIONAL CENTER	
1978	
Circulation (books)	13,053
Attendance	55,322
Hard Backs	3,091
1979	
Circulation total	40,745 (24,227)
Attendance	44,592 (25,407)
Hard Backs	3,444
Population	703
1980	
Circulation	16,839*
Attendance	6,318
Hard Backs	2,504
Population	631

* reflects estimate for deposit collection

paying for 16 hours a week, we can now extend our services to more of the patients in confined wards.

The Patient's Library has been keeping Film Services busier than ever. As they continue to grow, so do my film requests. Social Workers, Psychiatric Aids and Recreation Personnel are requesting films faster than I can fill out the forms. In the last year over 500 films have been viewed and over 100 more films are still on order.

The library has been growing so fast I have had to order more new shelving. We received 486 bound volumes in the past year for a total of 6,425 books. Attendance this year was 9,143 and 3,961 books were circulated. Close to 18,000 records and cassettes were checked out.

We are always looking forward to anything new that we get in the library. We hope that this library will maintain the place that we have established in this institution and will continue to grow as the residents' needs grow.

SPENCER STATE HOSPITAL
Christine Earles, Librarian

STATISTICS OF INTEREST

Annual Circulation 13,390
Annual Attendance 13,922
Hardbound Volumes Held 5,732

Spencer State Hospital has been reorganized into four basic sections, as follows: (1) Admissions, with short term psychiatric treatment (2) Long term psychiatric unit (3) Geriatric unit (4) Mentally retarded unit.

It is now easier for the library to serve each unit with special programs.

For the geriatric section we use religious records, picture books, animal stories. The admission and short term treatment unit is composed of people from all levels of society, and they choose their own reading material. The patients from the psychiatric unit are now chosen to come to the library and watch morning news on our color TV set installed by the hospital administration. Since this is an election year, people are encouraged to read daily newspapers and watch special events on television.

The mentally retarded population uses our audio-visual material plus childrens books, and we plan to start a story book hour this fall. Our attendance has greatly increased due to discontinuation of the Rehabilitation Center.

We contribute to our monthly hospital newspaper - 2¢ WORTH. We participate actively in the interlibrary loan service in providing needed materials for staff and psychology students. We take an active part in the hospital recreation program, supplying them with biweekly films, records, tapes and tape players. Our

books on crafts are widely used by the Art Department.

I feel that the new grouping of our hospital residents will help the library to be used to the fullest potential.

HUNTINGTON STATE HOSPITAL
Donald C. Hansen, Librarian

STATISTICS OF INTEREST

Annual Circulation 13,357
Annual Attendance 7,505
Hardbound Volumes Held 3,610

This has been the first complete year at our new location. As anticipated, use of the library has increased. This can be attributed directly to the central location that the library now occupies in the hospital. During the winter months the library showed movies each Friday afternoon. These movies drew additional people into the library who had not previously made use of it. Some of these have continued to use the library.

The library continues to take part in the annual Hospital Carnival providing bookmarks, outdated magazines and paperbacks. We also continue to make available to the art therapy section magazines for their program. Additionally, we continue to provide magazines to the wards as they request them. This year we have been asked to provide a record player and records for use in the hospital camping program.

HUTTONSVILLE CORRECTIONAL CENTER
Wesley Duncan, Librarian

STATISTICS OF INTEREST

Annual Circulation 16,839
Annual Attendance 6,318
Hardbound Volumes Held 2,504
(adjusted from inventory)

The library remains one of the main attractions of the institution. With the inmates still being confined to their dorms, the library is one of the few places where the inmates have a true relaxed atmosphere. This was enhanced by the repainting of the library in July 1979.

As the population here continues to slowly drop in age, an effort to serve this trend has been made by updating of the record collection as well as providing new book titles more often. This age group also complains that they do not get to spend enough time in the library. However, this can only be changed if the policy of the institution is changed.

This year paperback collections were deposited in all of the locked dorms to try to provide more access to recreational reading for more residents. Eight hundred ninety paperbacks were distributed with an estimated annual circulation of 8,900.

Earlier this year the Commission agreed to purchase new tables and shelves so that the Huttonsville

TABLE IV
PUBLIC LIBRARY CONSTRUCTION
IN WEST VIRGINIA

FY 1965 - 1980

PROJECT NAME	KEY	POPULATION			FEDERAL & OTHER	TOTAL
		SERVED	LOCAL	STATE		
Kanawha	C	229,515	\$1,580,814	0	\$436,510	\$2,017,324
Hampshire	C	11,710	94,670	207,777	302,447	
Barboursville	C	13,908**	66,164	1,767	128,095	196,026
Martinsburg	C/F/R	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/F	8,283	63,052	2,532	132,153	197,737
South Charleston	C/R	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/R	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/R	6,000	12,450	33,741	0	46,191
Shinnston	R/A	2,576**	34,000	24,580	0	58,580
Parkersburg	C	86,818	1,177,101	620,000	450,000	2,247,101
Chester	I/R	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/R	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	R/C/F	8,855	109,998	207,000	0	316,998
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

PROJECT NAME	KEY	POPULATION SERVED	LOCAL	STATE	FEDERAL & OTHER	TOTAL
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/R	5,000	31,600	53,908	12,023	97,531
Dunbar	C	9,151 **	279,820	250,000	0	529,820
Fairmont	R	26,093	0	4,200	0	4,200
Green Bank	I/R	3,000	11,589	52,741	2,107	66,437
Marsh Fork	I	5,000 **	17,623	14,330	11,915	43,868
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	R	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	13,211 **	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/R	500	5,000	31,049	0	36,049
Huttonsville	O	500	2,000	14,102	0	16,102
Iager	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	19,283
Ronceverte	O	2,000	2,000	16,272	0	18,272
Thomas	O	2,000	2,000	15,865	0	17,865
Benwood-McMechen	C	6,000 **	100,000	165,000	0	265,000
Clay County	C	9,330	103,500	250,000	0	353,500
Bluefield	R	63,206 **	68,500	100,000	0	168,500

SERVICES TO STATE INSTITUTIONS

Shirley A. Smith

Books deposited this year	11,038
(Hardback and paperback)	
Recordings added	1,028
Magazine/newspaper subscriptions	1,248
Total hardbound volumes held	45,833
Films shown	1,734
Film viewers	44,598
Population (residents & staff)	10,878

Institutional Services this past year provided public library services to the residents and staff of 26 institutions - a total of 10,876 people.

Twenty-two visits were made this year to institutions - a total of 3,752 miles traveling. With such far-flung installations, these visits are so important for maintaining contact and establishing a good working relationship. Unlike public libraries which tend to be pretty much alike, institutional libraries vary greatly depending on the particular needs of the residents. Only through regular communications with each library can one hope to meet their needs successfully.

Resident population continues to decline as new methods of rehabilitation and "mainstreaming" are utilized. But circulation, as reflected in book, periodical, newspaper, and record loans, continues to remain high. At the six institutions reporting statistics, 4,957 residents and staff borrowed a total of 84,536 items - an average of over 17 each.

An effort was made this year to have library workers and institution personnel participate in materials selection so as to have purchases reflect unique needs and programs. This has worked out quite well. As this office receives lists of materials, they are circulated to the appropriate place for consideration.

A survey developed and circulated in cooperation with the Department of Health further defined specific needs of individuals.

Contact with institutional services in other states has produced material very helpful to us. A video tape from Pennsylvania on programs for mental patients, as well as a slide-cassette presentation of work with

mental patients have been useful tools for in-service training.

Public notice was drawn to two of our institutional libraries with a full-page article and pictures of the library at Lakin State Hospital in the POINT PLEASANT REGISTER, and an article on the library at Huttonsville Correctional Center which appeared in the CHARLESTON GAZETTE.

In the coming year, this department hopes to upgrade service through in-service training sessions for library workers. Also by establishing a departmental policy manual for institutional libraries, many problems that constantly reoccur will be eliminated.

WESTON STATE HOSPITAL Elissa Sayre, Librarian

STATISTICS OF INTEREST

Annual Circulation	27,803
Annual Attendance	9,143
Hardbound Volumes Held	6,425

Weston Hospital's Patient's Library is continuing to be an educational, as well as a nice, comfortable meeting place for its residents. With the passing of another year, the Patient's Library has been a very busy and prosperous one.

The new Training Unit has gotten the patients into the habit of using the library for informational purposes by giving them projects to look up and report on. Since the Training Unit started this, we began a program to bring patients in and teach them how to use the card catalog, how to locate the books on the shelves and how the Dewey Decimal System works. It has really proved to be a good program. They are also learning of all the other services the library has to offer.

Another new program has been started by Becky Berlin. She is having a reading class in the morning from 9:00 - 10:00 for her unit. They come into the library to read the newspapers, books and magazines in order to keep up with current events. This is putting the library to good use. There are many new plans in the making too. With the help of a volunteer patient, who the hospital is putting on a work program and

employees, and over 5,000 containers were removed from the shelves. The Department again reached the point where shelving space was limited and we had to remove some of the older materials to make way for the more current titles.

Many cassette titles were able to be repaired in the Department and the Telex duplicator was kept in high gear this past year. As in previous years, we cooperated with other State agencies to produce tape copies of their agency materials. West Virginia Public Broadcasting requested our services to have duplicates made of specific programs which were needed for their files. The Department of Culture and History, Legislative Services, the Supreme Court and the Department of Education also had need of our duplication services.

Original recording of materials continued this past year with two part time volunteers assisting Joe Ferrell of the staff who is in charge of recording processes. Textbooks, agency manuals, technical manuals and "Wonderful West Virginia" were recorded. "Wonderful West Virginia" is distributed on cassette tape to fifty individuals, several of whom are now residing out-of-state but have requested this through their Regional Library for the Blind and Physically Handicapped.

Mrs. Rapping attended several meetings of local Junior Department Clubs and the Annual Convention held in Charleston in May, 1980. At this convention, awards were presented to clubs having done an outstanding job in the State Project which provided community services for blind and physically handicapped as well as monies for the Blind and Physically Handicapped Department.

June, 1980 was the most rewarding and yet most demanding as a trio of meetings were held in the Boston area, all combined as a tribute to the late Helen Keller on the commemoration of her 100th anniversary: Radio Reading, AARS, held at Harvard; the Library of Congress National Library Services Biennial meeting at the Howard Johnson Plaza Hotel; and the Helen Keller Celebration at the Convention Center. These meetings began June 20 and continued through June 28. International representatives attended these meetings as observers and were impressed with the library and radio services for blind and physically handicapped in this country.

Perhaps it might be well to conclude this annual report by stressing some of the points we have stated in our Affirmative Action Plan:

GOALS

1. To search for and reach out to individuals who are no longer able to hold a book to read or able to see to read.
2. To provide services for the blind and physically

handicapped beyond the limits of the Library of Congress Program.

3. To seek qualified persons to work with this program. Every effort shall be made to employ blind and other handicapped persons whose training, experience and abilities meet the requirements of the Civil Service System for the jobs involved.

Services for the Blind and Physically Handicapped is a service oriented department, as is the West Virginia Library Commission.

Services for the Blind and Physically Handicapped

**STATISTICAL REPORT
Fiscal Year 1979-80**

Circulation

Sub-Regionals	53,554
Regional (WVLC)	46,779
TOTAL CIRCULATION	100,333
***GRAND TOTAL	137,133

Registration

Individual	2,513
Deposits	1,540

TOTAL REGISTRATION 4,053

Bound Volumes

*Talking Books	32,532
*Cassette Books	34,365
**Large Print Books	5,995

TOTAL VOLUMES 72,892

Machine - B/PH - Holdings

*Talking Book Machines	3,133
*Cassette Book Machines	2,258
*Headsets	462
*Pillow Speakers	156

Counties Served: All Counties in West Virginia

* Items sent to W. Va. by the Library of Congress
 ** Items purchased with State funds.
 *** Periodicals sent direct to W. Va. readers by producers give an additional 36,800 items circulated to give a grand total of 137,133.

Remote Control and Speed Control units are not being provided by the Library of Congress therefore we are eliminating them.

Speed Control units are being built into the cassette machines.

PROJECT NAME	KEY	POPULATION SERVED	LOCAL	STATE	FEDERAL & OTHER	TOTAL
McDowell County	C	50,666	271,500	425,500	350,000	1,047,000
Racine	I	1,500**	0	52,500	0	52,500
Belington	O	2,000	3,000	17,858	0	20,858
Brown's Chapel	O	2,000	3,000	17,836	0	20,836
Cox's Landing	O	2,000**	3,000	18,379	0	21,379
Marmet	O	3,500**	50,000	18,173	0	68,173
Poca	O	1,000**	3,000	18,281	0	21,281
TOTALS		1,286,643	\$12,411,950	\$10,374,142	\$7,014,734	\$29,800,826

** 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 (34)

I - Instant Library (33)

O - Outpost Library (26)

R - Remodel, refurbish and/or addition to existing facility (28)

F - Furniture only (3)

/ - Indicates multiple grants made separate from any previous grant(s)

Total number of Projects . . . 124

FIELD SERVICES

E. Frances Jones

Staff Visits	88
Gifts and Exchange Shipped	28,000
Home Demonstration Clubs	
(Purposeful Reading).....	380
Publisher's Exhibits	
(Volumes Displayed)	900
Marshall Institute	
Students	115
Trustees	35

Notable this year has been an upsurge of statewide activity in the Gifts and Exchange program. Forty percent of the fourth floor in the Commission's wing has been assigned to this program, making growth possible. The increase can be attributed to the gracious sharing by certain libraries of their gifts with the state program and a vigorous director. Significant contributions have been made to the collection by Ohio County, Putnam County, Morgantown Public, Marshall University and West Virginia University libraries. The practice of preparing lists of available books and magazines and mailing to all libraries brings amazing response. Librarians are frequently taking advantage of the enlarged display and selecting from the gift collection directly when they are in Charleston.

The Marshall University program for librarians from remote areas completed a seventh successful season, with 115 librarians enrolled. This included 18 from Virginia and, for the first time, several from Kentucky. A sixth course, "West Virginia Source Materials," was taught by Victorine Louistall, a retired professor from the Library Science Department at West Virginia University. The regular curriculum on Small Library Management, Cataloging, Reference Service, Educational Media and Services for Children continued. A Trustee Institute was also conducted during the second week with 35 trustees in attendance.

In library development, six new libraries opened, with a new municipal library at Belington in Barbour County, and five branch libraries at Poca in Putnam County, Racine in Boone County, Lesage in Cabell

County, Sissonville and Marmet in Kanawha County. A question concerning further communities needing libraries was included in a survey of Regional and Service Center libraries, and resulted in the following suggestions: Crum (Wayne County), Kermit (Mingo County), Leon (Mason County), Pennsboro (Ritchie County), Shady Springs (Raleigh County) and West Liberty (Ohio County).

Library funding has been moving along, in spite of inflation, with expenditures running a million dollars more this fiscal year than the previous one. An analysis of receipts shows a rise in dependency on Revenue Sharing money. It now constitutes 10% of the total receipts.

On a county-by-county assessment of local funds, \$3.29 was the average for per capita support, but 38 counties fall below this level, with 8 counties having less than \$1.00 per capita and 5 having less than \$.50. The total range stretched from Taylor County with \$.35 to Hancock County with \$9.68. If the threatened cut-off of Revenue Sharing becomes a reality, 52 libraries could be seriously affected this year.

Fortunately, new groups of Friends are springing up in Grafton, Glenville, Hinton, Union, Webster Springs, Oak Hill and Peterstown. These groups, and many more like them, will be needed to secure more local support in the event that Revenue Sharing funds are cut off.

BOOK EXPRESS

Staff Visits	32
Volumes Shipped	29,389
Statewide Borrower's Cards Issued	11,332
Mail-A-Book Program Loans	8,390

TRENDS AND DEVELOPMENTS

Since the Book Express Area was the last group of counties to develop public library service, it experienced spectacular growth with the stimulus of the new State Aid and the Instant Library program. Within the last seven years, the number of libraries in the area grew from seventeen to thirty, the number of volumes owned by libraries doubled, and the number of items circulated annually reached 900,510. In the

BLIND AND PHYSICALLY HANDICAPPED

Hortenzia Rapping

The Services for the Blind and Physically Handicapped had a very busy time the year of 1979-80. Increased enrollments, increased services, and increased work load for all was met with mixed emotions. Vacancies in two positions not able to be filled for about half of the year caused each person to give a part of their regular work day to help take care of the vacancy work load. Emergency employees were secured for thirty-day periods several times to assist in keeping the services current.

The machine lending service, a part of the Services for the Blind and Physically Handicapped, was able to employ Paul C. Steele in February, to head this important link of service for the Regional Library. The Library of Congress, National Library Services for the Blind and Physically Handicapped, had informed us of a Federal audit to be conducted in the Summer of 1980 so Mr. Steel proceeded immediately to organize the equipment so that the audit procedure could be accomplished in a systematic fashion. Machines were grouped by model and then tagged on the premises. Approximately 2,000 letters were sent to readers who had machines declared obsolete by the Library of Congress, National Library Services for the Blind and Physically Handicapped, to inquire about the condition of the machines they were using and urging them to return the machines if they felt a newer model would be more satisfactory for their listening enjoyment.

The National Library Services for the Blind and Physically Handicapped has also been reorganizing and reevaluating all modes of operation used by the National Services as well as the regional and sub-regional services.

One of the most comprehensive changes has been made in the mailing list system which involves a complete registration in a new format involving all readers, old and new.

Many regional libraries expanded the basic program of reading services as provided by the National Library Services for the Blind and Physically Handicapped. The West Virginia Library Commission awarded a grant to the Raleigh County Public Library in October 1979 at the request of the

Regional Library to assist with a class to teach braille. Several individuals stayed with the class to become quite proficient, but most found it difficult and time consuming to learn. A nucleus of braille transcribers was established from this project.

The most far reaching project to expand the services to print handicapped was the one started by the General Federation of Women's Clubs, Junior Department, in 1978-79 and concluded in May, 1980.

This project raised \$21,000 to provide the means for a broadcast facility to be housed in the West Virginia Library Commission, Services for the Blind and Physically Handicapped. Projects like this cannot be measured in dollars alone because if the hours of time involved to raise the money would be considered on an hourly basis, the \$21,000 would be only a fraction of the money involved. In addition to the money raised for the radio studio equipment, \$2,672 was spent in the area of research. Some public libraries received monies for large print books, magazine subscriptions, and visual aid equipment.

This past year the pilot program of Radio Reading Services operated again from West Virginia Wesleyan College with first Linda Luther in charge and then in January, 1980 the coordinator role was assumed by Scott Borden. The Junior Women of West Virginia assisted also with production of radio programming and conducted workshops in several areas to encourage support for the production of local programs. The Beckley Club and the Princeton Club, followed the project guidelines established by the Services for the Blind & Physically Handicapped and assisted the National Federation of the Blind of West Virginia with their state convention the past two years.

Services for the Blind and Physically Handicapped is appreciative of the support and encouragement supplied by the General Federation of Women's Clubs, Junior Division, over these past two years.

The heart of the Blind and Physically Handicapped Services is the circulation of reading materials to eligible users. The Reader Advisor section had a staff turnover last year and encountered difficulties in keeping up with requests for materials, but the overall annual results were equal to previous efforts.

A massive weeding project was undertaken by the Department with the assistance of temporary

TECHNICAL SERVICES

Statistical Report

1979 - 80

ACQUISITIONS	PROCESSING
Book Budget Books \$246,785.06 Subscriptions, service publications newspapers 59,612.01 Microfilm & fiche 36,476.34 Records & cassettes 9,267.61 TOTAL MATERIALS BUDGET \$352,141.02	Monographs 25,232 Withdrawals 687 Transferred 141 Phonograph Records 1,119 Cassettes 296 Talking Books 1,577 Microfiche 12,061 Microfilm 1,381 Filmstrips 1 Paperbacks 7,834 Audio Visual Kits 147 Serials 30,552 TOTAL 81,030
INTERLIBRARY LOANS	WEST VIRGINIA UNION CATALOG DATA BANK
Requests by telephone 9,829 Requests by teletype 1,525 Requests processed 11,354 Requests filled in-state 9,806 Total requests filled out-of-state 162 Requests filled out-of-state 162 Requests unable to fill 1,386	Input from 1975 to June, 1980 685,979
INTERLIBRARY LOAN TRANSACTIONS	
1978 30,907 1979 44,164 1980 51,176	
CATALOGING	
Total titles excluding Mini-Marc Records 7,952 Cataloging in Publication Fiction 16 Non-fiction 2,937 Special requests 39 Marc fiche 899 American Book Publishing Record 182 Original Cataloging Fiction 2,284 Non-fiction 1,534 Library of Congress National Union Catalog 67 Mini-Marc Entries (June 24-30 only) ... 489	

same time frame, the amount of local dollar support was three times greater, climbing to \$424,525.

The popularity of libraries in this area as centers not only for the lending of books but as the location for cultural activities created a need for more space, e.g. film showings, art and craft displays, and children's story hours. A spate of building annexes has occurred during the last year. Fayette County occupied a new annex in Oak Hill which would provide more adequate space for technical processing and extension service. Green Bank constructed a rectangular annex to its Instant shell. Hillsboro added a second modular unit to its Outpost building, and Craigsville started a campaign for a second octagonal shell with the funds now in sight. Both Green Bank and Craigsville received some assistance from the Benedum Foundation. Lewisburg reconstructed their slave quarters for an all-purpose room.

The new structures have been completed during the past few months. A new Coal River Branch has been constructed at Racine in an octagonal shell. Located in a county park at the forks of the road where Route 3 feeds off Route 119, it is intended to serve the population toward Whitesville and the towns north of Madison. The Monroe County Library at Union is virtually complete with occupancy expected in the early fall in its scenic location.

Though the support pattern has improved, there are vast discrepancies in the rate of support, ranging from \$3.84 in Webster County to \$.45 in Logan County.

RECORDINGS LIBRARY

Over a period of three years, the Commission's old recordings library has been weeded and upgraded with a number of new acquisitions being made. A printed catalog, the "Pick Disc Document" had been published. The collection, which is available to libraries in the Book Express Area and residents of state institutions, contains about two thousand items, including the following types: classical, children's folk, holiday, instructional, jazz, opera, soundtracks, spoken and foreign languages. Good fortune smiled upon this project when a library assistant with a broad musical knowledge and appreciation was hired. Under her guidance and leadership, this collection should grow in its ability to serve the State.

MAIL-A-BOOK SERVICE

A temporary resolution of the public library problem in central Logan County has been the sponsoring of Mail-A-Book Service. It is entirely paperback stock. Rural box office holders receive an attractive annotated catalog listing 1,000 titles which have been selected by a committee of librarians. Requests are made to the Book Express Office on a postcard, and postage is paid both ways for the books by the Express Office. Between 600 and 800 borrowers have used the

service, which is advertised only by newspapers and radio with 8,380 books loaned to rural residents. This will continue through the Fiscal Year '81, as new contacts should once again be made with potential leaders in Logan County to organize their own public library. In March, 1980, an offer of the loan of the Orange Reading Machine (a refurbished book trailer) was made to Logan County if they could obtain book funds and leadership, but there has been no response to this offer.

NEW DUTIES

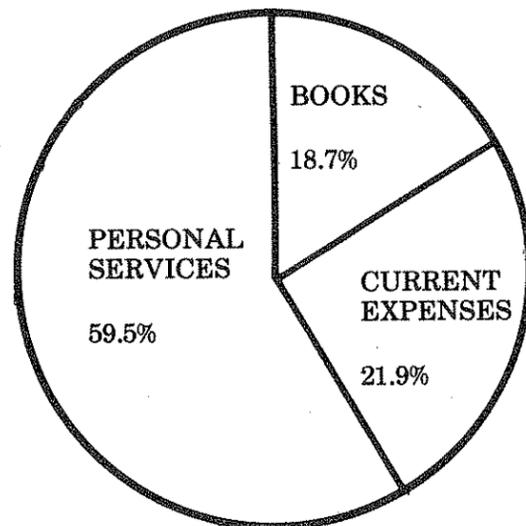
Several new duties were assigned to the Book Express Office this year: transportation (the entire staff was scheduled for a defensive driving course); stocking and ordering of office supplies for all departments; and a complete statewide inventory control was taken. The very professional job of the inventory should be commended, as it accomplished the following: (1) a 100% physical inventory of all Library Commission equipment (1,520 items) at 85 locations; (2) a new system of four-digit identification for equipment and location implemented; (3) a complete update of the Inventory Control Master file (computer read-out); (4) identified and turned in all excess and obsolete equipment to State Surplus Property; and (5) remarked all equipment with the new metal tag (this is 90% complete).

SUMMARY OF PUBLIC LIBRARY DATA 1979 - 80

	POPULATION	VOLUMES OWNED	MATERIALS LOANED	EXPENDITURES
Regional & Service Center Libraries	1,468,928	2,432,645	5,519,140	\$7,758,941
Book Express Affiliate Libraries	275,309	300,833	900,510	716,870
Book Express Office		174,583	29,389	165,091
Service In Institutions		45,833	84,536	92,300
Service To Blind & Handicapped		<u>72,497</u>	<u>100,333</u>	<u>42,544</u>
GRAND TOTALS	1,744,237	3,026,391	6,633,908	\$8,775,746

Volumes Owned 1.74 per capita
 Materials Loaned 3.80 per capita
 Expenditures \$5.03 per capita

HOW THE LIBRARY DOLLAR IS SPENT 1979 - 80



Personal Services	\$5,038,700
Library Materials	1,582,873
Current Expenses	1,854,238
	<u>\$8,475,811</u>

TECHNICAL SERVICES

Judith Prosser

Acquisitions assumed the maintenance of a cumulative order file for all libraries purchasing materials through the Library Commission. In the past, one copy of the multiple part order form was returned to the individual or library placing the request as a receipt that the item had been ordered. All unused files and slips available from in-house locations were collected and integrated into one alphabet. The file now contains over 10,000 slips and extends retrospectively over a year and a half.

All incoming requests for ordering are checked against the file and any duplicated orders are returned to the requestor for confirmation that a duplicate copy is desired. This procedure has increased the work involved in preparing orders, but has saved as much as \$1,500 per order for the libraries involved.

It is hoped that sometime in the coming year the order file can be converted to a machine readable file which will reduce the amount of time now spent in file maintenance and checking. Such a file will make it possible for the Department to issue monthly short title order reports reflecting a library's history for a quarter or for a year to aid the libraries in collection development and budget management.

CATALOGING:

The Cataloging Department worked with several departmental libraries within state government, helping to organize materials and establish control systems. The most extensive project was undertaken for the Research Division of the State Tax Department, where a complete overhaul was effected all the way from physically shelving the materials and weeding the collection to developing an index system.

Computerization was a prime topic in Technical Services with the presentation of a library automation overview workshop for public librarians. Topics included: cost studies of various possible systems for acquisitions, circulation, film bookings and cataloging, and finally the installation of a minicomputer based cataloging system, Mini-Marc. Mini was installed June 23, the staff were trained on the system on the 24th and 25th, and by the end of the month, production was in full swing. Cataloging and card production services will be extended beyond those libraries directly served by the Commission in the past to all public libraries who wish to use the

service. This will release local staff formerly involved in these activities for other duties, and enable the local libraries to expand services without expanding budgets.

INTERLIBRARY LOAN:

With the expansion of the Statewide Union Catalog microfiche to include cumulative author, title, subject, and added entry indexes, use of the Catalog has increased both for interlibrary loan locations and for identification of cataloging data for West Virginia materials and other items for which standardized cataloging is difficult to obtain.

The interlibrary loan statistics reflect a substantial growth in the use of the system. It is difficult to provide a true picture of the traffic in the past due to incomplete reporting of the use of interlibrary loans made by many libraries. Reporting also included some duplication in 1977 and 1978 with some affiliate libraries reporting their statistics individually, while their regional libraries were including them in the regional figures as well. The growth over the three years the statistics have been maintained is real, but the figures in all areas would be greater if libraries reported their use of the system consistently.

AUTOMATION:

The new minicomputer cataloging system and the provision of catalog cards to libraries outside the direct service of the Commission will provide machine readable cataloging data which will be coded with each library's interlibrary loan code and dumped directly into the Union Catalog system. This will cut down on the amount of rekeying of entries necessary for the creation of the Union Catalog. The location codes have been expanded to include branch and affiliate location so that regional libraries may make greater use of the Union Catalog as a local identification tool. The entries may be retrieved by libraries in machine readable form for use in local COM catalogs either on microfilm or microfiche, cutting down drastically on the cost and maintenance of local card catalogs. These entries may also be used for the creation of a data base to be used with an automated circulation system, and other automated services.

needed information. Small public libraries invest in long distance calls, confident that "the Library Commission will have it". Many of the lunch time browsers have discovered that the library has more to offer than current magazines and comfortable chairs. New registrations indicate that 912 new people became aware of the Library.

The Reference Library collection now contains 73,378 volumes, an increase of 3,167. The emphasis during 1979-80 was on the addition of new titles. Few new subscriptions to periodicals or serial services were added. The microform collection was increased significantly however. A five year microfilm backfile of titles indexed in BUSINESS PERIODICALS INDEX in addition to the microfiche collection for the STATISTICAL REFERENCE INDEX were acquired.

The Reference staff often regards itself as the trouble shooting arm of the Commission. Credence was once more given this belief when a staff change resulted in Reference assuming responsibility for the distribution of statewide Borrower's Cards. The backlog was truly

horrible but eight weeks later, over 1,300 Library users throughout the state finally had their cards and there was no backlog.

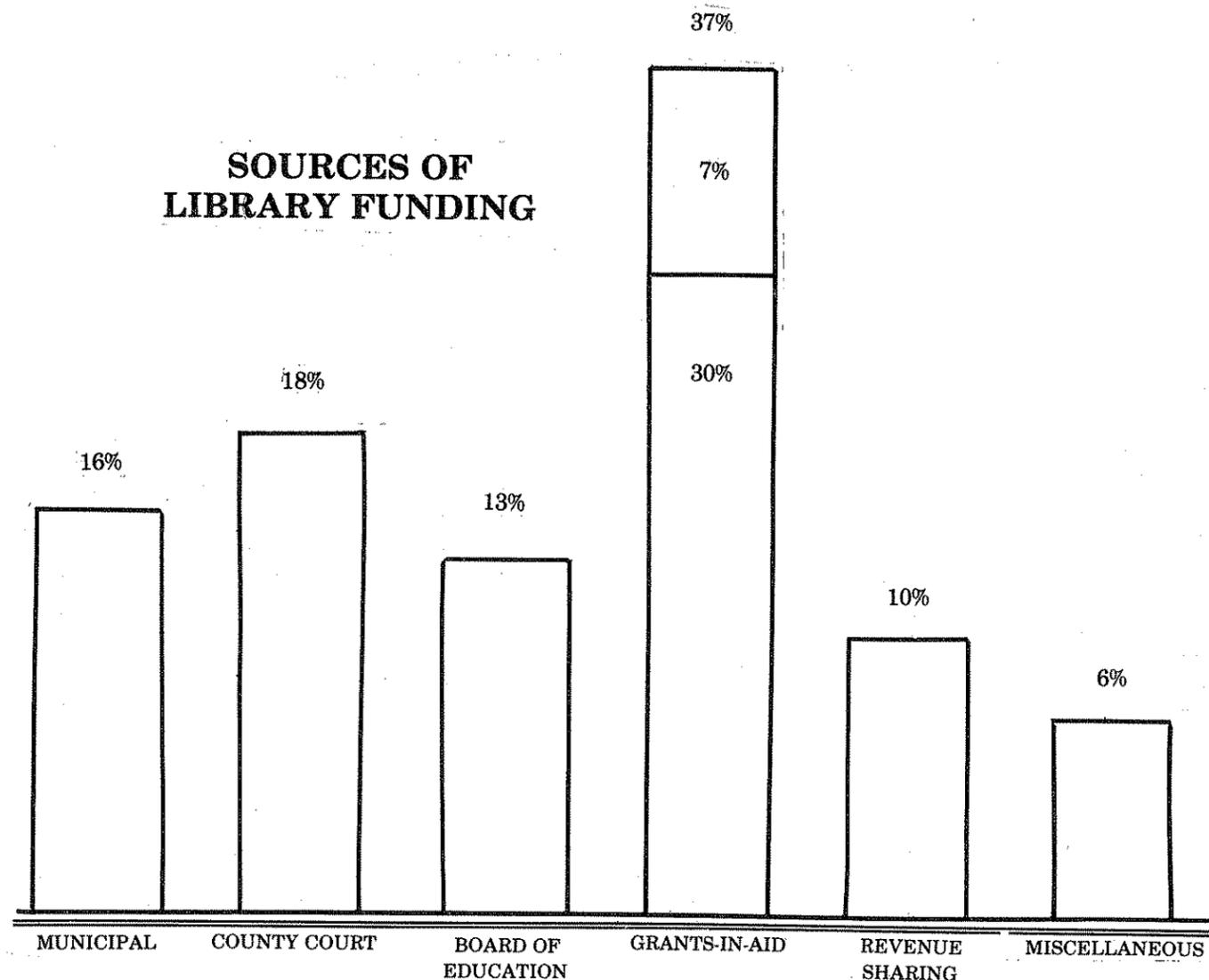
Printing difficulties with the CHARLESTON NEWSPAPER INDEX pointed up the fact that many libraries regard this Reference Library produced index a valuable tool for accessing state and local information. As the year progressed and the 1978 index was still not available, many anxious phone calls were received, usually accompanied by unsolicited testimonials. The depth of indexing has improved since the project was undertaken in 1973 although all indexing is still done manually. Automated indexing is still being discussed.

Budget restrictions limit the possibility of new projects for the coming year. Expansion of the heretofore totally non-fiction collection to include Appalachian literature is being planned. The main effort however will be to continue to provide quality information service to all who need it.

SUMMARY OF REFERENCE SERVICE

	1979-80	1978-79 Comparison
I. Reference Materials		
A. Total Volumes	73,378	+3,167
1. Serial Services	53	
2. Continuations	565	
3. Indexes	65	
B. Periodical Subscriptions	711	
C. Microforms		
1. Microfilm	13,075	+1,381
2. Microfiche	42,551	+12,061
D. Government Documents	53,783	+12,583
II. Reference Services		
A. Circulation	10,391	+149
1. Books (except interlibrary loan)	7,006	+188
2. Books (interlibrary loan)	859	-299
3. Periodicals (except interlibrary loan)	1,591	+254
4. Periodicals (interlibrary loan)	530	+137
5. Government Documents	405	-131
B. Interlibrary Loan Requests		
1. Requests made	522	-160
2. Requests received	1,489	-12
C. Computer Searches	1,915	+338
D. Reference Requests	14,180	+2,505
1. Walk-in patrons	9,493	
2. Telephone requests	4,687	
E. New Registrations	912	+7
F. Photocopies	59,770	+22,620
Total Reference Assistances		88,268

SOURCES OF LIBRARY FUNDING



	1970	%	1980	%
MUNICIPAL	\$362,883	16%	\$1,407,721	16%
COUNTY COURT	748,446	33%	1,649,113	18%
BOARD OF EDUCATION	567,005	25%	1,201,529	13%
GRANTS-IN-AID:				
State	142,458	6%	2,670,300	30%
Federal	215,745	9%	603,210	7%
REVENUE SHARING			917,870	10%
MISCELLANEOUS	249,482	11%	579,528	6%
TOTALS	\$2,286,019	100%	\$9,029,271	100%

SERVICES FOR AFFILIATED LIBRARIES 1979 - 80

LIBRARIES	BOOK LOANS			BORROWERS CARDS	
	Special	Deposit	Total	This Year	Total
BOONE COUNTY					
Madison	98	646	744	1705	3746
Barrett Wharton	17	16	33		
GILMER COUNTY					
Glenville	104	1715	1819	677	1578
GREENBRIER COUNTY					
Alderson	18	612	630	170	825
Lewisburg	299	430	729	616	4357
Rainelle	272	763	1035	631	2318
Ronceverte	113	793	906	359	1199
Rupert	13	389	402	197	949
White Sulphur	200	427	627	292	1863
LINCOLN COUNTY					
Hamlin	153	1113	1124	626	1681
Branchland		441	441	140	397
LOGAN COUNTY					
Chapmanville	91	915	1006	716	3394
Man	68	449	517	90	1574
MONROE COUNTY					
Peterstown	79	419	498	332	1650
Union	139	480	619	205	800
NICHOLAS COUNTY					
Craigsville	77	658	735	428	2089
Richwood	37	636	673	426	715
Summersville	134	317	451	153	800
POCAHONTAS COUNTY					
Green Bank	57	1612	1669	119	719
Hillsboro	32	126	158	64	534
Marlinton	141	23	164	215	425
SUMMERS COUNTY					
Hinton	348	669	1017	1830	4640
WEBSTER COUNTY					
Cowen	25	513	538	527	1915
Webster Springs	491	611	502	379	1535
WYOMING COUNTY					
Mullens	3	3	6	318	2779
Oceana	11	3	14	499	1986
Pineville	44	4	48	414	1319
	2,948	14,790	17,738	11,990	46,487
OTHER LIBRARIES			2993		
GRAND TOTAL	2,948	14,790	20,731	11,990	46,487

REFERENCE

Karen Goff

Recognition of the quantity of information and the quality of information service available at the Reference Library is growing both among government employees and patrons throughout the state. During the past year the library was discovered by speech writers, administrative assistants, accountants, authors, and students too numerous to mention. The Reference Staff, which has always been "strong, courageous and bold", is developing a distinct abhorrence for the word "no". Given enough time, this intrepid group can track down obscurely cited federal laws, vaguely remembered newspaper articles, words and music to popular songs of the Revolution, testimony given by Mother Jones, foreign importers of glass marbles, environmental and health impacts of coal gasification, and every imaginable aspect of learning disabilities.

The circulation figures for the library do not accurately reflect its use. The nature of the clientele demands facts. A speechwriter is not necessarily interested in a book on the philosophy of aging when writing a speech on the plight of the elderly, but would be vitally interested in any sections of the book discussing particular problems. Therefore, the staff photocopies material for many requests, making the 22,620 page increase in the number of photocopies a very significant figure. Although total circulation increased by only 149, when the interlibrary loan figures are discounted, book circulation increased by 188 and periodical circulation increased by 391. The fact that interlibrary loan circulation is decreasing is taken as a positive sign. It indicates that the collections of libraries throughout the state are improving and also that the West Virginia Union Catalog is having the desired effect of distributing interlibrary loan requests more equitably. Interlibrary loan requests made by the Reference Library are also down reflecting that our patrons are finding needed materials in-house. Another encouraging sign is the growth in periodical circulation. In 1975 the Reference Library purchased a five year backfile of titles indexed in READER'S GUIDE not formerly held by the Commission. This backfile has proved valuable in filling requests for students and the Book Express libraries in particular. In 1979 a backfile of titles indexed in BUSINESS PERIODICALS INDEX was added which should prove just as valuable for the business community. The Reference Library is one of the few libraries in the state that checks out periodicals. Several state government employees are on a mailing list to receive issues of certain titles regularly.

Government document circulation was down, but the overall feeling of the staff is that actual use was up. The government documents are a valuable addition to the collection. Many state agencies have discarded subscriptions to titles such as the FEDERAL REGISTER upon discovering both current and back issues at the Commission. The documents staff is involved with activities of the State Data Center which will provide detailed access to both print and nonprint census information. Participation in the Data Center adds a further dimension to the information service offered by the Reference Library. A total of 12,583 items were added to the documents collection in 1979-80. This is the largest total since the library became a depository in 1976.

The staff often feels overwhelmed by computer searches. The online bibliographic retrieval service continues to be extremely popular. Requests for searches increased by 338 during the year and it is doubtful that a peak has yet been reached. Although a few special and college libraries have added the service, use has not decreased. In fact, several professors throughout the state have made computer searches a class requirement. The local branch of the U.S. Department of Commerce discovered that it could get much quicker service from the Library Commission than from its own Washington Office. Several searches have been done for state businesses concerning foreign importers and agents for various West Virginia products. The possibility of providing updates on selected topics for state agency heads is being discussed. The replacement of the printer associated with the terminal has greatly increased the efficiency of the search process. Citations can now be printed online which eliminates the need to order prints from California. A cost comparison study indicated that even taking computer and communication costs into account, it is less expensive to print up to 100 citations online, depending on the searcher. This also increases the efficiency of the service. The staff is doing approximately 160 searches per month at the present time. We are projecting over 2000 searches for the current year.

As mentioned previously, most of the Reference Library's patrons expect to be spoon fed facts, figures and other pieces of information. For this reason, the number of actual reference requests far exceeds the number of books circulated. The Reference staff responded to 14,180 requests during the year. Almost one third of these requests were received by telephone. Busy state government researchers often call for