

Yavapai Library Network

Annual Report

2023-2024

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Letter From the YLN Administrator



Karie Straube, MLS
YCFLD Assistant Director & YLN Administrator

Dear Stakeholders and Friends,

As we reflect on the past year, we are filled with gratitude and pride for the remarkable achievements and milestones we have reached together. This year, we have made significant strides in expanding our services and resources to better serve our libraries and community members. Some of our key accomplishments include:

- **ILS Migration:** The Yavapai Library Network (YLN) transitioned from SirsiDynix to Koha, an open-source integrated library system (ILS) managed by ByWater Solutions. This change was initiated by Valerie Burns in the summer of 2022. A committee of experts identified specifications and evaluated vendor bids, leading to the selection of ByWater in September 2023. The migration began in mid-December, with a 6-month timeline to transition all 59 libraries. An Implementation Committee assisted with policy decisions, coordination, and marketing. Training was provided to 292 staff members on-site and 75 via webinars. The new Koha ILS went live on June 17th. Special thanks are given to all participants in the process.
- **Authority Control:** With the support of an LSTA grant, our shared catalog's bibliographic and authority files were upgraded to RDA standards. This included enhancements to subject headings, authority control, tables of contents, and reading levels, all completed before the ILS migration. The project was funded by the Arizona State Library, Archives & Public Records, a division of the Secretary of State, using federal funds from the Institute of Museum and Library Services.
- **New YLN Member:** In October 2023, Cañon Elementary School in Black Canyon City became the 29th school library to join the YLN. The library brought over 4,000 items and a strong enthusiasm for participating in our Network.

Changes in our Libraries:

- Several libraries saw a change in leadership as several directors retired or moved on to new opportunities. This includes the retirement of long-time directors Roger Saft of Prescott Public Library, Scott Bruner of Chino Valley Public Library, as well as Andrew Barber's move from Prescott College Library to Embry-Riddle Aeronautical University.
- This was a transition year for Yavapai College as both libraries began transitioning to Centers for Learning and Innovation. Once completed, the facilities will feature immersive learning experiences in addition to the more traditional library resources.

Looking Ahead:

In the coming year, we plan to revisit the YLN Strategic Plan and Technology Plan. As we move forward, we remain committed to our mission of connecting people with the information, resources, and opportunities they need to thrive.

About the YLN

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

The Yavapai Library Network was initially founded in 1985, through a collaboration between the Yavapai College Library and the Prescott Public Library. Over the years the Yavapai Library Network has grown significantly and in FY2023-24 it encompassed 59 libraries, including academic, public, K-12, and special/museum libraries. The YLN also includes six special collections.

Yavapai County Population: 249,081

New Users this Year: 21,280

Residents with a Library Card: 109,196

= 44% of the County

Total Available Items*: 1,277,745

Physical Items:	**942,531**
Physical Titles:	**516,705**
Digital Titles:	**335,214**

Physical Items Added 23-24: 64,024

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

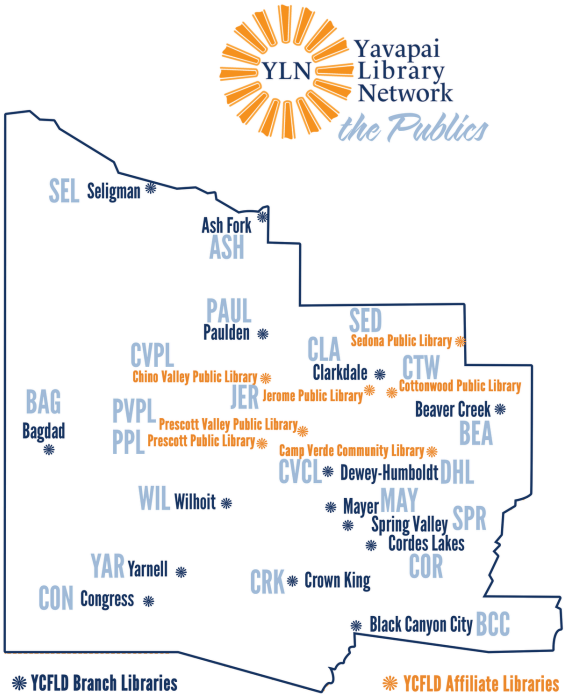
*Includes physical items and digital titles

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

YLN Membership

COLLECTIONS ACCESS

The Yavapai Library Network (YLN) member libraries work together by sharing both virtual and physical resources. Physical materials are transported across Yavapai County via a courier service. Once they arrive at our central hub in Prescott, they are sorted by an automated materials handler and then dispatched to the appropriate receiving libraries. This efficient process allows patrons to request materials from any member library and expect delivery within a week.



COLLABORATION

The YLN features many user groups in which members are encouraged to participate. These groups offer the chance to enhance professional skills and collaborate with others in areas such as circulation, cataloging, youth services, marketing, e-materials, and more. At times members of the user groups are called upon to provide subject matter expertise or assistance, such as when going out to RFP for YLN-wide resources.

SHARED TECH & RESOURCES

The YLN shares an integrated library system, Koha, and an online public catalog, Aspen Discovery. Member libraries have access to the Yes! Calendar, the Overdrive/Sora e-materials platform, discounted library cards, barcodes, RFID hardware and tags through Tech Logic, and tech support.

Benefits of YLN Membership



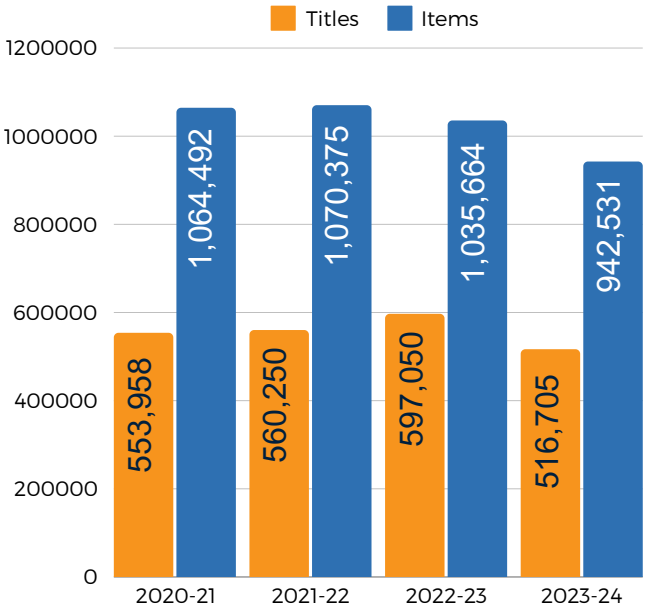
BENEFITS TO PATRONS

- Shared Catalog
  - Patrons are able to borrow items from other YLN libraries and have them delivered to their home library via courier service
- Digital Library
  - Overdrive (Libby; Sora for K-12)
  - Ebook Central
  - New York Times Digital Edition
- Online Learning Resources
  - Mango Languages
  - Britannica Library
  - NoveList Plus
  - AncestryLibrary®
  - Udemy® online video courses
  - Peterson's Test and Career Prep
  - Gale Legal Forms
  - Science, History, & Social Studies Resources
  - Chilton Library
  - Business Resource and Statistics
  - Gale in Context
  - Hobbies & Crafts Reference Center
  - Home Improvement Reference Center

BENEFITS TO MEMBER LIBRARIES

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

Physical Holdings



To build up a library is to create a life. It's never just a random collection of books.
– Carlos María Domínguez

Digital Holdings - Titles

E-book Central

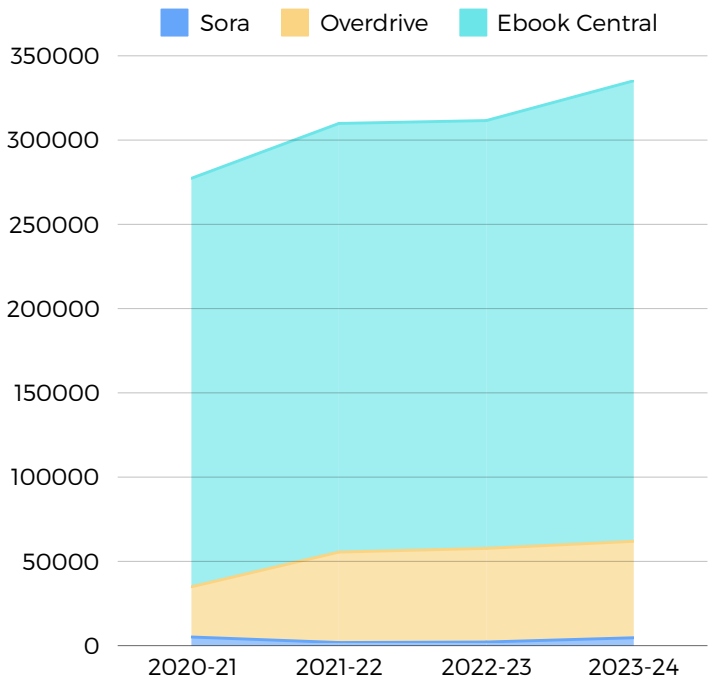
2020-21: 242,396
2021-22: 254,350
2022-23: 253,866
2023-24: 273,300

Overdrive

2020-21: 29,789
2021-22: 53,679
2022-23: 55,575
2023-24: 57,230

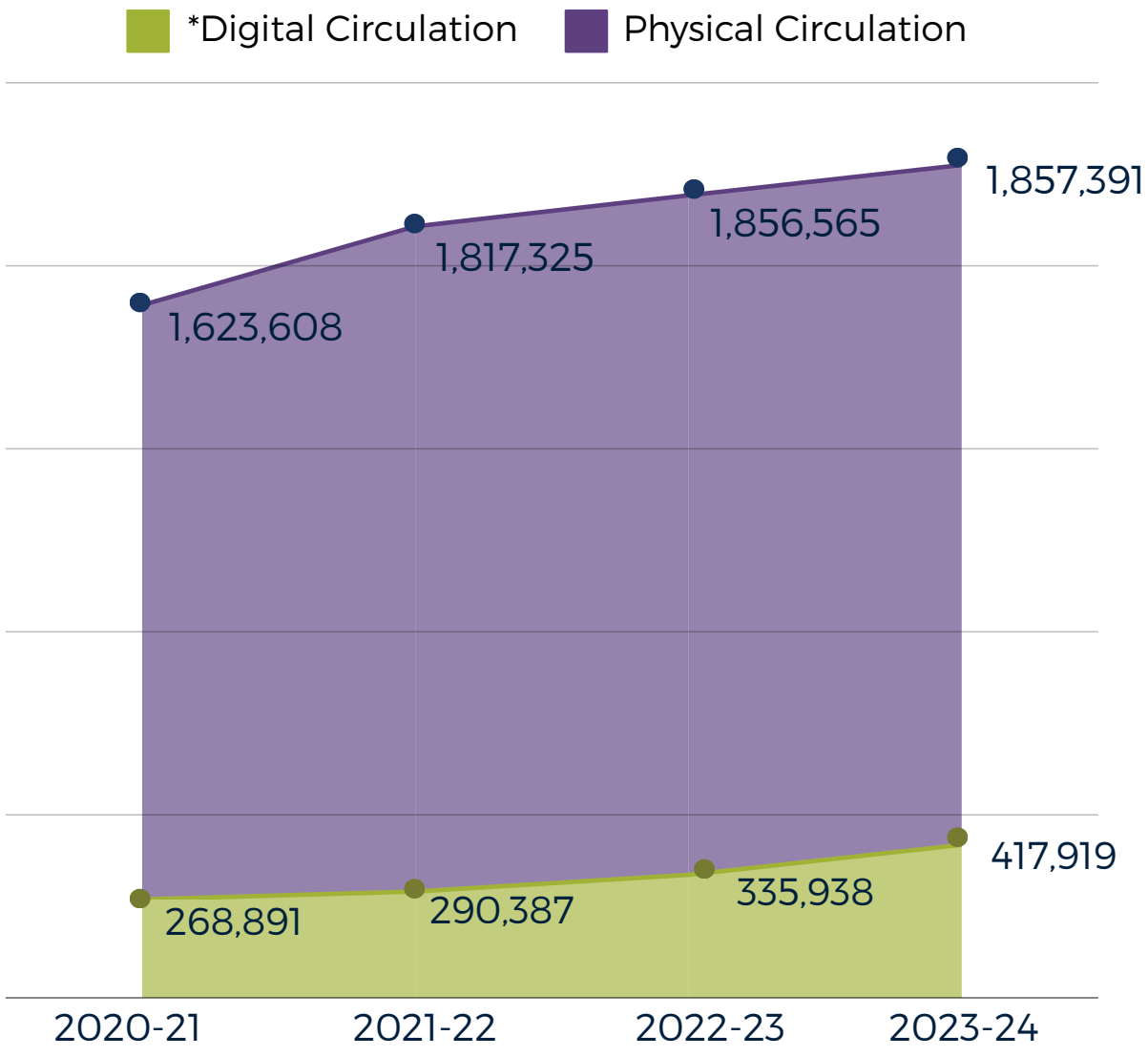
Sora

2020-21: 5,129
2021-22: 1,844
2022-23: 2,145
2023-24: 4,684



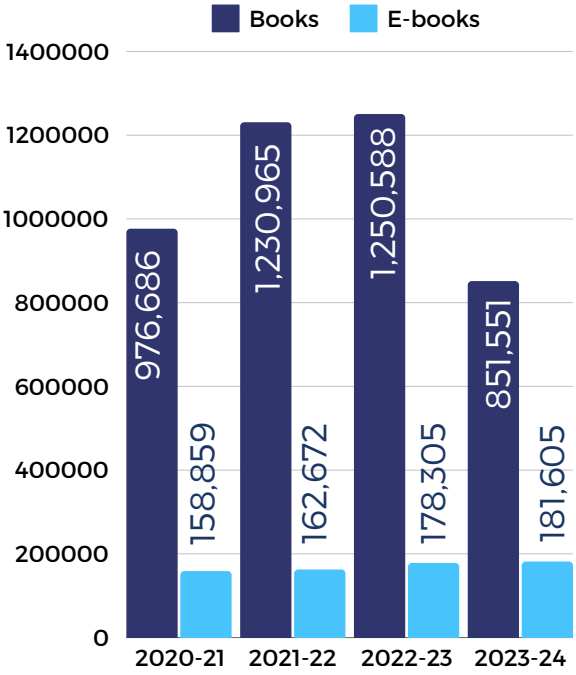
Circulation Trends

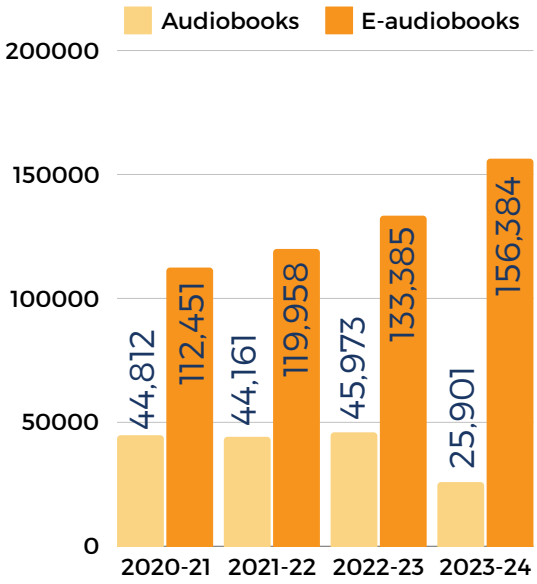
While showing an overall increase of 14.4% from FY21 to FY24, the circulation of physical materials has held steady the last two years. At the same time, digital materials continue to prove popular, with a 55.4% increase over the same four-year period.

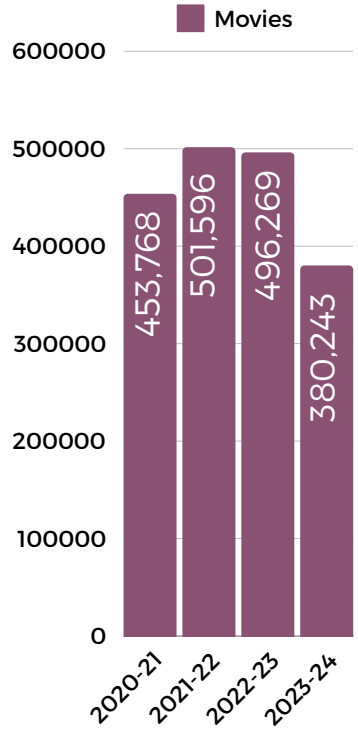


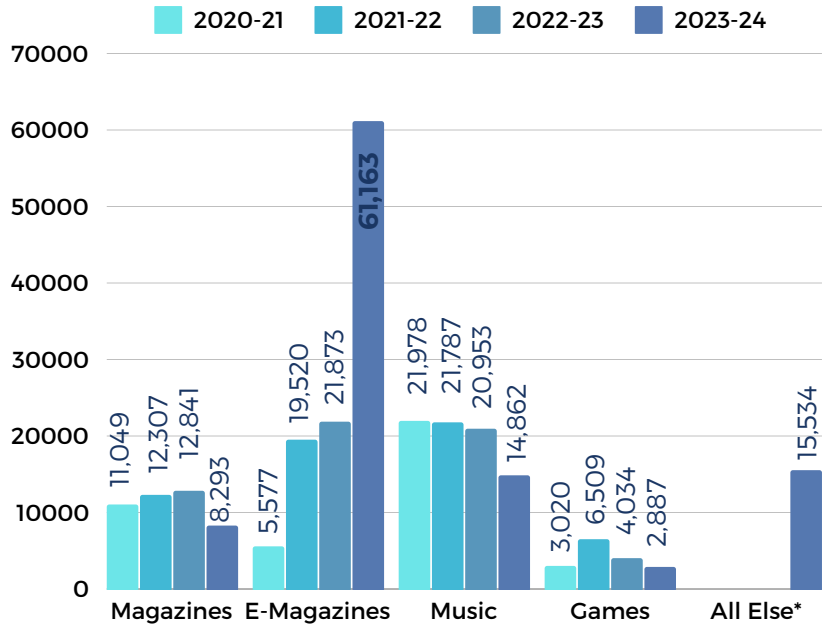
*Digital circulation includes Overdrive/Libby, Overdrive/Sora, and ProQuest Book Central.

Circulation by Item Type





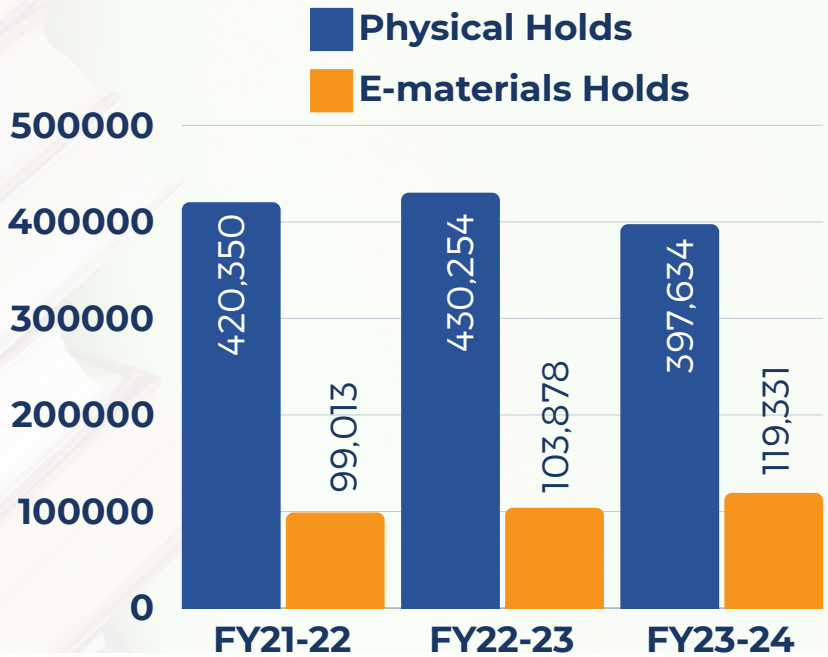




*All Else includes laptops, equipment, Library of Things, kits, and culture passes - new category for FY2023-24

Holds - Physical & Digital

Holds on digital materials now make up 23.1% of all holds placed in the YLN.





Mango Sessions

YLN patrons held 4,067 Mango sessions this year.

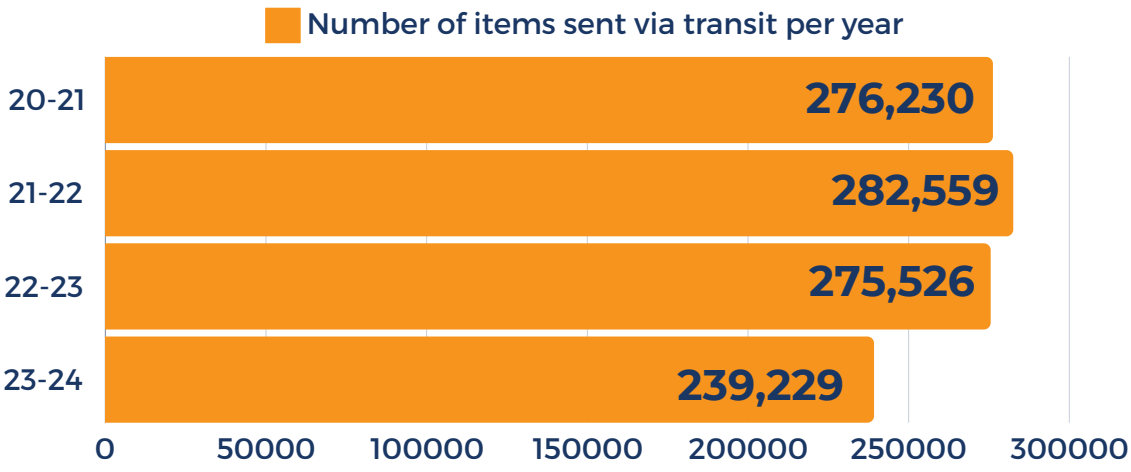
"You live a new life for every language you speak. If you know only one language, you live only once."
— Czech proverb

Transits

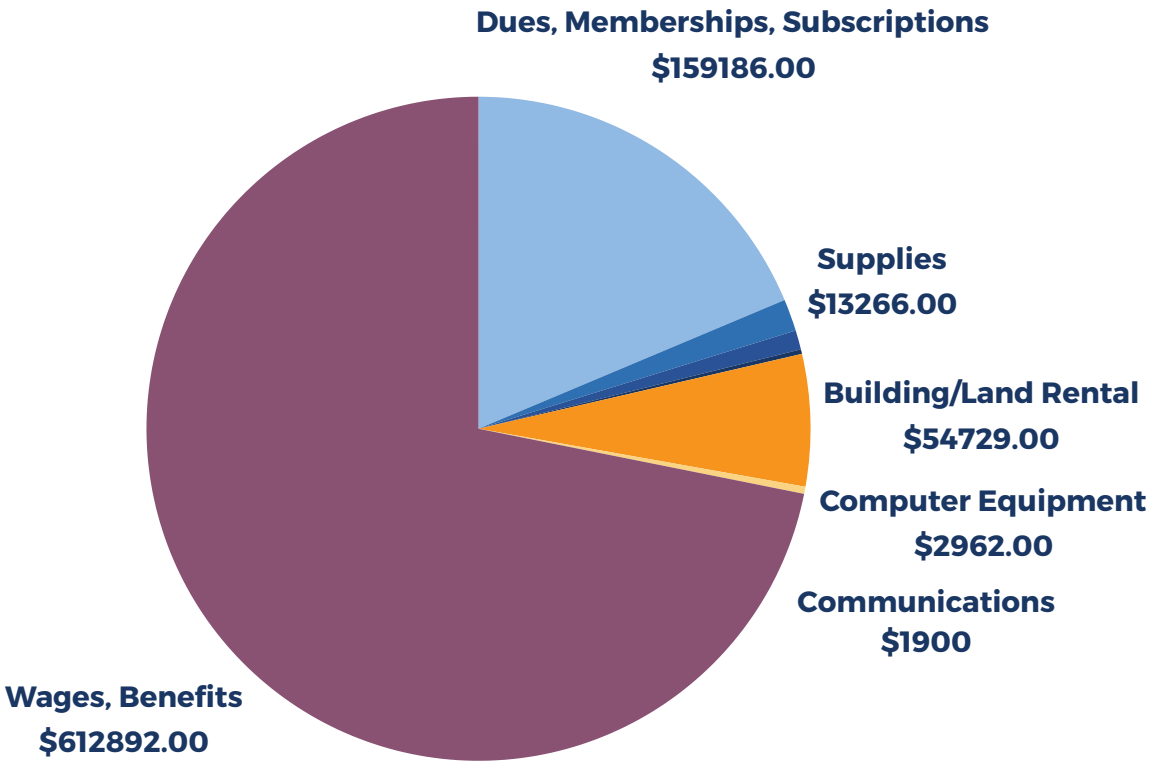


Without logistics the world stops.
-Dave Waters





Budget and Assessment



The current level of funding budgeted for YLN operations is $1,047,109. This includes staffing, maintenance, subscription fees, fees associated with the sorting facility, and all other expenses. All YLN staff are now consolidated in the wages/benefits section of the above chart.

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

Assessment Formula

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

The reserve fund rolls over from year-to-year ensuring funds are available for a large reserve expenditure related to technology. Replenishing the reserve fund is the only fee that members are currently charged on an annual basis. As of June 30, 2024, this fund's balance was $502,158. Each library's portion of this bill is determined by this detailed assessment formula.

CORE ACCESS 25%

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

TRANSITS 25%

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

STAFF 20%

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

CIRCULATION/HOLDS 20%

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

ITEMS/LIBRARY USERS 10%

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

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

Capital Reserves

Fund Fees 2023-2024

Member	Locations	%	FY22-23	FY23-24	Difference
Ash Fork School District	1	0.59%	$1230.22	$1188.38	-$41.84
Camp Verde Community Library	1	3.69%	$7178.60	$7379.18	$200.58
Camp Verde Unified School District	1	0.78%	$1841.04	$1566.02	-$275.02
Camp Verde AR Lab	1	0.65%	$1310.28	$1290.83	-$19.45
Chino Valley Public Library	1	3.88%	$7601.02	$7767.96	$166.94
Chino Valley Unified School District	3	2.26%	$1466.27	$4523.56	$3057.29
Clarkdale/Jerome Elementary School	1	0.77%	$1528.00	$1547.60	$19.60
Cottonwood Public Library	1	6.99%	$14510.73	$13972.22	-$538.51
Embry-Riddle Aeronautical University	1	1.97%	$3936.92	$3935.24	-$1.68
Humboldt Unified School District	9	6.50%	$13427.33	$12998.94	-$428.39
Jerome Public Library	1	.88%	$1839.52	$1769.32	-$70.20
Mayer Unified School District	1	.68%	$1296.08	$1357.61	$61.53
Mingus Union High School	1	.63%	$1264.11	$1258.95	-$5.16

Member	Locations	%	FY22-23	FY23-24	Difference
The Orme School of Arizona	1	.53%	$1102.11	$1066.05	-$36.06
Prescott College	1	1.29%	$2630.69	$2583.71	-$46.98
Prescott Public Library	1	16.92%	$34195.17	$33845.23	-$349.94
Prescott Unified School District	6	4.18%	$8589.81	$8359.08	-$230.73
Prescott Valley Public Library	1	13.99%	$28132.87	$27981.44	-$151.43
Sedona Public Library	2	8.49%	$17677.41	$16985.64	-$691.77
Seligman School District	1	.61%	$1267.66	$1228.16	-$39.50
Sharlot Hall Museum	1	.74%	$1535.24	$1485.19	-$50.05
Skull Valley Elementary	1	.52%	$1074.19	$1036.47	-$37.72
Tri-City Prep High School	1	.56%	$1169.94	$1124.47	-$45.47
Verde Valley Archaeology Center	1	.57%	$1189.85	$1149.36	-$40.49
Yavapai College	2	3.29%	$7751.14	$6572.98	-$1178.16
Yavapai County Free Library District	16	17.45%	$34086.00	$34900.06	$814.06
Yavapai County Law Library	1	.56%	$1167.80	$1126.37	-$41.43
Total	59	100%	$200,000.00	$200,000.00	

2023-2024 YLN Membership

21	Public Libraries
2	Hybrid Public/K-12
3	Special Libraries
29	K-12 Libraries
4	Academic Libraries
6	Special Collections



Yavapai County Free Library District & Yavapai Library Network Offices

1971 Commerce Center Circle Suite D/Suite A Prescott, AZ 86301

P: 928-771-3191

ycfld.gov

yln.info



YLN Directory

Public Libraries

Ash Fork Public Library
450 West Lewis Ave. Ash Fork, AZ 86320
P: 928-637-2442

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

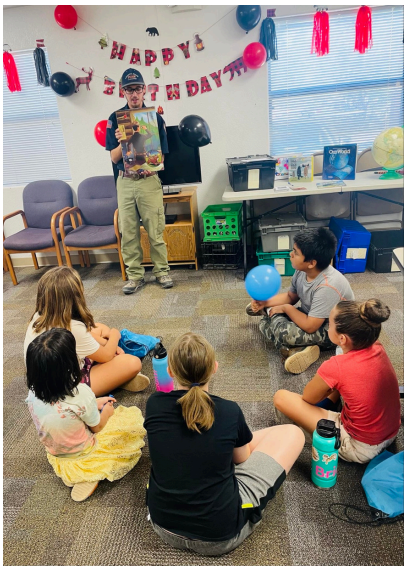
Black Canyon City Community Library
34701 S Old Black Canyon Hwy.
Black Canyon City, AZ 85324
P: 623-374-5866

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

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

Clark Memorial Library
39 N. Ninth St. Clarkdale, AZ 86324
P: 928-634-5423







YLN Directory

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

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

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

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

Dewey-Humboldt Town Library
2735 S Corral St. Humboldt, AZ 86329
P: 928-632-5049

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

Mayer Public Library
10004 Wicks Ave. Mayer, AZ 86333
P: 928-632-7370



YLN Directory

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

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

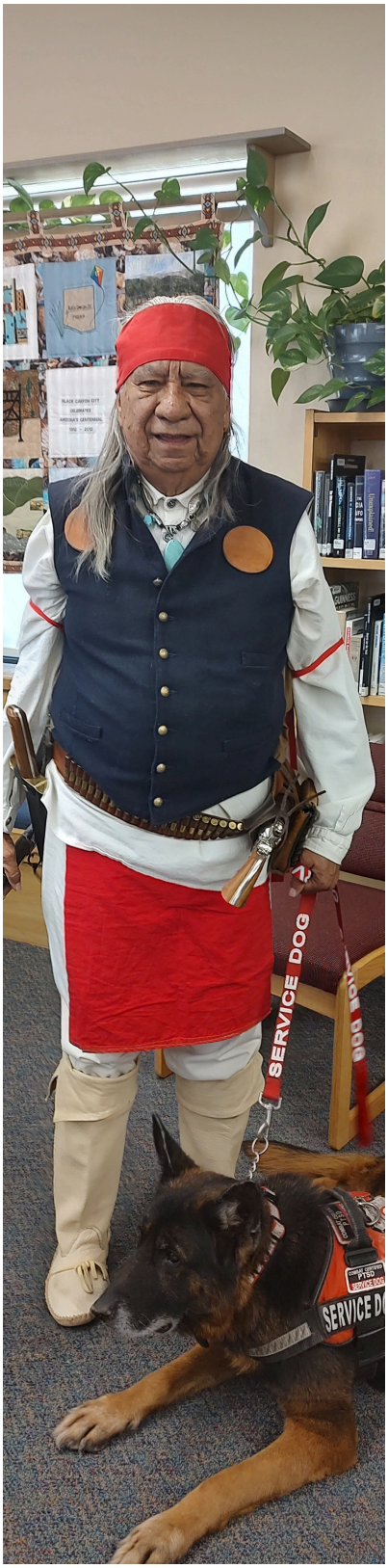
Prescott Valley Public Library
7401 E. Skoog Blvd. Prescott Valley, AZ 86314
P: 928-759-3040

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

Sedona Public Library in the Village
125 West Saddlehorn Rd. Sedona, AZ 86351
P: 928-282-7714

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

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



YLN Directory

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

Public/K-12 School Joint-use Libraries

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

Spring Valley Library
17320 E. Mule Deer Dr. Mayer, AZ 86333
P: 928-642-1266

K-12 School Libraries

Ash Fork Joint Unified School District
46999 N. 5th St. Ash Fork, AZ 86320
P: 928-637-2561

Abia Judd Elementary School Library
1749 Williamson Valley Rd.
Prescott, AZ 86305
P: 928-717-3263 x133

Bradshaw Mountain High School Library
6000 East Long Look Dr
Prescott Valley, AZ 86314
P: 928-759-4128







YLN Directory

Bradshaw Mountain Middle School Library
12255 Turquoise Cir. Dewey, AZ 86327
P: 928-759-4900

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

Camp Verde Unified School District Library
410 Camp Lincoln Rd.
Camp Verde, AZ 86322
P: (928) 567-8000
F: (928) 567-8004

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

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

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



YLN Directory

Clarkdale-Jerome Elementary School District
1615 Main St. Clarkdale, AZ 86324
P: 928-634-5035

Del Rio Elementary School Library
1036 North Road 1 West
Chino Valley, AZ 86323
P: 928-636-4414

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

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

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

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





YLN Directory

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

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

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

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

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

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

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







YLN Directory

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

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

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

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

Prescott Mile High Middle School Library
300 South Granite St. Prescott, AZ 86303
P: 928-717-3241 x422
F: 928-717-3298

Taylor Hicks Elementary School Library
11845 Campbell Avenue Prescott, AZ 86301
P: 928-717-3276

Tri-City College Prep High School Library
5522 Side Rd. Prescott, AZ 86301
P: 928-777-0403 x404









YLN Directory

Academic Libraries

Embry-Riddle Aeronautical University Library
3700 Willow Creek Rd. Prescott, AZ 86301
P: 928-777-3811

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

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

Yavapai College Library Verde Campus
601 Black Hills Dr #6951 Clarkdale, AZ 86324
P: 928-634-6541

Special/Museum Libraries

Sharlot Hall Museum
Library & Archives
115 S McCormick St. Prescott, AZ 86301
P: 928-445-3122

Verde Valley Archaeology Center
385 South Main St. Camp Verde, AZ 86322
P: 928-567-0066







YLN Directory

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

Special Collections

Arizona Archaeological Society Collection
Yavapai Chapter
P: 928-567-0066

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

Highlands Center for Natural History
1375 S. Walker Rd. Prescott, AZ 86303
P: 928-776-9550

The Museum of Indigenous People Research Library
147 North Arizona Ave Prescott, AZ 86304
P: 928-445-1230

The Phippen Museum Library
4701 Highway 89 North Prescott, AZ 86301
P: 928-778-1385

Yavapai County Records Management
918 Prosser Lane Prescott, AZ 86301
P: 928-771-3584





Our Super Team

Chuck Bebee, Transit Clerk

Karmela Brower, Transit Clerk II

John Clark, Records Technician & Substitute Transit Clerk

Sherryl Masterman, Network & Computer Systems Specialist

Danielle Navarro, Acquisitions & ILL Specialist

Nam Nguyen, Technical Services Manager

Dennis Onnen, Transit Clerk

Audrey Payne, Records Technician

Jill Redmer, Library Specialist, Cataloging

Marc Schmidt, Transit Clerk

Karie Straube, Assistant Director & YLN Administrator

Chanel Wheeler, Systems Librarian



Thank you

2023-2024 Annual Report prepared by
Karie Straube & Jessica Dyer