



CITY OF WASILLA

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INFORMATION MEMORANDUM NO. 97-26

DATE: June 18, 1997

THROUGH: Mayor Sarah Palin
John Cramer, Deputy Administrator

FROM: Mary Ellen Emmons, Library Director

RE: LOST LIBRARY INVENTORY / DETECTION SYSTEM

During recent meetings, Council members Langill and Carney have each requested information regarding lost library inventory and theft detection systems. Council member Carney indicated during a worksession that he wished to consider this issue in relation to capital projects. At a subsequent meeting, Council member Langill requested details on cost of the lost inventory. The May 28 issue of the *Frontiersman* included an article on the topic as a result of discussions during the budget worksession. Since that article appeared, several people have expressed concern to me over the lost and missing library inventory.

Library staff members, Nina Zwahlen and Cathy Petrie, compiled the following information. The numbers were collected from the Dynix automation system on May 28, 1997.

LOST ITEMS = 2,284 Estimated value = \$27,587

MISSING ITEMS = 751 Estimated value = \$10,505

Please note: This is a report of items we *know* are missing. We would need to conduct a complete inventory in order to determine any missing items which are listed as being present in the collection database. We set items to "missing" if we conduct a shelf-search or a patron draws it to our attention. Also, items are set to "lost" status when they are 3 weeks overdue. The compilation above is limited to items "lost" for more than 6 months. When an item is "lost", it was checked out and not returned. When an item is "missing", it is supposed to be on the shelf, and it is not.

The estimated cost for a detection system at Wasilla Public Library would be:

Hardware for 2 entrances:	\$20,855
Tattle-tape strips for the <i>current</i> collection:	\$ 8,654
Installation	\$ 900

Estimated total	\$30,409

We would need to budget for ongoing supplies (detection strips) for new collection materials. I do not have maintenance costs available at this time. Janice Sanford, Palmer Library Director, is also pursuing a detection system for that library. She has suggested that if and when funds become available, we might be able to get a discounted price through a combined purchase.

I hope this information answers your immediate questions. Please let me know if I can provide additional details.

Thank you for your interest in this issue.