

Materials Management Overview

Jessica Zillhart
Materials Management Supervisor

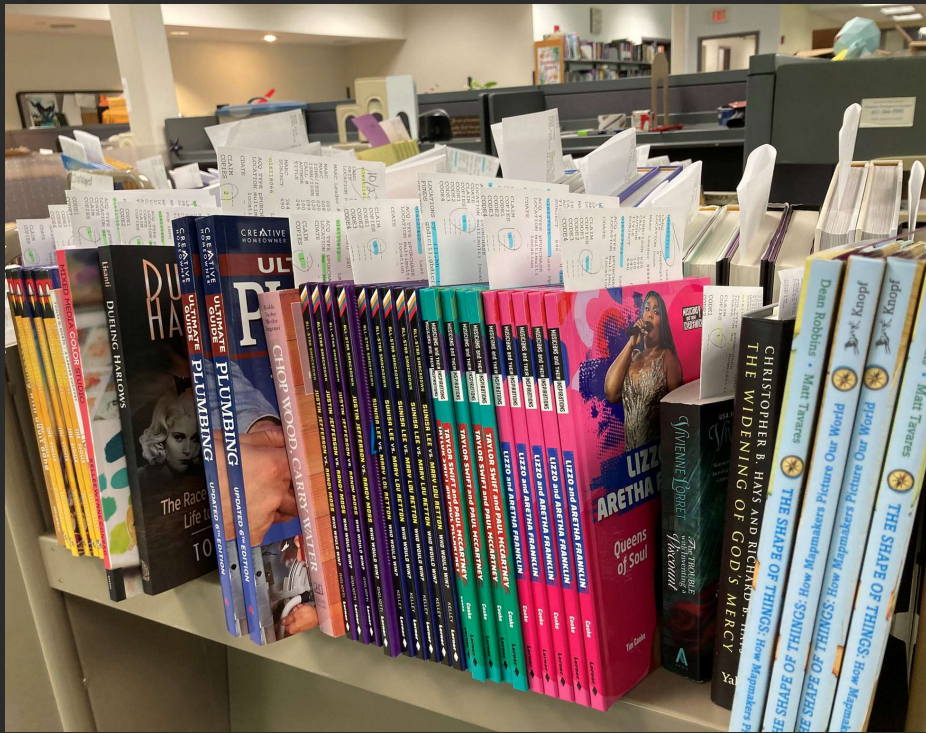


SAINT PAUL
PUBLIC LIBRARY

Materials Management Center: Where books* become LIBRARY books.

***and DVDs, CDs, LPs, Books on CD,
playaways, magazines, ebooks,
eaudiobooks...**





Turning a book into a library book.

Selection

- Specialized staff
 - Respond to anticipated and stated demand.
 - Use knowledge of publishing trends, reputable sources, checkout trends.
 - Help you get what you know you want and find items you didn't know you wanted.



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Suggest a Purchase

Recommend books, music, movies, or books on CD to the library.

If there is a title you think the library should purchase, let us know.

You can suggest up to **4 titles per month**.

Please [check the library catalog](#) before making a suggestion for purchase.

Please do not place suggestions before a title's publication date.

[Make a suggestion for purchase](#)

E-books and e-audiobooks:

Use "Notify Me" tags in the Libby app to express interest in titles and receive notification if they are added to the collection.

[Learn more about "Notify Me" tags.](#)

[Sppl.org/suggest](https://sppl.org/suggest)

Cataloging

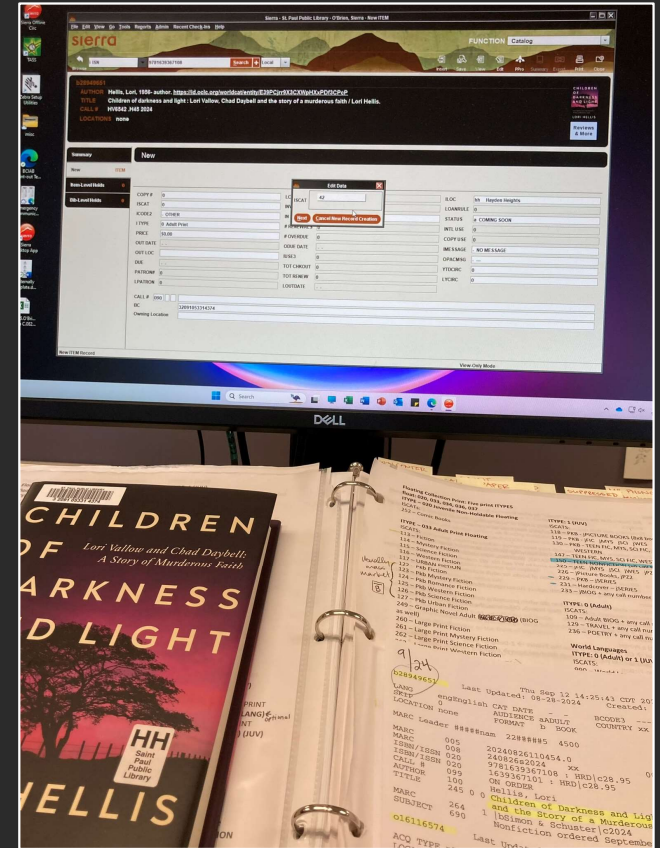
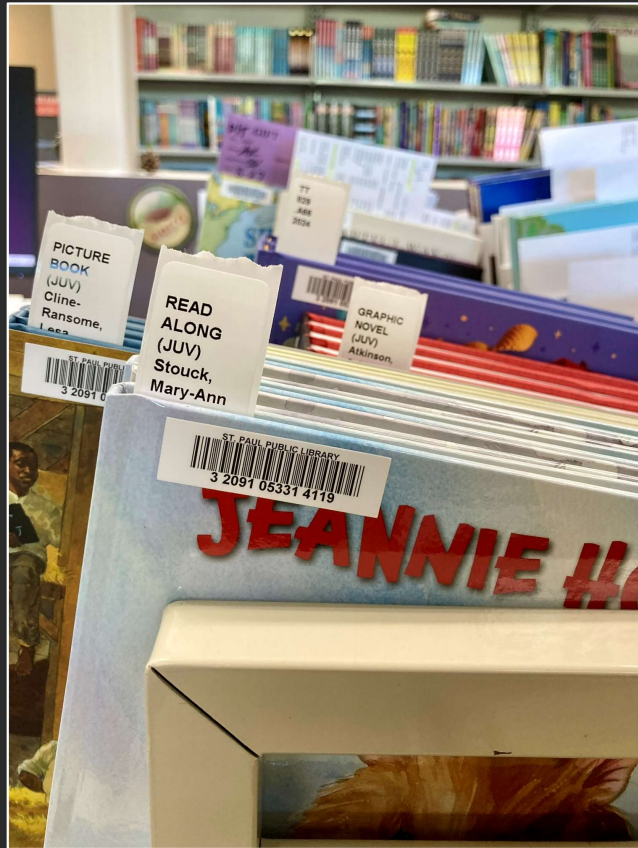
b1166325x Last Updated: 10-06-2019 Created: 08-19-1999 Revisions: 20

LANG	eng English	CAT DATE	08-01-1999
SKIP	0	AUDIENCE	a ADULT
LOCATION	cl Central (2nd floor) Saint Paul Collection	FORMAT	b BOOK

MARC Leader ##### c a s 2 2 ##### 1 a 4 5 0 0

OCLC #	001		1048033485
MARC	005		19880809200800.0
MARC	008		750907 d 1883 1913 mnu a r p ^ I 0 a 0 eng d
ISBN/ISSN	037		ic \$25.00
MARC	040		MUL cMUL dNYG dm/c d SPP
MARC	049		SPPA
CALL #	090		Z733.S149 bA313
AUTHOR	110	2	Saint Paul Public Library.
TITLE	245	1 0	Annual report of the St. Paul Public Library.
ADD TITLE	246	1 0	Annual reports of the St. Paul Public Library
ADD TITLE	246	1 0	Annual report of the board of directors of the St. Paul Public Library
PUB INFO	260		[S.L.:b.s.n.],e (Saint Paul :D. Ramaley & Son)
DESCRIPT	300		v. :c 23 cm.
DESCRIPT	362	0	1st/3d-32nd.
NOTE	500		Title varies.
NOTE	500		Imprint varies.
NOTE	515		Report year for 1882/83-1886/87 ends Feb. 28 or 29.
NOTE	590		For holdings information, see Librarian.
SUBJECT	610	2 0	Saint Paul Public Library.
SUBJECT	690		Saint Paul Collection.

- Makes resources discoverable in the catalog and findable on the shelves.
- Help you find what you are looking for but not trying to sell you anything (except for more library materials.)



Item processing



43,861

- **Items added to the Library's collection (2024 year to date)**

Additional funding 2024

- Allowed us to maintain 2023 digital materials spending.
- More copies of high demand and Lucky Day titles in print.

Additional funding 2024

- Special projects to purchase replacements for worn out, out of date materials
 - E.g. Media selector replaced all copies of popular DVDs that have been checked out more than 500 times.
- Added readalongs to 3 libraries – Highland Park, Rice Street, Rondo.


Additional funding 2024

Pilot project for gathering and using community feedback in purchasing decisions – partnership with Rice Street Library staff.

**Feedback strategies from Rice Street Team:
Karla Tapia Vizcarra, Katie Howes, Eric Whalen,
Pa Yor Mee Xiong**

DATA GATHERING STRATEGIES

Rice Street Collections Project



Rice Street Bingo

Find a match for each item on your bingo card and mark off the squares as you meet them. Get the full bingo to receive a prize at the thank you!

Find...	Find...	Find...	Find...	Find...
Our gaming library	which would language books	community photo	new adult books	Look for books
A library and our friends are always the best	the most/least popular items	Readers' Choice	Plastic and reusable	the changing station
the oldest, the least used	A library and our friends are always the best	Did not the same as last time	the best deal	the library services
the information for researchers table	A library and our friends are always the best	personal finance books	game console &	volunteer opportunities
Look up the and online book store	the library's best books	the large print books	PLAT books	the new books

RICE STREET COLLECTIONS SURVEY

Thank you for taking the time to meet us with updating materials at Rice Street Library. Our goal is to have materials and books to collect the North End neighborhood. Below are questions to help us understand you, as a community member/library user and what you would like to see in our shelves.

1. How would you describe yourself as a library user? (Check all that apply)

- ☐ To attend programs (open to, everyone, etc)
- ☐ To check out materials
- ☐ To study or read
- ☐ To hang out
- ☐ To meet with other people
- ☐ To use as a computer
- ☐ To use the printer/copy/scan
- ☐ To pick up books

2. Have there been anything that you wanted that you didn't find at Rice Street Library?

☐ Yes ☐ No

If yes, what was it?

3. Do you live in the North End neighborhood? Ask a librarian if you are not sure.

☐ Yes ☐ No

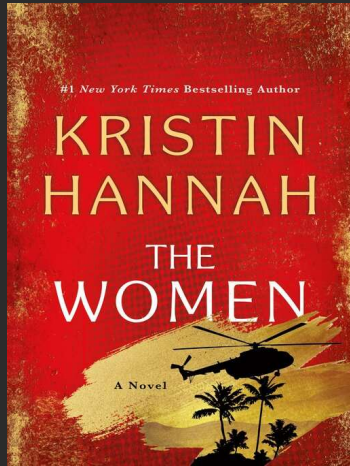
4. What kind of books, movies, CDs, LP records, or other library materials would you like to see at Rice Street Library?



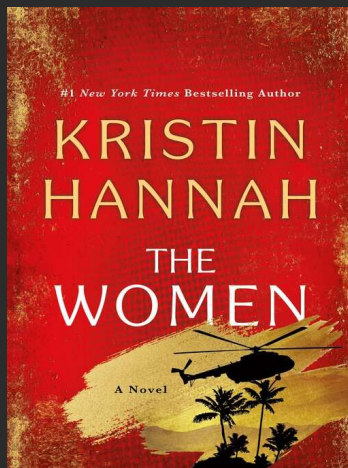
Challenges

- Ensuring that we have content that is relevant and meets community needs.
 - Market/systemic issues
 - Independently/small publisher titles are more expensive.
 - Budget has not kept pace with inflation.
 - Combined with digital collection pressures means there are fewer items in the collection overall.

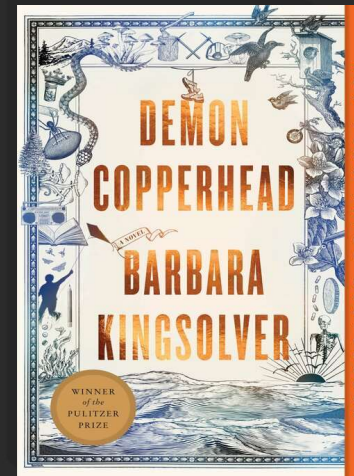
Libraries pay more for eBooks and eAudiobooks...



...that we can only keep for a
limited amount of time



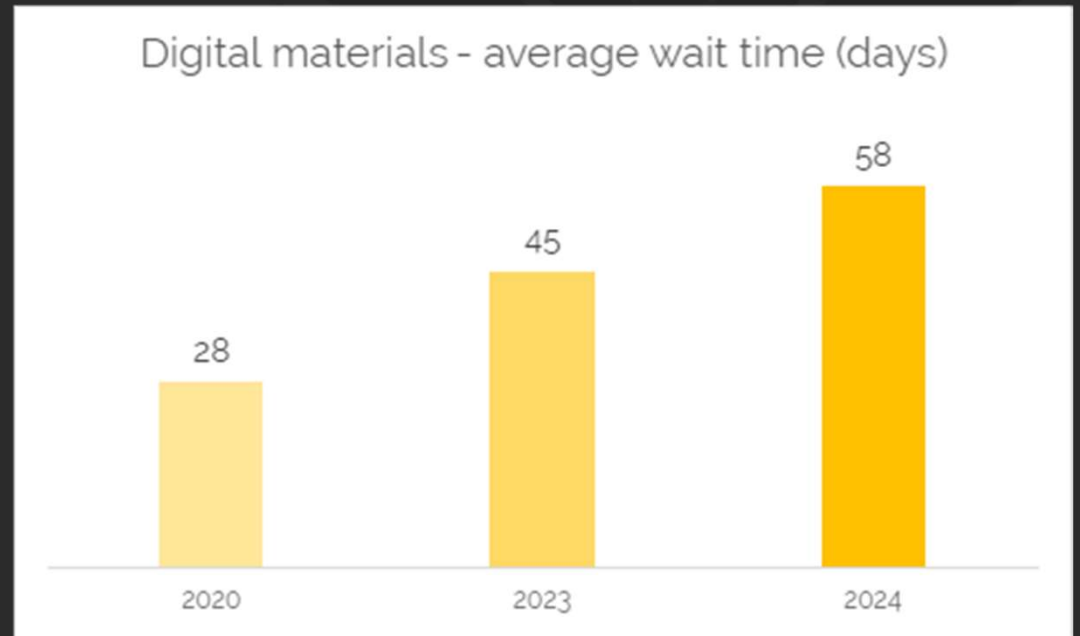
\$60
24 months



\$30.85
26 checkouts

Impacts

Increased wait times for digital materials.



Managing Demand

- **Digital collection** – alternative license formats and collaboration with MELSA
- **Collection overall**
 - Connection with branches
 - Work with Library Equity Change team
 - Local purchasing
 - Strategic budgeting to balance our goals
- **Collection Management Policy** – policy tool governing our overall approach...to be continued.



thank you!



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