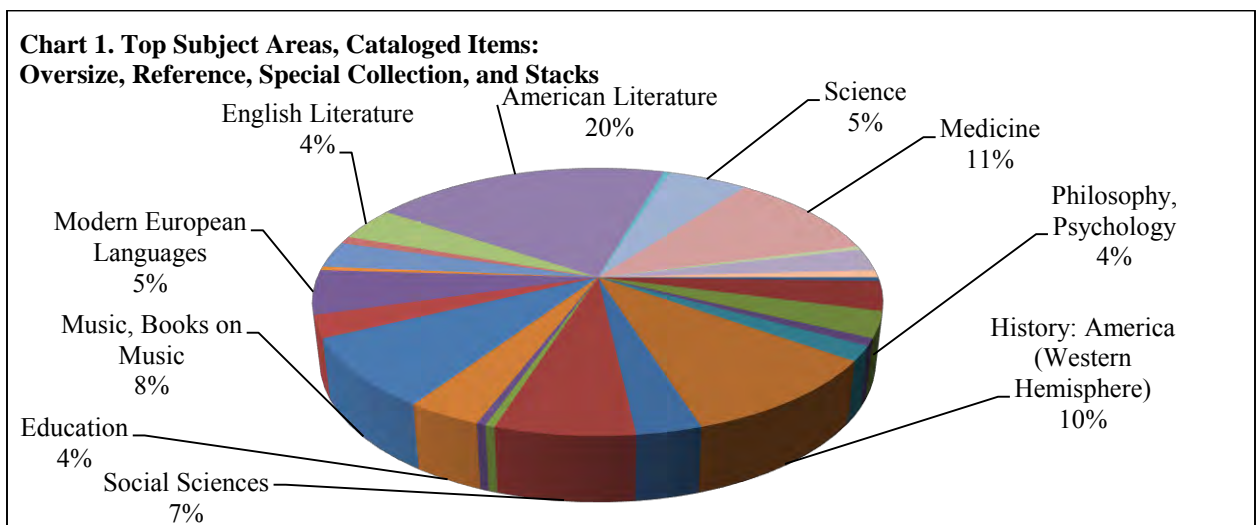


Cataloging FY2016

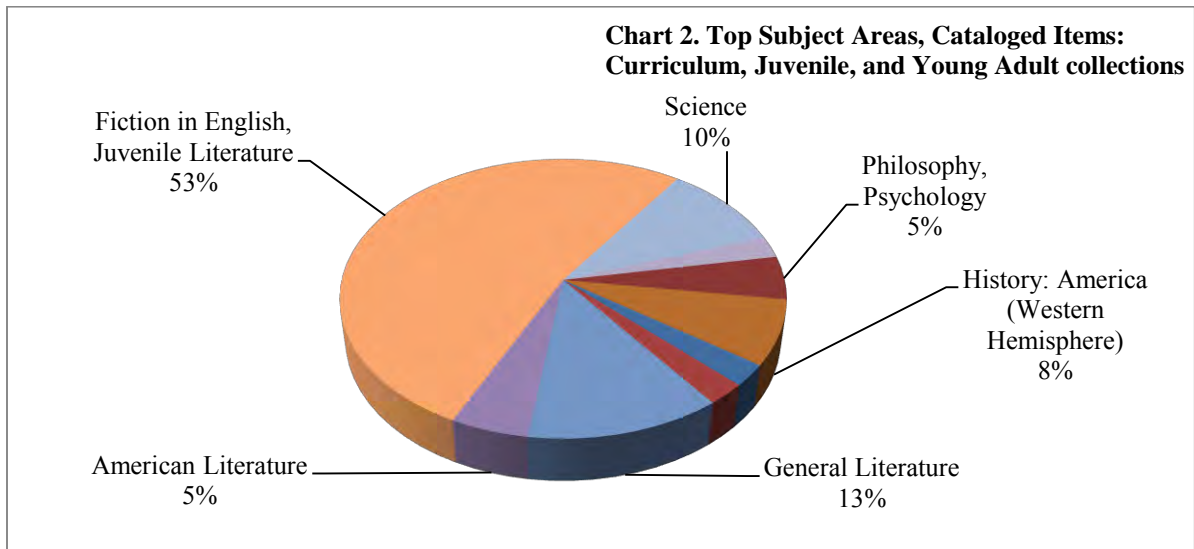
Cataloged materials

- In FY2016, 653 total items were cataloged, a 32% decrease from 905 items cataloged in FY2015.
 - Of the 653 items cataloged, 251, or 38%, were gifts received from various campus organizations, faculty, staff, and community patrons.
 - President's Fund: 12 items.
 - Inez Day Richards Fund: 28 items.
 - Library Gift Fund: 2 items.
 - Individual donations: 211 items.
 - 266 monographs were cataloged
 - 204 cataloged monographs were donated or gifted
 - 62 cataloged monographs were purchased
- The top Library of Congress classification subjects cataloged, by collection, were (Library of Congress call number classification included in parentheses):
 - Oversize, Reference, Special Collections, and Stacks collections: 20% American literature (PS), 11% Medicine (R), 10% history: America, Western Hemisphere (E-F), 8% Music, Books on Music (M), and 7% social sciences (H).

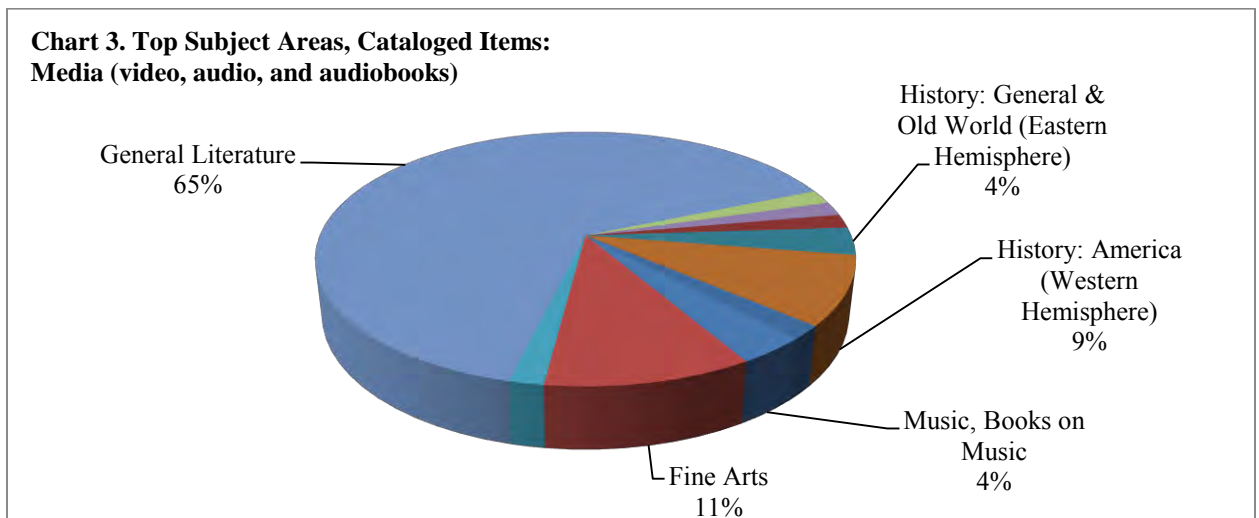


Cataloging FY2016

- Curriculum, juvenile, and young adult collections: 53% fiction in English, juvenile literature (PZ), 13% general literature (PN), 10% Science (Q), 8% history: America, Western Hemisphere (E-F).

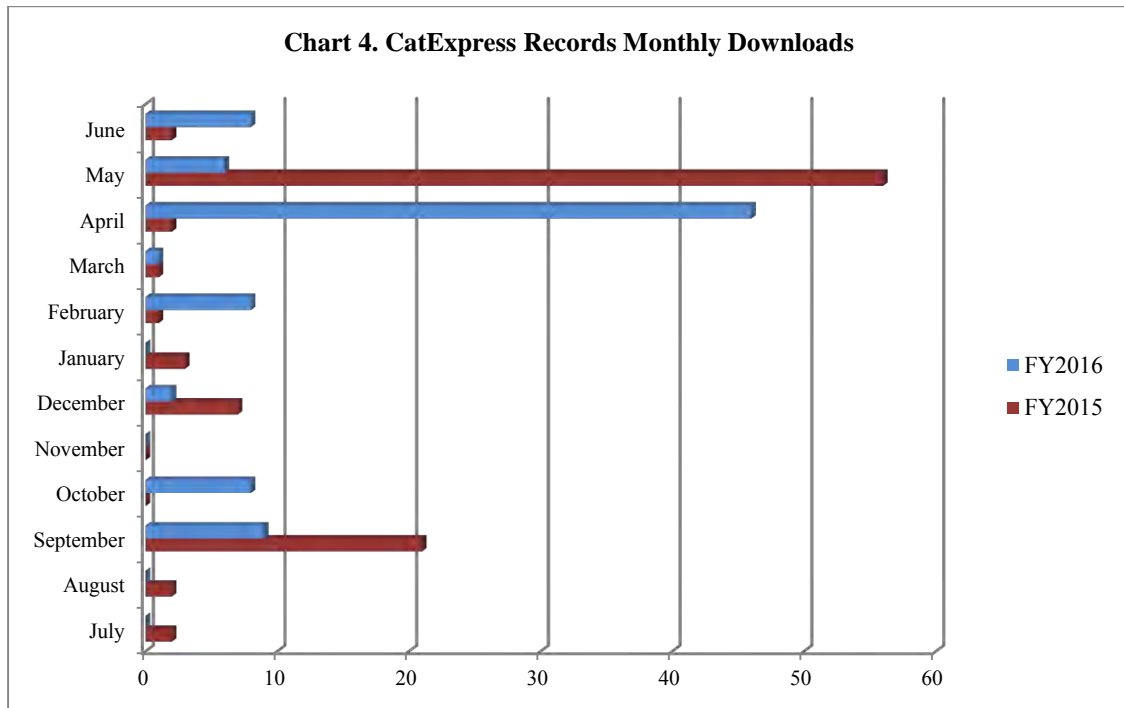


- Media collections: 65% general literature (PN), 11% fine arts (N), 9% history: America, Western Hemisphere (E-F).



Cataloging FY2016

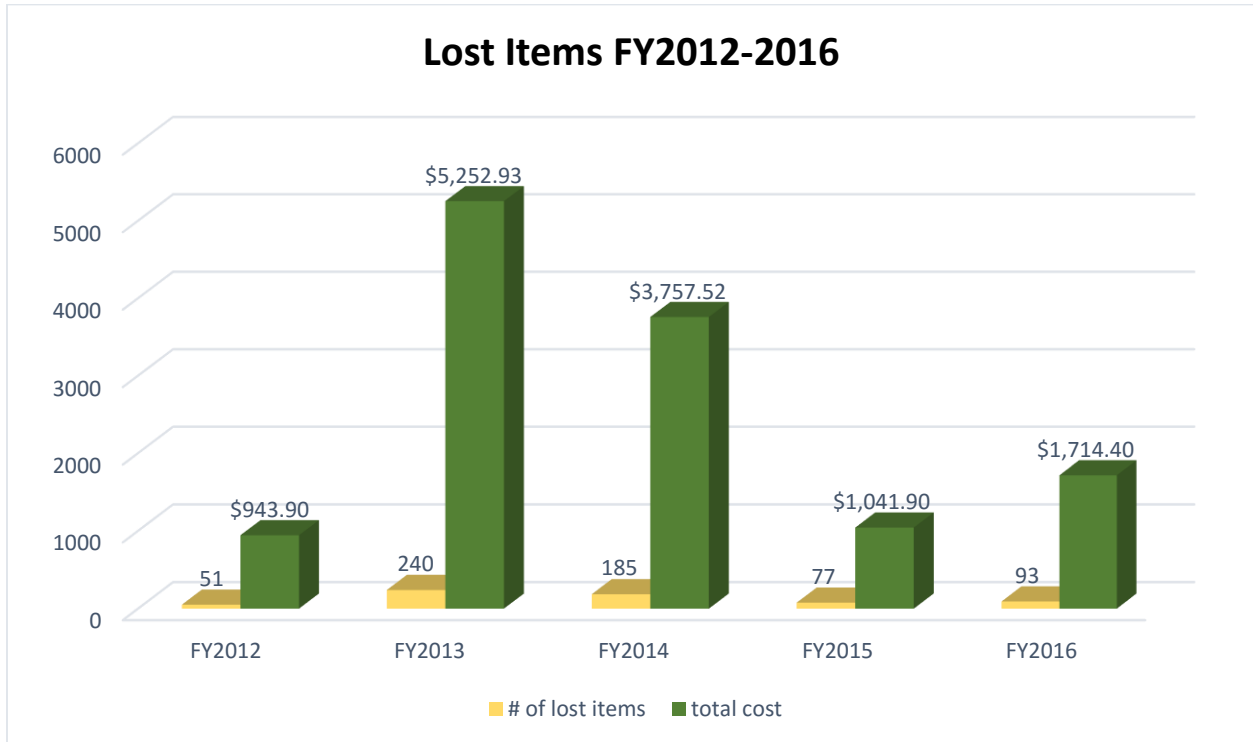
- 88 records were downloaded from OCLC's CatExpress Service.



- 481 records were extracted from the Z39.50 protocol. This service provides Blake Library access to records from the Library of Congress and Maine InfoNet catalogs.
- See also: [Appendices A and B](#).
- At the end of FY2016, 120 items have a status of "missing;" 93 items have a status of "lost." These 93 records will be purged from the system at the start of FY2017. The total cost of these 93 lost items: \$1,714.40.
 - This fiscal year, the total price of lost items has been calculated to simulate what it would cost the library to replace these lost items.
 - For those items without prices in the order records, pricing for comparable items in Amazon has been used.

FY	# of items lost	total cost
FY2012	51	\$943.90
FY2013	240	\$5,252.93
FY2014	185	\$3,757.52
FY2015	77	\$1,041.90
FY2016	93	\$1,714.40

Cataloging FY2016



- In July 2009, Blake Library began a contract with Better World Books. Founded in 2002, Better World Books "collects and sells books online to fund literacy initiatives worldwide. With more than six million new and used titles in stock, we're a self-sustaining, triple-bottom-line company that creates social, economic and environmental value for all our stakeholders" (<http://www.betterworldbooks.com/info.aspx>).
 - As a Better World Books client, Blake Library uses their screening process to determine if books with ISBN number are desired by the company. Those books without ISBN numbers are listed and sent to the company for perusal and possible selection. Those books that are desirable are shipped to Better World Books at no cost to the library in free boxes provided by the company. The books are then sold through various vendors, donated, or recycled by the company.
 - The recycled books play an important role in the library's efforts to create an environmentally conscious and sustainable environment.
 - The books from Blake Library that are sold by Better World Books result in a nominal profit for the library, which is returned to the library's book acquisition funds.
 - In FY2016, 283 volumes were sent and retained by Better World Books.
 - A total of 132 books were sold in FY2016, leaving 151 items remaining in inventory.
 - A total of 260 books sent to Better World Books in FY2016 have been reused or recycled by the company (these are not included in the inventory numbers). The reuse or recycling of these materials has resulted in the conservation of 3 trees, 2,583 gallons of water, 555 pounds of greenhouse gases, and 482 kilowatt hours of electricity.
 - See [Appendices C-E](#) for details on the Blake Library/Better World Books

Cataloging FY2016

inventory, sales, and the environmental metrics.

Goals and continuing processes:

- An initial guide for Technical Services was compiled in FY16 to facilitate the Annual Report process. The guide will be reviewed and updated as needed.