

# LIBRARY MEMBERSHIP ANNUAL REPORT 2021

By Valerie Kittell, Librarian, Archivist, Museum Collection Manager

Submitted to Postal History Foundation Board of Directors and Members, 23 April 2022

## Reference Transactions

### Who:



28  
Guests



4  
Members



23  
Staff & Vol.

### How:



17 Walk-ins



24 Emails



11 Phone calls



1 Letter

### What:

#### Philately: 51

##### Sample topics:

- Brookman catalog
- Zumstein catalog
- Austrian stamps
- Yvert y Tellier catalog
- Togo overprint
- New York postmark info
- Tony Benz auction catalogs
- Advertising covers catalog as referenced in Heliograph
- Private company on stamp, not their product or service but company as a whole
- BUZZ! Exhibit
- Stamps magazine
- Quintus Fernando Sri Lanka exhibit

#### History: 14

- Allah, AZ post office
- Oracle, AZ post office location
- Tyrone, NM (genealogy)
- Gatewood post office
- Kelton post office
- Phoenix post office

#### Other: 3

- PHF records
- Contact info for Civil War Roundtable

### Time Spent



142 hours

### Services Provided



615 pages reproduced



25 Books checked out



8 Research-only trans.

# Collection Management

## Library

- 175 materials cataloged
- Shifted books and half of journals to make more room.

## Archives

- Finished re-housing MS 001 Arizona Postal Documents Collection (63 boxes; 26 linear feet) -- thanks to grant from the Arizona Historical Records Advisory Board

## Museum

- All items in Naco museum have been placed into Museum, Interactive, or Display Enhancement Collections
- Naco museum self-guided tour is in progress
- Stinson diorama returned to us from Arizona Historical Society

---

Etc.

Completed Digital Content Policy; approved by Board Jan 2022.

---

Completed web manual.

---

Created Stamp Discovery Education Store.

---