



Annual 2018 Library Report to PHF Board

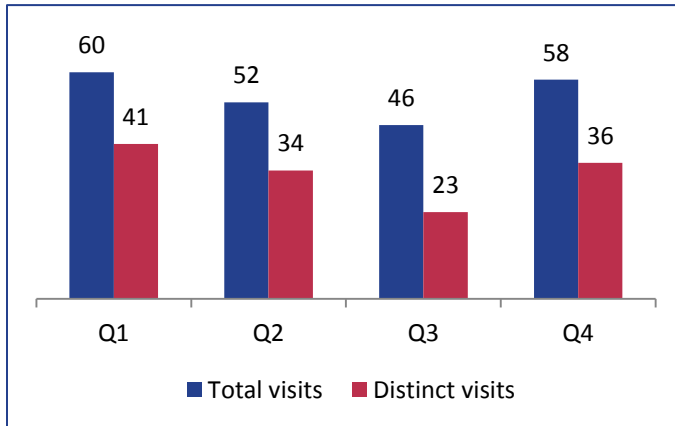
by Valerie Kittell, Librarian/Archivist

Submitted 13 April 2019

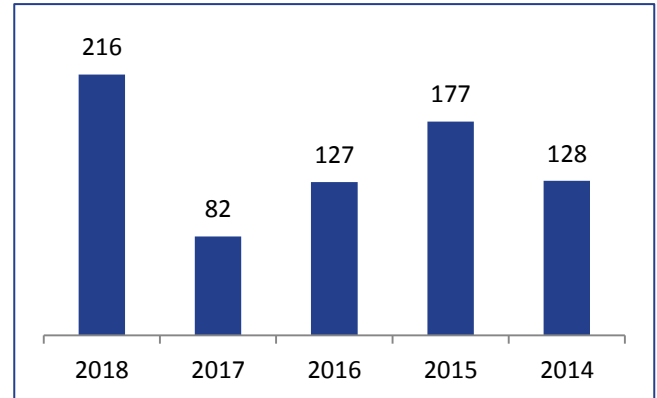
Report for time period January 1 2018– December 31 2018

SLUSSER USAGE

REFERENCE 2017: 216 (134)



REFERENCE TREND



The sign-in sheet has helped collect more accurate data. Note that 38% of Slusser patron visits are by repeaters.

Subject Matter		Materials Consulted		Type of Patron	
Philately	184	Books	73	Member/Volunteer	101
History	28	Scott Catalogs	75	Guest/Visitor	113
Civil War	3	Journals	47	Former member	3
		Manuscript Coll.	5		
		Ephemera	9		
		Internet	5		
		Photo Coll.	3		
		Maps	2		
		Auction Catalogs	1		
Method of Contact		Materials Borrowed			
Walk-in	208	Philately	28		
Email	5	History	4		
Telephone	3	Civil War	2		

GROUPS MEETING IN THE SLUSSER

Tucson Stamp Club: 23 times

Tucson Civil War Roundtable: 8 times

Tucson Post Card Exchange Club: 7 times

Education: Field Trips-32; Tucson birthday event: 1

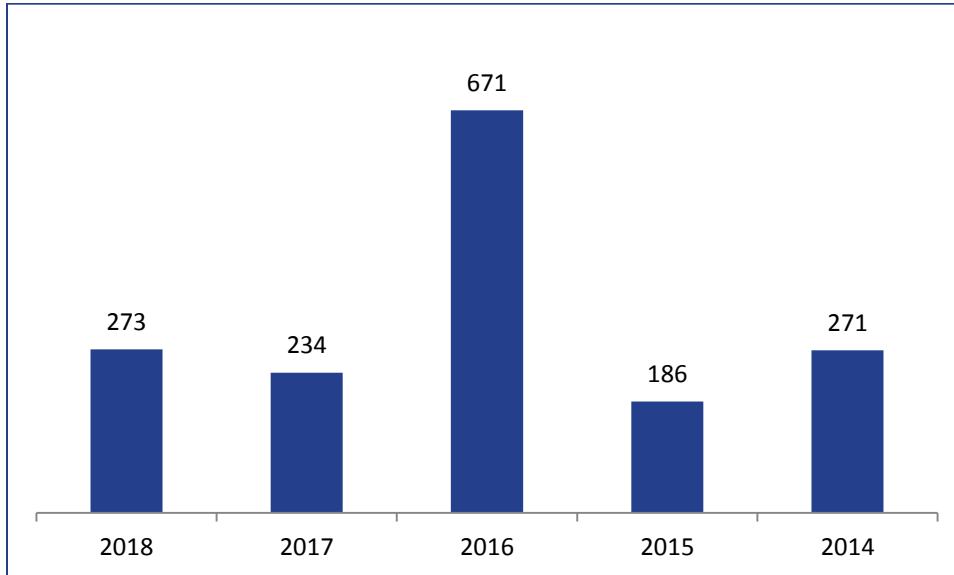
United Way Days of Caring group: One time

Committee Groups: 8 times

NEW ACQUISITIONS

Items cataloged: approximately **273**

Number of items cataloged annually trend:



SLUSSER EXHIBITS AND OUTREACH

- *Prospectors and Postmen: Mail Delivery in the Boom Days of Mining* (included video exhibit on-site and online; item in newspaper)
- *Wickenburg Murder Mystery*
- *Everything's a Story* (with accompanying video)

OTHER INFORMATION

- Created new labels for paintings and some new signage to help visitors better experience the library
- Continued writing Slusser Policy and Procedure Manual
- Began writing Collections Management Policy
- Large volume of papers brought over from main building during reorganization is either boxed and labeled in the unprocessed area or currently being processed.
- Received Arizona Historical Society grant for \$770 for museum and archival storage improvement (more shelving in basement).