

MEMORANDUM

TO: DIRECTORS
FROM: Robert Hubsher
DATE: June 1, 2018
SUBJECT: 2017 Direct Access Statistics



**Ramapo
Catskill
Library
System**

Attached to this memorandum is a copy of the 2017 Direct Access statistics for all member libraries. This four (4) page document provides detailed information about the circulation of library materials by all library users at all libraries.

NOTE: these Direct Access statistics do not include interlibrary loan.

You will see that all the columns are labelled with letters and the rows are labelled with numbers.

The rows represent the circulation at a particular library. As you move from left to right across the row, you will see the circulation at a particular library by the cardholders from other member libraries.

As you move from the top to the bottom of a column, you will see the circulation by cardholders from a particular library at other member libraries. The cell that is at the intersection of the row and column for a particular library shows the circulation of that library's cardholders at the library. For example, the cell in **row 3 column C** shows that Blauvelt users borrowed 20,721 items at Blauvelt. The cell in **row 3 column D** shows that Chester cardholders borrowed 6 items at Blauvelt. The cell in **row 3 column E** shows that Cornwall cardholders borrowed zero items at Blauvelt. The cell in **row 7 column C** shows that Blauvelt cardholders borrowed 4 items at Eldred.

Please note that rows and columns that are shaded in grey represent branches at four (4) libraries. The statistics for the branches are shown for information purposes only. Each library with branches also has a row and a column that shows the total circulation for that library. Direct Access is based on the total circulation of a library. For example, **rows 15 and 16** represent the circulation at Haverstraw branches while **row 17** represents the total circulation for Haverstraw. Similarly, **columns O and P** represent branch circulation, while **column Q** is the total circulation for the library. Grey rows and columns are not included in the summary statistics; only the rows and columns for the total circulation for these libraries are included.

Row 59 (All CIRC BY LIB USERS) shows the total for each column, representing the total circulation by the cardholders of that library at every library.

Row 60 (DA BY LIB USERS) shows the Direct Access borrowing by the cardholders of each library.

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On page 4 (on the right side), you will find the summary information for each library.

DA by Others (column BL) = Direct Access by other library cardholders at a library

CIRC by Locals at home (column BM) = Circulation by local cardholders at their home library

Total CIRC at Home (column BN) = Total circulation from all users at the library (same as the value in column BJ for each library)

DA by Locals (column BO) = Direct Access borrowing by local users at other libraries (same as **Row 60** for each library)

Total CIRC by Locals (column BP) = Total circulation by local users at all libraries (same as **Row 59** for each library)

Using Blauvelt as an example:

1. Users from other libraries borrowed 9,037 items at Blauvelt (**column BL row 3**)
2. Blauvelt users borrowed 20,721 items at Blauvelt (**column BM row 3**)
3. Total circulation at Blauvelt was 29,758 items (total of the numbers in lines 1 and 2 above – **column BN row 3**)
4. Blauvelt users borrowed 10,010 items at all other libraries (**column BO row 3** same as **row 60 column C**)
5. Blauvelt users borrowed a total of 30,731 at Blauvelt and other libraries (total of the numbers in lines 2 and 4 above – **column BP row 3**)

Using Port Jervis as an example:

1. Users from other libraries borrowed 2,412 items at Port Jervis (**column BL row 37**)
2. Port Jervis users borrowed 56,942 items at Port Jervis (**column BM row 37**)
3. Total circulation at Port Jervis was 59,354 items (total of the numbers in lines 1 and 2 above – **column BN row 37**)
4. Port Jervis users borrowed 14,707 items at all other libraries (**column BO row 37** same as **row 60 column AM**)
5. Port Jervis users borrowed a total of 71,649 at Port Jervis and other libraries (total of the numbers in lines 2 and 4 above – **column BP row 37**)

The boxes on the far right side of page 4 focus on the libraries that currently have Direct Access restrictions in place - Haverstraw (on Finkelstein users) and Suffern (on Finkelstein users).

To calculate the percentage of Direct Access at your library by the borrowers of another library you need to know the total circulation at your library, the total circulation at your library by the borrowers of a specific library and the total circulation by your borrowers at that library.

Using the example of the Finkelstein Direct Access at Haverstraw (page 4):

1. Total circulation at Haverstraw was 205,290 (**row 17 column BN**)
2. Total circulation by Finkelstein borrowers at Haverstraw was 46,000 (**row 17 column AP**)
3. Total circulation by Haverstraw borrowers at Finkelstein was 3,457 (**row 40 column Q**)
4. The net circulation by Finkelstein borrowers at Haverstraw was 42,543 (subtract number in line 3 from the number in line 2 above)
5. The percentage of net Direct access by Finkelstein borrowers at Haverstraw was 20.72% (divide number in line 4 by the number in line 1)

Please do not hesitate to contact me if you have any questions.