

FYE 2008 Performance Measures Specific Division Notes
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FYE 2008 Performance Measures – Director’s Office

- Line 9 Pearce-Moses contributor to NASCIO publication
- Line 9 Pearce-Moses does significant outreach on PeDALS grant
- Column D Wells Assistant: Position vacant 6 months and filled by part-time staff; data not captured.

FYE 2008 Performance Measures – Archives

- Line 1 The higher numbers reflect the fact that Archives pulled every box, volume and photograph in the collection to measure and access conservation needs in preparation for the move to the Polly Rosenbaum Archives and History Building.
- Line 7 The numbers are down because Archives concentrated on preparing for the move. Also, budget constraints made it difficult to travel and we consequently did not visit state and local government agencies as we normally would.
- Line 8 Lower numbers reflect preparation for the move into the new building
- Line 9 Lower numbers reflect preparation for the move into the new building and travel restrictions
- Line 13 Lower numbers reflect preparations for the move
- Line 14 Higher numbers reflect Archives efforts to highlight the collections during Arizona Archives Month
- Line 27 Lower numbers reflect the fact that our efforts were concentrated on inventorying, measuring and accessing for the conservation needs of the collection for the move, rather than processing and doing preservation work on new collections that came in.
- Line 29 Lower numbers reflect the fact that we put our efforts into preparing for the move rather than processing collections
- Line 38 Volunteer hours decreased because our volunteers stopped coming in anticipation of renewing their efforts once we’re in the new building
- Line 43 Legislative contact decreased as fewer records consultations with legislative staff were requested
- Line 44 Legislative questions decreased as fewer records consultations with legislative staff were requested

FYE 2008 Performance Measures – Braille and Talking Book Library

- Line 8 A one-time distribution of over 42,000 flyers were distributed in all state employees pay envelopes in January, 2007. This one-time distribution accounts for the higher-than normal numbers
- Line 9 Out-of-State contacts increased due to two large out-of-state conferences attended
- Line 12&13 Participated in fewer conferences and did fewer exhibits due to reduced travel budget
- Line 14&15 Tours and tour participant numbers were higher than usual in FY07 due to an open house and a major conference. FY08 numbers are back to what is expected annually
- Line 25 As of February 2007 the National Library Service (NLS) ceased production of cassette players. This accounts for the decrease in materials acquired. No new machines will be acquired by BTBL until digital players are produced by the NLS in FY09
- Line 26 Materials withdrawn decreased because fewer cassette players were sent to the NLS Multistate Center for redistribution now that no new cassette players are being received. More of the older cassette machines are kept in-house. In addition, a major weeding project in the cassette book collection was completed in early FY08 and the number of cassette books withdrawn dropped back down to near FY06 levels.
- Line 27 Materials preserved decreased because of fewer machine repair volunteers working and because audio book production slowed down in the absence of the Studio Manager
- Line 30 Reproductions decreased due to a position vacancy and time required to train a new duplication technician
- Line 36 Participated in a larger number of collaborative programs although most were smaller with fewer attendees
- Line 38 Volunteer hours decreases due to a drop in volunteer numbers and lack of time to recruit. This occurred as a result of the Volunteer Manager taking over most of the Studio Manager duties when that person was on extended leave for 8 months of FY08. Volunteer hours also decreased due to fewer machine repair volunteers working. Two groups lost their work spaces

FY2008 Performance Measures – Law and Research

- Line 4 Additional Names Board Documents sent to Board Members; may not have been counted in previous years
- Line 8 Fewer staff attending in-state conferences due to budget cuts and staff retirements and reassignments

- Line 9 Fewer staff attending out-of-state conferences due to budget cuts and staff changes
- Line 11 Majority of Legislators, their staff and state agency staff members were registered in the previous fiscal year
- Line 14 The number of tours went down this year. Most notably, during the first half of the fiscal year the genealogy librarian went out and did topical presentations to groups. These groups did not always come in for tours afterwards.
- Line 25 Acquisitions reduced due to budget
- Line 27 This figure reflects the number of newspaper pages prepared for microfilming. We also include figures for in-house binding and repairs
- Line 29 Less cataloging due to reduced acquisitions
- Line 34 Hosted Best Practices Exchange last FYE and AMP position was vacated
- Line 36 More attendees last FY due to hosting Best Practices Exchange
- Line 38 Fewer volunteer hours. We have not made a targeted campaign for more volunteers. The current volunteers continue to come. Although gas prices caused tem to limit the frequency of their volunteering
- Line 42-44 Fewer requests were received for information due to the legislative session being highly focused on developing a revised budget for the current year and the next fiscal year. Also, test pilot with JLBC ended at the end of the previous fiscal year, so fewer requests for information and documents were received from them
- Line 45 Slower start to the session so more interns were available to participate in scheduled tours
- Line 50 Fewer legislative people trained, possibly due to limited turnover in the middle of a legislative term of office. Mostly reflects intern training

FY2008 Performance Measures – Library Development

- Line 8 Mohave County Library District did not participate in the Arizona Reading Program in 2007
- Line 12 Decrease in Continuing Education Programs offered this year
- Line 13 Decrease in Continuing Education Programs offered this year

FY2008 Performance Measures – Arizona Capitol Museum

- Lines 4&5 Objects/artifacts loaned from the Museum collections. These numbers reflect outside need for specific artifacts. Need for the type of artifacts collected by the Capitol Museum is limited

- Line 8 Numbers reflect articles in Arizona Republic and other state media: Arizona Capitol Times, 2697. Channel 3 – Good Morning Arizona, 69,800. Blaze radio interview -? AAA Home and Away Magazine, 1,300,000 (approximately 1/3 of readership). December numbers reflect multiple articles in the AZ Republic and Arizona Capitol Times
- Line 9 Article in the Wall Street Journal
- Line 12 Includes new outreach programs
- Line 13 Includes participants in new outreach programs
- Line 27 Numbers reflect inventory, condition reports and packing for move into Archives Building
- Line 34 Museum staff, especially Brenda Mclain, was active with MAA, Museums on the Mall, collaboration for Phoenix Mars Lander Exhibit and AZ Quarter Launch. Most of the collaborative activities reported were collection and exhibit related
- Line 36 June reflects Quarter Launch visitors in museum
- Line 38 Volunteer numbers show support for store, collections, lobby ambassador program, receptions and tours. May volunteers numbers reflect two special events and new Lobby Ambassador program as well as added volunteer hours for museum tours. 23 volunteers regularly donated time to the museum
- Line 42 In FY07, an exhibit was set up in the Senate using artifacts from the museum collections. No such requests were made in FY08. This tends to be cyclical
- Line 43 January-May Legislative Access includes notices about museum-legislative tours, numbers drop when the legislature is not in session and when school tours end with the end of the school year
1. Efficient and timely notices from the tour office covered many of the questions that the legislators have asked in the past
 2. More teachers and adult group leaders are using the online museum tour reservation system instead of requesting tours through the legislators
- Line 45 The numbers show students and adults that met with legislators as part of their museum/Capitol experience. Legislators were extremely busy with budget cuts and other issues. That left fewer who were available to meet groups
- Line 46 Change in protocol for use of podiums outside of building. It is now handled by the Legislative Council instead of museum staff

FY2008 Performance Measures – Records Management

- Line 5 Materials retrieved is down since RMD transferred the Maricopa County septic tank records to DEQ. We no longer pull those records for customers
- Line 9 Out-of-State contacts is down because only one person has attended and out of state conference
- Line 12 Program/activities is down because we were not travelling and giving workshops out of town
- Line 25 The increase in Materials Acquired is because we brought in more boxes from state agencies
- Line 26 The increase in Materials Withdrawn/Removed is due to less destruction the prior year
- Line 28 The decrease in Materials Digitized is due to a large request last year
- Line 29 The decrease in Materials Cataloged/Described is because not all the paperwork for the boxes added to the warehouse was received