

# A Citizen Centric Report Fiscal Year 2020



## Mission

To enhance the quality of life in our diverse community by providing opportunities for life-long learning, by creating spaces and opportunities to connect and engage, and by fostering a love of reading and commitment to literacy.

## Vision

To build a solid reputation, increase overall participation, and unite residents by being so connected to communities that the library becomes everyone's first and best choice for life-long learning; seen as a necessary and important community asset; and a community destination and gathering place.

## Perseverance During a Pandemic

In this time of uncertainty with the Covid-19 pandemic, we find ourselves in the throes of the new normal. The Joeten-Kiyu Public Library continues to serve the CNMI in innovative ways by providing access to free library programs and services during/after school/work hours in order to enhance island-wide efforts to promote literacy to emerging readers, encourage life-long reading for pleasure, teach critical information literacy skills, and provide access to technology that meets the 21st century education standard.

Since the lockdown in March 2020, the JKPL along with the assistance of numerous community partners and donors has actively provided free books to our most underserved community from Bookmobile outreach efforts; provided free access to virtual learning resources; conducted in-person Early Literacy and Children's Read Aloud /Story exploring classes in partnership with the Northern Marianas Humanities Council's Motherread/Fatheread CNMI; updated and overhauled our website [www.cnmilib.org](http://www.cnmilib.org) to efficiently and effectively promote the library's digital resources; provided access to our online catalog of over 109,000 library items and over 1,000 bestselling e-books through Baker & Taylor Axis 360; provided access to leading research databases Ebscohost and Gale Cengage; provide online tutorials for Covid-19 preparedness, mental health care, and community classes in Joeten-Kiyu Public Library Niche Academy portal; provided free wifi access both inside and outside the JKPL facility; provided curbside pick up services; reference help; study cubicles for students and adults; information technology center with printing and scanning services for workforce development; virtual and in-person classes on Applied Digital Skills for teens and adults; distributed Summer Reading Program Packages to Go complete with books, school supplies, reading activities, and hand sanitizers to more than a 1,000 registered families in our Summer Reading Program on Saipan, Tinian, and Rota; held community cultural classes on the "Basics of How to Use the Talaya;" was a temporary application center for Pandemic Unemployment Assistance/FPUC for the community; promoted partnership efforts by participating in the 2020 Liberation Day Motorcade with the Bookmobile and partnered with planning and presenting digital literacy at the 7th Annual Women's Virtual Summit.

Aside from suffering extension damage to Super Typhoon Yutu in 2018, the JKPL continues to work proactively with FEMA in restoring the library back to pre-Super Typhoon Yutu condition.

## Background

Opened in December 1991, the Joeten-Kiyu Public Library (JKPL), also CNMI State Library (CNMISL), is the only public library located in Saipan. As the designated State Library Administrative Agency (SLAA), JKPL oversees the technical aspects of library operations for the Antonio C. Atalig Memorial Library on Rota (RPL) and Tinian Public Library (TPL), in collaboration with the respective mayors of both municipalities, leveraging both annual CNMI government appropriations and federal funds primarily from the Institute of Museum and Library Services (IMLS). NMI PL 7-18 established the Commonwealth Library Council and Joeten-Kiyu Public Library as the CNMI State Library.

## Strategic Goals

1. Literate CNMI
2. 21st Century Skills
3. Maintain and Update the CNMI State Library Infrastructure

## Leadership



**George N. Camacho**  
Chairman  
Commonwealth Library Council



**Erlinda C. Naputi**  
Library Director

# PERFORMANCE



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Front Circulation (CIRC) Details \*

Month	Patron Visits		Cards Issued		Hours Open		Days Open	
	FY19	FY20	FY19	FY20	FY19	FY20	FY19	FY20
OCT	6,297	7,375	47	50	133	136	17	17
NOV	0	3,569	0	38	0	152	0	19
DEC	3,702	3,916	32	40	160	152	19	19
JAN	8,918	5,429	96	44	168	164	21	21
FEB	8,110	4,860	72	36	160	164	20	21
MAR	11,546	2,467	49	28	168	78	21	10
APR	9,532	0	65	0	176	0	22	0
MAY	6,294	60	69	9	184	56	18	8
JUN	7,724	731	101	156	168	127	21	20
JUL	11,788	1,374	59	37	152	134	19	21
AUG	5,966	1,196	79	16	156	125	20	21
SEP	7,136	493	76	19	144	141	18	22
<b>Total</b>	<b>87,013</b>	<b>31,470</b>	<b>745</b>	<b>473</b>	<b>1,769</b>	<b>1,428</b>	<b>216</b>	<b>199</b>



[www.cnmilib.org](http://www.cnmilib.org)

**4,457** visitors to our Joeten-Kiyu Public Library Website.



**1,879** toddlers, children, teens, and adults who participated in the summer reading program.



**2,000** free books distributed to the community via Bookmobile.

Bookmobile \*

Month	No. of Patrons		MIFI Usage		Laptop Use		Card Issued		Application		Incentives	
	FY19	FY20	FY19	FY20	FY19	FY20	FY19	FY20	FY19	FY20	FY19	FY20
OCT	0	1,943	0	0	0	0	0	0	0	20	0	380
NOV	0	4,293	0	1,444	0	1,448	0	0	0	0	0	2,129
DEC	0	1,922	0	4	0	0	0	0	0	8	0	0
JAN	8,540	2,493	4,271	59	4,271	59	94	0	94	216	8,540	118
FEB	3,926	2,635	1,218	5	1,215	170	41	20	613	17	3,398	41
MAR	3,854	0	1,402	0	1,402	0	153	0	478	0	3,414	0
APR	17,141	0	3,139	0	3,139	0	100	0	613	0	10,245	0
MAY	8,512	0	1,237	0	1,237	0	273	0	559	0	1,296	0
JUN	3,308	0	1,236	0	1,236	0	51	0	59	0	178	0
JUL	7,465	0	1,044	0	1,044	0	54	0	54	0	1,635	0
AUG	5,460	0	2,791	0	2,791	0	170	0	174	0	5,954	0
SEP	2,941	0	1,231	0	332	0	18	0	306	0	1,138	0
<b>Total</b>	<b>61,147</b>	<b>13,286</b>	<b>17,569</b>	<b>1,512</b>	<b>16,667</b>	<b>1,677</b>	<b>954</b>	<b>20</b>	<b>2,950</b>	<b>261</b>	<b>35,798</b>	<b>2,668</b>

Computer Class



Basic Computer

Independent Learning



Basic Word



Keyboarding



Basic Excel



Mousercise



Basic PowerPoint

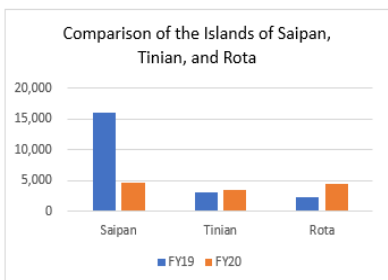
**835** posts



Resume Building

**125,747** engagements

Information Technology Center (ITC) \*



Island	FY19	FY20	Difference	%
Saipan	16,035	4,706	(11,329)	-70.7%
Tinian	3,096	3,590	494	16.0%
Rota	2,312	4,446	2,134	92.3%
<b>Total</b>	<b>21,443</b>	<b>12,742</b>	<b>(8,701)</b>	<b>-40.6%</b>

Month	Workstation				W&E				Other			
	FY19	FY20	Difference	%	FY19	FY20	Difference	%	FY19	FY20	Difference	%
OCT	344	309	(35)	-10.2%	213	186	(27)	-12.7%	103	47	(56)	-54.4%
NOV	0	297	297	100.0%	0	204	204	100.0%	7,000	11	(6,989)	-99.8%
DEC	211	403	192	91.0%	148	257	109	73.6%	46	29	(17)	-37.0%
JAN	525	489	(36)	-6.9%	270	282	12	4.4%	174	198	24	13.8%
FEB	469	476	7	1.5%	316	276	(40)	-12.7%	356	382	26	7.3%
MAR	424	288	(136)	-32.1%	190	142	(48)	-25.3%	147	0	(147)	-100.0%
APR	347	0	(347)	-100.0%	190	0	(190)	-100.0%	466	0	(466)	-100.0%
MAY	371	6	(365)	-98.4%	189	2	(187)	-98.9%	208	0	(208)	-100.0%
JUN	474	24	(450)	-94.9%	283	20	(263)	-92.9%	71	0	(71)	-100.0%
JUL	444	52	(392)	-88.3%	254	36	(218)	-85.8%	209	0	(209)	-100.0%
AUG	437	34	(403)	-92.2%	243	106	(137)	-56.4%	177	50	(127)	-71.8%
SEP	392	86	(306)	-78.1%	307	14	(293)	-95.4%	37	0	(37)	-100.0%
<b>Total</b>	<b>4,438</b>	<b>2,464</b>	<b>(1,974)</b>	<b>-44.5%</b>	<b>2,603</b>	<b>1,525</b>	<b>(1,078)</b>	<b>-41.4%</b>	<b>8,994</b>	<b>717</b>	<b>(8,277)</b>	<b>-92.0%</b>

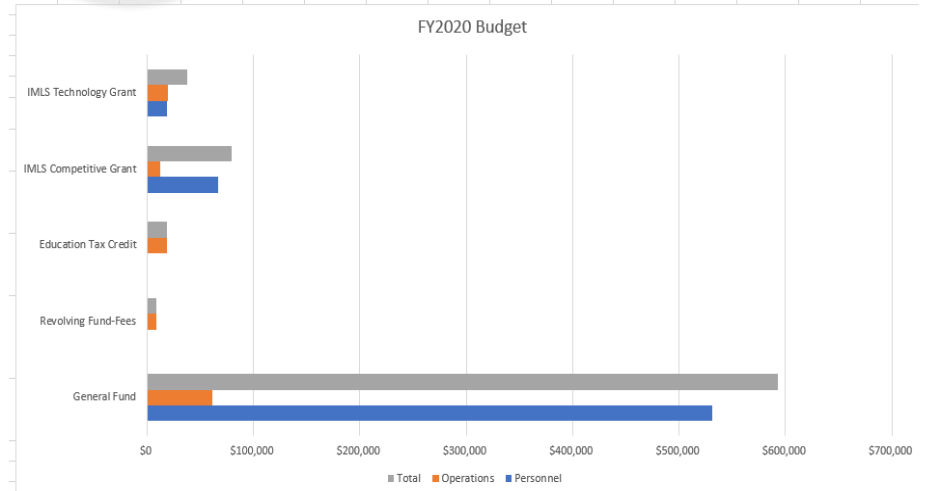
# BUDGET



## Joeten-Kiyu Public Library

Major developments of JKPL's FY 2020 Budget include the following:

- Personnel budget allocated \$531,455.00 for 16 employees and furloughing 8 employees. The need to maintain core staff to address perennial "understaffing" in direct correlation to increased patron traffic and overwhelming workload have been a challenge this past fiscal year. With the Covid-19 pandemic, library programs and services have been limited in order to meet their safe implementation. With the current line of reduced staff and budget, statistics indicates JKPL will meet challenges in efficiency, customer care, and systematic compilation of performance indicators in line with CNMI State Library LSTA Strategic 5-Year Program Goals: Literate CNMI, 21st Century Skills, and Maintain and Upgrade the CNMISL Technology Infrastructure.
- In light of decreased operational budget, the JKPL operations is affected significantly. Until such funding is made available, JKPL plans to take an aggressive fundraising campaign, increase grant submissions, strengthen partnerships, cost share library facilities, programs and services in order to offset decreased funding.
- PL 20-67 (HB 20-173) appropriated \$46,368.00 in operations for 2020 JKPL. The requested amount is primarily utilized to pay for Utility, to help defray JKPL's telecommunication E-Rate share as well as cover the bare minimum for our daily operations.
- Utilities budget: We are keeping our utilities allocation at \$80,629.00.



Description	Personnel	Operations	Total
General Fund (PL-21-8)	\$531,455	\$60,964	\$592,419
Revolving Fund-Fees	\$0	\$8,774.54	\$8,775
Education Tax Credit	\$0	\$18,900.82	\$18,901
IMLS Competitive Grant	\$67,128	\$12,452	\$79,580
IMLS Technology Grant	\$18,580	\$19,421	\$38,001



### 2020 Citizen Centric Report





## Future Outlook

As we look back at the 29 years since the opening of the Joeten-Kiyu Public Library and our dedication to providing and promoting literacy and free access to information in the CNMI, we face challenges— many of which relate to an increase in the demand for library services and programs.

Now, more than ever, with the rise of the Covid-19 pandemic leading to an economic downturn of the CNMI and around the world, the JKPL's significant challenges include the following: staffing shortages, budget cuts, reduced work hours, all while responding to the needs of the community for an increase in Information and Technology services.

We continue to strengthen our current partnerships and forge new ones in order to provide sustainable programs and services for the CNMI. In compliance with the Office of the Governor's Covid-19 Task Force, the JKPL continues to adjust our daily operations to meet the needs for the CNMI. Furthermore, the JKPL plans to continue Bookmobile outreach services; increase virtual learning resources and programs; as well as look to alternate funding sources for revenue via increased grant applications and educational tax credit from community donors.

As we provide access to information for the CNMI, our commitment to public service and our community partners/patrons, will continue to guide us. We humbly thank the Office of the Governor, the Friends of the JKPL, the numerous donors/sponsors both private and public, our community partners, our volunteers, and most especially the community for your patronage and support.

## Goals and Programs for 2021:

### Our Strategic Goal #1: Literate CNMI

- 1) Develop and support **Adult literacy services and programs** in libraries.
- 2) Develop and support **early and emergent literacy services and programs** in libraries.
- 3) Develop and support services and programs that support and encourage **reading and community involvement**.



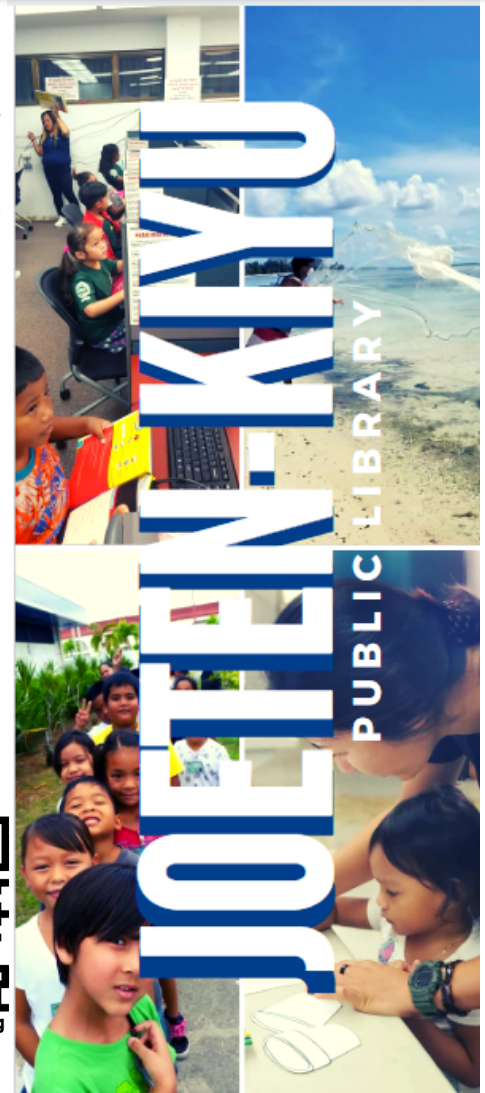
<http://cnmilib.org>

### Our Strategic Goal #2: 21st Century Skills

- 1) Provide **training and develop opportunities** for library staff to ensure they are equipped to assist the public to acquire 21st century skills.
- 2) Develop library services that support various literacy activities or programs that advocate 21st Century Skills.
- 3) Encourage libraries to leverage and maximize the skills and expertise of community members looking for **volunteer opportunities**.

### Our Strategic Goal #3: Maintain & Update the CNMISL Infrastructure

- 1) Continue to **upgrade the CNMISL Integrated Library System and have up-to-date technology access** and technology infrastructure to increase efficiency, improve speed of access and provide enhanced security for confidential information, wireless services, mobile applications, additional services and informational resource.
- 2) Develop and support libraries as **local and community hubs for broadband connectivity**.
- 3) All CNMI Public libraries will offer and provide **e-books and expanded digital collection resource**.



**THANK YOU FOR YOUR INTEREST IN THE JOETEN-KIYU PUBLIC LIBRARY**

**We welcome your comments on how we can make this report more informative for our readers.**

**Please send your comments to:**

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