Adult Graphic Novel Collection Development Plan

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LIS 502

August 6, 2017

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Subject Area: Adult Graphic Novels

Description of library

Potter County Public Library [PCPL] is a suburban county library system in central Indiana serving a county population of approximately 90,000 people and containing one main branch, two smaller branches, and a bookmobile. Established in 1917 through the generous donation of a Carnegie grant, the library still uses its original stone structure, though has renovated tremendously to allocate more room for expanding collections. PCPL's main branch is 70,000 sq. ft. and includes such technical advancements as a maker space with a 3-D printer, several game systems for patron use in the teen's room, and circulating iPads for external use, and laptops for use inside the library. Circulation each year general hits between 1.5 to 2 million between print, nonprint, and digital materials, with print still leading in circulation statistics. Operating on a budget of approximately $5 million funded primarily through County Economic Development Income Tax (CEDIT), which replaces property taxes by means of funding, also funded by Income Taxes, Fines and Fees, and Vehicle Excise Taxes. The library staffs a total of 60 members, with 20 degreed librarians and 5 Library Assistants pursuing their MLS. Department heads manage their departments, but report to the Assistant Director, who reports to the Director, who reports to an appointed public library board representing various school and government districts from within the county.

Clientele

Potter County Public Library is a suburban outlet of its neighboring Marion County. While it doesn't boast the population or funding of larger scale public libraries, it accommodates its county population which holds approximately a 50% card holder rate for the county. The majority of the patron base for the main branch in the central city, Harfork, are middle-aged, low to medium income residents. These residents range from parents to multiple school-aged children to single individuals.

The library offers a wide range of programs from children's story time to teen game nights to adult crafts and computer how-to classes that are all widely appreciated from patrons. The county has a growing millennials population due to current economic job growth attracting recent college grads seeking employment. The influx of millennials and high school aged patrons utilizing the library is the inspiration behind the maker space and expanding unique collections such as video games and technology rental. While technology is recognized as an important growing trend, the county also has a moderate population of senior citizens who require technology classes, and traditional means of library use, such as print newspapers, magazines, and large print books.

Mission Statement

"Providing quality, accurate, and desired information and technology resources, uncensored and equally available to all patrons, for the pursuit of lifelong learning."

Collection Analysis of Adult Graphic Novels

Adult Graphic Novels are by no means a new format in the realm of literature. They are however slowly becoming the newest trend in collection growth among many libraries, including public and academic. Chances are that most libraries have some sort of small adult graphic novel section, generally containing the standard staple titles from Marvel and DC, plus a handful of random popular titles from publishers such as Vertigo and Image (*Sandman* and *The Walking Dead* respectfully). For core collection development purposes, HW Wilson In Print Graphic Novels to cross check the library's current holdings with what is suggested in Wilson. In order to provide quality graphic novels for the library's collection, resources including Publisher's Weekly, Library Journal, in addition to popular graphic novel awards such as the Eisner, Harvey, and Hugo awards, should be primary sources of information. As well as patron requests if the requests are within budget and fit the needs of the community and collection.

Adult graphic novels are a constantly growing collection because of the cult following of popular super hero movies and TV series that have gained momentum in the past decade. Analysis of the collection would be time sensitive in acquiring the titles that are not only popular now, but also of those that have near-future screen time, for instance Justice League will have a new movie out this November, so ordering not only the individual super heroes comics, but also any Justice League comics that feature these new versions of classic characters would be helpful for the collection.

Promotion of this collection is vitally important, as many patrons don't associate the library with comics. Attractive titles, well-loved classics, and timely materials in relevance to popular culture will help in pushing the collection to thrive.

Provide a statement of your library's intellectual freedom policies.

Potter County Public Library's policies on intellectual freedom mirror that of the ALA's Library Bill of Rights. The library supports all user rights to access to information and will provide resources as best as is available through the library's funding to fulfill these requests. As stated in the ALA's Library Bill of Rights, "…all libraries are forums for information and ideas…" (American Library Association, 2017), furthermore, ALA defines Intellectual Freedom as "the right of every individual to both seek and receive information from all points of view without restriction" (American Library Association, 2017). This being said, Potter County Public Library's policies on intellectual freedom protect against not only censorship, but to also provide a range of information on topics.

Provide a set of annotated links to key intellectual freedom websites and documents.

American Library Association. (2017). *How to respond to challenges and concerns about library resources.* Retrieved from American Library Association: http://www.ala.org/tools/challengesupport/respond

This page on the ALA's website contains a list of ten different suggestions when responding to an oral complaint concerning library materials. This is definitely a resource that all staff members should be aware of and have read at some point and time. Within the list the ALA gives various instances and how to best respond to the situation.

American Library Association. (2017). *Intellectual Freedom* . Retrieved from American Library Association: http://www.ala.org/aboutala/governance/policymanual/updatedpolicymanual/section2/53intel lfreedom

One of the best resources for information on intellectual freedom is obviously the American Library Association. However, there are many pages within the ALA's website pertaining to intellectual freedom. The ALA Policy Manual also offers a wealth of information pertaining to the legal aspects of defending intellectual freedom in the library with links to other aspects of the ALA Policy that ties to that. Information on labeling systems, rating systems, evaluating the library's collection, and advocating for intellectual freedom.

American Library Association. (2017). *Intellectual freedom and censorship Q&A*. Retrieved from American Library Association: http://www.ala.org/advocacy/intfreedom/censorship/faq

The American Library Association provides a detailed and informative frequently asked questions page on the basis of intellectual freedom. On this page the user finds not only definitions of intellectual freedom as defined by the ALA, but also definitions of censorship, obscenity, and the relationship between censorship and intellectual freedom. This page is a useful tool for librarians to read and review to be ready to answer any and all questions in an easy to understand explanation pertaining to censorship and intellectual freedom.

American Library Association. (2017). *Library Bill of Rights*. Retrieved from American Library Association: http://www.ala.org/advocacy/intfreedom/librarybill

The ALA Library Bill of Rights should be read and understood by every professional and paraprofessional individual working in the library. While it may be the responsibility of a library assistant to explain legalities of censorship or intellectual freedom to a patron, it is important they still understand the ALA's stance on library's standards of service for all patrons. Within the Library Bill of Rights it clearly states that "libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment."

American Library Association. (2017). *Office of Intellectual Freedom*. Retrieved from American Library Association: http://www.ala.org/offices/oif

The ALA's Office for Intellectual Freedom homepage on the ALA's site comes equipped with links to training for libraries to advocate, public awareness materials and ideas, support and reporting censorship forms, as well as links and recommendations for publications on intellectual freedom including information on collection policies, privacy, and equal access to information. Contact information for the staff of the Office of Intellectual Freedom is also available on the page.

Comic Book Legal Defense Fund. (2017). Retrieved from Comic Book Legal Defense Fund: cbldf.org

A little known resource to protect the First Amendment right is that of Comic Book Legal Defense Fund. The Fund is an associate of the ALA and works to defend comics, graphic novels, and manga titles from being censored or removed from libraries. On its site, CBLDF offers links to banned comics, case files, the comics code, and librarian and educator tools to educate about intellectual freedom and fighting censorship pertaining to comics and graphic novels.

Describe the procedures for handling challenges to material in its collection.

1. Patron challenging the material must fill out a challenge form expressing why they want the material removed. The form is then returned to the library and thus forwarded on to the Director.
    a. If the patron does not wish to fill out the form for the formal complaint, the librarian on duty will be responsible for explaining the Intellectual Freedom policy and the Library Bill of Rights to the patron.
    b. The patron may request to remain anonymous, however the patron will not receive news on the status of the challenged item if no return contact information is supplied.
2. The Director will review the form and discuss with the selector in the section which the complaint arose.
3. The Director will respond to the challenger via written letter:

  a. If the material will not be reconsidered for retaining in the collection, the Director will explain that the Library Board meeting is once a month and any further complaints may be voiced at that public meeting.

  b. If the material will be reconsidered—due to containing inaccurate or dated information or if the material was placed in the wrong section of the library—the Director will write an explanation for the reconsideration following the challenge

4. Should the challenger decide to further their complaint to the Library Board at the meeting, the Board will consult with the Director and Selector as to why the decision was made to retain the material. At this point if the reasons for retaining the material follow in line with the ALA's Library Bill of Rights, Freedom to Read, and Intellectual Freedom policies, the material will be retained in its current state.

<u>Design and attach your own challenge form.</u>

Request for Reconsideration of Library Materials

Date: _____

Please complete this form as accurately and completely as possible. Completed form should be returned to the library at the attention of the Director.

Material for Reconsideration:

Author/Producer: _____   Publisher: _____

Title: _____

Call Number: _____

Type of Material:
_____ Book   _____ Magazine/Newspaper   _____ DVD/CD/Videogame   _____ Database
_____ Audio/CD   _____ Other: _____

Review Request Initiated By:

Name: _____   Signature: _____

Address: _____

City/State/Zip: _____

Phone: _____

Complainant Represents:
Himself/Herself: _____ Yes _____ No   Other Individual or Group _____ Yes _____ No

If other, please give contact information for group:

Note: If anonymity is requested, the request for review of the material will still be handled in the same manner, however the result of the decision whether to retain the material or not will not be shared if no contact information is provided.

Evaluation of Material in Review:

1. I have read the material in question: _____ Yes   _____ No
2. Summary of material in your own words:

3. To what in the material do you object? Please offer specific passages and pages. Attach pages as needed.

4. Who would benefit from the removal of this material from the library's collection? Why?

5. How did this material come to your attention?

Review Completed:

Date: _____

Director: _____ Signature: _____

Selector: _____ Signature: _____

Material will be:
_____ Retained in current state.
_____ Retained, but moved to different section
        From _____ To _____
_____ Removed from Collection
        _____ Replaced with updated edition
        _____ Not replaced with any edition

If material is removed, why?
_____ Contains inaccurate or dated information

Written explanation provided to original complainant: _____ Yes   _____ No

If No, explain: _____

Statement of Collection Policy

Staff Responsible for Selecting

Potter County Public Library is a medium-sized library, prompting its collection development policy to be accurately divided into sections broken up by Fiction, Nonfiction, Young Adult, Juvenile, and Audio Visual. Fiction is handled by one librarian, as is the Young Adult collection. From there, Nonfiction is broken down into 000-499, 500-799, and 800-999 and Biography. Juvenile is divided into picture books and chapter books by one librarian, and nonfiction, easy readers, alphabet, and baby board books being handled by another librarian. Audio Visual materials including DVDs (both fiction and nonfiction), CDs, Video Games, and Audiobooks, are handled by a single librarian, though the section is divided into Adult, Young Adult, and Juvenile duties per material selection.

Given this model for Selecting, PCPL will have a minimum of 7, maximum of 10, librarians with special dedication to selecting materials for the collection. Audio Visual material selection may be appointed to a librarian who is already selecting in the particular collection, or granted solely to a librarian employed in the designated collection.

Collection	Division of Collection	Selecting Personnel
Nonfiction	000-499	Adult Services Librarian
	500-799	Adult Services Librarian
	800-999 and Biography	Adult Services Librarian
Fiction	Fiction, Large Print, Graphic Novels, Romance	Adult Services Librarian
Young Adult	Fiction, Nonfiction, Graphic Novels	Youth Librarian
Juvenile	Picture and Chapter books	Children's Librarian
	Nonfiction, Easy Readers, Alphabet, and Baby	Children's Librarian
Audio Visual	Adult DVD, CD, Video Game, Audiobooks	Adult Services Librarian
	Young Adult DVD, CD, Audiobooks	Youth Librarian
	Juvenile DVD, CD, Audiobooks	Children's Librarian

Current Strengths of the Collection

The quantifiable representation of the Adult Graphic Novel collection at Potter County Public Library is somewhat standard for a graphic novel collection for a library of PCPL's size. As it currently stands, the adult collection, including nonfiction and fiction print, contains approximately 80,000 items. Between those collections, division of the materials is rather even at about 35,000 fiction and 45,000 nonfiction. The graphic novel collection falls primarily under the fiction collection and makes up around 7% of the 35,000 material collection, totaling approximately 2,450 items. Of those items, a small percentage of the graphic novels are nonfiction/biography, however this number is only in the mid-200's.

Desired Strength of the Collection or Level of Collecting Activity for your Subject Area

While the collection is strong for the growing popularity of graphic novels, the Marvel Cinematic Universe, DC's evolving television series, and a greater acceptance of "nerd culture" will continue to cause this area to thrive and be in demand. Ideally, I would like the adult graphic novel collection at PCPL to make up around 10% of the total adult fiction collection. In order to attain this goal, collection

development in the area will need to maintain its current course, in addition to obtaining more titles. However, just because the desired strength of the collection is reaching a certain quantitative goal, the quality of the materials in the collection should still meet the criteria and regulations of the collection development policy. Attention to awards, upcoming movies and television series, and what is popular in the comics industry would play a key role.

Selection Criteria

Selection criteria for adult graphic novels at Potter County Public Library are as follows:

- Purpose: Material should be entertaining and, when appropriate, educational.
- Reviews: Material should have quality reviews from reputable resources.
- Maintenance: Material should ideally be selected with longevity/functionality in mind.
- Price: Material should not exceed planned and agreed upon budgetary restrictions for the collection.
- Availability: Material should be easily reordered should a replacement be necessary.
- Accuracy: Material in the nonfiction section should have relevant, up to date information.
- Interest: Material should be an item that is expected to gain circulation statistics.
- Wholly Evaluated: Materials in queue for selection should be evaluated as a complete, whole work, not on a particular passage, frame, or section of the work.

Deselection Criteria

Deselection criteria for adult graphic novels at Potter County Public Library are as follows:

- Usage: Poor circulation statistics will result in potential for deselection from collection.
- Status: Materials in poor physical condition will be weeded from the collection, replacement is up to the discretion of the selecting librarian.
- Accuracy: Nonfiction graphic novels that are no longer accurate in the material subject they represent will be deselected from the library's collection.
- Policy Review: Any materials that no longer qualify with PCPL's selection criteria for graphic novels may be deselected from the collection.
- Multiples: Materials with multiple copies from prior increased interest that no longer require multiple copies may also be deselected.

Additional Policies For

Retrospective Acquisitions:

- Interest: Material has a current or upcoming interest in the work despite its age.
- Value: Material contains valuable information that is still relevant in current publications.
- Classics: Material that is considered "classics" in the graphic novel industry, or items that have made a significant impact on the industry that would enrich the quality of the collection.

Varying formats (CD, DVD, eBook, Video Game, etc.)

- Maintenance: Material should be easily maintained (cleaned, repaired, etc) at the library.
- Cost: Material should not exceed budget for the designated area of the collection.
- Relevance: Nonfiction material should include accurate and relevant information.
- Demand: Material should ideally be in current demand for the library's patrons, or fit the community's predicted interest.

Gifts

- Gifts should fall within the library's established selection criteria, as well as fulfilling the mission statement of the library.
- The selecting librarian for the collection the gift is intended for will evaluate it for fulfillment of the criteria.
- Materials donated may be disposed of through the deselection criteria without notifying the donator.
- Gifts of a nature other than circulating materials—such as art, furniture, toys, etc.—will be approve by the library director, or Board of Trustees depending on the value of the item.

Include a list of resources used to guide your selection process with a brief description of each one.

Review Resources:

HW Wilson In Print Collection: Graphic Novels Core Collection
http://www.hwwilsoninprint.com/graphicnovels_core.php

The HW Wilson core collection guide contains information for graphic novel core collections for all ages. Complete bibliographic and cataloging data, descriptions, and cover art for many titles, HW Wilson has been a trusted resource for core collection development for years.

Publishers Weekly
https://www.publishersweekly.com/

Publishers Weekly is a valuable resource because it is available in print as well as online with a login. Each week's issue of PW features a variety of reviews and suggestions for all ages and all collections, with some specialty issues featuring top 100 lists, best-of lists, etc.

Booklist
https://www.booklistonline.com/

Also available in print as well as online format, Booklist is published biweekly and features reviews for adult fiction, nonfiction, young adult, and juvenile. Similar to Publishers Weekly some issues feature best of lists. It is also backed by the ALA.

Diamond BookShelf
http://www.diamondbookshelf.com/Home/1/1/20/163

Diamond Comics Distributor is the leading comics and graphic novel distributor. With information on upcoming and up and coming comics, trends, and story lines, subscribing to the email newsletter or perusing the online reviews give librarians an advantage in selecting materials.

Awards Lists:

Eisner Award
https://www.comic-con.org/awards/eisner-awards-current-info

Will Eisner is considered a founding father in the world of graphic novels and comics. This award given in his namesake is given annually since its creation in 1988. The Eisners are often referred to as the "Oscars of the comics world" and feature best continuing, single issue, new series, limited series, and so on in comics and graphic novels. These are titles that should definitely be included in the collection.

Goodreads Graphic Novels Book Lists
https://www.goodreads.com/list/tag/graphic-novels

Goodreads may not be an officially licensed awards or review site, however the reviews and lists are compiled and composed by users who also make up the library's patron base. This compilation of lists may also be used to cross check titles found in review magazines, but more information on the title is desired.

No Flying No Tights
http://noflyingnotights.com

This website provides reviews, classics information, and must have lists broken down by age and genre. The site is updated frequently and is user-friendly.

Links to useful web resource or online resources in your subject area.

Comic Book Legal Defense Fund
http://cbldf.org/

The Comic Book Legal Defense Fund is an organization backed by the ALA that fights for the first amendment rights of graphic novels to avoid censorship and banning.

Marvel Comics
http://marvel.com/comics

Marvel Comics is one of the unrivaled titans of the comics industry. Their website provides information on characters, comics, and insider information on upcoming releases.

National Coalition Against Censorship: Graphic Novels: Suggestions for Librarians
http://ncac.org/resource/graphic-novels-suggestions-for-librarians

The NCAC provides a significant resource for librarians in the formation, defense, and maintenance of graphic novel collections in the library. Included is a brief history of graphic novels as well.

Describe Tools and Approaches for Collection Evaluation

The primary focus for collection evaluation concerning the Potter County Public Library's Adult Graphic Novel collection will follow the CREW method of Continuous Review, Evaluation, and Weeding. A Collection centered approach to evaluation would be ideal, however in the subject area of graphic novels, it won't do much good to have a host of classics or award winners if no one in the community is interested. Therefore, the best approach when it comes to Adult Graphic Novels would be that of a User-Centered Approach.

In order to maintain a quality collection that will garner significant circulation statistics for the library, indicators such as circulation statistics as well as in-house uses, patron requests, and relevant pop culture materials would be the ideal review factors. Utilizing the library's ILS system or collection development software such as Collection HQ, the librarian in charge of the adult graphic novels can run reports showing the usage statistics. OCLC also provides a tool called "WorldShare Collection Evaluation" that may be worth looking in to for graphic novel collections to compare libraries that are of similar size, patron-base, and location.

 It is also a goal to monitor the patron requests as they arrive concerning various graphic novels, the genre, age, and any comparative materials currently residing in the collection that could use amplification as a result of the interest expressed. Quantitatively, it would be idyllic to see the collection grow over time with a range of materials from various publication houses, years, and genres. Qualitatively, the collection should attract attention from not only interested patrons, but also patrons who have not given graphic novels a try before. Since adult graphic novels are a new and growing collection in many libraries, patron involvement is key. Displays and "Don't see it? Request it!" motifs are essential to determine a community's engagement with the materials as well as building a quality collection.

Three Questions Related to the Adult Graphic Novel Collection and Usage

- Does collection usage grow in relation to a pop culture event such as a movie release?

Monitoring collection usage is an important part of collection evaluation and development. By monitoring the collection and compiling the data to match up with current events or holidays, staff can be better prepared when ordering to have certain materials in at certain times. For instance, if graphic novel circulation was higher per the ILS statistics or collection evaluation software around the release date of superhero films in theaters, the selecting librarian may have a goal to have new superhero graphic novels in stock or on a display in the weeks leading up to a new movie release. By maintaining a general knowledge of upcoming movies, television shows, and streaming specials (such as Netflix, Hulu, Amazon, etc.), the selecting librarian can utilize this knowledge to not only better service the patrons of the library, but also to maintain a consistent growth of the graphic novel collection.

- For materials that are not establishing circulation statistics, could these materials be given display time to increase usage or are the genres similar and need to be weeded out?

Some materials seem like they may be a successful match for the collection upon ordering, but never deliver on expected circulation. In this case, it is important to determine why the material was purchased in the first place. Was it an award winner, and if so are there others in that awards category that may be given new life by being granted a display calling attention to that award? Was the material considered to be a classic and may not be in need of weeding, but retained in the collection for qualitative reasons? Is the material in poor condition from less than ideal binding conditions and may be replaced with a more sturdy copy? If this is the case, there may be a higher in-house use for the item than a circulation statistic due to the fact that patrons are weary on taking the item that is falling apart easily home and concerned with being charged a damage fee.

By looking at the collection as a whole and what materials are successfully circulating versus the items that are not it is easier to determine if the material was simply not meant to thrive in this particular collection, or if a boost is all it needs to bring in the stats.

- After a patron request is made, to what extent is the material researched before purchasing for the collection?

Some patron requests are useful items that could help enhance the collection and receive more circulation outside of the one patron who requested it. On the other hand, some patron requests are too obscure to warrant purchasing and are better off sent to the Interlibrary Loan department. To evaluate these materials, examining not only the library's collection development policy but also looking into the material's information such as awards it may have earned, its holdings in other libraries, the reputation of the author and publisher, and if there are other materials currently in the collection that are similar to the genre and are also circulating well. It's important not to be too harsh in the criticism of patron requests, if no requests are ever purchased there may be less requests put in, however every single request can't also be an automatic yes. Same for the donation of the materials for the collection.

Resource Sharing

Interview at Least Two Librarians on Resource Sharing at their Library

The librarians I spoke with elaborated on Interlibrary Loan as well as Consortia agreements, such as Evergreen. While it's not the direct loaning of materials to other libraries, reciprocal borrowing agreements that allow patrons from outside of the library's service area to check out materials was also discussed. There are benefits and drawbacks of both. The benefits of Interlibrary Loan for instance are that the patron may still be able to acquire the material that they are looking for, without the library needing to purchase and process the item. On the other hand, ILL can be tricky depending on the material. Newer materials for instance are not usually lent out, books and movies have varying rental allowances, and if the loaned item were to be damaged the patron would be required to pay for the item using the lending library's policies for replacement and repayment of the item. There are also multiple ways to perform an ILL request, such as searching OCLC and placing requests or even software that the patrons can utilize themselves and place requests without the assistance of a trained ILL coordinator.

Consortium libraries are libraries that share materials through resource sharing, thus expanding the overall collection. Each library has their own method of collection development and evaluation,

however the agreement between the libraries allows other libraries that may be in different counties to request materials owned by a different library without having to go through the steps of an Interlibrary Loan request. Materials are found and requested through a shared, open source ILS such as Evergreen.

Reciprocal borrowing allows patrons from outside of the library's usual service area to utilize the library and what it has to offer. For instance, reciprocal borrowing may be initiated when a county public library allows patrons from another neighboring county to obtain a library card, so long as they have a current and good-standing card at their home library. While this doesn't share materials between libraries, it does provide more patrons with more materials, and has significant benefits if the reciprocal borrowers come from small communities with libraries that may not have as diverse of a collection.

Describe your Library's Arrangements for Sharing Materials on your Topic with other Institutions, and for Holdings in the Same Subject Area

Potter County Public Library has arrangements to utilize the Interlibrary Loan option for sharing our materials. Providing our entire collection of graphic for circulation with Interlibrary Loan would allow patrons from across the nation access to the materials. In addition to Interlibrary Loan, Potter County Public Library will partner with county school corporations to circulate the graphic novels using the student's school library cards.

Maintenance and Preservation

Create Procedures for Collection Processing and Maintenance

Collection Processing and Maintenance will follow the guidelines of a standard collection, with some minor exceptions. Graphic novels are printed on different paper than that of regular books, glossier, heavier paper. Because of this, as well as the glue that the binding is typically held together with, graphic novels are at a higher risk of losing pages or developing broken spines than that of their typical book counterparts. In order to stay one step ahead of this problem, frequent monitoring of the graphic novel collection and an understanding of quality repair processes will help the collection by retaining materials that otherwise would have been costly to replace by monitoring the condition of the pages and binding. Maintaining the collection will help maintain the budget of the collection by repairing more materials and using less funds on replacements, thus allocating more towards fresh, new materials to enhance the collection.

Establish Guidelines for Preservation

- Preservation of the graphic novel collection is essential in preserving classic graphic novels and omnibuses that are valuable as well as costly to replace
- Preservation should be used as a means to preserve the longevity of an item, however if the circulation may be impacted—i.e. if a repair won't help increase the stability of an item—the item should be replaced

- Major repairs should be noted in the item—i.e. if a page is reattached, note it in pencil next to the repair so staff know that it was not a patron repair but rather a library-issued one