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North Dakota State Library  
Bismarck, ND 58505

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NORTH DAKOTA

BIENNIAL  
REPORT

TO  
THE  
GOVERNOR  
OF  
NORTH DAKOTA



For the Period Covering

July 1, 1991 - June 30, 1993



# NORTH DAKOTA STATE LIBRARY

604 E. Boulevard, Bismarck, North Dakota 58505-0800 - (701) 224-2717 - FAX: (701) 224-2040

WILLIAM R. STRADER, STATE LIBRARIAN

December 15, 1993

Dr. Wayne G. Sanstead  
Superintendent of Public Instruction  
State Capitol Building  
Bismarck, North Dakota 58505

Dear Dr. Sanstead:

On behalf of the North Dakota State Library, I hereby submit the 1991-93 Biennial Report of the State Library, in accordance with North Dakota Century Code, Section 54-24-03(7).

The following report outlines the progress toward meeting the goals and objectives of the North Dakota State Library. It is with pleasure that the staff of the State Library and I submit this report to you.

Sincerely,

A handwritten signature in cursive script that reads "William R. Strader".

William R. Strader  
State Librarian

WRS:szl  
Enc.

North Dakota State Library  
Bismarck, ND 58505

## THE FUNCTION OF THE NORTH DAKOTA STATE LIBRARY

The North Dakota State Library has provided informational materials, advice, assistance, and support services to libraries and the citizens of North Dakota since 1907. The North Dakota Public Library Commission was created by an act of the tenth legislative assembly. Its members, including the president of the state library association, the state superintendent of public instruction, and a third member appointed by the governor, met at the Capitol March 14, 1907 to take the oath of office, organize, and elect officers.

The North Dakota State Library continues to support the original intent of its formation, outlined more than eighty years ago. At the end of its first year of service, the North Dakota Public Library Commission reported in its 1908 annual report the existence of fifteen public libraries. At the end of fiscal year 1993, there are eight-four public libraries in the state. Despite this significant increase in service, twenty-five North Dakota counties do not tax themselves for public library services and four counties remain without public library services.

The North Dakota State Library became part of the North Dakota Department of Public Instruction January 1, 1991. This was due to action taken by the North Dakota Legislature during its 1989 session. The North Dakota Century Code, Chapter 54-24-03 identifies the powers and duties of the State Librarian, which are in turn the responsibilities of the State Library. They include:

1. Make rules for the operation of the state library.
2. Provide and care for all books and library materials in all collections of the state library: general, reference, and special, and make all rules regarding the loaning and returning of library materials.
3. Employ qualified library personnel to care for all library procedures.
4. Make library materials available to libraries throughout the state, to individuals connected with departments of state, and to citizens of North Dakota who do not have adequate library facilities.
5. Promote and assist, by counsel and encouragement,

the formation of libraries and the improvement of those already established, in keeping with state and national standards. Be available to librarians and trustees of libraries in the state for assistance in organization, maintenance, or administration of the libraries.

6. Coordinate the efforts of librarianship throughout the state, advising and assisting the extension of qualified public libraries into centers of county or regional (multi-county) libraries.
7. Compile statistics of the free public libraries of North Dakota and their larger counterparts of county and regional libraries, and of the work done at the state library. Submit a full biennial report to the superintendent of public instruction and the governor.
8. Collect, maintain, and make available a reference and reading collection of books, slides, films and other graphic materials that supplement and support the needs of all libraries in the state, either by direct loan or consultation, and that form a reference source for the officers of the state in performing their duties.
9. Collect and maintain a collection of publications of the departments and agencies of state government, including the enacted laws of this state, current session laws, and journals.
10. Conduct, or have conducted, research into the conditions of library service in the state, and produce written plans for the development and betterment of that service.
11. Compile, or have compiled, union lists of resources of libraries throughout the state, and make those lists available for consultation.
12. Establish levels of certification that meet the standards recommended by the American Library Association for librarians of the state.

The North Dakota State Library is also empowered to accept and expend federal aid to libraries (NDCC 54-24-03.1); contract with cities, governmental subdivisions, and agencies

of the state of North Dakota and other states of the United States for provision or extension of library services (NDCC 54-24-08; and receive, microfiche, and distribute state government documents through a depository system (NDCC 54-24-09).

#### MAJOR GOALS AND OBJECTIVES

The major goals of the North Dakota State Library are: to provide or coordinate library services to patrons with unique needs, such as state government officials and employees, those without direct local library service, the blind and physically handicapped, and the clientele of state-supported institutions; to assist public libraries through advice and consulting services in areas such as collection development, technical services, budgeting and finances, building and facility planning, automation, and program development and evaluation; to coordinate the sharing of resources among the state's public library collections; to improve the quality of library services by providing continuing educational opportunities for librarians and public library trustees; and to equitably distribute and administer state and federal grant funds in accordance with applicable state and federal regulations.

#### RESOURCES AVAILABLE FROM THE STATE LIBRARY

The North Dakota State Library makes available to any citizen of North Dakota, free of charge, an in-depth collection of books, magazines and periodicals; state and federal documents; audio-visual materials; reference and interlibrary loan services, and qualified professional librarians to assist all patrons' informational needs. Professionally trained librarians are prepared to assist local libraries, government officials, and citizens with research and the establishment, expansion, or improvement of library services throughout the state.

The State Library publishes the "Flickertale," a bi-monthly newsletter distributed to all librarians and public library trustees, state government officials, and to other state library agencies in the United States. The "Flickertale" is made available electronically via SEND-IT, (a Department of Public Instruction/North Dakota State University electronic bulletin board system available to all K-12 schools and public libraries).

The State Library compiles a monthly checklist of state government publications, entitled "Publications of North Dakota State Departments," and publishes "Statistics of North Dakota Libraries" annually. Occasional publications include specialized bibliographies, reports, and library-related research documents. Each year the State Library publishes the annual federal Library Services and Construction Act Annual Program, and the Annual Report. All publications are available, some for a fee, by contacting the State Library.

#### REFERENCE/CIRCULATION/ILL ACTIVITY

The State Library functions as the back-up reference and interlibrary loan referral center for North Dakota libraries.

Through long term participation in the On-line Computer Library Center (OCLC), a national bibliographic utility database, the State Library identifies and accesses over twenty-nine million unique titles worldwide. Through OCLC, the holdings of over fourteen-thousand libraries located in the United States and worldwide are available to the citizens of North Dakota.

For regional resource sharing, the State Library contracts with Minnesota Interlibrary Telecommunications Exchange (MINITEX) through the Higher Education Coordination Board of the State of Minnesota. MINITEX provides additional sources for interlibrary loan through direct access to the library collections of the University of Minnesota and other Minnesota libraries. All libraries and individuals have access to MINITEX in North Dakota.

For state resource sharing, the State Library is among twenty-seven North Dakota libraries statewide that participate in the Online Dakota Information Network (ODIN). ODIN has grown to include twenty-seven public, academic state agency and medical libraries. The North Dakota State Library promotes the utilization of ODIN. Training on ODIN is a service that is offered to anyone in the state of North Dakota.

ODIN allows patrons and libraries to search for material by keyword as well as by author, subject and title term, author-term, title-term and subject-term. It is no longer necessary to know the exact wording of a subject heading or the title of a book in order to locate material. ODIN has keyword access as well as expanded searching capability. These

features allow patrons to search for any word or combination of words. Question marks can be inserted if the patron is unsure of spelling.

The reference department had 18,000 requests for information in 1991-1993. With access to online catalog databases through ODIN and SEND-IT, the citizens of North Dakota can do their own research. The public can both research basic questions, and they can use State Library reference services to get answers on sophisticated and in-depth questions.

The State Library staff, including members of the reference department, participated in various workshops and conferences. Display booths and workshops were presented on the services offered by the State Library and on the functions of ODIN (Online Dakota Information Network).

In this biennium, magazine indexes and company profiles have become available on ODIN. Through the magazine indexes, patrons have access to general, academic and business information. The company profiles give a quick snapshot of companies around the United States. The Reference staff has keyword accessibility to the title, notes, series, author and subject fields on OCLC, the national database. Through SEND-IT, the reference staff has access into Internet and to additional online catalogs and specialized databases. With these additional databases, the reference department's ability has been enhanced to provide accurate and up-to-date information quickly and concisely to the patron.

Services to state government remains a priority to the State Library. Information seminars on the services of the State Library have resulted in a ten percent increase in requests for information from state agencies since last biennium. State government personnel are encouraged to come to the State Library to learn more about the services that will benefit their agencies.

The State Library received a total of 81,147 interlibrary loan requests during 1991-1993 from public, academic, school, and special libraries and from the people who live in areas where there are no local library services. This is a 27.25 percent increase from last biennium.

The State Library received a total of 99,147 interlibrary loan and reference requests for information this biennium.

Automation has increased the speed and accuracy of

supplying information. During the 1991-1993 biennium, paper copies of interlibrary loan requests have become a thing of the past. Interlibrary loan requests are now stored in a database instead of in filing cabinets. Automation enables patrons to call the ODIN database from any computer to find the information they are seeking, the library that owns that material, and whether or not it is on the shelf. With the same phone call, they can check to see what items they have checked out, when the items are due, the status of their interlibrary loan requests, and fees they may owe.

The ODIN Interlibrary Loan Subsystem enables libraries to transmit interlibrary loan requests to one another within seconds. The subsystem also tracks requests so that librarians and patrons know if the book was shipped, when it was shipped and when it was returned. This feature reduces the chance of losing a book in the mail because it can be reported immediately.

The SEND-IT system, which is accessible in every school, enables students, teachers and librarians to transmit requests for information to the State Library electronically.

State Library card holders checked out 108,693 items. Library card holders include public libraries, school libraries, and individuals. Library users utilized the State Library via 25,751 personal visits in the last biennium.

#### SEND-IT

In January of 1992, the State Library of North Dakota identified SEND-IT BBS (bulletin board system) as a way to meet legislative mandate to provide "informational materials, advice, assistance and support services to libraries and the citizens of North Dakota."

Work was undertaken with the SEND-IT design team to make remote library database access and then interlibrary loan a reality. SEND-IT users can now access millions of bibliographic records in over 2,000 libraries worldwide via the Internet.

The Interlibrary Loan (ILL) subsystem allows SEND-IT users to take the description of a book or periodical article they have located in a remote library database, and request that item from the North Dakota State Library.

When a SEND-IT ILL patron requests an item, the request is electronically transmitted to SENDIT in Fargo, relayed to INTERNET, and passed on to the State Library's mailbox.

The mailbox is emptied daily. Requests for books and articles that can be filled from the State Library collection are in the mail by 2:00 p.m. the same day. Same-day mail service in North Dakota makes it commonplace for patrons to have their requests in hand by the next morning.

Requests for materials that the State Library does not own are referred to libraries throughout North Dakota, the U.S. and Canada via ODIN and OCLC. When the owning library is within North Dakota, their materials are forwarded directly to the patron. When the owning library is outside of North Dakota, materials are sent to the State Library for accountability, then forwarded to the patron.

The system is fast and efficient. It is unique to North Dakota. The only requirements to use the system are that the patron be a legitimate SEND-IT user and that the user have a valid State Library Card. State Library cards are available to any citizen of North Dakota at no charge.

In the first seven months of SEND-IT Interlibrary Loan, 7,500 requests have been received by the State Library. These numbers are growing. Each week additional public libraries are added to the SEND-IT network and expanded services are offered to libraries by SEND-IT.

Recent additions to the system include access to FEDWORLD, the bulletin board system of U.S. Government agencies, and LC Marvel, the on-line service of the U.S. Library of Congress.

#### ACQUISITIONS

The cost for books and materials continues to increase. During the past biennium, the price of hardcover books increased in price by 4.8 percent and periodicals increased by 12.2 percent. For instance, to maintain the number of periodicals purchased with \$100 in 1980, the State Library must spend \$358 in 1993, a 350 percent increase.

The State Library emphasizes purchasing materials to supply information for subject requests. Priority areas for collection development include materials by North Dakota authors and materials about North Dakota, periodicals to help

fill in-state requests and reference works to support and share with other libraries in the state, and library science materials.

#### TECHNICAL SERVICES

"Achievement" describes the activities of the cataloging department for 1991-1993. Many tasks identified as needing completion in the last biennium were completed in this biennium.

Cataloging records for audio and video cassettes were converted into machine-readable format for use on ODIN. At the beginning of the biennium, only 2,488 cassette titles were entered into ODIN. This biennium, all cassette holdings were entered, bringing the total to 14,051. The inclusion of "contents notes" in catalog records allows a patron keyword access to individual song titles on cassette. Previously, only fifteen videocassettes were entered. Now patrons have ODIN access to 286 videocassettes.

Ongoing projects include cataloging of federal documents. As of June 30, 1993, 13,073 volumes (3,338 titles) of federal documents were cataloged and barcoded, compared to 3,312 volumes (804) titles on June 30, 1991.

State documents are a cataloging priority. One-thousand ninety-six (1,096) cassettes from the North Dakota Oral History Project and numerous documents were added to the cataloged state document collection. Emphasis was placed on cataloging microfiche copies of state documents. On June 30, 1993, a total of 22,691 were in the cataloged collection. Since many of the state documents were not cataloged on OCLC, the North Dakota State Library received credit allowance towards service billing for adding 4,716 original cataloging records to the international database during this biennium. This compares to 1,098 original cataloging records done in the previous biennium.

#### SERIALS SUBSYSTEM

The availability of the ODIN serials subsystem in April, 1992 has restructured the serials section. The ODIN serials subsystem detects periodical issues which are missing, skipped or late, and generates a printed claim form. This automated system is more efficient than the manual system.

The cataloging department entered cataloging records for all serial holdings into the ODIN database. The serials section began adding cataloging and serial records to ODIN for periodical titles held by a number of state agencies. At the end of the biennium, 226 titles had been added. Reference staff are now able to identify periodicals available in state agencies which can be accessed to answer patron requests. This information can be used to assist state government in cutting subscription costs by sharing resources rather than duplicating them. Our goal is to use this information to assist state agencies.

#### STATE AGENCY LIBRARIES

Many state agencies have libraries for their internal operations, but few people know the types of materials available in these libraries. One of these libraries is the North Dakota State Film Library in Fargo. The North Dakota State Film Library has contracted with the North Dakota State Library to provide ODIN access to the resources available at the Film Library. By the end of the biennium, the State Film Library entered 450 videocassette records to the ODIN database.

It is a goal of the State Library to continue to add holdings of other state agency libraries in the next biennium. All state agency librarians may receive two weeks of intensive training on how to add their agency's title holdings into the statewide database by contracting with the State Library.

#### STATE DOCUMENTS

State Documents provide a continuing challenge, not only in cataloging them, but in acquiring them. Under statutory requirements in the North Dakota Century Code (54-24-09), the North Dakota State Library is responsible for receiving eight copies of all publications issued by state government agencies. Agencies have been informed about the depository system and what the State Library does with the publications received. The State Printer agreed to assist the State Library in obtaining documents by watching for state agency printing items not earmarked for distribution to the State Library.

The next biennium will see continued emphasis on state and federal documents, the cataloging of backlogged materials,

the inclusion of all audiovisual materials on ODIN, and a database of periodical holdings lists which will provide access to periodical titles held in the state.

#### AUTOMATION

The changes in automation at the State Library over the past two years have been significant to the operation of the State Library and have helped improve service to the entire library community in North Dakota. The ODIN system has grown to include nine THOR (Teaching Hospital Online Resource) libraries, MINITEX, and three junior colleges, as well as the university libraries, the State Film Library, Dickinson, Grand Forks and Fargo public libraries, and the State Library, bringing the total of ODIN libraries to twenty-seven.

Technical support was provided to fifty public libraries. This included answering questions about software packages, sharing advice on what hardware or software to purchase to fill a specific need, on-site visits regarding computer operations, and providing suggestions on how the librarian could make their library operate more efficiently.

The State Library assisted twenty-four public libraries in bidding on and purchasing eighty 486SX-25 computers and other necessary automation items such as printers, barcode wands, library automation programs, and fax machines. State Library staff traveled to each library to set up and train the librarians and their staff on how to use the new equipment.

At the State Library, computers and programs were added and upgraded, allowing improved computer access to more staff members.

#### CONTINUING EDUCATION

During the past biennium, the Library Development Division presented forty workshops for librarians and library trustees. Four-hundred-fifteen persons attended these sessions. Topics ranged from interlibrary loan policies, public libraries annual report and weeding, to the future of telecommunications and information industries. Particular emphasis was placed on strategic planning and role setting for public libraries.

The State Library worked closely with the North Dakota University System to provide the state's residents access to an accredited master's degree in library and information management. Emporia State University (KS) has agreed to conduct a weekend program at the University of North Dakota, Grand Forks, beginning in April of 1994.

#### LITERACY

During the biennium, the State Library has worked closely with Literacy North Dakota, a statewide non-profit organization, to provide literacy services to North Dakotans. The State Library is represented on the Literacy North Dakota board of directors, and staff have attended the quarterly meetings throughout the biennium.

The Library participated in ten workshops or presentations that advanced the cause of literacy to citizens in North Dakota. Materials from the Adult Basic Education Office were added to the State Library's collection and made more accessible to more people via ODIN. State Library staff assisted in forging links between Literacy North Dakota and libraries to provide literacy training and tutoring in rural communities.

Literacy is a component of LSCA funding and public library development.

#### NORTH DAKOTA CENTER FOR THE BOOK

The State Library established the North Dakota Center for the Book in November of 1992 when the Center for the Book in the Library of Congress granted North Dakota an affiliated status. The purpose of the Center for the Book is to promote books, reading and libraries in North Dakota. The North Dakota Center for the Book, a non-profit, 501-C-3 organization, is operated solely on grants and donations. It is governed by a statewide advisory board. Four fundraising activities were completed by the end of the biennium and a foundation was established.

#### LIBRARY FIELD SERVICES

Over the past twenty-four months, the effort has continued to bring library automation to the smallest and most rural

public libraries in North Dakota. During the past year, automation projects have been started in twelve cities. Each of these libraries has purchased a computer and circulation system software and each has begun conversion of bibliographic records into machine readable form. This facilitates the interlibrary loan process and makes ILL more accessible to rural communities.

Continuing field services were provided to eight libraries already involved in automation projects and to twelve libraries planning automation projects of various types.

Field services were provided to eighty-five public libraries on a regular basis during the biennium. Topics included: budgets, long-range planning, book selection, equipment, personnel, legislative action, grants and staffing. Services were delivered via regular site visits, telephone, fax, and e-mail contacts.

Field service staff assisted in the consolidation of library services in Watford City and Arnegarde into a single county-wide library - the McKenzie County Library. Similar efforts and technical assistance are being provided to the Velva School and Public Library and McHenry County to establish a county library system and a county mill levy to provide service to both rural and city residents throughout the county.

#### SERVICES TO THE BLIND AND PHYSICALLY HANDICAPPED

The Blind and Physically Handicapped program continued to work with the Regional Library in Pierre, South Dakota on the Governor's Summer Reading Program for blind and physically disabled children.

Facilities and employment committees composed of library staff were established to review the State Library's situation with the Americans with Disabilities Act (ADA) requirements. The committees were assisted by disabled persons who helped develop a plan for the implementation of ADA requirements within the State Library. The State Library has been contacted by several state agencies to assist them in meeting requirements of the ADA concerning communication with disabled persons. Packets of information about the Americans With Disabilities Act and its affect on libraries were prepared and distributed to librarians in North Dakota who requested them.

The State Library was awarded a Bremer Foundation/Minnesota Council of Nonprofits Summer Internship grant. This grant allowed the State Library to hire a college student to work with the Blind and Physically Handicapped program for ten weeks in the summer of 1991.

The State Library currently contracts with the South Dakota State Library for Talking Book service. A proposal to begin a Talking Book Library in North Dakota was placed in the State Library's budget and was presented to the legislature in 1993. Although no money was appropriated, the legislature indicated support for the program by authorizing three new positions for it and by allowing a rent abatement for some of the space needed within the Liberty Memorial Building for the program.

Work was done with twenty-six libraries in the state to encourage them to place deposit collections of Talking Books in their libraries for the use of blind and physically handicapped patrons in their service area.

The Talking Book Program had 1,597 patrons on July 1, 1991 and grew to 1,793 by June 30, 1993 - a 12 percent increase. This compares well with the national average increase of six to eight percent per biennium.

#### GOVERNOR'S ADVISORY COUNCIL ON LIBRARIES

The Governor's Advisory Council on Libraries held quarterly meetings during the 1991-1993 biennium. The Council is appointed by the Governor in compliance with federal regulations for the Library Services and Construction Act programs and is responsible for recommending to the State Librarian federal grant applications for funding. Criteria and guidelines were established for federal Library Services and Construction Act competitive grants. The Advisory Council reviewed fifty-five applications for projects and recommended funding forty projects for \$152,118.00.

Twelve projects were for institutional library services and forty-three projects were for public library construction and technology enhancement.

The Advisory Council, in an effort to learn more about library needs and expectations, suggested focus groups be held in a cross section of North Dakota communities: Grand Forks, Cavalier, Enderlin, Garrison, and Crosby. This project was

implemented by the State Library. Findings from these focus groups highlighted the lack of sufficient funding for libraries of all types with particular concern for maintaining adequate library collections, up-to-date technology and the concern over the general condition of school libraries.

#### STATE AID TO PUBLIC LIBRARIES

1992-93 was the eighth biennium for funding of State Aid to Public Libraries by the state legislative assembly since its passage in 1979. State Aid checks were distributed by an application process based on \$1.00 per capita for a city and \$1.00 per capita plus \$5.00 per square mile for counties. The total amount distributed to eighty-five public libraries was \$992,000.

Public libraries use State Aid funds to increase hours of service to the public by employing staff (48%), purchasing books, audio-visual and other materials for patron use (49%), and replacing equipment (3%).

#### FUTURE CONCERNS OF THE NORTH DAKOTA STATE LIBRARY

Libraries and economic development are tied by similar goals, and good infrastructure is necessary to achieve positive and lasting results. An area of concern that overlaps and contributes directly to the development of the state of North Dakota is to include strengthening the State Library for the delivery of library and information resources statewide. This means funding for materials and for access to those materials to fulfill the information needs of the citizens of North Dakota.

Personnel are needed to make the materials accessible via ODIN or other electronic databases. Access to books, audiovisual materials and state documents is only a part of the picture of providing service. Personnel is needed to train public and school librarians and the general public on how to access those materials, whether available in a print format or electronically.

Access to information for all people in North Dakota is the goal of the North Dakota State Library. A cataloger, a school library consultant, and funding for continued library resource sharing are critically needed to achieve this goal.

NORTH DAKOTA STATE LIBRARY

EXPENDITURES: 7-1-91 TO 6-30-93

	Fiscal Year 1992	Fiscal Year 1993	Biennial TOTAL
Salaries & Wages (Total)	711,170	738,473	1,449,643
Operating Expenses:			
Odin	25,000	25,000	50,000
Employee Travel	17,060	9,391	26,451
Other Reimbursements	8,773	16,550	25,323
Motor Pool	7,845	6,245	14,090
Telecommunications	4,739	10,455	15,194
Blind & Physically Handicapped	82,500	82,500	165,000
OCLC	30,000	30,000	60,000
Printing	9,040	8,829	17,869
Reference & Resource Materials	86,295	87,169	173,464
EasyLink	5,200	4,400	9,600
Postage	19,168	25,931	45,099
MINITEX	130,000	130,000	260,000
Audit	3,400	0	3,400
Supplies	21,206	17,641	38,847
Continuing Education Programs	9,114	8,514	17,628
Dues/Memberships	4,000	5,000	9,000
Repairs	256	264	520
Equipment Lease	7,214	7,177	14,391
Building Rent	28,808	28,808	57,616
SUB-TOTAL	499,618	503,874	1,003,492
Central Data Processing	34,148	34,365	68,513
Equipment	11,603	18,686	30,289
Institutional Grants	25,000	25,000	50,000
Library Grants	119,054	168,509	287,563
State Aid to Public Libraries	500,000	492,000	992,000
GRAND TOTAL	1,900,593	1,980,907	3,881,500

NORTH DAKOTA STATE LIBRARY

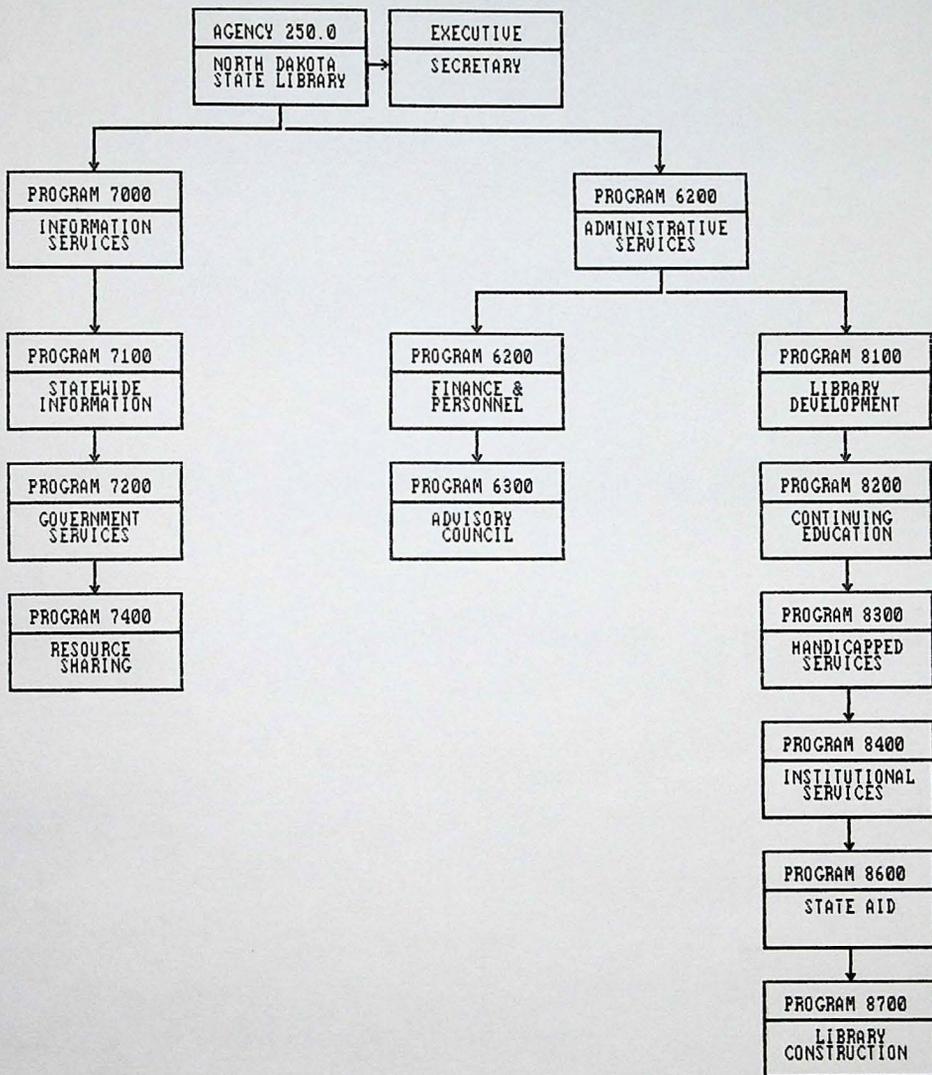
Department Status Report

Biennium 1991-1993

<u>Account Description</u>	<u>Original Appropriation</u>	<u>Adjusted Amount</u>	<u>Biennium Expenditures</u>	<u>Balance</u>
Salaries & Wages	1,453,792	1,453,792	1,449,643	4,149
ISD	73,109	71,109	68,514	2,595
Operating Expenses	1,026,064	1,021,643	989,330	32,313
Equipment	14,500	27,500	22,815	4,685
Grants	<u>1,050,000</u>	<u>1,370,718</u>	<u>1,351,198</u>	<u>19,520</u>
TOTAL	3,617,465	3,944,762	3,881,500	63,262

Revenues

General Fund	2,622,980	2,613,559	2,612,992	566
Special Funds	988,496	1,318,214	1,256,661	61,552
Federal Funds	<u>5,989</u>	<u>12,989</u>	<u>11,846</u>	<u>1,142</u>
TOTAL	3,617,465	3,944,762	3,881,500	63,262



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