Library Director's Report
March 23, 2017

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
Feb 2017	**1,133**	**502**	**1,635**	**38**	**42**	**80**
Jan 2017	1,097	414	1,511	37	47	84
Dec 2016	1,434	260	1,694	39	32	71
Feb 2016	953	546	1,499	41	39	80

New Patrons

Feb 2017	**147**
Jan 2017	201
Dec 2016	112
Feb 2016	118

Door Count

	Main	Bus	Total
Feb 2017	**6,386**	**935**	**7,321**
Jan 2017	7,351 (closed 2)	922	8,273
Dec 2016	9,315 (closed 3)	494	9,809
Feb 2016	10,443	0	10,443

Adult Volunteer Hours

Feb 2017	**843.5**
Jan 2017	801.5
Dec 2016	691.0
Feb 2016	784.0

Interlibrary Loan (ILL)

	Requested/Received/Shipped
Feb 2017	**122 / 116 / 3**
Jan 2017	115 / 98 / 3
Dec 2016	92 / 83 / 5
Feb 2016	100 / 89 / 4

Teen Volunteer Hours

Feb 2017	**191.5**
Jan 2017	214.0
Dec 2016	138.0
Feb 2016	172.0

OverDrive | **New Patrons**

OverDrive	New Patrons
Feb 2017	**47**
Jan 2017	48
Dec 2016	43
Feb 2016	47

Circulation Transactions

	Main	Bus	OverDrive	Total
Feb 2017	**23,428**	**1,800**	**2,102**	**27,330**
Jan 2017	24,080	1,854	2,528	28,462
Dec 2016	21,644	1,246	2,163	25,053
Feb 2016	19,975	0	1,549	21,524

Meeting Room Reservations

Feb 2017	**20**
Jan 2017	11
Dec 2016	15
Feb 2016	18

Circulation Snapshot (as of March 20, 2017)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	5,779	12.3	1,768	30.6	15.8
Adult Fiction	10,061	21.5	1,654	16.4	14.8
Adult Non-Fiction	7,608	16.2	922	12.1	8.3
Juvenile	17,649	37.6	4,827	27.3	43.3
Other	5,784	12.3	1,989	34.4	17.8
Total	46,881		11,160	23.8	

Past Events

- The bookmobile attended Leadership Lake Travis Nonprofit Day on February 9th. Dean Carrier Supreme Lending will soon give a $500 donation to the library.
- Sarah, Karen, the bookmobile, and I attended a meeting at Bee Cave Public Library with LTISD librarians on February 24th.
- The new Moe's Southwest Grill held a fundraiser for the library on February 28th and we will receive $370!
- $1,133.70 was forgiven in the Food for Fines campaign in February.
- We hosted a Central Texas Digital Consortium OverDrive meeting on March 10th.
- We participated in LTMS Day of Service on March 10th with 10 student volunteers.

Upcoming Events

- The Glass of Wine Book Club will Skype with author Chris Bohjalian on March 30th.
- Please see the attached April calendar for upcoming events.
- We will once again be a stop on the Lakeway Heritage Tour on April 7th.
- The bookmobile and library will attend SpringFest on Saturday, April 29th.
- We have been invited to a librarian networking luncheon on May 8th.
- We will hold a special Dads & Donuts Story Time with a Fairy Tale theme on May 27th. Costumed characters will be present to pose for photo opps.
- The 2017 Summer Reading Program Kickoff Event is scheduled for Saturday, June 3rd. Please see the attached 2017 Summer Reading Program brochure.
- The next Library District Discussion Group will take place on Friday, August 25th at Wells Branch Community Library.

Notes

- Mary Jo Finch and lobbyist Robert Johnson continue to monitor bills filed in the Texas legislature. Some of the main concerns relate to term limits, being able to continue lobbying efforts, permitting TSLAC to set accreditation standards for libraries, annexation issues, and open carry laws.
- The Westlake Rotary Club has offered to install three Little Free Libraries around our library district.
- Thanks to Linden's awesome social media efforts, we now have 1,005 Facebook likes!!
- I submitted a TSLAC grant application to help fund year two of our bookmobile service. The $72,722 grant would fund the Outreach Librarian salary, a new Outreach Library Assistant position, and fuel for the bookmobile for one year.
- I will complete the TSLAC annual report later this month.
- Thanks to Sarah, we have received $175 and $162 from the Texas Commission on the Arts for Joe McDermott and Bernadette Nason programs held the past few months.
- Thanks to Sarah's efforts, we have been able to donate some items from storage to LTISD librarians. We plan to distribute more benches and browsing boxes next month.
- Jordan and I are investigating the Gabbie texting function through Apollo for a cost of $200 per year.
- We now subscribe to the online version of Value Line and have three licenses for in-library use only.
- The Lake Travis Thrift Store has asked to use our meeting room to hold a jewelry fundraiser.
- Sarah and I plan to investigate furniture and shelving options at TLA to alleviate crowding in the children's library.
- The TLA Annual Conference is in San Antonio in mid-April. Karen will present on a panel about outreach services on April 20th and other staff members will attend according to

interest and availability. I will attend TLA Council meetings on April 19th and 22nd as the representative from TLA District 3.

- I will attend the UT iSchool Advisory Council meeting on April 27th.
- I plan to take vacation days on April 14th, the morning of April 17th, and May 26-30.
- I have registered for the ALA conference in late June.
- LTCL gave out 14 TexShare cards in February 2017. In February 2016, 23 were distributed.
- The LTCL website had 8,323 unique visitors and 23,816 visits in the month of February.
- LTCL currently has 11,188 active cardholder accounts.

Technology Update

- Our Managed Service Agreement with TFE expires at the end of the month. A new agreement for the cost of $11,500 through September 2017 is attached.
- The BrightSign digital signage player in the front display window broke. We are getting a quote from TFE to install players on all three TVs around the library.
- TFE recommends a purchase of new switches and access points. We have received six eRate bids from $7,675.96 to $11,958.95. The TFE bid is $8,995.20.
- TFE justifies the need for the purchase:
  - o LTCL today has two Cisco 2960-48TT-L switches, purchased and implemented in 2013, which have begun their end-of-life cycle. The switches can no longer receive software updates for security fixes and feature enhancements and are no longer under hardware warranty. The switches' ports are also 10/100, meaning their ports can only connect devices such as computers, printers, and wireless access points at 10-megabit or 100-megabit speeds. Almost every device today is outfitted with a 1000 megabit (1 gigabit) network adapter, so the switch ports today are a bottleneck for the network as the library continues to move towards servicing its patrons with digital services. These services rely on the network (the switches) to deliver those services. By upgrading, the library will be covered under hardware warranty, running the latest stable and secure software, and supplying its endpoints with today's and tomorrow's speeds.
  - o For wireless, today the library has Cisco 1231G wireless access points. These are an older model that the library had received by donation in 2013 as part of the network implementation for budgetary reasons. While it allowed the library basic wireless access for internal use and for our patrons, that model went end-of-life in 2014, so hardware, software, or technical support cannot be renewed. Like the switches, they are unable to run the latest software which, besides access to software security patches, would allow the wireless network to operate in 'Clean Air' mode which detects sources of interference, adjusts for it, and reports on it. Further, the 1231s only supply a theoretical maximum of 54 megabits to each client, whereas the proposed model supports theoretical maximum of 1 gigabit to each client (same as the wired network). As more applications and services move to supporting wireless, the library's devices and its patrons' devices will demand the wireless network be robust, fast, and secure.

Morgan McMillian
3/23/2017

Circulation Snapshot – Monday, March 20, 2017

Type	Holdings	Out	Titles	Main	Main Out	Bus	Bus Out	% of Total Out
1 - Default	1	1	1	1	1	0	0	0
2 - Caldecott	146	16	77	145	16	1	0	0.1
3 - Bluebonnet	65	25	21	47	21	18	4	0.2
5 - Lone Star	32	8	15	32	8	0	0	0.1
6 - Tayshas	0	0	0	0	0	0	0	0
7 - Feature Films	0	0	0	0	0	0	0	0
8 - Music CD	226	10	225	226	10	0	0	0.1
9 - Audio	1767	404	1695	1689	387	78	17	3.6
10 - Magazine	1174	103	163	1167	96	7	7	0.9
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1585	624	1385	1395	542	190	82	5.6
13 - DVD	3396	1256	2839	3099	1131	297	125	11.3
14 - Fiction	9546	1573	8802	9323	1508	223	65	14.1
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	2826	665	2512	2657	625	169	40	6
18 - NF DVD	200	44	194	183	38	17	6	0.4
19 - NF Audio	390	98	379	354	92	36	6	0.9
20 - J Audio	427	90	416	397	89	30	1	0.8
21 - Kits	194	69	184	194	69	0	0	0.6
22 - YA	1632	268	1512	1566	256	66	12	2.4
23 - Board Books	1246	597	1099	1127	542	119	55	5.3
24 - Picture Books	6587	1819	6050	5913	1554	674	265	16.3
25 - Large Print	515	81	500	439	61	76	20	0.7
26 - NF Juvenile	2471	535	2314	2276	460	195	75	4.8
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	20	1	17	20	1	0	0	0
29 - Oversize	30	0	30	30	0	0	0	0
30 - Biography	612	53	602	584	51	28	2	0.5
31 - Summer Reading	0	0	0	0	0	0	0	0
32 - CTLS	0	0	0	0	0	0	0	0
33 - 000 - 099	124	18	123	124	18	0	0	0.2
34 - 100 - 199	227	46	216	223	46	4	0	0.4
35 - 200 - 299	251	31	246	242	26	9	5	0.3
36 - 300 - 399	1295	133	1256	1277	124	18	9	1.2
37 - 400 - 499	59	15	58	56	13	3	2	0.1
38 - 500 - 599	142	31	141	138	28	4	3	0.3
39 - 600 - 699	1422	189	1400	1403	183	19	6	1.7
40 - 700 - 799	578	70	566	566	62	12	8	0.6
41 - 800 - 899	222	25	214	219	24	3	1	0.2
42 - 900 - 919	414	76	406	411	76	3	0	0.7
43 - 920 - 921	22	4	20	22	4	0	0	0
44 - 922 - 999	836	84	757	803	72	33	12	0.8
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - J	438	111	402	294	62	144	49	1
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	823	419	742	710	367	113	52	3.8

50 - Story Time	11	0	11	11	0	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	151	15	151	150	15	1	0	0.1
53 - J Graphic Novel	765	341	654	658	298	107	43	3.1
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	355	78	335	335	75	20	3	0.7
56 - Adult Graphic	33	2	33	33	2	0	0	0
57 - Spanish - Adult	96	18	95	54	7	42	11	0.2
58 – LT Reads	0	0	0	0	0	0	0	0
59 - Mass Market	0	0	0	0	0	0	0	0
60 - YA Audio	101	18	100	98	18	3	0	0.2
61 - Chapter Book	2108	758	1783	1862	677	246	81	6.8
62 - Scouts	145	18	145	145	18	0	0	0.2
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Lang	18	2	18	16	2	2	0	0
65 - TV	1115	318	1048	1022	273	93	45	2.8
Total	**46,881**	**11,160**	**41,888**	**43,778**	**10,048**	**3,103**	**1,112**	