

# Library Director's Report

## May 25, 2017

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>April 2017</b>	<b>932</b>	<b>407</b>	<b>1,339</b>	<b>39</b>	<b>52</b>	<b>91</b>
March 2017	1,245	386	1,631	42	42	84
Feb 2017	1,133	502	1,635	38	42	80
April 2016	973	418	1,391	41	38	79

### New Patrons

<b>April 2017</b>	<b>114</b>
March 2017	97
Feb 2017	147
April 2016	98

### Door Count

	Main	Bus	Total
<b>April 2017</b>	<b>6,609</b>	<b>1,073</b>	<b>7,682</b>
March 2017	7,401	894	8,295
Feb 2017	6,386	935	7,321
April 2016	9,613	0	9,613

### Adult Volunteer Hours

<b>April 2017</b>	<b>1,044.5</b>
March 2017	895.5
Feb 2017	843.5
April 2016	742.0

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>April 2017</b>	<b>135 / 107 / 5</b>
March 2017	128 / 111 / 4
Feb 2017	122 / 116 / 3
April 2016	112 / 96 / 4

### Teen Volunteer Hours

<b>April 2017</b>	<b>189.5</b>
March 2017	221.0
Feb 2017	191.5
April 2016	164.5

OverDrive	New Patrons
<b>April 2017</b>	<b>35</b>
March 2017	37
Feb 2017	47
April 2016	41

### Circulation Transactions

	Main	Bus	OverDrive	Total
<b>April 2017</b>	<b>22,443</b>	<b>1,582</b>	<b>2,188</b>	<b>26,213</b>
March 2017	25,964	1,663	2,333	29,960
Feb 2017	23,428	1,800	2,102	27,330
April 2016	20,904	0	1,972	22,876

### Meeting Room Reservations

<b>April 2017</b>	<b>21</b>
March 2017	22
Feb 2017	20
April 2016	19

### Circulation Snapshot (as of May 17, 2017)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
<b>Adult AV</b>	5,877	12.4	1,540	26.2	15.7
<b>Adult Fiction</b>	10,096	21.2	1,487	14.7	15.1
<b>Adult Non-Fiction</b>	7,503	15.8	874	11.6	8.9
<b>Juvenile</b>	18,147	38.1	4,219	23.2	42.9
<b>Other</b>	5,963	12.5	1,718	28.8	17.5
<b>Total</b>	47,586		9,838	20.7	

### **Past Events**

- I attended the UT School of Information Advisory Council meeting on April 27th.
- ABC removed a dead tree on May 4th.
- Library staff attended the Women's Club Galloping Gourmet Luncheon on May 5th. It was a lovely luncheon!
- Sarah, Karen, and I attended a librarian networking luncheon on May 8th.

### **Upcoming Events**

- KISS is scheduled to clean the interior and exterior glass windows the last weekend of May.
- Please see the attached June calendar for upcoming events.
- ABC will visit the library to spray for fire ants on June 1st.
- ABC is scheduled to service our HVAC system on June 15th.
- The next Library District Discussion Group will take place on Friday, August 25th at Wells Branch Community Library.
- Trained Travis County volunteer voter registrars will staff a table in the entry for two hours on both September 19th and September 23rd.

### **Notes**

- Mary Jo Finch and lobbyist Robert Johnson continue to update district librarians about Texas legislation. Please see the attached email discussion about HB 4180.
- The Westlake Rotary Club is scheduled to install a Little Free Library in Briarcliff Park on June 3rd. We will provide a supply of donated books and a local Girl Scout troop has agreed to steward the library. We have permission to install a second location at The Woods of Lake Travis Hudson Bend and are trying to work out details. The club has a third library that they would like to donate as well.
- Thanks to PK, we have submitted the required Local Debt Report for FY 2016 to the Comptroller.
- Danielle has applied to participate in the Texas Get Involved Volunteer Engagement Bootcamp in September in Austin sponsored by TSLAC.
- We have hired Landscape Resources to maintain our irrigation system.
- Alan and I met with Door Control Systems on May 25th about the automatic handicap doors.
- In the month of April, 347 users viewed 497 issues on PressReader. The most popular titles were *The Austin American-Statesman*, *The Washington Post*, *The LA Times*, and *USA Today*.
- Jordan and I are investigating the Gabbie texting function through Apollo for a cost of \$200 per year.
- Please see the attached quote from TFE for a digital signage player and connection to all four of our TV displays.
- We have approved TFE's bid for \$10,261.50 to purchase and install new switches and access points.
- TFE is gathering information to present a justification and proposal to replace all five year old staff PCs.
- I am investigating the purchase of mobile printing with Envisionware.
- We are close to completing the annual staff evaluation process.
- Karen, Kim, Sarah, and I were all able to attend the TLA Annual Conference for one or more days. Please see Kim's attached report.
- I plan to take vacation days May 26-30 and July 3.
- I have registered for the ALA conference in late June.
- LTCL gave out 28 TexShare cards in April 2017. In April 2016, 17 were distributed.
- The LTCL website had 13,283 unique visitors and 29,304 visits in the month of April.
- LTCL currently has 11,308 active cardholder accounts.

Morgan McMillian  
5/25/2017

## Circulation Snapshot – Wednesday, May 17, 2017

Type	Holdings	Out	Titles	Main	M Out	Bus	B Out	% of Total Out
1 - Default	0	0	0	0	0	0	0	0
2 - Caldecott	148	30	78	145	29	3	1	0.3
3 - Bluebonnet	65	25	21	48	24	17	1	0.3
5 - Lone Star	38	6	18	38	6	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	225	19	224	225	19	0	0	0.2
9 - Audio	1808	376	1741	1743	369	65	7	3.8
10 - Magazine	965	55	147	964	54	1	1	0.6
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1639	456	1422	1469	401	170	55	4.6
13 - DVD	3452	1050	2879	3138	918	314	132	10.7
14 - Fiction	9573	1434	9001	9338	1356	235	78	14.6
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	2904	571	2597	2738	525	166	46	5.8
18 - NF DVD	201	51	195	182	37	19	14	0.5
19 - NF Audio	392	95	381	363	93	29	2	1
20 - J Audio	442	63	431	405	56	37	7	0.6
21 - Kits	194	59	185	194	59	0	0	0.6
22 - YA	1673	194	1561	1596	171	77	23	2
23 - Board Books	1278	526	1115	1151	463	127	63	5.3
24 - Picture Books	6813	1690	6175	6110	1426	703	264	17.2
25 - Large Print	523	51	508	460	43	63	8	0.5
26 - NF Juvenile	2508	485	2345	2273	390	235	95	4.9
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	20	1	17	20	1	0	0	0
29 - Oversize	30	4	30	30	4	0	0	0
30 - Biography	609	45	598	579	43	30	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	126	17	125	126	17	0	0	0.2
34 - 100 - 199	233	52	223	228	51	5	1	0.5
35 - 200 - 299	257	38	253	253	36	4	2	0.4
36 - 300 - 399	1331	145	1288	1311	139	20	6	1.5
37 - 400 - 499	60	12	59	54	10	6	2	0.1
38 - 500 - 599	144	30	144	141	29	3	1	0.3
39 - 600 - 699	1440	184	1417	1420	174	20	10	1.9
40 - 700 - 799	585	52	572	572	47	13	5	0.5
41 - 800 - 899	226	19	218	223	17	3	2	0.2
42 - 900 - 919	419	77	411	416	77	3	0	0.8
43 - 920 - 921	23	1	21	23	1	0	0	0
44 - 922 - 999	854	93	769	826	86	28	7	0.9
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	445	108	406	303	52	142	56	1.1
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	842	382	762	745	338	97	44	3.9

50 - Story Time	12	1	12	11	1	1	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	157	12	156	156	12	1	0	0.1
53 - J Graphic Novel	814	290	685	690	245	124	45	2.9
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	359	80	340	346	78	13	2	0.8
56 - Adult Graphic Novel	33	4	33	33	4	0	0	0
57 - Spanish - Adult	100	13	99	61	2	39	11	0.1
58 - Lake Travis Reads	0	0	0	0	0	0	0	0
59 - Mass Market	0	0	0	0	0	0	0	0
60 - YA Audio	104	12	104	104	12	0	0	0.1
61 - Chapter Book	2166	645	1815	1916	558	250	87	6.6
62 - Scouts	145	42	145	144	41	1	1	0.4
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	19	6	19	19	6	0	0	0.1
65 - TV	1150	233	1090	1077	209	73	24	2.4
<b>Total</b>	<b>47,586</b>	<b>9,834</b>	<b>42,768</b>	<b>44,449</b>	<b>8,729</b>	<b>3,137</b>	<b>1,105</b>	