

Library Director's Report

July 27, 2017

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
June 2017	3,053	303	3,356	70	37	107
May 2017	1,524	448	1,972	43	49	92
April 2017	932	407	1,339	39	52	91
June 2016	2,761	243	3,004	67	25	92

New Patrons

June 2017	294
May 2017	123
April 2017	114
June 2016	208

Door Count

	Main	Bus	Total
June 2017	9,063	1,172	10,235
May 2017	7,528	998	8,526
April 2017	6,609	1,073	7,682
June 2016	13,133	0	13,133

Adult Volunteer Hours

June 2017	906.5
May 2017	746.5
April 2017	1,044.5
June 2016	740.0

Interlibrary Loan (ILL)

	Requested/Received/Shipped
June 2017	111 / 101 / 2
May 2017	128 / 106 / 5
April 2017	135 / 107 / 5
June 2016	77 / 81 / 3

Teen Volunteer Hours

June 2017	526.0
May 2017	145.5
April 2017	189.5
June 2016	512.0

OverDrive	New Patrons
June 2017	62
May 2017	45
April 2017	35
June 2016	65

Circulation Transactions

	Main	Bus	OverDrive	Total
June 2017	33,811	2,829	2,520	39,160
May 2017	24,919	1,650	2,415	28,984
April 2017	22,443	1,582	2,188	26,213
June 2016	29,062	0	1,974	31,036

Meeting Room Reservations

June 2017	14
May 2017	15
April 2017	21
June 2016	12

Circulation Snapshot (as of July 13, 2017)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	5,954	12.3	2,026	34.0	15.2
Adult Fiction	10,224	21.1	1,807	17.7	13.6
Adult Non-Fiction	7,291	15.1	1,047	14.4	7.9
Juvenile	18,740	38.8	6,014	32.1	45.1
Other	6,150	12.7	2,440	39.7	18.3
Total	48,359		13,334	27.6	

Past Events

- I attended the ALA conference in June and it was one of the best professional events I have ever attended. Thank you for sending me!
- I attended the TLA Annual Assembly for the Council meeting on Sunday, July 9.

Upcoming Events

- The Summer Reading Program Finale will take place on Friday, July 28th.
- Please see the attached August calendar for upcoming events.
- Startech Electric will complete work on August 3rd in preparation for the automatic door installation later in the month. The expected total cost of the project is just under \$5,000.
- The next Library District Discussion Group will take place on Friday, August 25th at Wells Branch Community Library.
- Danielle will attend the Get Involved bootcamp training on September 12th and 13th.
- The CTLS Membership Meeting will take place in Hewitt on September 15th.
- Trained Travis County volunteer voter registrars will staff a table in the entry for two hours on both September 19th and September 23rd.

Notes

- Please see the attached 2016-2017 fiscal year statistics.
- Please see the attached legislation email update from Mary Jo Finch sent on June 23rd.
- I met with Tuscan Village HOA manager Denise Langford.
- We are serving as a drop off location for the LTlov Back to School drive through August 4th.
- We plan to purchase an iPad to use in iPad, PressReader, and OverDrive classes.
- Weigelt Enterprises is now maintaining our irrigation system for the cost of \$224 a month.
- ABC replaced evaporator coils in two HVAC units for the cost of \$5,015.
- ABC is taking over maintenance of the butterfly garden for \$98.15 a month.
- ABC provided a quote of \$650 to remove dead trees, raise canopies, shape trees, and more. We will likely purchase a replacement tree - a 30-35 gallon Monterrey Oak for \$450 or a 40-50 gallon one for \$700.
- I have received a quote from KISS to service our burnished concrete floors. Please see the attached proposal.
- Our new monthly cleaning expense will be \$1,300; that will include daily cleaning of the patio and exterior entrance and monthly children's carpet cleaning.
- TFE will provide a quote to install exterior security cameras.
- We have started talks with TFE for a new managed service contract from September 2017 through February 2018 which will include one monthly visit and 24 overall outsourcing hours for the cost of \$11,125.
- The Westlake Rotary Club installed a Little Free Library in the Woods at Lake Travis on June 30th. We are providing books and a local Girl Scout troop is serving as stewards. We are working to install one more LFL in our district.
- In the month of June, 203 users viewed 443 issues on PressReader.
- Last fiscal year, patrons had 587 total sessions with Mango Languages. The top three languages were Chinese, French, and Spanish.
- Last fiscal year, Envisionware recorded 8,393 total computer uses for a total time of 7,007 hours. The average computer session was 50 minutes.
- We plan to purchase the Gabbie texting function through Apollo for a cost of \$200 per year.
- I am investigating the purchase of mobile printing with Envisionware.
- I have been appointed to the PLA Membership Advisory Committee for a two year term.
- I plan to take vacation days August 7-11.

- LTCL gave out 33 TexShare cards in June 2017. In June 2016, 32 were distributed.
- The LTCL website had 11,282 unique visitors and 26,322 visits in the month of June.
- LTCL currently has 11,617 active cardholder accounts.

Morgan McMillian
7/27/2017

Circulation Snapshot – Thursday, July 13, 2017

Type	Holdings	Out	Titles	Main	Main Out	Bus	Bus Out	% of Total Out
1 - Default	0	0	0	0	0	0	0	0
2 - Caldecott	148	27	78	146	25	2	2	0.2
3 - Bluebonnet	65	31	21	47	29	18	2	0.2
5 - Lone Star	55	32	20	44	27	11	5	0.2
6 - Tayshas	0	0	0	0	0	0	0	0
7 - Feature Films	0	0	0	0	0	0	0	0
8 - Music CD	227	19	226	227	19	0	0	0.1
9 - Audio	1772	430	1723	1704	425	68	5	3.2
10 - Magazine	977	102	137	973	102	4	0	0.8
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1712	893	1463	1510	814	202	79	6.7
13 - DVD	3560	1483	2934	3188	1294	372	189	11.1
14 - Fiction	9675	1738	9131	9441	1647	234	91	13
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3023	1035	2691	2819	958	204	77	7.8
18 - NF DVD	203	33	197	196	30	7	3	0.2
19 - NF Audio	395	94	384	365	91	30	3	0.7
20 - J Audio	447	91	436	413	86	34	5	0.7
21 - Kits	196	60	186	195	59	1	1	0.4
22 - YA	1718	384	1607	1670	364	48	20	2.9
23 - Board Books	1326	649	1140	1197	587	129	62	4.9
24 - Picture Books	7037	2006	6299	6387	1803	650	203	15
25 - Large Print	549	70	536	477	57	72	13	0.5
26 - NF Juvenile	2559	717	2388	2322	608	237	109	5.4
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	614	67	602	575	60	39	7	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	127	16	127	125	14	2	2	0.1
34 - 100 - 199	234	42	225	230	42	4	0	0.3
35 - 200 - 299	262	28	258	256	26	6	2	0.2
36 - 300 - 399	1174	199	1142	1144	184	30	15	1.5
37 - 400 - 499	60	19	59	57	17	3	2	0.1
38 - 500 - 599	149	25	148	143	23	6	2	0.2
39 - 600 - 699	1331	274	1318	1310	265	21	9	2.1
40 - 700 - 799	592	66	582	578	58	14	8	0.5
41 - 800 - 899	231	21	224	228	20	3	1	0.2
42 - 900 - 919	428	62	420	424	60	4	2	0.5

43 - 920 - 921	22	4	21	22	4	0	0	0
44 - 922 - 999	857	83	781	831	78	26	5	0.6
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	454	92	412	264	56	190	36	0.7
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	879	459	797	759	403	120	56	3.4
50 - Story Time	13	3	13	12	2	1	1	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	164	38	163	164	38	0	0	0.3
53 - J Graphic Novel	851	456	712	725	378	126	78	3.4
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	371	87	349	358	83	13	4	0.7
56 - Adult Graphic Novel	33	6	33	33	6	0	0	0
57 - Spanish - Adult	104	19	103	65	9	39	10	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	106	13	106	106	13	0	0	0.1
61 - Chapter Book	2226	1047	1858	1962	924	264	123	7.8
62 - Scouts	145	43	145	130	28	15	15	0.3
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	21	4	21	16	0	5	4	0
65 - TV	1175	266	1115	1095	240	80	26	2
Total	48,359	13,338	43,311	45,025	12,061	3,334	1,277	