

Library Director's Report

September 28, 2017

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
August 2017	1,073	360	1,433	36	40	76
July 2017	2,701	247	2,948	70	30	100
June 2017	3,053	303	3,356	70	37	107
August 2016	1,073	398	1,471	42	30	72

New Patrons

August 2017	185
July 2017	205
June 2017	294
August 2016	246

Door Count

	Main	Bus	Total
August 2017	8,084	593	8,677
July 2017	8,580	816	9,396
June 2017	9,063	1,172	10,235
August 2016	11,494	0	11,494

Adult Volunteer Hours

August 2017	882.5
July 2017	856.0
June 2017	906.5
August 2016	760.0

Interlibrary Loan (ILL)

	Requested/Received/Shipped
August 2017	134 / 125 / 5
July 2017	126 / 112 / 3
June 2017	111 / 101 / 2
August 2016	117 / 103 / 2

Teen Volunteer Hours

August 2017	347
July 2017	532
June 2017	526
August 2016	433

OverDrive	New Patrons
August 2017	63
July 2017	78
June 2017	62
August 2016	66

Circulation Transactions

	Main	Bus	OverDrive	Total
August 2017	30,353	1,835	2,732	34,920
July 2017	32,953	1,832	2,588	37,373
June 2017	33,811	2,829	2,520	39,160
August 2016	25,989	0	2,280	28,269

Meeting Room Reservations

August 2017	13
July 2017	10
June 2017	14
August 2016	10

Circulation Snapshot (as of September 27, 2017)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,103	12.4	1,745	28.6	14.9
Adult Fiction	10,538	21.3	1,658	15.7	14.1
Adult Non-Fiction	7,241	14.7	971	13.4	8.3
Juvenile	19,265	39.0	5,429	28.2	46.3
Other	6,266	12.7	1,915	30.6	16.3
Total	49,413		11,718	23.7	

Past Events

- The automatic door installation is now complete!
- One tree toppled over on Lohmans Crossing during Hurricane Harvey. ABC re-staked the tree earlier this month.
- I attended the Library District Discussion Group on August 25th.
- Danielle attended the Get Involved bootcamp training on September 12th and 13th.
- Sarah, Karen, and I attended a librarian networking luncheon on September 18th.
- Staff met to discuss the 2017 Summer Reading Program on September 19th. We would like to pursue the possibility of a temporary summer part-time employee in 2018.
- I attended the Lake Travis Chamber Luncheon on September 20th with speaker LTISD Superintendent Brad Lancaster.
- The Friends of the Library donated \$15,000 on September 21st.
- The Friends of the Library hosted a baby shower for Jordan Bryant on September 21st.
- Danielle and I met with LTHS's Career and Technology Education teacher and students on September 28th to discuss volunteer opportunities.

Upcoming Events

- Please see the attached October calendar for upcoming events.
- I plan to attend the TLA District 3 meeting on October 6th.
- Trevor Taylor with Library Interiors of Texas is stopping by October 10th to meet with me and Sarah about possible furniture purchases and upgrades in 2018.
- We will hold two surprise book sales this fall on October 12th and November 10th. During these one-day sales, patrons will be able to purchase an entire bag of books for just \$10. Sales will be announced on the library's website and social media sites on the morning of the sale.
- I plan to take vacation days November 2nd, 3rd, 20th, 21st, and 22nd.
- Sarah will attend the CTLS Performer's Showcase on Friday, November 3rd.
- I plan to attend the UT iSchool Advisory Council meeting on Friday, November 10th.
- Danielle is planning this year's Volunteer Appreciation Soiree for Sunday, November 12th from 5-6:30pm. Save the date!
- We plan to open the library at noon on Thursday, December 7th instead of 10am to allow TFE to install new switches, access points, BrightSign boxes, and the television pole in the entry.
- The next Library District Discussion Group will take place on Friday, January 26th at Laura's Library.
- We plan to hold another Food for Fines forgiveness campaign in February 2018.
- I would like to attend the PLA conference in Philadelphia March 20-24.

Notes

- We have ordered seven new audiobook shelves from Libra-Tech for the total cost of \$1,472.52. We plan to order more DVD shelves later this year to accommodate our growing collection.
- We shifted the entire fiction and nonfiction adult collections to accommodate our popular and large fiction section.
- Danielle created an online meeting room reservation calendar, so now it is accessible from any web browser and always up-to-date. Anyone can now consult the calendar on our website before making a room reservation request.
- We will likely receive \$202.50 through the TSLAC ILL reimbursement program.
- The Elections Division of the Office of the Secretary of State recently notified all public libraries in Texas that we are "a designated voter registration agency and must provide to each person of voting age who applies in person for an original or renewal of a library card an opportunity to complete a voter registration application form, and may also be required to take various steps to ensure proper completion of the form by the applicant and submission of the form to the local voter registrar or to the SOS."

- Dozens of people have donated to the library in memory of Susie Pouttu. As of September 27th, the amount donated was \$1,190.
- Two benches and two shelving units were donated to the Serene Hills Elementary School Library.
- We have had more leaks over the fiction section on September 25th and 26th. Port Roofing will continue to work on repairs.
- This is the latest update from Sales Tax Assurance: "I am happy to provide you an update on the District's sales tax for the Library District's upcoming Board meeting. Net sales tax payments for September 2017 were \$89,565, a 9.3% increase over September 2016, when net sales tax payments were \$81,939. Net sales tax payments for the fiscal year to date period of July 2017 through September 2017 total \$282,488, a 10.9% increase over the prior fiscal year to date period of July 2016 through September 2016 when sales tax payments totaled \$254,741."
- We have contracted with TFE for another six months of managed service.
- Khalil El-Bathy (kelbathy@laketravislibrary.org) began on September 26th and Raj Kamat will begin on October 11th. Both new employees will take a CPR certification class this fall.
- In the month of August, 286 users viewed 723 issues on PressReader. Some of the most popular titles are *The Austin American Statesman*, *The Independent*, and *The Houston Chronicle*.
- Now that Linden teaches the ABCs of Cooking class, she will soon complete the Texas food handler certification class.
- I am investigating the purchase of mobile printing with Envisionware.
- Since we began Gabbie text messaging, we have sent and received 549 total messages.
- LTCL gave out 36 TexShare cards in August 2017. In August 2016, 35 were distributed.
- The LTCL website had 14,824 unique visitors and 31,347 visits in the month of August.
- LTCL currently has 11,858 active cardholder accounts.

Morgan McMillian
9/28/2017

Circulation Snapshot – Wednesday, September 27, 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	147	58	78	143	56	4	2	0.5
3 - Bluebonnet	64	35	20	51	34	13	1	0.3
5 - Lone Star	55	23	20	47	21	8	2	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	206	11	205	205	10	1	1	0.1
9 - Audio	1807	349	1766	1742	345	65	4	3
10 - Magazine	1069	96	137	1059	96	10	0	0.8
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1755	693	1485	1530	593	225	100	5.9
13 - DVD	3700	1295	3019	3362	1121	338	174	11
14 - Fiction	9984	1579	9436	9746	1489	238	90	13.5
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3119	639	2793	2937	583	182	56	5.5
18 - NF DVD	195	24	190	180	20	15	4	0.2
19 - NF Audio	390	90	382	358	89	32	1	0.8
20 - J Audio	455	60	443	418	57	37	3	0.5

21 - Kits	195	75	185	193	73	2	2	0.6
22 - YA	1784	229	1676	1747	219	37	10	2
23 - Board Books	1313	687	1134	1150	597	163	90	5.9
24 - Picture Books	7286	2302	6421	6513	1947	773	355	19.6
25 - Large Print	554	81	542	473	67	81	14	0.7
26 - NF Juvenile	2616	560	2446	2382	451	234	109	4.8
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	19	1	16	19	1	0	0	0
29 - Oversize	27	1	27	27	1	0	0	0
30 - Biography	619	56	607	570	49	49	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	105	15	105	104	14	1	1	0.1
34 - 100 - 199	216	65	209	212	62	4	3	0.6
35 - 200 - 299	233	39	232	227	38	6	1	0.3
36 - 300 - 399	1211	169	1177	1186	154	25	15	1.4
37 - 400 - 499	55	12	55	51	11	4	1	0.1
38 - 500 - 599	153	26	152	150	26	3	0	0.2
39 - 600 - 699	1348	233	1335	1317	220	31	13	2
40 - 700 - 799	552	51	545	539	47	13	4	0.4
41 - 800 - 899	214	24	210	212	24	2	0	0.2
42 - 900 - 919	419	58	414	417	58	2	0	0.5
43 - 920 - 921	21	2	20	21	2	0	0	0
44 - 922 - 999	804	100	743	781	93	23	7	0.9
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	476	68	428	361	42	115	26	0.6
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	905	417	816	791	366	114	51	3.6
50 - Story Time	13	0	13	13	0	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	173	15	172	173	15	0	0	0.1
53 - J Graphic Novel	889	304	745	779	253	110	51	2.6
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	377	74	353	353	55	24	19	0.6
56 - Adult Graphic Novel	36	3	36	36	3	0	0	0
57 - Spanish - Adult	105	14	104	72	5	33	9	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	103	13	103	103	13	0	0	0.1
61 - Chapter Book	2218	762	1837	2009	667	209	95	6.5
62 - Scouts	145	30	145	143	28	2	2	0.3
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	20	2	20	20	2	0	0	0
65 - TV	1221	280	1153	1143	259	78	21	2.4
Total	49,413	11,720	44,085	46,107	10,376	3,306	1,344	