

# Library Director's Report

## October 26, 2017

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>Sept 2017</b>	<b>1,262</b>	<b>332</b>	<b>1,594</b>	<b>39</b>	<b>47</b>	<b>86</b>
August 2017	1,125	360	1,485	38	40	78
July 2017	2,817	247	3,064	74	30	104
Sept 2016	1,011	257	1,268	35	33	68

### New Patrons

<b>Sept 2017</b>	<b>178</b>
August 2017	185
July 2017	205
Sept 2016	204

### Door Count

	Main	Bus	Total
<b>Sept 2017</b>	<b>6,985 (closed 1 day)</b>	<b>1,182</b>	<b>8,167</b>
August 2017	8,084	593	8,677
July 2017	8,580	816	9,396
Sept 2016	9,413 (closed 1 day)	676	10,089

### Adult Volunteer Hours

<b>Sept 2017</b>	<b>791.5</b>
August 2017	882.5
July 2017	856.0
Sept 2016	764.5

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>Sept 2017</b>	<b>109 / 108 / 2</b>
August 2017	134 / 125 / 5
July 2017	126 / 112 / 3
Sept 2016	96 / 79 / 5

### Teen Volunteer Hours

<b>Sept 2017</b>	<b>262.5</b>
August 2017	347.0
July 2017	532.0
Sept 2016	250.5

OverDrive	New Patrons
<b>Sept 2017</b>	<b>62</b>
August 2017	63
July 2017	78
Sept 2016	53

### Circulation Transactions

	Main	Bus	OverDrive	Total
<b>Sept 2017</b>	<b>27,423</b>	<b>2,254</b>	<b>2,418</b>	<b>32,095</b>
August 2017	30,353	1,835	2,732	34,920
July 2017	32,953	1,832	2,588	37,373
Sept 2016	22,253	1,388	2,208	25,849

### Meeting Room Reservations

<b>Sept 2017</b>	<b>24</b>
August 2017	13
July 2017	10
Sept 2016	18

### Circulation Snapshot (as of October 23, 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>	6,018	12.2	1,645	27.3	14.0
<b>Adult Fiction</b>	10,594	21.4	1,698	16.0	14.4
<b>Adult Non-Fiction</b>	7,353	14.8	951	12.9	8.1
<b>Juvenile</b>	19,248	38.9	5,497	28.6	46.7
<b>Other</b>	6,311	12.7	1,984	31.4	16.8
<b>Total</b>	49,524		11,775	23.8	

### **Past Events**

- The automatic doors were repaired earlier this month.
- I attended the TLA District 3 meeting on October 6th and won a raffle prize for a \$100 gift certificate from Mackin!
- Sharon, Sarah, and I met with Trevor Taylor of Library Interiors of Texas on October 10th. He is going to compile a complete list of possible repairs and replacements for us begin addressing. Some of the items on the list will include worn seat cushions, teen room furniture, repairing chair legs and table bottoms, children's couches, patio furniture, children's computer table, and more.
- LTHS Career and Technology Education students volunteered on October 18th.
- U.S. Energy replaced burned out light bulbs on October 25th.
- I met with NW Fence on October 25th to request a quote to add a handrail to the walkway from Tuscan Village.

### **Upcoming Events**

- Handyman Mike Fuchs is coming to make repairs on October 27th.
- The annual Pumpkin Parade will be held on October 31st.
- Please see the attached November calendar for upcoming events.
- We will hold our second flash book sale on November 10th when 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 Gala for Sunday, November 12th from 5-6:30pm.
- We plan to open the library late at noon on Thursday, December 7th to allow TFE to install new switches, access points, BrightSign boxes, and the television pole in the entry.
- The library's annual Holiday Celebration with special guests will take place on Tuesday, December 12th.
- The Friends of the Library will hold a holiday potluck luncheon on Thursday, December 14th.
- We will open early on Sunday, December 31st for our annual Noon Year's Eve party.
- The next Library District Discussion Group will take place on Friday, January 26th at Laura's Library.
- Starting in 2018, we will host a bi-monthly \$tart-Up! Kid's Club. Their mission is "to equip children with tools of knowledge and innovation in order to create a foundation that fosters the spirit of entrepreneurship, while enriching and enhancing their academic success."
- We plan to hold another Food for Fines forgiveness campaign in February 2018.
- I have registered to attend the PLA conference in Philadelphia March 20-24.

### **Notes**

- Program numbers and attendance statistics on page one have been updated to reflect bookmobile story times.
- Five new donor tiles have been ordered from Clayworks and will hopefully be installed later this year.
- We hope that the seven new audiobook shelves will be delivered in the next few weeks. We plan to order more DVD shelves later this year to accommodate our growing collection.
- Danielle continues to explore online volunteer management programs. The annual cost is expected to be less than \$1,000.
- The Teen Read Week Art Contest winners have been selected and 13 pieces (out of 257 entries) will be on display in the month of November.

- This is the latest update from Sales Tax Assurance: “Net sales tax payments for October 2017 were \$80,523, a 1.2% decrease over October 2016, when net sales tax payments were \$81,497. The month over month change from October 2016 vs. October 2017 is attributable to a one-time prior period amended report from a single out of jurisdiction taxpayer. Net sales tax payments for the fiscal year to date period of July 2017 through October 2017 total \$363,011, an 8.0% increase over the prior fiscal year to date period of July 2016 through October 2016 when sales tax payments totaled \$336,238.”
- Sarah was awarded two grants from the Texas Commission for the Arts for upcoming program with Hideout Theater and Joe McDermott.
- Linden updated signage throughout the library to reflect the recent fiction shift and add a sign for Susie Pouttu. Dozens of people have donated to the library in memory of Susie Pouttu totaling \$1,315.
- Khalil El-Bathy and Raj Kamat will take a CPR certification class this fall.
- In the month of September, 567 users viewed 618 issues on PressReader. Some of the most popular titles are *The Austin American Statesman*, *The Independent*, and *The Washington Post*.
- Linden has completed the Texas food handler certification class.
- LTCL gave out 31 TexShare cards in September 2017. In September 2016, 24 were distributed.
- The LTCL website had 7,285 unique visitors and 22,121 visits in the month of September.
- LTCL currently has 11,990 active cardholder accounts.

Morgan McMillian  
10/25/2017

## Circulation Snapshot – Monday, October 23, 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	65	78	141	61	6	4	0.6
3 - Bluebonnet	64	32	20	53	31	11	1	0.3
5 - Lone Star	55	19	20	49	18	6	1	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	9	205	205	8	1	1	0.1
9 - Audio	1827	359	1796	1763	350	64	9	3
10 - Magazine	1129	96	137	1116	95	13	1	0.8
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1766	677	1495	1509	576	257	101	5.7
13 - DVD	3592	1167	3039	3253	1006	339	161	9.9
14 - Fiction	10038	1608	9504	9796	1508	242	100	13.7
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3102	674	2809	2925	598	177	76	5.7
18 - NF DVD	195	36	190	189	33	6	3	0.3
19 - NF Audio	393	110	385	362	106	31	4	0.9
20 - J Audio	460	79	448	418	71	42	8	0.7
21 - Kits	195	59	185	189	55	6	4	0.5
22 - YA	1614	253	1551	1570	236	44	17	2.1
23 - Board Books	1326	658	1141	1163	558	163	100	5.6
24 - Picture Books	7373	2307	6473	6561	1938	812	369	19.6
25 - Large Print	556	90	545	481	62	75	28	0.8

26 - NF Juvenile	2657	546	2485	2392	444	265	102	4.6
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	624	52	612	585	43	39	9	0.4
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	6	105	105	6	0	0	0.1
34 - 100 - 199	219	59	212	215	58	4	1	0.5
35 - 200 - 299	236	56	235	230	54	6	2	0.5
36 - 300 - 399	1221	129	1188	1205	122	16	7	1.1
37 - 400 - 499	54	8	54	50	7	4	1	0.1
38 - 500 - 599	154	28	153	151	27	3	1	0.2
39 - 600 - 699	1355	217	1341	1320	209	35	8	1.8
40 - 700 - 799	555	62	549	544	59	11	3	0.5
41 - 800 - 899	219	29	215	218	29	1	0	0.2
42 - 900 - 919	421	61	416	420	61	1	0	0.5
43 - 920 - 921	21	2	20	21	2	0	0	0
44 - 922 - 999	818	109	757	794	100	24	9	0.9
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	489	128	440	374	79	115	49	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	909	430	819	797	382	112	48	3.7
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	174	14	173	174	14	0	0	0.1
53 - J Graphic Novel	896	337	751	779	284	117	53	2.9
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	379	86	355	355	72	24	14	0.7
56 - Adult Graphic Novel	38	2	38	38	2	0	0	0
57 - Spanish - Adult	105	19	104	67	8	38	11	0.2
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	15	106	106	15	0	0	0.1
61 - Chapter Book	2228	799	1846	2013	696	215	103	6.8
62 - Scouts	145	28	145	145	28	0	0	0.2
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	21	3	21	21	3	0	0	0
65 - TV	1236	250	1167	1153	229	83	21	2.1
<b>Total</b>	<b>49524</b>	<b>11775</b>	<b>44320</b>	<b>46116</b>	<b>10345</b>	<b>3408</b>	<b>1430</b>	