

# Library Director's Report

## January 25, 2018

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>Dec 2017</b>	<b>1,437</b>	<b>296</b>	<b>1,733</b>	<b>38</b>	<b>35</b>	<b>73</b>
Nov 2017	1,021	250	1,271	42	42	84
Oct 2017	2,247	349	2,596	46	39	85
Dec 2016	1,434	260	1,694	39	32	71

### New Patrons

<b>Dec 2017</b>	<b>85</b>
Nov 2017	129
Oct 2017	127
Dec 2016	112

### Door Count

	Main	Bus	Total
<b>Dec 2017</b>	<b>6,769 (closed 3 days)</b>	<b>1,067</b>	<b>7,836</b>
Nov 2017	5,972 (closed 2 days)	886	6,858
Oct 2017	6,231	1,689	7,920
Dec 2016	9,315 (closed 3 days)	494	9,809

### Adult Volunteer Hours

<b>Dec 2017</b>	<b>753.0</b>
Nov 2017	818.5
Oct 2017	953.5
Dec 2016	691.0

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>Dec 2017</b>	<b>99 / 111 / 5</b>
Nov 2017	114 / 87 / 3
Oct 2017	98 / 125 / 4
Dec 2016	92 / 83 / 5

### Teen Volunteer Hours

<b>Dec 2017</b>	<b>194.5</b>
Nov 2017	202.0
Oct 2017	257.5
Dec 2016	138.0

### OverDrive

OverDrive	New Patrons
<b>Dec 2017</b>	<b>47</b>
Nov 2017	33
Oct 2017	50
Dec 2016	43

### Circulation Transactions

	Main	Bus	OverDrive	Total
<b>Dec 2017</b>	<b>22,596</b>	<b>1,951</b>	<b>2,343</b>	<b>26,890</b>
Nov 2017	24,407	2,151	2,376	28,934
Oct 2017	27,451	2,467	2,329	32,247
Dec 2016	21,644	1,246	2,163	25,053

### Meeting Room Reservations

<b>Dec 2017</b>	<b>21</b>
Nov 2017	25
Oct 2017	26
Dec 2016	15

### Circulation Snapshot (as of December 31, 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>	6,132	12.2	1,863	30.4	18.4
<b>Adult Fiction</b>	10,656	21.2	1,515	14.2	14.9
<b>Adult Non-Fiction</b>	7,521	14.9	862	11.5	8.5
<b>Juvenile</b>	19,564	38.9	4,101	21.0	40.4
<b>Other</b>	6,471	12.9	1,811	28.0	17.8
<b>Total</b>	50,344		10,152	20.2	

## Past Events

- We held the special programs Game On!, *Star Wars* Family Flicks, and miniature horses the last week of December.
- Close to 300 people attended the fourth annual Noon Year's Eve party.
- Sarah and Raj attended a CTLS Summer Reading Program workshop on January 18th.

## Upcoming Events

- The next Library District Discussion Group will take place on Friday, January 26th at Laura's Library.
- Please see the attached February calendar for upcoming events.
- We will host an informal librarian networking luncheon on Monday, January 29th.
- I plan to take vacation days January 31 – February 2.
- We plan to hold another Food for Fines forgiveness campaign in February 2018.
- I am speaking to an iSchool class on February 6th.
- I have registered to attend the PLA conference in Philadelphia March 20-24.
- TLA conference will take place in Dallas April 3-6 and we hope to allow some staff members to attend.
- Author Nate Blakeslee will speak at Bee Cave Public Library on Wednesday, April 11th at 7pm for Lake Travis Reads 2018. Raj completed an amazing laketravisreads.org redesign!
- I plan to attend the UT iSchool Advisory Council meeting on May 3rd and 4th.

## Notes

- Dr. Sheldon Tucker donated a piece of art to the library as a holiday thank you for "another great year."
- Sue and I completed an open records request from SmartProcure last month.
- Sales Tax Assurance sent chocolate covered almonds and a holiday card.
- Farber Specialty Vehicles sent three specialty jams and a holiday card.
- Katherine Scattergood is no longer able to lead our weekly genealogy group. Enthusiastic volunteer Jane Schwendinger has stepped in, but Katherine will be greatly missed.
- Friends of the Library Service Scholarship applications are now available and due on April 3rd.
- Library Interiors of Texas will pick up cushions to reupholster on January 24th and loan us seven stools to use at the desk height computer stations.
- Beckwith will conduct their annual fire system inspection on January 24th.
- The flagpole is scheduled to be serviced on January 25th.
- NW Fence installed the handrails for the path to Tuscan Village earlier this month.
- Hull completed exterior door adjustments and realignment earlier this month.
- U.S. Energy continues to work on lighting problems throughout the library, including the street pole light outside the side entrance.
- I have started work on a TSLAC grant application to help fund year three of our bookmobile service. This is the final time that we are able to apply for this grant.
- I have begun work on the TSLAC annual report.
- We will apply for a Texas Book Festival grant by February 2nd to purchase popular Spanish materials for the bookmobile. Karen is working on the application.
- Danielle continues to explore online volunteer management programs. The annual cost is expected to be less than \$1,000.
- Raj Kamat has completed her CPR certification. Beth Yoder will soon take a CPR certification class.

- In the month of December, 1,025 users viewed 1,211 issues on PressReader. Some of the most popular titles are the *Austin American Statesman*, *The Washington Post* and *Los Angeles Times*.
- LTCL gave out 41 TexShare cards in December 2017. In December 2016, 40 were distributed.
- The LTCL website had 7,751 unique visitors and 23,755 visits in the month of December.
- LTCL currently has 12,213 active cardholder accounts.

Morgan McMillian  
1/23/2018

## Circulation Snapshot – Sunday, December 31, 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	40	78	144	37	3	3	0.4
3 - Bluebonnet	64	19	20	47	15	17	4	0.2
5 - Lone Star	55	7	20	46	6	9	1	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	206	21	205	206	21	0	0	0.2
9 - Audio	1842	352	1818	1780	349	62	3	3.5
10 - Magazine	1218	81	145	1202	81	16	0	0.8
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1796	466	1521	1549	391	247	75	4.6
13 - DVD	3687	1402	3101	3338	1236	349	166	13.8
14 - Fiction	10085	1455	9559	9857	1371	228	84	14.3
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3193	546	2878	3045	514	148	32	5.4
18 - NF DVD	196	35	191	193	33	3	2	0.3
19 - NF Audio	397	91	391	363	88	34	3	0.9
20 - J Audio	474	77	461	428	63	46	14	0.8
21 - Kits	206	49	197	198	47	8	2	0.5
22 - YA	1636	266	1568	1590	241	46	25	2.6
23 - Board Books	1341	537	1152	1179	440	162	97	5.3
24 - Picture Books	7570	1592	6624	6817	1281	753	311	15.7
25 - Large Print	571	60	563	498	40	73	20	0.6
26 - NF Juvenile	2582	432	2486	2342	335	240	97	4.3
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	19	1	16	19	1	0	0	0
29 - Oversize	27	3	27	27	3	0	0	0
30 - Biography	633	52	621	593	42	40	10	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	111	20	111	111	20	0	0	0.2
34 - 100 - 199	231	54	223	222	49	9	5	0.5
35 - 200 - 299	243	28	242	241	27	2	1	0.3
36 - 300 - 399	1200	141	1170	1181	135	19	6	1.4
37 - 400 - 499	54	8	54	52	6	2	2	0.1
38 - 500 - 599	160	21	159	157	20	3	1	0.2
39 - 600 - 699	1389	205	1375	1362	191	27	14	2

40 - 700 - 799	559	58	552	546	53	13	5	0.6
41 - 800 - 899	220	21	216	217	21	3	0	0.2
42 - 900 - 919	419	57	412	418	57	1	0	0.6
43 - 920 - 921	24	0	21	22	0	2	0	0
44 - 922 - 999	837	77	775	809	72	28	5	0.8
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	500	68	445	388	42	112	26	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	929	390	834	816	334	113	56	3.8
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	11	173	174	11	0	0	0.1
53 - J Graphic Novel	928	343	784	793	272	135	71	3.4
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	391	30	365	375	30	16	0	0.3
56 - Adult Graphic Novel	39	3	39	39	3	0	0	0
57 - Spanish - Adult	110	11	109	73	4	37	7	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	109	15	109	108	14	1	1	0.1
61 - Chapter Book	2274	654	1892	2064	560	210	94	6.4
62 - Scouts	145	49	145	145	49	0	0	0.5
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	21	9	21	21	9	0	0	0.1
65 - TV	1277	292	1205	1185	261	92	31	2.9
<b>Total</b>	<b>50344</b>	<b>10149</b>	<b>45022</b>	<b>47035</b>	<b>8875</b>	<b>3309</b>	<b>1274</b>	