

Library Director's Report

March 22, 2018

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
Feb 2018	1,217	404	1,621	40	53	93
Jan 2018	1,163	276	1,439	40	42	82
Dec 2017	1,437	296	1,733	38	35	73
Feb 2017	1,133	502	1,635	38	42	80

New Patrons

Feb 2018	109
Jan 2018	114
Dec 2017	85
Feb 2017	147

Door Count

	Main	Bus	Total
Feb 2018	13,006	996	14,002
Jan 2018	9,993 (closed 3 days)	1,033	11,026
Dec 2017	6,769 (closed 3 days)	1,067	7,836
Feb 2017	6,386	935	7,321

Adult Volunteer Hours

Feb 2018	872.5
Jan 2018	842.0
Dec 2017	753.0
Feb 2017	843.5

Interlibrary Loan (ILL)

	Requested/Received/Shipped
Feb 2018	119 / 118 / 3
Jan 2018	120 / 93 / 4
Dec 2017	99 / 111 / 5
Feb 2017	122 / 116 / 3

Teen Volunteer Hours

Feb 2018	197.5
Jan 2018	195.5
Nov 2017	202.0
Feb 2017	191.5

OverDrive

New Patrons

Feb 2018	40
Jan 2018	49
Dec 2017	47
Feb 2017	47

Circulation Transactions

	Main	Bus	OverDrive	Total
Feb 2018	24,173	2,065	2,338	28,576
Jan 2018	25,052	2,462	2,580	30,094
Dec 2017	22,596	1,951	2,343	26,890
Feb 2017	23,428	1,800	2,102	27,330

Meeting Room Reservations

Feb 2018	28
Jan 2018	30
Dec 2017	21
Feb 2017	20

Circulation Snapshot (as of March 17, 2018)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,282	12.3	1,964	31.3	16.3
Adult Fiction	10,634	20.9	1,684	15.8	14.0
Adult Non-Fiction	7,426	14.6	1,052	14.2	8.7
Juvenile	19,986	39.2	5,315	26.6	44.1
Other	6,620	13.0	2,042	30.8	16.9
Total	50,948		12,057	23.7	

Past Events

- Sarah attended a young adult programming workshop on February 26th.

Upcoming Events

- Please see the attached April calendar for upcoming events.
- I will attend the PLA conference in Philadelphia March 21-24.
- The Friends of the Library will hold a Flash Sale on March 28th.
- The library will be closed on Sunday, April 1st.
- Raj, Sarah, and I will attend the TLA conference in Dallas in early April.
- Author Nate Blakeslee will speak at Bee Cave Public Library on Wednesday, April 11th at 7pm for Lake Travis Reads 2018.
- We will hold a staff meeting to plan for the upcoming Summer Reading Program on Tuesday, April 24th.
- I am speaking to the Lakeway Men's Breakfast Club on Wednesday, May 2nd.
- I plan to attend the UT iSchool Advisory Council meeting on May 3rd and 4th.
- The next librarian networking luncheon will take place on May 7th at Laura's Library.
- We have signed up to participate in the Lake Travis Chamber of Commerce's Nonprofit Expo on Wednesday, May 16th.
- The Summer Reading Program will kick off on Saturday, June 2nd.
- I plan to take vacation days July 20-25 and the week of August 27th.
- The next Library District Discussion Group will take place here on Friday, August 10th.

Notes

- I submitted a TSLAC grant application to help fund year three of our bookmobile service. The \$75,000 grant would fund the salaries of our Outreach Librarian and Outreach Library Assistant.
- Thanks to Karen's excellent application, we have received a \$2,380 grant from the Texas Book Festival to purchase popular Spanish materials!
- Raj plans to apply for a Great American Read Grant sponsored by ALA and PBS.
- Sarah received two grants from the Texas Commission on the Arts.
- I plan to complete the TSLAC annual report later this month.
- We have signed Tuscan Village's First Amendment to REM Agreement for Tuscan Village Master Condominiums.
- There was a total of \$1,450.55 forgiven on 151 accounts in February. Earlier this year, Danielle sent out 111 Nastygram letters. During the month of February, all materials were returned on 23 of those accounts, with 13 of them taking advantage of Fine Forgiveness.
- All new volunteer applications are now being submitted online through the Volgistics program.
- We continue to have problems with our phone system.
- Library Interiors of Texas are close to completing their project. New shelves have been installed in the DVD and juvenile nonfiction sections. Cushions have been reupholstered and Highmark continues to work on the seat cushions for our new chairs in the adult library.
- I have requested a quote for a new AV drop box.
- Austintatious Blinds and Shutters has placed the order for blackout shades for the meeting room.
- U.S. Energy continues to work on lighting problems throughout the library, including the street pole light outside the side entrance.
- ABC has visited the library three times in the past two weeks working to repair the HVAC thermostat in the workroom.

- I need to make progress on the bid from SenSource for a people counting system for the front entrance doors. The counter must have a Power over Ethernet connection and will need to be hardwired in.
- TFE plans to install new staff computers and new servers in late April or early May.
- I plan to post the job opening for the part-time Seasonal Library Assistant in early April.
- Beth Yoder completed a CPR certification class on February 28th.
- I have been elected Treasurer of TLA's Public Library Division.
- In the month of February, 1,281 users viewed 1,683 issues on PressReader. Some of the most popular titles are the *Austin American Statesman*, *The Washington Post* and *The Dallas Morning News*.
- LTCL gave out 35 TexShare cards in February 2018. In February 2017, 14 were distributed.
- The LTCL website had 6,337 unique visitors and 20,107 visits in the month of February.
- LTCL currently has 12,276 active cardholder accounts.

Morgan McMillian
3/20/2018

Circulation Snapshot – Saturday, March 17, 2018

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	26	78	144	24	3	2	0.2
3 - Bluebonnet	64	33	20	47	28	17	5	0.3
5 - Lone Star	55	12	20	44	9	11	3	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	205	26	204	205	26	0	0	0.2
9 - Audio	1875	406	1854	1814	400	61	6	3.4
10 - Magazine	969	128	158	961	128	8	0	1.1
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1847	675	1570	1567	545	280	130	5.6
13 - DVD	3802	1417	3177	3355	1218	447	199	11.8
14 - Fiction	10084	1596	9576	9831	1497	253	99	13.2
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3258	766	2978	3142	725	116	41	6.4
18 - NF DVD	197	58	192	185	54	12	4	0.5
19 - NF Audio	400	115	395	371	113	29	2	1
20 - J Audio	481	106	468	456	98	25	8	0.9
21 - Kits	205	60	196	188	51	17	9	0.5
22 - YA	1707	319	1631	1679	309	28	10	2.6
23 - Board Books	1297	561	1119	1154	487	143	74	4.7
24 - Picture Books	7741	2069	6780	6935	1707	806	362	17.2
25 - Large Print	550	88	545	468	55	82	33	0.7
26 - NF Juvenile	2666	597	2570	2427	493	239	104	5
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	19	0	16	19	0	0	0	0
29 - Oversize	27	1	27	26	0	1	1	0
30 - Biography	639	68	625	605	58	34	10	0.6
31 - Summer Reading	0	0	0	0	0	0	0	0
32 - CTLS	0	0	0	0	0	0	0	0
33 - 000 - 099	116	16	116	113	14	3	2	0.1

34 - 100 - 199	239	63	233	235	63	4	0	0.5
35 - 200 - 299	249	39	247	242	34	7	5	0.3
36 - 300 - 399	1247	157	1216	1221	149	26	8	1.3
37 - 400 - 499	53	8	53	52	7	1	1	0.1
38 - 500 - 599	167	33	165	161	31	6	2	0.3
39 - 600 - 699	1428	217	1414	1402	209	26	8	1.8
40 - 700 - 799	562	63	555	549	58	13	5	0.5
41 - 800 - 899	224	30	220	220	29	4	1	0.2
42 - 900 - 919	429	90	422	425	87	4	3	0.7
43 - 920 - 921	26	2	23	25	2	1	0	0
44 - 922 - 999	854	79	788	836	71	18	8	0.7
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	518	91	462	396	58	122	33	0.8
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	933	449	838	830	405	103	44	3.7
50 - Story Time	14	2	14	14	2	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	181	20	180	181	20	0	0	0.2
53 - J Graphic Novel	953	311	808	822	258	131	53	2.6
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	402	76	376	385	69	17	7	0.6
56 - Adult Graphic Novel	41	2	41	41	2	0	0	0
57 - Spanish - Adult	108	15	107	89	9	19	6	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	110	15	110	110	15	0	0	0.1
61 - Chapter Book	2334	884	1947	2103	776	231	108	7.3
62 - Scouts	146	17	145	143	15	3	2	0.1
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	22	1	22	22	1	0	0	0
65 - TV	1315	250	1241	1242	234	73	16	2.1
Total	50948	12057	45876	47524	10643	3424	1414	