

Library Director's Report

April 26, 2018

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
March 2018	1,343	401	1,744	48	58	106
Feb 2018	1,217	404	1,621	40	53	93
Jan 2018	1,163	276	1,439	40	42	82
March 2017	1,245	386	1,631	42	42	84

New Patrons

March 2018	118
Feb 2018	109
Jan 2018	114
March 2017	97

Door Count

	Main	Bus	Total
March 2018	17,725	1,134	18,859
Feb 2018	13,006	996	14,002
Jan 2018	9,993 (closed 3 days)	1,033	11,026
March 2017	7,401	894	8,295

Adult Volunteer Hours

March 2018	939.5
Feb 2018	872.5
Jan 2018	842.0
March 2017	895.5

Interlibrary Loan (ILL)

	Requested/Received/Shipped
March 2018	96 / 107 / 3
Feb 2018	119 / 118 / 3
Jan 2018	120 / 93 / 4
March 2017	128 / 111 / 4

Teen Volunteer Hours

March 2018	184.0
Feb 2018	197.5
Jan 2018	195.5
March 2017	221.0

OverDrive

	New Patrons
March 2018	44
Feb 2018	40
Jan 2018	49
March 2017	37

Circulation Transactions

	Main	Bus	OverDrive	Total
March 2018	26,584	2,473	2,593	31,650
Feb 2018	24,173	2,065	2,338	28,576
Jan 2018	25,052	2,462	2,580	30,094
March 2017	25,964	1,663	2,333	29,960

Meeting Room Reservations

March 2018	28
Feb 2018	28
Jan 2018	30
March 2017	22

Circulation Snapshot (as of April 20, 2018)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,344	12.3	1,581	24.9	14.4
Adult Fiction	10,704	20.8	1,629	15.2	14.8
Adult Non-Fiction	7,495	14.6	1,004	13.4	9.1
Juvenile	20,173	39.2	4,969	24.6	45.1
Other	6,696	13.0	1,826	27.3	16.6
Total	51,412		11,009	21.4	

Past Events

- I attended the PLA conference in March and Sarah, Raj, and I attended TLA in early April.
- Nate Blakeslee concluded 2018 Lake Travis Reads on April 11th.
- I attended the Central Texas Digital Consortium Steering Committee meeting on April 20th. Magazines will be again be available from OverDrive this June!
- We held a staff meeting on April 24th.

Upcoming Events

- Kim's last day is April 27th. We are throwing a party for her at 2:30pm and she will continue to be a member of the library family as our 'Reviewer in Residence.'
- Please see the attached May calendar for upcoming events.
- I will attend the Georgetown Public Library IMLS Medal Finalist Ceremony on May 1st.
- I am speaking to the Lakeway Men's Breakfast Club on 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.
- Sarah will visit the Buda Public Library on May 7th to tour their Makerspace.
- We have signed up to participate in the Lake Travis Chamber of Commerce's Nonprofit Expo on May 16th.
- The Friends of the Library will hold a Flash Sale on May 19th.
- The Summer Reading Program will kick off on 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 August 10th.

Notes

- Raj applied for a Great American Read Grant sponsored by ALA and PBS.
- Hallelujah! I completed the TSLAC annual report.
- I have signed us up to participate in the TSLAC ILL Lending Reimbursement program for FY 2018.
- We are interviewing for the part-time Seasonal Library Assistant and hope to have our new staff member attend the May board meeting.
- Pending final approval from the UT iSchool Advisor, Raj will do her capstone (final master's project) on the bookmobile planning and implementing programming at Summer Squires camp under Karen's supervision.
- Our Summer Reading Program brochure is scheduled to go out to all LTISD students in their Tuesday folders on May 22nd.
- Sue and I completed an open records request from SmartProcure on March 30th.
- We have been notified that we will receive an E-Rate discount of \$1,007.90 for fiscal year 2018/2019.
- Sarah and I are very excited about the possibility of ordering Playaway Launchpads (playaway.com/launchpad) next fiscal year. If we place the order by May 31st, we can receive a 15% discount.
- We have begun the annual staff evaluation process.
- Tuscan Village had a mainline water break last month, but Weigelt reports that our irrigation is now operational.
- Steve Jones, City Manager of Lakeway, notified me earlier this month that Austin Energy must install a permanent power pole in the right-of-way in front of the library in order to provide power to the new police station. After construction is completed, they will be asked to repair our landscaping and banner pole damage.
- We continue to have problems with our phone system.

- Library Interiors of Texas has completed all work for our recent purchase. We plan to address other concerns such as the children's area late this summer.
- Replacing our damaged book drop would cost around \$3,000.
- Door Control Services again repaired the automatic door buttons on March 28th.
- Austintatious Blinds and Shutters are scheduled to install blackout shades for the meeting room on April 26th.
- Contractors Asphalt and Lone Star Paving will soon issue quotes to repair the asphalt and parking lot.
- 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 on May 2nd.
- Rachel Keeler will soon complete a CPR certification class.
- I have been elected Treasurer of TLA's Public Library Division.
- In the month of March, 926 users viewed 1,203 issues on PressReader. Some of the most popular titles are the *Austin American Statesman*, *The Washington Post* and *The LA Times*.
- LTCL gave out 50 TexShare cards in March 2018. In March 2017, 28 were distributed.
- The LTCL website had 7,006 unique visitors and 23,162 visits in the month of March.
- LTCL currently has 12,227 active cardholder accounts.

Morgan McMillian
4/25/2018

Circulation Snapshot – Friday, April 20, 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	22	78	145	21	2	1	0.2
3 - Bluebonnet	56	10	19	39	8	17	2	0.1
5 - Lone Star	41	8	21	36	8	5	0	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	14	204	205	14	0	0	0.1
9 - Audio	1893	344	1872	1835	342	58	2	3.1
10 - Magazine	1032	127	160	1023	126	9	1	1.2
11 - Reference	36	0	8	36	0	0	0	0
12 - Beginning Reader	1861	704	1586	1583	586	278	118	6.4
13 - DVD	3845	1112	3201	3440	942	405	170	10.1
14 - Fiction	10150	1546	9614	9938	1444	212	102	14
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3294	676	3030	3171	624	123	52	6.1
18 - NF DVD	196	50	191	186	46	10	4	0.5
19 - NF Audio	401	111	396	372	108	29	3	1
20 - J Audio	483	94	470	450	83	33	11	0.9
21 - Kits	210	74	200	193	63	17	11	0.7
22 - YA	1726	217	1657	1710	211	16	6	2
23 - Board Books	1297	554	1121	1149	469	148	85	5
24 - Picture Books	7845	1918	6884	7016	1569	829	349	17.4
25 - Large Print	554	83	549	475	51	79	32	0.8
26 - NF Juvenile	2698	615	2610	2408	465	290	150	5.6
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	27	1	0	0	0
30 - Biography	591	61	580	559	52	32	9	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	117	13	116	114	11	3	2	0.1
34 - 100 - 199	243	66	238	235	63	8	3	0.6
35 - 200 - 299	250	39	248	246	37	4	2	0.4
36 - 300 - 399	1255	151	1227	1230	142	25	9	1.4
37 - 400 - 499	53	6	53	52	5	1	1	0.1
38 - 500 - 599	169	20	167	165	19	4	1	0.2
39 - 600 - 699	1449	226	1435	1418	215	31	11	2.1
40 - 700 - 799	565	59	560	550	54	15	5	0.5
41 - 800 - 899	227	22	223	223	21	4	1	0.2
42 - 900 - 919	435	88	428	429	84	6	4	0.8
43 - 920 - 921	27	5	24	26	5	1	0	0
44 - 922 - 999	859	70	792	847	65	12	5	0.6
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	515	77	459	400	45	115	32	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	933	355	842	829	312	104	43	3.2
50 - Story Time	14	0	14	14	0	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	183	6	182	183	6	0	0	0.1
53 - J Graphic Novel	973	314	825	836	245	137	69	2.9
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	416	127	390	405	124	11	3	1.2
56 - Adult Graphic Novel	41	5	41	41	5	0	0	0
57 - Spanish - Adult	108	15	107	89	10	19	5	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	113	12	113	113	12	0	0	0.1
61 - Chapter Book	2352	700	1967	2142	617	210	83	6.4
62 - Scouts	146	19	145	145	19	1	0	0.2
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	1334	272	1259	1240	236	94	36	2.5
Total	51412	11009	46296	48015	9586	3397	1423	