

Library Director's Report

March 28, 2019

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
Feb 2019	1,266	902	2,168	66	58	124
Jan 2019	1,271	541	1,812	62	49	111
Dec 2018	1,389	324	1,713	51	39	90
Feb 2018	1,217	404	1,621	40	53	93

New Patrons

Feb 2019	117
Jan 2019	115
Dec 2018	96
Feb 2018	109

Door Count

	Main	Bus	Total
Feb 2019	19,492	1,499	20,991
Jan 2019	20,362 (closed 2 days)	1,510	21,872
Dec 2018	9,223 (closed 3 days)	1,230	10,453
Feb 2018	13,006	996	14,002

Adult Volunteer Hours

Feb 2019	741.0
Jan 2019	786.0
Dec 2018	685.0
Feb 2018	872.5

Interlibrary Loan (ILL)

	Requested/Received/Shipped
Feb 2019	111 / 93 / 3
Jan 2019	148 / 121 / 4
Dec 2018	82 / 82 / 3
Feb 2018	119 / 118 / 3

Teen Volunteer Hours

Feb 2019	142.0
Jan 2019	174.0
Dec 2018	135.0
Feb 2018	197.5

OverDrive

	New Patrons
Feb 2019	51
Jan 2019	48
Dec 2018	39
Feb 2018	40

Circulation Transactions

	Main	Bus	OverDrive	Total
Feb 2019	27,610	3,614	3,232	34,456
Jan 2019	29,628	3,388	3,517	36,533
Dec 2018	26,601	3,010	3,147	32,758
Feb 2018	24,173	2,065	2,338	28,576

Meeting Room Reservations

Feb 2019	21
Jan 2019	24
Dec 2018	17
Feb 2018	28

Circulation Snapshot (as of March 25, 2019)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,650	13.0	1,783	26.8	14.1
Adult Fiction	10,149	19.9	1,749	17.2	13.8
Adult Non-Fiction	7,181	14.1	1,176	16.4	9.3
Juvenile	20,207	39.6	5,727	28.3	45.3
Other	6,848	13.4	2,203	32.2	17.4
Total	51,035		12,638	24.8	

Past Events

- Sarah received her certificate of completion for the TSLAC Supercharged Story Time course.

Upcoming Events

- The Friends scheduled a Flash Sale for March 30th.
- Please see the attached new and improved April calendar.
- Nine-year-old Levi, as a part of his volunteer requirements for Generation Serve's Service Learning Program "Helping the Environment," has organized a battery and lightbulb collection at the library through April 22nd.
- I plan to take a sick day on April 1st and two vacation days in June.
- Friends of the Library Service Scholarship applications are due on April 2nd.
- We have a staff meeting scheduled on April 9th.
- TLA conference will take place in Austin April 15-18 and most staff members will attend one or more days.
- I plan to attend the UT iSchool Advisory Council meeting on May 2nd and 3rd.
- We will be closed on May 10th for rescheduled parking lot repairs. We have plans for a staff work day and possibly a CPR/first aid training.
- I plan to attend the Capstone Poster Session for our students Miriam and Sam on May 10th.
- Seasonal Library Clerk Mariah Froehlich has been rehired and will start on May 19th.
- The wedding in the library amphitheater will indeed take place on May 27th.
- The 2019 Summer Reading Program kickoff party will take place on Saturday, June 1st.
- The next Library District Discussion Group is scheduled at Wells Branch Community Library on Friday, August 16th.
- VIK Complete Care would like to provide free flu vaccines to the public this fall.

Notes

- Raj completed the Edge 2.0 survey in December and we have received the results.
- Danielle sent nastygram notifications to 109 patrons in January and 13 of them took advantage of our Food for Fines program. Four more patrons returned their outstanding items but didn't have fines to forgive because they are bookmobile patrons.
- Danielle's volunteer job descriptions are featured on the Get Involved website under What's New - getinvolvedclearinghouse.org.
- We are working with Library Interiors of Texas on updates in the children's room. We will purchase two iPads to serve as catalog stations and relocate the Kilgo donor sign.
- I continue to work on the 2018 TSLAC Annual Report.
- After consulting with our attorney, I completed a Public Information Request for American Transparency.
- Sarah plans to purchase more Launchpads for the library, this time for older children. The company sent us two free Launchpads for kindergarten through second graders that we have added to the in-library collection.
- The general contractor for the Lakeway Police Facility installed new sod on Lohmans Crossing and the fiber optic conduit company ZAYO repaired the hole in the ground. We are working with Stokes to reinstall the banner poles.
- Please see the attached quote from JXC Landscaping to repair eroded gravel on the path surrounding the library. "This decomposed granite has a powder agent added and is called (stabilizer decomposed granite). And is used for light traffic areas. When installing you wet it then roll with a machine to activate it."
- Clayworks is working on our latest donor tile order.
- Our new server has been installed and the project has been completed.
- TFE recommends that we purchase new public computers within the year, partly due to Windows 7 end of support next January.
- We continue to work with TFE and IPOWER to migrate our website to a more secure https.

- LTCL gave out 27 TexShare cards in February 2019. In February 2018, 35 were distributed.
- The LTCL website had 7,063 unique visitors and 22,750 visits in the month of February.
- LTCL currently has 12,833 active cardholder accounts.

Morgan McMillian
3/28/2019

Circulation Snapshot – Monday, March 25, 2019

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	146	27	78	145	27	1	0	0.2
3 - Bluebonnet	58	24	20	51	21	7	3	0.2
5 - Lone Star	41	13	21	40	12	1	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	177	25	176	177	25	0	0	0.2
9 - Audio	1920	299	1910	1885	296	35	3	2.4
10 - Magazine	1029	95	166	1014	93	15	2	0.8
11 - Reference	38	0	9	38	0	0	0	0
12 - Beginning Reader	1902	751	1638	1593	597	309	154	5.9
13 - DVD	4083	1355	3531	3575	1090	508	265	10.7
14 - Fiction	9535	1649	9144	9285	1519	250	130	13
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3131	822	2890	2993	756	138	66	6.5
18 - NF DVD	51	40	50	51	40	0	0	0.3
19 - NF Audio	470	104	463	439	99	31	5	0.8
20 - J Audio	505	73	502	477	68	28	5	0.6
21 - Kits	216	81	205	205	76	11	5	0.6
22 - YA	1455	260	1422	1440	254	15	6	2.1
23 - Board Books	1260	741	1121	1054	606	206	135	5.9
24 - Picture Books	8016	2106	7348	7138	1640	878	466	16.7
25 - Large Print	614	102	610	521	62	93	40	0.8
26 - NF Juvenile	2845	721	2762	2563	579	282	142	5.7
27 - Family DVD	3	3	2	3	3	0	0	0
28 - Professional	19	0	16	19	0	0	0	0
29 - Oversize	24	1	24	24	1	0	0	0
30 - Biography	617	70	602	588	65	29	5	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	115	19	114	110	17	5	2	0.2
34 - 100 - 199	256	66	246	249	62	7	4	0.5
35 - 200 - 299	240	51	233	232	46	8	5	0.4
36 - 300 - 399	1302	163	1279	1272	156	30	7	1.3
37 - 400 - 499	50	12	50	48	11	2	1	0.1
38 - 500 - 599	172	48	171	165	41	7	7	0.4
39 - 600 - 699	1362	299	1352	1321	269	41	30	2.4
40 - 700 - 799	539	88	535	522	81	17	7	0.7
41 - 800 - 899	230	39	223	226	36	4	3	0.3
42 - 900 - 919	384	110	379	381	107	3	3	0.9
43 - 920 - 921	23	2	21	23	2	0	0	0

44 - 922 - 999	788	77	739	771	68	17	9	0.6
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	629	105	583	496	63	133	42	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	918	420	838	817	384	101	36	3.3
50 - Story Time	15	0	15	15	0	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	214	23	213	178	18	36	5	0.2
53 - J Graphic Novel	1031	462	886	854	365	177	97	3.7
54 - Laptop- In Library	5	0	1	3	0	2	0	0
55 - J Biography	454	154	427	437	146	17	8	1.2
56 - Adult Graphic Novel	77	5	77	75	4	2	1	0
57 - Spanish - Adult	148	21	147	116	16	32	5	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	115	23	114	102	18	13	5	0.2
61 - Chapter Book	2214	770	1919	1970	676	244	94	6.1
62 - Scouts	144	31	143	143	30	1	1	0.2
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	23	5	23	23	5	0	0	0
65 - TV	1397	264	1336	1322	237	75	27	2.1
66 - ILL	4	1	0	4	1	0	0	0
67 - Launchpad	18	15	18	18	15	0	0	0.1
68 - Launchpad - In Library	4	0	4	4	0	0	0	0
69 - Mobile Hotspot	10	9	1	9	8	1	1	0.1
Total	51036	12644	46723	47224	10811	3812	1833	