

Library Director's Report

January 30, 2020

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
Dec 2019	1,274	460	1,734	55	43	98
Nov 2019	904	688	1,592	65	54	119
Oct 2019	1,870	675	2,545	73	65	138
Dec 2018	1,389	324	1,713	51	39	90

New Patrons

Dec 2019	84
Nov 2019	98
Oct 2019	159
Dec 2018	96

Door Count

	Main	Bus	Total
Dec 2019	17,836 (closed 3 days)	1,104	18,940
Nov 2019	18,567 (closed 3 days)	1,117	19,684
Oct 2019	21,110	2,768	23,878
Dec 2018	9,223 (closed 3 days)	1,230	10,453

Adult Volunteer Hours

Dec 2019	783
Nov 2019	778
Oct 2019	1,006
Dec 2018	685

Interlibrary Loan (ILL)

	Requested/Received/Shipped
Dec 2019	115 / 109 / 4
Nov 2019	111 / 107 / 2
Oct 2019	143 / 142 / 6
Dec 2018	82 / 82 / 3

Teen Volunteer Hours

Dec 2019	199
Nov 2019	191
Oct 2019	201
Dec 2018	135

OverDrive

	New Patrons
Dec 2019	44
Nov 2019	48
Oct 2019	47
Dec 2018	39

Circulation Transactions

	Main	Bus	OverDrive	Total
Dec 2019	27,365	2,681	4,013	34,059
Nov 2019	28,847	3,063	3,907	35,817
Oct 2019	31,798	4,106	4,099	40,003
Dec 2018	26,601	3,010	3,147	32,758

Meeting Room Reservations

Dec 2019	18
Nov 2019	15
Oct 2019	19
Dec 2018	17

Circulation Snapshot (as of January 11, 2020)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,374	12.2	1,351	21.2	11.5
Adult Fiction	10,436	20.0	1,642	15.7	14.0
Adult Non-Fiction	7,529	14.4	977	13.0	8.3
Juvenile	20,764	39.8	5,697	27.4	48.5
Other	7,101	13.6	2,070	29.2	17.6
Total	52,204		11,737	22.5	

Outreach News from Karen Ballinger

- All seven bookmobile drivers completed the library Staff Driver Training, taking the bookmobile through a cone course and driving on the road with narration.
- Karen changed the generator oil at 2,790 hours. Ultimate ATX washed the bookmobile on January 29th. Alan installed a new analog clock on the bookmobile after the original digital clock fell off the wall.
- Karen and the bookmobile have been invited to speak to kindergarten students at Serene Hills Elementary School.
- The bookmobile is signed up to participate in Lake Travis Chamber of Commerce's SpringFest on Saturday, April 25th.
- Two National Charity League volunteers, library volunteer Frances Pastuszynski, and Karen completed a refresh of over 500 picture books on the bookmobile. Frances has worked hard to completely refresh the bookmobile collection in the past two months and will continue to work on refreshing the collection on a rotating schedule.
- Karen attended the Lake Travis Elementary School Second Grade Career Day on January 16th, promoting library services and the bookmobile to six classes of second graders. Many students had been on the bookmobile previously and one student said they see the bookmobile everywhere!
- Patty McFarland is teaching two new students in the ESL Citizenship class, and Tom Lockney had one student in January for his English conversation citizenship class. We are deciding whether to offer evening citizenship classes for the rest of the spring semester.

Capstone Student Update from Rachel Keeler

- This week we welcomed two new University of Texas iSchool students who will be completing their capstone (thesis) projects with us at LTCL. Haley Latta will focus on youth services and outreach, working with staff in the library and on the bookmobile. Karen Scott will work with the Juvenile Non-Fiction, relabeling and reorganizing one of the most-used sections of the library. Rachel will supervise both students in their projects, but many staff will be directly involved with their work here over the next few months.

Past Events

- Approximately 350 people attended the Noon Year's Eve Party.
- New hours went into effect on January 2nd and it has been pretty smooth and successful! We received great publicity from the *Lake Travis View* and *Austin American-Statesman* about our new hours.
- The Steam Team cleaned carpets, tiles, floors, air ducts, and chair mesh backing on January 11th.
- Beckwith conducted the annual fire alarm inspection on January 15th.
- Rachel spoke to a Travis County outreach group and gave them a tour of the library on January 24th.
- I spoke on the Lakeway Men's Breakfast Club on January 29th about the Great Decisions program.
- We installed our final Clayworks donor tile earlier this month.

Upcoming Events

- I will attend the Library District Discussion Group meeting on January 31st at the Mammen Family Public Library in Bulverde.
- Please see the attached February calendar.
- I will participate in the UT iSchool Alumni Career Panel on February 7th.

- Karen, Sarah, and I plan to attend a librarian networking meeting with BCPL and LTISD librarians on February 13th.
- We have a staff meeting scheduled on February 18th and I have invited the Lakeway Police Department to conduct a CRASE (Civilian Response to Active Shooter Events) training for staff.
- A U.S. Census Bureau Partnership Specialist will staff a table in the library entrance on February 21st starting at 4pm.
- Rachel will attend the PLA conference in Nashville February 26-29.
- I will attend the Rotary President-Elect Training Seminar in Dallas February 28-March 1.
- We are working with the Lakeway Municipal Utility District Public Information Liaison to host several presentations on water conservation starting in March.
- We plan to send a few staff members to the TLA conference in Houston March 24th - 27th.
- Parking lot repairs will be rescheduled for the late spring (hopefully April 29th) as recommended by Lone Star Paving.
- I plan to attend the OverDrive Central Texas Digital Consortium meeting at Georgetown Public Library on April 30th.
- Sarah has booked 2020 Summer Reading Program performers and applied for a TCA grant to help fund Mr. Will's kickoff party performance. Linden is also close to completing the 2020 SRP brochure
- I would like to attend the ALA conference in Chicago the last week in June.

Notes

- See the attached letter from the Schertz Historical Presentation Committee gushing about Catherine Baty's presentation entitled 'Indigenous Representation: A How-To on the Ethical Inclusion of Natives.' A *Certificate of Appreciation* for outstanding service to the City of Schertz has also been added to her personnel file.
- Rachel has applied to the TLA TALL Texan Leadership Development Institute!
- I have begun work on the 2019 TSLAC Annual Report.
- We are researching resources (Value Line, MorningStar, and Barron's) to support the newly formed investment club.
- After some negotiation, our TFE managed service agreement has been extended through August 2020 (an additional two months) at no cost.
- We have started furniture talks with Library Interiors of Texas to address needs in the teen room and on the patio.
- We are interested in purchasing outside musical instruments from Percussion Play.
- Biblmodel says that they will send new book stop accessory pieces to replace our defective pieces.
- The \$2,895 quote from JXC Landscaping to repair eroded gravel on the path surrounding the library is still being considered.
- A proposal to change our lighting to LED lighting from U.S. Energy is still being considered.
- LTCL gave out 29 TexShare cards in December 2019. In December 2018, 31 were distributed.
- The LTCL website had 13,162 unique visitors and 24,546 visits in the month of December.
- LTCL currently has 13,660 active cardholder accounts.

Circulation Snapshot – Saturday, January 11, 2020

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	144	35	78	133	26	11	9	0.3
3 - Bluebonnet	40	36	20	33	32	7	4	0.3
5 - Lone Star	40	15	20	35	13	5	2	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	172	25	5	0	0.2
9 - Audio	1913	257	1906	1873	248	40	9	2.2
10 - Magazine	1040	103	141	1029	103	11	0	0.9
11 - Reference	39	0	9	39	0	0	0	0
12 - Beginning Reader	1991	776	1722	1697	637	294	139	6.6
13 - DVD	3791	974	3335	3461	813	330	161	8.3
14 - Fiction	9720	1500	9346	9542	1385	178	115	12.8
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3225	747	3042	3092	691	133	56	6.4
18 - NF DVD	8	1	8	8	1	0	0	0
19 - NF Audio	493	95	484	456	91	37	4	0.8
20 - J Audio	516	39	513	495	39	21	0	0.3
21 - Kits	214	68	206	206	65	8	3	0.6
22 - YA	1530	247	1497	1506	239	24	8	2.1
23 - Board Books	1199	634	1084	1024	527	175	107	5.4
24 - Picture Books	7789	2105	7450	6978	1726	811	379	17.9
25 - Large Print	716	142	711	621	107	95	35	1.2
26 - NF Juvenile	2812	600	2771	2616	508	196	92	5.1
27 - Family DVD	624	284	495	508	224	116	60	2.4
28 - Professional	20	1	17	20	1	0	0	0
29 - Oversize	23	0	23	23	0	0	0	0
30 - Biography	664	75	646	636	67	28	8	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	121	18	120	120	17	1	1	0.2
34 - 100 - 199	269	56	264	253	50	16	6	0.5
35 - 200 - 299	241	56	233	238	55	3	1	0.5
36 - 300 - 399	1432	174	1401	1398	166	34	8	1.5
37 - 400 - 499	48	10	48	47	10	1	0	0.1
38 - 500 - 599	179	27	178	173	23	6	4	0.2
39 - 600 - 699	1416	217	1407	1379	203	37	14	1.8
40 - 700 - 799	551	42	550	534	36	17	6	0.4
41 - 800 - 899	268	31	253	267	31	1	0	0.3
42 - 900 - 919	390	56	387	387	53	3	3	0.5
43 - 920 - 921	26	3	25	26	3	0	0	0
44 - 922 - 999	853	108	793	840	99	13	9	0.9
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	640	111	597	513	81	127	30	0.9
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	868	318	799	798	302	70	16	2.7
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	238	31	238	219	26	19	5	0.3
53 - J Graphic Novel	1137	457	956	1032	404	105	53	3.9
54 - Laptop- In Library	3	1	1	3	1	0	0	0
55 - J Biography	469	73	460	440	67	29	6	0.6
56 - Adult Graphic Novel	95	7	94	95	7	0	0	0.1
57 - Spanish - Adult	161	13	148	126	10	35	3	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	54	3	54	53	3	1	0	0
61 - Chapter Book	2295	822	2016	2100	748	195	74	7
62 - Scouts	137	10	136	137	10	0	0	0.1
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	22	0	22	22	0	0	0	0
65 - TV	1496	305	1434	1418	274	78	31	2.6
66 - ILL	10	1	1	10	1	0	0	0
67 - Launchpad	18	8	18	18	8	0	0	0.1
68 - Launchpad - In Library	4	0	4	4	0	0	0	0
69 - Mobile Hotspot	20	20	1	14	14	6	6	0.2
Total	52204	11737	48283	48882	10270	3322	1467	