

# Library Director's Report

## February 27, 2020

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>Jan 2020</b>	<b>1,021</b>	<b>772</b>	<b>1,793</b>	<b>64</b>	<b>57</b>	<b>121</b>
Dec 2019	1,274	460	1,734	55	43	98
Nov 2019	904	688	1,592	65	54	119
Jan 2019	1,271	541	1,812	62	49	111

### New Patrons

<b>Jan 2020</b>	<b>121</b>
Dec 2019	84
Nov 2019	98
Jan 2019	115

### Door Count

	Main	Bus	Total
<b>Jan 2020</b>	<b>19,088 (closed 2 days)</b>	<b>1,566</b>	<b>20,654</b>
Dec 2019	17,836 (closed 3 days)	1,104	18,940
Nov 2019	18,567 (closed 3 days)	1,117	19,684
Jan 2019	20,362 (closed 2 days)	1,510	21,872

### Adult Volunteer Hours

<b>Jan 2020</b>	<b>941</b>
Dec 2019	783
Nov 2019	778
Jan 2019	786

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>Jan 2020</b>	<b>165 / 153 / 4</b>
Dec 2019	115 / 109 / 4
Nov 2019	111 / 107 / 2
Jan 2019	148 / 121 / 4

### Teen Volunteer Hours

<b>Jan 2020</b>	<b>279</b>
Dec 2019	199
Nov 2019	191
Jan 2019	174

### OverDrive

	New Patrons
<b>Jan 2020</b>	<b>71</b>
Dec 2019	44
Nov 2019	48
Jan 2019	48

### Circulation Transactions

	Main	Bus	OverDrive	Total
<b>Jan 2020</b>	<b>29,364</b>	<b>3,319</b>	<b>4,589</b>	<b>37,272</b>
Dec 2019	27,365	2,681	4,013	34,059
Nov 2019	28,847	3,063	3,907	35,817
Jan 2019	29,628	3,388	3,517	36,533

### Meeting Room Reservations

<b>Jan 2020</b>	<b>20</b>
Dec 2019	18
Nov 2019	15
Jan 2019	24

### Circulation Snapshot (as of February 17, 2020)

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>	6,347	12.1	1,386	21.8	11.0
<b>Adult Fiction</b>	10,548	20.1	1,658	15.7	13.2
<b>Adult Non-Fiction</b>	7,522	14.4	1,122	14.9	8.9
<b>Juvenile</b>	20,796	39.7	6,315	30.4	50.3
<b>Other</b>	7,153	13.7	2,076	29.0	16.5
<b>Total</b>	<b>52,366</b>		<b>12,557</b>	<b>24.0</b>	

## **Outreach News from Karen Ballinger**

- Karen visited two Kindergarten classes with the bookmobile at Serene Hills Elementary School on February 6th as part of a community helpers' unit. Some students had visited the bookmobile at their preschools and teachers were interested to learn about mobile hotspot lending.
- Karen attended the librarian's luncheon with Morgan and Sarah on February 13th and encouraged LTISD schools to invite the bookmobile to special events.
- National Charity League volunteers continue to help at bookmobile stops and with collection refresh at the main library. We also have two new regular volunteers, Laura Holland and Julie Raines, who have been very helpful.
- Morgan will read Dr. Seuss stories and bring the bookmobile to the Primrose School of Lakeway on March 2nd.
- The bookmobile is signed up to participate in Lake Travis Chamber of Commerce's SpringFest on Saturday, April 25th.
- The bookmobile was invited to a Rough Hollow Elementary School Fundraising/Kickoff event on May 2nd at the Lake Travis Middle School.
- Raj will be supervising a capstone student on the bookmobile at the LTISD Summer Squires program which the bookmobile is scheduled to visit from June 9th to July 14th at Bee Cave Elementary School.
- Patty McFarland plans to continue teaching citizenship classes to two students after a short break. Tom Lockney's citizenship class on Thursdays has ended and there are no plans for evening classes at this time.
- Malone Diesel changed the engine oil, installed two new front tires, replaced the license plate light on the back of the vehicle which was broken, and aligned the vehicle (saving a trip downtown). The four back tires were not rotated since the tire tread is showing they are wearing evenly. We received a 10% educator discount from Malone Diesel. We will probably need to change the generator battery at the next oil change in August.

## **Past Events**

- I attended the Library District Discussion Group meeting on January 31st at the Mammen Family Public Library in Bulverde.
- I participated in the UT iSchool Alumni Career Panel on February 7th.
- The Blankenship family gave the library candy and valentines earlier this month.
- We held a staff meeting on February 18th and discussed the new library hours, Raj's website redesign, and staff updates.
- A U.S. Census Bureau Partnership Specialist staffed a table on February 21st.
- Sarah attended a CTLS Summer Reading Program workshop on February 25th.
- Rachel attended the Public Library Association conference in Nashville.
- Lara Prescott concluded the 2020 Lake Travis Reads program with a talk at Bee Cave Public Library on February 26th with approximately 160 in attendance.

## **Upcoming Events**

- Please see the attached March calendar.
- I will attend the Rotary President-Elect Training Seminar in Dallas February 28-March 1.
- Beth, Catherine, Raj, Morgan, and Sarah will attend the TLA conference in Houston March 24-27.
- I plan to take a vacation day on April 8th and May 15th.
- I plan to attend the iSchool Advisory Council meeting on April 17th.

- Parking lot repairs are scheduled for April 29th. The Lakeway Police Department will conduct a CRASE (Civilian Response to Active Shooter Events) training for staff, we will discuss the 2020 Summer Reading Program, and Catherine will present an *Indigenous Representation: A How-To on the Ethical Inclusion of Natives* training for staff.
- I plan to attend the OverDrive Central Texas Digital Consortium meeting at Georgetown Public Library on April 30th.
- Sarah has registered to attend the *PLA Regional Training: Social Justice and Public Libraries* training in Austin in May.
- Sarah has booked 2020 Summer Reading Program performers and Linden is working on a 2020 SRP brochure and bookmark.
- I have registered to attend the ALA conference in Chicago the last week in June.
- The next Library District Discussion Group is scheduled at Wells Branch Community Library on Friday, August 21st.

### Notes

- We recently received these reviews on Nextdoor: Shirley S. from Paseo at Bee Cave, “They have so much going on! I attend Mah Jongg on Mondays, sometimes a movie or genealogy search.” - Patricia L. from Briarcliff, “Books, audio books, classes, entertainment and so much more. Great for all ages and you cannot beat the price!” – Marie A. from Lakeway East, “Love this Place !! My husband and I go on ‘Road Trips’ and we Always check out Books on Tapes !! They have a Wonderful Selection and the staff here is Super Friendly and Knowledgeable !!” – R.D.A. from Lakeway and Bee Cave, “It’s not just books, this library system goes above and beyond offering curriculum, arts, current events, genealogy and much more. It appeals to the entire family whether young or old.”
- We received this five star google review from Jessica Sasse on February 7: “Love this library. Organized, kid friendly, not too big, not too small.”
- UT iSchool student Haley Latta elected for a different capstone opportunity closer to home this semester and Karen Scott is making good progress on the Juvenile Non-Fiction capstone project.
- I continue to work on the 2019 TSLAC Annual Report.
- We consistently have a hold list for our mobile hotspots, so Raj will purchase us five more devices.
- We have purchased a subscription to Barron’s to support the newly formed investment ideas club and will soon receive trials and consider purchasing MorningStar and Value Line.
- We continue to have problems with our Klean Image cleaning crew and may have to change to another, more expensive company.
- Staff members occasionally have to deal with dead birds and other animals on our property. Everyone knows not to touch them.
- Morgan completed a Public Records Request from American Transparency earlier this month.
- We have a quote from Library Interiors of Texas to purchase tables and chairs for the teen room. They are also working on a proposal for new patio furniture as well.
- As of February 26th, \$922.10 has been forgiven for 93 patrons with the Food for Fines program.
- 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 38 TexShare cards in January 2020. In January 2019, 34 were distributed.
- The LTCL website had 12,531 unique visitors and 27,326 visits in the month of January.
- LTCL currently has 13,725 active cardholder accounts.

Morgan McMillian  
2/27/2020

## Circulation Snapshot – Monday, February 17, 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	29	78	134	20	10	9	0.2
3 - Bluebonnet	40	21	20	37	21	3	0	0.2
5 - Lone Star	40	7	20	34	7	6	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	177	15	176	172	15	5	0	0.1
9 - Audio	1927	291	1919	1889	283	38	8	2.3
10 - Magazine	959	79	141	947	79	12	0	0.6
11 - Reference	39	0	9	39	0	0	0	0
12 - Beginning Reader	2024	882	1748	1707	728	317	154	7
13 - DVD	3744	1002	3309	3427	882	317	120	8
14 - Fiction	9816	1525	9447	9636	1411	180	114	12.1
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3247	706	3075	3125	659	122	47	5.6
18 - NF DVD	8	1	8	6	1	2	0	0
19 - NF Audio	499	78	492	464	73	35	5	0.6
20 - J Audio	397	39	396	376	37	21	2	0.3
21 - Kits	211	97	203	202	94	9	3	0.8
22 - YA	1559	248	1526	1533	240	26	8	2
23 - Board Books	1200	686	1087	995	556	205	130	5.5
24 - Picture Books	7862	2562	7522	6854	2008	1008	554	20.4
25 - Large Print	732	132	727	649	110	83	22	1.1
26 - NF Juvenile	2797	615	2763	2567	521	230	94	4.9
27 - Family DVD	635	288	501	528	242	107	46	2.3
28 - Professional	20	1	17	20	1	0	0	0
29 - Oversize	23	0	23	23	0	0	0	0
30 - Biography	669	88	651	643	82	26	6	0.7
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	119	17	2	1	0.1
34 - 100 - 199	271	81	266	258	70	13	11	0.6
35 - 200 - 299	243	42	235	238	39	5	3	0.3
36 - 300 - 399	1461	198	1428	1425	185	36	13	1.6
37 - 400 - 499	48	15	48	48	15	0	0	0.1
38 - 500 - 599	180	33	179	177	30	3	3	0.3
39 - 600 - 699	1428	279	1418	1396	263	32	16	2.2

40 - 700 - 799	555	64	554	536	54	19	10	0.5
41 - 800 - 899	270	33	255	261	31	9	2	0.3
42 - 900 - 919	390	83	387	388	83	2	0	0.7
43 - 920 - 921	29	7	27	29	7	0	0	0.1
44 - 922 - 999	867	101	805	848	92	19	9	0.8
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	640	134	597	487	75	153	59	1.1
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	865	292	797	800	280	65	12	2.3
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	244	40	244	227	35	17	5	0.3
53 - J Graphic Novel	1153	440	970	1017	366	136	74	3.5
54 - Laptop - In Library	3	0	1	3	0	0	0	0
55 - J Biography	482	155	473	454	144	28	11	1.2
56 - Adult Graphic Novel	97	16	96	97	16	0	0	0.1
57 - Spanish - Adult	163	15	150	137	14	26	1	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	5	54	53	5	1	0	0
61 - Chapter Book	2302	779	2025	2115	710	187	69	6.2
62 - Scouts	136	14	135	136	14	0	0	0.1
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	22	2	22	22	2	0	0	0
65 - TV	1507	283	1443	1418	243	89	40	2.3
66 - ILL	9	0	1	9	0	0	0	0
67 - Launchpad	18	14	18	18	14	0	0	0.1
68 - Launchpad - In Library	4	0	4	4	0	0	0	0
69 - Mobile Hotspot	20	20	1	17	17	3	3	0.2
<b>Total</b>	<b>52366</b>	<b>12555</b>	<b>48556</b>	<b>48759</b>	<b>10891</b>	<b>3607</b>	<b>1664</b>	