

# Library Director's Report

## August 27, 2020

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>July 2020</b>	<b>1,729</b>	<b>249</b>	<b>1,978</b>	<b>28</b>	<b>32</b>	<b>60</b>
June 2020	1,052	264	1,316	32	33	65
May 2020	244	283	527	17	37	54
July 2019	2,925	606	3,531	104	46	150

### New Patrons

<b>July 2020</b>	<b>80</b>
June 2020	96
May 2020	44
July 2019	183

### Door Count

	Main	Bus	Total
<b>July 2020</b>	<b>0</b>	<b>323</b>	<b>323</b>
June 2020	0	489	489
May 2020	0	0	0
July 2019	26,729	1,406	28,135

### Adult Volunteer Hours

<b>July 2020</b>	<b>66</b>
June 2020	72
May 2020	70
July 2019	930

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>July 2020</b>	<b>58 / 68 / 2</b>
June 2020	56 / 46 / 3
May 2020	9 / 31 / 0
July 2019	139 / 132 / 6

### Teen Volunteer Hours

<b>July 2020</b>	<b>0</b>
June 2020	0
May 2020	0
July 2019	549

### OverDrive

	New Patrons
<b>July 2020</b>	<b>75</b>
June 2020	73
May 2020	68
July 2019	68

### Circulation Transactions

	Main	Bus	OverDrive	Total
<b>July 2020</b>	<b>12,921</b>	<b>1,840</b>	<b>6,451</b>	<b>21,212</b>
June 2020	16,459	1,650	6,243	24,325
May 2020	2,767	18	6,790	9,575
July 2019	38,233	2,970	4,453	45,656

### Meeting Room Reservations

<b>July 2020</b>	<b>0</b>
June 2020	0
May 2020	0
July 2019	10

### Circulation Snapshot (as of August 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>	6,122	11.7	695	11.4	8.8
<b>Adult Fiction</b>	10,348	19.8	1,395	13.5	17.7
<b>Adult Non-Fiction</b>	7,508	14.4	729	9.7	9.3
<b>Juvenile</b>	20,959	40.2	3,621	17.3	46.0
<b>Other</b>	7,197	13.8	1,430	19.9	18.2
<b>Total</b>	52,134		7,870	15.1	

## Outreach News from Karen Ballinger

- The bookmobile continued to offer contactless curbside reserve pick up service through the first week of August. Patrons who were notified about the library closure were very supportive and understanding. A sample of messages that Karen received are below in the Patron Comments section.
- Ms. Sharon Temple finished four years of dedicated and enthusiastic story times at the Sweetwater Clubhouse and Bee Loved Preschool with the bookmobile, in addition to other story times she has hosted for the library and bookmobile. There are some Sweetwater families who have attended her story time regularly for four years and were sad to say goodbye, though wished her a happy story time retirement via Zoom. Karen thanks Sharon greatly for her story times for bookmobile patrons.
- Karen turned in LTLov school supply application forms for three families at Armadillo RV Park via email and suggested to LTLov that the bookmobile could be a possible collection point for applications next year.
- Karen took the bookmobile to Malone Diesel for a chassis oil change and new in-house battery that starts the generator. Karen also took the bookmobile to Gen-Tech for a new control panel, which will hopefully prevent the bookmobile from stopping on its own after starting. The bookmobile previously received a new control board in 2016.
- We have reached out to a few of the preschools we regularly visit in the fall with the bookmobile. One preschool would like to wait until spring for potential library services. Two preschools would like book drop off and pick up service with virtual story times, either on video or in real time over Zoom. Karen recorded an introductory video for Bee Loved Preschool to be included in their virtual parent orientation.
- Karen continues to talk to bookmobile stops about potential permanent Wi-Fi hotspots, with Lake Travis Crisis Ministries and Apache Shores being open to the idea if we are able to get funding. We plan to apply for the next cycle of CARES Grant funding through TSLAC which is due on September 20th.

## Pandemic Notes

- Curbside service was suspended and book drops were locked on August 11th following a staff member's positive COVID-19 test result. Due dates were extended to September 28th and staff members were encouraged to self-quarantine and get tested. Staff members resumed working in the building on August 21st and curbside service began again on August 24th. Thanks to Linden, we were ready with a newsletter and language to post on social media. Raj quickly updated the website in numerous places. And, the entire team pulled together to post signs, change Apollo notifications, cancel bookmobile stops and homebound deliveries, remove curbside signage, suspend Interlibrary Loans, and more.
- Others who were in the building in August (cleaners, Spectrum technician, etc.) were notified of the COVID-19 diagnosis.
- Linden responded to an inquiry from a reporter with *Library Journal* working on a news piece covering how libraries are handling reclosure scenarios after positive COVID-19 tests among staff.
- We have extended quarantine of library materials to four days due to the latest test results from IMLS/OCLC's REALM Project (Reopening Archives, Libraries, and Museums).

## Notes

- Preliminary survey results are attached. The survey will close on August 31st, so we will evaluate and analyze full results at that time.
- Election Officer Sue Gilman notified Travis County of the canceled November election.
- I have completed Texas Municipal League Intergovernmental Employee Benefits Pool health insurance renewal paperwork. We will have a 9% increase to \$625.56 per month per employee.
- I have completed the application for TSLAC's ILL Lending Reimbursement Program and we should receive \$229.02.
- TSLAC resumed the TexShare card program earlier this month and we are issuing cards to be picked up during curbside service hours.
- We have accepted Apollo's offer to receive a free "Ten Year Tune-Up" to review settings for logical consistency and efficiency.
- Sarah is investigating a number of online tutoring subscriptions, including Brainfuse which provides live online tutoring for students of all ages for an annual cost of \$3,150.
- Sarah investigated the option of a virtual Teen Read Week Art Contest this fall, but after consulting with art teachers, it has been canceled for obvious reasons.
- Sarah and Linden created a flyer advertising library services for young people that was distributed to LTISD librarians and beyond.
- Sarah and Beth's Preschool Story Time on August 25th was an international affair with participants from Buenos Aires. The 5 year old attended story time so she could learn some English words!
- Catherine's 'How to Host a Zoom Meeting' class on August 26th had 43 attendees, including many members of the Lakeway Women's Club.
- We will resume the Great Decisions discussions virtually on September 10th and 17th at 7pm.
- Sarah has applied for a Texas Commission on the Arts grant for a Día De Los Muertos show with storyteller Caroline Hurtado scheduled for October 31st.
- Danielle, Linden, and Sarah launched two new Beanstack challenges - 1,000 Books Before Kindergarten and Reading Without Walls.
- New Additions newsletters were launched on August 24th and we gained 35 subscribers over the first 48 hours. We will continue to promote these newsletters to deliver reading recommendations to patron inboxes in a number of different genres such as mysteries, picture books, and thrillers.
- Carol, Rachel, and I attended the virtual Library District Discussion Group meeting on Friday, August 21st.
- I plan to attend the virtual CTLS Fall Meeting on Friday, September 11th.
- I will moderate a public library panel about the pandemic at the virtual TLA District 3 workshop on October 26th.
- The LTCL website had 7,834 unique visitors and 24,182 visits in the month of July.
- LTCL currently has 13,432 active cardholder accounts.

## Patron Comments

- From volunteer Patty on August 5: "All of you at the library have been making such an effort to make the curbside book program successful! I don't know what I'd do without books to read. I hope you and the library crew are taking care and staying well."

- From patron Christy when we resumed curbside service: “Ohmygosh I could cry from happiness!!!! We appreciate you even MORE (if that’s possible?!) all this learning on screens makes us crave paper books more than ever!!! 🙏❤️❤️ THANK YOU!!!!!!”
- From Mary Hines, Saturday and bus volunteer: “I certainly hope each of you is well but also pray that the entire staff stays well. Hope the person who tested positive will get rid of that cough and recover after quarantine. Are you all in quarantine. Please stay safe and well.”
- From Emmaus Parish: “I will say prayers for your staff member. I will pray for the member of your staff who is with the virus, and hoping that he/she recovers soon. We stay connected, keep us posted please. God bless you, and everyone at the library.”
- From Ms. Masten, bus and library patron: “Completely understandable! We’re praying for everyone at our favorite library!”
- From Clay-Tuthill family: “I just saw that the library is closed. We're sending you all positive vibes and big thank you's!”

Morgan McMillian  
8/26/2020