

# Library Director's Report

## April 25, 2024

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>March 2024</b>	<b>1,885</b>	<b>772</b>	<b>2,657</b>	<b>32</b>	<b>62</b>	<b>94</b>
Feb 2024	783	684	1,467	29	59	88
Jan 2024	1,193	616	1,809	32	58	90
March 2023	802	728	1,503	22	64	86
March 2019	1,297	730	2,207	74	64	138

### New Patrons

<b>March 2024</b>	<b>116</b>
Feb 2024	137
Jan 2024	159
March 2023	150
March 2019	83

### Door Count

	Main	Bus	Total
<b>March 2024</b>	<b>16,397</b>	<b>2,232</b>	<b>18,629</b>
Feb 2024	15,660	1,330	16,990
Jan 2024	16,911	1,214	18,125
March 2023	16,016	1,152	17,168
March 2019	20,499	1,468	21,967

### Adult Volunteer Hours

<b>March 2024</b>	<b>575.0</b>
Feb 2024	591.0
Jan 2024	559.0
March 2023	621.0
March 2019	813.5

### Teen Volunteer Hours

<b>March 2024</b>	<b>137</b>
Feb 2024	143
Jan 2024	159
March 2023	122
March 2019	190

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>March 2024</b>	<b>107 / 117 / 3</b>
Feb 2024	147 / 108 / 3
Jan 2024	134 / 113 / 4
March 2023	132 / 113 / 4
March 2019	145 / 111 / 5

### Meeting Room Reservations

<b>March 2024</b>	<b>19</b>
Feb 2024	21
Jan 2024	19
March 2023	21
March 2019	22

### New Libby Patrons

<b>March 2024</b>	<b>73</b>
Feb 2020	64
Jan 2024	100
March 2023	84
March 2019	51

### Circulation Transactions

	Main	Bus	Libby	Kanopy Plays	Total
<b>March 2024</b>	<b>22,265</b>	<b>2,420</b>	<b>8,749</b>	<b>1,086</b>	<b>34,520</b>
Feb 2024	21,452	2,499	7,972	1,045	32,923
Jan 2024	23,348	2,518	8,900	1,169	35,935
March 2023	23,351	2,819	6,410	707	33,287
March 2019	31,598	3,747	3,518	0	38,863

## Outreach News

- Background checks were completed on all 12 bookmobile and 3 home delivery volunteers.
- The bookmobile made a one-time visit to Elite Academy Music Montessori after a recommendation made to the school by a parent. Karen B. saw a handful of students for story time and gave away free books.
- RV Specialists visited the library on April 1st and looked at the front heater, awning, and back door. All repairs were minor, and the library has purchased an awning spring that can be replaced quickly whenever it is needed on the awning.
- We anticipate finishing yearly Staff Driver Training with all eight bookmobile drivers this week.
- The bookmobile will attend the rescheduled Spicewood Art and Music Festival on Saturday, May 18, 2024.
- We continue working on the summer bookmobile schedule. The bookmobile is registered for the City of Lakeway July 4th parade and we are planning on visiting LTISD Summer School and LTISD Summer Squires and hosting weekly story times and bookmobile visits at the Sweetwater Community Center.

## Notes

- Please see the attached May calendar.
- Volunteer Michelle Woicyk has been hired as our Seasonal Library Clerk with a starting date of May 14.
- The Texas State Library and Archives Commission has reviewed the 2023 Texas Public Libraries Annual Report for LTCL and there are no issues. The library will be accredited for state fiscal year 2025. For planning and budgeting purposes, the library's preliminary legal service area (assigned population) will be 50,858.
- Thanks to Linden's publicity and Nicholle's ambassadorship, LTCL celebrations for the April 8 total solar eclipse went smoothly. Karen Scott also arranged to serve as a collection location to recycle solar eclipse glasses.
- Morgan completed one Public Information Request from SmartProcure on March 29 and one from American Transparency on April 19.
- Morgan spoke about the library with Amber Hart for her *Hart of Lake Travis* series and LTCL should be featured on her social media channels in early May.
- Morgan attended the Public Library Association Conference in Columbus, Ohio earlier this month. My favorite programs were Leadership by Design: A Human-Centered Approach for Library Leaders and Putting Our Words into Action: A Toolkit for Customer Service. Visiting the Exhibit Hall was also worthwhile!
- Four different staff members attended the Texas Library Association Conference for at least one day with these reports:
  - Mariah: I really enjoyed my first TLA Conference, so thank you for sending me! The programs I attended were: Book Buzz, Authors for Your Book Club, and Navigating a Brand New Public Library Facility. My favorite part was getting to hear authors Linda Castillo, Katherine Center and Alejandro Puyana talk about their new books. I also walked away with some good tips on opening a new library from librarians who have recently gone through the whole building process.
  - Morgan: I attended TLA Council meetings as the representative of District 3. I also visited the Exhibit Hall and attended a program about frontline customer service. Thank you to the Board for supporting continuing education!

- Nicholle: TLA, as always, was a blast! I was able to attend some sessions that I plan to implement here in the children's area of the library. Some of these include ideas for Passive Programming, In Defense of Graphic Novels, and some author's panels. My favorite was being wined and dined by the publishing company, Little Bee Books. Thanks so much for this opportunity!
- Raj: This year at TLA I focused more on library management related sessions. I attended seven sessions out of which two stood out - De-escalation: How to Safely Communicate During Challenging Interactions and Library Director: First Year Survival Skills. This year was my final year on the Texas Youth Creator Award Committee. I chaired the committee this year and the committee runs, judges, and hosts the award ceremony for the winners at TLA. We had 187 students place in the contest from schools all over Texas and the ceremony was well attended with over 50 students able to personally receive their award. I'm also currently Alternate Councilor of the Library Leadership Round Table which hosts a TALL Texans happy hour and an after-hours Battledecks event. It was a great networking opportunity and I appreciate the chance to be more involved in TLA alongside being able to attend the educational sessions.
- Morgan will attend the online UT School of Information Advisory Council meeting on April 25.
- The LTCL District will have its twentieth anniversary next month, so we have purchased a banner and will send out a special district newsletter on May 15.
- A new interlibrary loan system is to be implemented by June 30. Karen Scott has been attending webinar trainings hosted by TSLAC and the system vendor to ensure a smooth transition.
- Staff continue the 2024 annual evaluation process.
- The Texas House Bill 3834 requires local government employees and elected officials to take annual cybersecurity training. The bill also requires the governing body of the local government to verify and report on the annual training completion by employees. Staff and board members need watch the short TML Cyber Security Awareness Training video or listen to the podcast and then submit test results so we will be compliant!
- Gabe Garcia is now a Notary Public, so we have four staff members who can provide this popular service!
- The library supported the Lake Travis Education Foundation's Butterfly Brunch on April 12 with a silent auction item created by Sharon Rogers.
- ABC resealed a window in the adult library after a small leak in early April.
- Stokes Sign Company will apply the new wraps to our outside book and audiovisual drops on April 26.
- I plan to take vacation days from July 8 – July 15.
- The Lake Travis Community Library website had 4,304 unique users and 7,393 total visits in March 2024.
- Kanopy stats for March were 5,612 visits, 1,086 plays and 35,697 minutes watched.
- LTCL currently has 16,362 active cardholder accounts.
- We received a five-star Google review on April 7: Very open space with plenty of seating. The librarians are very helpful.



Lakeway Mayor Thomas Kilgore attended the Student Art Reception on April 20 and met young artists who were exhibiting as part of the City of Lakeway’s ArtWALK.

### Circulation Snapshot – Monday, April 22, 2024

Type	Holdings	% of Total	Out	Titles	Main	Main Out	Bus	Bus Out	% of Total Out
1 - 000 - 099	115	0.2	9	114	111	7	4	2	0.1
2 - 100 - 199	334	0.6	75	330	321	69	13	6	0.8
3 - 200 - 299	237	0.4	45	232	233	41	4	4	0.5
4 - 300 - 399	1352	2.5	142	1333	1322	131	30	11	1.4
5 - 400 - 499	52	0.1	7	52	52	7	0	0	0.1
6 - 500 - 599	197	0.4	26	197	193	24	4	2	0.3
7 - 600 - 699	1420	2.6	185	1413	1391	179	29	6	1.9
8 - 700 - 799	525	1	34	523	521	33	4	1	0.3
9 - 800 - 899	256	0.5	22	254	256	22	0	0	0.2
10 - 900 - 919	287	0.5	61	283	283	60	4	1	0.6
11 - 920 - 921	25	0	1	25	25	1	0	0	0
12 - 922 - 999	814	1.5	70	779	800	64	14	6	0.7
13 - Adult Graphic Novel	82	0.2	15	80	82	15	0	0	0.2
14 - Audio	1805	3.4	89	1805	1785	87	20	2	0.9
15 - Beginning Reader	2001	3.7	675	1857	1727	564	274	111	6.8
16 - Biography	805	1.5	61	790	771	54	34	7	0.6
17 - Bluebonnet	45	0.1	19	27	40	19	5	0	0.2
18 - Board Books	1071	2	624	993	866	487	205	137	6.3

19 - Caldecott	152	0.3	25	83	147	22	5	3	0.3
20 - Chapter Book	2559	4.8	693	2380	2419	661	140	32	6.9
21 - Default/Unassigned	0	0	0	0	0	0	0	0	0
22 - DVD	3266	6.1	425	3186	3025	368	241	57	4.3
23 - Equipment	4	0	4	1	3	3	1	1	0
24 - Family DVD	598	1.1	96	559	458	70	140	26	1
25 - Fiction	10661	19.8	1327	10342	10525	1276	136	51	13.3
26 - ILL	0	0	0	0	0	0	0	0	0
27 - J Audio	294	0.5	20	293	279	19	15	1	0.2
28 - J Biography	521	1	115	511	510	111	11	4	1.2
29 - J DVD	711	1.3	177	689	639	166	72	11	1.8
30 - J Foreign Language	26	0	0	26	26	0	0	0	0
31 - J Graphic Novel	1556	2.9	648	1404	1430	579	126	69	6.5
32 - Juvenile	3658	6.8	724	3422	3542	677	116	47	7.3
33 - Kits	236	0.4	51	224	220	46	16	5	0.5
34 - Laptop	5	0	5	1	5	5	0	0	0.1
35 - Laptop - In Library Use	3	0	0	1	3	0	0	0	0
36 - Large Print	786	1.5	88	783	697	56	89	32	0.9
37 - Launchpad	27	0.1	16	26	22	16	5	0	0.2
38 - Launchpad - In Library Use	0	0	0	0	0	0	0	0	0
39 - Lone Star	60	0.1	3	32	56	3	4	0	0
40 - Magazine	1112	2.1	97	197	1109	96	3	1	1
41 - Mobile Hotspot	78	0.1	74	1	48	45	30	29	0.7
42 - Music CD	55	0.1	5	55	55	5	0	0	0.1
43 - NF Audio	411	0.8	18	411	400	18	11	0	0.2
44 - NF Juvenile	2991	5.6	764	2933	2713	630	278	134	7.7
45 - Online Database	2	0	0	2	2	0	0	0	0
46 - Oversize	13	0	2	13	13	2	0	0	0
47 - Picture Books	8303	15.4	2003	7988	7536	1683	767	320	20.1
48 - Professional	0	0	0	0	0	0	0	0	0
49 - Reference	31	0.1	0	8	31	0	0	0	0
50 - Scouts	128	0.2	3	128	128	3	0	0	0
51 - Spanish - Adult	127	0.2	10	126	89	9	38	1	0.1
52 - Spanish - Children	639	1.2	74	623	512	40	127	34	0.7
53 - Story Time	0	0	0	0	0	0	0	0	0
54 - TV	1444	2.7	102	1426	1333	93	111	9	1
55 - YA	1531	2.8	206	1484	1488	199	43	7	2.1
56 - YA Audio	42	0.1	2	42	42	2	0	0	0
57 - YA Graphic Novel	381	0.7	44	379	347	38	34	6	0.4
58 - YA Nonfiction	11	0	0	11	11	0	0	0	0
<b>Total</b>	<b>53845</b>		<b>9981</b>	<b>50800</b>	<b>50642</b>	<b>8805</b>	<b>3203</b>	<b>1176</b>	