

# Library Director's Report

## January 23, 2025

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>Dec 2024</b>	<b>825</b>	<b>444</b>	<b>1,269</b>	<b>29</b>	<b>51</b>	<b>80</b>
Nov 2024	686	391	1,077	23	44	67
Oct 2024	1,415	650	2,065	36	66	102
Dec 2023	1,514	584	2,098	28	50	78
Dec 2019	1,274	460	1,732	55	43	98

### New Patrons

<b>Dec 2024</b>	<b>149</b>
Nov 2024	130
Oct 2024	143
Dec 2023	116
Dec 2019	84

### Door Count

	Lakeway	West	Bus	Total
<b>Dec 2024</b>	<b>12,602</b>	<b>2,766</b>	<b>1,580</b>	<b>16,948</b>
Nov 2024	10,153	1,262	1,650	13,065
Oct 2024	17,214	0	2,830	20,044
Dec 2023	14,064	0	1,560	15,624
Dec 2019	17,836	0	1,104	18,940

### Adult Volunteer Hours

<b>Dec 2024</b>	<b>462</b>
Nov 2024	359
Oct 2024	570
Dec 2023	469
Dec 2019	783

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>Dec 2024</b>	<b>114 / 84 / 2</b>
Nov 2024	98 / 71 / 1
Oct 2024	130 / 84 / 2
Dec 2023	90 / 86 / 2
Dec 2019	115 / 109 / 4

### Teen Volunteer Hours

<b>Dec 2024</b>	<b>129</b>
Nov 2024	114
Oct 2024	154
Dec 2023	111
Dec 2019	199

### Meeting Room Reservations

<b>Dec 2024</b>	<b>18</b>
Nov 2024	15
Oct 2024	25
Dec 2023	13
Dec 2019	18

### Take & Make Crafts

<b>Dec 2024</b>	<b>1,325</b>
Nov 2024	1,136
Oct 2024	1,122
Dec 2023	NA
Dec 2019	0

### New Libby Patrons

<b>Dec 2024</b>	<b>80</b>
Nov 2024	66
Oct 2024	66
Dec 2023	84
Dec 2019	44

### Circulation Transactions

	Lakeway	West	Bus	Libby	Boundless	Kanopy Plays	Total
<b>Dec 2024</b>	<b>16,696</b>	<b>2,992</b>	<b>1,655</b>	<b>8,185</b>	<b>93</b>	<b>810</b>	<b>30,431</b>
Nov 2024	17,006	958	1,871	7,601	50	920	28,406
Oct 2024	22,230	0	2,745	7,847	33	1,140	33,995
Dec 2023	19,475	0	2,015	7,676	0	952	30,118
Dec 2019	27,365	0	2,681	4,013	0	0	34,059

## Outreach News

- Malone Diesel mechanic Kevin replaced the rear heater thermostat on the bookmobile that Karen B. ordered from Farber. He also added more power steering fluid which was causing noise under the hood when the temperatures dropped into the mid-30s. Kevin tested the system and did not see any leaks, but we will keep an eye on the fluid levels.
- Karen B. delivered 57 Books for Babies to the Baylor Scott and White Medical Center - Lakeway, Labor and Delivery unit. The nurses reported that December had fewer births than previous months.
- The bookmobile has resumed its every other week stops after a winter break hiatus. The bookmobile is currently visiting ten schools and preschools with twenty-seven regular stops.
- Karen B. rescheduled the four canceled bookmobile stops from the January 21 snow day.

## West News

- We will increase hours at West in February and be open from 10am-5pm on Tuesdays and Wednesdays to allow for after school traffic.
- We have scheduled Southern Snow Hot Chocolate to be our first program at West on February 8 from 2pm-3pm.
- Multiple patrons have expressed interest in attending story times at West and they are excited to be able to use the outpost as a program space.
- We are seeing more patrons walk through the doors in the new year!
- Morgan and Raj are working with Stokes to order the remaining donor signage for West. This will include the table naming opportunities, the Children's Library, the Reading Area, the Director's Office, and the donor wall.
- We are working with A&G Electric (a G Creek subcontractor) to fix issues with the motion sensor lights in the staff area.
- Cothron's Security Professionals rekeyed the tenant's back door at the outpost and made copies of keys for staff. Each staff member will have a key that unlocks the front door, server doors, and staff area doors.
- The new staff full size fridge arrived on January 7!
- Accessibility Specialist Stacey Brewer conducted the required accessibility review of West on January 8. She found one violation in the outpost restroom, which G Creek will correct.
- Raj and Morgan gave a tour of West to Bee Cave Public Library staff on January 7. Bee Cave Public Library is scheduled to bring their library assistants to visit West on January 28.
- Library Interiors of Texas installed the OPAC shelf in the children's room on January 22. We are still working to install OPAC iPad and iPad holder. The remaining end panels in the children's room should be installed by the end of the month.
- We are actively working with TXDOT to install a highway library sign.
- Professional photographer Regan Morton has provided Ascension Architecture and the library professional photos of West.
- We will submit West for inclusion in the 2025 *American Libraries* Library Design Showcase.
- We are still working with TCEQ and Kyle Atkins from Public Water Systems on the recent Comprehensive Compliance Investigation violations.

## More News

- Please see the attached February 2025 calendar.
- Our annual fire alarm inspection in Lakeway with Beckwith took place on January 7.
- Morgan, Nicholle, and Sunny attended a luncheon with Bee Cave and Westbank librarians on January 9.
- Morgan and Sue fulfilled a Request for Information application from SmartProcure on January 17.
- The next Library District Discussion Group meeting will take place at Laura's Library on January 31.
- Raj and Morgan will attend the Lake Travis Chamber of Commerce Economic Forecast Luncheon on February 7.
- Morgan plans to apply for a TSLAC Special Projects Grant to help pay for hotspots. The grant is due on February 10.
- The Great Decisions foreign policy discussion series will begin on March 13.
- Nicholle has applied for a TCA Arts Respond Performance Support grant to help fund Elizabeth Kahura's spring break program in March.
- Morgan and Raj will attend the TLA Annual Conference in Dallas in early April.
- The Annual Volunteer Appreciation Gala will take place on April 26.
- Nicholle is recruiting new prizes for the 1,000 Books Before Kindergarten program after one restaurant donor is no longer able to support the program.
- Nicholle is almost done scheduling events for the 2025 Summer Reading Program which will kick off on June 2.
- Morgan has begun work on the 2024 TSLAC Annual Report.
- We are working to schedule door repairs in Lakeway with Hull Supply Company.
- Library Interiors of Texas is investigating a fix to a broken caster on one of our meeting room tables in Lakeway.
- We are working with Library Interiors of Texas to replace one J DVD shelf with a KIT shelf to accommodate our collection needs.
- Stokes is reviewing the peeling drop box wraps that were installed last spring.
- The Lake Travis Community Library website had 3,266 unique users and 6,036 total visits in December 2024.
- Kanopy stats for December were 4,896 visits, 810 plays, and 25,550 minutes watched.
- LTCL currently has 17,837 active cardholder accounts.
- The Friends received a note from teen art contestant Kat on December 27: I participated in the 2024 Teen Art Competition. I would like to thank all of you, personally, for putting this event on. I had so much fun and was so honored to be chosen for third place. I'm glad all of you were able to see my love for books in this painting. I love this library so much.
- Patron Linda wrote on December 27: Just know how much you and your amazing staff are appreciated!! Thank you for making books come alive.
- Lakeway Communications Director Jarrod Wise wrote on January 2: Thanks for all your team does for the community – Happy New Year!
- Karen B. met a new family at the West Cypress Hills bookmobile stop on January 2: The mother, Emily, raved about the Summer Programs at the library! I think she said something like, the summer programming literally saved some of us. Just wanted to pass along the great kudos for the summer programs!
- On January 7, Donna, an Administrative Assistant at West Cypress Hills Elementary School, wrote: I haven't yet stopped by our new neighborhood library, but the pictures

look beautiful, and I hear that it is very warm and welcoming. I pass by every day. I'm going to make a point of stopping to check it out!

- We received a kind note and framed appreciation from our Power for Parkinson's group on January 14.
- Karen B. reported on January 17: The bookmobile was out at Bee Loved on Wednesday and many students said they had visited West! And they liked it! And at West Cypress Hills, many of the families had already been to West and checked out books there. Someone said it's a lovely space and many people knew Sunny! Just wanted to let you all know!
- Patron Tyler asked for help obtaining an article from *North American Journal of Fisheries Management* on January 20. Karen Scott was able to send him the full-text article two days later and we received this response: This is fantastic. Thank you both very much for following up on my request and obtaining this article. This goes to show why "asking the professionals" for help is always the best approach for we amateurs. Your help is greatly appreciated!

Morgan McMillian  
1/22/2025



The Lake Travis View's January 15, 2025 edition publicized the library's Lakeway Civic Corporation grant funding our live music series.

## Circulation Snapshot – Tuesday, January 21, 2025

Type	Holdings	Out	Titles	Lakeway	Lakeway Out	West	West Out	Bus	Bus Out	% of Total Out
1 - 000 - 099	105	9	104	77	9	24	0	4	0	0.1
2 - 100 - 199	322	71	318	239	61	75	6	8	4	0.7
3 - 200 - 299	228	16	223	171	14	54	1	3	1	0.2
4 - 300 - 399	1422	162	1391	1028	147	368	10	26	5	1.6
5 - 400 - 499	54	8	54	37	8	16	0	1	0	0.1
6 - 500 - 599	204	21	203	140	14	54	3	10	4	0.2
7 - 600 - 699	1462	186	1448	1055	154	379	20	28	12	1.8
8 - 700 - 799	538	33	536	388	26	147	5	3	2	0.3
9 - 800 - 899	259	19	257	182	17	75	1	2	1	0.2
10 - 900 - 919	303	49	299	230	44	72	4	1	1	0.5
11 - 920 - 921	25	1	25	20	1	5	0	0	0	0
12 - 922 - 999	847	61	806	592	53	247	6	8	2	0.6
13 - Adult Graphic Novel	78	6	76	55	6	18	0	5	0	0.1
14 - Audio	1559	43	1559	1354	40	195	3	10	0	0.4
15 - Beginning Reader	2020	720	1870	1325	496	417	107	278	117	7.1
16 - Biography	824	45	813	587	39	198	4	39	2	0.4
17 - Bluebonnet	40	30	20	31	26	3	1	6	3	0.3
18 - Board Books	1167	681	1083	766	447	160	57	241	177	6.7
19 - Caldecott	155	47	84	99	38	54	8	2	1	0.5
20 - Chapter Book	2606	649	2401	1918	537	518	71	170	41	6.4
21 - Default	0	0	0	0	0	0	0	0	0	0
22 - DVD	3174	344	3106	2004	258	938	34	232	52	3.4
23 - Equipment	4	4	1	2	2	1	1	1	1	0
24 - Family DVD	605	123	565	350	71	166	23	89	29	1.2
25 - Fiction	10859	1292	10442	8290	1112	2411	110	158	70	12.7
26 - ILL	0	0	0	0	0	0	0	0	0	0
27 - J Audio	311	57	309	259	52	39	5	13	0	0.6
28 - J Biography	548	75	534	328	50	200	20	20	5	0.7
29 - J DVD	648	131	630	417	113	166	15	65	3	1.3
30 - J Foreign Lang	29	4	29	29	4	0	0	0	0	0
31 - J Graphic Novel	1633	675	1449	1147	506	364	106	122	63	6.6
32 - Juvenile	3794	720	3498	2830	602	863	87	101	31	7.1
33 - Kits	231	61	219	175	51	41	8	15	2	0.6
34 - Laptop	2	2	1	1	1	0	0	1	1	0
35 - Laptop - In Library	3	0	1	3	0	0	0	0	0	0
36 - Large Print	834	116	831	491	67	244	6	99	43	1.1
37 - Launchpad	26	10	26	19	9	2	1	5	0	0.1
38 - Launchpad - In Library	0	0	0	0	0	0	0	0	0	0
39 - Lone Star	60	10	30	38	10	19	0	3	0	0.1
40 - Magazine	1257	91	194	1159	90	97	1	1	0	0.9

41 - Mobile Hotspot	65	63	1	35	33	8	8	22	22	0.6
42 - Music CD	56	10	56	56	10	0	0	0	0	0.1
43 - NF Audio	328	8	328	225	7	94	1	9	0	0.1
44 - NF Juvenile	3103	697	3031	2093	513	762	73	248	111	6.9
45 - Online Database	2	0	2	2	0	0	0	0	0	0
46 - Oversize	10	1	10	9	0	0	0	1	1	0
47 - Picture Books	8491	2328	8129	6102	1783	1627	234	762	311	22.9
48 - Professional	0	0	0	0	0	0	0	0	0	0
49 - Reference	31	0	8	31	0	0	0	0	0	0
50 - Scouts	128	11	128	127	11	1	0	0	0	0.1
51 - Spanish - Adult	130	14	129	54	9	37	0	39	5	0.1
52 - Spanish - Children	664	81	649	430	46	118	3	116	32	0.8
53 - Story Time	0	0	0	0	0	0	0	0	0	0
54 - TV	1319	133	1301	799	102	443	10	77	21	1.3
55 - YA	1582	185	1532	1088	150	471	30	23	5	1.8
56 - YA Audio	42	0	42	42	0	0	0	0	0	0
57 - YA Graphic Novel	385	48	383	289	43	85	4	11	1	0.5
58 - YA Nonfiction	16	1	16	14	1	1	0	1	0	0
<b>Total</b>	<b>54588</b>	<b>10152</b>	<b>51125</b>	<b>39232</b>	<b>7883</b>	<b>12277</b>	<b>1087</b>	<b>3079</b>	<b>1182</b>	