

Library Director's Report

February 27, 2025

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
Jan 2025	934	646	1,580	32	53	85
Dec 2024	825	444	1,269	29	51	80
Nov 2024	686	391	1,077	23	44	67
Jan 2024	1,193	616	1,809	32	58	90
Jan 2020	1,021	772	1,793	64	57	121

New Patrons

Jan 2025	190
Dec 2024	149
Nov 2024	130
Jan 2024	159
Jan 2020	121

Door Count

	Lakeway	West	Bus	Total
Jan 2025	15,957	2,903	1,270	20,130
Dec 2024	12,602	2,766	1,580	16,948
Nov 2024	10,153	1,262	1,650	13,065
Jan 2024	16,911	0	1,214	18,125
Jan 2020	19,088	0	1,566	20,654

Adult Volunteer Hours

Jan 2025	537
Dec 2024	462
Nov 2024	359
Jan 2024	559
Jan 2020	941

Interlibrary Loan (ILL)

	Requested/Received/Shipped
Jan 2025	100 / 80 / 2
Dec 2024	114 / 84 / 2
Nov 2024	98 / 71 / 1
Jan 2024	134 / 113 / 4
Jan 2020	165 / 153 / 4

Teen Volunteer Hours

Jan 2025	138
Dec 2024	129
Nov 2024	114
Jan 2024	159
Jan 2020	279

Meeting Room Reservations

Jan 2025	26
Dec 2024	18
Nov 2024	15
Jan 2024	19
Jan 2020	20

Take & Make Crafts

Jan 2025	1,231
Dec 2024	1,325
Nov 2024	1,136
Jan 2024	NA
Jan 2020	0

New Libby Patrons

Jan 2025	111
Dec 2024	80
Nov 2024	66
Jan 2024	100
Jan 2020	71

Circulation Transactions

	Lakeway	West	Bus	Libby	Boundless	Kanopy Plays	Total
Jan 2025	18,782	2,440	2,154	8,990	212	1,014	33,592
Dec 2024	16,696	2,992	1,655	8,185	93	810	30,431
Nov 2024	17,006	958	1,871	7,601	50	920	28,406
Jan 2024	23,348	0	2,518	8,900	0	1,169	35,935
Jan 2020	29,364	0	3,319	4,589	0	0	37,272

Outreach News

- LTISD Summer Squires has invited the bookmobile to visit their summer program for seven weeks at Lakeway Elementary in 2025.
- The bookmobile will attend the City of Lakeway Eggstravaganza on Saturday, April 5.
- Karen B. changed the bookmobile generator oil at approximately 600 hours on the current generator.
- Krista donated our old Tux (the animatronic cat) to Arbor Terrance resident Lynn. She almost started crying and gave Krista a BIG Hug.
- Krista delivered 30 paperback and children's books to Baylor Scott and White hospital's 5th floor waiting area.



West News

- The outpost passed the Fire Marshal's inspection on January 29!! We are now cleared to occupy the building. G Creek still has a few items on the punch list to address, and they will continue working on those. The final closeout meeting with G Creek, architect Brandi McDaniel, Raj, and Morgan will take place on March 3.
- Hull supply came out on January 31 and the front doors are (almost) fixed!
- West expanded hours in February. We are now open until 5pm on Tuesdays and Wednesdays to accommodate after-school visitors.
- Southern Snow was our first program at West on February 8 with almost 75 attendees!
- Pipes froze or were clogged at West and bathroom sinks were inoperative on February 19.
- We held a pop-up story time at West on February 25 with 20 in attendance. We are launching a full slate of programs at West starting in March.
- Landscaping behind the outpost should be completed in the next few days.
- The Rotary Club of Lakeway/Lake Travis wants to possibly install a Peace Pole on library property, potentially behind the outpost.
- Tom Seidenstricker assembled the podium and now the West meeting room is fully operational.

- The West Friends Bookstore will open on March 1. Volunteer Ronda Spurlin has agreed to serve as Bookstore Manager and Mariah is recruiting bookstore volunteers.
- The West Grand Opening will take place on Saturday, March 22 from 1pm to 3pm. There will be a ribbon cutting ceremony, live music, tours, cake, crafts, therapy dogs, and H-E-Buddy! Linden created a beautiful e-invitation and Morgan and Raj have sent targeted invitations to donors and local officials.
- TFE repaired the West meeting room speakers and trained Morgan and Raj to use equipment in the meeting room including the projector, speakers, and AV cabinet.
- The TXDOT highway library signs have been installed!
- We will submit West for inclusion in the 2025 *American Libraries* Library Design Showcase.
- We continue to work with TCEQ and Kyle Atkins from Public Water Systems on the recent Comprehensive Compliance Investigation violations.
- Stokes is scheduled to install the remaining donor signage, including the table naming opportunities, the Children's Library, the Reading Area, the Director's Office, and the donor wall, on March 12.
- We are working with A&G Electric (a G Creek subcontractor) to fix issues with the motion sensor lights in the staff area.
- We hope to finalize installation of the West children's room OPAC on February 28.

More News

- Please see the attached March 2025 calendar that includes programs at West!
- Morgan and Raj attended the Library District Discussion Group meeting on January 31. We will host the next LDDG meeting at West on August 22.
- Karen Scott and Gabe Garcia attended a mending workshop at Georgetown Public Library in January. They learned hands-on about how to cover and repair books, and prevent damage ahead of circulation wear and tear. Gabe even won a raffle and brought home a bag full of book mending supplies!
- Raj and Morgan attended the Lake Travis Chamber of Commerce Economic Forecast Luncheon on February 7.
- Morgan attended the annual Lakeway Civic Corporation meeting on February 10.
- U. S. Energy replaced light bulbs and repaired ballasts on February 11.
- Nicholle, Sunny, and Morgan attended a luncheon with LTISD and BCPL librarians on February 14.
- Raj and Morgan met with Barbara Reyes from Southwestern Travis County Groundwater Conservation District on February 18 about outreach opportunities.
- Morgan met with Texas Municipal League Senior Rick Management Advisor Chase Patton on February 26.
- A challenge was submitted for the book *On Call* by Anthony Fauci and the Reconsideration Committee will meet to review the title on March 3.
- Bee Cave Middle School students will visit the library in Lakeway on March 14 for their Annual Day of Service.
- Morgan and Raj will attend the TLA Annual Conference in Dallas in early April.
- A celebration for retiring 25-year employee Sue Gilman will be held on April 10 at 3pm.
- The Annual Volunteer Appreciation Gala will take place on April 26.
- Nicholle has scheduled the 2025 Summer Reading Program, which will kick off on June 2. Linden is finalizing the SRP brochure which will be ready to distribute by spring break.

- We plan to post an opening for a Seasonal Library Clerk position next month.
- Volunteer Sarah Salomon will conduct her Texas Women's University MLS internship at LTCL this fall. She will work a circulation shift, conduct programming at an assisted living facility, and inventory the West collection.
- Morgan talked with the Director of Emergency Management Waheeda Yousofzoy about the library serving as a warming center.
- Sue Gilman completed 1099 tax filings in January.
- Morgan continues work on the 2024 TSLAC Annual Report.
- We are working to schedule door repairs in Lakeway with Hull Supply Company.
- 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 4,577 unique users and 8,368 total visits in January 2025.
- Kanopy stats for January were 6,234 visits, 1,014 plays, and 31,714 minutes watched.
- LTCL currently has 18,039 active cardholder accounts.
- A volunteer donated \$25 to the Friends on January 3: I am donating in honor of Betty Zorn's appreciation of the library's Homebound Delivery program. She is a huge fan of the program and credits it with making her possible to "go anywhere" while she is still at her home.
- Patron Hal wrote on February 11: Best of luck --- the library is an impressive part of the community.
- Patron Julie left a five-star Google review of West on February 18: This new branch of the Lake Travis Community Library is wonderful! The staff really went out of their way to be friendly and helpful, which is always so appreciated. I used their FREE notary service; such a tremendous benefit to their patrons! Thanks to everyone there for making my errands quick and easy at such a warm and welcoming space.
- The Girls Empower Together Bake Sale at the library on February 20 raised \$671.54 for our West location. One mom wrote: That's so awesome!! Thank you so much for sharing the total! We just shared it with the group and they are very excited!! Also just thank you for allowing the girls to have the bake sale at the library! We really appreciated it. The girls all left so excited and I know this was a really meaningful experience for Nora in particular. We just love you guys and the library so much. Thank you so much for letting us be a small part of the fundraising for the new location. We appreciate you guys so much.
- West donor Linda said on February 25: Morgan, you do a great job and you have a great staff. It's a privilege to help in whatever way I can.

Morgan McMillian
2/26/2025

Circulation Snapshot – Tuesday, February 25, 2025

Type	Holdings	Out	Titles	Lakeway	Lakeway Out	West	West Out	Bus	Bus Out	% of Total Out
1 - 000 - 099	107	22	106	79	21	24	1	4	0	0.2
2 - 100 - 199	324	54	320	242	42	73	8	9	4	0.5
3 - 200 - 299	228	20	223	176	18	51	1	1	1	0.2
4 - 300 - 399	1437	168	1401	1051	146	361	14	25	8	1.6
5 - 400 - 499	54	9	54	37	9	17	0	0	0	0.1
6 - 500 - 599	204	21	203	146	16	53	4	5	1	0.2
7 - 600 - 699	1467	187	1454	1055	152	378	23	34	12	1.8
8 - 700 - 799	542	47	540	387	37	148	7	7	3	0.5
9 - 800 - 899	259	17	257	184	13	72	3	3	1	0.2
10 - 900 - 919	303	77	299	233	73	66	3	4	1	0.8
11 - 920 - 921	25	0	25	21	0	4	0	0	0	0
12 - 922 - 999	854	66	811	599	54	243	7	12	5	0.6
13 - Adult Graphic Novel	78	4	76	54	4	19	0	5	0	0
14 - Audio	1563	43	1563	1360	40	194	3	9	0	0.4
15 - Beginning Reader	2022	710	1872	1333	509	434	104	255	97	7
16 - Biography	828	50	816	587	38	194	6	47	6	0.5
17 - Bluebonnet	40	25	20	29	22	5	1	6	2	0.2
18 - Board Books	1167	701	1082	785	478	189	96	193	127	6.9
19 - Caldecott	155	40	84	99	33	52	4	4	3	0.4
20 - Chapter Book	2613	679	2404	1900	540	558	103	155	36	6.7
21 - Default	0	0	0	0	0	0	0	0	0	0
22 - DVD	3188	280	3118	2062	238	917	14	209	28	2.7
23 - Equipment	4	1	1	2	0	2	1	0	0	0
24 - Family DVD	613	108	573	365	74	166	14	82	20	1.1
25 - Fiction	10935	1339	10493	8391	1143	2387	126	157	70	13.1
26 - ILL	0	0	0	0	0	0	0	0	0	0
27 - J Audio	312	31	310	259	29	36	1	17	1	0.3
28 - J Biography	548	73	534	329	55	204	18	15	0	0.7
29 - J DVD	648	128	630	417	108	168	19	63	1	1.3
30 - J Foreign Lang	30	1	30	29	1	1	0	0	0	0
31 - J Graphic Novel	1640	721	1452	1180	574	345	95	115	52	7.1
32 - Juvenile	3871	674	3529	2884	586	893	67	94	21	6.6
33 - Kits	234	76	221	179	67	44	7	11	2	0.7
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	849	119	846	505	83	255	4	89	32	1.2
37 - Launchpad	26	11	26	18	8	4	3	4	0	0.1
38 - Launchpad - In Library	0	0	0	0	0	0	0	0	0	0
39 - Lone Star	60	6	30	40	6	19	0	1	0	0.1
40 - Magazine	1223	82	216	1118	82	104	0	1	0	0.8

41 - Mobile Hotspot	61	60	1	32	31	8	8	21	21	0.6
42 - Music CD	55	3	55	55	3	0	0	0	0	0
43 - NF Audio	330	5	330	228	5	94	0	8	0	0
44 - NF Juvenile	3128	653	3053	2108	450	789	115	231	88	6.4
45 - Online Database	2	0	2	2	0	0	0	0	0	0
46 - Oversize	10	0	10	10	0	0	0	0	0	0
47 - Picture Books	8533	2443	8152	5996	1809	1718	257	819	377	24
48 - Professional	0	0	0	0	0	0	0	0	0	0
49 - Reference	32	0	9	32	0	0	0	0	0	0
50 - Scouts	128	10	128	127	10	1	0	0	0	0.1
51 - Spanish - Adult	130	14	129	57	9	37	3	36	2	0.1
52 - Spanish - Children	685	77	670	459	51	123	1	103	25	0.8
53 - Story Time	0	0	0	0	0	0	0	0	0	0
54 - TV	1325	93	1307	823	80	440	5	62	8	0.9
55 - YA	1600	197	1545	1107	162	467	30	26	5	1.9
56 - YA Audio	42	2	42	42	2	0	0	0	0	0
57 - YA Graphic Novel	385	43	383	282	37	85	3	18	3	0.4
58 - YA Nonfiction	16	1	16	14	1	1	0	1	0	0
Total	54918	10193	51397	39513	7950	12443	1179	2962	1064	