

# Library Director's Report

## March 27, 2025

### Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
<b>Feb 2025</b>	<b>998</b>	<b>587</b>	<b>1,585</b>	<b>35</b>	<b>53</b>	<b>88</b>
Jan 2025	934	646	1,580	32	53	85
Dec 2024	825	444	1,269	29	51	80
Feb 2024	783	684	1,467	29	59	88

### New Patrons

<b>Feb 2025</b>	<b>166</b>
Jan 2025	190
Dec 2024	149
Feb 2024	137

### Door Count

	Lakeway	West	Bus	Total
<b>Feb 2025</b>	<b>14,046</b>	<b>3,470</b>	<b>1,348</b>	<b>18,864</b>
Jan 2025	15,957	2,903	1,270	20,130
Dec 2024	12,602	2,766	1,580	16,948
Feb 2024	15,660	0	1,330	16,990

### Adult Volunteer Hours

<b>Feb 2025</b>	<b>537</b>
Jan 2025	537
Dec 2024	462
Feb 2024	591

### Interlibrary Loan (ILL)

	Requested/Received/Shipped
<b>Feb 2025</b>	<b>122 / 95 / 2</b>
Jan 2025	100 / 80 / 2
Dec 2024	114 / 84 / 2
Feb 2024	147 / 108 / 3

### Teen Volunteer Hours

<b>Feb 2025</b>	<b>131</b>
Jan 2025	138
Dec 2024	129
Feb 2024	143

### New Libby Patrons

<b>Feb 2025</b>	<b>93</b>
Jan 2025	111
Dec 2024	80
Feb 2024	64

### Meeting Room Reservations

<b>Feb 2025</b>	<b>27</b>
Jan 2025	26
Dec 2024	18
Feb 2024	21

### Take & Make Crafts

<b>Feb 2025</b>	<b>1,187</b>
Jan 2025	1,231
Dec 2024	1,325
Feb 2024	NA

### Circulation Transactions

	Lakeway	West	Bus	Libby	Boundless	Kanopy Plays	Total
<b>Feb 2025</b>	<b>16,770</b>	<b>2,654</b>	<b>2,090</b>	<b>8,365</b>	<b>167</b>	<b>815</b>	<b>30,861</b>
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
Feb 2024	21,452	0	2,499	7,972	0	1,045	32,923

### Outreach News

- Karen B. delivered 58 Books for Babies to the Baylor Scott and White Medical Center - Lakeway, Labor and Delivery unit on March 2. They appear to be averaging thirty births a month.
- Karen B. took the bookmobile to Malone Diesel for regular engine maintenance, including an oil change and preventative maintenance.
- Krista had a great turn out at Winston's for a Spring Break story time on March 19 with 75 attendees.

- The bookmobile saw many regular and previous patrons in the parking lot at the West Grand Opening!
- Krista continues to serve the residents of Belmont by helping them check out books, reading to the residents of The Circle, and engaging them with follow-up questions. She also collaborates with Nova, the Activity Director, to provide free books for program activities. Nova shared, "I am so thankful for the books and resources the library provides to enrich the activities I plan for the residents."
- In total, 274 items were given away for free on the bookmobile in February.

### West News

- The bookstore launched in March and is looking great! Donations are coming in and filling the shelves. So far roughly 400 people have visited the bookstore. Many patrons have remarked that they are very glad the bookstore is up and running.
- March was the first month with programs at West. It went very well! The Books & Bubbly Book Club run by staff member Jennifer Gotcher brought in 12 people, Sunny's spring break birdhouse craft had 33 attendees, and Beth's adult craft program had 11 participants. Sunny's Tuesday morning story times have also had a consistent group. We are noticing that programs are pulling in families we do not see otherwise!
- Our Grand Opening on March 22nd was a huge success! We estimate around 250 people attended. We had the ribbon cutting, cake, music, crafts, therapy dogs, H-E-Buddy, and the bookmobile!
- West is now offering scavenger hunts in the children's library as a passive program. The hunt theme changes every week. Kids love looking for the items and receiving a sticker when they complete the hunt. They also are exposed to sections of the children's library that they might not normally spend time in. So far in March, over 75 children have participated in this activity.
- The final closeout meeting with G Creek, architect Brandi McDaniel, Raj, and Morgan took place on March 3. There are minor outstanding issues and G Creek will be on call for any warranty items. Their contract has been paid in full.
- The landscaping behind the outpost building was completed in early March. It is a xeriscape of various drought resistant plants which will require quarterly maintenance, which has been contracted with Austin Living Landscapes.
- ABC trimmed the trees at West, specifically on the patio and overhanging the building.
- Stokes installed the remaining donor signage, including the table naming opportunities, the Children's Library, the Reading Area, the Director's Office, and the donor wall. Minor fixes and additions to the donor wall are still outstanding.
- Library Interiors cut out the grommet hole for the children's library OPAC on February 28th and set up the tablet for us! We now have a functional OPAC.
- AAA Filters gave West a maintenance schedule for filter maintenance on our HVAC and 12 mini-splits on the property. Their first visit was March 24th.
- We plan to install a gutter at the front of the outpost.
- Jim Bannerot called in mold expert Eric Althouse due to contamination concerns that unit one's condition may be contaminating the meeting room and bookstore. Eric looked at our units and recommended a mold particle cleaning of the bookstore and meeting room. We hired Dennis and Monica to do the particle clean a few days before the grand opening.
- We will submit West for inclusion in the 2025 *American Libraries* Library Design Showcase.

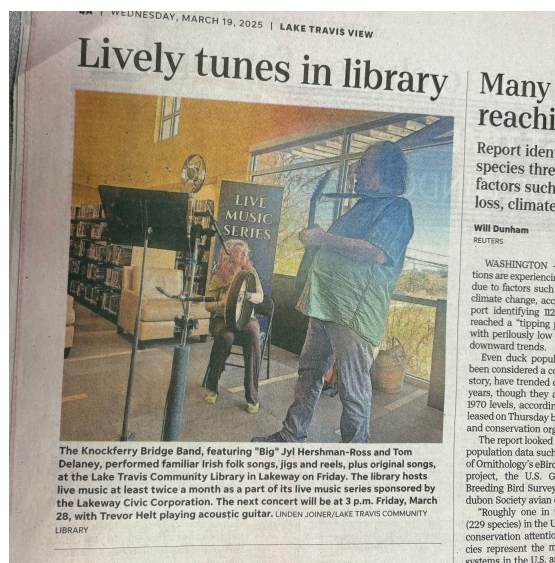
- We continue to work with TCEQ and Kyle Atkins from Public Water Systems on the recent Comprehensive Compliance Investigation violations.

### More News

- Please see the attached April 2025 calendar that includes even more programs at West!
- Morgan met with Texas Municipal League Senior Risk Management Advisor Chase Patton on February 26 and extended participation for flood coverage at West. We also added the West water tank to our coverage.
- On March 3, the Lakeway Civic Corporation donated \$5,000 to complete the grant award to fund live music in 2025.
- The Reconsideration Committee met on March 3 to review the book challenge for the book *On Call* and decided to retain the book in the collection.
- Morgan completed a Public Information Records Request from SmartProcure on March 6.
- Morgan and PK submitted the annual Texas Comptroller Special Purpose District Report on March 11.
- Thanks to Beth and Sunny's coordination, Bee Cave Middle School visited the library for their annual Day of Service on March 14. Nine students and two teachers cleaned windows, dusted furniture, disinfected the children's library, vacuumed, organized crafts, and helped prepare take and makes. The group was enthusiastic and polite.
- Morgan attended the UT School of Information Advisory Council meeting on March 14.
- New Administrative Assistant / Bookkeeper Jenna Kurz started on March 17.
- Morgan and Raj will attend the TLA Annual Conference in Dallas April 1-3.
- There has been a change of date and the celebration for retiring 25-year employee Sue Gilman will be held on April 17 at 3pm.
- The Annual Volunteer Appreciation Gala will take place on April 26.
- We are ready for the 2025 Summer Reading Program, see the attached SRP brochure.
- Nicholle was awarded a Texas Commission on the Arts Arts Respond Performance Support grant in the amount of \$225 for Elizabeth Kahura's spring break program.
- Nicholle is applying for an H-E-B Summer at the Library grant for \$7,000 to support the Summer Reading Program.
- We have posted the opening for the Seasonal Library Clerk position.
- Morgan continues work on the 2024 TSLAC Annual Report and has one more section to complete.
- 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.
- Gabe, Sue, Mike Halprin, and Nicholle installed a new baby changing table in our children's restroom in Lakeway. We now have a strap!
- We upgraded the fire alarm panel in Lakeway to a cellular monitoring system on March 26. The new system should be more reliable and ultimately save us money because we will cancel one AT&T POTS lines.
- TFE recommends that we purchase two new servers as ours are out of warranty.
- We are working with Texas Native Environmental to repair a broken sprinkler head in Lakeway.

- The Lake Travis Community Library website had 3,582 unique users and 6,985 total visits in February 2025.
- Kanopy stats for February were 4,532 visits, 815 plays, and 27,612 minutes watched.
- LTCL currently has 18,210 active cardholder accounts.
- The website WorldAtlas.com listed Lakeway as one of the 11 Liveliest Texas Towns for Active Seniors and mentioned LTCL: Many retirees volunteer at the Lake Travis Community Library, which hosts regular events from author talks to technology workshops.
- On March 4, Karen B reported: Patron Nina came by the bookmobile just now and said [Gabe] helped her in the last week print out a shipping label for a return and said [he was] very nice. She said the Fed Ex store wouldn't print the label and UPS charges 10 cents for every page printed and \$3 to use a computer for five minutes. But she went to the library and Gabe did his thing ("boop boop boop", she said) and it was free but "you could leave a donation if you wanted". Just wanted to pass it along. Thanks for helping her and hooray for free services at the library!
- West received a five-star review for West on March 6: This is such a beautiful and peaceful library! Lots of natural light and plenty of places to sit and read or work on my laptop, both inside and on the porch outside. There are some cool custom metal artwork gates in the back too, just so much attention to detail and creativity in the whole place! The librarians on staff are very friendly and helpful. I'm looking forward to my next visit!
- Megan left a five-star review for West on March 7: I really enjoyed my visit to the library and will definitely be visiting again! Beautiful space, good book selection, nice computers, friendly staff. It's a great addition to the area and the outdoor seating area is great. The staff is super nice and go out of their way to help you if you have any questions. Really looking forward to participating in their programs!

Morgan McMillian  
3/26/2025



The library's Knockferry Bridge band performance and the West Grand Opening were featured in the March 19, 2025 edition of the Lake Travis View.

## Circulation Snapshot – Friday, March 21, 2025

Type	Holdings	Out	Titles	Lakeway	Lakeway Out	West	West Out	Bus	Bus Out	% of Total Out
1 - 000 - 099	107	19	106	80	18	23	1	4	0	0.2
2 - 100 - 199	326	51	322	244	41	67	4	15	6	0.5
3 - 200 - 299	229	20	223	175	19	53	0	1	1	0.2
4 - 300 - 399	1441	154	1405	1052	126	359	14	30	14	1.5
5 - 400 - 499	55	9	55	39	9	16	0	0	0	0.1
6 - 500 - 599	204	29	203	143	20	52	3	9	6	0.3
7 - 600 - 699	1469	176	1456	1050	147	384	14	35	15	1.7
8 - 700 - 799	546	47	544	395	38	145	6	6	3	0.4
9 - 800 - 899	259	17	257	187	14	71	3	1	0	0.2
10 - 900 - 919	306	60	302	239	56	65	4	2	0	0.6
11 - 920 - 921	25	0	25	21	0	4	0	0	0	0
12 - 922 - 999	855	58	812	603	50	241	4	11	4	0.6
13 - Adult GN	78	7	76	54	7	19	0	5	0	0.1
14 - Audio	1570	56	1570	1366	49	195	7	9	0	0.5
15 - Beginning Reader	2028	762	1878	1340	528	431	126	257	108	7.3
16 - Biography	829	46	816	588	35	198	8	43	3	0.4
17 - Bluebonnet	40	21	20	30	20	6	0	4	1	0.2
18 - Board Books	1172	688	1086	769	479	211	93	192	116	6.6
19 - Caldecott	155	39	84	96	35	56	2	3	2	0.4
20 - Chapter Book	2619	726	2406	1895	585	570	99	154	42	6.9
21 - Default	0	0	0	0	0	0	0	0	0	0
22 - DVD	3191	253	3122	2060	207	913	9	218	37	2.4
23 - Equipment	4	0	1	2	0	2	0	0	0	0
24 - Family DVD	613	126	573	362	74	162	25	89	27	1.2
25 - Fiction	11003	1341	10553	8491	1172	2370	111	142	58	12.8
26 - ILL	0	0	0	0	0	0	0	0	0	0
27 - J Audio	312	21	310	257	18	35	1	20	2	0.2
28 - J Biography	554	87	534	338	67	199	18	17	2	0.8
29 - J DVD	650	150	631	409	111	168	26	73	13	1.4
30 - J Foreign Lang	30	2	30	29	2	1	0	0	0	0
31 - J GN	1654	796	1463	1152	614	358	97	144	85	7.6
32 - Juvenile	3900	765	3534	2897	653	907	85	96	27	7.3
33 - Kits	234	85	221	177	75	47	9	10	1	0.8
34 - Laptop	2	2	1	1	1	0	0	1	1	0
35 – Laptop - In Lib	3	0	1	3	0	0	0	0	0	0
36 - Large Print	856	104	852	521	70	248	3	87	31	1
37 - Launchpad	26	10	26	18	7	4	2	4	1	0.1
38 - Launchpad - In Lib	0	0	0	0	0	0	0	0	0	0
39 - Lone Star	60	8	30	41	8	19	0	0	0	0.1
40 - Magazine	1150	94	213	1029	92	120	2	1	0	0.9
41 - Mobile Hotspot	61	59	1	31	29	7	7	23	23	0.6

42 - Music CD	55	1	55	55	1	0	0	0	0	0
43 - NF Audio	330	20	330	228	19	94	1	8	0	0.2
44 - NF Juvenile	3133	727	3056	2090	515	768	85	275	127	7
45 - Online Database	2	0	2	2	0	0	0	0	0	0
46 - Oversize	11	1	11	11	1	0	0	0	0	0
47 - Picture Books	8552	2370	8166	5987	1750	1775	279	790	341	22.7
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	8	128	127	8	1	0	0	0	0.1
51 - Spanish - Adult	131	12	130	59	8	38	3	34	1	0.1
52 - Spanish - Children	695	77	680	467	50	127	5	101	22	0.7
53 - Story Time	0	0	0	0	0	0	0	0	0	0
54 - TV	1326	89	1307	839	79	424	3	63	7	0.9
55 - Wonderbooks	0	0	0	0	0	0	0	0	0	0
56 - YA	1611	214	1556	1114	178	468	30	29	6	2
57 - YA Audio	42	4	42	42	4	0	0	0	0	0
58 - YA Graphic Novel	385	40	383	288	37	84	1	13	2	0.4
59 - YA Nonfiction	17	2	17	16	2	1	0	0	0	0
<b>Total</b>	<b>55066</b>	<b>10453</b>	<b>51556</b>	<b>39541</b>	<b>8128</b>	<b>12506</b>	<b>1190</b>	<b>3019</b>	<b>1135</b>	