

Library Director's Report

April 24, 2025

Program Attendance

	Kids - L	Adults - L	Kids - West	Adults - West	Online/Offsite	Total Attendees
March 2025	889	726	153	288	238	2,294
February 2025	998	587	0	0	NA	1,585
January 2025	934	646	0	0	NA	1,580
March 2024	1,885	772	0	0	NA	2,657

Number of Programs Offered

	Kids - L	Adults - L	Kids – West	Adults – West	Online/Offsite	Total Offered
March 2025	28	49	7	5	16	105
February 2025	35	53	0	0	NA	88
January 2025	32	53	0	0	NA	85
March 2025	32	62	0	0	NA	94

New Patrons

March 2025	221
Feb 2025	166
Jan 2025	190
March 2024	116

Door Count

	Lakeway	West	Bus	Total
March 2025	15,659	4,032	1,383	21,074
Feb 2025	14,046	3,470	1,348	18,864
Jan 2025	15,957	2,903	1,270	20,130
March 2024	16,397	0	2,232	18,629

Adult Volunteer Hours

March 2025	591
Feb 2025	537
Jan 2025	537
March 2024	575

Interlibrary Loan (ILL)

	Requested/Received/Shipped
March 2025	156 / 126 / 4
Feb 2025	122 / 95 / 2
Jan 2025	100 / 80 / 2
March 2024	107 / 117 / 3

Teen Volunteer Hours

March 2025	166
Feb 2025	131
Jan 2025	138
March 2024	137

Meeting Room Reservations

March 2025	31
Feb 2025	27
Jan 2025	26
March 2024	19

Take & Make Crafts

March 2025	1,375
Feb 2025	1,187
Jan 2025	1,231
March 2024	NA

New Libby Patrons

March 2025	92
Feb 2025	93
Jan 2025	111
March 2024	73

Circulation Transactions

	Lakeway	West	Bus	Libby	Boundless	Kanopy Plays	Total
March 2025	18,419	3,188	2,221	8,975	167	944	33,904
Feb 2025	16,770	2,654	2,090	8,365	167	815	30,861
Jan 2025	18,782	2,440	2,154	8,990	212	1,014	33,592
March 2024	22,265	0	2,420	8,749	0	1,086	34,520

Outreach News

- The Lake Travis Crisis Ministries is moving to ACTS Church (1304 RR 620 North, Suite 100) on April 25 and will be open for clients on April 30. The bookmobile was invited to their Grand Opening on May 8 at 1pm.
- All seven bookmobile drivers completed the yearly Safe Driver Training review and did great! Karen B. appreciates all their driving of the bookmobile.
- The bookmobile was washed on April 3 by Ultimate ATX. Unfortunately, the event that the wash was for, the City of Lakeway Eggstravaganza, was moved indoors and the bookmobile was not able to attend.
- In total, 300 items were given away for free on the bookmobile in March.

West News

- After numerous stops and starts, a mold assessment consultant is scheduled to visit West on April 23 and provide a plan to SERVPRO for remediation in unit one. Jim Bannerot has provided the results of the samples taken by Eric Althouse and they confirm that the condition of unit one is not good. An asbestos report may be advised.
- The tenant's plans to vacate is delayed by Spectrum installation on his new site. An updated vacancy date is mid to late June.
- Gutterman visited West in early April to review potential drainage issues at the outpost. It is not possible to install gutters on corrugated roof, but they could potentially design a custom solution for the outpost. Thankfully, there have yet to be any drainage issues on the property.
- We are still operating under a temporary permit for the West well. On April 8, Southwestern Travis County Groundwater Conservation District wrote: With the temporary operating permit that was issued, Lake Travis Community Library District may continue to use the well. It could be several more months before the permit application review will be completed. There are several permit applications for other existing wells that were received prior to Lake Travis Community Library District's.
- We have opened up the meeting room for third-party reservations beginning in May. The reservation process and rules follow the ones in Lakeway. We already have patrons who are interested in reserving the room.
- Mah Jongg is being held weekly from 1pm-4pm on Wednesdays and we are seeing fairly consistent numbers at West with around 10 players each week.
- We are working with Stokes to install more obvious signage directing patrons to the meeting room and bookstore at the Outpost.
- Sunny met the manager of Lefty's Pizza near West and they will hang our Summer Reading Program flyer in their window. They will also put 400 SRP flyers in pizza boxes. Sunny will continue to be in communication with Lefty's owner for future sponsorship opportunities.
- We are hosting a librarian lunch meeting for Bee Cave and Westbank librarians at West on May 19.
- We continue to work with TCEQ and Kyle Atkins from Public Water Systems on the recent Comprehensive Compliance Investigation violations.
- We will submit West for inclusion in the 2025 *American Libraries* Library Design Showcase.

More News

- Please see the attached May calendar of programs.
- In March 2025, 523 people used public computers at both libraries for a total of 332 hours.

- At the suggestion of a patron, we have revised our Request for Reconsideration form.
- Staff has begun the annual evaluation process.
- Raj and Morgan attended the TLA conference in Dallas in the first week of April. Raj presented on a panel providing information about leadership programs within TLA which was well attended. From Raj, "This year I attended sessions focused on legislative bills that may affect libraries and also learned more on how IMLS changes will affect library programs in the coming months. As always, I appreciate the board's dedication to professional development and providing opportunities to learn from, and network with, other librarians." Morgan met with other district librarians, Public Library Division members, and UT iSchool alums.
- Adult Volunteer Coordinator Mariah Froehlich was a panelist at the Lake Travis Senior Services meeting on April 8. She did great and already recruited a new volunteer for the library!
- Jenna completed her CPR certification at a class at the library on April 10.
- On April 10, Karen Scott attended a cybersecurity webinar hosted by OCLC. The webinar featured speakers from Pierce County Library and Calgary Public Library who talked about their recent experiences with cyber security threats and data recovery.
- Karen Scott attended a webinar presented by TSLAC on April 17 to learn about preliminary skills used to interpret library data.
- Morgan attended a TSLAC webinar on April 21 with State Librarian Gloria Meraz who provided a brief overview of current programs and the current landscape of IMLS/TSLAC funding.
- Morgan and Raj were special guests at the Lakeway Women's Club Luncheon on April 23. Sharon Rogers and Carol Jones made the book art centerpieces that are now on display in Lakeway and will be on display at West later this summer!
- Morgan has been asked to provide a quote and feedback at a People's Town Hall for constituents of Representative Michael McCaul on April 26. Morgan plans to submit this note: While the discontinuation of funding from the Institute of Museum and Library Services (IMLS) is concerning, our current operations remain stable and unaffected.
- The Annual Volunteer Appreciation Gala will take place on April 26.
- Sue Gilman's official last day at LTCL is April 30, then on to her next adventure!
- The Friends of the Library Scholarship Committee will award four scholarships at the LTHS Awards Ceremony on May 12.
- Nicholle applied for an H-E-B Summer at the Library grant for \$7,000 to support the Summer Reading Program.
- Raj has applied for a \$2,500 Texas Book Festival grant to support Libby purchases.
- We are interviewing candidates for the Seasonal Library Clerk position.
- Morgan completed the 2024 TSLAC Annual Report!
- Both the book drop and A/V drop have not functioned properly the past few months. We replaced the locking mechanism on the AV drop last year but the post and holes do not line up. After a disastrous April 15 when we could not open the book drop at all to access returned items, we have asked Library Interiors for a quote for new drops. They are both out of warranty and over 12 years old.
- We are working to schedule door repairs in Lakeway with Hull Supply Company.
- We are working with Library Interiors of Texas to replace our outdoor furniture in Lakeway. After 12 years, our outdoor furniture is rough! We are leaning towards Loll products at lolldesigns.com.

- TFE recommends that we purchase two new servers as ours are out of warranty. There was a recent hard drive failure and TFE provided a quote for \$10,036.44.
- We continue to have issues with our BrightSign media player for our digital signage in the library in Lakeway. TFE presented a quote to purchase a new player for \$1,728.
- Karen Scott and TFE are working to migrate us to a new email service provider. The annual expense should be similar to our current service.
- We are working with Texas Native Environmental to repair a broken sprinkler head in Lakeway.
- The Lake Travis Community Library website had 4,684 unique users and 8,236 total visits in March 2025.
- Kanopy stats for March were 3,467 visits, 944 plays, and 32,388 minutes watched.
- LTCL currently has 18,444 active cardholder accounts.
- Laura left a five-star google review for Lakeway on March 28: This is my go-to library, and it's very nice. The employees are all super helpful for finding books, getting library cards and helping you register to vote. We even brought my mom's kindle and they helped her set up the digital library access.
- Susan left West a five-star google review on April 14: Such a cute facility with awesome staff! I highly recommend this library!
- After posting a five-star google review for Ascension Architecture, Brandi replied on April 16: Thank you! It was an honor to work with the dedicated Board and staff at LTCL!
- On April 17, patron Linda visited the bookmobile at Sweetwater and told Karen B. that West is a great space: "Every time I walk in there I just feel good" and another patron said she loved the West location.
- Morgan plans to take vacation days May 2, 9, 12, and 13.

Morgan McMillian
4/23/2025

Circulation Snapshot – Monday, April 21, 2025

Type	Holdings	Out	Titles	Lakeway	Lakeway Out	West	West Out	Bus	Bus Out	% of Total Out
1 - 000 – 099	107	15	106	79	15	23	0	5	0	0.2
2 - 100 - 199	327	55	322	249	50	64	2	14	3	0.6
3 - 200 - 299	229	18	223	174	18	55	0	0	0	0.2
4 - 300 - 399	1451	161	1412	1062	133	364	18	25	10	1.6
5 - 400 - 499	55	8	55	36	5	19	3	0	0	0.1
6 - 500 - 599	205	24	204	147	17	51	2	7	5	0.2
7 - 600 - 699	1472	164	1460	1058	139	376	10	38	15	1.6
8 - 700 - 799	548	23	546	396	20	145	1	7	2	0.2
9 - 800 - 899	259	17	257	186	13	72	4	1	0	0.2
10 - 900 - 919	307	47	303	245	43	60	4	2	0	0.5
11 - 920 - 921	25	1	25	20	1	5	0	0	0	0
12 - 922 - 999	855	56	812	614	48	232	4	9	4	0.6
13 - Adult GN	78	5	76	55	4	18	1	5	0	0.1
14 - Audio	1574	38	1574	1362	36	197	2	15	0	0.4
15 - Beginning Reader	2031	705	1878	1355	533	440	103	236	69	7.1
16 - Biography	830	43	817	596	35	192	6	42	2	0.4

17 - Bluebonnet	73	21	28	37	18	18	0	18	3	0.2
18 - Board Books	1173	635	1087	811	436	166	77	196	122	6.4
19 - Caldecott	155	35	84	98	31	56	3	1	1	0.4
20 - Chapter Book	2629	656	2414	1874	519	610	97	145	40	6.6
21 - Default	0	0	0	0	0	0	0	0	0	0
22 - DVD	3195	241	3127	2065	187	906	13	224	41	2.4
23 - Equipment	4	1	1	2	1	2	0	0	0	0
24 - Family DVD	612	88	573	358	56	175	12	79	20	0.9
25 - Fiction	11070	1303	10602	8577	1180	2365	79	128	44	13
26 - ILL	0	0	0	0	0	0	0	0	0	0
27 - J Audio	313	26	311	261	20	35	6	17	0	0.3
28 - J Biography	550	128	538	337	98	203	25	10	5	1.3
29 - J DVD	648	122	630	411	112	170	3	67	7	1.2
30 - J Foreign Lang	30	1	30	27	1	3	0	0	0	0
31 - J Graphic Novel	1664	681	1471	1177	528	368	91	119	62	6.8
32 - Juvenile	3900	703	3550	2906	611	913	73	81	19	7
33 - Kits	234	76	221	170	65	54	10	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	860	104	856	530	70	247	8	83	26	1
37 - Launchpad	26	13	26	18	10	4	3	4	0	0.1
38 - Launchpad - In Lib	0	0	0	0	0	0	0	0	0	0
39 - Lone Star	40	4	23	20	4	19	0	1	0	0
40 - Magazine	1203	117	217	1045	114	157	3	1	0	1.2
41 - Mobile Hotspot	56	56	1	27	27	6	6	23	23	0.6
42 - Music CD	55	4	55	55	4	0	0	0	0	0
43 - NF Audio	330	11	330	231	10	94	1	5	0	0.1
44 - NF Juvenile	3140	650	3065	2047	443	832	99	261	108	6.5
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	8567	2471	8178	5861	1786	1926	340	780	345	24.7
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	9	128	127	9	1	0	0	0	0.1
51 - Spanish - Adult	130	10	129	62	7	34	1	34	2	0.1
52 - Spanish - Children	697	111	682	437	59	142	9	118	43	1.1
53 - Story Time	0	0	0	0	0	0	0	0	0	0
54 - TV	1325	93	1307	828	82	438	8	59	3	0.9
55 - Wonderbooks	0	0	0	0	0	0	0	0	0	0
56 - YA	1623	206	1564	1127	177	466	21	30	8	2.1
57 - YA Audio	42	0	42	42	0	0	0	0	0	0
58 - YA Graphic Novel	385	23	383	291	16	83	6	11	1	0.2
59 - YA Nonfiction	17	3	17	16	3	1	0	0	0	0
Total	55277	9985	51689	39558	7796	12807	1154	2912	1035	