



Library Director's Report to Tredyffrin Libraries Board of Trustees January 26, 2017

The boiler repair completed in October has failed and the boiler has been disassembled and re-assessed. It appears that one or more of the plates may have a crack and it has been recommended that 2 plates be replaced and all gaskets be replaced. I am currently working with the Township Public Works Department to determine the best course of action for repair.

Tara Thorne and I are working with Marianne Cattell at the Township on the process for hiring and submitting new-hire paperwork for part-time employees. Most paperwork for current part-time staff has been updated and filed at the Township.

The full-time Children's Librarian position for Paoli has been approved. A new job description has been drafted and a posting is forthcoming.

The check from the Tredyffrin Township Libraries Foundation for the LED retrofit in the Children's area has been received. The three proposals from lighting companies are available for review. I would like get this project going as soon as possible and appreciate any input you may have.

I am currently soliciting proposals from security companies to update the Tredyffrin Library's security camera system. The new system will include additional cameras located inside and outside the building and will have enhanced storage and access capabilities.

The final budget numbers for 2016 are in. Combined, we were \$2,757.86 over budget. A few important things of note:

- Per the Board President's request to correct a deposit of a donation to operations that should have gone to the endowment, a check in the amount of \$5,000 was drafted from the Libraries bank account and made out to the Foundation.
- To comply with the Library Code, some non-collection purchases had to be made at the end of 2016 in order to keep our collections expenses at 12% of our total expenses.
- Paoli's fund drive fell short of expectations and we were over-budget at Paoli on staffing expenses. Reinstating the full-time position and some increase in the staffing budget at Paoli for 2017 should correct the issue moving forward.

Children's Librarian Report

In December, in addition to offering our regular Family Story Times, we offered special programs celebrating winter for school age children during the winter break. Specifically, we took advantage of a new borrowing program offered by Chester County Library that lends "Snap Circuit Kits". These kits use pictures and basic instructions to enable kids to build projects, such as FM radios, digital voice recorders, burglar alarms, doorbells, and more. We borrowed 10 kits and hosted a STEAM program during winter break. We had 19 school-aged kids use the kits to create electronic devices. We plan to utilize these again for related programs and hope to make use of other STEAM and Maker kits offered by Chester County Library to enhance our program offerings at Tredyffrin.

Young Adult Specialist Report

Our Young Adult Specialist attended two ARCH presentations in partnership with the TESD:

- If Only, a short film (by Mark Wahlberg Foundation) followed by a discussion intended to raise awareness about drug abuse.
- And Dr. Ken Ginsburg, CHOP doctor specializing in social adolescent medicine spoke about Building Resilience in Children and Adolescents.

And supported local community groups by participating in:

- The Surrey Club by helping with their holiday concert at Tredyffrin Public Library.
- T&E Care Holiday Drive 2016 by helping with correspondence to thank the donors.

Partnering with us this month for significant events were:

- Conestoga High School Literary Magazine students for their annual Inkwell, a coffee house/open mic night designed to showcase the creativity of Conestoga High School poets and musicians.
- Members of the Conestoga Junior Classical League who showed their enthusiasm for Latin and the classics with their annual Saturnalia Cultural Night.
- Compositions for a Cause, a music based group set up to raise awareness and money through benefit concerts.

Social events included:

- A holiday meeting for our book group including a book swap.
- A relaxed holiday party that included improv games which are popular as evidenced at the turnout for "DELTA Presents ComedySportz Improv!" at VFMS. We hope to continue with relaxed nights of games and improv because the feedback was extremely positive. The young people who attended left happy and with a sense of well-being.

Finally, our Young Adult Specialist attended Winter Concerts at the Conestoga and the middle schools. It was mentioned at the Valley Forge Middle School program that over half of all students are involved in music there.

Programming

In 2016, the Libraries offered 338 adult programs, 812 children's programs, and 71 teen programs. 5,558 adult, 16,150 children, and 976 teens were counted as program attendees.

Number of Programs	18+	Ages 11 and Under	Ages 12 -17
2015	196	688	91
2016	338	812	85
Difference Between 2015 & 2016	142	124	-6
	72.4%	18.0%	-6.6%
Attendance	18+	Ages 11 and Under	Ages 12 -17
2015	5164	12967	1617
2016	5558	16150	1227
Difference Between 2015 & 2016	394	3183	-390
	7.6%	24.5%	-24.1%

In-House: Number of Programs

	18+	0 to 5	5 to 11	12 to 17	Total
Jan	24	42	12	4	82
Feb	19	55	18	3	95
March	23	54	12	4	93
April	21	52	17	14	104
May	26	50	19	14	109
June	28	24	15	6	73
July	21	56	58	8	143
Aug	23	41	62	14	140
Sept	30	42	11	4	87
Oct	31	50	21	3	105
Nov	31	32	12	5	80
Dec	29	35	18	6	88
Total	306	533	275	85	1199

In-House: Attendance

	18+	0 to 5	5 to 11	12 to 17	Total
Jan	267	737	118	30	1152
Feb	251	823	305	105	1484
March	415	1093	130	62	1700
April	429	1155	171	163	1918
May	593	1153	187	250	2183
June	434	528	990	76	2028
July	293	1169	1354	103	2919
Aug	519	390	878	119	1906
Sept	234	1027	148	68	1477
Oct	610	1187	218	28	2043
Nov	622	797	87	44	1550
Dec	204	919	470	179	1772
Total	4871	10978	5056	1227	22132

Outreach: Number of Programs

	18+	0 to 5	5 to 11	12 to 17	Total
Jan	0	0	0	0	0
Feb	0	0	0	0	0
March	0	0	0	0	0
April	0	0	1	0	1
May	0	1	0	0	1
June	0	0	0	0	0
July	16	0	0	0	16
Aug	0	0	0	0	0
Sept	0	0	0	0	0
Oct	0	0	0	0	0
Nov	16	0	1	0	17
Dec	0	0	1	0	1
Total	32	1	3	0	36

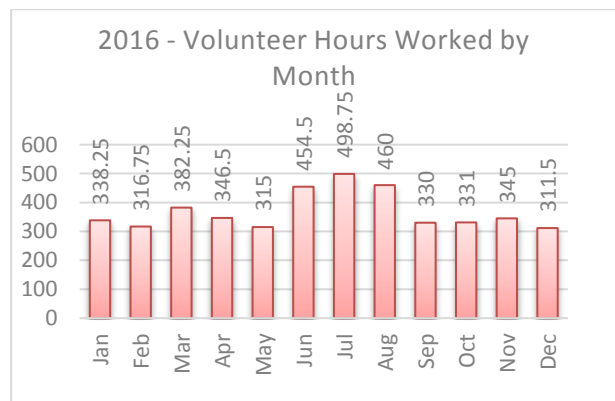
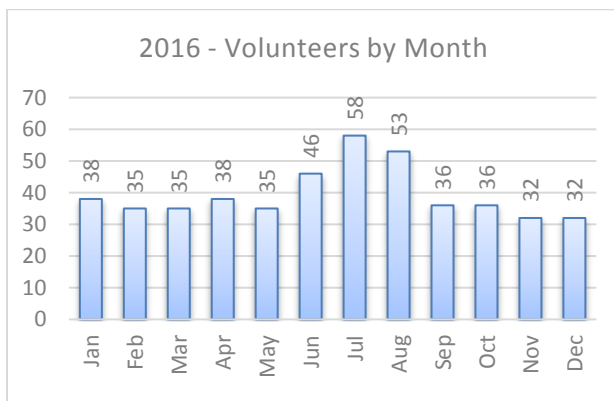
Outreach: Attendance

	18+	0 to 5	5 to 11	12 to 17	Total
Jan	0	0	0	0	0
Feb	0	0	0	0	0
March	0	0	0	0	0
April	0	0	16	0	16
May	0	12	0	0	12
June	0	0	0	0	0
July	276	0	0	0	276
Aug	0	0	0	0	0
Sept	0	0	0	0	0
Oct	0	0	0	0	0
Nov	441	0	43	0	484
Dec	0	0	45	0	45
Total	717	12	104	0	833

In-House and Outreach	18+	Ages 0-5	Ages 5-11	Ages 12-17	Total	18+	Ages 0-5	Ages 5-11	Ages 12-17	Total
	338	534	278	85	1235	5588	10990	5160	1227	22965

Volunteer Efforts

In 2016, we again received a significant amount of support from our volunteers. In total, 474 volunteers contributed 4,429.5 hours to the Libraries throughout the year.



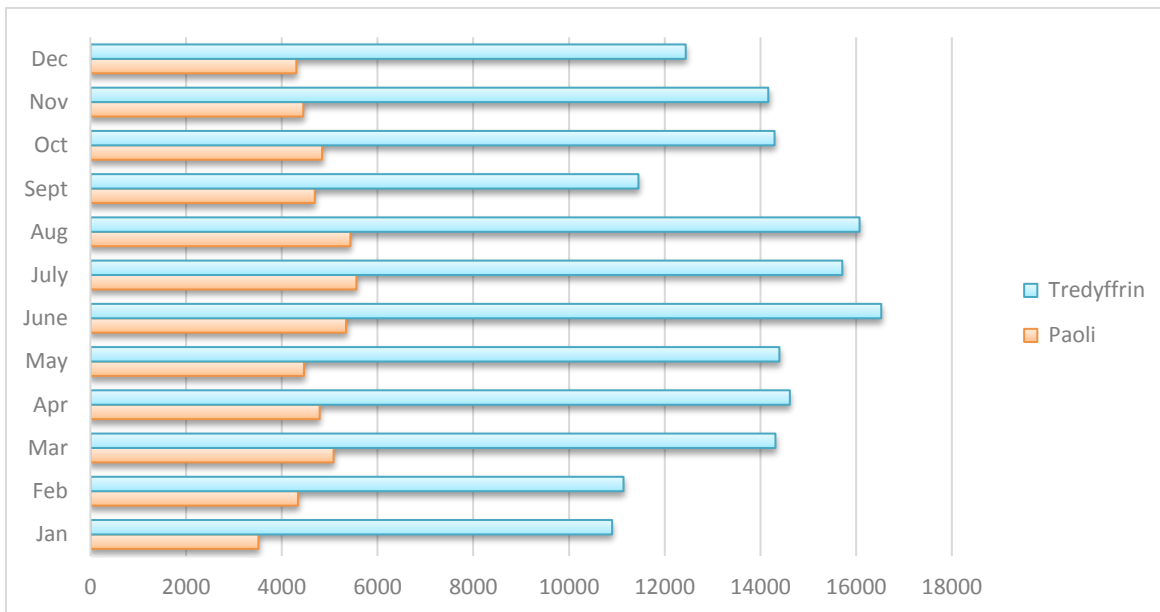
Door Count and Circulation

Door count for 2016 for both libraries totaled 222,805, a 5.4% increase in total visitors compared to 2015.

	2015 YTD	2016 YTD	Difference	% Increase/Decrease
Paoli	57856	56784	-1072	-1.9%
Tredyffrin	153003	166021	13018	7.8%
Total	210859	222805	11946	5.4%

Door Count

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Sun	Paoli	214	308	250	410	308	331	453	391	238	413	349	222	3887
	Tredyffrin	1191	1210	1114	1265	1251	1342	1514	1200	780	1707	1601	1180	15355
Mon	Paoli	513	782	1169	871	930	1015	910	1284	572	1031	904	725	10706
	Tredyffrin	1537	1874	2879	2317	2626	2815	2342	3645	1281	2893	2448	2062	28719
Tues	Paoli	85	13	47	15	17	14	44	14	13	9	19	14	304
	Tredyffrin	2029	1971	3465	3576	3732	3174	3268	3735	2225	2646	4258	2503	36582
Wedns	Paoli	883	856	1126	930	918	1361	1220	1366	1042	984	1094	921	12701
	Tredyffrin	64	39	52	33	41	157	14	121	98	10	14	14	657
Thurs	Paoli	673	904	1066	877	890	1190	1031	895	1162	841	643	1066	11238
	Tredyffrin	2391	2526	3101	2532	2758	3868	2998	3084	3201	2530	1959	2829	33777
Fri	Paoli	625	841	724	890	707	825	999	810	1021	738	727	842	9749
	Tredyffrin	1732	1643	1811	2483	1913	2741	3047	2590	1918	1747	1808	2404	25837
Sat	Paoli	517	632	698	797	692	605	900	672	640	823	711	512	8199
	Tredyffrin	1957	1876	1891	2409	2075	2428	2528	1697	1948	2762	2076	1447	25094
		3510	4336	5080	4790	4462	5341	5557	5432	4688	4839	4447	4302	56784
		10901	11139	14313	14615	14396	16525	15711	16072	11451	14295	14164	12439	166021
Total		14411	15475	19393	19405	18858	21866	21268	21504	16139	19134	18611	16741	222805



Circulation for both libraries combined is up 6.3%. Both traditional circulation (up 6.9% at Tredyffrin and 1.9% at Paoli) and circulation of electronic items (up 10.9% at Tredyffrin and 15.8% at Paoli) coincides with the increase in total library visitors and reflects an increased interest in borrowing electronic books.

Circulation

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16
Check Outs & Renewals (Print)	21261	21127	21590	21104	21358	24326	27434	25200	21826	22197	20683	20616
Check Outs	2027	1893	1927	1834	1783	1768	1708	1826	1616	1623	1737	1821
TOTAL	23288	23020	23517	22938	23141	26094	29142	27026	23442	23820	22420	22437

Paoli

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16
Check Outs & Renewals (Print)	5097	5448	5720	5383	5163	6298	6842	6638	5393	5497	5186	5094
Check Outs	727	627	771	750	681	771	608	645	578	600	620	618
TOTAL	5824	6075	6491	6133	5844	7069	7450	7283	5971	6097	5806	5712

TOTAL	29112	29095	30008	29071	28985	33163	36592	34309	29413	29917	28226	28149
--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------

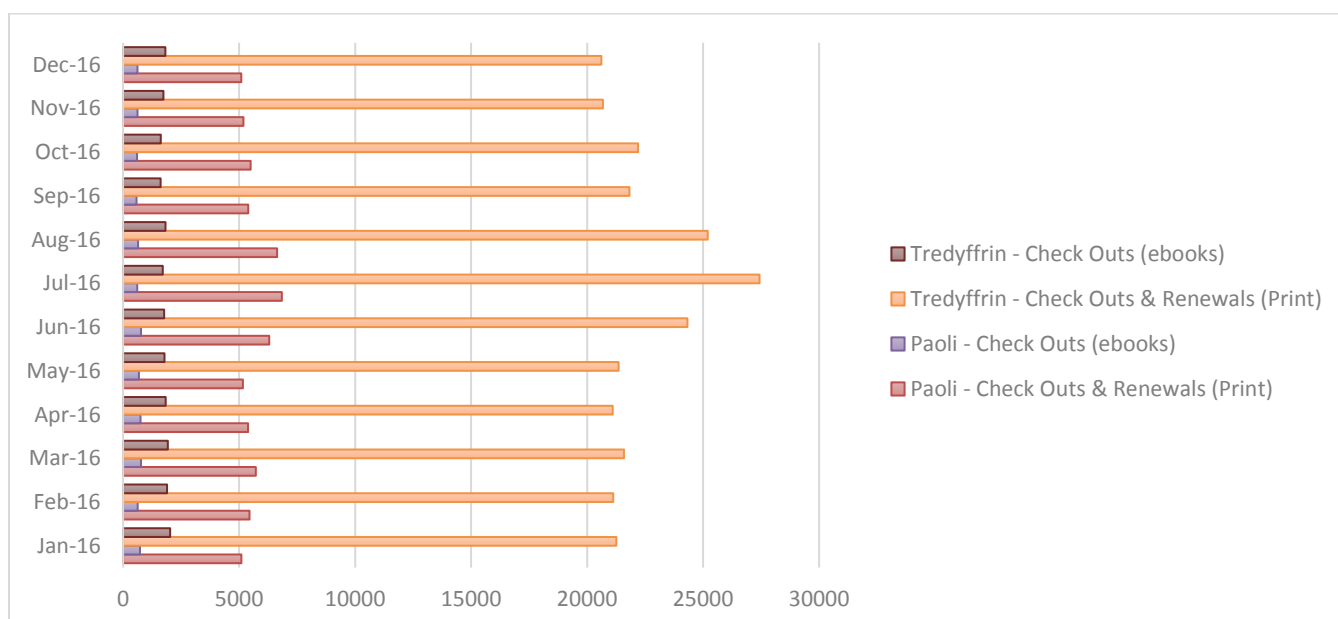
Tredyffrin

	2015 Total	2016 Total	% Change
Check Outs & Renewals (Print)	251366	268722	6.9%
Check Outs (ebooks)	19445	21563	10.9%
TOTAL	270811	290285	7.2%

Paoli

	2015 Total	2016 Total	% Change
Check Outs & Renewals (Print)	66511	67759	1.9%
Check Outs (ebooks)	6903	7996	15.8%
TOTAL	73414	75755	3.2%

Combined TOTAL	344225	366040	6.3%
-----------------------	---------------	---------------	-------------



Reference

The Chester County Library System has added EnvisionWare to all of the public computers at each library. This change requires patrons to sign in using library card numbers or guest passes. In addition, computer users are now required to accept our internet acceptable use policy before using a computer. We hope this will help us accurately evaluate the demand for computers in our libraries.

We are currently looking in to the cost to replace 6 catalog machines, 4 catalog stations, 1 station in our children's department, and 1 to be held as a backup machine. Our current machines allow people to browse our catalog, but not place holds or access their accounts. The new machines would correct this issue.

We're getting an estimate from AVT on upgrading the technology in the building, mostly in our large meeting room, to bring in HD quality projectors to improve the user experience at the library.

Tax forms have begun to arrive. We've put our display in a new area this year, hoping to increase visibility both for patrons and for the reference staff.

The number of questions that the Reference Desk received this year increased overall by 5%. Computer users increased by .7%. 1 on 1 reference tutorials Increased by 12%.

Total Questions					Computer Users					1 on 1 Tutorials	
	Reference	Children's	Circulation	Total		Adult	Children	WiFi	Total		
Jan-16	817	115	699	1631	Jan-16	1230	348	1718	3296	Jan-16	16
Feb-16	843	82	747	1672	Feb-16	1559	367	1645	3571	Feb-16	15
Mar-16	954	85	677	1716	Mar-16	1476	371	1696	3543	Mar-16	18
Apr-16	927	432	609	1968	Apr-16	1471	425	1771	3667	Apr-16	24
May-16	974	478	819	2271	May-16	1559	350	2079	3988	May-16	26
June-16	1030	140	793	1963	June-16	1596	567	2147	4310	June-16	33
July-16	1065	668	811	2544	July-16	1816	664	2189	4669	July-16	44
Aug-16	1039	559	708	2306	Aug-16	1636	561	2029	4226	Aug-16	31
Sep-16	1033	541	643	2217	Sep-16	1576	292	1706	3574	Sep-16	33
Oct-16	1297	99	587	1983	Oct-16	1646	338	1926	3910	Oct-16	36
Nov-16	1060	466	504	2030	Nov-16	1436	335	1833	3604	Nov-16	37
Dec-16	1131	438	554	2123	Dec-16	1461	312	1856	3629	Dec-16	39
Nov - Dec '16 Change	6.7%	-6.0%	9.9%	4.6%	Nov - Dec '16 Change	1.7%	-6.9%	1.3%	0.7%	Nov - Dec '16 Change	5%
Dec-15	823	395	610	1828	Dec-15	1243	281	1345	2869	Dec-15	15
Dec-15 & Dec-16 % Change	37.4%	10.9%	-9.2%	16.1%	Dec-15 & Dec-16 % Change	-17.5%	-11.0%	-38.0%	-26.5%	Dec-15 & Dec-16 % Change	-160.0%
2015 YTD	10659	5289	7368	23316	2015 YTD	15781	4829	18674	39284	2015 YTD	314
2016 YTD	12170	4103	8151	24424	2016 YTD	18462	4283	18906	38754	2016 YTD	352
2015 - 2016 Change	14%	-22%	11%	5%	2015 - 2016 Change	17%	-11%	1%	-1%	2015 - 2016 Change	12%

Respectfully submitted by Christopher Kibler, Director of Libraries