



Library Director’s Report to Tredyffrin Libraries Board of Trustees  
March 23, 2017

**Training and Workshops**

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Reminder - Two trustee workshops are scheduled for April:

- **April 8, 2017 @ Tredyffrin Library**
  - Michael Kumer of Boards Made to Order will be discussing what great boards do, the roles and responsibilities of board members and conducting effecting meetings.
- **April 29 @ the Free Library of Northampton Township in Bucks County**
  - John Chrastka from Everylibrary will present on community engagement, identifying community partners and building meaningful relationships with them.

**Fundraising**

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We received the 2017 donation from Penn Medicine of \$12,500 to the Tredyffrin Libraries Foundation. The Libraries and I very much appreciate the work of Library Board President, John (C.T.) Alexander in procuring this donation and on behalf of the Libraries, thank you to Penn Medicine and Mr. Kevin Mahoney, Executive Vice President and Chief Administrative Officer for the University of Pennsylvania Health System for this generous donation.

**Staff**

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We’ve interviewed initial applicants for the Paoli Children’s Librarian position and selected some candidates to return for a second interview. The candidates selected will be administering a story time for kids at Paoli.

**Volunteers**

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Our volunteer support remains strong and continues to help us with daily activities.

	<b>Number of Volunteers</b>	<b>Volunteer Hours</b>
January	28	308.75
February	27	304.5
<b>Total</b>	<b>55</b>	<b>613.25</b>

**Building and Facilities**

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**Camera System**

A vendor that I had been in touch with did not return phone calls or e-mails and I had to solicit a proposal from another vendor (I met with them this week and am awaiting their proposal). I will be moving forward selecting the new system as soon as possible.

## LED Lighting Project

I have been in contact with another vendor that submitted a previous proposal and will be meeting with them for an updated quote early next week. I expect to make a decision and move forward with this project soon.

## Trash and Recycling

The library has been receiving complaints from neighbors regarding paper trash. Paper from the recycling bins blows out of the containers on windy days and the problem gets worse as the containers fill. Two weeks ago, a neighbor called Supervisor Olson and we met last week to discuss the problem and potential solutions. I have contacted the company that owns the bins to discuss mitigating the paper problem and I am investigating options for a library-only large paper recycling container.

## Door Count and Circulation

Visitor count for February 2017 is 16,766. This is a decrease of increase of 461 visitors compared to January but an overall increase of 3,297 visitors (9.7%) compared to the year to date data from last year.

### 2017 Door Count

		Jan	Feb	Total
<b>Sun</b>	Paoli	290	375	665
	Tredyffrin	1449	1522	2971
<b>Mon</b>	Paoli	832	788	1620
	Tredyffrin	2607	2362	4969
<b>Tues</b>	Paoli	12	9	21
	Tredyffrin	3141	2629	5770
<b>Wedns</b>	Paoli	975	960	1935
	Tredyffrin	7	265	272
<b>Thurs</b>	Paoli	843	594	1437
	Tredyffrin	2444	1799	4243
<b>Fri</b>	Paoli	596	729	1325
	Tredyffrin	1659	1809	3468
<b>Sat</b>	Paoli	575	694	1269
	Tredyffrin	1797	2231	4028
<b>Total Paoli</b>		<b>4123</b>	<b>4149</b>	<b>8272</b>
<b>Total Tredyffrin</b>		<b>13104</b>	<b>12617</b>	<b>25721</b>
<b>Combined Total</b>		<b>17227</b>	<b>16766</b>	<b>33993</b>

	2016 YTD	2017 YTD	Difference	% Increase/Decrease
Paoli	8095	8272	177	2.1%
Tredyffrin	22608	25728	3120	12.1%
<b>Total</b>	<b>30703</b>	<b>34000</b>	<b>3297</b>	<b>9.7%</b>

Circulation for February totaled 25,853 for print materials and 1,968 for e-materials. Comparing year to date circulation statistics, 888 more print items were circulated and 602 fewer e-books have circulated.

Paoli	Jan	Feb	2017 Year to Date	2016 Year to Date	Difference	% Change
Check Outs & Renewals (Print)	5062	4724	9786	10545	-759	-7.2%
Check Outs (ebooks)	693	502	1195	1354	-159	-11.7%
<b>TOTAL</b>	<b>5755</b>	<b>5226</b>	<b>10981</b>	<b>11899</b>	<b>-918</b>	<b>-7.7%</b>

Tredyffrin	Jan	Feb	2017 Year to Date	2016 Year to Date	Difference	% Change
Check Outs & Renewals (Print)	22906	21129	44035	42388	1647	3.9%
Check Outs (ebooks)	2011	1466	3477	3920	-443	-11.3%
<b>TOTAL</b>	<b>24917</b>	<b>22595</b>	<b>47512</b>	<b>46308</b>	<b>1204</b>	<b>2.6%</b>

Libraries Combined	Jan	Feb	2017 Year to Date	2016 Year to Date	Difference	% Change
Check Outs & Renewals (Print)	27968	25853	53821	52933	888	1.7%
Check Outs (ebooks)	2704	1968	4672	5274	-602	-11.4%
<b>TOTAL</b>	<b>30672</b>	<b>27821</b>	<b>58493</b>	<b>58207</b>	<b>286</b>	<b>0.5%</b>

### Tredyffrin

	Jan-17	Feb-17
Check Outs & Renewals (Print)	22906	21129
Check Outs (ebooks)	2011	1466
<b>TOTAL</b>	<b>24917</b>	<b>22595</b>

### Paoli

	Jan-16	Feb-16
Check Outs & Renewals (Print)	5062	4724
Check Outs (ebooks)	693	502
<b>TOTAL</b>	<b>5755</b>	<b>5226</b>
<b>TOTAL COMBINED</b>	<b>30672</b>	<b>27821</b>

## Programming

Although our number of program offerings has decreased compared to 2016 by 5.8%, our total number of attendees has increased by 39.4%. We also offered more programs compared to the previous month and had a significant increase in attendance.

### Programming - Number of Programs

	January	February	2016 YTD	2017 YTD	Difference	% Difference
Adults 18+	13	18	32	31	-1	-3.1%
Ages 0-5	21	19	56	40	-16	-28.6%
Ages 5-11	13	16	26	29	3	11.5%
Ages 12-17	4	10	7	14	7	100.0%
<b>TOTAL</b>	<b>51</b>	<b>63</b>	<b>121</b>	<b>114</b>	<b>-7</b>	<b>-5.8%</b>

### Programming - Number of Attendees

	January	February	2016 YTD	2017 YTD	Difference	% Difference
Adults 18+	448	381	488	829	341	69.9%
Ages 0-5	576	424	951	1000	49	5.2%
Ages 5-11	188	282	378	470	92	24.3%
Ages 12-17	25	397	135	422	287	212.6%
<b>TOTAL</b>	<b>833</b>	<b>1119</b>	<b>1952</b>	<b>2721</b>	<b>769</b>	<b>39.4%</b>

## Children's Department Notes

One staff member is out on maternity until March and another resigned mid February. Due to this staffing shortage we did not host any special preschool programs in February. The 2nd annual Winter Readin Club (family read-aloud story time) was a success and we had a total of 125 participants.

## Teen Notes

Our college series, Understanding & Demystifying College Admissions, was held to help students/parents get information and gain confidence going into the college admissions process. Topics included: how to select a college, what colleges seek in applicants, college admissions tests and requirements, hot topics and trends in admissions, and financial aid. This informative and fun series was led by an experienced college counselor and former college admissions officer & dean, Cigus Vanni.

The library hosted an informational night and expert panel on PSSA testing in TESD. The evening focused on questions such as: What is the benefit for children taking PSSA's? Why is so much classroom time devoted to PSSA preparation and testing? How can we support our teachers & schools? Who is supporting high-stakes standardized testing? There was a great turnout from the school administration, the school board, and the public.

Social events included a CHS concert Compositions for a Cause, two middle school book group meetings, and a middle school games and improv Saturday night.

## Reference

We are currently interviewing for a part-time reference position. February & March saw increases in requests for proctoring & one-on-one tutorials. The 2nd year of March Madness is winding down & has been popular. Final four voting is open until Monday, March 27.

### Total Questions

	Reference	Children's	Circulation	Total
Jan-17	1374	564	644	2582
Feb-17	1164	480	727	2371
<b>Jan - Feb '17 Difference</b>	<b>2538</b>	<b>1044</b>	<b>1371</b>	<b>4953</b>
Feb-16	843	456	747	2046
Feb '16 & Feb '17 % Change	38.1%	5.3%	-2.7%	15.9%
2016 YTD	1676	911	1416	4003
2017 YTD	2538	1044	1371	4953
<b>2016 - 2017 % Difference</b>	<b>51%</b>	<b>15%</b>	<b>-3%</b>	<b>24%</b>

### Computer Users

	Adult	Children	WiFi	Total
Jan-17	1330	124	2230	3684
Feb-17	1291	123	2116	3530
<b>Jan - Feb '17 Difference</b>	<b>-39</b>	<b>-1</b>	<b>-114</b>	<b>-154</b>
Feb-16	1230	348	1759	3337
Feb '16 & Feb '17 % Change	5.0%	-64.7%	20.3%	5.8%
2016 YTD	1230	348	1759	3337
2017 YTD	2621	247	4346	7214
<b>2016 - 2017 % Difference</b>	<b>113%</b>	<b>-29%</b>	<b>147%</b>	<b>116%</b>

### 1 on 1 Tutorials

Jan-17	51
Feb-17	29
<b>Jan - Feb '17 Difference</b>	<b>22</b>
Feb-16	15
Feb '16 & Feb '17 % Change	-93.3%
2016 YTD	16
2017 YTD	80
<b>2016 - 2017 % Difference</b>	<b>400%</b>

Respectfully submitted by Christopher Kibler, Director of Libraries