

## Library Staff Report

March 2012

### ADMINISTRATION

The beginning of March ushered in a major change as 22-year Library Director Ted Schmidt retired and long-time assistant director Marcia Lewis was promoted to Director.

Library and Facilities Management staff as well as Human Resources and Risk Management continue to deal with safety and ergonomic evaluations as well as additional building changes, repairs and punch list items.

Marcia led library tours for six groups (90 individuals) including the Loveland Utilities Commission, Wexford residents and the Northern Colorado Chapter of the International Facilities Management Association.

In conjunction with the Larimer County Extension, the library presented six Master Gardener programs that were well attended. In fact, the session on pruning trees and shrubs was repeated a second time due to popular demand. Noontime Nature, Great Ideas, a Willa Cather exhibit-related writing class and a Genealogy workshop also brought people into the library for a total program attendance of 450.

### ADULT SERVICES

No report

### CHILDREN'S DEPARTMENT

Service Provided	Sessions	Usage
Toddler/Preschool Storytime	30	1169 attended
Lap Babies Storytime	27	1315 attended
Raise-A-Reader/Outreach	5/8	70/272 attended
Programs	7	205 attended
Tours	0	0 attended
AWE Computers	1781	767 hours
TumbleBooks	3587	
Mt. Meeker Study Room	8	10 hours

This month we hosted 4 Families First programs in conjunction with the Temple Buell grant received last year. They were all well attended by both parents and youngsters. Thanks to Lolly and Cynthia for preparing and presenting these sessions.

Annie Hall was filmed in a recent visit to one of Kris' story times. The segment was used to promote the upcoming Children's Day activities in downtown Loveland.

We continued to post large numbers for both lapsits and story times. We may have to clone Miss Lolly and Miss Kris to give them a break! Thanks to Cindi for filling in at lapsit so that Lolly could lead those parenting classes mentioned earlier.

Jessica hosted second grade students from Garfield for a presentation by the Butterfly Pavilion. We also have lots of requests from the schools for upcoming tours in April and May.

NHS students from Loveland High School volunteered in the department on Read Across America Day. They brought their favorite books to share with the kids and Dr. Seuss activities.

This month saw a huge increase in TumbleBooks numbers. Our previous high month was 2222 and as you can see we were over 3500 views this month. eBooks are all the buzz and this database is really catching on with kids!

Artwork in the department was provided by Community Preschool and Garfield Elementary.

### CIRCULATION

- § Two Customer Service pages, Julie Anthony and Natalie Laughlin, resigned to pursue their career goals.
- § Job announcements for the two vacant page positions were posted and interviews will be held in April.
- § Lupe Saldana attended a meeting titled "Bad Debt."
- § Vera Kurucz designed a "Customer Service" sign for the front desk which Tyera Eulberg printed out on the library's new large printer. The result was a very professional looking sign.

## MEDIA

### Education and Life Training Center

The Friends of the Loveland Public Library has secured Education and Life Training Center (ELTC) out of Fort Collins to offer 3 courses a week on topics including; Basic PC Skills, Internet, Email, and Microsoft Word in Loveland Public Library's new 15 station classroom. We are excited to provide this much needed and sought after service for our community and hope it is only the beginning to a long lasting relationship with ELTC. All courses are free to the general public. Those wishing to register may find more information on the Library's web page, [www.lovelandpubliclibrary.org](http://www.lovelandpubliclibrary.org).

## TECHNICAL SERVICES

Category	This Month	Last Month	This Mo. Last Yr	YTD
Items ordered	852	977	956	2250
Items cataloged	1273	1852	1487	5181
Items mended	336	260	421	908
Items discarded	432	450	659	1199
Items released	872	1094	1238	3203

Acquisitions Librarian Laura Johnson and new Library Director Marcia Lewis learned a new way to process and approve the acquisition of library materials using credit cards for most of the orders.

## TEENSEEN

There were several highlights this month in the teenseen Department! Michelle started working additional hours and that has been a real blessing – because of those additional hours we now have “Off-Desk” time each week. YAY!!! Along with the blessing of “Off-Desk” time, Michelle created two new successful programs that the teens enjoyed. Michelle researched, designed, marketed, and implemented the first installment of a new program series “teenseen World Tours”. They “traveled” to Greece in March. The teens competed in Greek mythology trivia, tried ancient and modern Greek snacks, and learned to tie a toga! In addition to these new programs, we were given the opportunity to take 5 teens to the Colorado Teen Literature Conference. This was the conference's 10<sup>th</sup> year and this year it had the highest attendance. Over 450 librarians, teachers, teens, and writers attended the conference. The teens were able to meet national best-selling authors Maggie Stiefvater and Todd Mitchell. Michelle and I are already planning to ask Todd Mitchell (Fort Collins Author) if he would like to speak with our teens in the fall. We hosted 13 programs this month with 147 teens in attendance.

We're continuing to plan for the Summer Reading Program. The Friends Group asked us to sort through 11 boxes of books donated from the Book Warehouse. We were able to come up with books to use as prizes for teens that complete this year's SRP. Michelle and I have been busy getting local businesses to donate food coupons for prizes. We've got performers scheduled and are trying to finish flyers containing program information.

We've added a display unit (thanks to Lupe) and have been busy creating and implementing book displays that the public will enjoy. Michelle created a “If you liked Hunger Games, try one of these” display that constantly has to be refreshed throughout the day.

To keep teens and parents up to date on what is going on at the library, Michelle has done an incredible job posting program pictures on our teen Facebook page. Our teens really enjoy looking at the photos and reading the comments. We also keep teens informed of programming that is going on in the teenseen Room by updating the teen web page, posting regularly on Facebook and Twitter, emailing teens, and also sharing with them details when they are at the library.