

Library Board Minutes

December 15, 2011

Present:

Bob Eatman, Chair; Dawn Miller; Treva Heiser; Sandy Darby; Barbara Franke; Shawna Washam; and Amy Cohen and Liz Lucke, Board Alternates; Marcia Lewis, Assistant Director; Ted Schmidt, Library Director; Patty Goodwine, Recording Secretary; Chauncey Taylor, Council Liaison. Absent:

Minutes of November were approved.

Correspondence

- 1) Scott Freeman is doing the art demo on the 17th of January.

Old Business

4.1 2012 Budget – passed as submitted.

4.2 Grand re-opening schedule - Copies were distributed along with the estimated expenditures.

4.3 Draft Policy Revision Copy mailed to board in packets to review

New /Business

5.1 RFP for Mural Art - Scott Freeman, from Loveland, was selected as the mural artist and will have the work completed in January 2012.

Reports

6.0 Staff Report-

6.2 Statistical Report – Distributed with no questions or comments

6.3 Friends – Gingerbread challenge was a success.

6.4 Loveland Loves to Read - Nothing new to report.

We adjourned at 5:55 PM.

Respectfully submitted, Patty Goodwine

STAFF REPORT FOR DECEMBER

Adult Services

The adult book group read, *A Passage to India*, by E. M. Forster; 28 people attended the three sessions. The class, Introduction to Craig's List, had eight people in attendance. The InterLibrary Loan librarians processed 462 requests, borrowing 318 items from other libraries out of 404 requests, and lending 42 items to other libraries. They processed 7111 requests in the year 2011, down from 7195 in 2010, but still a good number since we were off of the state InterLibrary Loan list of lending libraries for three months. We had 15 volunteers who were here 160.5 hours assisting us retrieve nonfiction books from closed stacks. Our book displays were on holiday cooking and holiday crafts.

Circulation Report

No report

Technical Services

Category	This Month	Last Month	This Mo. Last Yr	YTD
Items ordered	616	917	391	10355
Items cataloged	1360	1492	1150	17079
Items mended	218	232	209	4311
Items discarded	195	724	306	11436
Items released	1096	1219	778	13352

Another year wrapped up with most of the materials budget spent as planned. The introduction of Innoprise, the new City accounting software, complicated invoicing and accounting but Acquisitions Librarian Laura Johnson will use City credit cards more in 2012 to make the process smoother.

Administration

Forty people attended the Noontime Nature program in December. The two Great Ideas classes were moved to January. The Friends of the Library hosted the Gingerbread Challenge the first weekend of December. Staff are finalizing plans for the Grand Re-opening celebration in February.

The staff hosted an afternoon reception to thank the library volunteers.

Marcia Lewis attended the Front Range Downloadable Consortia meeting in Boulder with Jolie Hogancamp. Much of the month was spent with year-end staff evaluations and learning about the City's new accounting software.

Children's Department

Service Provided	Sessions	Usage
Toddler/Preschool Storytime	28	795 attended
Lap Babies Storytime	21	749 attended
Raise-A-Reader/Outreach	9/1	171/8 attended
Programs	7	144 attended
Tours	2	35 attended
AWE Computers	1614	686 hours
Internet Computers	9	8 hours
Parent Computer	12	11 hours
Study Center Computers	4	4 hours
Mt. Meeker Study Room	16	19 hours
TumbleBooks	2222 views	n/a

TumbleBooks usage was through the roof in December – almost double any previous month. Art on the new bulletin board was provided by Children's Workshop.

Media

No report

teenseen Department

Brenna Yovanoff's visit was a success! Over 30 teens were here to meet her and hear her share excerpts from her newest Young Adult novel, The Space Between. Thanks to Michelle for planning and orchestrating this event. Hopefully, we'll be able to have another successful author visit in 2012.

In addition to Brenna's visit, we held 6 teen programs including making bath salts for Christmas gifts and an APPLE Christmas Party to thank teens for their volunteer efforts throughout the

year. We have very active officers for APPLE this year who have taken an initiative to include a variety of teens to serve on this committee. It has been fun to see them in action!

Currently, we're focusing our efforts on setting goals for this year for our department. Some of these goals include increasing participation with the Summer Reading Program, focusing on outreach if possible with our staffing limitations, and planning for the ALA grant that arrives in August. Michelle is excited to take on additional responsibilities beginning in March. She will be responsible for adding to the teen media collection including DVDs, Audio Books, and Music in addition to planning more programming for our patrons.

We're looking forward to hosting a financial planning program with Jolie's help in March, celebrating the release of the Hunger Games movie, preparing teens for the SAT, and creating a program for Zombie Awareness Month in May.

teenseen Stats

teenseen Room	2013 Patrons visited our room
Programs (7 held)	113 teens participated in programming
iPad Use	***Will begin in-house loan 1/4/12