

LIBRARY DIRECTOR'S REPORT

September 2019

Anderson Branch Library was closed for much of September for installation of new equipment relating to heating-ventilation-air conditioning. These HVAC projects are part of a larger program of energy efficiency updates throughout the library system. Library staff was able to be in the building for critical work such as checking in items and pulling items for holds elsewhere in the system, all of which relate to uninterrupted access, and excellent preparation for re-opening in October.

The library presented a Library Card Sign Up Month challenge, detailed in reports below. Many libraries set up displays and made presentations in regard to Banned Books Week, September 22 to 28, an annual commemoration sponsored by the American Library Association.

Overall business for the month held steady in comparison with September of 2018, even with Anderson Library closed. We continue to see strong circulation growth in downloadable audiobooks and eBooks. Checkout of physical items such as books and CDs was down 2.8% in comparison to September of 2018, but the increase in use of downloadable material resulted in a 1.64% increase in circulation overall.

Our Vision: The Library Experience: Setting a distinctive tone in promoting and providing lifelong education for our entire community.

Literacy, Learning and Literature, shared in community, and engagement in community celebrations, solutions, and innovations as seen in:

Interactions Between People

- Walt Branch Manager Jodene Glaesemann passed along this report, "A patron asked Vicki for help with the apps for Libby and Hoopla [downloadable audiobooks and eBooks]. Vicki also showed her all the other apps LCL has available. When told about Transparent Languages, she was overcome. There is a four year old in her preschool class who only knows Russian and even simple words like bathroom and eat are difficult for him in English. She was so excited to use this in her own classroom and even show it to his parents so they can use the "Learn English for Russian Speakers" opportunities.

Community Engagement Campaigns

- Library Administrative Aide Barbara Hansen reported, "Library Card Signup Month resulted in a total of 1,645 new cards being issued. A big thanks to Roca Berry Farm and Piezano's for their support."

Outreach

- Walt Branch Manager Jodene Glaesemann reported, "Jodene Glaesemann and Vicki Clarke visited Scott Middle School to promote Library Card Signup month and Banned Books Week. On Wednesday the 25th they spoke to 12 sections of sixth grade Language Arts classes and two more sections on Thursday the 26th totaling of 335 students.

Collaboration

- Library Administrative Aide Barbara Hansen noted, "Lincoln City Libraries also hosted the Nebraska Children's Book Party at Eiseley Branch on September 7th as part of the Nebraska Book Festival. The party featured children's book author Janice Harrington and drew 175 people." Eiseley and Williams Library Manager Lisa Olivigni provided additional information, "Working with North Star High School Lead Up and the Center for the Book was a wonderful experience. Customers appeared to enjoy The Children's Book Party. We had eight staff and numerous volunteers on hand for this program. We had incredible decorating for the event, thanks to Tami B., Tami R. and Jill. Author Janice Harrington got everyone involved in her story time, and she worked with children after that session to explore writing. The Lincoln Housing Authority provided free books for us to give to participating children. We don't know if this program is going to rotate to other branches, but we'd be glad to do it again."

AREAS OF EXCELLENCE AND FOCUS

Primary Area of Focus—Early Childhood

- Public Services Coordinator Julie Beno passed along this report from Kim at Bennett Martin Library, "I provided two Family storytime sessions this month. We have the opportunity to provide learning moments through our storytimes which is one reason why the English as a Second Language group attends our Storytimes every Sunday."
- Eiseley and Williams Library Manager Lisa Olivigni passed along this staff report from Nancy, "I have provided two Family storytime sessions this fall. At both sessions, fathers attending with their children have out-numbered the mothers attending. I had five fathers and two mothers attend this week. I give all the credit to the wonderful father/son/child programs we had last year (Dad Up & Read). After the two programs held at Eiseley we had more fathers attend family storytime than ever before. I am so happy the trend has continued this year. Four of the five fathers who came today arrived together with their children. They spoke limited English and were just as excited to listen to the books and do the fingerplays and stretches as their children were."

Additional Areas of Focus—in these, the library usually collaborates with other organizations

Employment

- Gere and South Branch Manager Brenda Ealey included this staff report from Meagan, "A customer was filling out a job application online while attempting to keep track of four children, and with the challenge of English not being her first language. A "team" of Gere staff were able to try and help in keeping the children occupied while answering mom's questions and giving her time to complete the application."

Celebrating the Diversity of Our City

- Walt Branch Manager Jodene Glaesemann reported, "Hispanic Heritage Month began on September 15th. This year the main photo display is about people of Hispanic descent who have made contributions to the United States. This information was taken from the website of National Council of Hispanic Employment Program Managers. A circular table from the ELL room was repurposed into an adult and young adult book display decorated with a black table cloth with sugar skull images. Other displays were set up for picture books, youth chapter books and cookbooks. On Saturday September 28th, a program called Calavera Vinyl was held – where everyone was invited to paint sugar skull images on repurposed vinyl records."

Building up the Culture of Lincoln

Maker

- Gere Branch Manager Brenda Ealey passed along this staff report from Wyatt, "One Sunday afternoon this month we had a teen come in to use Gere's 3D printer. He had already been trained and was looking to make a gift for a favorite teacher. As his project was printing he showed me that he was making a lithophane, a thin piece of plastic which when back lit makes a photo visible. He proudly showed me the program he used to convert a JPEG photo file to the 3D printed design and the settings he used. It is great fun to see how the 3D printer resources are being utilized and to learn from local makers of all ages in our community."

Reading

- Heritage Room Curator Diane Wilson reported on two special events, "The Ames Reading Series was held September 22nd. Nebraska State Poet Matt Mason and UNL Professor and poet Stacey Waite read from their works to a group of 34 people. The Nebraska Library Heritage Association's Spelling Bee and Literary Heritage Award was held at the Single Barrel Restaurant in downtown Lincoln on September 25th. Ron Hull received the award. There were 128 people in attendance."

Arts and Music

- Polley Music Librarian Scott Scholz reported, "On September 19th, we hosted an event called "Finding the Right Sound in the Studio," a collaboration with Lincoln Calling. We had 25 attendees, and some great questions came from the audience. I think it would be great to collaborate more heavily with Lincoln Calling on hosting panels like this in future years, as well as setting up panels on music topics throughout the year when possible."

Local History and Genealogy

- The Ancestry Live electronic resource continues to be the most popular of our online information resources.

**Lincoln City Libraries
September 2019 Use Report**

Location	Loans			Visits		Computer Reservations		Program & Outreach		September 2018 Total Use	CHANGE
	September 2019	September 2018	September 2017	September 2019	September 2018	September 2019	September 2018	September 2019	September 2018		
Bennett Martin Public Library	19,937	16,854	3,650	973	38,140	8.58%					
*Anderson Branch	4,324	833	132	149	24,938	-78.19%					
Bethany Branch	12,638	5,783	748	223	14,457	34.14%					
Eiseley Branch	28,483	13,027	2,213	1,602	46,831	-3.22%					
Gere Branch	72,752	22,839	2,294	1,111	98,996	2.28%					
South Branch	10,020	4,724	913	184	16,973	-6.67%					
Walt Branch	47,895	15,053	1,572	1,289	65,030	1.20%					
Williams Branch	1,380	1,276	152	230	2,630	15.51%					
Lied Bookmobile	1,330	208	1	0	3,753	-58.99%					
InterLibrary Loan	220	0	0	0	237	-7.17%					
SUBTOTAL	198,979	80,597	11,675	5,761	309,779	-4.12%					
Download/Stream Audio	23,465	0	0	0	17,532	33.84%					
Download/Stream eBooks	19,713	0	0	0	16,078	22.61%					
Stream Video	873	0	0	0	747	16.87%					
TOTAL LOANS WITH ELECTRONIC USE	243,030	80,597	11,675	5,761	344,136	-0.89%					

Category	September 2019	September 2018	September 2017	Change
WiFi Sessions	151,629	138,146	9.76%	
WiFi Users	17,828	16,241	9.77%	
Website Users	49,127	31,372	56.60%	
Website				
Sessions	114,243	61,134	0.00%	
*Database Use	8,108	8,787	0.00%	

Holdings Report	PRINT		NON PRINT		Total
	Adult	Youth	Adult	Youth	
Owned	374,893	314,093	74,193	36,856	800,035
Added	1,970	3,307	498	361	6,136
Withdrawn	-1,859	-4,270	-174	-234	-6,537
Current	375,004	313,130	74,517	36,983	799,634

Category	September 2019	September 2018	September 2017	Change
Total Purged	13	1,118	-98.84%	
Registrations				
Active				
Resident	188,556	183,155	2.95%	
Connected	46,480	38,872	19.57%	
County	12,863	12,776	0.68%	
NonResident	994	958	3.76%	
Reciprocal	722	690	4.64%	
Limited Use	10,202	9,840	3.68%	
Total Active	259,817	246,291	5.49%	

*Anderson Branch Closed September 5 - October 6, 2019.

September 2019 Use Compared to September 2018
Lincoln City Libraries

Location	Print Checkouts		Print Loan	Non-Print Checkouts		Non-Print	Total Checkouts		Total Loan
	2019	2018	Change	2019	2018	Loan Change	2019	2018	Change
BMPL	13,876	13,680	1.43%	6,061	5,677	6.76%	19,937	19,357	3.00%
Anderson	3,175	9,906	-67.95%	1,149	5,238	-78.06%	4,324	15,144	-71.45%
Bethany	9,867	7,408	33.19%	2,771	2,050	35.17%	12,638	9,458	33.62%
Eiseley	22,540	21,019	7.24%	5,943	7,442	-20.14%	28,483	28,461	0.08%
Gere	58,677	56,486	3.88%	14,075	14,727	-4.43%	72,752	71,213	2.16%
South	7,710	7,948	-2.99%	2,310	2,656	-13.03%	10,020	10,604	-5.51%
Walt	38,593	36,598	5.45%	9,302	10,210	-8.89%	47,895	46,808	2.32%
Williams	975	891	9.43%	405	508	-20.28%	1,380	1,399	-1.36%
Lied Bookmobile	1,197	1,734	-30.97%	133	325	-59.08%	1,330	2,059	-35.41%
InterLibrary Loan	220	237	-7.17%	0	0	0.00%	220	237	-7.17%
TOTAL CHECKOUTS	156,830	155,907	0.59%	42,149	48,833	-13.69%	198,979	204,740	-2.81%
Download/Stream Audio	0	0	0.00%	23,465	17,532	33.84%	23,465	17,532	33.84%
Download/Stream eBook	0	0	0.00%	19,713	16,078	22.61%	19,713	16,078	22.61%
Stream Video	0	0	0.00%	873	747	16.87%	873	747	16.87%
TOTAL WITH DOWNLOADS	156,830	155,907	0.59%	86,200	83,190	3.62%	243,030	239,097	1.64%

Location	Youth Checkouts		Youth Loan	Adult Checkouts		Adult Loan	Visits	Visits	Visits
	2019	2018	Change	2019	2018	Change	2019	2018	Change
BMPL	5,822	5,561	4.69%	14,115	13,796	2.31%	16,854	13,872	21.50%
Anderson	2,088	6,450	-67.63%	2,236	8,694	-74.28%	833	7,745	-89.24%
Bethany	6,717	5,513	21.84%	5,921	3,945	50.09%	5,783	4,145	39.52%
Eiseley	17,419	16,720	4.18%	11,064	11,741	-5.77%	13,027	14,379	-9.40%
Gere	39,217	36,880	6.34%	33,535	34,333	-2.32%	22,839	21,582	5.82%
South	5,181	5,625	-7.89%	4,839	4,979	-2.81%	4,724	4,983	-5.20%
Walt	32,061	30,695	4.45%	15,834	16,113	-1.73%	15,053	14,887	1.12%
Williams	1,109	1,013	9.48%	271	386	-29.79%	1,276	957	33.33%
Lied Bookmobile	902	1,354	-33.38%	428	705	-39.29%	208	690	-69.86%
InterLibrary Loan	0	0	0.00%	220	237	-7.17%	0	0	0.00%
Subtotal	110,516	109,811	0.64%	88,463	94,929	-6.81%	80,597	83,240	-3.18%
Download/Stream Audio	3,072	2,201	39.57%	20,393	15,331	33.02%	0	0	0.00%
Download/Stream eBook	2,415	2,192	10.17%	17,298	13,886	24.57%	0	0	0.00%
Stream Video	0	0	0.00%	873	747	16.87%	0	0	0.00%
TOTAL	116,003	114,204	1.58%	127,027	124,893	1.71%	80,597	83,240	-3.18%

Location	Program & Outreach Attendance - Youth		P&O Att - Youth	Program & Outreach Attendance - Adult		P&O Att - Adult	Computer Use		Computer
	2019	2018	Change	2019	2018	Change	2019	2018	Change
BMPL	311	581	-46.47%	662	616	7.47%	3,650	3,714	-1.72%
Anderson	149	172	-13.37%	0	20	-100.00%	132	1,857	-92.89%
Bethany	180	233	-22.75%	43	43	0.00%	748	578	29.41%
Eiseley	1,427	1,366	4.47%	175	0	0.00%	2,213	2,625	-15.70%
Gere	1,069	1,296	-17.52%	42	337	-87.54%	2,294	2,362	-2.88%
South	184	307	-40.07%	0	38	-100.00%	913	1,041	-12.30%
Walt	1,253	1,525	-17.84%	36	33	9.09%	1,572	1,777	-11.54%
Williams	230	144	59.72%	0	0	0.00%	152	130	16.92%
Lied Bookmobile	0	0	0.00%	0	1,000	-100.00%	1	4	-75.00%
Data Base Use	0	0	0.00%	0	0	0.00%	0	0	0.00%
TOTAL	4,803	5,624	-14.60%	958	2,087	-54.10%	11,675	14,088	-17.13%

LINCOLN CITY LIBRARIES

Monthly Categorical Report

September 30, 2019

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 733,772.00	\$ 61,147.67	\$ 62,575.17	\$ 671,196.83	\$ 62,575.17
Supplies	28,000.00	2,333.33	1,403.48	26,596.52	1,403.48
Services & Charges	79,104.00	6,592.00	1,040.29	78,063.71	1,040.29
Other	-	-	-	-	-
Total	\$ 840,876.00	\$ 70,073.00	\$ 65,018.94	\$ 775,857.06	\$ 65,018.94
Percent Expended		8.33%	7.73%		
Buildings & Grounds-Div. 2					
Personnel	\$ 93,392.00	\$ 7,782.67	\$ 7,411.88	\$ 85,980.12	\$ 7,411.88
Supplies	30,000.00	2,500.00	1,680.32	28,319.68	1,680.32
Services & Charges	1,057,302.00	88,108.50	49,096.62	1,008,205.38	49,096.62
Other	-	-	-	-	-
Total	\$ 1,180,694.00	\$ 98,391.17	\$ 58,188.82	\$ 1,122,505.18	\$ 58,188.82
Percent Expended		8.33%	4.93%		
Public Service-Div. 3					
Personnel	\$ 5,391,058.00	\$ 449,254.83	\$ 406,691.64	\$ 4,984,366.36	\$ 406,691.64
Supplies	46,960.00	3,913.33	521.76	46,438.24	521.76
Services & Charges	56,300.00	4,691.67	1,371.08	54,928.92	1,371.08
Other	-	-	-	-	-
Total	\$ 5,494,318.00	\$ 457,859.83	\$ 408,584.48	\$ 5,085,733.52	\$ 408,584.48
Percent Expended		8.33%	7.44%		
Support Services-Div. 4					
Personnel	\$ 1,317,480.00	\$ 109,790.00	\$ 91,455.80	\$ 1,226,024.20	\$ 91,455.80
Supplies	61,000.00	5,083.33	2,385.67	58,614.33	2,385.67
Services & Charges	271,675.00	22,639.58	25,092.45	246,582.55	25,092.45
Other	866,300.00	72,191.67	24,479.15	841,820.85	24,479.15
Total	\$ 2,516,455.00	\$ 209,704.58	\$ 143,413.07	\$ 2,373,041.93	\$ 143,413.07
Percent Expended		8.33%	5.70%		
Total Library Operational					
Personnel	\$ 7,535,702.00	\$ 627,975.17	\$ 568,134.49	\$ 6,967,567.51	\$ 568,134.49
Supplies	165,960.00	13,830.00	5,991.23	159,968.77	5,991.23
Services & Charges	1,464,381.00	122,031.75	76,600.44	1,387,780.56	76,600.44
Other	866,300.00	72,191.67	24,479.15	841,820.85	24,479.15
Total	\$ 10,032,343.00	\$ 836,028.58	\$ 675,205.31	\$ 9,357,137.69	\$ 675,205.31
Percent Expended		8.33%	6.73%		
Other Library Fund Appropriations					
	Amount Appropriated		Expended Year-to-Date	Balance	Current Month Expended
FY 2018-19 Encumbrances	\$ 141,619.60		\$ 100,286.92	\$ 41,332.68	\$ 100,286.92

LINCOLN CITY LIBRARIES - FUND BALANCES
September 2019

	Beginning Balance	Receipts	Expended	Ending Balance
<u>GRANT FUNDS</u>				
Net Lender Fund	\$ -	\$ -	\$ 39.99	\$ (39.99)
NLC Internship Grant 2019	(155.59)	268.83	113.24	-
NLC NE eReads Grant 2019	41,313.00	-	11,607.47	29,705.53
State Aid 2018	25,309.19	-	2,686.00	22,623.19
State Aid 2019	47,802.00	-	-	47,802.00

DONATED FUNDS

Heritage Room	\$ 79,909.37	\$ -	\$ 2,517.77	\$ 77,391.60
Polley Music Library	124,532.42	-	6,950.80	117,581.62
Joseph J. Hompes	48,300.26	-	2,703.39	45,596.87
Misc. Library Donations	407,554.77	-	9,574.55	397,980.22
Alice Nielsen	77,402.18	-	-	77,402.18
Dorothy Holland	111,339.49	-	-	111,339.49
Glennis Leapley	59,224.24	-	-	59,224.24
Lincoln Cares	5,638.18	488.25	152.05	5,974.38

APPROPRIATED FUNDS

	Budget	Expended		Balance
		Sep 2019	Exp-to-Date	
Heritage Room FY 2019-20	\$ 34,826.00	\$ 2,517.77	\$ 2,517.77	\$ 32,308.23
Polley Music Library FY 2019-20	113,180.00	6,950.80	6,950.80	106,229.20
Keno FY 2018-19	47,881.47	-	-	47,881.47
Keno FY 2019-20	840,840.00	-	-	840,840.00
Capital Improvement Projects				
FY 2017-18 Gere HVAC	363,800.00	-	-	363,800.00
FY 2018-19 Anderson Parking Lot	307,100.00	-	-	307,100.00
FY 2018-19 Energy Savings Projects	1,812,663.00	-	1,301,314.51	511,348.49