

LIBRARY DIRECTOR'S REPORT

January 2021

COVID-19 continues to impact library services and statistics. All buildings are open usual hours, at 50% capacity limits, with no in-person programming. Library staff continues to seek ways of serving our community well during these unusual times. The Bookmobile has been creating deposit collections, as passed along by Eiseley/Bookmobile Manager Lisa Olivigni and Bookmobile Supervisor Rebecca Hueske, "Our deposit stops continue to do well, even with three days closed due to weather. A teacher at Prairie Hill said the kids love the deposit service (which includes both browsing materials and specific requests) and will announce "I'm going to the library" before walking out to the bins in the hallway. Thus far the number of truly lost items across all our deposit stops has been very low."

Library staff helped in the effort to register residents for COVID-19 vaccinations. Assistant Library Director Traci Glass reported, "Recently, I helped coordinate the assistance the library provides to the COVID-19 vaccination registration hotline; some of our staff are part of a 100+ person queue who assist folks trying to register for the COVID-19 vaccine." These calls were usually from residents who needed to register online, but didn't have either the Internet access or expertise to do so.

Our libraries had some social media fun this month, following on the meme of Senator Bernie Sanders at the presidential inauguration, wearing some patterned knitted mittens. Anderson and Bethany Manager Kim Shelley passed this along "NESU Librarian Karrie Simpson reported, 'Stephanie made an adorable mitten bulletin board for January which then just happened to go viral when Public Information Specialist made it into a Bernie Sanders meme!' The bulletin board featured oversized mittens hanging from a clothesline strung between 2 pine trees. Above the mittens was the phrase 'Get Your Mitts on a Good Book.' Branch Manager Kim Shelley happened to send a photo of the bulletin board to Amy, our Public Information Specialist, the day after Joe Biden's inauguration. Amy used the 'Put Bernie Anywhere!' website to insert an image of Bernie Sanders wearing mittens at the inauguration. Just minutes after Amy posted the edited photo on Facebook, it had more than 100 'Likes.' As of the writing of this report (February 5, 2021), the post has been shared more than 1.2K times. One Facebook comment stated, 'Anderson Library displays are always superb!!' Great job by Stephanie and Amy to engage the community with Lincoln City Libraries via social media."

Heavy snow impacted our services this month. Lincoln City Libraries was closed due to weather the 15, 25, and 26. On January 27, Bennett Martin Public Library re-opened at 1:00 p.m., with branches re-opening on January 28.

Although visits to libraries show a 50% drop in comparison to January of 2020, circulation of books is down just 10%. Throughout the system, staff has noted that people are checking out pretty big piles of books per visit.

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:

Technology

- Library staff provide essential assistance to customers using our technology, as noted in this story passed along by Interim Public Services Coordinator LeeAnn Sergeant, "Library Service Associate (LSA) Carrie reports, 'A patron came in because he had a dispute with an agency that was helping him with his housing. He had a letter written long hand that he wanted to type on his phone and then print. He didn't want to use a computer because he wanted to have the document on his phone not on our computer or in his email. Another LSA helped him install a Word app and he was able to type it all in, but then he ran out of time in the library before he got it printed. The second day he came in we needed to figure out how to get that document from his app to our printers. He had email in the past but could not remember his passwords. We ended up setting up a new email account and used that to send to our mobile printing. We made a note of the new email address and password and I showed him how he could take a picture of that note as a way to document the necessary information and carry it in his phone.'"
- Support Services Coordinator Rebecca Aracena reported, "This month we added a new item type 'binge boxes' – movie collections of 4-6 DVDs based on a theme packaged in one case. We spent time testing the functionality and troubleshooting issues with the ability to place holds before making them available to customers on the Saturday of the Dr. Martin Luther King, Jr. holiday weekend. We added 10 copies of 63 titles to the catalog. From January 16 through January 31 there were 470 checkouts of the binge box items. We heard lots of positive comments from staff and customers."

Areas of Excellence and Focus

Primary Area of Focus—Early Childhood

- Youth Services Coordinator Vicki Wood reported this outreach in the era of COVID, "I created a slide show about Library services for the English Language Learners at Lincoln Public Schools." Normally, library staff would have visited with various groups.

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

Building up the Culture of Lincoln

Reading

- Walt Branch Manager Jodene Glaesemann passed along this customer comment, "An overhead comment reflects the quality of the collection. A young couple with two small children were returning their books to the inside book drop. Dad said, 'This was a good batch of books here. I am sorry to see some of these go. We did well.' Then the children skipped away to find a new armload of books."

Arts and Music

- Polley Music Librarian Scott Scholz reported, "The Polley Read Woke display stayed up until the last Saturday of January, and I was pleased to have to add some different books to the display

throughout the course of the month. I think Read Woke was ultimately successful for Polley borrowers, which is awesome!"

Local History and Genealogy

- Heritage Room Curator Diane Wilson noted, "Joel Green, author of the book *Robbers Cave* and former Ames Reading Series presenter, brought a film crew to the Heritage Room to get footage of Joel in the place where he did much of the research for his book. He promises to make sure we get a copy of the documentary when it's finished."

Services to our Aging Population

- Gere Branch Manager Brenda Ealey passed along this story from Aubrey, one of the library's newer Library Service Associates, "A memorable moment from my first week was seeing a woman who was on a video call with a grandchild during her visit. When I told her to have a good evening as she was leaving she said: 'I'm already having a great evening, I just took my granddaughter to the library and now I'm going to go home and read her a bedtime story!' It made me happy that we could help her have that bit of joy with her family, albeit virtually, during such a rough year."

Pat Leach, Library Director
February 12, 2021

**Lincoln City Libraries
January 2021 Use Report**

Location	Loans	Visits	Computer Reservations	Program & Outreach	January 2021	January 2020	CHANGE
				Attendance	Total Use	Total Use	
Bennett Martin Public Library	12,952	5,618	1,246	69	19,885	37,053	-46.33%
Anderson Branch	11,093	3,200	503	0	14,796	22,670	-34.73%
Bethany Branch	8,819	2,191	170	21	11,201	13,646	-17.92%
Eiseley Branch	21,270	4,865	654	0	26,789	42,366	-36.77%
Gere Branch	58,434	12,161	850	4	71,449	90,279	-20.86%
South Branch	8,716	2,307	321	0	11,344	16,073	-29.42%
Walt Branch	39,147	7,765	514	7	47,433	64,965	-26.99%
Williams Branch	822	340	18	0	1,180	2,222	-46.89%
Lied Bookmobile	1,930	107	0	549	2,586	1,604	61.22%
InterLibrary Loan	155	0	0	0	155	269	-42.38%
SUBTOTAL	163,338	38,554	4,276	650	206,818	291,147	-28.96%
DownloadStream Audio	28,866	0	0	0	28,866	25,809	11.84%
Download/Stream eBooks	28,936	0	0	0	28,936	22,876	26.49%
Stream Video	939	0	0	0	939	866	8.43%
SUBTOTAL	58,741	0	0	0	58,741	49,551	18.55%
TOTAL LOANS WITH ELECTRONIC USE	222,079	38,554	4,276	650	265,559	340,698	-22.05%

Notes: Libraries at 50% capacity due to COVID. No inperson programming.

Vitual Programs	Sessions	Views
Library Learning Time	8	392
Read Woke Online Book Discussions	4	943

WiFi Sessions	81,183	134,377	-39.59%
WiFi Users	7,276	13,371	-45.58%
Website Sessions	119,786	123,153	-2.73%
Website Users	49,955	52,590	-5.01%
Database Use	4,859	6,313	-23.03%

All Libraries closed January 15, 25, 26 due to weather.

Branches closed January 27, BMPL open 1 to 8 p.m.

Holdings Report	PRINT		NON PRINT		Total
	Adult	Youth	Adult	Youth	
Owned	367,479	296,149	76,111	34,227	773,966
Added	2,282	1,921	189	80	4,472
Withdrawn	-1,065	165	-40	-28	-968
Current	368,696	298,235	76,260	34,279	777,470

	Registrations		CHANGE
	Total Purged	Active	
	9	12	-25.00%
Resident	194,148	190,768	1.77%
ConnectED	52,226	47,192	10.67%
County	12,729	12,638	0.72%
NonResident	1,035	1,014	2.07%
Reciprocal	755	741	1.89%
Limited Use	10,565	10,288	2.69%
Total Active	271,458	262,641	3.36%

**January 2021 Use Compared to January 20
Lincoln City Libraries**

Location	Print Checkouts			Non-Print Checkouts			Total Checkouts		
	2021	2020	Change	2021	2020	Change	2021	2020	Change
BMPL	10,454	13,056	-19.93%	2,498	5,512	-54.68%	12,952	18,568	-30.25%
Anderson	8,721	9,999	-12.78%	2,372	4,596	-48.39%	11,093	14,595	-23.99%
Bethany	7,611	7,039	8.13%	1,208	1,838	-34.28%	8,819	8,877	-0.65%
Eiseley	18,258	21,445	-14.86%	3,012	5,884	-48.81%	21,270	27,329	-22.17%
Gere	49,653	53,852	-7.80%	8,781	12,771	-31.24%	58,434	66,623	-12.29%
South	7,348	8,508	-13.63%	1,368	2,269	-39.71%	8,716	10,777	-19.12%
Walt	33,613	38,353	-12.36%	5,534	9,051	-38.86%	39,147	47,404	-17.42%
Williams	627	771	-18.68%	195	337	-42.14%	822	1,108	-25.81%
Lied Bookmobile	1,777	1,079	64.69%	153	150	2.00%	1,930	1,229	57.04%
InterLibrary Loan	155	269	-42.38%	0	0	0.00%	155	269	-42.38%
TOTAL CHECKOUTS	138,217	154,371	-10.46%	25,121	42,408	-40.76%	163,338	196,779	-16.99%
Download/Stream Audio	0	0	0.00%	28,866	25,809	11.84%	28,866	25,809	11.84%
Download/Stream eBook	0	0	0.00%	28,936	22,876	26.49%	28,936	22,876	26.49%
Stream Video	0	0	0.00%	939	866	8.43%	939	866	8.43%
TOTAL WITH DOWNLOADS	138,217	154,371	-10.46%	83,862	91,959	-8.81%	222,079	246,330	-9.84%

Location	Youth Checkouts			Adult Checkouts			Visits		
	2021	2020	Change	2021	2020	Change	2021	2020	
BMPL	4,244	5,030	-15.63%	8,708	13,538	-35.68%	5,618	14,941	-62.40%
Anderson	4,869	6,033	-19.29%	6,224	8,562	-27.31%	3,200	6,632	-51.75%
Bethany	5,375	4,834	11.19%	3,444	4,043	-14.82%	2,191	4,109	-46.68%
Eiseley	13,194	16,316	-19.13%	8,076	11,013	-26.67%	4,865	11,850	-58.95%
Gere	31,400	33,212	-5.46%	27,034	33,411	-19.09%	12,161	20,425	-40.46%
South	4,449	5,723	-22.26%	4,267	5,054	-15.57%	2,307	4,280	-46.10%
Walt	25,856	30,292	-14.64%	13,291	17,112	-22.33%	7,765	15,068	-48.47%
Williams	583	813	-28.29%	239	295	-18.98%	340	959	-64.55%
Lied Bookmobile	1,329	840	58.21%	601	389	54.50%	107	339	-68.44%
InterLibrary Loan	0	0	0.00%	155	269	-42.38%	0	0	0.00%
Subtotal	91,299	103,093	-11.44%	72,039	93,686	-23.11%	38,554	78,603	-50.95%
Download/Stream Audio	4,317	3,413	26.49%	24,549	22,396	9.61%	0	0	0.00%
Download/Stream eBook	4,869	2,848	70.96%	24,067	20,028	20.17%	0	0	0.00%
Stream Video	0	0	0.00%	939	866	8.43%	0	0	0.00%
TOTAL	100,485	109,354	-8.11%	121,594	136,976	-11.23%	38,554	78,603	-50.95%

Location	Attendance - Youth			Attendance - Adult			Computer use		
	2021	2020	Change	2021	2020	Change	2021	2020	Change
BMPL	17	0	0.00%	52	102	-49.02%	1,246	3,442	-63.80%
Anderson	0	281	-100.00%	0	0	0.00%	503	1,162	-56.71%
Bethany	0	175	-100.00%	21	34	-38.24%	170	451	-62.31%
Eiseley	0	1,241	-100.00%	0	27	-100.00%	654	1,919	-65.92%
Gere	0	1,042	-100.00%	4	81	-95.06%	850	2,108	-59.68%
South	0	189	-100.00%	0	0	0.00%	321	827	-61.19%
Walt	7	872	-99.20%	0	4	-100.00%	514	1,617	-68.21%
Williams	0	117	-100.00%	0	0	0.00%	18	38	-52.63%
Lied Bookmobile	483	36	1241.67%	66	0	0.00%	0	0	0.00%
TOTAL	507	3,953	-87.17%	143	248	-42.34%	4,276	11,564	-63.02%

LINCOLN CITY LIBRARIES

Monthly Categorical Report

January 31, 2021

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 736,615.00	\$ 306,922.92	\$ 324,913.67	\$ 411,701.33	\$ 65,048.82
Supplies	29,000.00	12,083.33	12,691.82	16,308.18	2,249.83
Services & Charges	76,962.00	32,067.50	41,695.32	35,266.68	2,365.03
Other	-	-	-	-	-
Total	\$ 842,577.00	\$ 351,073.75	\$ 379,300.81	\$ 463,276.19	\$ 69,663.68
Percent Expended		41.67%	45.02%		
Buildings & Grounds-Div. 2					
Personnel	\$ 107,891.00	\$ 44,954.58	\$ 44,807.18	\$ 63,083.82	\$ 8,834.77
Supplies	22,000.00	9,166.67	6,596.11	15,403.89	1,438.61
Services & Charges	964,080.00	401,700.00	357,092.12	606,987.88	64,676.65
Other	90,900.00	37,875.00	45,415.82	45,484.18	45,415.82
Total	\$ 1,184,871.00	\$ 493,696.25	\$ 453,911.23	\$ 730,959.77	\$ 120,365.85
Percent Expended		41.67%	38.31%		
Public Service-Div. 3					
Personnel	\$ 5,302,264.00	\$ 2,209,276.67	\$ 2,041,085.07	\$ 3,261,178.93	\$ 401,222.01
Supplies	48,000.00	20,000.00	10,877.43	37,122.57	1,709.05
Services & Charges	63,400.00	26,416.67	13,437.24	49,962.76	2,077.48
Other	-	-	-	-	-
Total	\$ 5,413,664.00	\$ 2,255,693.33	\$ 2,065,399.74	\$ 3,348,264.26	\$ 405,008.54
Percent Expended		41.67%	38.15%		
Support Services-Div. 4					
Personnel	\$ 1,133,224.00	\$ 472,176.67	\$ 439,802.72	\$ 693,421.28	\$ 87,290.44
Supplies	62,000.00	25,833.33	12,888.63	49,111.37	1,619.80
Services & Charges	304,474.00	126,864.17	177,467.66	127,006.34	10,338.98
Other	863,000.00	359,583.33	502,260.86	360,739.14	50,547.38
Total	\$ 2,362,698.00	\$ 984,457.50	\$ 1,132,419.87	\$ 1,230,278.13	\$ 149,796.60
Percent Expended		41.67%	47.93%		
Total Library Operational					
Personnel	\$ 7,279,994.00	\$ 3,033,330.83	\$ 2,850,608.64	\$ 4,429,385.36	\$ 562,396.04
Supplies	161,000.00	67,083.33	43,053.99	117,946.01	7,017.29
Services & Charges	1,408,916.00	587,048.33	589,692.34	819,223.66	79,458.14
Other	953,900.00	397,458.33	547,676.68	406,223.32	95,963.20
Total	\$ 9,803,810.00	\$ 4,084,920.83	\$ 4,031,031.65	\$ 5,772,778.35	\$ 744,834.67
Percent Expended		41.67%	41.12%		
Other Library Fund Appropriations					
	Amount Appropriated		Expended Year-to-Date	Balance	Current Month Expended
FY 2019-20 Encumbrances	\$ 28,965.91		\$ 28,965.91	\$ -	\$ -

**LINCOLN CITY LIBRARIES - FUND BALANCES
JANUARY 2021**

	Beginning Balance	Receipts	Expended	Ending Balance
<u>GRANT FUNDS</u>				
Net Lender Fund	\$ -	\$ 347.80	\$ -	\$ 347.80
NLC Internship Grant 2020	4,000.00	-	-	4,000.00
NLC NE eReads Grant 2020	2,625.58	-	2,625.58	-
State Aid 2019	23,032.50	-	130.00	22,902.50
State Aid 2020	49,880.00	-	-	49,880.00

DONATED FUNDS

Heritage Room	\$ 82,141.63	\$ (0.04)	\$ 2,629.08	\$ 79,512.51
Polley Music Library	236,470.06	(0.07)	6,924.05	229,545.94
Joseph J. Hompes	68,800.23	6,180.02	14.98	74,965.27
Misc. Library Donations	437,913.22	6,329.80	5,622.76	438,620.26
Alice Nielsen	79,266.67	(0.04)	-	79,266.63
Dorothy Holland	114,021.45	(0.05)	-	114,021.40
Glennis Leapley	60,650.84	(0.04)	-	60,650.80
Lincoln Cares	9,712.52	431.55	-	10,144.07
Read Aloud Lincoln	4,880.61	-	-	4,880.61

APPROPRIATED FUNDS

	Budget	Expended		Balance
		Jan 2021	Exp-to-Date	
Heritage Room FY 2020-21	\$ 32,191.00	\$ 2,629.08	\$ 13,471.92	\$ 18,719.08
Polley Music Library FY 2020-21	109,197.00	6,924.05	35,271.60	73,925.40
Keno FY 2019-20	267,728.00	-	24,451.97	243,276.03
Keno FY 2020-21	920,661.00	63,368.92	75,674.73	844,986.27
Capital Improvement Projects				
FY 2018-19 Anderson Parking Lot	307,100.00	-	303,847.00	3,253.00
FY 2020-21 Eiseley/Walt Parking	332,300.00	-	-	332,300.00
FY 2020-21 Eiseley/Walt Roofs	238,000.00	-	-	238,000.00