

LIBRARY DIRECTOR'S REPORT

March 2021

Libraries continue providing services with pandemic-related adjustments. We're now operating at 75% capacity, allowing our customers one two-hour visit. Although we are not currently presenting in-person programming, we are planning for some outdoor programming in the summer, and hope to transition to indoor gatherings yet this year. Outreach to childcare centers and similar services are resuming, and planning is underway for summer outreach to children.

We're grateful to the Lincoln Lancaster County Health Department for its ongoing information and advice to us throughout this pandemic year.

Libraries again served as drop-off sites for early ballots. Anderson and Bethany Branch Manager Kim Shelley passed along this staff comment, "The thing that really stands out about March for me is the early voting boxes at the Library. Everyone is so grateful and thankful to be able to drop off their ballots at a convenient location. We often get a cheerful "Thank-you!" or "I just love this!" as they put their ballot in the box. I enjoy telling people "Thank you for voting! ""

The Central Library Design Request for Proposals closed on March 24, with eleven proposals submitted. We hope to have a design team engaged by early summer.

The libraries closed for in-person visits on March 20, 2020. This makes year-to-year statistical comparisons difficult. Although use of downloadable eBooks and audiobooks increased over March of 2020, the rate of increase has slowed somewhat.

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

- Eiseley/Williams/BKM Manager Lisa Olivigni passed along this staff report "Lisa V shared this story: "We had a young man who came into Williams one Thursday night, needing to print posters of his missing cat. I think as adults, we always assume that young people know how to use technology as well as, or better, than we do. However, in this case, he really needed our help. The poster he had made to print was just too small, and we couldn't enlarge it due to the format he saved it in. So, we had to start from scratch. I drew up a simple poster using Word, and we were able to use some pictures he had saved on his phone and emailed to me. We got it ready to go and printed it with just about 15 minutes to spare before closing. He was very, very relieved to get it made and printed, and I can't help wondering if he has had any luck finding his

missing cat. Libraries can help people in so many ways, and you never know what kinds of challenges will come through the door.”

Facilities

- Assistant Library Director Traci Glass reported, “Eiseley and Williams Branch Manager, Lisa Olivigni and I have started attending the monthly Air Park Rec Center and Williams Branch Library design meetings. In the March meeting, we discussed Lincoln’s newly adopted Climate Action Plan and associated project goals, how to continue community engagement in the process, and the option of putting out a more detailed, information specific survey for the public to further guide the offerings.”
- Traci also noted, “We have contracted with a Bookmobile Consultant to assist in the Capital Improvement Program purchase of our new Bookmobile. Michael Swendrowski is a nationally recognized, independent, bookmobile consultant who has worked with library systems in Detroit, Anaheim, Iowa City, King County, and throughout Canada. He will be working with us through vehicle development, procurement, and construction.”

Outreach

- Staff at Gere Branch worked with our Bookmobile Supervisor to set up a regular deposit service with the Lincoln Regional Center. Deposit collections with regular drop off and pickup services have been a popular way for the Bookmobile to provide service during the pandemic, and shows promise in serving the community well once the pandemic is passed.
- Youth Services Coordinator Vicki Wood reported, “The summer schedule is starting to come together for the city/county outreach program. So far, most of our city sites are functioning again, and three out of our six county sites are definitely interested. We have more sites asking for activities for their middle and high school students so we’ll work them into our schedule too.”

AREAS OF EXCELLENCE AND FOCUS

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

All Students

- Gere Branch Manager Brenda Ealey passed along this staff report, “Cal shared this story: ‘A patron came in and asked where the quietest corner was in the library. After Deb suggested she use a study room, I set her up with one. Upon leaving a couple hours later, she stopped by to let Wyatt and me know how grateful she was for the space and time the library provided her to focus, and that she had scored a 92% on the midterm test she had just taken.’”
- Walt Branch Manager Jodene Glaesemann reported, “On Saturday March 13, Vicki Clarke staffed the library conference booth and gave a presentation at the Nebraska Home Educator’s Conference. Her presentation, entitled ‘Libraries Are More than Books: Helpful Online Resources to Enhance Home Education’ was well received. Resources that families were most interested in were Transparent Languages and HelpNow for Homework. This is the third year Vicki has presented at this conference, and consistently it is remarked that even though they are regular library users, most were unaware of the online resources.”

Arts and Music

- Polley Music Librarian Scott Scholz reported, “This month I featured a Women’s History Month display in the Polley area, and it was the most popular of all the recent displays. I had several

great conversations with patrons about the books on the display, and I had to replace displayed books with new titles almost every day.

Services to our Aging Population

- Bennett Martin Library Public Services Coordinator LeeAnn Sergeant passed along this staff report of helping an individual, "Library Service Supervisor Jen Jackson said, 'I assisted a woman who was initially looking for Large Print historical fiction titles. We began to chat about what she might enjoy when I realized that her more pressing issue was that she needed books in Large Print. Recently she's become increasingly frustrated with her vision and hasn't received much hope from her eye doctor. We determined that Large Print was definitely the way she needed to go when reading print/bound materials, but she was also a bit concerned with the heft and size of these books. I talked to her about how she can use our apps (hoopla & Libby) on her iPad and change the background to dark so the light text would be easier to read and give her less eye strain as well as enlarge the type in an eBook. She didn't have her device with her so I gave her a brief tutorial using my phone and encouraged her to come back for additional help if necessary. She was very grateful and felt less discouraged about her sight problems and excited to find she had these options.'"

Pat Leach, Library Director

April 16, 2021

**Lincoln City Libraries
March 2021 Use Report**

Location	Loans	Visits	Program &		March 2021 Total Use	March 2020 Total Use	CHANGE
			Computer Reservations	Outreach Attendance			
Bennett Martin Public Library	14,366	7,374	1,915	39	23,694	27,254	-13.06%
Anderson Branch	12,021	3,906	652	0	16,579	17,658	-6.11%
Bethany Branch	9,263	2,781	299	0	12,343	10,486	17.71%
Eiseley Branch	22,845	6,472	1,005	0	30,322	32,050	-5.39%
Gere Branch	65,473	15,283	1,468	11	82,235	75,972	8.24%
South Branch	10,232	3,024	484	0	13,740	12,794	7.39%
Walt Branch	40,806	9,275	708	43	50,832	49,898	1.87%
Williams Branch	712	369	25	0	1,106	918	20.48%
Lied Bookmobile	2,646	173	0	653	3,472	1,393	149.25%
InterLibrary Loan	254	0	0	0	254	172	47.67%
SUBTOTAL	178,618	48,657	6,556	746	234,577	228,595	2.62%
DownloadStream Audio	28,755	0	0	0	28,755	25,185	14.18%
Download/Stream eBooks	26,956	0	0	0	26,956	24,748	8.92%
Stream Video	924	0	0	0	924	1,217	-24.08%
SUBTOTAL	56,635	0	0	0	56,635	51,150	10.72%
TOTAL LOANS WITH ELECTRONIC USE	235,253	48,657	6,556	746	291,212	279,745	4.10%

Libraries at 75% capacity with one two-hour visit per day, masks required.

As of March 15, 2021, materials quarantined for 24 hours after return.

Libraries discontinued inperson programming and meeting room use March 15, 2020

Libraries closed to the public, front door pickup initiated March 20, 2020

Libraries no longer accepting return of materials as of March 27, 2020.

WiFi Sessions	104,467	107,625	-2.93%
WiFi Users	9,083	11,267	-19.38%
Website Sessions	116,778	123,129	-5.16%
Website Users	51,605	51,517	0.17%
Database Use	9,598	7,862	22.08%

Vitual Programs	Sessions	Views
Library Learning Time	10	247
BooksTalk	4	38
Nebraska Heritage Book Discussion	1	10
Just Desserts Mystery Book Discussion	1	15

REGISTRATIONS			
Total Purged	9	3	200.00%
Active			
Resident	194,698	191,674	1.58%
ConnectED	52,469	47,485	10.50%
County	12,765	12,645	0.95%
NonResident	1,038	1,019	1.86%
Reciprocal	756	747	1.20%
Limited Use	10,584	10,353	2.23%
Total Active	272,310	263,923	3.18%

Holdings Report	PRINT		NON PRINT		Total
	Adult	Youth	Adult	Youth	
Owned	367,044	297,873	76,677	34,267	775,861
Added	2,877	2,733	362	101	6,073
Withdrawn	-2,772	-2,927	65	-44	-5,678
Current	367,149	297,679	77,104	34,324	776,256

**March 2021 Use Compared to March 2020
Lincoln City Libraries**

Location	Print Checkouts			Non-Print Checkouts			Total Checkouts		
	2021	2020	Change	2021	2020	Loan Change	2021	2020	Change
B MPL	11,185	10,122	10.50%	3,181	4,205	-24.35%	14,366	14,327	0.27%
Anderson	9,378	8,798	6.59%	2,643	3,061	-13.66%	12,021	11,859	1.37%
Bethany	8,007	5,645	41.84%	1,256	1,428	-12.04%	9,263	7,073	30.96%
Eiseley	19,464	18,023	8.00%	3,381	4,264	-20.71%	22,845	22,287	2.50%
Gere	56,046	47,277	18.55%	9,427	10,501	-10.23%	65,473	57,778	13.32%
South	8,849	6,515	35.83%	1,383	1,811	-23.63%	10,232	8,326	22.89%
Walt	34,967	30,239	15.64%	5,839	7,211	-19.03%	40,806	37,450	8.96%
Williams	565	199	183.92%	147	122	20.49%	712	321	121.81%
Lied Bookmobile	2,429	879	176.34%	217	200	8.50%	2,646	1,079	145.23%
InterLibrary Loan	254	172	47.67%	0	0	0.00%	254	172	47.67%
TOTAL CHECKOUTS	151,144	127,869	18.20%	27,474	32,803	-16.25%	178,618	160,672	11.17%
Download/Stream Audio	0	0	0.00%	28,755	25,185	14.18%	28,755	25,185	14.18%
Download/Stream eBook	0	0	0.00%	26,956	24,748	8.92%	26,956	24,748	8.92%
Stream Video	0	0	0.00%	924	1,217	-24.08%	924	1,217	-24.08%
TOTAL WITH DOWNLOADS	151,144	127,869	18.20%	84,109	83,953	0.19%	235,253	211,822	11.06%

Location	Youth Checkouts			Adult Checkouts			Visits		Change
	2021	2020	Change	2021	2020	Change	2021	2020	
B MPL	4,675	4,075	14.72%	9,691	10,252	-5.47%	7,374	10,569	-30.23%
Anderson	5,689	5,372	5.90%	6,332	6,487	-2.39%	3,906	4,922	-20.64%
Bethany		3,994	0.00%	3,274	3,079	6.33%	2,781	3,029	-8.19%
Eiseley	14,702	13,466	9.18%	8,143	8,821	-7.69%	6,472	8,057	-19.67%
Gere	36,196	30,262	19.61%	29,277	27,516	6.40%	15,283	16,402	-6.82%
South	5,931	4,528	30.98%	4,301	3,798	13.24%	3,024	3,492	-13.40%
Walt	27,209	23,606	15.26%	13,597	13,844	-1.78%	9,275	10,958	-15.36%
Williams	546	226	141.59%	166	95	74.74%	369	470	-21.49%
Lied Bookmobile	1,926	647	197.68%	720	432	66.67%	173	310	-44.19%
InterLibrary Loan	0	0	0.00%	254	172	47.67%	0	0	0.00%
Subtotal	96,874	86,176	12.41%	75,755	74,496	1.69%	48,657	58,209	-16.41%
Download/Stream Audio	4,121	3,965	3.93%	24,634	21,220	16.09%	0	0	0.00%
Download/Stream eBook	3,865	4,362	-11.39%	23,091	20,386	13.27%	0	0	0.00%
Stream Video	0	0	0.00%	924	1,217	-24.08%	0	0	0.00%
TOTAL	104,860	94,503	10.96%	124,404	117,319	6.04%	48,657	58,209	-16.41%

Location	Attendance - Youth			Attendance - Adult			Computer use		
	2021	2020	Change	2021	2020	Change	2021	2020	Change
B MPL	39	162	-75.93%	0	34	-100.00%	1,915	2,162	-11.42%
Anderson	0	77	-100.00%	0	1	-100.00%	652	799	-18.40%
Bethany	0	97	-100.00%	0	25	-100.00%	299	262	14.12%
Eiseley	0	477	-100.00%	0	7	-100.00%	1,005	1,222	-17.76%
Gere	0	438	-100.00%	11	43	-74.42%	1,468	1,311	11.98%
South	0	490	-100.00%	0	0	0.00%	484	486	-0.41%
Walt	18	440	-95.91%	25	21	19.05%	708	1,029	-31.20%
Williams	0	100	-100.00%	0	0	0.00%	25	27	-7.41%
Lied Bookmobile	587	0	0.00%	66	0	0.00%	0	4	-100.00%
TOTAL	644	2,281	-71.77%	102	131	-22.14%	6,556	7,302	-10.22%

LINCOLN CITY LIBRARIES

Monthly Categorical Report

March 31, 2021

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 736,615.00	\$ 429,692.08	\$ 448,038.91	\$ 288,576.09	\$ 64,527.11
Supplies	29,000.00	16,916.67	16,018.28	12,981.72	1,087.30
Services & Charges	76,962.00	44,894.50	44,186.13	32,775.87	1,265.20
Other	-	-	-	-	-
Total	\$ 842,577.00	\$ 491,503.25	\$ 508,243.32	\$ 334,333.68	\$ 66,879.61
Percent Expended		58.33%	60.32%		
Buildings & Grounds-Div. 2					
Personnel	\$ 107,891.00	\$ 62,936.42	\$ 62,234.65	\$ 45,656.35	\$ 9,049.68
Supplies	22,000.00	12,833.33	8,429.55	13,570.45	884.78
Services & Charges	964,080.00	562,380.00	485,898.25	478,181.75	65,490.88
Other	90,900.00	53,025.00	45,415.82	45,484.18	-
Total	\$ 1,184,871.00	\$ 691,174.75	\$ 601,978.27	\$ 582,892.73	\$ 75,425.34
Percent Expended		58.33%	50.81%		
Public Service-Div. 3					
Personnel	\$ 5,302,264.00	\$ 3,092,987.33	\$ 2,836,929.62	\$ 2,465,334.38	\$ 420,072.27
Supplies	48,000.00	28,000.00	15,861.75	32,138.25	362.94
Services & Charges	63,400.00	36,983.33	15,825.72	47,574.28	1,318.79
Other	-	-	-	-	-
Total	\$ 5,413,664.00	\$ 3,157,970.67	\$ 2,868,617.09	\$ 2,545,046.91	\$ 421,754.00
Percent Expended		58.33%	52.99%		
Support Services-Div. 4					
Personnel	\$ 1,133,224.00	\$ 661,047.33	\$ 605,984.49	\$ 527,239.51	\$ 87,032.99
Supplies	62,000.00	36,166.67	19,357.63	42,642.37	3,101.83
Services & Charges	304,474.00	177,609.83	262,718.42	41,755.58	68,361.90
Other	863,000.00	503,416.67	614,195.92	248,804.08	43,691.43
Total	\$ 2,362,698.00	\$ 1,378,240.50	\$ 1,502,256.46	\$ 860,441.54	\$ 202,188.15
Percent Expended		58.33%	63.58%		
Total Library Operational					
Personnel	\$ 7,279,994.00	\$ 4,246,663.17	\$ 3,953,187.67	\$ 3,326,806.33	\$ 580,682.05
Supplies	161,000.00	93,916.67	59,667.21	101,332.79	5,436.85
Services & Charges	1,408,916.00	821,867.67	808,628.52	600,287.48	136,436.77
Other	953,900.00	556,441.67	659,611.74	294,288.26	43,691.43
Total	\$ 9,803,810.00	\$ 5,718,889.17	\$ 5,481,095.14	\$ 4,322,714.86	\$ 766,247.10
Percent Expended		58.33%	55.91%		
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
MARCH 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
State Aid 2019	22,802.50	-	826.00	21,976.50
State Aid 2020	49,880.00	-	-	49,880.00

DONATED FUNDS

Heritage Room	\$ 121,627.32	\$ 34.73	\$ 2,721.16	\$ 118,940.89
Polley Music Library	223,241.29	84.51	7,099.70	216,226.10
Joseph J. Hompes	74,943.34	26.82	342.01	74,628.15
Misc. Library Donations	564,979.30	176.75	10,870.54	554,285.51
Alice Nielsen	79,330.73	29.17	-	79,359.90
Dorothy Holland	114,113.59	41.95	-	114,155.54
Glennis Leapley	60,699.84	22.32	-	60,722.16
Lincoln Cares	10,582.08	431.68	-	11,013.76
Read Aloud Lincoln	649.86	-	-	649.86

APPROPRIATED FUNDS

	Budget	Expended		Balance
		March 2021	Exp-to-Date	
Heritage Room FY 2020-21	\$ 32,191.00	\$ 2,721.16	\$ 18,642.52	\$ 13,548.48
Polley Music Library FY 2020-21	109,197.00	7,099.70	48,855.71	60,341.29
Keno FY 2019-20	267,728.00	2,056.00	28,030.09	239,697.91
Keno FY 2020-21	920,661.00	68,214.88	225,961.41	694,699.59
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