

LIBRARY DIRECTOR'S REPORT
October 2021

The COVID-19 pandemic continues to impact library offerings. Library customers and staff are expected to wear a mask while in all public areas unless a person has a medical exemption. Programming for children continued outdoors since people under 12 years old are still not eligible for vaccination. Having consulted with the Health Department, we plan to offer indoor programming to young children in January with some space and pre-registration expectations in place.

Public Services Coordinator LeeAnn Sergeant reported on some special visitors to our library in October, "The evening of October 13 we had a couple of visitors from out of state, who were in Nebraska to present at the Nebraska Library Association's conference. Adam Zand and Greg Peverill-Conti from the Library Land Project asked me for a tour of the library. They were surprised and delighted by the Polley Music Library and Heritage Room, asking many questions about both. They also commented on several things throughout the building that they had not seen at other libraries, such as the filtered vs unfiltered computers. They were very excited and appreciative of the tour and insight into Lincoln City Libraries (LCL)."

Several LCL staff members presented informational sessions at the Nebraska Library Association conference on topics ranging from Readers Advisory (helping people find a good book to read) to the American Library Association Alex List (adult books that resonate with teens) to the American Library Association Notable books list for adults to intellectual freedom.

Total overall business at the libraries was virtually the same in October of 2021 as it was in October of 2020.

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

- Support Services Coordinator Rebecca Aracena noted, "Although Support Services doesn't often interact directly with library customers, in October I worked with a customer who was referred to Support Services because she had a complaint about a popular title she couldn't find in the OverDrive [downloadable] collection. The customer was able to provide some screenshots and details of the item she wanted to read by email so that I was able to find the item and purchase it for Lincoln City Libraries' customers. The customer responded with "THANK YOU THANK YOU THANK YOU! I really appreciate it."

Technology

- Public Services Coordinator LeeAnn Sergeant passed along this staff report from Carrie, "A woman was needing to print travel/visa documents to Libya but was having trouble getting them from her phone to the printer. She tried using a lab computer, but she had forgotten her password. She then tried to use the email system but was having difficulties. I showed her how to add the PrinterOn app to her phone and we set it up to print at the library, and she was then able to choose the documents she wanted and have them print. She was relieved to be able to get them printed."
- Heritage Room Curator Diane Wilson noted ongoing work, "Ames Reading Series programs continue to be converted to MP4 format and uploaded to the Library's YouTube channel. Currently programs from 1995-2020 are available to view. All the Ames Readings on YouTube continue to be uploaded to the authors' pages in the Nebraska Authors Database." The database had over 3,300 hits this month.
- Youth Services Coordinator Vicki Wood reported her experiences using software called Beanstack, which supports the library's programming that is done virtually, "I was one of the speakers at a Beanstack Nebraska virtual event. I talked about ways we have used Beanstack in different challenges, as well as strategies that have helped make our challenges successful."

Facilities

- Assistant Library Director Traci Glass reported work on the purchase of a new Bookmobile, "Pat Leach, Pat Wenzl from City Fleet Services, Miki Esposito from the Mayor's Office, and I met virtually with our Bookmobile consultant to further investigate an all-electric bookmobile which would be in alignment with the Mayor's Climate Action Plan. He has provided us some data, and I have asked our City Fleet Services to run a similar report on what our capability and range would be for an all-electric vehicle."
- Traci Glass also noted, "Planning for the new joint Air Park Williams Branch Library/Parks and Recreation Facilities continues. In October we met to discuss security concerns and options. I also met staff from Parks and Recreation to discuss shared technology ideas and took part in a preliminary budget review." Eiseley/Williams/Bookmobile manager Lisa Olivigni also noted the library's participation in an open house set up to share plans with the Air Park community.

Outreach

- Polley Music Librarian Scott Scholz continues his work with KZUM Radio, "This month, there were five weekends for Polley Music Library radio programs, which featured a show on DIY electronic music resources, an audio tour of books for Country Music Month, a show on the music of composer Jennifer Higdon, an audio tutorial on how to make your own "spooky soundtracks" for non-musicians, and a discussion of a couple of books that explore the relationship between music and mortality."

Collaboration

- Public Services Coordinator LeeAnn Sergeant noted, "Jackie relayed this interaction about the BikeLNK program available at Bennett Martin Public Library, "I checked-out BikeLNK passes to a gentleman and his teenage son early in October when the weather was still nice. They had called in to ask about the bike program, and then specifically came downtown so they could try out the bikes. They had brought their own helmets and everything. It's cool to see people

excited about getting outside and discovering things at the library that they would have never expected."

AREAS OF EXCELLENCE AND FOCUS

Primary Area of Focus—Early Childhood

- Anderson and Bethany Branch Manager Kim Shelley passed along this report about the highs and lows of providing programming outdoors due to the COVID pandemic: "At the beginning of the month, Library Learning Time [LLT] sessions featured special guests -- fire fighters from Lincoln Fire & Rescue. The October 6 LLT session at Anderson Branch had 68 attendees – more than all 5 Anderson Branch LLT sessions combined during the previous month! Special Halloween Library Learning Time sessions closed out the month. Unfortunately, all sessions scheduled for Wednesday Oct. 27 were cancelled due to the weather forecast of 100% chance of rain. On Thursday, October 28, 12 hardy souls ventured to Bethany Park to attend the special Library Learning Time session hosted by Karrie and Matt. Goodie bags were distributed to the attendees. The bags were assembled ahead of time at Walt Branch by volunteers provided by local online merchant SpreeTail. Due to the October 27 cancellation and low October 28 attendance, the Northeast Service Unit had goodie bags left over. The "extra" bags were distributed to youngsters who stopped in Anderson and Bethany Branch Libraries during the Halloween weekend."

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

All Students

- Walt Branch Manager Jodene Glaesemann reported, "Walt's Teen Advisory Board (TAB) hosted a Literary Pumpkin Contest. This was such a successful event. The mayor even gave the winner's a "like" on the Library's Facebook page. Every pumpkin was creative, and it allowed people to express literacy in another manner. Participants brought in their own pumpkin decorated as their favorite literary character or book theme. No carved pumpkins were allowed, but participants used paint, markers, and glue to adhere felt, cardboard, wheels etc. on their very creative pumpkins. Library staff voted for the different age categories. We were extremely happy with the number of entrants we had in each category; Ages 4-7 had 17 entries, Ages 8-12 had 11 entries, the adults 18+ had 4 entries. The public voted on their overall favorite with the People's Choice Award.

Patrons really voiced their appreciation for the pumpkin contest. Time and time again, we heard wonderful conversations along the lines of "Oh, look! Here's the Hungry Caterpillar! Did you see Pete the Cat? Look over here! Do you remember this book?" It was a very engaging program, especially for families and our TAB members."

Celebrating the diversity of our city

- Gere and South Branch Manager Brenda Ealey passed along this report from Library Associate Cal, "One slow Sunday evening, I spent some time helping a man research brain tumors because his friend had developed one. Croatian was his first language, so we had to rely mostly on Google Translate to communicate since he was seeking fairly complex medical information. I helped him create a document with some images of different types of brain tumors with both English and Croatian descriptions. He was also interested in the different types of cancer treatments, so I found a reputable website describing them, translated it to Croatian, and

printed it for him. He was very appreciative and said, as he was leaving, 'God bless the government and God bless you for life!'"

Building up the Culture of Lincoln

- Reading - Virtual Services Manager and Webmaster Peter Jorgensen reported on updates to the library's own Bookguide section that helps to connect readers with books, "Scott spent part of September preparing for, and then teaching (via Zoom), three of the first five sessions of a six-session OLLI (Osher Lifelong Learning Institute) class – "A Mosaic of Mystery Fiction." Diane Wilson of the Heritage Room taught one session, as did Marcy Graybill of South/Gere. A final session remains on October 7th. This involved the expansion of several existing lists on BookGuide."
- Public Services Coordinator LeeAnn Sergeant reported, "The library participated in the Dia de los Muertos event for Downtown Lincoln, providing story times, plaster skulls for decorating, and a take home paper craft. Sharon said that there was a surprisingly good turnout at the event, even though it was a very rainy day and festivities had to be moved from the street into the Nebraska History Museum."

Pat Leach, Library Director

November 12, 2021

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

Location	Print Checkouts			Non-Print Checkouts			Total Checkouts		
	2021	2020	Change	2021	2020	Loan Change	2021	2020	Change
BMPL	10,898	11,524	-5.43%	3,205	3,263	-1.78%	14,103	14,787	-4.63%
Anderson	8,582	9,126	-5.96%	2,337	2,918	-19.91%	10,919	12,044	-9.34%
Bethany	6,582	7,786	-15.46%	1,004	1,433	-29.94%	7,586	9,219	-17.71%
Eiseley	19,458	19,119	1.77%	3,118	3,676	-15.18%	22,576	22,795	-0.96%
Gere	52,803	53,379	-1.08%	8,536	9,688	-11.89%	61,339	63,067	-2.74%
South	8,053	8,215	-1.97%	1,346	1,523	-11.62%	9,399	9,738	-3.48%
Walt	34,514	34,769	-0.73%	5,139	6,201	-17.13%	39,653	40,970	-3.21%
Williams	451	803	-43.84%	166	266	-37.59%	617	1,069	-42.28%
Lied Bookmobile	2,312	2,086	10.83%	143	201	-28.86%	2,455	2,287	7.35%
InterLibrary Loan	231	0	0.00%	0	0	0.00%	231	0	0.00%
TOTAL CHECKOUTS	143,884	146,807	-1.99%	24,994	29,169	-14.31%	168,878	175,976	-4.03%
Download/Stream Audio	0	0	0.00%	29,613	26,670	11.03%	29,613	26,670	11.03%
Download/Stream eBook	0	0	0.00%	23,519	25,143	-6.46%	23,519	25,143	-6.46%
Stream Video	0	0	0.00%	714	972	-26.54%	714	972	-26.54%
TOTAL WITH DOWNLOADS	143,884	146,807	-1.99%	78,840	81,954	-3.80%	222,724	228,761	-2.64%

Location	Youth Checkouts			Adult Checkouts			Visits	Visits	Change
	2021	2020	Change	2021	2020	Change	2021	2020	
BMPL	4,843	5,216	-7.15%	9,260	9,571	-3.25%	9,329	9,072	2.83%
Anderson	4,894	5,464	-10.43%	6,025	6,580	-8.43%	4,936	4,584	7.68%
Bethany	4,434	5,607	-20.92%	3,152	3,612	-12.74%	2,905	3,577	-18.79%
Eiseley	15,103	14,435	4.63%	7,473	8,360	-10.61%	7,634	7,533	1.34%
Gere	34,352	34,058	0.86%	26,987	29,009	-6.97%	16,061	16,623	-3.38%
South	5,421	5,582	-2.88%	3,978	4,156	-4.28%	3,248	3,728	-12.88%
Walt	26,987	27,859	-3.13%	12,666	13,111	-3.39%	10,699	11,804	-9.36%
Williams	390	641	-39.16%	227	428	-46.96%	682	649	5.08%
Lied Bookmobile	1,671	1,683	-0.71%	784	604	29.80%	170	172	-1.16%
InterLibrary Loan	0	0	0.00%	231	0	0.00%	0	0	0.00%
Subtotal	98,095	100,545	-2.44%	70,783	75,431	-6.16%	55,664	57,742	-3.60%
Download/Stream Audio	4,171	4,062	2.68%	25,442	22,608	12.54%	0	0	0.00%
Download/Stream eBook	3,211	4,391	-26.87%	20,308	20,752	-2.14%	0	0	0.00%
Stream Video	0	0	0.00%	714	972	-26.54%	0	0	0.00%
TOTAL	105,477	108,998	-3.23%	117,247	119,763	-2.10%	55,664	57,742	-3.60%

Location	Program & Outreach Attendance - Youth			Program & Outreach Attendance - Adult			Computer Use		
	2021	2020	Change	2021	2020	Change	2021	2020	Change
BMPL	12	27	-55.56%	481	193	149.22%	2,394	1,911	25.27%
Anderson	601	0	0.00%	0	0	0.00%	973	679	43.30%
Bethany	59	0	0.00%	67	55	21.82%	259	285	-9.12%
Eiseley	3,177	0	0.00%	0	0	0.00%	1,107	984	12.50%
Gere	325	0	0.00%	25	8	212.50%	858	1,196	-28.26%
South	290	0	0.00%	15	0	0.00%	533	429	24.24%
Walt	328	0	0.00%	68	0	0.00%	991	858	15.50%
Williams	0	41	-100.00%	0	0	0.00%	40	48	-16.67%
Lied Bookmobile	867	510	70.00%	1,237	79	1465.82%	0	0	0.00%
Data Base Use	0	0	0.00%	0	0	0.00%	0	0	0.00%
TOTAL	5,659	578	879.07%	1,893	335	465.07%	7,155	6,390	11.97%

LINCOLN CITY LIBRARIES

Monthly Categorical Report

October 31, 2021

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 841,326.00	\$ 140,221.00	\$ 139,686.26	\$ 701,639.74	\$ 61,544.97
Supplies	29,000.00	4,833.33	6,679.57	22,320.43	3,629.68
Services & Charges	77,638.00	12,939.67	34,873.43	42,764.57	1,338.87
Other	-	-	-	-	-
Total	\$ 947,964.00	\$ 157,994.00	\$ 181,239.26	\$ 766,724.74	\$ 66,513.52
Percent Expended		16.67%	19.12%		
Buildings & Grounds-Div. 2					
Personnel	\$ 114,043.00	\$ 19,007.17	\$ 16,928.56	\$ 97,114.44	\$ 8,550.76
Supplies	22,000.00	3,666.67	4,268.64	17,731.36	1,420.51
Services & Charges	974,069.00	162,344.83	163,063.52	811,005.48	56,125.40
Other	90,900.00	15,150.00	-	90,900.00	-
Total	\$ 1,201,012.00	\$ 200,168.67	\$ 184,260.72	\$ 1,016,751.28	\$ 66,096.67
Percent Expended		16.67%	15.34%		
Public Service-Div. 3					
Personnel	\$ 5,556,040.00	\$ 926,006.67	\$ 763,551.49	\$ 4,792,488.51	\$ 386,747.43
Supplies	48,000.00	8,000.00	5,098.06	42,901.94	4,789.94
Services & Charges	63,400.00	10,566.67	6,185.02	57,214.98	2,987.15
Other	-	-	-	-	-
Total	\$ 5,667,440.00	\$ 944,573.33	\$ 774,834.57	\$ 4,892,605.43	\$ 394,524.52
Percent Expended		16.67%	13.67%		
Support Services-Div. 4					
Personnel	\$ 1,193,177.00	\$ 198,862.83	\$ 171,023.88	\$ 1,022,153.12	\$ 85,876.70
Supplies	62,000.00	10,333.33	12,090.33	49,909.67	1,300.98
Services & Charges	311,667.00	51,944.50	111,350.64	200,316.36	11,274.38
Other	885,650.00	147,608.33	125,026.87	760,623.13	104,503.25
Total	\$ 2,452,494.00	\$ 408,749.00	\$ 419,491.72	\$ 2,033,002.28	\$ 202,955.31
Percent Expended		16.67%	17.10%		
Total Library Operational					
Personnel	\$ 7,704,586.00	\$ 1,284,097.67	\$ 1,091,190.19	\$ 6,613,395.81	\$ 542,719.86
Supplies	161,000.00	26,833.33	28,136.60	132,863.40	11,141.11
Services & Charges	1,426,774.00	237,795.67	315,472.61	1,111,301.39	71,725.80
Other	976,550.00	162,758.33	125,026.87	851,523.13	104,503.25
Total	\$ 10,268,910.00	\$ 1,711,485.00	\$ 1,559,826.27	\$ 8,709,083.73	\$ 730,090.02
Percent Expended		16.67%	15.19%		
Other Library Fund Appropriations					
	Amount Appropriated		Expended Year-to-Date	Balance	Current Month Expended
FY 2020-21 Encumbrances	\$ 631,886.81		\$ 126,032.69	\$ 505,854.12	\$ 83,438.93
FY 2020-21 Reappropriated	\$ -		\$ -	\$ -	\$ -

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

	Beginning Balance	Receipts	Expended	Ending Balance
<u>GRANT FUNDS</u>				
Net Lender Fund	\$ (62.93)	\$ -	\$ -	\$ (62.93)
NLC NE eReads Grant 2021	43,436.00	-	27,684.56	15,751.44
NLC American Rescue Plan Act 2021	91,500.00	81,074.00	-	172,574.00
State Aid 2019	21,307.00	-	617.00	20,690.00
State Aid 2020	8,370.50	-	5,147.60	3,222.90
State Aid 2021	50,282.00	-	-	50,282.00

DONATED FUNDS

Heritage Room	\$ 102,650.75	\$ 38.61	\$ 2,529.30	\$ 100,160.06
Polley Music Library	173,190.17	66.16	6,447.23	166,809.10
Joseph J. Hompes	64,121.18	7,081.47	256.66	70,945.99
Misc. Library Donations	500,009.95	6,525.09	19,571.46	486,963.58
Alice Nielsen	79,504.26	29.17	-	79,533.43
Dorothy Holland	114,363.18	41.96	-	114,405.14
Glennis Leapley	60,832.61	22.32	-	60,854.93
Lincoln Cares	13,142.92	418.52	-	13,561.44

APPROPRIATED FUNDS

	Budget	Expended		Balance
		Oct 2021	Exp-to-Date	
Heritage Room FY 2021-22	\$ 34,927.00	\$ 2,529.30	\$ 5,058.60	\$ 29,868.40
Polley Music Library FY 2021-22	113,417.00	6,447.23	13,118.90	100,298.10
Keno FY 2020-21	229,596.28	-	-	229,596.28
Keno FY 2021-22	952,884.00	2,141.35	2,141.35	950,742.65
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	20,107.86	201,078.57	36,921.43
FY 2020-21 Williams	800,000.00	-	-	800,000.00
FY 2021-22 Bookmobile	250,000.00	-	-	250,000.00