

MEMORANDUM

TO: Library Board

FROM: Victoria A. Chiavetta, Director of Library Services

DATE: August 4, 2016

SUBJECT: Director's Report for Library Advisory Board

Hello Library Board! It's time for our August meeting, which this year will not be a joint work session with Council and the Parks Board. We have decided to wait until we have returned to the library to host the joint meeting which will give us an opportunity to share our delightful new space.

I hope you've had an enjoyable summer. Library staff have been diligently working on numerous projects related to the expansion project in addition to managing a successful Summer Reading Program. We've selected an RFID vendor, looked at all kinds of furniture and fixtures for the library, put out a Request for Proposal for computer time management and wireless printing, and conducted numerous workshops for the strategic plan. A lot has been accomplished in a few short months.

Workload Indicators

Splish Splash Story Time was probably the most popular of all our programs this summer. At one event, we had 299 people attend! That is a big crowd. The programs at Austin Elementary went well also. It's gratifying that the community sought us out to take part in some great classes.

The library held a variety of strategic planning workshops this summer and received a lot of excellent input from the community. John Findlay is working on a draft of the plan which he will present to the strategic planning committee on August 22nd before the final version is completed.

Library staff presented an RFID contract to Council and the CRDC, which was approved and is now in the planning phase. We will begin to tag library materials soon in order to prepare for using new self-check machines, automated materials handling and staff workstations when we move back to the library. We also presented a furniture package to Council and the CRDC, who approved it as well. We have begun to order furniture and equipment to be delivered during the month of October.

During the summer, the gate count and circulation tends to be higher than any other time of the year and this summer was no different. Digital material circulation continues to grow; it will be interesting to see if that trend continues when we move back home.

Programs

As mentioned, Splish Splash Story Times were well attended this summer, with numbers in the 200s for many of the events. Wacky Wednesdays, held in partnership with the Biodiversity Center, were also well attended. The Friday teen programs were not as well attended but the kids who did show up had a blast. For adults this year, 58 people came to see Neil Sperry while 48 people attended a Get Organized program.

Programs for September and October will be pared down to primarily story times as we prepare to move back into the library facility.

Presentation by Jamie Brill

Youth Advisor Interviews

Strategic Plan Update

Library Expansion Update

Youth Advisor's Report

Friends of the Coppell Public Library Report

Library Board Goals & Objectives

FY16 Library Board Goals:

1. Participate in the strategic plan process
 - a. Attend a focus group
 - b. Invite community to contribute input
2. Support and promote the Friends of the Coppell Public Library
3. Promote the library by active individual participation in library programs, outreach and community events
 - a. Attend Library Programs
 - b. Represent the Library Board at City and civic events (i.e. Earth Fest, Farmer's Market)
 - c. Actively use social media to market library activities.

MISSION: *The William T. Cozby Public Library's mission is to nurture and sustain a family community for a lifetime by providing innovative, exceptional service and access to learning, information and enrichment.*

VISION: *The William T. Cozby Public Library inspires an informed, educated family community.*