

## MEMORANDUM

**TO:** Library Board

**FROM:** Victoria A. Chiavetta, Director of Library Services

**DATE:** October 4, 2017

**SUBJECT:** Director's Report for Library Advisory Board

It's October! We're closing in on being in our beautiful new building for a year and it has truly been a year of transition, some of it a little rocky, most of it inspiring and humbling. We are all learning how to use the technology, becoming familiar with the building and starting to feel more comfortable with our service model. Our customers are happy to be here and we still get compliments from those who are visiting for the first time. I say this to remind you all of the role you played in the library expansion and to express my gratitude for your ongoing support throughout the entire process. We are your community library!

### Workload Indicators

The library had a good year in terms of customer visits, circulation, program attendance, WiFi and computer usage, etc. Circulation hit 538,850, an increase of 36% from last year. We issued 3,350 new library cards, offered 21% more programs and saw an increase in the use of eAudiobooks. There was a slight decline in interlibrary loans which could be attributed to the collection providing more of what the community needs or a general reduction in ILL requests. The new laptop checkout service went well and the TAMS boxes and Early Literacy Backpacks were very popular. The introduction of the adult volunteer program enhanced the opportunities for volunteerism in the library and was well received, resulting in an increase in volunteer hours, something that is part of the city's 2030 Plan.

During the month of September, library staff worked on program planning for the next quarter and for next summer as we must start early to book the presenters we want for summer reading program. Staff also prepared for the new budget year of collection development, to ensure that new book deliveries don't lag.

The library held a staff conference in September to work on leadership development and team building. It was very successful and we are currently developing internal teams to further the work we started at the conference.

### Programs

The library introduced several programs in September that are partnerships with area residents. Artistic Afternoon allows elementary students to explore different aspects of art and creative writing. The first meeting was attended by 14 students. We also hosted a program called Healthy Aging where two local doctors discussed cognitive health and ways to care for your brain, which had 16 participants. Special programs included Open Mic Night, a performance opportunity for citizens to sing their favorite songs, play an instrument or recite poetry. In celebration of Hispanic Heritage Month, Sima Ballet Folklorico gave a performance that was attended by 150 people, a very good turnout.

## **Five Year Budget Plan**

Work began this month on the city's Five Year Budget Plan. We will share with you some of the items we hope to include in the library's future budgetary requests.

## **November Meeting Time**

## **Allies in Community/Kaleidoscope**

## **Strategic Plan Progress**

## **Friends of the Coppell Public Library Report**

## **Youth Advisor Report**

## **Library Board Goals & Objectives**

### FY17 Library Board Goals:

1. Participate in the implementation of the strategic plan
  - a. Promote library services in the community
  - b. Solicit volunteers in the community
  - c. Identify potential community partners
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 and Council meetings
  - 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.

## **OUR VISION**

*The Cozby Library and Community Commons is the heart of the community where citizens are empowered to Imagine, Discover, Engage and Achieve in an environment that cultivates curiosity, collaboration and creativity.*

## **OUR MISSION**

*We serve our community by helping our citizens develop their talents, acquire knowledge, embrace their passions, and fulfill their dreams.*