

Directors Report – May 2018

Follow up items

- Please vote on Lenk Fund request, town needs it to proceed
- Book Awning Possibilities
- Children's Room

Meetings attended

- Assistant Town Administrator Phyllis Marshall, Mike McHale – Bostonwood, Library Department Head Meeting, Belmont Library Foundation Board, Friends of the Library Board, MLN Membership Committee, Board of Selectmen, President Sally Martin, Durkin Company Supervisor Rosangela Santos, Police Lieutenant Kristin Daley, Town Administrator Patrice Garvin, Joanna Tsvoulis, HR Director Jessica Porter, Rebecca Richards – Belmont Art Gallery, Mark Carthy, Town Meeting Members, Jack Weiss – Warrant Committee, Brendan Driscoll, Marc Quinn,

Building and Grounds

- Review of Spreadsheet
- Water Compressor to be replaced (54 years old)

Monthly Successes

- East Wing Reopens!
- One Book One Belmont Committee appointed
- April vacation children's programming very successful
- Great author talk with Margot Livesey
- Saturday music program well attended

General Update

- Stephen Dorrance begins as Facilities Director (would like to invite to June Meeting)
- Art Gallery Director would like to meet with Board in June/July
- Children's Room refresh planning underway
- Library Director begins 4th year on the job

Incidents

- Slate tile falling off roof (twice, one tile each time)
- Bicycle Theft (Police involved)
- Mobile Phone Charger stolen
- Children's Headphone sets stolen from computers

Current Fiscal Year Data Comparison

Key Performance Indicators

Last Year

	Current month	Month comparison	Mar 2018	Feb 2018	Jan 2018	Dec 2017	Nov 2017	Oct 2017	Sep 2017	Aug 2017	Jul 2017	Jun 2017	May 2017
Circulation - Total	46,206	48,830	50,524	43,064	46,544	42,800	42,817	44,125	42,817	49,092	48,794	44,753	47,846
Circulation - Adult (books/magazines)	9,261	10,087	10,531	9,514	10,112	9,566	9,194	9,731	9,502	10,750	10,195	9,924	10,335
Circulation - YA print (books/magazines)	1,743	1,885	1,819	1,509	1,749	1,539	1,581	1,754	1,945	2,750	2,680	2,356	1,782
Circulation - Children's print (books/magazines)	20,318	21,230	21,292	17,806	18,669	15,917	17,877	18,476	17,678	19,896	19,831	17,933	20,324
Circulation - Adult Audio Visual	8,238	9,174	9,597	7,996	9,444	9,571	8,094	8,044	7,888	8,766	8,830	8,207	9,345
Circulation - YA Audio Visual	54	66	53	55	67	72	58	55	64	72	64	50	67
Circulation - Children's Audio Visual	2,327	2,858	2,607	2,118	2,292	2,118	2,258	2,149	2,308	2,819	2,753	2,522	2,582
Circulation - downloads (eBooks/eAudiobooks)	3,929	3,302	4,304	3,769	3,988	3,686	3,423	3,601	3,144	3,779	4,103	3,329	3,191
Reference Questions	3,048	2,999	3,060	2,924	3,323	3,223	3,681	3,501	2,686	4,004	2,874	2,471	2,681
Programs Offered (total)	72	71	79	71	70	48	60	62	33	30	31	33	56
Adult Programs	27	18	28	29	23	19	24	20	11	12	11	9	16
YA Programs	9	17	12	9	9	10	13	16	3	1	1	7	5
Children's Programs	36	36	39	33	38	19	23	26	19	17	19	17	35
Programs Attendance (total)	1,735	1,771	2,276	1,924	1,551	908	1,088	1,538	995	1,806	1,290	955	1,625
Adult Programs Attendance	270	325	546	533	265	176	224	257	167	690	237	112	211
YA Programs Attendance	75	201	103	69	127	121	135	132	42	30	8	91	52
Children's Programs Attendance	1,390	1,245	1,627	1,322	1,159	611	729	1,149	786	1,086	1,045	752	1,362
Meeting Room Use	90	92	103	89	86	63	81	75	52	45	37	44	78
Museum Pass Use	256	261	229	179	160	182	150	182	165	247	283	238	228
Use of Library Computers	1,918	1,947	2,066	1,647	1,604	1,721	1,777	1,901	1,652	1,852	1,302	617	1,955
Volunteers	12	36	11	13	10	10	13	14	9	16	17	17	12
Volunteer hours worked	160.00	206.75	155.25	142.00	116.50	49.00	148.50	162.00	111.50	71.50	108.00	126.75	125.50

Current Fiscal Year Data Comparison

Key Performance Indicators

	FY17	FY16	FY15	FY14	FY13
	Total Annual	Total Annual	Total Annual	Total Annual	Total Annual
Circulation - Total	562,579	557,469	536,824	555,696	531,572
Circulation - Adult (books/magazines)	121,002	124,061	120,027	128,476	128,453
Circulation - YA print (books/magazines)	23,424	21,516	20,486	22,456	20,471
Circulation - Children's print (books/magazines)	233,689	226,867	219,182	220,719	208,387
Circulation - Adult Audio Visual	108,748	110,921	106,847	119,738	117,716
Circulation - YA Audio Visual	870	894	1,029	1,229	1,129
Circulation - Children's Audio Visual	33,572	36,809	43,901	48,062	49,324
Circulation - downloads (eBooks/eAudiobooks)	38,552	34,639	24,441	15,491	11,677
Reference Questions	36,646	37,526	34,883	37,988	38,424
Programs Offered (total)	645	566	495	443	399
Adult Programs	156	139	101	53	47
YA Programs	117	91	55	75	52
Children's Programs	372	336	339	315	300
Programs Attendance (total)	19,186	16,620	14,012	14,327	13,176
Adult Programs Attendance	3,061	2,517	940	1,278	1,599
YA Programs Attendance	1,900	1,213	799	1,276	772
Children's Programs Attendance	14,225	12,890	12,273	11,773	10,805
Meeting Room Use	855	781	695	675	651
Museum Pass Use	2,525	2,592	2,473	2,567	2,407
Use of Library Computers	21,116	22,343	21,019	24,399	23,903
Volunteers	500.00	244.00			
Volunteer hours worked	2,580.00	1,265.30			

Patron Traffic

Month: April 2018

	Main Entrance	Childrens Room	Assembly Room	Daily Total	
1		144	23	167	Easter
2	802	21	27	850	
3	671	874	348	1,893	Voting
4	617	1,013	930	2,560	
5	686	850	325	1,861	
6	636	611	218	1,465	
7	420	604	188	1,212	
8					
9	1,149	1,288	339	2,776	
10	444	874	370	1,688	
11	314	930	351	1,595	
12					
13					
14					
15					
16	Patriots'	Day	Closed		
17	2,381	3,726	1,241	7,348	
18	853	915	269	2,037	
19	614	972	454	2,040	
20	508	942	369	1,819	
21	548	617	147	1,312	
22					
23	966	1,044	402	2,412	
24	696	721	285	1,702	
25	681	892	328	1,901	
26	464	725	232	1,421	
27		716	332	1,048	
28	1,142	610	194	1,946	
29	630	700	220	1,550	
30	334	1091	328	1,753	

Monthly total

44,356

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