

Director's Report-November/December 2017

This is a brief report for the last two months, November and December, since we held interviews in December and did not review November's activities and statistics.

I have reformatted the stats just a little bit. I've moved a couple of things around so they are nearer together. For instance, I now have a line which adds the e-materials circulation to the hard copy materials circulation figures. Also, I have listed how many card holders we have in addition to new card registrations. Please be advised that the patron database was recently purged system wide of patrons without activity on their accounts for over three years. Therefore, our numbers took a big hit and lost almost 3,000 patrons. The same happened to all the libraries. This is always a moving number and I'm hoping that listing each figure-existing cardholders and new registrations-will give you a fuller picture of that area.

If you have ideas for other statistics which I can present to you on a regular basis, please let me know. I think that this is a good time to review the stats and make sure that they are working for us.

Here are some other things that were happening over the last two months, in addition to the holidays for which we were closed a total of five days:

Building:

- our DeMuro Award was publicized in the January issue of the Oregon Library Association Hotline
- we are still working on a number of small things and need to get the architects back in the building to make progress on some bigger ticket items: baffles for some sound abatement; shades for the clerestory windows; a dividing panel between the Children's service desk and the Hello desk; more signage, etc.

There are also some things which are not working well, at least on occasion, such as the sliding doors to the conference room and the sliding doors on 6th Street. The conference room also needs some soundproofing on the underside of the doors. I have promises that I will see activity in January.

Staff:

- we've hired and have started training 10 new on-calls since we had a lot of people leave in December and one since (retirement, moving, new job with more hours, new job with more hours). We also have several new volunteers. Katrina, the new Circ Supervisor is in charge of training all these folks with assistance from Denise.
- all annual reviews were completed, including mine. They're keeping me for a while longer.

Stats:

- I think the most noticeable thing about the stats is the decline in circulation of materials, even with e-circulation. This follows a national trend. Everything else looks very strong. How does this impact our future and what we do? Something to think about.

Programs:

- we are working on a way to communicate all aspects of a programs to the people who need to be in the loop. We have found this to be challenging. We have a new process we are working on using shared documents via a program the City has purchased.
- we are also talking a lot about what programs we should be having. Upon moving into the building, we were so excited to have space and possibilities, that we went for quantity, which we have discovered does not always meet the need of the community. Or it could be the timing. It's hard to know what programs work and why. Hopefully the strategic planning process helps inform this
- First Friday Films and other reoccurring programs are going strong. Ask me about Pints from the Past.

Collections:

-after working with Ingram, our primary book vendor, for months, we finally have preprocessing completed. Now we can start working with them on Collection development-we will recall that the Foundation gave us \$50,000 for materials. We will get Ingram's help with filling holes in our collections.

Technology:

-We are getting closer to holding Fab Lab programs. Aaron and Sabrina, our youth services assistant, have been playing with the printer recently and have successfully made a couple of things but are still struggling with some problems. The laptop cart, with laptops for in-house checkout, is getting closer to reality as well. We are getting Chrome Books because of their low cost and because we can set them up with School District links. Having this will solve some congestion and annoyance that occurs regularly at the computer area as well.

Social Media:

-viral tweet: Aaron, our PR/IT Librarian, was thrilled to let me know that a tweet about our lick bucket was picked up by Chrissy Tiegen and went viral. If you have no idea who I am talking about, check it out here: <http://allthemoms.com/2017/12/28/yes-kids-lick-stuff-and-do-other-disgusting-things/>

Strategic Planning:

-we have had three Community questions out to the public via a board in the library and on Facebook; we have had a wide range of responses to: What is the one thing which would make your life easier? Why do you live in Oregon City? and What one thing would improve Oregon City? Next steps include a staff session with the state library consultant. We will be closed a half day on Feb 7th for this purpose.

Library Board Members:

-we need a replacement for DA. This person needs to live outside City limits.

LINCC, Master Order, and LDAC: this is complicated, in the news, and being work on. The IGA will be reviewed and revised as well if the May election in Gladstone approves the issues on the ballot. I will fill you in about this, but suffice it to say that the County wants to move forward with allowing District funds to be used for capital, as opposed to the strict reading of the initial ballot measure, Master Order and IGA. Since Oregon City is already doing this, we are in favor, but there are some cons that come with this change.

Future and upcoming events"

City Commission annual retreat in January

RFID next and final step

New city software/scheduling component