



# TREDYFFRIN TOWNSHIP LIBRARIES

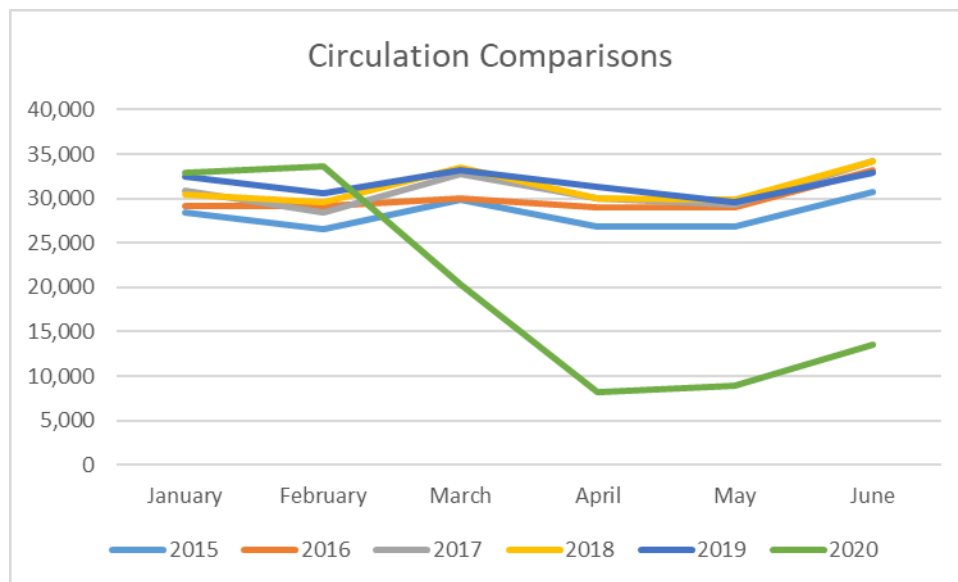
TREDYFFRIN PUBLIC LIBRARY & PAOLI LIBRARY

## Director’s Report to the Library Board of Trustees July 23, 2020

Tredyffrin Township Libraries began allowing staff back into the libraries on June 5<sup>th</sup> in order to begin checking in returned items and to prepare to offer some form of library services. Curbside pickup of library holds began on June 15<sup>th</sup> and the libraries reopened for public access on July 13<sup>th</sup>. The libraries are currently offering a mix of curbside pickup of holds and public access for holds pickups, browsing, and use of library PCs.

Curbside reservations for the past 30 days (June 21, 2020 through July 21, 2020) have totaled 2,014 (1,377 for Tredyffrin and 637 for Paoli) and completed reservations for the past 30 days totaled 1,907 (1,287 for Tredyffrin and 620 for Paoli). Reservations are taken throughout the day online and by phone and may be placed the same day. Currently, the two libraries are filling a combined 64 pickups per 24-hour period. We reduced some curbside pickup hours in favor of in-person services and are currently looking in to adding back some additional curbside pickup hours as print circulation shows signs of increasing. I’ve compiled a summary of circulation transactions (for both print and electronic) by month over the past 6 years.

	January	February	March	April	May	June
<b>2015</b>	28,397	26,554	29,862	26,823	26,856	30,768
<b>2016</b>	29,112	29,095	30,008	29,071	28,985	33,163
<b>2017</b>	30,829	28,503	32,762	30,000	29,348	34,212
<b>2018</b>	30,450	29,542	33,492	30,027	29,914	34,180
<b>2019</b>	32,444	30,670	33,220	31,319	29,629	32,899
<b>2020</b>	32,884	33,602	20,374	8,202	8,923	13,557



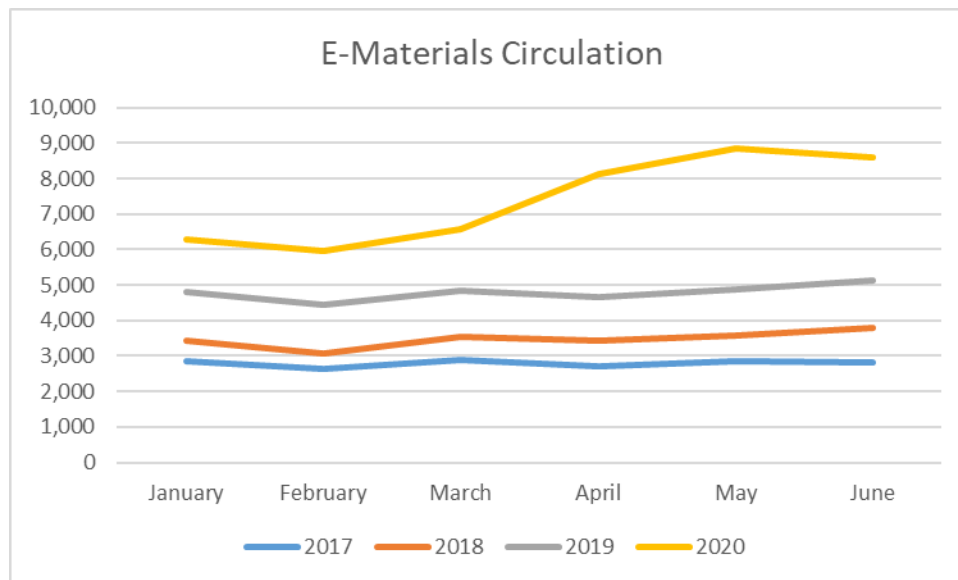


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We continued increasing e-materials purchases and our percentage distribution of circulation has increased as a result. The table below totals checkouts of e-materials for January through July over the past four years.

	January	February	March	April	May	June
<b>2017</b>	2,861	2,650	2,895	2,713	2,851	2,822
<b>2018</b>	3,426	3,082	3,544	3,434	3,573	3,799
<b>2019</b>	4,823	4,437	4,851	4,644	4,864	5,127
<b>2020</b>	6,275	5,945	6,591	8,115	8,871	8,611



I've also run some door count statistics since opening on the 13<sup>th</sup>. That information is included below. While it's still too early to gather expected visits for the short to medium term, I felt that it was important to include the numbers thus far in this report.

Libraries Combined (7/13/2020 - 7/18/2020)							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	TOTAL BY HOUR
10:00am - 11:00am					31	34	65
11:00am - 12:00pm					28	33	61
12:00pm - 1:00pm					21	24	45
1:00pm - 2:00pm	44	39	41	48	36	30	238
2:00pm - 3:00pm	28	35	39	30			132
3:00pm - 4:00pm	28	30	30	42			130
4:00pm - 5:00pm	26	24	39	26			115
<b>TOTAL BY DAY</b>	<b>126</b>	<b>128</b>	<b>149</b>	<b>146</b>	<b>116</b>	<b>121</b>	

Since the 13<sup>th</sup>, we've recorded 1,080 visits, 823 in the first week. We are currently averaging 31 visits per hour between the two libraries.



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Tredyffrin Public Library's first floor LED lighting replacement project continues to move forward. Unfortunately, the bids received via PennBid all came in much higher than what was budgeted for this project. The book stack lighting specifications included replacement of 250 lights with direct-fit LEDs which significantly increased the expense and made the project impractical. As such, I requested that the bids be rejected (this happened at the July 20, 2020 Board of Supervisors meeting) in favor of re-advertising the project with new specifications for that lighting (in consultation with the engineer that helped put the initial bid together) in order to bring the total project expense down.

At the request of the Library Board, I also re-visited the possibility of Tredyffrin Public Library becoming a passport acceptance facility. After looking through my notes and reconnecting with the Customer Service Manager for the Philadelphia Passport Agency, we would need to have the following specific guidelines in place:

- The individual accepting passports must have dedicated time to do so
- Only the individual(s) that receive the training to be an "Acceptance Agent" are able to accept passport applications (we would need to designate one or more people to attend/receive the training)
- Cardstock must be stored in a secure location
- Documents are only to be accessible to trained, approved Passport Acceptance Program personnel
- Assistance with applications must be in a private area of the library and only the "Acceptance Agent" may assist the applicant

## **Children's Notes (Submitted by Angie Andre)**

The Children's Department has continued offering online services which include an online summer reading program.

We have been using the virtual platform, Beanstack. We have compiled the following statistics for June.

Children up to 12 years old at Tredyffrin Public Library:

- 277 participants
- 23,593 minutes read
- 2049 days reading
- 569 books read

We are continuing to provide the following virtual programs:

- Book Talks on youtube
- Trivia on yourtube
- Live Instagram storytime
- Zoom Bingo
- Zoom art classes.



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We are offering book reviews, educational and interactive programs, creative projects, trivia, and much more on social media on a daily basis.

## **Teen Notes (Submitted by Laurie Doan)**

I continue developing online library services for young adults that facilitate social engagement including:

- Meetings with the teen advisory group online o Working with teachers from our summer camp to facilitate a performance of, “10 Ways to Survive Life In a Quarantine” (one-act) LiveScreen Theatre by Don Zolidis.
- Using Google Hangouts for a daily writing class including creative "Round Robin" storytelling and supporting each other during “social distancing” by swapping recipes, pet photos, etc o Coordinating book discussions on books students are currently reading o Hosting weekly "Roundtable Discussions” on current events o Hosting bi-weekly family friendly JackBox games nights featuring Quiplash a battle of wits, Fibbage the bluffing game, and Bidiots where we draw "fine art" and auction it off to each other

We would love to see Friends of the Library and Library Board Members at our play. Please e-mail Laurie for a Zoom meeting ID and link to attend the play on Friday, July 24th at 6pm, Ldoan@ccls.org

In June, I hosted 39 programs and recorded 199 attendees

## **Adults Programs and Community Outreach (Submitted by Zoey Mills)**

### **Virtual Adult Programs**

In June 2020, TTL had a total of 318 attendees for 54 virtual adult programs or services. The best attended programs were various trivia nights, an osteoporosis prevention webinar, and Crime & Cookies. As of July 14th, TTL had a total of 64 attendees for 14 virtual adult programs or services. The best attended programs were various trivia nights and weekly Saturday Zen Meditation. In total, there were 10 one-on-one virtual tech help sessions between June 15th and July 14th.

In response to the sharp decline of virtual program attendance, a survey will be designed and implemented via Google Forms.

### **Summer Reading 2020**

Summer Reading officially began June 8th. As of July 14th, the Adult Summer Reading Challenge has a total of 111 registrations—36 participants marked Paoli Library as their “home” library and 75 marked Tredyffrin Public Library as their “home” library. There was an increase of 22 participants since June 14th.

### **YouTube Videos by Category**

TTL video statistics, as retrieved from YouTube channel analytics, cover the “lifetime,” or since time of upload, of the videos published. Additionally, views and subscription increases are covered between the dates of June 14th and July 14th. The Tredyffrin Township Libraries YouTube channel has a total of 206



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subscribers, with an increase of 10 subscribers since June 14th. The best performing video is “We Got That Database (All About that Bass Library Parody)” with a total of 24,863 views, with an increase of 140 views since June 14th.

## **Book Talks**

As of July 14th, the Book Talks playlist received a total of 1852 views for 24 unique book talks. There was an increase of 176 views since June 14th. The best performing video in this category is “Redshirts Book Talk” with 496 total views.

## **Adult Database Walkthroughs**

As of July 14th, the adult database walkthrough videos, also named “Virtual Technology Programs” playlist on YouTube, received a total of 719 views for 11 unique videos. There was an increase of 40 views since June 14th. The best performing video is “Using Your Library Card at Home: Libby for Your Phone, Tablet, or Kindle Fire” with 138 views.

## **Adult Virtual Programs**

As of July 14th, the “Adult Virtual Program” playlist received a total of 497 views for 10 unique videos. There was an increase of 22 views since June 14th. The best performing video is “Beginner-Intermediate Yoga with Meg,” with 179 total views.

## **Read-a-Longs**

Director of Reference and Technology, Kate, continued reading chapters of Anne of Green Gables by Lucy Maud Montgomery throughout May and June. She also read reading The Prisoner of Zenda by Anthony Hope between June and July. Recently, she started The Secret Garden by Frances Hodgson Burnett. As of July 14th, her read-a-longs have received a total of 941 views for 84 unique videos.

*Respectfully submitted by Christopher Kibler*