



Director's Report to the Library Board of Trustees January 26, 2023

Operations

We have hired Marianne Hooper as our new Community Outreach and Adult Programs Librarian at Tredyffrin Public Library. She started January 3rd. Marianne has been with the library part-time for over 10 years and brings a wealth of experience to the position.

We also continue to experience turnover and continue hiring for part-time staff positions in order to increase operating hours at Tredyffrin Public Library.

Tredyffrin Public Library is open to the public:

- Monday – Thursday 10 am – 7 pm
- Friday – Saturday 10 am – 5 pm
- Sunday 1 pm – 5pm

Paoli Library is open to the public:

- Monday & Wednesday: 9:30 am – 5 pm
- Tuesday & Thursday: 9:30 am – 7 pm
- Friday & Saturday: 9:30 am – 5 pm

The Tredyffrin Township Board of Supervisors voted to approve the bids for replacement/repair work on Tredyffrin Public Library's roof and HVAC system. We expect work on the HVAC system to begin soon with work on the roof slated to begin this spring.

The Friends of Tredyffrin Public Library have offered to redo the staff lounge with new equipment and furnishings. I've spoken with Kate Currigan regarding staff suggestions and have started marking furniture to discard. The Friends have also offered to bring in a company to clear out some additional old furniture and items in the basement along with the furniture from the staff lounge.

Capital requests for a new circulation desk, a book locker for book pickups, and some new shelving for the Children's Department have been approved.

The Head of Reference and Technology is working on a plan to reconfigure the floor space from the Circulation Desk to the teen area with new furnishings. We have received one quote and are awaiting a second to replace the bulk of tables and desk space in the area.

I will be meeting monthly with a member of the Public Works Department to address some building maintenance and upkeep needs.

With the assistance of the township we are investigating a personnel issue involving Paoli Library.

Building Access



TREDYFFRIN TOWNSHIP LIBRARIES

TREDYFFRIN PUBLIC LIBRARY & PAOLI LIBRARY

For the November door count data, we had 15 days of recorded data. For the purpose of creating a fairly accurate representation of door count data, the remaining 15 days for November were duplicated using the data for the first 15 days. A new door counter has been installed.

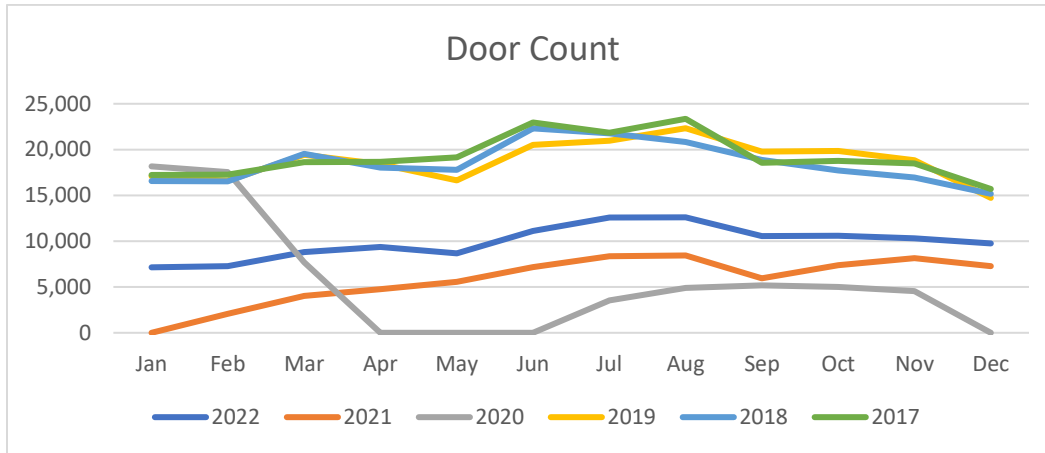
For the month of December, 9,764 library visits were recorded. Compared to November, the visitor count decreased by 559. Comparing January – December totals for 2021 and 2022, the door count increased by 71.8%.

2022

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Sun	Paoli	5	0	2	0	0	11	12	2	0	0	2	3	37
	Tredyffrin	40	7	94	33	2	227	25	43	245	560	517	476	2,269
Mon	Paoli	337	335	340	343	420	349	366	565	350	364	372	311	4,452
	Tredyffrin	981	908	1,052	1,163	822	1,023	1,264	2,062	882	989	962	1,060	13,168
Tues	Paoli	330	333	422	393	409	416	381	526	428	497	528	418	5,081
	Tredyffrin	909	999	1,238	1,080	1,684	1,562	1,799	1,949	1,332	1,082	2,244	1,227	17,105
Wedns	Paoli	330	338	380	355	340	551	421	558	373	372	406	364	4,788
	Tredyffrin	712	814	1,119	1,004	1,097	1,607	1,464	1,885	1,362	1,205	1,147	1,184	14,600
Thurs	Paoli	357	343	481	387	392	636	499	500	518	467	287	516	5,383
	Tredyffrin	843	858	1,161	1,058	986	1,700	1,796	1,370	1,658	1,296	996	1,343	15,065
Fri	Paoli	277	312	370	460	320	305	624	423	439	463	237	344	4,574
	Tredyffrin	610	698	869	1,037	888	1,225	1,789	1,275	1,223	925	704	943	12,186
Sat	Paoli	180	247	192	305	242	343	338	298	366	621	331	380	3,843
	Tredyffrin	1,229	1,092	1,088	1,750	1,066	1,147	1,817	1,150	1,398	1,766	1,590	1,195	16,288
Total Paoli		1,816	1,908	2,187	2,243	2,123	2,611	2,641	2,872	2,474	2,784	2,163	2,336	28,158
Total Tredyffrin		5,324	5,376	6,621	7,125	6,545	8,491	9,954	9,734	8,100	7,823	8,160	7,428	90,681
Libraries Combined		7,140	7,284	8,808	9,368	8,668	11,102	12,595	12,606	10,574	10,607	10,323	9,764	118,839

	2022 YTD	2021 YTD	Difference	% Increase or Decrease
Paoli	28,158	18,004	10,154	56.4%
Tredyffrin	90,681	51,186	39,495	77.2%
Total	118,839	69,190	49,649	71.8%

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2022	7,147	7,284	8,808	9,368	8,668	11,102	12,595	12,606	10,574	10,607	10,323	9,764
2021	0	2,088	4,043	4,763	5,578	7,160	8,345	8,442	5,954	7,376	8,162	7,279
2020	18,167	17,543	7,680	0	0	0	3,542	4,889	5,167	5,006	4,547	0
2019	17,089	16,585	19,445	18,431	16,650	20,531	20,984	22,329	19,778	19,857	18,829	14,727
2018	16,572	16,522	19,547	18,035	17,801	22,314	21,773	20,813	18,863	17,710	16,957	15,173
2017	17,227	17,253	18,645	18,652	19,166	22,970	21,855	23,358	18,545	18,772	18,472	15,696

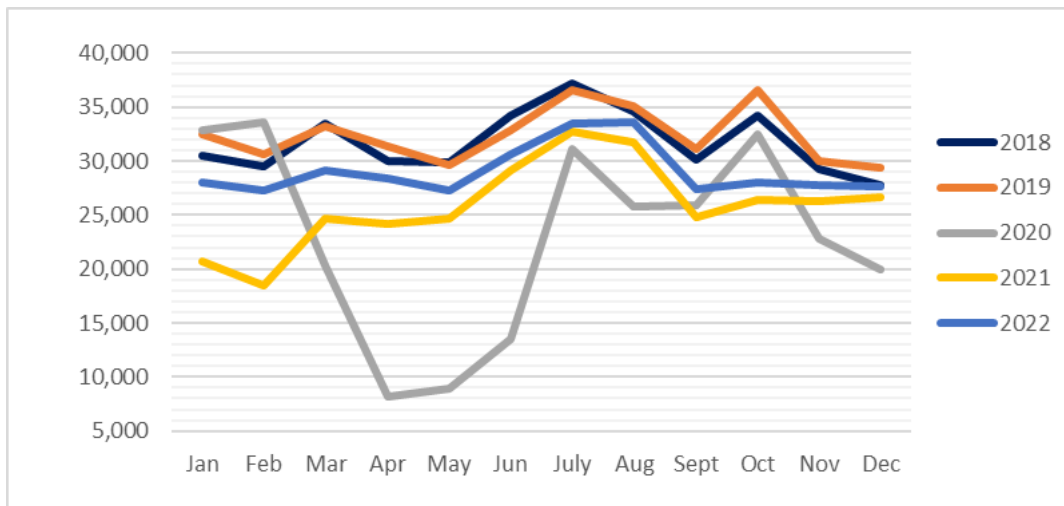


Circulation

December 2022 circulation totaled 27,674. Overall circulation has improved compared to 2021 but continues to remain slightly lower than pre-pandemic totals. E-materials circulation remains high and accounts for approximately 28% of total circulation for 2022.

All Circulation

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2018	30,450	29,542	33,492	30,027	29,914	34,180	37,196	34,597	30,110	34,256	29,311	27,796	380,871
2019	32,444	30,670	33,220	31,318	29,629	32,899	36,563	35,057	31,093	36,564	29,987	29,330	388,774
2020	32,884	33,602	20,374	8,202	8,923	13,557	31,063	25,791	25,925	32,503	22,762	19,922	275,508
2021	20,659	18,421	24,680	24,230	24,718	29,178	32,707	31,704	24,807	26,401	26,285	26,682	310,472
2022	28,040	27,215	29,181	28,411	27,226	30,653	33,428	33,568	27,421	27,976	27,783	27,674	348,576



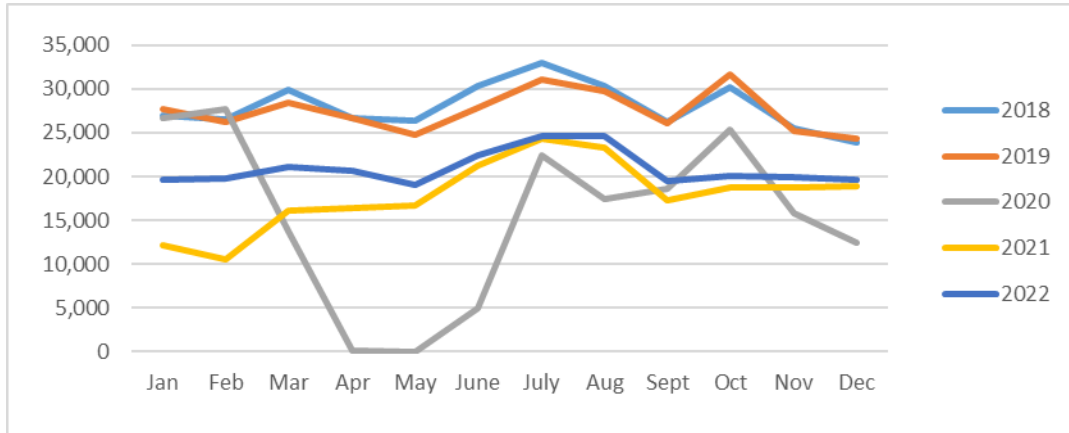


TREDYFFRIN TOWNSHIP LIBRARIES

TREDYFFRIN PUBLIC LIBRARY & PAOLI LIBRARY

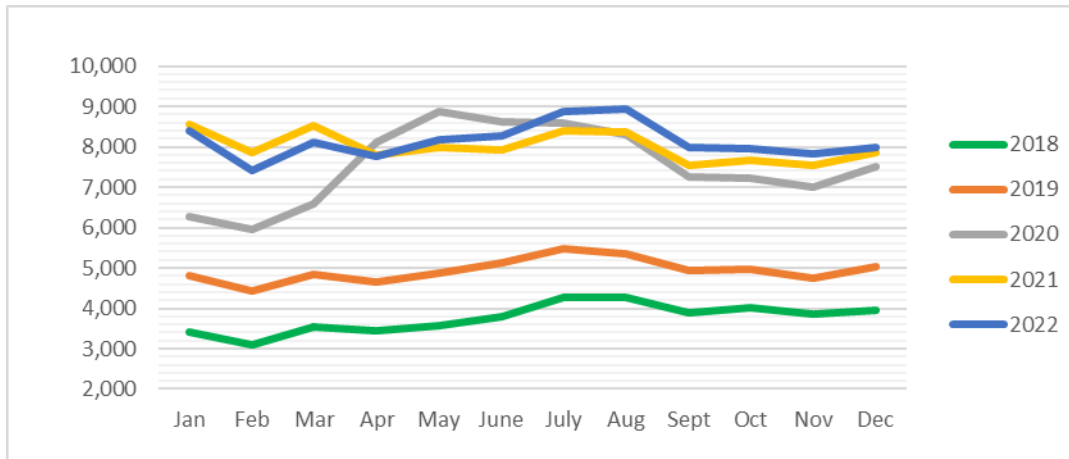
Print Circulation

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2018	27,024	26,460	29,948	26,593	26,341	30,381	32,910	30,333	26,223	30,224	25,443	23,855	335,735
2019	27,621	26,233	28,369	26,674	24,765	27,772	31,099	29,708	26,151	31,583	25,246	24,304	329,525
2020	26,609	27,657	13,783	87	52	4,946	22,464	17,494	18,665	25,290	15,774	12,413	185,234
2021	12,104	10,567	16,157	16,448	16,723	21,244	24,308	23,325	17,254	18,744	18,744	18,829	214,447
2022	19,633	19,789	21,069	20,636	19,036	22,377	24,545	24,638	19,450	20,033	19,957	19,679	250,842



E-Materials Circulation

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2018	3,426	3,082	3,544	3,434	3,573	3,799	4,286	4,264	3,887	4,032	3,868	3,941	45,136
2019	4,823	4,437	4,851	4,644	4,864	5,127	5,464	5,349	4,942	4,981	4,741	5,026	59,249
2020	6,275	5,945	6,591	8,115	8,871	8,611	8,599	8,297	7,260	7,213	6,988	7,509	90,274
2021	8,555	7,854	8,523	7,782	7,995	7,934	8,399	8,379	7,553	7,657	7,541	7,853	96,025
2022	8,407	7,426	8,112	7,775	8,190	8,276	8,883	8,930	7,971	7,943	7,826	7,995	97,734





TREDYFFRIN TOWNSHIP LIBRARIES

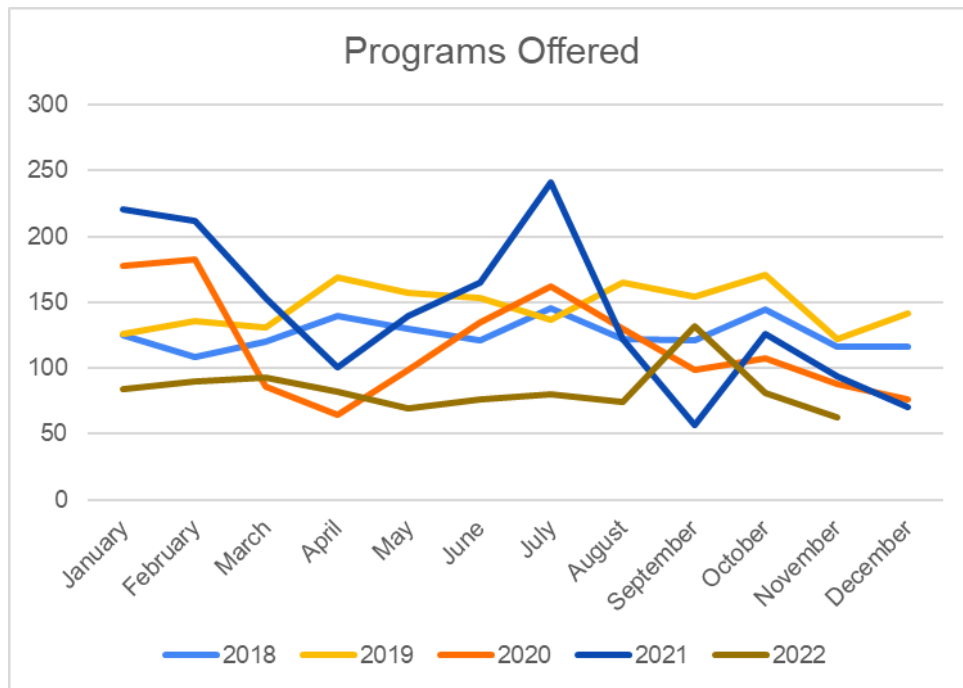
TREDYFFRIN PUBLIC LIBRARY & PAOLI LIBRARY

Programming Notes

December programming numbers are not yet available. Marianne is conducting a review of the December statistics. Programming totals for 2022 remain lower due to staffing changes and generally lower overall library visits.

Programs Offered

	2018	2019	2020	2021	2022
January	125	126	178	221	84
February	108	136	183	212	90
March	120	131	86	153	93
April	140	169	64	101	82
May	130	157	99	140	69
June	121	153	135	165	76
July	145	137	162	241	80
August	122	165	130	122	74
September	121	154	99	57	132
October	144	171	107	126	81
November	116	122	88	94	62
December	116	142	76	70	
TOTAL	1,508	1,763	1,407	1,702	923



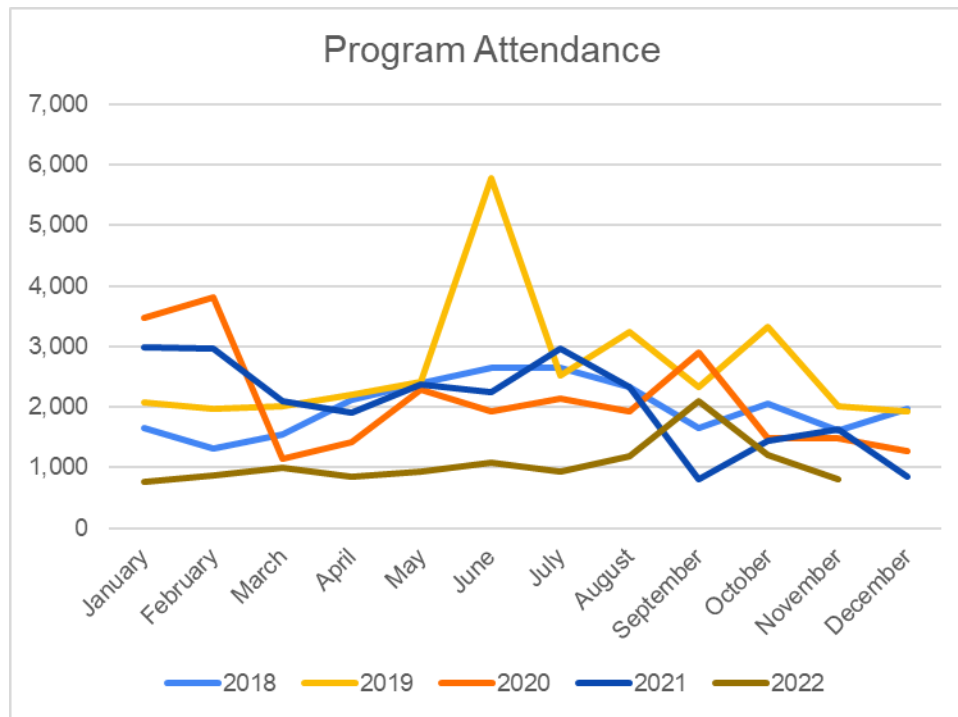


TREDYFFRIN TOWNSHIP LIBRARIES

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Program Attendance

	2018	2019	2020	2021	2022
January	1,654	2,084	3,474	2,997	756
February	1,308	1,973	3,822	2,966	867
March	1,539	2,020	1,156	2,107	1,005
April	2,126	2,197	1,418	1,915	841
May	2,389	2,420	2,282	2,363	943
June	2,643	5,786	1,928	2,254	1,086
July	2,655	2,518	2,144	2,966	941
August	2,324	3,230	1,925	2,324	1,192
September	1,655	2,334	2,897	816	2,095
October	2,061	3,335	1,491	1,445	1,218
November	1,620	2,005	1,494	1,635	806
December	1,975	1,930	1,278	852	
TOTAL	23,949	31,832	25,309	24,640	11,750



Respectfully submitted by Valerie Green



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TREDYFFRIN TOWNSHIP MEMORANDUM

DATE: November 29, 2022
TO: Board of Supervisors and Finance Committee
FROM: Dave Duda, Public Works Project Manager
SUBJECT: Tredyffrin Public Library Roof and HVAC Renovation

The Township is seeking authorization, from the Board of Supervisors to approve construction contracts for the renovations for the Tredyffrin Township Public Library. The renovations will replace the outdated and leaking roof and repair all damages on the interior caused by water damage. Relocation of HVAC units and provisions to provide heating and cooling during the construction process.

On October 26, 2022 at 9 AM, Tredyffrin Township received bids from qualified contractors for the Public Library Roof Renovations. The contract was broken into Two prime contracts. Five bids were received for the General/Site Contract, two bids were received for the Mechanical Contract.

The apparent low bidders are listed below:

- General/Site – F.W. Houder Inc – \$592,897.00
- Mechanical –Hirschberg Mechanical - \$196,385.00

• **TOTAL CONSTRUCTION BIDS - \$789,282.00**

Staff has reviewed all the bids for the Public Library Roof and HVAC Renovation Project. We are recommending approval of the bids as stated above.

The design, construction and construction inspection related work associated with this project, the proposed cost for the Public Library Roof and HVAC Renovation is allocated in the 2022 Township Budget and the 5-yr Capital Project Funding Plan. .

Action: Staff request the Board of Supervisors authorize the construction services associated with “Public Library Roof and HVAC Renovation” to the above listed contractors.



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TREDYFFRIN PUBLIC LIBRARY & PAOLI LIBRARY

Tredyffrin Township Library	Library Roof Renovation	
Contractor	Bid Type	Bid Amount
Hirschberg Mechanical	Mechanical	\$196,385.00
Clipper Pipe & Service Inc.	Mechanical	Withdrew Bid
F.W. Houder Inc.	General Contractor	592,897.00
S.B. Conrad Inc.	General Contractor	\$993,114.00
Uhrig Construction	General Contractor	1,084,513.00
Donal E. Reisinger Inc.	General Contractor	1,167,525.00
Bancroft Construction Company	General Contractor	1,797,070.00