

## INTERIM DIRECTORS REPORT 24 August 2015

### **Notes on Library Services, Programs, and Staff:**

- July circulation statistics are down slightly for the month but we are still ahead of last year's Year to Date and I believe will top 2 million circulations again this year.

Reciprocal borrowing continues strong, with CCPL continuing to lend more than 73% of the items borrowed by Hamilton County residents this month. Hamilton East Public Library is second, lending just above 20% of the total. The July statistics (and Year to Date) for reciprocal borrowing are in the Board packet this month.

On the "Library Statistical Report" ccpl2go statistics have been added after Programming. In July the mobile library had three stops (all special events). Over 700 people came on board and checked out over 200 items. Beginning in August ccpl2go began regular stops.

- Young Adult Services partnered with Barnes & Noble in Greyhound Plaza for a bookfair that supported the library on Friday, July 24, 2015. During the event, YA Librarian Karen Steinberger and 5 members of the library's Teen Volunteer Corps staffed fun activity stations like fan-casting books into movies and a book character "fight to the finish." Author Francesca Zappia, a recent graduate of the University of Indianapolis, signed her debut novel, *Made You Up*, and shoppers included Shannon Lee Alexander, a 2015 Guided Leaf author. The library earned \$643.28 in a Barnes & Noble gift card that YA plans to use for the Teen Library Council's next book buying trip. The Barnes & Noble store that partnered with the library for the bookfair is also currently supporting the Guided Leaf Creative Writing Contest with generous prizes. (Thanks, Karen, for the summary)
- CCPL's annual media specialist luncheon was held in early August. Over a dozen local educators took time from their summer vacations to join us for an informal luncheon and information session. Attendees included both public and private school staff including media specialists, administrators, and program managers. All left with information about many of CCPL's resources including available assistive devices and software, Tutor.com, Zinio, and Pronunciator. As a result of the luncheon, we have already received some requests for school visits and an invitation to discuss after school program collaboration possibilities. (Thanks, Renee', for the summary.)
- The Summer Challenge ended on 15 August with a total of 7,121 patrons of all ages registered. While some patrons missed the traditional program format and paper component of past programs, many enjoyed the new electronic format and the large diversity of activity choices. One patron commented that the program encouraged him to explore parts of the library he had never visited before and another enjoyed the activities that encouraged families to explore the community and spend time together. The Summer Challenge planning team will meet soon to review all patron comments and evaluations and consider program possibilities for next year. (Thanks, Renee', for the summary.)

- Several CCPL staff attended ILF's recent Children & Young People Division Conference in Indianapolis. On Sunday, a team of CCPL's children's staff presented a conference session titled *Take Me There: An Adventure in Early Literacy*. The program shared CCPL's experiences in developing an early literacy program and included information on a variety of our resources including the *Countdown to Kindergarten* calendar and popular Grab 'n Go collection. (Thanks, Renee', for the summary.)
- The Second Annual Bounce Program promoting Early Literacy will be on Saturday, 12 September, 10:30am to 3:30pm throughout the Children's Department. Please join the 'talk, sing, read, write, play with me' program. For more information watch the video at <https://www.youtube.com/watch?v=wKt8PhXHJY> (Please forward the url to Friends and Family.)
- New in September is a Spanish language book group. The all-Spanish discussion will be facilitated by Dr. Azzarelli on Thursday, 3 September at 7pm in the Book Club Room.
- We welcomed our new library director, Carolyn Goolsby, who began on 17 August. The staff had a "meet and greet" in the Staff Lounge and presented her with a gift of Indiana and Carmel items over coffee and donuts. Carolyn has hit the library running. Current in Carmel did a cover story on Carolyn. Johnna and Emily will scan the article and have it in BoardBook under Resources.
- We bid farewell to Emily Westcott on Friday, 21 August. She has done a tremendous job as the interim Admin Assistant. Carolyn came in to interview applicants for the Administrative Assistant and Johnna Mishelow was hired. Johnna also began on Monday, 17 August. Emily was able to train Johnna before leaving to continue her studies at IU. Please say hello to Johnna at the Board meeting.

### **Budget/Finance:**

- Carolyn, Dan and I met with Mike Reuter on Thursday, 20 August to begin Carolyn's introduction to our budgeting process and the Fiscal Plan. Mike will have the August draft of the Fiscal Plan at Monday's Board meeting.
- Form 3 (Notice to Taxpayers) and The County Council Review Worksheet (nonbinding review) were submitted in Gateway and sent to Lee Graham before Carolyn arrived since these were due on or before 14 August—ten days before our Public Hearing. Beginning this year (with the 2016 budget), we are no longer required to publish in the newspaper. Instead all political subdivisions must advertise their budget and tax levy information via Gateway.

The public hearing on our budget is scheduled for the 24 August Board meeting. Mike Reuter will give his fiscal plan update at 5:00 p.m. Budget adoption is scheduled for the Board meeting on 26 October meeting at 5:30 p.m. The Budget summary notes will be distributed at the September Board meeting once Carolyn has a moment to breath.

### **Building and Grounds:**

- The electrical connection for the outlet to plug in the ccpl2go generator and the additional surveillance cameras has been installed. Conzer Security is working with Banta Electric for the installation of the new surveillance cameras in the staff parking lot.

- Sawyer Industries was able to sealcoat and stripe the parking lots. The parking space for the mobile library has been identified eliminating the use of the orange cones.
- As I mentioned in an email, Wally Simpson has sold Simpson Services. Effective 31 July their operations will be under new ownership—Clean Team, Inc. Steve Hannah will serve as the General Manager for the Carmel office. I met with Wally, Steve and Bob Armbruster to discuss the transition.

### **Foundation Report from Director Liz Hamilton:**

- The Foundation hosted British author, Susan Lewis, on Thursday, July 30<sup>th</sup> from 2 to 4 p.m. in the Program Room. We had a wonderful turn out with 82 in attendance and sold 74 copies of Susan's book.
- We are currently working on sponsors for Guided Leaf both for the luncheon, the Writers at the Pavilion event and individual author sponsors.
- The Guild hosted their Author Reveal Party on Wednesday, August 12. It was well attended and there was much excitement about this year's authors. Flyers with the author bios are available for you tonight.
- On Thursday, August 13 the Foundation hosted an Ice Cream Social for Fred Binder in the Book Club Room from 3 to 5 p.m. The Binder family was very pleased with the turn out.
- The Foundation Board is pleased to welcome a new member: Kristin Patrick. Kristin is a Guild member and grew up using the Carmel Clay Public Library. She is a media specialist at Brook School Elementary in the Hamilton Southeastern School district.

### **Friends:**

- The Hospitality Committee of the Friends provided cupcakes to the staff to celebrate the ending of the Summer Challenge. A welcome treat after the hectic summer.

### **Legislative Issues:**

### **Strategic Planning:**

- The August report is in BoardBook. The Steering Committee and Christy Walker will be at the Board meeting for a discussion.

### **Other:**

- The School Board is scheduled to address the Agreement between CCPL and CCS at their meeting on 24 August. This was originally scheduled for their July meeting that Jim Hehner, Matt Lees and I had planned to attend. Carolyn Goolsby, Jim Hehner, Anne Poindexter (for Matt Lees) and I will attend this meeting immediately following the Library Board meeting.

- The Library received a thank you note from Campbell, Kyle Proffitt LLP for displaying their 100<sup>th</sup> Anniversary Commemorative Quilt in the library.
- I received an email from Susan Akers of the Indiana Library Federation announcing that the Awards & Honors Committee selected Wendy Phillips to be recognized for the Leadership Award. This will be presented during the ILF Annual Conference 16-18 November.
- Finally, I wish to thank all the staff, especially the managers, for their work and dedication during this transitional time. I also wish to thank the Board members for their words of encouragement and “how’s it going” emails. I believe the transition between Wendy and Carolyn went well.