

INTERIM DIRECTORS REPORT 22 August 2016

Notes on Library Services, Programs, and Staff:

- Our circulation stats and door count continue to top last year's. The total number of programs and attendees are also increasing. With the advent of the Automated Materials Handling system the Circulation Department is able to get the materials back on the shelves ready for another circ in record time. Summer Challenge these past few years is no longer the challenge of previous years in Circulation.
- Reciprocal borrowing continues strong as well, with CCPL lending more than 77% of the items borrowed by Hamilton County residents. Hamilton East Public Library is second, lending just under 17% of the total.
- Summer Challenge ended on Monday, 15 August. There were 6,964 participants, including Arlo, the library's gecko in the Children's area. Arlo accumulated over 100 points in the Summer Challenge and was able to pick out a book to keep. Thanks CYS staff for having his adventures on the library's Facebook page. Here is the breakdown for participants in the Summer Challenge – 490 Infant/Toddler; 541 Preschooler; 2,790 Elementary School; 776 Middle School; 328 High School; 2,039 Adult; and one gecko.
- The mobile library now has a total of 20 stops. The Goddard School (west side) and Green House Cottages of Carmel are the two newest stops. We are investigating adding two more stops this fall. The mobile library was to participate in the Mooncake Festival on Saturday, 13 August, but the event was canceled due to rain.
- CYS staff hosted the 7th annual Partners in Education Luncheon with twenty-one local educators in attendance. Many library departments also attended to highlight what the library offers. Renee' shared "*...the luncheon has become a valuable time of sharing that helps us check in each year to make sure we are in alignment with the needs and wants of our schools. Each year we focus on sharing new resources, answering questions, and building relationships. As a result of this luncheon, we have already received several requests for grade level tours, eBook visits, and other collaborative opportunities.*"
- Our AV Department concluded the AV Summer Movie Classics Series of the Star Wars Prequel trilogy on Thursday, 4 August. On Thursday evening, 18 August, Aaron Krerowicz presented a multimedia presentation of John Williams' Star Wars music. The usual AV movie night featured *Race* on Friday, 19 July.
- In early August YA Department staff interacted with over 500 teens and 500 adults at Carmel High School and three middle schools discussing Tutor.com, hoopla and other library services.
- Several staff members attended the Indiana Sirsi conference on Friday, 12 August, which took place at the Service Center of the Indianapolis Public Library. Katherine Huddle from our IT Department is the current Chair of this group.
- Staff members from Circulation, Reference, AV, Communications and Technical Services attended an ILF conference "The Difference Is You" on 10 August.

Budget/Finance:

- I attended an all-day conference at the State Library on Tuesday, 16 August for new and interim directors and have much to share with the new director. This workshop is only offered once a year in August.
- Dan and I met with Mike Reuter. A draft of the various forms have been entered into Gateway for the 2017 Budget. As a reminder, Mike will be at the August Board meeting which will begin at 5pm.

Building and Grounds:

- At a previous Board meeting it was suggested that we revisit having a sign on the corner of 4th Ave and Main. I have contacted the City of Carmel Planning and Zoning department for information on signage. We can have a 75 square foot sign that must be set back a minimum of five feet from the right-of-way. For text, we can have changeable copy, but are not allowed to have LED screens or moving letters. The signage needs to be non-electronic with no moving letters. For lighting we may have the sign internally or externally lit. The foundation for the sign should be a brick or stone base that matches the library and covers the support structure. We may use columns if preferred. The base should also have a cap of some kind.
- The current coffee shop have requested an extension of their lease which expires this October. I have contacted the Building Corporation members.

Foundation Report from Director Liz Hamilton:

- See separate report

Friends:

- The Friends Hospitality Committee treated the library staff to cupcakes on the last day of Summer Challenge.

Legislative Issues:

- Nothing to report

Strategic Planning:

- The Steering Committee met on Wednesday, 17 August. Details will be presented at the Board meeting.
- On Tuesday morning, 2 August, the Management Team held a Retreat/Objectives Workshop at the Tarkington and worked on the Outcomes for the Strategic Plan. The discussion and interaction among the team members was great. Christy did a fine job of facilitating and then summarizing our discussion.

- The lease on 23 E. Main Street for Dabble has been signed. Peter and the Dabble Committee are working hard developing this new venture.

Other:

- Jim Hehner made a presentation at the City Council on 1 August that was well received. The Council requested that the handouts be sent electronically which has been done.
- John Williams, the Carmel High School principal met with me on 27 July to discuss their new program *Senior Transition to College Program* which will have 185 of their top seniors participating. These students will be taking AP and other accelerated classes and will spend less time in class and more time doing work outside of class. He wanted us to be aware that these students may come over to the library to study and use our materials during the day. I shared our plans about Dabble and suggested that once we have staff and equipment we could offer a “field trip” for him and the students to check it out. Mr. Williams agreed to heavily promote Dabble. I also mentioned the computer work areas just outside of the Tech Room for the students to use for group projects.
- Kathy Richardson of the Hamilton County Election Board contacted me about being a voting place prior to the election. Some of the Indiana counties have initiated these Voting Centers in previous elections. This will be the first time that our county will offer additional places for Hamilton County registered voters to vote early. Beginning Wednesday, 19 October through Saturday, 5 November anyone from Hamilton County can vote here in our Book Club room. The tentative schedule for CCPL will be Wednesdays and Thursdays 2-7pm (some exceptions) and Fridays and Saturdays 10am-3pm in our Book Club room. Kathy and I will meet the end of the month to finalize our participation. We will also be a voting site for our precinct on 8 November.
- Check out Happenings for September. The Library has many program offerings and events. Here are a few you may wish to attend. For more details and many more programs please look over Happenings.
 - TedX is coming to CCPL in September and October
 - Bounce, the wildly successful extravaganza promoting early literacy, will take place on Saturday, 10 September from 10:30am-3:30pm
 - The small business owner program series continues on Tuesday, 20 September with *You're Social, Now What?*
 - The YA Department will present *Escape Room @ the Library* on Friday and Saturday 23-24 September.
 - Two programs for college-bound students and their families will be offered in September – ACT free proctored practice test and How to write a college essay.
 - AV movie night in September will feature *Me Before You*.
 - On Sunday, 18 September, join the Indianapolis Symphony Orchestra string quartet for an afternoon of classical music.
 - Our Indiana Bicentennial series continues on Tuesday, 27 September with *West Baden Springs: Save of the Century*.
 - Shred Day at the Library will be in the staff parking lot on Saturday, 17 September from 10am to noon.