

# LIBRARY QUARTERLY REPORT

*DENNIS QUINN, LIBRARY DIRECTOR*

*APRIL 4, 2017*

***We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self***



# *Staffing/Personnel*

**Janelle Allen**

Library Page

Retired December 16, 2016

30 years of service

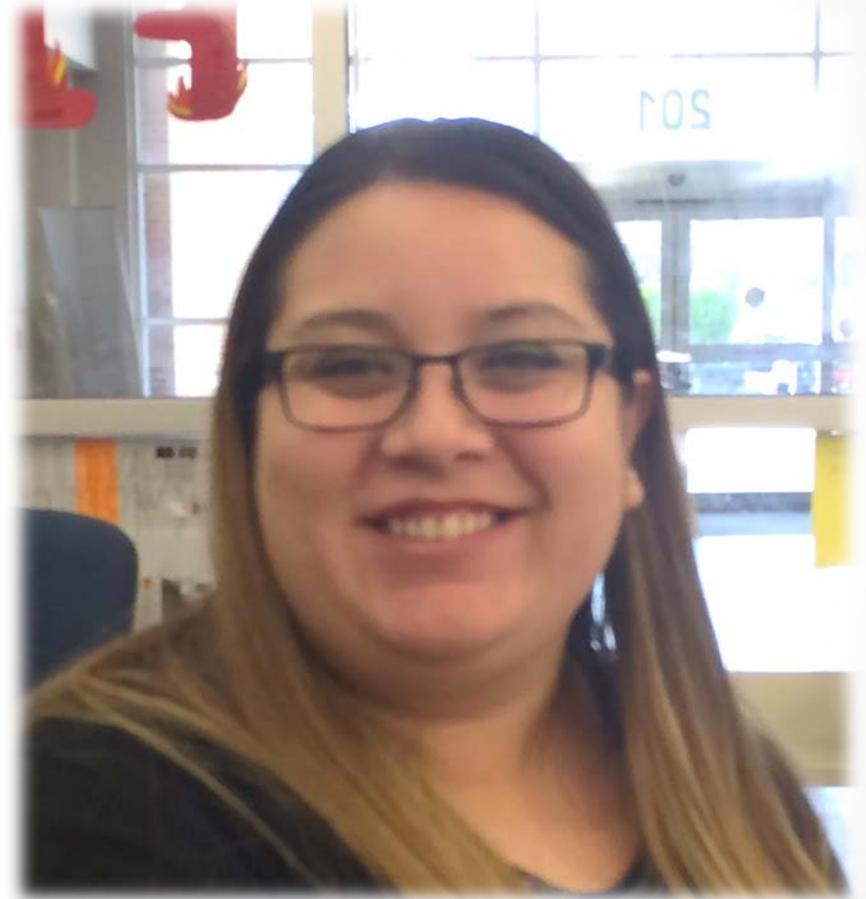


# *Staffing/Personnel*

**Juanita Gonzalez**

Library Assistant (Circulation)

Hired January 10, 2017



# *Departmental Accomplishments*

*(Non-Workplan)*



Genealogy Classes  
February 20-March 10



Spring Break  
March 13-17



Citizenship Classes  
March 31- April 26



# ***FY2016-2017 Work Plan Items***

**Objective 1.02: Conduct inventory and analysis of library collections, their use, and collection development processes**

Status: IN PROGRESS. Study of collections and usage conducted Fall 2016. Updated collection development policy approved by Library Board January 2017. 70% of collections inventoried as of April 1, 2017.

Expected completion: Q2 2017

**Objective 1.03: Implement local modifications to classification system**

Status: PLANNED. To be implemented following completion of inventory.

Expected completion: Q4 2017



# ***FY2016-2017 Work Plan Items***

## **Objective 2.02: Develop and implement "Librarian on the Loose" program**

Status: IN PROGRESS. Homebound delivery service launched February 2017. Staff assembling components of "pop-up" library, identifying potential sites, preparing schedule.

Expected completion: Q2 2017

## **Objective 2.03: Develop and host events and exhibits celebrating various cultures, ethnicities, heritages**

Status: IN PROGRESS. Manga Toshokan Anime Club launched January 2017. More events in development for Summer and Fall 2017.

Expected completion: Q4 2017



# ***FY2016-2017 Work Plan Items***

## **Objective 2.04: Implement circulation of Laptop computers and Wi-Fi hotspots**

Status: IN PROGRESS. Laptops entered circulation February 2017.

Hotspots procured, currently in preparation for circulation.

Expected completion: Q2 2017

## **Objective 2.05: Develop STEAM-related events and enrichment opportunities**

Status: Virtual Reality Scavenger Hunt planned for April 11. Future programs in development for Summer and Fall 2017.

Expected completion: Q4 2017



# ***FY2016-2017 Work Plan Items***

## **Objective 2.06: Develop gardening club and series of gardening classes**

Status: IN PROGRESS. Edible Gardening meetup scheduled April 10.

Future events in development.

Expected completion: Q3 2017

## **Objective 2.09: Implement "People of Duncanville" Project**

Status: COMPLETED, ONGOING. Several interviews conducted, archived.

Currently curating highlights in Library section of City website.

## **Objective 2.10: Implement E-Reference using IM (instant messaging) technology**

Status: COMPLETED March 2017



# *Service Measures – FY17 To Date*

*(March 31, 2017)*

Library Visits		77,262
Local Circulation		51,575
Interlibrary Loans	Received	19
	Lent	97
New Borrowers Added		1,005
New Materials Added		2,418
Events, Classes, Programs	Offered	185
	Attendance	4,572
Computer Use	Logins	14,921
	Hours	11427:44
Reference Transactions		4,714
Volunteer hours		615:05



# ***Upcoming Events – Q2 2017***

- |            |  |
|------------|--|
| April 8    | Operation Clean Duncanville              |
| April 9-15 | National Library Week                    |
| April 25   | Friends of the Library Quarterly Meeting |
| June-July  | Summer Program Season (ALL AGES)         |



Questions?

