



CAMP VERDE COMMUNITY LIBRARY

130 Black Bridge Road Camp Verde AZ 86322 | 928-554-8380

MEMORANDUM

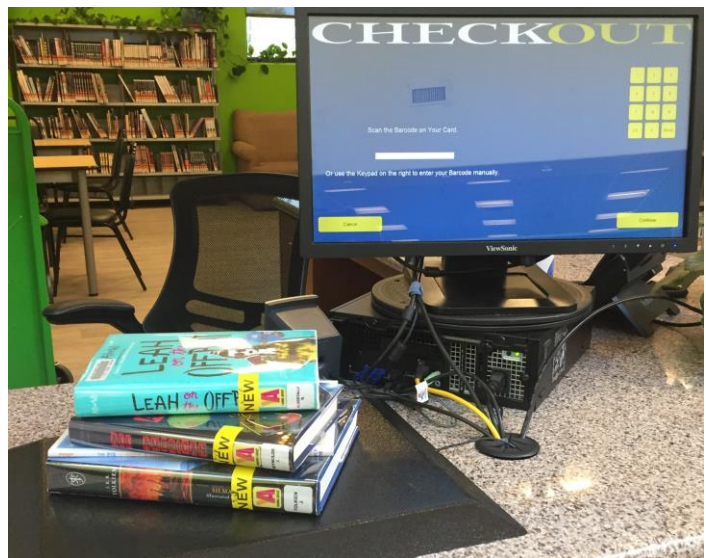
TO: Russ Martin, Town Manager
FROM: Kathy Hellman, Library Director
SUBJECT: Monthly Report – July 2018
DATE: 8/6/2018
CC: Department Heads, Town Council

Report from Library Director, Kathy Hellman: A big SHOUT-OUT to Wendy for the work she did to deftly, efficiently and creatively make changes to the way we process magazines. As we began to discuss how to improve the handling of magazine checkouts, reduce loss of current issues, and increase access for more readers, Wendy investigated possible solutions and consulted with other libraries on methods that work. We decided to enter all of our magazine titles and individual issues into the online catalog, to apply barcodes for easy checkout/checkin, to decrease the checkout time from 21 days to 7 days and to limit the number of issues checked out by an individual to 3 at a time. Additionally, we put the current issue of each title in a protective cover for use inside the library only. Prior to this change we had trouble accurately tracking magazines that were checked out and, often, never returned. Wendy did an excellent job taking this project from start to completion.

After many attempts over multiple years, we finally received two Self-Checkout Stations – one for the Children’s Library and one for the Teen Library. Thanks to **Friends of Camp Verde Library** for donating the funds to purchase the necessary hardware and software. Without their support we would still be dreaming of the day we could provide this service in our community.

Report from Youth Services Librarian, Nadia

Torabi: July concluded our Summer Reading Program. The children raised \$1,012.50 for Heifer International’s Read to Feed program and collectively read 33,269 minutes! The Friends of the Library sponsored a Scholastic Book Fair for our grand finale. They did an amazing job and we are grateful for everything they do. August marks the start of



the new school year. Focus will begin on our LSTA Grant – Creation Station. Regular programming (Story Time, Lego Club, and STEAM Time) continues as usual.

Report from Library Specialist, Carson Ralston: I want to thank the generous donors that sponsored children in the Heifer International Feed to Feed Program for our Summer Reading Program. It was great to see people sponsoring local children to both encourage their love of reading and to help raise money for livestock for impoverished communities throughout the world. Looking forward to August events:

- August 9th, we continue the popular “Music in the Stacks” concerts with local musicians, Mike McReynolds, Tim Young, Don Jones, and Michael Peters.
- August 13th, we host a free training and certification by the Arizona Department of Agriculture for USDA Good Agricultural Practices & Good Handling Practices for all local small-scale growers who hope to sell their produce at farmers' markets, restaurants, grocery stores, schools and more.
- August 28th, Camp Verde Community Library will be an official Vote Center for the 2018 Elections

Report from Teen Librarian, Zack Garcia: July marked the end of the summer reading program. Due to small turnout of teens at planned programs, I will be exploring a different approach next year’s program. This month we also added a new teen program. Gym Night, started at the request of some of my regulars. The first night was a major success. The following two weeks, attendance severely dropped-off. I will continue this program for the time being, but will likely reduce its frequency to once/month.

On August 22, I and members of YAC will be attending the League of Arizona Cities and Towns Annual Conference. I believe this will be both beneficial to me as a Youth Leader, and to the members, who will get to see first-hand what their peer organizations are doing around the state.

Report from Reference & PC Help Librarian, Gerry Laurito: I have made arrangements for 3 résumé-writing workshops in August. Linda Brannock, from Yavapai College, will discuss what information should be in a résumé on August 22nd. Mindy Brigham, from Goodwill Industries, will show us Goodwill’s online resources for creating an electronic résumé on August 8th. I will demo the library’s resources for writing résumé s& job searching on August 29th. See my [spot on the Verde Valley Experience](#).

To really keep up with what is going on at the library, don’t forget to follow us on Facebook at: <https://www.facebook.com/campverdelibrary>

FUN FACT!

In the past 5 years, the number of active Camp Verde Community Library patrons has increased from 3,611 to 5,447, a 51% increase!

JULY 2018 LIBRARY USE STATISTICS

	Jul-18	Jul-17	% change	YTD-FY19	YTD-FY18	% change
In-Library Uses						
Traffic Count	9,105	9,199	-1.0%	9,105	9,199	-1.0%
New Cards Issued	79	143	-44.8%	79	143	-44.8%
Public Computer Use	1,391	1,498	-7.1%	1,391	1,498	-7.1%
Early Literacy Computer Use	154	83	85.5%	154	83	85.5%
Requests for Computer Help	108	140	-22.9%	108	140	-22.9%
Reference Questions	160	214	-25.2%	160	214	-25.2%
Study Room Uses	39	95	-58.9%	39	95	-58.9%
Study Room Use - Hours	84	143	-41.3%	84	143	-41.3%
Study Room Use - People Served	45	122	-63.1%	45	122	-63.1%
Community Room Uses	30	27	11.1%	30	27	11.1%
Community Programs Attendance	220	207	6.3%	220	207	6.3%
Total In-Library Use	11,415	11,277	1.2%	11,415	11,277	1.2%
Library Programs						
Adult Programs	15	16	-6.3%	15	16	-6.3%
Adult Program Attendance	118	214	-44.9%	118	214	-44.9%
Children's Programs	17	17	0.0%	17	17	0.0%
Children's Program Attendance	126	190	-33.7%	126	190	-33.7%
Teen Programs	9	7	28.6%	9	7	28.6%
Teen Program Attendance	109	68	60.3%	109	68	60.3%
Total Library Program Attendance	353	266	32.7%	353	266	32.7%
Circulation						
Items Checked Out	5,135	5,691	-9.8%	5,135	5,691	-9.8%
Items Checked In	5,349	6,087	-12.1%	5,349	6,087	-12.1%
Renewed Items	818	965	-15.2%	818	965	-15.2%
Total Circulation	11,302	12,743	-11.3%	11,302	12,743	-11.3%
Circulation Areas of Interest						
Audio Books	234	311	-24.8%	234	311	-24.8%
Playaway MP3 Books	107	128	-16.4%	107	128	-16.4%
DVDs & Movies	1,918	2,202	-12.9%	1,918	2,202	-12.9%
eBooks	458	388	18.0%	458	388	18.0%
Laptops & iPads	10	11	-9.1%	10	11	-9.1%
Large Print	264	339	-22.1%	264	339	-22.1%
Magazines	45	88	-48.9%	45	88	-48.9%
Spanish Material	2	2	0.0%	2	2	0.0%
Children's Material	1,144	1,091	4.9%	1,144	1,091	4.9%
Teen's Material	688	228	201.8%	688	228	201.8%
Transits, HOLDS & InterLibrary Loans						
HOLDS Filled	904	947	-4.5%	904	947	-4.5%
Transit Items Sent & Received	1,499	1,556	-3.7%	1,499	1,556	-3.7%
CVCL ILL Items Going Out	32	36	-11.1%	32	36	-11.1%
ILL Items for CVCL Patrons	13	26	-50.0%	13	26	-50.0%
Total Transit, HOLDS & ILL Activity	2,448	2,565	-4.6%	2,448	2,565	-4.6%
Library Volunteers						
Number of Volunteers	32	38	-15.8%	32	38	-15.8%
Number of Hours Given	577	542	6.5%	577	542	6.5%
Average Hours/Volunteer	18.0	14.3	26.4%	18.0	14.3	26.4%
Collection & Development						
New Kids & Teen Material Added	54	82	-34.1%	54	82	-34.1%
New Books & Magazines Added	330	119	177.3%	330	119	177.3%
New Audio-Visual Material Added	80	48	66.7%	80	48	66.7%
Total Items Added	410	167	145.5%	410	167	145.5%
Mending & Donations						
Items Mended or Repaired	194	74	162.2%	194	74	162.2%
Donations Processed	2,366	1,912	23.7%	2,366	1,912	23.7%
Donations Cataloged	106	205	-48.3%	106	205	-48.3%