

**MEMORANDUM**

**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – July 2019  
**DATE:** 8/9/2019  
**CC:** Department Heads, Town Council

**Report from Library Director, Kathy Hellman:** YAN Transit has been stopping at the library for some time, but we are now officially on [the Yavapai Apache Transit route!](#) Thanks to Jeff Kolbe’s department for installing the sign! Our next goal is to get a bench and shelter on this location.

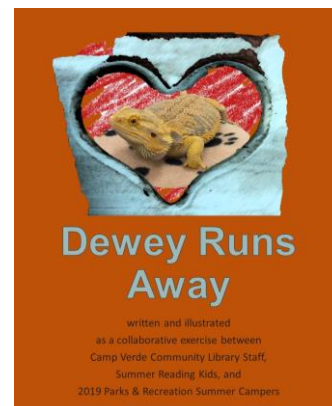


**Report from Circulation:** The response to our new “no overdue fines” policy has been overwhelmingly positive. Patrons appreciate it and it helps our volunteers since they no longer have to tell people they owe money and collect overdue fines. Plus, people who approach the desk prepared to pay are so pleased when they owe nothing, that put the \$\$ in the Friends of the Library donation jar instead. Win, win!!

**Report from Children’s Library:** This year, for the months of June and July, we increased Children’s programming by 29% and attendance at Children’s programs by 141%. We ended our successful summer program with a Parks & Rec/Library trip to the Arizona Science Center. We took 45 children and adults. They all had a great time!

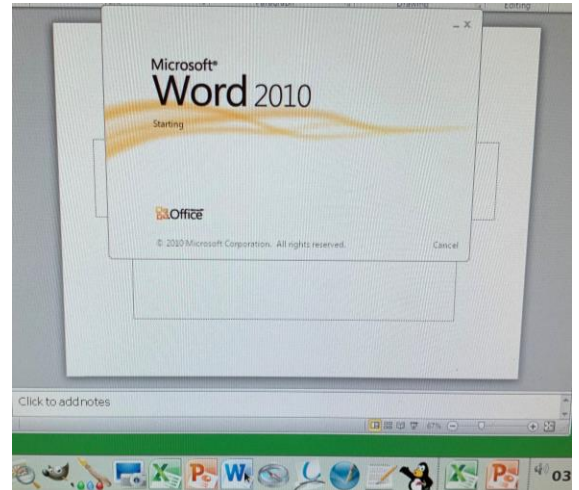


attending Camp Verde Parks & Recreation’s 2019 Summer Camp to brainstorm ideas for a story about Dewey (the library’s bearded dragon) and the Verde River. They wrote down some of their ideas which library staff used to help create a story, *Dewey Runs Away*. With a draft of the story to listen to, the kids then began to create drawing to illustrate the story. Children from preschool age to 12 years old contributed drawings. Library staff used the drawings set against photographs of the library and Rezzonico Family Park to create colorful illustrations. The story is part of the Smithsonian Water | Ways exhibit and will be on display on the story walk signs at Rezzonico Family Park.



**Report from Teen Library:** As July ended, so too did our Summer Reading Program. While this year's program was slightly more successful than last year's, it was only just so, and not the success I was hoping it would be. This means I will have to try a new idea next year. That said, YAC is stronger than ever! I am excited to take them to the League of Cities and Towns for the second year. This year we will be participating in the Parade of Flags with the full six delegates in tow. Our focus at this year's event is to step out of our comfort zones, to participate and learn as much as we can, so that we as a group can move forward. Additionally, YAC now has an email account that the president, vice president, and I can access. We will use the YAC email account so that groups in need of volunteers, or having a project, or any other reason to contact us can do so.

**Report from PC Helpdesk/Reference:** In July the library's public computers were used for 1,152 hours. The busiest day of the week, by number of hours, was Tuesday followed by, Monday, Wednesday, Thursday, Friday, & Saturday. We had MS Office 2010 installed on our public computers which are managed by Useful on a Linux system. Even though it's an older version of MS Office, it's much more familiar to people than Libre Office, the free version we had previously. For those who have discovered the change, it's already seen as a BIG improvement!



**Report from CVARP Director, Von Hatch:** Many students and families enrolled in CVARP classes took time off for the usual summer activities. However, one group worked very hard. The students in our Spanish GED class have been meeting for just 2 months and took their first real test on Thursday, August 1st. All 6 students passed the Civics test with the lowest score at 89, the highest at 99. They were studying Civics as well as Language, which is the main focus at this stage. There are 5 tests in the GED system and the second test will be Language. We are grateful to the instructor for this group, Maria Molina, for her dedication to this program and these students. Kelly Roberts, CVARP office manager, is the reason the Spanish GED program exists so she deserves recognition as well.

The ESL program continues to attract solid attendance to our evening classes. Thanks to instructor Marcie Poletick for making wonderful meals so that our students can focus on learning instead of worrying about being hungry after a long day of work.

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>

## JULY 2019 LIBRARY USE STATISTICS

	Jul-19	Jul-18	% change	YTD-FY20	YTD-FY19	% change
<b>In-Library Uses</b>						
Traffic Count	8,764	9,105	-3.7%	8,764	9,105	-3.7%
New Cards Issued	61	79	-22.8%	61	79	-22.8%
Public Computer Use	1,250	1,391	-10.1%	1,250	1,391	-10.1%
Early Literacy Computer Use	234	154	51.9%	234	154	51.9%
Requests for Computer Help	162	108	50.0%	162	108	50.0%
Reference Questions	151	160	-5.6%	151	160	-5.6%
Study Room Uses	54	39	38.5%	54	39	38.5%
Study Room Use - Hours	125	84	48.8%	125	84	48.8%
Study Room Use - People Served	63	45	40.0%	63	45	40.0%
<b>Total In-Library Use</b>	<b>10,864</b>	<b>11,165</b>	<b>-2.7%</b>	<b>10,864</b>	<b>11,165</b>	<b>-2.7%</b>
<b>Library Programs</b>						
Community Room Uses	34	30	13.3%	34	30	13.3%
Community Programs Attendance	292	220	32.7%	292	220	32.7%
Adult Programs	27	15	80.0%	27	15	80.0%
Adult Program Attendance	314	118	166.1%	314	118	166.1%
Children's Programs	31	17	82.4%	31	17	82.4%
Children's Program Attendance	292	126	131.7%	292	126	131.7%
Teen Programs	8	9	-11.1%	8	9	-11.1%
Teen Program Attendance	74	109	-32.1%	74	109	-32.1%
<b>Total Library Program Attendance</b>	<b>972</b>	<b>573</b>	<b>69.6%</b>	<b>972</b>	<b>573</b>	<b>69.6%</b>
<b>Circulation</b>						
Self-Checkout Use	1211	4	30175.0%	1211	4	30175.0%
Items Checked Out	5,760	5,135	12.2%	5,760	5,135	12.2%
Items Checked In	5,670	5,349	6.0%	5,670	5,349	6.0%
Renewed Items	801	818	-2.1%	801	818	-2.1%
<b>Total Circulation</b>	<b>12,231</b>	<b>11,302</b>	<b>8.2%</b>	<b>12,231</b>	<b>11,302</b>	<b>8.2%</b>
<b>Circulation Areas of Interest</b>						
Audio Books	212	234	-9.4%	212	234	-9.4%
DVDs & Movies	2,032	1,918	5.9%	2,032	1,918	5.9%
eBooks	762	458	66.4%	762	458	66.4%
Laptops & iPads	36	24	50.0%	36	24	50.0%
Magazines	69	45	53.3%	69	45	53.3%
VOX Media Books	38	28	35.7%	38	28	35.7%
Children's Material	1,137	1,144	-0.6%	1,137	1,144	-0.6%
Teen's Material	609	688	-11.5%	609	688	-11.5%
<b>Transits, HOLDS &amp; InterLibrary Loans</b>						
HOLDS Filled	1,213	904	34.2%	1,213	904	34.2%
Transit Items Sent & Received	1,894	1,499	26.4%	1,894	1,499	26.4%
CVCL ILL Items Going Out	31	32	-3.1%	31	32	-3.1%
ILL Items for CVCL Patrons	5	13	-61.5%	5	13	-61.5%
<b>Total Transit, HOLDS &amp; ILL Activity</b>	<b>3,143</b>	<b>2,448</b>	<b>28.4%</b>	<b>3,143</b>	<b>2,448</b>	<b>28.4%</b>
<b>Library Volunteers</b>						
Number of Volunteers	23	32	-28.1%	23	32	-28.1%
Number of Hours Given	439	577	-23.9%	439	577	-23.9%
<b>Average Hours/Volunteer</b>	<b>19.1</b>	<b>18.0</b>	<b>5.9%</b>	<b>19.1</b>	<b>18.0</b>	<b>5.9%</b>
<b>Collection &amp; Development</b>						
New Kids & Teen Material Added	86	54	59.3%	86	54	59.3%
New Books & Magazines Added	236	330	-28.5%	236	330	-28.5%
New Audio-Visual Material Added	106	80	32.5%	106	80	32.5%
<b>Total Items Added</b>	<b>342</b>	<b>410</b>	<b>-16.6%</b>	<b>342</b>	<b>410</b>	<b>-16.6%</b>
<b>Mending &amp; Donations</b>						
Items Mended or Repaired	171	194	-11.9%	171	194	-11.9%
Donations Processed	2,783	2,366	17.6%	2,783	2,366	17.6%
Donations Cataloged	93	106	-12.3%	93	106	-12.3%