

Sherwood Public Library
Monthly Management Report
April 2015

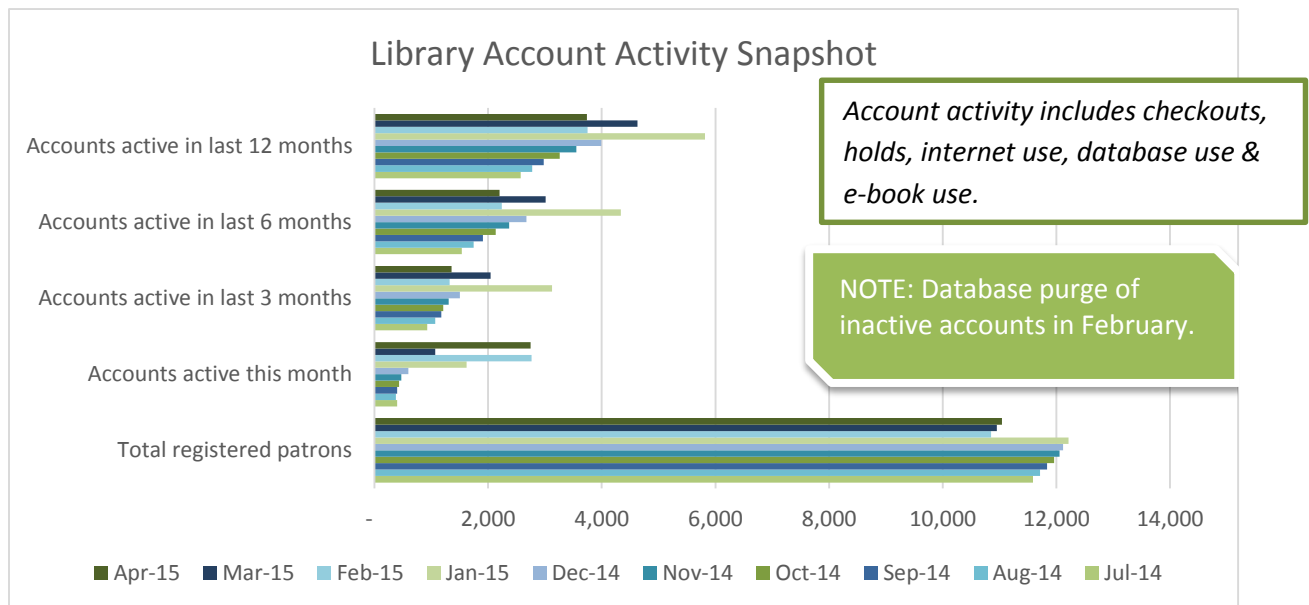


Submitted by: Adrienne Doman Calkins, Library Manager

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Statistics

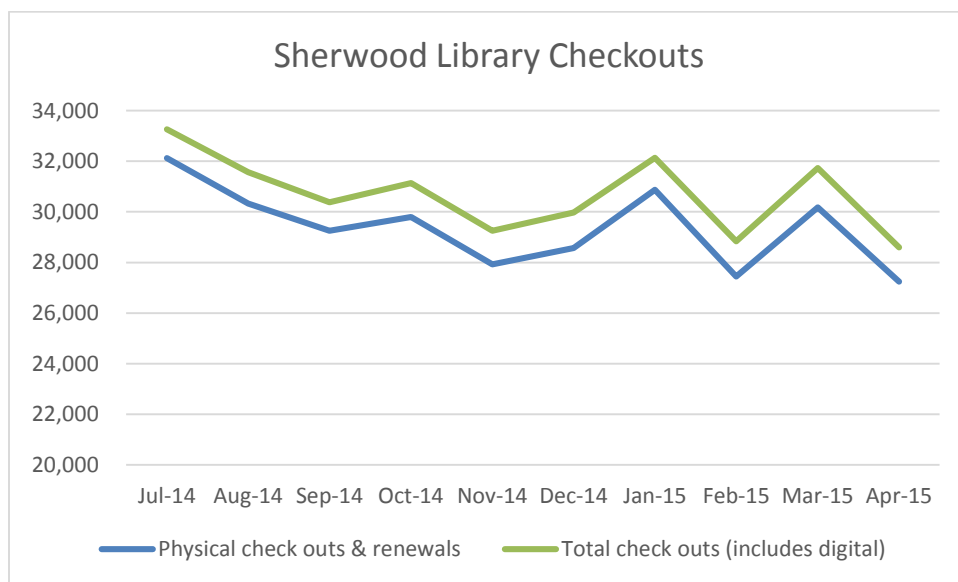


Monthly Patrons	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15
Total registered patrons	12,121	12,217	10,855	10,954	11,042
Accounts active this month	594	1,619	2,766	1,069	2,747
% change from prev. month	26%	173%	71%	-61%	157%
Accounts active last 3 months	1,502	3,127	1,319	2,042	1,354
% change from prev. month	15%	108%	-58%	55%	-34%
Accounts active last 6 months	2,675	4,335	2,242	3,011	2,199
% change from prev. month	13%	62%	-48%	34%	-27%
Accounts active last 12 months	3,993	5,815	3,752	4,629	3,738
% of patrons active last 12 mos.	33%	48%	35%	42%	34%
New library cards	64	96	71	99	75
Growth with new cards	0.5%	0.8%	0.7%	0.9%	0.7%

Door count	Mar-15	Apr-15	% Change from last month	Apr-15 Open hours	Open days	Visits per hour	Visits per day	Avg physical checkouts & renewals per hour	Monthly checkouts per FTE
Total	21,301	19,388	-10%	260	30	75	646	105	2,970

Monthly Circulation	Mar-15	Apr-15	April last year	% Change from last year	% Change from last month
Physical check outs & renewals	30,177	27,242	29,013	-6.1%	-9.7%
Self-checkouts only	7,625	7,080	6,538	8.3%	-7.1%
% @ self-check	25%	26%	23%	15.3%	2.9%
Digital checkouts (Library2Go)	1,240	1,095	n/a	n/a	-12%
Digital checkouts (3M)	310	262	n/a	n/a	-15%
Total digital checkouts	1,550	1,357	n/a	n/a	-12%
% of total checkouts	4.9%	4.7%	n/a	n/a	-3%
Total check outs	31,727	28,599	29,013	-1.4%	-9.9%
Check ins	22,061	19,640	21,579	-9.0%	-11.0%

The Library had 1,215 program participants and a 14% increase in volunteer involvement in April.



Collection Development	Mar-15	Apr-15	Monthly avg last FY
Count of items added	400	330	562

Volunteers	April Hours	Equivalent FTE	# of volunteers
Art of the Story	22	0.13	3
Community Event	4	0.02	1
Bulletin Board	2.75	0.02	1
Checkin (returns)	78.75	0.45	13
Checkin (tasket processing & holds)	48.5	0.28	6
Clerical/office asst	11.5	0.07	1
Requests to fill	25.5	0.15	6
Homework Helper	21.25	0.12	2
Shelving	6	0.03	1
Checkin total	127.25	0.73	19
Grand Total	220.25	1.27	29
Last month	189.5	1.09	24
% change	14%	14%	17%

Programs & Activities

Youth & Family Programs:

- Paperback Pals book group—6 children
- Read to the Dogs—3 participants
- Lego Maniacs with Mr. Blair, Master Builder—14 children, 11 adults—25 total
- Tino and the Pomodori, story, craft & bruschetta, Tonya Hamilton Russo, local author—13 children, 8 adults—21 total
- National Library Week guessing jar—42 participants
- Storytimes
 - Saturday Family Storytime -- 4 children & 7 adults—11 total
 - Toddler Storytimes, Tuesdays & Wednesdays: 223 children, 186 adults—409 total people (9 storytimes)
 - Preschool Storytimes, Tuesdays & Wednesdays: 192 children, 112 adults—304 total people (9 storytimes)
 - Baby Time: 54 babies, 43 adults—97 total people (4 storytimes)

Total participants: 918 people

Adult & Teen Ages Programs:

- Art of the Story Grand Finale, partnership with WCCLS, Sherwood Public Library & Sherwood Center for the Arts—231 attendees
- Open House for City staff, electeds, board & commission members—25 attendees
- Homework Help—13 teens (6 sessions)
- Master the Art of Recycling—0 adults
- Contemporary American Poetry—0 adults
- Music in Poetry: Poetry in Music—6 adults, 4 teens—10 total
- Cowboy Poetry, Tom Swearingen—8 adults
- Writing Workshop, Marie Buckley—10 adults

Total participants: 297 people

Outreach:

- Helping Hands, share library fliers

Other Activities:

- Displays:
 - Poetry Month
 - Hiking & Nature
 - Holocaust
 - National Library Week
 - Six Word Story winners
- Projects:
 - Polaris System Upgrade
 - Planning Summer Reading programming
 - Weeding outdated material, including free magazine giveaway (ongoing)
 - Impact Survey
- Recruitments: Library Assistant II interviews
- Washington County Cooperative Library Services Meeting attendance:
 - Adult Services (Pinn Crawford)
 - Executive Board (Adrienne)
 - Policy Group (Adrienne)
- Other meetings:
 - Main Street meeting (Crystal)
 - Social Media Planning, City of Sherwood (Jenny)
 - Library Advisory Board (Adrienne)
 - Library staff meeting (all)
- Staff trainings:
 - Oregon Library Association Conference in Eugene, Or (Adrienne, Jenny, Crystal)
 - Website training (Adrienne & Jaime)

Service Stories

A patron whom Kacie and I helped ditch library2Go and start with 3M came in today to tell us how much she preferred it. "I love it" she said. She also was very enthusiastic about the library in general and recommended this [article](#) from a recent Rotarian. —*Pinn Crawford, Adult Services Librarian*

As one of the many judges in this year's contest, I really enjoyed reading the 200 + entries that our library received...congrats to the winners selected and highlighted below by Pinn Crawford (who did a great job coordinating this year as usual). —*Joseph Gall, City Manager*

Congratulations to our Six Word Story winners.

- The first prize goes to Jeff Rich for this chilling tale: "One text. Three cars. Seven coffins."
- Second place goes to Madeline Robinette: "It came alive in her hand."
- Final podium spot goes to Keith Weir: "We grew up and not old."

Thanks to everyone who submitted (we received more than 200 entries!).

During Family Storytime, April 25, we had 11 attendees – 4 kids and 7 adults. The theme was birds. For the craft we made a bird out of a paper plate. A 7 year old girl spent 20 + minutes making the bird craft. She finished her project by making and attaching a speech bubble to her bird that said, "Froodle." You might be wondering why she did that. One of the stories I read was titled, *Froodle* by Antoinette Portis. It's the story of a small brown bird that doesn't want to say *peep* anymore. He wants to say something different, like *froodle*. As a Youth Services Librarian, this is great because the child was demonstrating her narrative skills. —*Jaime Thoreson, Youth Services Librarian*

I was delighted so many City staff, electeds, and board members were able to attend our Open-House on Tuesday to help us celebrate National Library Week and National Library Workers Day. I've been collecting surveys from staff this week about cumulative years of experience. The numbers are impressive! Collectively, as a staff of 14 regular and 6 on-call staff, we have:

- nearly 100 years of experience working at Sherwood Public Library
- nearly 200 years of library experience
- over 100 years of post-secondary education, including seven Masters in Library & Information Science degrees.

—*Adrienne Doman Calkins, Library Manager*

