



# Manheim Community Library

15 East High Street. Manheim, PA 17545 Phone: 665-6700 Fax: 665-2470

## Director's Report February 2018

	<u>Feb 2018</u>	<u>Feb 2017</u>	<u>Feb 2016</u>
Total Circulation (at Desk)	5,532	6,296	6,400
Online/Telephone Renewals	1,370	1,076	993
Total Circulation (at SelfCheck)	665	622	731
<b>Total Circulation (all)</b>	<b>7,567</b>	<b>7,994</b>	<b>8,124</b>
<b>YTD Circulation</b>	<b>15,581</b>	<b>15,613</b>	<b>15,894</b>
New Registrations	22	36	22
Total Borrowers	1,291	1,441	1,532
Holds Placed	292	347	293
Holds Filled (with location's items)	1,166	539	597
Checkouts from Loaned Items	1,328	604	935
Checkouts from Borrowed Items	976	898	592
EBook	364	309	263
Unique Wireless Users	244	249	N/A
Computer Users	296	352	N/A

**Programming:** Programming is growing and is very successful. February included 2 Adult Programs (Knitting and Book Club), 2 Young Adult programs (Tribe YA and YA Book Club), and 15 Children's Programs (Story Times for Preschool and Toddlers, LEGO Challenges, STEM and Beyond, Valentines at the Library). The Library also hosts a weekly Dungeons & Dragons role playing game that is facilitated by an outside presenter and is not included in these totals.

Adult Program Attendance – 13 Adults

Children's Program Attendance – 151 Juveniles, 1 Young Adult, 62 Adults

February also concluded our Blizzard BINGO Winter Reading Program. Nearly 300 BINGO cards were picked up at the Library. Participants were able to receive prizes for filling a row of reading activities (27 awarded), for completing select starred activities (21 awarded) and for completing the entire board (28 awarded).

Submitted Blizzard BINGO Boards: **Adult** – 7 total; **Independent Readers** – 21 total; **Emerging Readers** – 20 total.

**Reference/Computer assistance:** Reference: 57; Directional: 68; Tech: 42

**Community Connections:**

Colleen, Youth Services Librarian, reports the following community connections for the month of February:

Feb. 2 Storytimes with Headstart and then Pre-K at HC Burgard Elem. School

Feb. 13 Attended the planning meeting for the Rock N Glow on behalf of the library.

Feb. 17 Valentine Craft Event (9:00-11:00am)

Feb. 20 STEM Program on Simple Machines (6-7pm)

Feb. 26 Attended MCSD School Board Meeting with Ken regarding library partnership

Feb. 27 Attended Family Reading Night for MCSD at HC Burgard Elem. Helped to read the final chapters aloud to the families at the program. Vicki did the same at Doe Run Elem. that same night.

**Fundraising:**

- Received approval for \$15,000 from Manheim Central School District to be used for pre-kindergarten programming.
- Received Abby's Foundation grant to be awarded in March.
- Applied for Nora Roberts Foundation grant for Out the Door program.
- Applied for Atlantic Sunrise Community grant for school year STEM program.
- Community Relations Coordinator attended Lancaster County Community Foundations event announcing 2018 grant programs and is working on developing proposals.
- Preparing for upcoming Friends of the Library events -
  - Murder at Mount Hope Mansion on March 18<sup>th</sup>
  - Breakfast with the Berenstain Bears on April 21st
  - Spring Book Sale May 17<sup>th</sup>-19th

**Facility Update:**

Book Drop – not in a good spot, not big enough, not as protective as it should be

Closet room in hallway – ceiling needs repaired

**Operational items of interest:**

Manheim Community Library conducted a search for a new Director since Melissa Foltz left on January 29<sup>th</sup>. Jon Dunkle's first day of employment was March 6, 2018.