

Director Report September 26, 2019

Personnel

Beth Swenson, Liza Evan, Mallory Snow, Jonathon Carrera and Robert Wright will be attending the ILA conference from October 1 - October 4.

Robert Wright was asked to present in two different sessions of the conference. One of the sessions was delegated to Liza Evans to present.

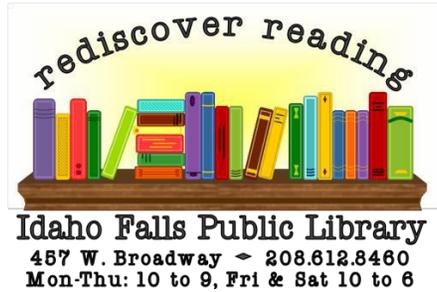
Jess Carter started at the Library this month. She will be working in the backroom and helping with the adult nonfiction collection. Jess has 17 years of experience working at Barnes and Noble.

Usually during the summer reading program we hire extra pages and then half of them leave for college or quit due to schooling issues. This year almost none of them quit so we will laying off seven pages this week or next.

Tyrone will now be super
vising the computer room, Maker spaces area and Community Education program, as well as working as the System Administrator.

Beth Swenson, LaDawn Fiacco, Barbara Tew, and Mishelle Stabler watched a webinar titled "Creating Interactive Storytimes with Music, Play, and More Workshop," to help improve the quality of story times we present to our community.

Barbara Tew, LaDawn Fiacco, and Beth Swenson each received certificates of achievement for completing the City of Idaho Falls Leadership Academy.



Programs / Tours

55 Story Times / Book Babies programs with 1,501 people attending

386 people stayed after 19 programs to play with toys

Special Story Times / Events:

Story Time with the Chukars: Staff from the Chukars, including pitchers Bryar Johnson and Augie Sylk, came to help with Story Time on August 29, 2019, in a month-long initiative to promote reading.

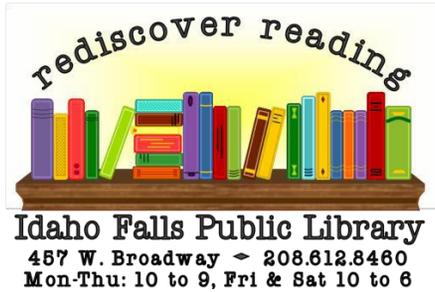
0 tours

Coloring pages printed: 2,437

People observed playing with toys from IFPL Play Station: 1,480

33 times meeting room was used Nonprofit - 6; Profit - 5; Partner with IFPL - 6; IFPL programs - 16

Outreach My First Books (program to give books to disadvantaged children ages 0-5) 6 classes visited, 100 books given to children

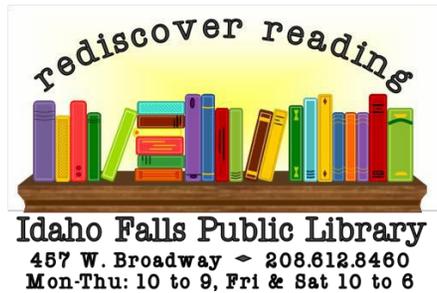


Circulation of all materials

County	527,079	37.69%
City	825,762	59.05%
Other	45,541	3.26%
Total	1,398,382	100.00%

**Electronic Circulation
(Overdrive)**

	October	November	December	January	February	March	April	May	June	July	August	September	Total
County	8,082	8,158	7,509	9,462	8,183	9,480	9,048	9,026	9,249	10,180	9,805		98,182
City	11,342	10,488	10,614	12,812	11,104	13,278	12,399	13,017	13,257	14,394	14,349		137,054
Total	19,424	18,646	18,123	22,274	19,287	22,758	21,447	22,043	22,506	24,574	24,154		235,236
Percentage													
County	41.61%	43.75%	41.43%	42.48%	42.43%	41.66%	42.19%	40.95%	41.10%	41.43%	40.59%		58.26%
City	58.39%	56.25%	58.57%	57.52%	57.57%	58.34%	57.81%	59.05%	58.90%	58.57%	59.41%		41.74%



Library organization:

I am planning on moving forward with creating a succession plan by reorganizing the library structure.

The current plan is to have two assistant directors, one over public services (all public facing services) and one over technical services (all services that don't deal with the public directly)

The Assistant Director for Public Services would supervise all three floors, book purchasing, and programing with the exception of compute room, community education and Makerspaces. Within this department would be a Children's Librarian, Program Specialists, and Library Technical Assistants, Page supervisor, pages and book-drop personnel.

The Assistant Director for Technical Services would supervise the processing, cataloging, all computer systems and the computer room, community education and makerspaces. Within this department would be the Systems administrator who would supervise the computer room, the makerspaces and the community ed (all things having to do with computers), Library technicians and a couple of pages.

The advantage to this division of labor is to allow more time for planning and training of employees.

I have discussed this proposal with Beth, Russ, and Tyrone as well as a few key staff members. All seem to think this will make the Library function more efficiently, while giving the Assistant Directors hands training in budget administration, planning and more active experience in preparing to assume a director's position should the opportunity arise.

Paying for copies.

We would also like to allow everyone ten copies per day for no charge. Should someone want to print more than ten copies they would be charged the current rate beginning at the 11th copy and for each subsequent copy. Not charging for minimal copies should allow staff to concentrate on other library tasks.

With the first ten copies being free, we will post a sign that says we do not accept debit/credit cards for transactions less than \$5.00.