Mammen Family Public Library
Monthly Report – 2023 Activities

Circulation Team Report

- Number of visitors to the library: 16,462
- Total items circulated: 34,611
- New cards issued: 399
- Number of active members: 8,416
Programming, Outreach and Community Collaboration

Adult Programs (Hannah Johnson & Allison Reeves)

General Updates

In June, the Summer Library Program kicked off and is now in full swing! At the time this report was written, we had 291 adults signed up for the Summer Library Program on Beanstack. This is over 100 more adults than we had last year by the end of the summer, so we are happy to see the growth in the adult program. This year, we are offering prizes for adults who participate in the Summer Library Program who have logged books they have read or library programs they have attended. We have been pleasantly surprised by how many adults have picked up prizes at the library and it has been a challenge to keep the adult prize carts well-stocked!

Allison Reeves, who has been an instrumental part of our adult programming team, is moving back to the southeast at the end of summer. We will miss her greatly, but we are very thankful for all the contributions she has made to our library programs and that she has stayed on during our busy summer months to help see us through the Summer Library Program. During June, we worked with Susan and Stephanie in the Outreach Department to design a new position for an assistant to help both adult programming and outreach initiatives.

Toward the end of June, we were notified that we were approved by the Texas Commission on the Arts to receive financial support for our Sounds of Summer Concert with The Peterson Brothers, taking place on July 14th. We are appreciative of this financial support which helps to make these larger arts events available to our community.

Program Highlights

June kicked off a number of new programs at the library! Our current Great Courses class, The Wonders of America’s State Parks, began meeting. Each Friday the group meets to watch a video and discuss a different state park. Our volunteer moderator, Steve Rindahl, has done an excellent job leading this discussion!

Dr. Larry Sunn and Dr. Steven Grainger of Rain Bees Harvesting Consultants have volunteered to do a ten-week Water Conservation Series that began in June. Along with some guest speakers, they are covering a wide range of topics related to water conservation that are timely and important to our Hill Country home. We have been blown away by the consistent attendance at these programs and have received very positive feedback on this program.

This summer we introduced two new discussion groups: an additional book club and a Documentary Club. Both of these groups meet in the evenings, which allows us to make discussion groups available to community members who may not be able to attend during a weekday morning or afternoon, when this type of program has generally been offered. Both groups are going well so far and we are excited for the opportunity to make both of these groups year-round programs.
Food and cooking classes are always among the most popular of our adult programs! In celebration of the summer season, we had a number of food programs planned for June. We offered a drop-in sushi making class which was a lot of fun. We also wrapped up the online spring cooking series. We had the second edition of the Cooking with Javier class (both his June and July classes filled up in less than 24 hours after registration opened!). Toward the end of the month, the Comal County office of Texas AgriLife Extension planned and supplied materials for a Jarcuterie workshop. They graciously adjusted to a growing class size. We originally planned for 20 attendees and after seeing the long waitlist, they offered to extend the class. We ended up with 31 attendees for the program!

In the end of year programming survey we distributed last December, we had a number of respondents who requested more opportunities for leisure learning activities such as casual games. We jumped on the chance to work with Martina, one of our Library Assistants, to offer a Mahjong program. This summer she is providing instruction during four beginning Mahjong sessions and also facilitating sessions for the group to come in to practice their skills during Mahjong Free Play sessions. We have been very happy with the participation in this program, we even needed to purchase a third Mahjong set to accommodate the demand!

On Saturday, June 24th we had a Classic Car Cruise-in event in the library’s lower parking lot. This proved to be an interesting outreach and marketing opportunity for us. We researched and contacted a number of car groups in our area, and shared our flyer and event information with anyone we could find in the car world. Our event was listed on a number of sites and shared on social media to a wide audience. We had 29 cars join us for the event, and a total of 228 attendees. There were many lessons learned in planning this event that will be helpful in the future.

As most of our foreign language classes take a break for the summer, we have introduced language conversation circles so the students could continue to practice their skills. Our Spanish Conversation Circle has had reliable attendance each week, and we’ve had a few students join us weekly for the Italian Conversation Circle. We did not have enough demand to get the French Conversation Circle going, but we are continuing to brainstorm how we can restructure and improve upon our current foreign language offerings. Our six-week German language and culture class began...
the last week of June. We are excited to be able to offer this introductory course to the community!

We closed the month with a History Talk on Medieval Manuscripts. We are excited to hear from Dr. Alan Cottrell again on July 26th in his second History Talk on how the invention of the printing press impacted the publication and distribution of books and art.

**Outreach (Stephanie Emerson)**

Summer fun has begun and the TSLAC Outreach grant has been won (awarded) – MFPL Out and About! What a great opportunity to take outreach to the next level for all ages.

This month we reached 284 members of our community directly and many more through books and materials. Patrons checked out a total of 43 books for the month through Outreach and the giveaway tallies came in at over 210 donation books placed between the 3 LFL locations, Provisions Food Bank, SHARE Center, Sanctuary of Hope and SJRC.

**ART DISPLAY:** This month was used to transition from mid-month take down and set up to beginning of the month. New art from Lisa Marie Bell (www.lisamara.com) consisting of abstract oil and cold wax paintings (theme Italian/Italy) will don the hallway for July.

**BOOK CLUB:** Books & Bites at the Bulverde Spring Branch Activity Center met to discuss *Still Life* by Louise Penny. The 11 attendees all loved the book and we had lively discussions on the variety of types of human nature in the characters. One of our members was a great antagonist and spurred a good part of the conversation! We had one new member join so are now up to 18 in total. For the bite, I made Café Au Lait inspired Coffee Crumble Cookies.

**ASSISTED LIVING / HOMEBOUND:** The Bulverde Assisted Living visits every other week continue to serve our 10 existing patrons as well as 2 new patrons. We had 10 new 300 piece puzzles come in as donations this month, which is fantastic. Overall a positive reading month with 37 books checked out.

Contact has been made with our local Meals on Wheels to try to get information on our Homebound Delivery Program out to those who need it. Our current homebound delivery is still on a bi-weekly schedule.

Hannah and I facilitated a visit from Bella Groves early this month. The event was a Butterfly and Music Garden walk with a simple birdfeeder craft on the children’s patio. It had just rained the day before and the garden was beautiful with tons of butterflies, even though we are in June! The residents, caregivers and family members took in nature and had a lovely time. This was our pilot event here with Bella Groves. We had 16 adults and 1 child attend. Our next event is scheduled for July 5th for crafting.
OUTREACH COLLECTIONS:

- The Trekker collection has reached 414 books. A few lost books have been replaced, a few donations added and some new additions to the graphic novels selection were made.
- Large Print borrowing bookcases were refreshed as usual with Outreach LP inventory at The Bulverde Spring Branch Activity Center and Bulverde Assisted Living.
- The giveaway collections, consisting of bilingual and books in Spanish, cook books and children’s books, continue to reach the community at both Provisions Food Bank and the SHARE Center. The flyer in Spanish is updated each month at both locations for current dates and times for our English Language Learner class and bilingual storytime offerings.

YOUTH OUTREACH:

Pop-Up Library for June was well attended (22 children and 12 adults). There were people waiting on me when I arrived to set up! I read two stories with birds and then the kiddos made birdfeeders from toilet paper rolls, peanut butter and bird seed. Add twine to hang in the tree and you are all set! Trekker books were checked out, library books returned and many summer reading programs were circulated!

There was a full house at the SHARE Center this month with 9 adults and 20 children attending. Javier read 3 bilingual books, we sang songs, and then the children made a bird feeder from a pipe cleaner, Cheerios and twine. We handed out summer reading programs, explained 1000 Books Before Kindergarten, and brought give away books for the kiddos to select from (selection included both English and Spanish).

SJRC residents are out of school for the summer and have attended several library teen programs as well. Allison has made sure all the new residents have library cards and they seem to be readers. The on campus visit this month included give away children’s books for our two attendees under 2 years old, making dirt pudding, and getting to know the new residents.

This month was our fourth on campus visit at Sanctuary of Hope. We had 7 moms and kiddos and one mom to be. There was singing, play parachute activities, reading together, storytime and free play with soft blocks. Montana also had a craft to hand out for later. We are encouraged that the moms and kiddos are growing together and creating a positive bond though these focused time visits.
LITTLE FREE LIBRARIES:

The Outreach webpage now has a cool new map showing our LFL locations. (Creative credits to my daughter and favorite volunteer.)

OTHER NEWS:

- Movies in the Park finally happened! There were approximately 125 people that came out to see Wall-e, eat shaved ice and almost get rained on. We had the cutest Wall-e bookmark craft for the children to customize. My daughter (also my volunteer for the event) created the shapes in Adobe, and we cut them out using the Cricut machine in the Makerspace. The children selected a color for the bookmark itself and then which combination of cutouts to glue on. Cute and simple!
- The Trekker participated in Touch-a-Truck here at the Library. We had the bubble machine going, stickers to give away, chalk for decorating the pavement, and had the ramp down for exploring inside.

Makerspace (Lindy Hargrave, Sam Stephens, Devon Rogers)

Hello everyone! It’s your Makerspace team reporting. This month we’ve been busy with summer programs, as have the rest of you! Our main program for the month of June was the Layered Art class, which met on the 12th, 19th, and 26th. Patrons learned to use a variety of machines (chiefly the Cricuts, Glowforge, and Shapeoko CNC router) to create art projects similar to shadow boxes. We’ll include a few example photos of finished projects below.

Our other class, which meets on alternating Saturdays, is called Makerspace Camp. We use a different machine every week and create a unique piece of Makerspace attire for each attendee.

We’ve also stepped up our schedule to include twice-monthly sessions of Explore the Makerspace, when new patrons can become members, chat about project ideas, and learn about the various machines we have.
We didn’t offer any classes this month specifically targeted at teens, but we have had a few younger patrons register to Explore the Makerspace.

As you can imagine, our increased class activity has brought in quite a few new members. In June we had 10 new members join the Makerspace!

Finally, a note about our schedule: we’re being more insistent that patrons have confirmed appointments before appearing at the Makerspace, and we’re no longer open on Wednesdays. We recommend that our most experienced, DIY-certified patrons email maker@mfplib.org to request appointments on Tuesday afternoons. New patrons can register for classes and Explore sessions. We’re thankful for your understanding as we evolve.

Thank you all for reading, and here’s to another great month!

Teens (Allison Reeves)

June was a busy month for teens! So far we have 94 teens signed up on Beanstack for the Summer Library Program Reading Challenge, which is the most we’ve ever had!

We kicked off teen programming with Teen Tuesdays, which is our weekly craft program. So far, teens have decorated the Teen Room window, made collages, and written about their favorite books. Our weekly food program, Snack and Chat had a slower start but has picked up steam over the past few weeks! We made trail mix, frozen basil lemonade, s’more pops, and mug cakes over the course of June. Additionally, our Anime Club and Tabletop Role Playing Games Group continue to be popular!

Our monthly genre book club looks a little different this summer! As an added summer bonus, we made walking tacos while we talked about all the books we’ve read and are currently reading!

We had our first summer Night at the Library program at the end of June and it was a big hit! Teens made their own pizza bagels and s’mores out on the back patio.
In June we also hosted two Super Smash Bros. Tournaments. Smash is a competitive game where players have to knock each other off the arena. One by one, players are eliminated until the top two duke it out. The top 3 players receive custom trophies created by the library’s Makerspace team!

We’ve also had a few different volunteer opportunities for teens throughout the month and have had lots of teens show up to volunteer each time! We could not have put on our events without them!

Stephanie and I made our June trip to SJRC where we made dirt cakes with the kids! It was a blast and so nice to see them having fun this summer! We are also seeing several SJRC kids regularly at our weekly programs, which is awesome!

Children’s (Montana Rindahl, Javier Gonzalez, Briana Gonzalez)

June brought the busy start to our Summer Library Program! Over 550 people attended the Kickoff Party on June 10th, complete with face painting, a water slide, dunk tank, and games. Also in June were our Petting Zoo and barrel train Train Rides, as well as our Touch a Truck event. Both were so popular that our new Facilities Manager, Warren, jumped in to help people who parked at Home Depot to cross the street! We are so grateful to all of our adult and teen volunteers who help set up and clean up for our big parties, as well as serving sno-cones and working as runners for anything we need during programs. We couldn’t do it without them!

More fun highlights from June:

Night at the Library in June was “Pizza Night” themed! Kids in Kinder-5th grade made their own personal pizzas on english muffins and played a version of pin the tail on the donkey by adding toppings to a paper pizza!

Kori Ashton led a Scratch Workshop on June 17th for kids in 3rd grade and up. Kids designed their own versions of Pac-Man in under three hours!

In addition to Tuesday mornings, storytimes are also held on Thursday mornings at the same time as our Craft Together program. Families have enjoyed the fun and easy crafts each week. This month, kids made paper plate sun yarn art and adorable dragonflies!
On Fridays, children ages 0-5 have been joining us for Little Learners. Each week we have different activities that promote learning and early literacy. This month kids got to build with blocks, splash and play on the patio, and create colorful works of art!

Lego Club is back for the summer! This time we are offering two clubs, one for ages 5-8 and the other for ages 8-12. Turnout has been great and the kids always have a great time building and playing. This month’s themes were “Build a Farm” and “Minecraft vs Among Us”.

Club 3-4-5 and Tween Club were big hits in June. Each week both clubs offered a different activity to do which included Fuse Beads, Duct Tape Bookmarks, Slime, Friendship Bracelets and Origami. Along with the activities, the kids could also play board games and build legos. The kids seem to enjoy the opportunity to escape the Texas heat and just hangout and play games with their friends!

Collections Reports
Adults (Kristin): We loaned 5 items to and borrowed 97 items from other libraries in the Interlibrary Loan (ILL) system. We worked one-on-one with 7 members to teach them how to use our electronic resources. In June the reference section was weeded and the nonfiction was inventoried. This month I will focus on inventorying the reference section and weeding the westerns and local author collection. Three adults were provided with personalized recommended reading suggestions. Finished and sent info for Summer Book Buzz to Hannah.

Teens (Allison): In June we fulfilled 5 purchase requests for the Young Adult fiction and graphic novel collection.
Children (Montana & Javi): We take a short break from weeding and inventory in June as we prepare for the Summer Library Program. Instead, we fulfilled a Recommended Reads request and Briana designed some read-alike bookmarks for us! Briana has also been helping us label Juvenile Graphic Novels with volume numbers – this is a big help for kids (and shlevers!) trying to find the next book in a series.

We deleted 98 items for the following reasons:

- Weeded – 80 items
- Vanished – 5 items (due to inventory)
- Lost and unpaid for – 8 items (sent to collections)
- Lost and paid for – 5 items

Marketing & Public Relations (Marc Dunlap)

The development and “standardization” of our social media presence is still ongoing, but we are already seeing results from the initial deployment. The inclusion of “specific” color indicators for each program type seems to be catching on and the application of “rolling posts” has increased impressions across the board. Now we need to get our schedule down, as well as better cross-communication between “us” and the program directors.

Technology (Rob Lerner & Marc Dunlap)

Marc: Stand-out-Issues

The WiFi portal for patrons had some issues, mainly the fact of authentication through the splash-screen, and most users getting an “unsecured” notification.

Technology Help

This past month we have seen several “repeat customers” for the One-on-One Tech-Help program as well as just walk-ins. To me, this speaks of the need for a consistent class/program (likely twice a month) that is both flexible to the needs of those who come, as well as having the ability to teach basic (but broad) principles. It is lovely to be able to cater specifically to a patron’s needs, but I have often found that ½ of the time allotted is spent in coaching a patron on “the building blocks” they need to accomplish what they actually came in for. Here is where they class would benefit them, it doesn’t stop them from utilizing the One-on-One rather it allows them to make use of it more fully.
A few One-on-One Tech-Help highlights:

- Some patrons had purchased a Kindle to use as their main reading device. But they got the wrong one, as it could not access third-party apps (like Libby). So, I helped them download Libby to their Apple phone and talked with them about the pros- & cons of other devices. They left with a plan, to either use an old iPad or to get an iPad-mini.
- A patron has come in several times to learn the basics of her laptop (as well as some other programs) so that she can better manage to homeschool her grandchild. We got her set up with email and registered her on a homeschool site. Then we practiced downloading things and opening them in the desired program. She has already registered for two more One-on-Ones...

Rob: Last month we reported on adding a failover system to our network in case our fiber line ever went down. In June we found out whether it would work or not when a construction crew somewhere tore through 288 feet of our fiber line. The failover worked so well that all anyone noticed was that the internet seemed a little slow. There are a couple tweaks we need to make. We need to add an antenna to improve the cell reception, which will help with internet response, and we need to isolate the failover to critical systems only. Right now the entire network shares the signal and there just isn’t enough bandwidth for everyone. If we restrict the signal to necessary library functions like the ILS and staff computers, and restrict Wi-Fi and PACs we shouldn’t see any bottlenecks the next time something like this happens.

In June we added patron book lockers to the lower book drops to increase access to materials for people who can’t get here during normal library hours. Before we could do that we needed to put in some equipment upgrades in order to connect the lockers to the library. The lockers connect through Ethernet only and we weren’t going to go through the added expense of running one to them, so we booted up our Wi-Fi by adding new Wi-Fi 6 Access Points to the outside of the building. We then connected the lockers to a Wi-Fi mesh antenna through an outdoor switch connected to power we are getting from one of our lamp posts. It all went remarkably well. The connection went smoothly and we have seen no dropped signals from the lockers. Once we integrate them into the ILS we should be good to go.

Adding the Access Points also served to increase the reliability of the signal for some of the wireless cameras we have on the perimeter of the property. We noticed a major increase in the reliability of the signal from the cameras as soon as we added the new Wi-Fi. Cameras and lockers are not the main function of our APs. The APs main function is to connect our patrons to the internet without any slowdown. The new APs are capable of 2.5Gb uplink, so to take advantage of that we put in a 2.5Gb switch that the new APs plug into directly. Each AP is capable of handling over 600 clients at a time, and operate on the latest Wi-Fi standard future proofing our network.

Probably the coolest thing we did in June was to add a remote switch to the gates that can be programmed from a phone app to open or close the gates on a schedule. Thanks to Rich Herr’s hard work we don’t have to go down and manually change the timer on the gate when we have special events, elections, or holidays. We can make the change anywhere anytime. The power is a little intoxicating. We can bring up the library cameras on our phones and hit a button to watch the gate open or close from anywhere on the planet. We live in the future.
Facilities Management (Warren Pichon)

Study Rooms: 349 people used the Study Rooms in June

Public Meeting Room use: 117 people used the meeting rooms in June

Regular scheduled monthly maintenance for pest control, aerobic septic system, and grounds keeping maintenance.

- Cleaned all windows inside and outside of the Children’s area, newspaper reading area, study room
- computer room, large center area windows, door and windows at butterfly garden exit door and teen room
- Cleaned “Alamo” display case and case next to it
- Cleaned drive up windows inside and outside
- Cleaned book drop windows inside and outside
- Found tool to open floor socket cover (handle broke off) in classroom C
- Replaced burned out bulb in employee entrance overhang
- Rearranged Janitors closet and cleared mop sink of items covering drain pipe
- Septic System quarterly PM done 6.06.2023
- Monthly Pest control done 6.01.2023
- Primed floor traps in mezzanine areas, employee restrooms and mechanical room
- Inspected water drains on roof and cleared drains of standing water and debris
- Inspected water softener
- Tightened all toilet seats throughout the library including employee toilets
- Removed standing water at entry ways and sidewalks after powerful thunders
- Painted the repaired ceiling in front of automatic doors to help desk
- Treated water feature weekly with Algaeoff and “Sludge Away”
- Did daily “Walk Around” that includes blowing debris from all entrance ways, walkways, patio areas and butterfly garden area. In addition: check grounds for trash and debris left by raccoons and others and for anything out of place
- Greased chains on main entrance gates and 24hour book drop gate
- Pulled leaking sink out of old hallway to prepare to install sink
- Placed new Memorial Paver in the “Military Memorial” area
- Placed locks on socket and switch covers in the new book locker area and pump house
- Covered up dug out trench and covered conduit for Book Locker electrical installation
- Cleaned the built up grime and dirt off the book drop containers
- Swept and picked up debris and clumps of dirt in the Chiller area
- Changed overhead light in employee men’s bathroom
- Installed cooling fans on control box in Mechanical Room to prevent from overheating
- Dusted and Placed in correct order Teen DVD’s and Teen Graphic Section
- Treated Septic System with 2 gallons of Bleach

Baker Septic Pumping PS LLC: Pumped our septic system (3000 gallons) 6.19.2023

Star State Plumbing: Repaired three broken toilets in the employee’s Ladies restroom 6.19.2023
**Master Gardeners:** Weeded and pruned plants and shrubs around the property and in butterfly areas on a regular basis...keeping our property beautiful.

**Butterfly Naturalist:** Researched areas around the library property (including new fenced area) and found two new species of butterflies. They will send me the report and I will attach it to this report.

**Pedernales Electric Cooperative, Inc.:** Reset leg of transformer to return power to the library. Dennis and Steve were kind enough to take out the broken bulb on Pole # 8 and will replace it for us when they are in the area again.

**Team Mechanical:** Reset internal switches after the power outage and found a leak which they repaired keeping their promise to keep our old Chiller running until the new one comes in. They have spent many hours on many days working to keep this old system. Jake and Team Mechanical are doing a great job keeping us cool.

**Roman Electric:**
- Converted five pedestal lights to LED. Lights are going from the upper level to the lower level of the parking lot.
- Installing in the pump house dedicated 120 V GFCI circuit to receptacles will be at the top plate for cameras opposite corners.
- Installed wiring for the new Book Lockers
- Installed motion detector for the 24 hour book drop/Book

**Table and Chair Inventory for Classroom and Training Room 6.13.2023**
- Classroom: Tables - 12 Chairs - 16
- Training Room: Tables - 11 Chairs - 18

**Administration (Susan/Cathy)**

In early June Denelle Wrightson, our Facilities Planning consultant, met with staff and board members to continue to develop details of our 10 year master facilities plan. She will share a potential design plan that would include expanding our existing facility to accommodate a larger children’s area. We will receive a rendering from her that we can share with a civil engineer to see if there are any quick "red flags" in July and will get quotes on a tree survey for the new property. Denelle plans to finalize our 10 year plan by the end of August and the board may approve and accept by the end of September which will give us and our support organizations some strategic planning goals to work toward in the coming years.

Taryn Young, Library Clerk, gave notice and left the library staff at the end of June. A part time position was posted and we interviewed several wonderful candidates for the position and will make a decision in early July on Taryn’s replacement. Luckily our college and high school students still need lots of hours this summer so we are fine for coverage in July and early August.

Allison Reeves, Youth Services and Adult Programming Librarian, gave notice that she will be moving out of state at the beginning of August. We spent some time developing a plan to replace Allison and have decided to hire a Library Assistant for Adult Programs and Outreach.
As you can see from Stephanie’s report, she continues to grow outreach and will need some help. Hannah, our Adult Programming Librarian, also needs assistance. We came up with a comprehensive job plan for the position and posted it. We have had over 30 candidates apply and are interviewing 8 candidates in early July.

We were required to do some mandatory training for the TSLAC outreach grant and we worked on that in June as well as completing the contract agreement for the $17,500 MFPL Out and About grant.

We had so many issues with our HVAC system in June and I spent a lot of time contacting those reps to ensure we continued to have service. We are still hoping for an end of July shipment of our new chiller. We also had a large bird take our power out at the end of June and once it was diagnosed, we were able to get power back but then it took awhile to get everything up and running again.