

# Mammen Family Public Library

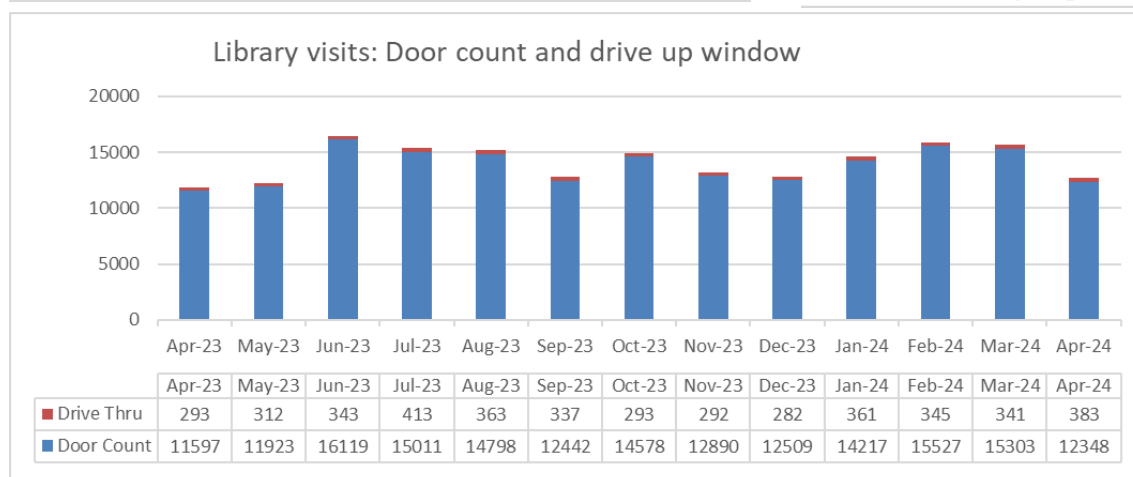
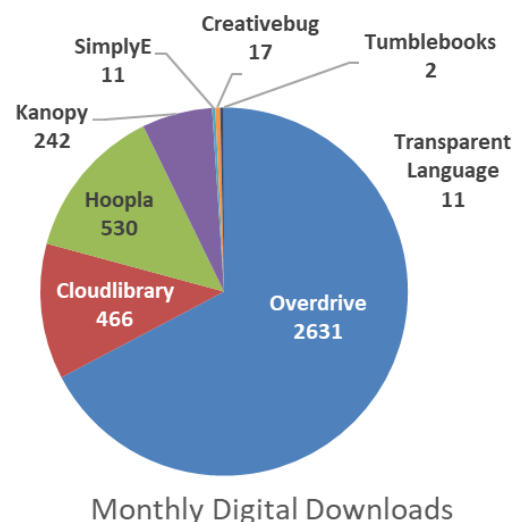
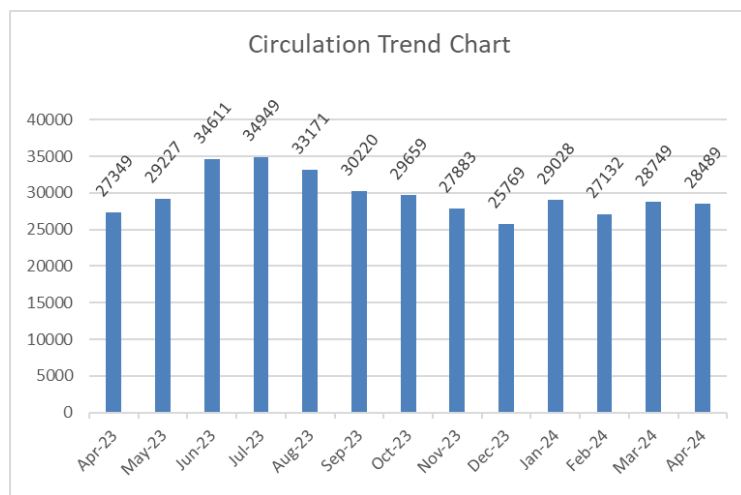
## Monthly Report – April 2024 Activities

We sadly have to share that our library's Volunteer Maintenance Director and husband of Susan Herr, died April 29, 2024 in a helicopter accident in Spring Branch. He will be sorely missed by everyone who knew him, including the staff of the Mammen Family Public Library. [Richard S. Herr's obituary](#) can be viewed online and there is a [wonderful interview with him from the National Museum of the U.S. Air Force that can be viewed on Youtube](#).



### Circulation Team Report

- Number of visitors to the library: 12,731
- Total items circulated: 28,489
- New cards issued: 164
- Number of active members: 9,553
- Total volunteers: 109
- Total volunteer hours: 754
- Patron internet use: 1,677
- Collection size: 65,277



## Programming, Outreach and Community Collaboration

**Adult Programs** (Hannah Johnson & Hanna Stratton)

### General Updates

Summer planning was our focus in April, including working with other internal stakeholders to brainstorm our two Library Mini Golf events this August. We

pulled together a sponsorship packet and began sending it out to area businesses to seek support for these events. The adults program team is working on the details for the adults only event which will be on the evening of Saturday, August 3rd.

In April, we also spent time researching the feasibility of and brainstorming ideas for a literary festival, which we hope to make happen in March 2025. More to come as this idea takes shape!

### Program Highlights

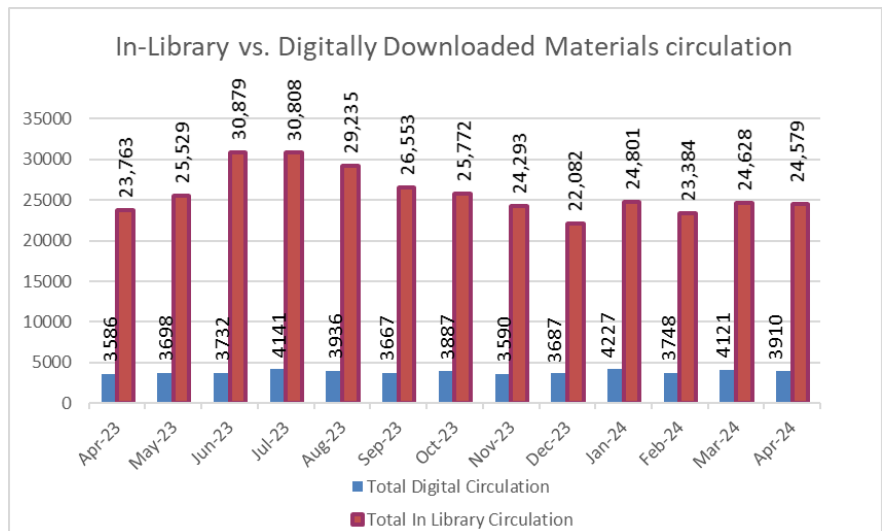


In early April, we started a new six-week GED Prep course led by volunteer instructors Betsy and Holley, who also co-taught our recent Citizenship Class series that concluded in March. We are fortunate to have them back for this GED Prep class. On any given week we have two to three students, but the small class size ensures that the students get plenty of help on the topics they would like to focus on!

In mid-April AARP Foundation Tax Aide wrapped up for this year. It was another successful tax season! From February through April, the AARP Foundation volunteers at our library helped 498 individuals and

contributed more than 647 volunteer hours.

Toward the end of the month, we were joined by a new-to-us presenter, Dr. Ray Dunklin, a behavioral health therapist with Acacia Medical Mission. He provided a presentation on “Living Well Living Better”, discussing factors that influence quality of life and how we can all work to improve our own quality of life and self care. We got great feedback from attendees who filled out the post-class survey,



and we are excited to have Dr. Dunklin back at our library for more presentations this summer.

Our Earth Day celebrations continued all month long with a variety of programs. We had a garden walk and planting activity with residents from Bella Groves, a Comal Master Gardener program on unusual plants, an outdoor walking meditation, a build-your-own terrarium program, a Creativebug garden journals class, and garden-themed Makerspace programs. Our monthly reading theme for the Broaden Your Shelf Reading Challenge was also nature and outdoors themed for the month of April.



Given the busy election year we are having, we are working with the League of Women Voters of the Comal Area to provide opportunities for voter education. At the start of the year, we offered some Voting 101 programs, but we found that it was difficult to get people to attend a structured program focused on voting education. We have since pivoted from a structured program, and the LWV volunteers are instead manning a table in the library's lobby a few times each month. Their first date was on March 26th, and by the end of April they had done a total of five tabling sessions in the library's lobby. They have had great success in talking to voters, and during those first five sessions they spoke with a total of 182 potential voters and registered four new voters.

The LWV of the Comal Area has been a great community partner, and they will be honoring the Mammen Family Public Library with an Educating for Democracy award at their Annual Meeting on May 9th in recognition of our library's efforts to foster civic engagement in our area.

### **Outreach** (Stephanie Emerson)

April Outreach was full speed into the welcoming spring weather. Wait, is this Texas? Outreach served 263 members of our community through the planning and delivery of outreach programs and materials.

BOOK CLUB: Books & Bites this month read *The Spanish Daughter* by Lorena Hughes. This was an enjoyable read that was liked by all. We would recommend this read for any fan of mystery and historical fiction! The bite this month was a churro chip in honor of the blended food culture in Ecuador.

ART SPOTLIGHT HALLWAY: This month was the very distinct and beautiful fluid artworks of sisters, Sara Rigs and Jill Johnstone. Their pieces were simply mesmerizing! Huge thank you to them both for sharing their talent with the library community.

### SENIOR OUTREACH:

The Homebound Delivery Program currently has 5 patrons on our route. One is a new patron and is 100 years young! In April, we delivered 11 books in total.





At Bulverde Assisted Living, 19 books were checked out between 5 residents, while the large print borrowing bookshelf continues to be utilized regularly and we continue to add selections. We also continue to rotate 300 piece puzzles and magazines. The collection we use at BAL primarily features the expanding large print collection, supported by funding from the IMLS Out & About Grant.

Bella Groves came and explored the butterfly garden and Boy Scout park in April. While they were here, residents and family members planted a tiny succulent in clay pots to take back with them. It was a simply beautiful day and there were smiles all around. For the summer we will explore more on site support activities at Bella Groves utilizing the Memory Kits and related content.

This month, during our lobby stops at the Highlander Senior Village, 18 books were checked out by our 14 patrons. Our collection at these stops primarily features the expanding large print collection, supported by funding from the IMLS Out & About Grant.



#### YOUTH OUTREACH:



At SJRC, we held our sixth Life Skills class (thanks to the IMLS Out and About Grant). We had the best attendance yet and we did a fun recap combining everything we had covered up to that point. While they snacked on the healthy food we had learned about and how to make up to this point, they answered questions. The residents would spin the wheel and then draw a question printed on the matching paper color. They read the question allowed and answered. The answers really became a

group discussion and it was encouraging to see how much they had actually learned! The treat for the participation was selecting a piece of candy at the end of each turn. The prize wheel used in the activity was a huge hit and another beneficial grant purchase that has multiple applications!

With the help of the IMLS Out & About Grant, SHARE Center for April enjoyed storytime with bilingual board books, Lakeshore soft play blocks, sensory floor tiles and building links transported there from the library using the Gorilla wagon also provided by grant funding. Javier treated us to friendship themed books, and we enjoyed singing songs in both Spanish and English. We had a total of 6 parents and 8 children joining in on the fun.



Pop-up Library in the park was two days before the solar eclipse, so of course, that was our theme! We read books and then gave away free eclipse glasses to attendees. We even had some left over and walked around the park handing them out as well.

The first of three Movie in the Park events happened on the second Friday of the month. The wonderful weather made for a great turn out. Elemental was the movie of the evening and there was a turnout of about 150 people. The Good Dinosaur is next to show in May.

Sanctuary of Hope baby and toddler storytimes were an equal split of the 6 residents with 3 mom's and kiddos at each. *Thanks to the IMLS Out and About Grant purchases we have all the right tools for these types of stops!* We used the Gorilla cart to all the tools and materials - bilingual board books to read together and baby sensory toys for babytime, and Magnatiles for free play development after the toddler storytime. As always, there were great books read aloud by Montana and songs they love and request. As a side note, the moms continue to be part of the regular end of month volunteer group in the library butterfly garden. Huge thank you to them for their time and effort to help make our library grounds beautiful!

#### OUTREACH COLLECTIONS:

- The giveaway collections, consisting children's books and a few bilingual books in Spanish, continue to reach the community at both Provisions Food Bank, the SHARE Center, Helping Hands Food Bank and Acacia Medical Mission.
- The Large Print Trekker Collection, made possible by the IMLS Out and About Grant, continues to expand and circulate. In March, we reached 199 in circulation amongst the various stops for large print users. Additionally, 14 books have yet to arrive and the remaining grant funds will be spent in May. We will also add 5 Kindle Paperwhite devices for use by Outreach patrons. The devices will provide access to books for our patrons that they wouldn't have access to otherwise because they either aren't offered in large print or are no longer in print. The Paperwhite devices allow users to enlarge the font beyond what a large print hard copy book would provide. Adding these to the collection is a win on many levels!

#### LITTLE FREE LIBRARIES / BOOKCASES:

- Books by the Bundle program has 3 patrons signed up and 1 that is a regular monthly user.
- LFL and bookcase usage was steady in April. The book placement numbers were 254 books for the month.

#### **Makerspace** (Lindy Hargrave, Sam Stephens, Marc Dunlap)

Spring is here, and our April course catalog reflects that: our first class of the month was 3d printed Garden Gnomes and Fairies, followed with Laser-cut Garden Signs, 3d printed flower pots and vases, an Upcycled Materials Crafting session for Earth Day, decorative Acrylic Succulents, and sublimated Wind Spinners.





We also hosted a Leather Craft series and experimented with hosting Explore the Makerspace sessions on days other than Saturday, with some success.

The teens and tweens had fun playing games involving AI Art. Our machine use numbers are high this month: 10 hours of laser cutting and over 45 hours of 3d printing! We're looking forward to assisting with Star Wars Day activities and diving into film and animation in the month of May. We hope to see you there! Thanks for reading, and here's to another great month!



## Youth Services (Montana Rindahl, Javier Gonzalez, Briana Gonzalez)

Between travel and summer planning, April was a busy month for Youth Services! In April, the Youth Services team finalized the summer program plan, updated the online calendar, ordered the summer t-shirts, and started coordinating volunteers.

Montana was out at the beginning of the month attending the Public Library Association conference in Columbus, Ohio. Thanks to the skills and coverage of Javier and Briana, all children's programs continued as scheduled!

The entire Youth Services team was able to attend the Texas Library Association conference, held this year in San Antonio. It was a gift to be able to share ideas, meet new people, and get inspired! TLA typically draws crowds of 4,000 - 6,000 attendees, so Montana was especially glad to have some familiar faces attend with her this year. We came back with program inspiration, good book recommendations, author connections for our spring literary festival, and even some big ideas for a long-range library plan.

## Teens

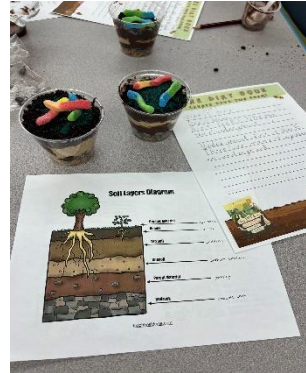
Briana and Javier worked in April to develop a robust Summer Volunteer program for teens. Teen Volunteer Hours have been our most popular program throughout the year, and the demand for hours is more than we have previously been able to accommodate on a one-on-one basis or through regularly scheduled "program" hours. Javier has experience managing large volunteer programs at a previous library, and Briana researched volunteer "intern" programs at other libraries, and together we have created an opportunity for teens to volunteer consistently over the summer as Library Assistants in the Children's Area. The application for volunteers opened the last week of April and we already have lots of applicants!

In April, between 10-13 teens came to the library every week for our Teen Thursday program! They made their own window decals and perlear bead creations. They also got to play around with AI art during our makerspace night. But what was probably their favorite activity of the month was making personal pizzas during pizza night!



## Children's

Outside of our travels, April brought our regularly scheduled children's programming to a close. From May 4 - June 8, Youth Services will be taking a brief break to focus on remaining Summer Library Program details.



Tween Club was still very popular in the month of April! Tweens designed their own journals and made succulents out of felt. They really enjoyed testing their skills identifying AI art images during our tween makerspace program.

In Club 3-4-5 this month, the theme was Plants and Nature! To celebrate national poetry month, the kids made their own dirt poems inspired by *The Dirt Book*. They also learned about soil layers and made a "dirt" pudding cup. Since the weather was so nice in April, we went on a nature walk around the library grounds. They also got to plant micro green seeds!

## Collections Reports

### Adults (Kristin):

We loaned 3 items to and borrowed 88 items from other libraries in the Interlibrary Loan (ILL) system. I proctored 3 exams in April. We worked one-on-one with 6 members to teach them how to use our electronic resources. In April the westerns and TV series DVDs were weeded and the regular print fiction was inventoried. This month I will focus on weeding Texana and inventorying the tote bags.

### Teens (Montana & Javi):

We fulfilled six purchase requests for YA material in April.

### Children (Montana & Javi):

We inventoried the Children's Nonfiction section in April. This is a tricky section because the E nonfiction books are interfiled with the J nonfiction books, but thanks to our reliable volunteers, we got it done!

We fulfilled 11 purchase requests for children's material in April.

We deleted 225 items for the following reasons:

- Weeded – 214 items
- Vanished – 2 items (due to inventory)

- Lost and unpaid for – 7 items (sent to collections)
- Lost and paid for – 2 items

## Marketing & Public Relations (Hannah Johnson & Hanna Stratton)

In April, we focused on promoting digital resources and finding a printing company for brochures and bookmarks. We worked with Kristin to showcase popular titles available on CloudLibrary, to showcase another great resource for patrons to find eAudiobooks and eBooks. We also featured Libby's and Hoopla's Poetry month collections, Kanopy's Earth Day collection, and Transparent Language. While comparing quotes from printing companies we found a local business that specializes in printing. They had great prices and were very kind and prompt! We ordered and received (less than a week later) a new and updated Makerspace brochure, a new Digital Resources brochure, and a new hours and general information bookmark.



### Book Displays:

This month, in the spirit of Earth Day, our large display's theme was "We're Going Green". It featured books of all genres and types that had a green cover. Everything used to decorate the display was also green. The Broaden Your Shelf display for April featured recommendations for April's theme to read a book with nature, environmental, or climate themes.

### Social Media:

In April we gained 42 new followers on Facebook and 16 new followers on Instagram. Across both platforms our posts reached over 5,400 people. Our most liked posts were at the beginning of April when we celebrated National Library Week on Instagram, and shared photos from our Solar Eclipse Viewing on Facebook.

### Wowbrary:

This month for Wowbrary we added 325 new subscribers. Star Wars Day was also a featured event in the newsletter. I was also able to schedule most of the upcoming holiday closures in Wowbrary.

### E-Newsletter:

The E-newsletter has continued to be sent out on Friday mornings between 7:45am and 8:00am. We did have some issues this month where not all emails were sent and some were not sent until late Sunday night, into Monday morning. Our click rate has stayed consistent around 1.5%. We added 21 new subscribers in April.

## Technology (Rob Lerner & Marc Dunlap)

Nothing is ever easy. In April we started two long planned projects. The changing of the wireless audio system in the meeting rooms to a hard wired system and the installation of the remote door locks on the study rooms. We hit unexpected snags in both. The first is that the penetration for the cable into Room C is too high. When we originally installed the wiring into C from the AV closet we used a scissor lift to access the space over the Skyfold room separators. Our tallest ladder leaves us just short, so we're going to have to figure out a way to run the cable before



we can continue. The good news is we were able to test the rooms we could connect and it works, so now we know we will have an audio system that doesn't cut out randomly.

Another kind of "cut out" are the ones in the door frames of the study rooms. We were planning on just a straight swap of the new locks, but off course it couldn't be that easy. It turns out that while the mortis lock itself is fine, the position of the strike plate cutout on the frame is off by an inch. The only way to remedy this is to replace the part of the door frame that holds the strike plate. Fortunately, with the type of frame we have replacement shouldn't be that complicated and hopefully not too expensive. We have already reached out to our "Door Guy" for a quote.

## Facilities Management (Warren Pichon)

**Study Rooms:** 497 people used the Study Rooms

**Public Meeting Room use:** 618 people used the meeting rooms

Maintenance:

- Cleaned:
  - "Old Bulverde Wood Store" display case
  - drive up windows inside and outside and sanitized
  - Employee exit door glass
  - the built up grime and dirt off the book drop containers and Book Lockers and disinfected them
  - all windows inside and outside of the Children's area, newspaper reading area, study room
  - sanitized all door handles throughout the building
  - Swept behind rolling shelves on FOL side of Mechanical room
  - Dusted and wiped down Sculpture
- Restrooms:
  - Primed floor traps in mezzanine areas, employee restrooms and mechanical room
  - Tightened all toilet seats throughout the library including employee toilets
  - Septic System Treated with 2 gallons of Bleach
- Library grounds:
  - Picked up Voting advertisement signs and discarded them after Election Day
  - Treated water feature weekly with Algaeoff and "Sludge Away"
  - Cleaned fallen leaves from water feature and cleaned filter and screen
  - 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
  - WIFI Antenna installed on top of generator
  - Put Warning signs on fence around generator and behind chiller
  - Safety Fence Installed Between Handrail and Generator to Prevent Entry
  - Loose Safety Cables around parking lots tightened

### Chabelo Landscaping:

- Edged sidewalk from walkup gate to RBFCU, trimmed area around cistern, and edged areas around walkways **4.8.2024**

- o Pulled weeds, trimmed bushes, trimmed oak trees on sidewalk outside walk up gate, trimmed and shaped hedges in front of FOL patio, cleared weeds in cracks along the parking areas and around perimeter of the areas inside the fence and cleared path around chiller

**Alert Lock & Key:** Inspected, repaired, adjusted and lubricated all doors with push bars  
**4.19.2024**

**Star State Plumbing:** Repaired clogged up toilet in public men's restroom **4.8.2024**

**HomeTeam Pest Defense:** Completed Monthly Pest Control Services **4.16.2024**

**Advance Door Control:** Repaired the idler pulley on the front automatic door **4.3.2024**

**Master Gardeners:** Weeded and trimmed in the butterfly garden **4.25.2024**

**Team Mechanical:** Preventive maintenance performed **4.2.2024**

**Lacho Enriquez:** Cleaned the carpet in the children's area **4.27.2024**



## **Administration** (Susan/Cathy)

We continued work on the annual budget in April. We also worked on grant related activities and planning for the library golf event in August.