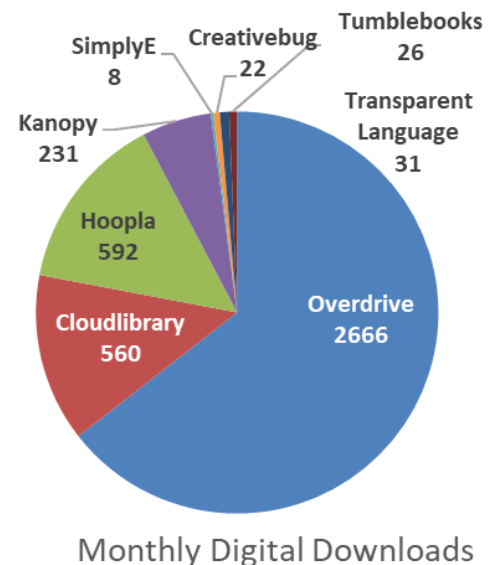
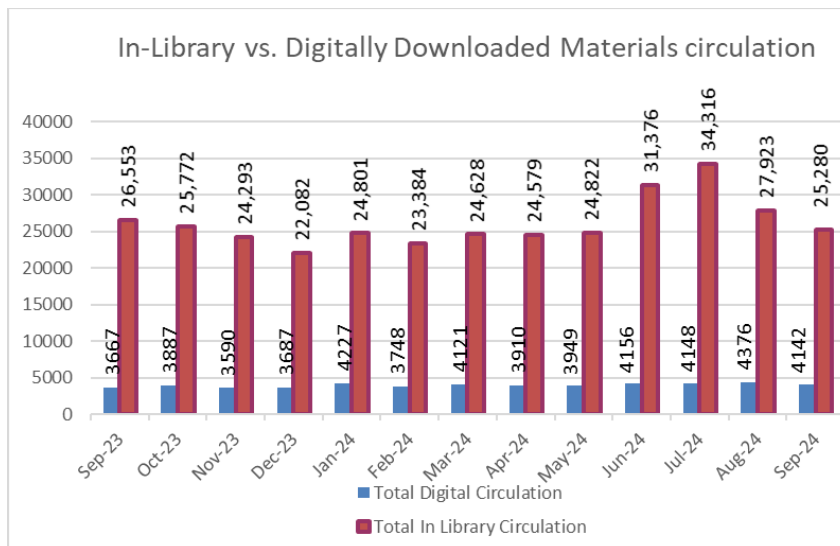
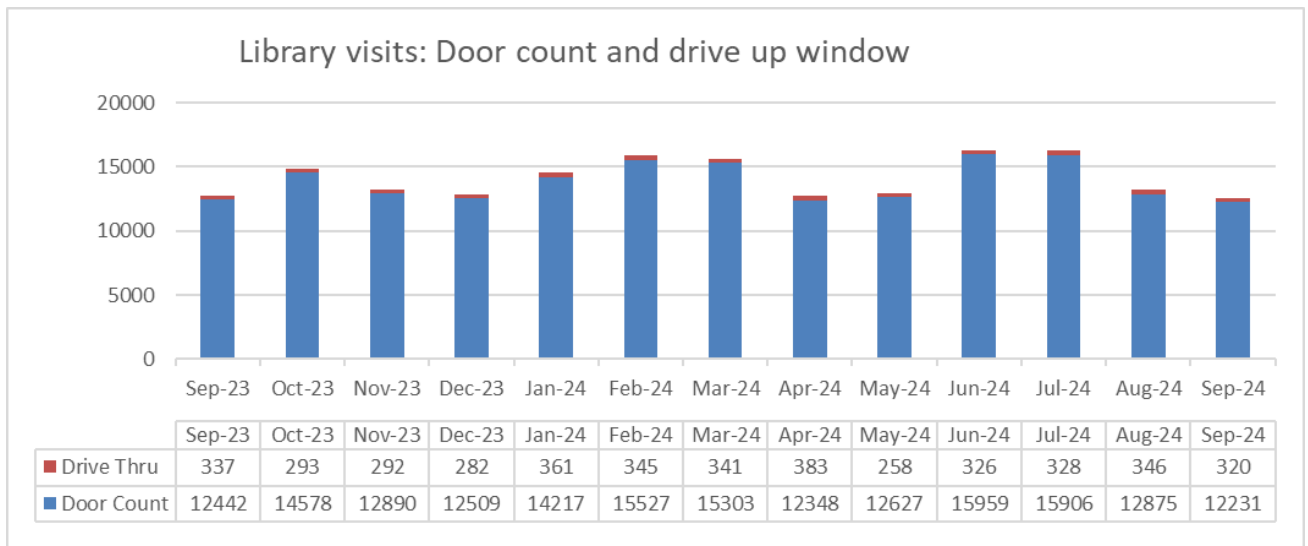
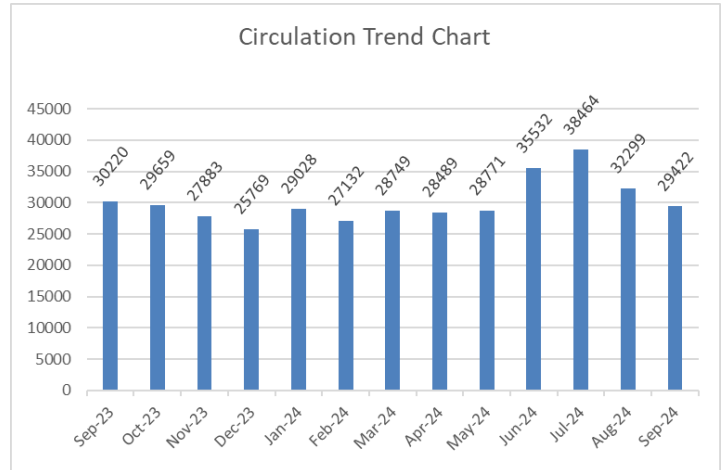


Mammen Family Public Library

Monthly Report – October 2024 Activities

Circulation Team Report

- Number of visitors to the library: 12,551
- Total items circulated: 29,422
- New cards issued: 256
- Number of active members: 9,429
- Total volunteers: 83
- Total volunteer hours: 588
- Patron internet use: 1,742
- Collection size: 65,373



Programming, Outreach and Community Collaboration

Adult Programs (Hannah Johnson, Hanna Stratton, Sophia Bard)

In September, the business of August continued! We saw a large increase in attendance compared to last year. This September our adult programs had a total attendance of 941, which was up 45% compared to our attendance in September 2023.

This September, we had a busy month of programming! In September, we welcomed back our language programs. The languages meet weekly and have been quite popular! French and Italian have both a beginner and conversational class. The level 1 Italian group quickly filled up and has continued to be a full class.

We also welcomed back the Cookbook & Potluck Club. Despite taking the summer off this group came back bigger! With 20 attendees bringing over 24 dishes, a fun and delicious time was had by all.

In September, we also hosted an Arts & Crafts Supply Swap. We welcomed attendees to bring their own art & craft supplies they no longer needed and to take something new to them home! We had tons of art & craft supplies donated for this event and most of it found a new home.

We hosted our second Jigsaw Puzzle Competition with the winning team finishing in just over 20 minutes! We are looking forward to continuing these as a quarterly program. We also partnered with the League of Women Voters Comal Area (LWVCA) to host a National Voter Registration Day Celebration. The LWVCA worked with the Comal County Elections office to have a voting machine available for demonstration. The LWVCA provided nonpartisan election information and registered voters.



Craig Bruska with the National Plant Society of Texas Lindheimer chapter taught about native plant seed collection, cleaning, and storage in preparation for the launch of our Seed Library. Attendees also got a hands-on opportunity to clean and prepare a few types of native seeds to take home!

Outreach (Stephanie Emerson)

September was a great month for easing into fall schedules. If only the temperatures would cooperate! This month, we served a total of **154** community members directly and **many more** through books and materials.

BOOK CLUB: **Books & Bites** this month read *First Lie Wins* by Ashley Elston. The book was about a con artist named, Evie. Conversations centered around the main idea of being "morally gray" and what that means to not only the character, but how it can be interpreted and misinterpreted. For the bite, Gina brought brownie bites. There were 9 participants in addition to library staff.



ARTIST SPOTLIGHT:

The hallway in September was graced with the wonderfully creative art of the Art for Kids program here at the library. This was a wildly creative and wonderful display with an animal portrait theme! Huge thank you to the artists for letting us show their work.



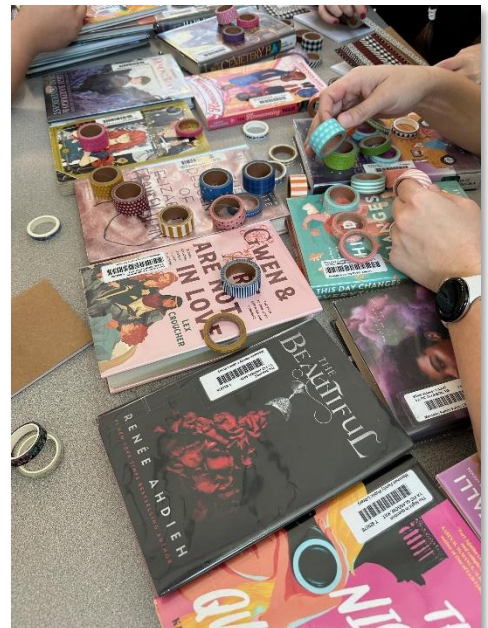
The **Homebound Delivery Program** currently has 5 patrons on our route. In September, we had 3 active readers and delivered a total of 8 books.

At **Bulverde Assisted Living (BAL)**, 17 books and 1 Kindle Paperwhite were checked out between the 2 residents that are avid readers, while the large print borrowing bookshelf continues to be utilized regularly. We also continue to rotate 300 piece puzzles and deliver donated magazines to one of the residents.

Lobby stops at the **Highlander Senior Village** have 5 regular patrons that attend. Between those 5 patrons we had 16 books and 3 Kindle Paperwhite devices checked out for the month.

YOUTH OUTREACH:

The September visit to **SJRC** was all about the brain break. We brought small notebooks and Washi tape for their creativity to shine through. A few checked out books and most of all, fun was had by all!



SHARE Center storytime had a full house. Javier read *This is not my Hat*, *Anna Cultiva Manzanas*, and then we all read along with a board book, *Bear has a Belly*. There were Outreach manipulative toys for free play afterwards.



Sanctuary of Hope baby and toddler storytimes have been combined back into one starting this month. Most of the “babies” are now a year old or very close to it. After the first of the year, we will consider splitting into two separate times to accommodate for the number of pre-k aged children. Storytime included a couple of books read by Montana and one board book read as a group. The Lego stamping bookmark craft was a hit and mom’s helped those too young to do it themselves. There is one new resident.



Pop-up Library in the park in September was the really windy storytime we’ve always come to expect! It was National Read a Book day so after several stories, songs and activities with the egg shakers and scarves, we had a selection of give away books for each child to have. It was a really nice turn out with 11 parents and 11 children.

With school back in session, the **Comal ISD Pre-K storytime** visits have resumed. At Specht Elementary, Montana read 2 books, led the children in songs and at the end, they made a Lego stamped bookmark. Such a delightful group of children!



OUTREACH COLLECTIONS:

- The giveaway collections, consisting of children's books and a few bilingual books in Spanish, continue to reach the community at Provisions Food Bank, Helping Hands Food Bank and Acacia Medical Mission.
- The **Large Print Trekker Collection** continues to expand and circulate. In September, we added new titles and a new author. We now have a total Trekker collection count of **256** large print books available to circulate amongst the various stops for large print users.
- The **Kindle Paperwhite** devices saw 4 of the 5 checked out for the entirety of the month. New additions were made to the selection of books in September. The available total now sits at **188** titles.

LITTLE FREE LIBRARIES / BOOKCASES:

- **Books by the Bundle** program now has 4 patrons signed up and 1 request for a bundle in September.
- **Little Free Library**, bookcase restocking and prize give away books combined were at **214** books placed in September.
- **LFL maintenance** has begun. The Jumbo Evans location has been removed and repairs are almost complete. The new and improved LFL will be sporting a new roof, door *with top hinges instead of side*, and new barn themed features and paint. The Faithville location will also have a new roof very soon thanks to our Makerspace staff and the Glowforge machine!



OTHER NEWS: Javier and I set up an Outreach table at Provisions Food Pantry for a couple of hours one Tuesday morning this month. We let community members know about the resources and programs available at the Library for children and adults. Answered a few questions and signed up a new patron!

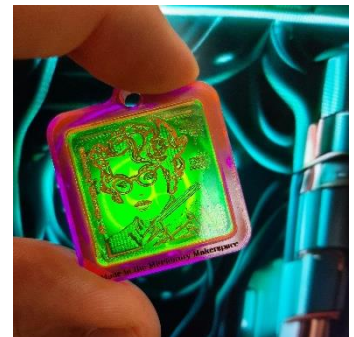
Makerspace (Lindy Hargrave, Marc Dunlap)

September in the Makerspace included, most notably, our first Zing engraver lecture! We are still smoothing out the process for cutting on the Zing but we can successfully and easily engrave and so can our patrons.

In the vein of "Maker University" we also hosted Glowforge, Cricut and Photography 101 lectures and a Cricut lab. Teens and adults both got to make some super neat Instagram Photo frames featuring two layer clear acrylic engravings housed in draft board frames.

We also hosted our first monthly Maker Social—it was a small turn-out of one, but it was a great start to hopefully building a community of creative makers. On that note, while we had a good number of new people come to our Explore the Makerspaces programs, we have been discussing how we can encourage our MKS-Patrons to come in and work on their own personal projects (over just coming to classes or seeing what we have). So, we have transitioned the "Explore the Makerspace" program to "Open Maker Hours" and added a monthly first Saturday Makerspace tour for folks who are new to the Makerspace. We hope that having a better defined time for Patrons to come in and work on their own special projects will increase the overall use of the great stuff we have to offer here in the MKS!

The Photo 101 series was a hit this time around, with most classes having 7 attendees! There was also a lot of class participation and interest in the photography equipment we have here at the library. As we continue to get more and more organized we hope to have some of the photography as well as other equipment made ready for DIY-certified Check-out. We've also been privileged to offer a helping hand with the Little Free Library's upgrade project as we make our own display improvements around the Makerspace.



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

Teens

In September, we continued our weekly Teen Thursday program. This month teens painted CD's, made instagram photo frames in partnership with the Makerspace, made Elote & Tres Leches and designed tin wallets! The teens also met once for Anime Club.



This month we resumed our teen volunteer program, and currently have 15 active teens for the fall semester. While most of our teens are getting their service hours on Saturdays, we do have a few that help us out during the week at our craft program and as teen library aides.

September also marked the first month where teens met for our new Teen Advisory Board! TAB is a way for our teens to get more involved with our library and act as teen ambassadors for MFPL! Our first meeting went really well, and we received great feedback and ideas from our TAB members. They are currently working on ideas for activities for our upcoming polar express festival!

Children

September brought the return of our regularly scheduled school year programming! Believe it or not, we have already started thinking about next summer! Montana and Javier attended the Partner Libraries Action Network's Performer Showcase in Seguin this month and have some exciting visitors booked for our 2025 Summer Library Program!

We celebrated our summer "Art for Kids" classes by displaying the kids' artworks on the Artist's Wall in September. During our Artists' reception the families enjoyed cake while the kids told us about their art.



It may not feel like fall yet but we've been incorporating fall themes into our activities and crafts for Crafty Tuesday. This month families made apple garlands, leaf bean mosaics, and tissue paper flowers. At STEM Day kids made paper venus fly traps and constructed paper structures strong enough to support stacks of books. The results



were impressive with some structures being able to take the weight of half of the library's World Book Encyclopedia set!



Graphic Novel Club is back and we are happy to see a lot of returning kids as well as some newcomers. We have added a new graphic novel to our kids' collection. Fletcher Hutchinson donated the first volume of his "Picko Nicko" series. Builders Club also met at the end of the month and the kids love displaying their LEGO creations in the Children's Room.



We had a blast in Tween Club this month, painting CDs, making clay sculptures, and creating foil art!

A new program for children and families in September is the Connections Family Changes Group. Connections Individual and Family Services offers personal and group therapy in Comal County and beyond. They are hosting a six-week session at the library for children and families going through divorce or separation.

Collections Reports

Adults (Kristin): We loaned 6 items to and borrowed 76 items from other libraries in the Interlibrary Loan (ILL) system. We worked one-on-one with 5 members to teach them how to use our electronic resources. In September I weeded the local author section and inventoried the nonfiction. This month I will focus on weeding the audiobooks and inventorying the local authors.

Teens (Montana & Javi): We fulfilled 12 purchase requests for YA material in September. Marc also updated the endcaps in the Teen Room to accurately reflect the shelf locations of our fiction collection.

Children (Montana & Javi): We fulfilled 21 purchase requests for children's material this month. We weeded and inventoried the Picture Book collection. Ily, Ella, Braurio, and Mateo completed their 1,000 Books Before Kindergarten in September!

We deleted 261 items for the following reasons:

- Weeded – 224 items
- Vanished – 8 items (due to inventory)
- Lost and unpaid for – 21 items (sent to collections)
- Lost and paid for – 8 items

Marketing & Public Relations (Hannah Johnson & Hanna Stratton)

In September a major focus was stamping our new paper welcome bags. We currently have about 1,500 bags ready to be used. The stamp we were using has become worn down, I will be looking into creating or ordering a new stamp to be used on the remainder of the bags.

External Marketing: In September, I began creating external marketing graphics for Polar Express to have ready to send out within the first few days of October. This month I also shared several events on the BSB Chamber's, Texas Public Radio's, and the Herald-Zeitung's online calendar pages. This is in hopes to further reach members of the community who do not already use the library.

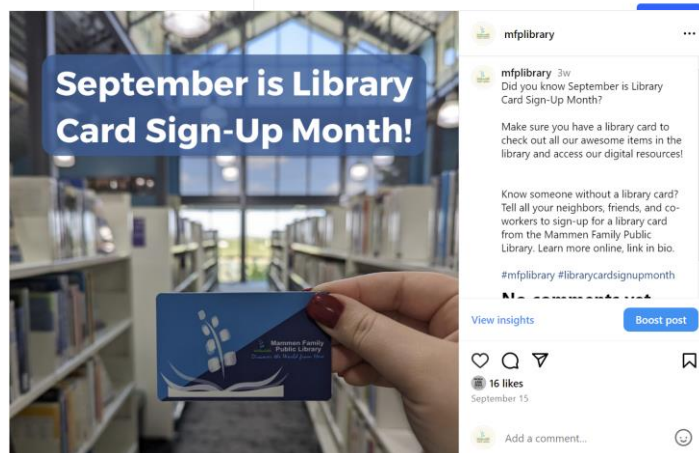
Social Media: After talking with Briana, we have decided to begin posting to the MFPLTeens Instagram account again. We are still determining the best way to market to teens directly as they have told us they don't use social media. We are hoping the teen Instagram account will reach the parents of teens and they will tell their kids about events going on at the library for teens. Our most liked Facebook post in September was the post celebrating Banned Books Week! It received 27 reactions and reached nearly 500 people.

The most liked post on Instagram was our post for Library Card Sign-up Month. It received 16 likes. The post announcing the return of Kids Chess Club was interacted with so much! It received 14 reactions, 4 comments, and 2 shares, causing it to reach nearly 700 people.

E-Newsletter: This month we continued to see a gradual increase in the open rate of the e-newsletter. We also saw an increase in the click rate of the newsletter. The unsubscribe rate has also continued to trend downwards. We currently have 5,591 subscribers.

Wowbrary: In September I scheduled all upcoming closures through the end of the year to appear in Wowbrary the two Wowbrary editions prior to the closure. At the end of September I added 331 new members to receive the Wowbrary e-blasts. We currently have 13,248 active subscribers.

Book Displays: The main book display featured Graphic Novels in September. This displayed featured books from the Graphic Novel collection in the Teen Room. The Broaden Your Shelf Display featured books set in an academic setting. The Literary Leisure Log



display featured books that were discussed in literary podcasts. The Staff Picks display continues to be popular with it needing new items almost every day.

Technology (Rob Lerner & Marc Dunlap)

Marc:

- Excellent attendance for One-on-One Technology Help sessions
- Noticeable increase in Patrons becoming aware of “all” our Technology Services (not just printing)
- We weathered a server collapse but were still able to serve Patron's needs through our PACs with minimal delay and/or interruption
- New, large “Printer Help” signs were developed, printed, mounted, and put up in the PAC Room
- A small group of Patrons have become consistent participants of the “Let's Learn Technology Together” program series

One-on-One Technology Help:

- In September we not only had many people register for the Mon. & Tues. sessions, but also had quite a lot ‘ad-hock’ sessions scheduled on days-&-times that better suited the needs of our Patrons.
- All but one of the scheduled sessions were attended (there was even one group of three) and the ‘ad-hock’ sessions had full attendance.
- In two instances the main objective of the Patron was to understand how to “best print things here at the Library”.
- While we did go on to cover other things, like understanding their mobile phone's capabilities better, these sessions may not have needed to be scheduled in the first place - these were before the new how to print signs were put up
- We need to go over the basic “print from anywhere” steps with all Circ. Staff (or staff at large during the next training day)
- Several sessions covered basic Google Suite navigation and the many uses of Google Drive in both saving and sharing photos (for free). One such Patron has continued to keep me updated (through email) on her efforts to completely transfer her files “up in the cloud” down to her new laptop (that has almost 4TB of free storage).

Let's Learn Technology Together:

- The “Where do my Files Go?” class went well though there was low attendance. The Patrons that did come had great questions and were very appreciative of the content being shared. Since there were so few, I had plenty of time to answer individual questions and was able to help each Patron with a few “off-topic” concerns they had with their devices.
- There was only one person registered for the “E-Readers and Library Apps” class, and that individual didn't show... It is possible that those currently interested in such matters were already served well by Javi's program.

Rob:

Sometimes when it rains it pours. We have had an interesting string of bad luck with our technology lately. The first was our camera system going down and that took almost two months to sort out, but now it's better than before, so that's great.

The second thing was one of our two servers had three of its drives fail at the same time, which the likelihood of that happening is astronomically small. Fortunately, we maintain redundant systems on a separate server and got everything back up pretty quickly. We ordered new drives and replaced all of the old ones and rebuilt the server, but almost to the minute of completing the rebuild our other server failed in the exact same way as the first. After some investigation we realized it probably wasn't the drives, but it was a firmware compatibility issue between the server and the drives. It doesn't really make much sense, because the servers are four years old and there hadn't been any new updates that would have caused the failures, but no other explanation works. We did make sure that all the new drives were compatible before we did anything and everything seems back to normal.

The final event was the failure of our HVAC chiller. Our chiller, that was one week away from the end of its warranty, decided to quit on us. We noticed the building getting warmer on Wednesday the 18th and called our HVAC company. Since we have two separate HVAC systems we were able to keep the building relatively cool when compared to outside. The HVAC technicians got here Thursday morning and at first thought it was just a coolant leak, but quickly realized it was much bigger than that. Two of the four compressors were not running at all, one was struggling, and only one was fully functional. They had to call for the factory technician to come out, because it was outside of their ability to fix it. He came out early Friday morning and the entire chiller was down. All of the compressors had failed. It took him a while to find the cause, but he found that the same part had failed on the two banks of compressors. Again another statistically improbable event, but that seems to be our luck. He had to overnight the part, but he was here first thing Saturday morning getting everything ready, and by noon the parts had arrived. He had us up and running just in time for us to close at 4 on Saturday.

Facilities Management (Warren Pichon)

Study Room Use: 610 people

Public Meeting Room use: 326 people

- Cleaned "Old Bulverde Wood Store" display case
- Cleaned drive up windows inside and outside and sanitized
- Cleaned Employee exit door glass
- Septic System Treated with 2 gallons of Bleach
- Inspected water drains on roof and cleared drains of standing water and debris
- Tightened all toilet seats throughout the library including employee toilets
- 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
- Cleaned and sanitized 24hour book drop, book lockers and Drive up window containers
- Treated water pump in computer room
- Sanded, cleaned and painted the walk up gate that was rusting out
- Repaired Patio Table on HEB Children's Patio
- Repaired cut wires on sensor of lower gate
- Teen Volunteers cleaned large windows in the "Kid's" room

Baker Septic Service: Pumped Septic Tank 9.17.2024

Chabelo Landscaping: Cut rotten trees, trimmed shrubs, edged walkways, cut grass, gathered fallen leaves around property and used for mulch 9.16.2024

HomeTeam Pest Defense: Monthly Pest control completed 9.17.2024

Team Mechanical: Worked on Chiller not cooling 9.19.2024; Put gauge on pump for chiller 9.26.2024

Daikin Technician: Repaired Chiller 9.23.2024

Naturalist and Master Gardeners: Trimmed and weeded in butterfly garden area 9.26.2024

Ameritex Flag & Flagpole, LLC: Delivered two US Flags, two Library Flags, and one Texas flag 9.26.2024

Connected Wires to Lower Gate Sensor



Patio Table Broken



Patio Table Repaired



Chiller Pump Gauge Missing



Old Chiller Pump Gauges



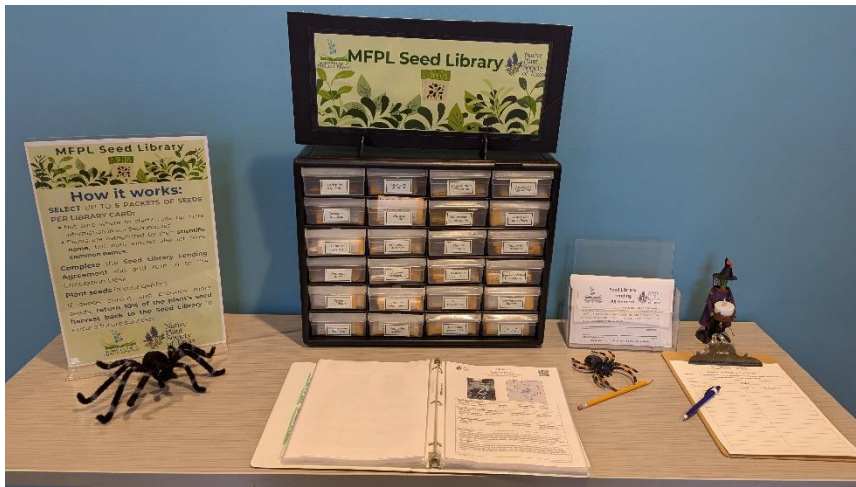
Installed Old Chiller Pump Gauge to New Pump



Administration (Susan/Cathy)

In September we posted Hannah Johnson's position for an Adult Services Librarian. We had several very qualified candidates and chose Alejandra Depree who comes to us from Converse Public Library. She recently received her MLS and this will be her first librarian position. She is bilingual which will be a plus for the library. She will manage the Large Print, Library of Things and Seed Library collections in addition to working with the Adult Programs team.

In December, Stephanie Emerson will be leaving us and Javier Gonzalez from the Youth Services team will become our new Outreach Librarian. Staff member Gina Mejia will continue to assist with Outreach. We will post a position for a Youth Services Librarian in October and hope to hire in November.



Craig Bruska with the Native Plant Society of Texas (NPSOT) Lindheimer Chapter is leading the charge in Comal County to set up native plant seed libraries. Their first one was at Tye Preston Memorial Library (TPML) and we were their second. TPML had an old library catalog which worked well for their seed storage but we didn't have one so instead ordered a tool chest for our seed

storage. Craig loved this idea since the NPSOT would like to implement seed libraries in every library in Texas! Our setup was fairly inexpensive and can be a model for smaller libraries with limited resources and space. The local NPSOT chapter very kindly donated our first 24 sets of seeds and our members helped by cleaning seeds that had been donated. We hope to someday have all 96 seeds native to our area available for our community.

Staff member Caroline Broderick, who is also a Master Gardener among her many interests and talents, donated many seeds for cleaning and cleaned a lot too. She and our local NPSOT representative, Debbie Kyrouac, will be helping a lot to manage our seed collection.

Lindheimer Chapter President Sarah Torres and her family also showed up for our soft opening. Our makerspace team are working on a project to dress up our tool chest and make better signage for a grand opening but patrons have already found it!



We have to give a big thank you to TPML staff member Nicky Pownall for sharing all their Canva handouts and other documents which saved a lot of time getting our seed library in place!