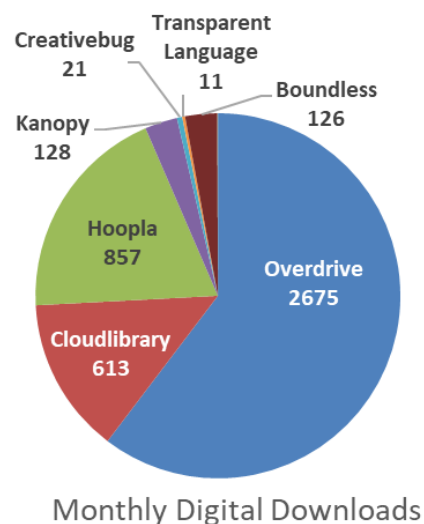
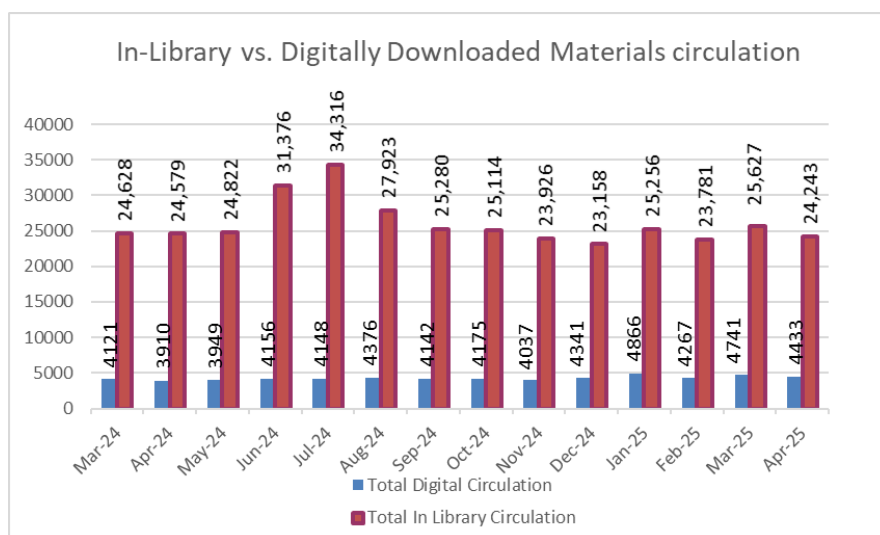
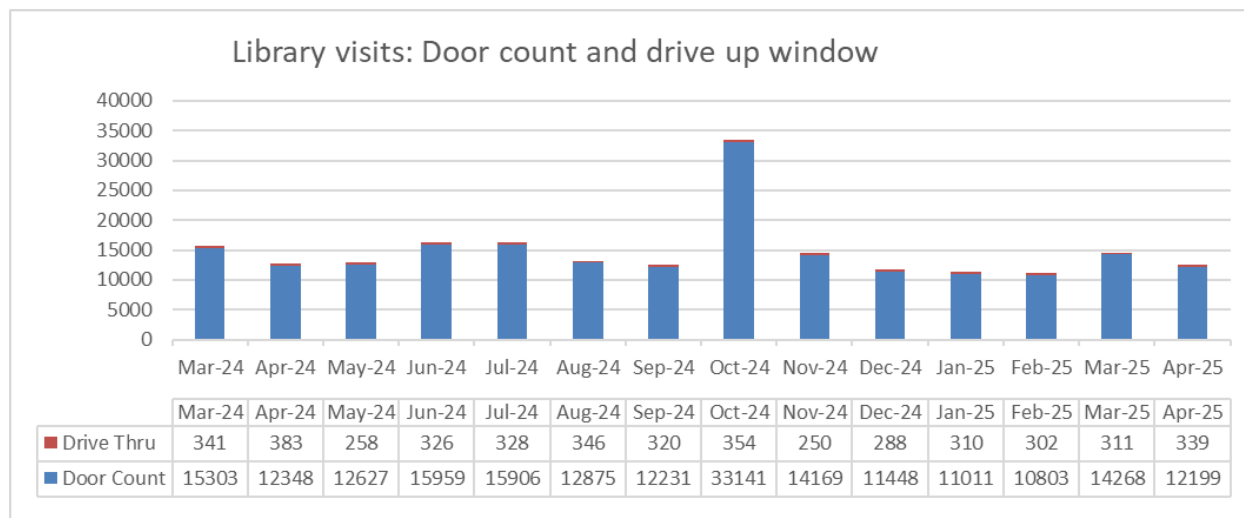
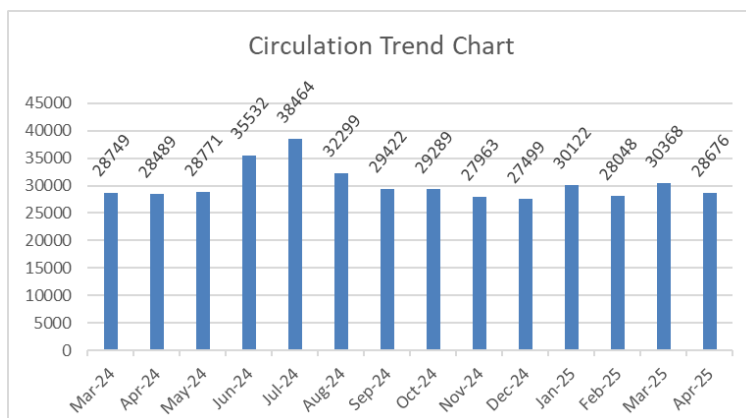


Mammen Family Public Library

Monthly Report – April 2025 Activities

Circulation Team Report

- Number of visitors to the library: 12,538
- Total items circulated: 28,676
- New cards issued: 220
- Number of active members: 10,645
- Total volunteers: 103
- Total volunteer hours: 700
- Patron internet use: 1,699
- Collection size: 65,356



Programming, Outreach and Community Collaboration

Adult Programs (Alex Depree, Hanna Stratton, Sophia Bard)

During the month of April, the Adult Programs team successfully finalized all dates for our upcoming summer programs. We confirmed our full roster of SLP instructors and secured all items for crafts. We are proud to have met our deadline of May 1st for SLP. In addition, our program guides for the summer were completed and launched on schedule, giving patrons an overview of what to expect for the summer. With everything in place, we are looking forward to the official launch of SLP during the first week of June.

In April, Betsy shared that between last Spring's class and this year's Citizenship class in the last month or so, 3 students have taken and passed their citizenship tests! A 4th student is having their test scheduled for this month. This was such great news for us to hear and we hope the program continues to have success in patrons receiving their citizenship.

All language programs, including ELL, will wrap up the second week of May. Classes will begin again the first week of September. A new beginning Spanish instructor will begin in September.

Crime and Coffee: Our third meetup had eight patrons. I led a discussion on the case of Karen Read. Karen is currently on trial for the murder of her boyfriend, John O'Keefe. Our next meetup is scheduled for May 15th where we will be discussing Dan Markel.

Outreach (Javier Gonzalez)

In April, Outreach directly engaged with 501 community members and impacted many more through books and materials.



Javier and Martina attended the AgriFest Open House event to promote the library and provide an activity for families to do. We had around 100 visitors throughout the day. There were a variety of organizations at the

event including the Texas Master Naturalists, Humane Society of the New Braunfels Area, Comal County Sheriff's Office and many more!

Javier also attended the Health and Wellness Faire at Rahe Bulverde Elementary and the Fine Arts Night event at Johnson Ranch Elementary.

BOOK CLUB: Books & Bites this month read *The Help* by Kathryn Stockett. Participants enjoyed this month's book selection and had a lively discussion. For the bites, Gina took macaroons and thumbprint cookies. There were 9 participants in addition to library staff.

ADULT OUTREACH: The Homebound Delivery Program currently has 10 patrons. A total of 53 books were circulated by our homebound patrons. At Bulverde Assisted Living, 10 books were checked out between the 2 residents that are avid readers. Lobby stops at the Highlander

Senior Village have 7 regular patrons that attend our bi-weekly lobby stop. Between those patrons we had 16 books and 2 Kindle Paperwhite devices checked out for the month.

YOUTH OUTREACH: This month at SJRC the teens checked out a total of 23 books. For the activity, the girls made laminated bookmarks. We took a variety of new graphic novels and chapter books for the teens to choose from!



The Pre-K storytime visits for April took place at Johnson Ranch Elementary and Specht Elementary. There are about 20-30 children at each school in their Pre-K programs. This month's craft was a cute rainbow windsock.



Javier led another Storytime at the Winding Branch Ranch. It was a bit gloomy out but that didn't stop families from coming out to the ranch to enjoy silly pig stories and craft.

National Outreach Day was on Wednesday, April 9th. Javier visited the SHARE Center for a fun story/playtime. We got a great group picture with our jumbo library card!



OUTREACH COLLECTIONS:

- The giveaway collections, consisting of adult and children's books and a few bilingual books in Spanish, continue to reach the community at Provisions Food Pantry and Acacia Medical Mission.
- In April we purchased 37 new books for the Trekker collection. We added a variety of adult large print, nonfiction and juvenile fiction and graphics.



LITTLE FREE LIBRARIES:

- This month we distributed 3 book bundles to our subscribers.
- Little Free Library, bookcase restocking and prize give away books combined were at 190 books distributed in April!

Makerspace (Lindy Hargrave, Marc Dunlap)

April was a productive month indeed! Not only did we launch a few new classes but we also made great strides in organizing the Makerspace—both the physical space & in terms of program planning. We saw 17 new faces, adults and teens, and several existing MKS members came by during our Open Maker Hours to work on their own projects.

Program Highlights:



Ceramics 101 (Basic Glaze) This was the first time we did a hands-on glazing class. While we had few attendees, the two adult patrons who participated had lots of fun and got to glaze more than one item successfully!

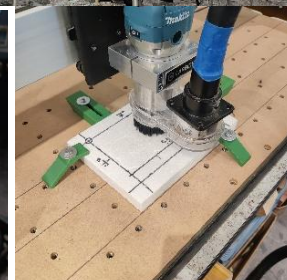
Sewing demand remains high and a few patrons have enjoyed wearing Miss Gina out with their enthusiasm during her first Open

Paper Crafting & Fiber Arts Hours.

Cricut 101 All new Patrons came to this class, and it was exciting to see what they chose as their 1st MKS project(s). One Patron chose to make a cute HTV onesie & a new addition to her rear window "stick family". Another Patron worked on making a series of HTV designs for their "Cousins Summer Camp" (she was quite ambitious and had to schedule a DIY appointment to complete her project).

Blender Animation with Mark We were so excited for this class, and it couldn't be going better! Mark is such a wonderful young man (who is only 14 y/o!) With his mother's support he is doing an amazing job teaching the very complex program that is Blender to a small group of teens (and their moms). While Lindy & Marc had to alternate sitting in on this class, they too have learned a lot about 3D animation and are excited to see where they can apply it in the MKS. We will definitely be having this class again and look forward to working with Mark on other equipment!

CNC 101 This was another first! The lecture went off without a hitch, and while there does need to be some tweaking for the Lab portion the Patrons who participated thoroughly enjoyed themselves. In fact, one of them took the initiative to make their own design in Carbide Create in the one day they had between the lecture & lab! The others plan on returning for bigger projects.



Open Woodworking Hours Attendance has been low despite woodworking interest and professed enthusiasm, but we've been able to help a few patrons out with their projects, and to help others overcome the "intimidating feels" that come with picking up a power tool for the first time.

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

Our most exciting Youth Services news for April is our new team member, Ben! Ben Gonzalez started with the Youth Services team April 7th and has already jumped into cataloging, helping patrons, and leading programs!

Teens

E-sports has been such a success this spring that we are continuing it weekly in the summer with Ben leading!

Some highlights from Teen Thursday this month include our makerspace night where teens sublimated t-shirts and pencil pouches. We also made sushi rolls using the library's sushi making kits!



April also marked the end of our spring semester of teen volunteer hours. This month, teens earned a total of 34 service hours.



Children's Programming

One dozen chicken eggs were delivered with an incubator on April 28th! We are so "egg-cited" to have hatching in the library



again this year! Chicks should hatch between May 19-21.

National Farm Animal Day was on April 10th — we celebrated with a visit from Winding Branch Ranch, who brought a silky chicken named Pamela to meet patrons in between reading books and making farm animal crafts!

Kids Chess Club has continued to grow in popularity over the course of April, to the point where multiple families now know each other well and regularly attend the meetings together!

This month we hosted a Día party to celebrate Día de los Niños / Día de los Libros (Children's Day / Book Day)! Patrons made a maraca craft and had a blast playing a few rounds of loteria.

The highlight of Tween Club this month was making our bunny munch snack mix! Tweens practiced their measurement skills and at the end enjoyed their tasty creation.



Collections Reports

Adults (Kristin): We loaned 8 items to and borrowed 50 items from other libraries in the Interlibrary Loan (ILL) system. We worked one-on-one with 6 members to teach them how to use our electronic resources. In April the DVD collection was weeded and in May I will focus on inventorying the DVD collection. Three 3 adults were emailed a personalized reading list in April

Youth (Montana): This month we weeded and inventoried the Children's Nonfiction collection. We also adjusted our weeding schedule to accommodate one nonfiction section per month, instead of doing it all at once! Each Dewey section (0-100, 101-200, etc.) has its own criteria for weeding, so this change will relieve some of the challenges involved in doing all the nonfiction books at once. We fulfilled six purchase requests for children's material in April.

Our teen collection has a new managing librarian! Montana worked closely with Martina in April to hand over the reins for collection development and maintenance of our YA materials. Beginning in May, Martina will be purchasing for our teen collection, including graphic novels and anime DVDs.

Large Print (Alex): I purchased 48 titles for the Large Print collection in April. Large Print requests were low for the month of April. I focused on completing series as well as purchasing series that might have been older but are currently in high demand, like The Hunger Games trilogy.

I went over the budget for the current fiscal year and decided that the budget should remain as is until I have had a full year to manage it. Right now our Large Print budget is based on a subscription we had with Centerpoint. I would like to see how our Large Print purchases are trending for a full fiscal year before making any budget adjustments.

Library of Things (Alex): April gave me the opportunity to create a line item in our budget for the Library of Things. I have been building a budget on a spreadsheet so that I can start purchasing better storage containers for items already in the Library of Things.

We deleted 641 items for the following reasons:

- Weeded – 432 items
- Vanished – 45 items (due to inventory)

- Lost and unpaid for – 136 items (sent to collections)
- Lost and paid for – 24 items

Marketing & Public Relations (Hanna Stratton)

April held a lot for marketing! This month I met with the Herald-Zeitung to discuss marketing opportunities with them. During this meeting they shared a year long promotion they were offering. This promotion entailed a weekly weekend ad in color and a weekday black & white ad, along with digital ads on their homepage and embedded in digital news articles. This opportunity came at the perfect time as I was in the middle of reviewing the marketing budget for the upcoming fiscal year! With the reduced costs of printing through a local print shop, switching to paper bags we are customizing in house, among other things has allowed us to be able to afford this great marketing opportunity for the upcoming year. These ads will begin running at the end of May, just in time for the Summer Library Program!

I also met with Lindy, Marc, and Alex regarding the Makerspace brochure. We made some simple edits and updates to reflect recent changes and placed an order.

This month I also renewed our Texas Public Radio(TPR) Membership as well as our ad in New Braunfels Monthly Magazine. Our TPR membership adds the library to their online directory as well as guarantees on air mentions of the library. We are also able to add events to their digital calendar and occasionally they talk about our events on air! Our New Braunfels Monthly ad is a monthly ad located on the Bulverde/Spring Branch Highlights page.

April also saw the beginning of SLP marketing preparation. I purchased an ad in BSB Highlights featuring Kick-Off that will run in May. This ad will also be included in New Braunfels Monthly. I have also been working with Montana to target neighborhoods to send a mailer too. This mailer is a coloring sheet and offers an incentive to return complete coloring to the library during June or July to receive a prize. This will hopefully help track how this is reaching the community and if people are looking at it or simply disregarding it.

Technology (Rob Lerner & Marc Dunlap)

Rob: Nine years ago Pokémon Go was released as an App game and the Library was designated as a “gym”. While the game is not as popular as it once was there are still many players. You will see them from time to time sitting in their cars in our parking lot glued to their phones. They never get out of their cars and sometimes we have to tell them to leave after the library is closed. It’s never been a major issue, but from time to time very dedicated players will come after the library is closed and try to gain access to the property. It got to the point that we reached out to the company that makes the app and asked them to have the game reflect the libraries open hours. Surprisingly, they responded immediately and made the change to the game, so we shouldn’t have to worry about any late night visitors to the library wanting to battle their Pokémon.

After almost 10 years Microsoft is ending support for Windows 10, in October of this year, so we have begun the process of upgrading the machines we can and replacing those that we can’t. Thanks to a grant from the Minnie Stevens Piper Foundation we had the money to replace the two computers in the makerspace with brand new Dell desktops. These new machines are

much more capable than the ones they replaced, or really any other computer in the library, which will make it easier for them to work with the GPU intensive software that they run in the Makerspace.

In April Google decided to make thing more difficult when it comes to scanning to an email. We started to get failure to connect errors when we tried to use the scanner to send documents to an email. We couldn't find anything wrong with our network or the machine. After 3 days, with help from Documation, we figured out that Google had decided to turn on Two Factor Authentication for 3rd party apps, whether you wanted it on or not, and we needed to set up a special key for it to work with the scanner. It was a very eye opening experience to how fragile these seemingly simple systems really are. We probably would not have figured out what had happened if not for one tech at Documation seeing something posted in a technology forum about Google making the change.

Marc: There has been quite an uptick in Patrons asking for assistance setting up the Boundless App, which I take as a good sign!

Printer/Copiers issue with printing to 11"x17": It is not an option using our online software, Princh, and those that have tried from our public computers can see their job but it doesn't seem to send it to the printer.

One-on-One Technology Help: This past month's One-on-Ones saw some repeat visitors as well as some new faces! Most of their issues/needs were handled during our time (or with a little homework).

We are still trudging along steadily with one Patron as she endeavors to get used to her new laptop and get her files organized. In reality, she can do it, it is her self-confidence and lack of focus that is holding her back... But, with steady encouragement and assurance that she is moving forward (however slowly), she is making progress!

There are also a few new Patrons who have come in, and received Ad-hoc One-on-Ones... what is a delight is that they are so nice to work & talk with, what is sad is that it seems the library might be the only social support these individuals have access to. It is great to know that we are here for everyone, and that we can help people, even it is as simple as giving them access to the internet.

Let's Learn Technology Together: Interest was high for April's Let's Learn... but then there were cancellations. Yet the class was still larger than it had been in a while. "Everything Google" was the topic, but with the time allotted and the smaller classroom, we delved deeply down several "rabbit holes". People left excited to go and explore the wealth of Apps Google provides, and to take action on what they learned about Google Drive.

Facilities Management (Warren Pichon, Rob Lerner)

Study Room Use: 645

Public Meeting Room use: 396

- 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
- Monthly Pest control completed
- 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
- Swept up fallen leaves at entrances to the library
- Treated AC unit in the Data Closet with tablet
- Cleaned Inside Book Lockers

Star State Plumbing: Finished Plumbing for Showers in employee restrooms 4.3.2025; Repaired leaking toilet in children's restroom 4.10.2025

Baker Septic Service: Pumped the septic tanks 4.4.2025

Comfort Systems USA: Preventive maintenance on Air Handling Units and Chiller 4.4.2025

Cleaning Crew 4U: Cleaned carpet in children's area and at HEB patio entrance, and cleaned the cubicle furniture 4.4.2025

Plumbing Installed in Showers



Glass Installed in Showers



Bullet Tile: Installed glass to showers in employee restrooms 4.10.2025

HomeTeam Pest Defense: Monthly Pest control completed 4.15.2025

Tech Logic: Performed PM on sorter machine 4.16.2025

Snap Install, Inc.: Completed installation of study booths 4.18.2025

Chabelo Landscaping: Cut fall tree and stacked on new property, trimmed sidewalk areas, weeded around

property and picked up fallen leaves and debris from all areas 4.21.2025

Master Gardeners and Master Naturalists: Pulled weeds from butterfly garden and handicap walkway, trimmed plants and bushes and trimmed areas in butterfly garden 4.24.2025

Study Booths Installed



Administration (Susan/Cathy)

This month our focus was on preparing the 2025-2026 budget for presentation to the Board of Trustees. We seem to be in pretty good shape but building and technology expenses are going to be higher due to both aging. We expect to come in under budget for overall operations again this year.

While our team worked so hard to build one of the Zenbooths, portable study rooms for 1-2 people, we were very grateful the company sent a professional team to assemble the second booth. Both are up and running now and patrons using them are grateful for the extra privacy when our regular study rooms are booked up. We will try to see if we can find more spaces to add booths if necessary.

Lots of staff were out for vacation and conferences in April. Montana and Alex attended the Texas Library Association conference in Fort Worth and brought back lots of ideas! We had a lot of fun covering shifts and adjusting schedules to accommodate.

In May we will hold our final Progress meetings of the 2024-2025 fiscal year. Our summer reading program will be in full swing starting June 7th.