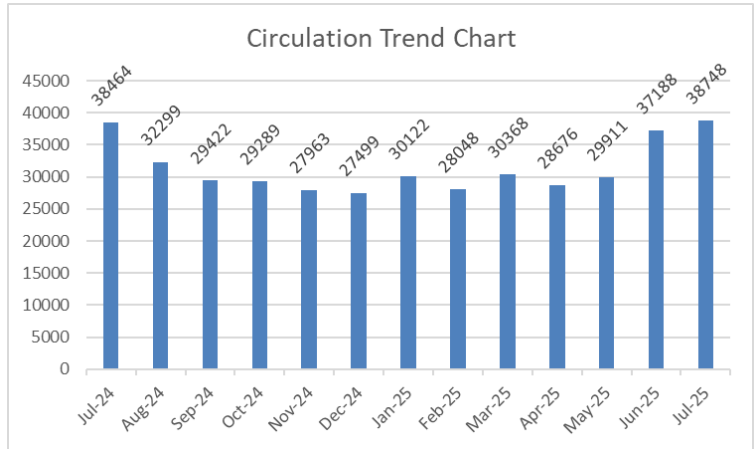


Mammen Family Public Library

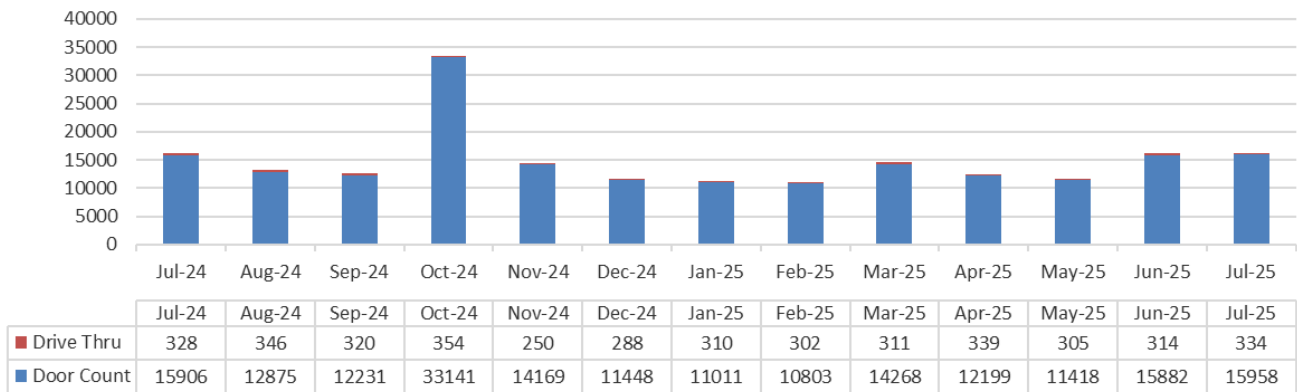
Monthly Report – August 2025 on July 2025 Activities

Circulation Team Report

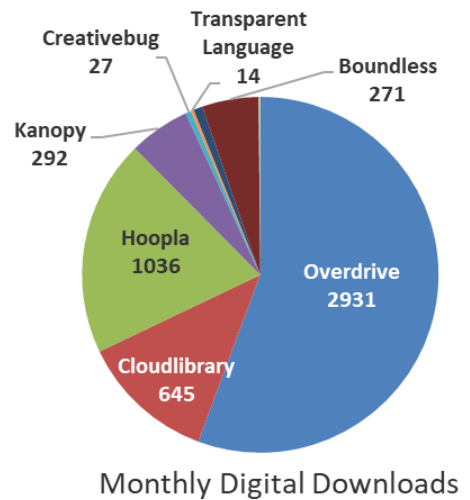
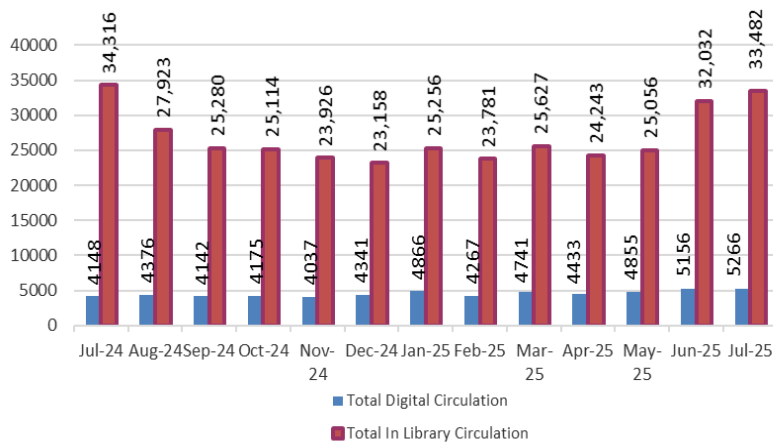
- Number of visitors to the library: 16,292
- Total items circulated: 38,748
- New cards issued: 322
- Number of active members: 10,678
- Total volunteers: 87
- Total volunteer hours: 728
- Patron internet use: 1,590
- Collection size: 66,082



Library visits: Door count and drive up window



In-Library vs. Digitally Downloaded Materials circulation



Programming, Outreach and Community Collaboration

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

We are pleased to share that our Summer Library Program concluded on a high note with a fun and engaging Library Mini Golf event. It served as a perfect way to wrap up a season filled with learning, exploration, and community engagement.

Our Lunch & Learn series continued to thrive throughout the summer, drawing strong attendance and positive community response. Of particular note was our Snake Identification session, which stood out as a highlight of the series. Participants appreciated the educational value and hands-on nature of the program. Based on the enthusiasm and feedback received, we are actively exploring the possibility of establishing this presentation as part of a quarterly series beginning in the spring.

While we encountered a minor setback with our Book Tasting event, which was rescheduled due to low registration, we are taking this as an opportunity to reimagine the format. Moving forward, we plan to adjust our approach to timing and event structure in an effort to boost participation and better meet the interests of our community.

Despite a few challenges, we are overall very satisfied with the outcomes of this summer's programming. The variety of events and strong community involvement demonstrated the continued importance of the library as a hub for both learning and leisure. With the fall season on the horizon, we are already making preparations for events and initiatives, beginning in September, and are excited about what's to come.

July Lunch & Learn sessions included:

- July 1: *Composting* with Comal County Master Gardeners
- July 8: *Feral Hog Management* with Comal County AgriLife
- July 15: *Native Pollinators* with the Texas A&M AgriLife
- July 22: *Snake Identification and Safety* with Hill Country Snake Removal
- July 29: *Local Deer Wellness and Disease* with Texas Parks and Wildlife

Crime and Coffee:

In July we discussed Ted Bundy. Ted Bundy was an American serial killer active in the 1970s. He confessed to killing 30 young women across several U.S. states, though the actual number may be higher. Bundy was convicted and sentenced to death, and he was executed in the electric chair on January 24, 1989. His case remains one of the most infamous in American criminal history, often cited for its disturbing mix of charisma and brutality.

Digital Services (Martina Spangrud)

In June, our library applied to become a licensing partner for the Senior Planet program, offered through Older Adults Technology Services (OATS), from AARP. In July, Senior Planet representatives contacted us to schedule an interview. Becoming a licensing partner would give us the opportunity to introduce new and engaging digital services and technology programs for older adults in our community, with consistent, high-quality instruction. Examples of

Senior Planet programming include *Digital Coupon Tools*, *Tips for Being News Savvy Online*, and *Tech Basics for Caregiving*.

Outreach (Javier Gonzalez)

In July, Outreach directly engaged with **378** community members and impacted many more through books and materials.

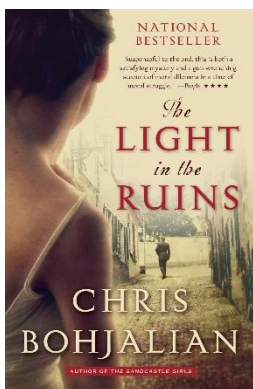


This month Outreach hosted a total of **6** pop-up activities at Chick-fil-A, The Loft Coffee House, Winding Branch Ranch and Bulverde Community Park. As we wrap up the summer we will be

looking at new ways to bring library services to even more members of our community this fall.

BOOK CLUB: This month, Books & Bites read ***The Light in the Ruins*** by Chris Bohjalian. A spellbinding novel of love, despair, and revenge—set in war-ravaged Tuscany. Book Club members enjoyed this book and had a great discussion led by Gina. There were 9 participants in addition to library staff.

ADULT OUTREACH: A total of **44** books were circulated by our senior and homebound patrons. Our bi-weekly visits and deliveries include Highlander Senior Village, Bulverde Assisted Living and a few homebound patrons. Three (**3**) of our Paperwhite Kindles were checked out for the majority of the month!



Bella Groves residents were not able to make it to the library this month. We are planning a fun puzzle making activity for them when they visit the library in August.

YOUTH OUTREACH: Javier led one last bilingual storytime at Rahe Bulverde Elementary right before the students went on their summer break. Eva has continued to join Javier at various pop-up visits in the community!



Javier and Hanna visited SJRC this month to check out books and do a bookmark activity with the teens. Later in the month, Javier and Montana visited Sanctuary of Hope to lead a storytime and give away free books to the moms and their children.

Outreach Collections (Javier):

- 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.
- Gina restocked our Little Free Libraries at Bulverde Community Park and Faithville.
- Outreach purchased 44 new ebooks for our Paper White Kindles!
- This month we distributed 2 book bundles to our subscribers.
- As of July 31, 2025, the Outreach collection has a total of **892** physical items and **255** digital titles.



Makerspace (Lindy Hargrave, Marc Dunlap, Gina Mejia)

July wrapped up a very busy and good summer in the Makerspace. We resumed Live demos and garnered more interest in the Makerspace seeing some patrons return during Open Maker Hours to do projects related to the Demos.

Marc was busy with his second Teen Team camp and taking over for Lindy in the Space Camp while she was away, but he was able to cinch up both projects with great ideas for how to do things even better next summer. We were very pleased to see parents and younger patrons attend both programs bringing us greater age diversity in the Makerspace over all.

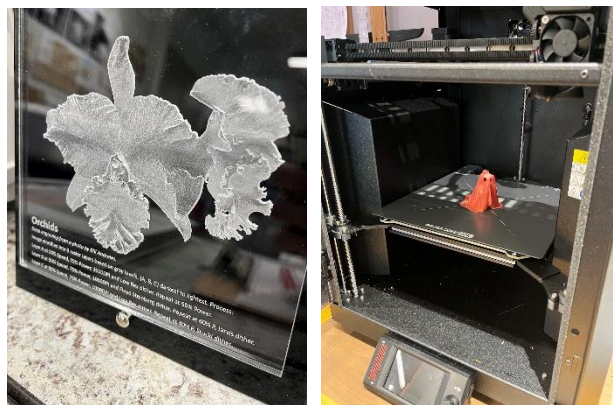
Gina had fewer attendance in her second Scrapbooking for Booklovers, but the patrons LOVED it and helped provide inspiration for her upcoming programs. One patron even turned his scrapbook into a look-book of projects he's made in the Makerspace! She was able to dedicate some time to developing her Fiber Arts (and audiobook tasting) programs combining old world and new world crafts and skills and generating even more interest in the Makerspace!



Patrons also got to make some Bee Houses and the Makerspace staff is finishing their own bee and bird houses for the library. Bill Andrews remains committed to his weekly Maker-in-Residence position dedicating time to personal projects that helped us work out how to create beautiful 3D engravings on the Zing and he plans to finish a design for making a neat DIY carpenter pencil. He is also developing a curriculum for woodturning.

We also got to team up with Adult Programs to make some watercolor art with sublimation ink that patrons got to press onto a variety of objects.

Lastly, we are thrilled with the new 3D Printer! It's super fast and creates really nice prints.



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

During July our Summer Library Program was in full swing! Each week typically held 20 program offerings for children and teens, not including volunteer opportunities!

Children's Programming

Our program highlights in July included a Talent Show, an author visit from Kazu Kibuishi, "The Ramazinis" Two-Person Circus, an animal show with Wildlife on the Move, and a Magic Show from John O'Bryant! Our youngest patrons enjoyed a second Splash playdate on the front patio and kids of all ages participated in a weekend Chess tournament.



Two of our popular weekly programs, Young Artist Book Club and Crafty Tuesday, continued to draw plenty of enthusiasm through the end of the summer. Young patrons created sculptures in the style of Nek Chand and made their own wormeries to take home, complete with live worms!

Teen Programming

We met for Anime Club three times in July and teens really enjoyed hanging out and talking about anime.

During Teen Tuesday we did a ton of fun activities like doing a photo scavenger hunt, making woven bookmarks, competing in fandom trivia, making turkey pinwheels and ending the summer with designing their own tumbler!

This month our teen volunteers earned a combined total of 451 hours. We appreciate our teen volunteers so much!



Collections Reports

Adults (Kristin): We loaned 5 items to and borrowed 82 items from other libraries in the Interlibrary Loan (ILL) system. I proctored 2 exams in July. We worked one-on-one with 9 members to teach them how to use our electronic resources. In July the Business section was weeded and inventoried and in August I will focus on weeding and inventorying our Texana collection. Two adults were emailed a personalized reading list in July.

The DVD TV relabeling/bundling project is complete. The DVDs are currently being shifted for proper spacing and then new end panel signs will be printed.

Youth (Montana): Tiago completed his 1,000 Books Before Kindergarten this month! We fulfilled 12 purchase requests for children's and parenting material in July.

Large Print (Alex): 37 titles were purchased for the Large Print collection in July. I focused on purchasing mostly historical fiction per the LP survey responses. Circ staff has expressed frustration when shelving the William W. Johnstone series so I partnered with Javier on this. I have been adding series titles to the spine labels to make organizing this collection easier on staff.

Library of Things (Alex): I put more sewing kits together and added them to the collection. I also added the Brother Scan N Cut machine. I will be looking at purchasing new items such as a DVD player and portable projector.

Digital Resources (Martina): We renewed our contract with NewsBank and received direct links to the *San Antonio Express*, *Austin American-Statesman*, and *New Braunfels Herald-Zeitung*. These links have been added to our catalog to improve accessibility and encourage greater use of the NewsBank database. Interestingly, the most-viewed NewsBank resource at our library remains the *Houston Chronicle*.

In July, I also met with a sales representative from ConsumerReports.org. While the resource is excellent, it comes with a high price tag. We will continue to explore its potential value, especially in terms of cost per use. In the meantime, I am reaching out to other libraries for feedback on their experiences. So far, I've connected with Jamie Buck, Digital Services Librarian at Tye Preston Memorial Library.

Young Adult, Graphic Novel, and Anime Collection (Martina): In July, I fulfilled 23 patron requests, which was largely for romance or romantic fantasy fiction books. There was also a request for more historical nonfiction books, though no specific titles were sought out. Of those 23 requests, 8 were for sports fiction manga. The rise in requests for sports fiction manga was unexpected but is relevant to current trends in manga being published, and their film or television adaptations.

A large collection of YA fiction and nonfiction books were donated throughout the month, leading to many new additions to the YA collection, including library-bound nonfiction books that covered various topics, including teen health and wellness and cyberbullying.

Forty-five (45) items were purchased for the Young Adult and Graphic Novel collections: 26 graphic novels and 15 young adult books plus 6 graphic novels were purchased in a box set.

The graphic novel collection audit began this month and a spreadsheet was created to collect and summarize the audit's findings. At this time, 72 teen and 16 adult graphic novels have been accounted for and there are many more to go!

We deleted 182 items for the following reasons:

- Weeded – 147 items
- Vanished – 4 items (due to inventory)
- Lost and unpaid for – 11 items (sent to collections)
- Lost and paid for – 18 items

Marketing & Public Relations (Hanna Stratton)

In July we continued to post on social media twice a day to highlight summer programs and library services. I have also been working with Alex to compile the needed verbiage for a Library of Things Brochure. I believe we have come up with all the information that needs to be included in the brochure and I aim to have them ordered by the end of August.

I also worked with Martina to increase and update digital resource marketing. This began with fully updating the CloudLibrary Logo across all appearances in digital and print materials. Martina and I also began storing a copy of each digital resource logo in the Marketing Google drive to ensure the proper logo is being used in promotional materials. We also created a plan to highlight a different digital resource each month in the Front Porch News article I write. Typically this has just featured programs but I am wanting to broaden its coverage to library services and highlight more than just the programs at the library. These will begin in September. I plan to use these blurbs on the digital resources on social media as well to further highlight the resource.

In July our Facebook posts increased by 17% from the previous month. Reaching over 6.6k people in July we also increased from the month prior. Our most liked Instagram post from July was announcing the Launch Party for Kelsey Cox's debut novel.

I also created some new graphics for the Herald-Zeitung for the month of August, highlighting our new Virtual Author Talks. I have also planned to feature several of these upcoming author talks on social media to increase their usage.



Technology (Rob Lerner & Marc Dunlap)

Marc: We assisted 50+ patrons Public Computer Room (PAC). An ongoing issue is that more & more devices and browsers are now "seeing" our Wi-Fi log-in Splash Page as "not secure", creating a need to bypass the warning through "Advanced Settings" in the browser in order to

connect to the Wi-Fi. This does seem to be happening each time they visit; even after they have done this more than once.

We received quite a few compliments on our printing set-up with most Patrons mentioning that it is a bit more complicated elsewhere and/or saying that it is at least "more convenient" here.

One-on-One Technology Help: 15+ Patrons came to their appointment. It seems it was a good idea to implement the 2x a month restriction on One-on-One sessions per Patron, as several people this past month tried to "secure" multiple sessions in a row. I was able to work out some "ad-hoc session time" for them as well as meeting with a few people outside of normal Tech-Hours in order to meet their needs.

It seems that we have a generation or two of people who have settled/retired in the area who stopped keeping up with "things" when they retired 10-15 years ago, but now need to relearn the basics in order to confidently operate their devices and "keep up" with modern life. This does seem to be the fastest growing segment of Patrons seeking out One-on-One sessions however, even with an open schedule, it is hard to pin down a steady day/time where they can come in for a more consistent and deeper learning experience.

A few people were seeking help with either creating or sharing their resumes and/or with assistance understanding the various ways to apply to jobs online. It may be worth looking into turning this subject into a future class. maybe a joint class with Adult Programming.

Let's Learn Technology Together: No class this past month, but there is work being done in trying to put together an Outreach Program. We are looking into the possibilities of holding some basic computer classes and/or One-on-One sessions at various venues the library is already partnered with. Meeting our Patrons where they are... versus expecting them to make it to us. Looking forward to seeing where that takes us.

Rob: It seems like our outdoor equipment always seems to have issues when it is as hot as the surface of the Sun outside. The heat doesn't even have anything to do with the failure. It just doesn't feel like the weather is ever pleasant when we have to work on something that failed outside.

A prime example is our Book Lockers. The PC that is the heart of the system failed. It just up a died. D-Tech, our locker vendor, ended up having to send us a completely new PC. Unfortunately, it was 100 degrees the day we went to install it. It took about 4 hours to wire in the new system and get it up and running. Fortunately, the lockers are shaded, but 100 degrees is too hot to be digging around in a metal box. Although we were going to have to replace it eventually with a Windows 11 machine we were going to wait until the Fall to do it. The machine had other ideas.

We did upgrade one of our more popular machines. Our patron mobility scooter wasn't holding a charge. We have a few patrons who regularly use it. It never actually died, but the battery was running out quickly, and we didn't want that to be a limiting factor for a patron. We were able to find, not only a new battery, but an actual upgrade for it. We replaced the heavy lead acid battery with a very light lithium ion battery that will also last longer and charge faster than the old battery. We also think it might be a little faster.

Speaking of fast, Zayo, our fiber ISP, had us switch our IP address by one digit. While this was, apparently, to add redundancy into our fiber loop, we did notice an increase in bandwidth when we ran a speed test. We are now closer to the full 10Gb of our fiber lines potential.

Facilities Management (Warren Pichon)

Study Room Use: 674

Public Meeting Room use: 256

- Cleaned drive up windows inside and outside and sanitized
- Septic System Treated with 2 gallons of Bleach
- Treated AC unit drip pan in Data Closet
- Put Story Time Sheets up for June
- 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, and Drive up window containers
- Used blower to clear entrance and exits of fallen leaves and debris
- Cleaned inside all book lockers
- Weeded grass in the butterfly garden sidewalk area
- Bleached and scrubbed slime from HEB Children's lower parking lot walk up entrance

Master Naturalists: Weeded, trimmed trees and picked up debris in the Handicap walkway natural Garden area 7.1.2025

Texas Fifth Wall Roofing System: Inspected and submitted a quote to repair roof leaks 7.9.2025

Chabelo Landscaping: Cut rotten tree, trimmed overgrown brush, pulled ragweed from walkup area, pulled weeds and cut grass in area around chiller, cut grass on hill at cistern, trimmed in back parking Area and at new fenced area gate, weeded at walkway in front of HEB patio, and trimmed hedges in Front of FOL patio 7.14.2025

HomeTeam Pest Defense, Inc: Monthly pest control services 7.15.2025

CMW General Contractors, LLC: Submitted a quote to install sliding glass doors in story time room 7.21.2025

Steel Horse Constructors, LLC: Submitted a quote to install sliding glass doors in story time room 7.22.2025

Mangold Roofing: Inspected and submitted a quote to repair roof leaks 7.23.2025

Administration (Susan/Cathy)

In July Susan began research on outsourcing payroll. The payroll vendors services include processing employee wages, calculating and withholding taxes, ensuring compliance with

federal and state regulations, managing direct deposits, issuing pay stubs and W-2 forms, and handling year-end tax reporting as well as additional features such as time tracking, employee onboarding paperwork, and benefits administration. We eventually chose a local company franchise company, Payroll Vault, from San Antonio who received high ratings for their customer service. We will begin working with them in late August or early September.

We hired a new Circulation Clerk, Kaci Zhang, who had been volunteering at the library and is going to library school in the fall. She will be working mainly evenings and weekends which worked well with her schedule and ours! Another Clerk, Sidney Kavadoy, is moving away in August and will be leaving the library August 8th.

We sent the contract for architectural services from Marmon Mok to our attorney for review. We hope to begin the project to develop a design for a possible future expansion this fall.

We contracted with a local company, Singer Services, to clear the trails that Edgeland helped us design. They will begin work in August.