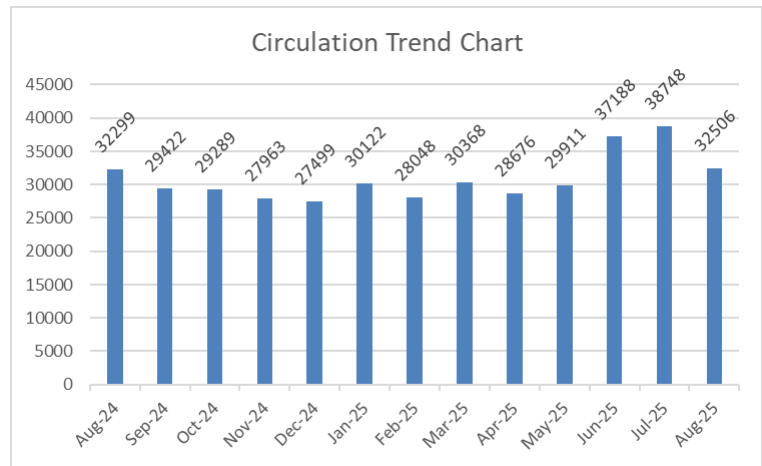


Mammen Family Public Library

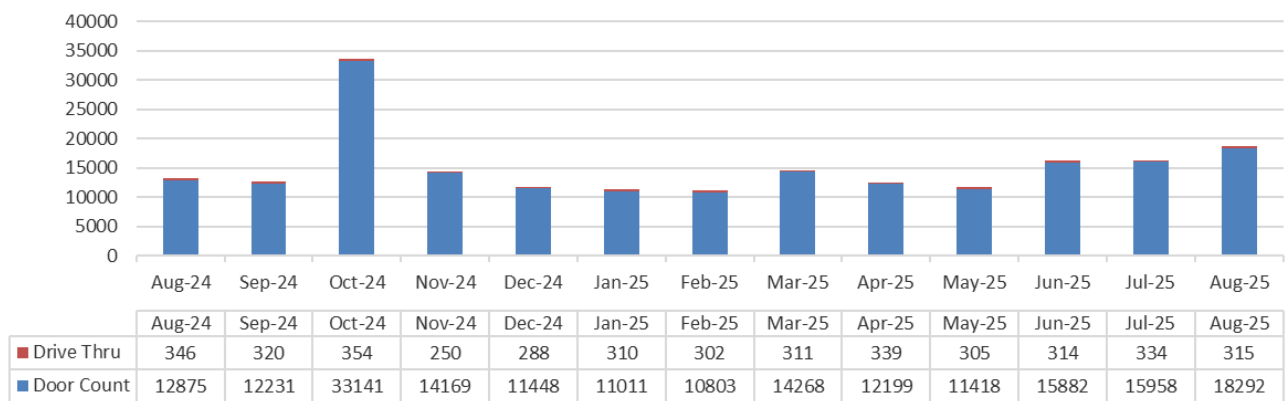
Monthly Report – August 2025 Activities

Circulation Team Report

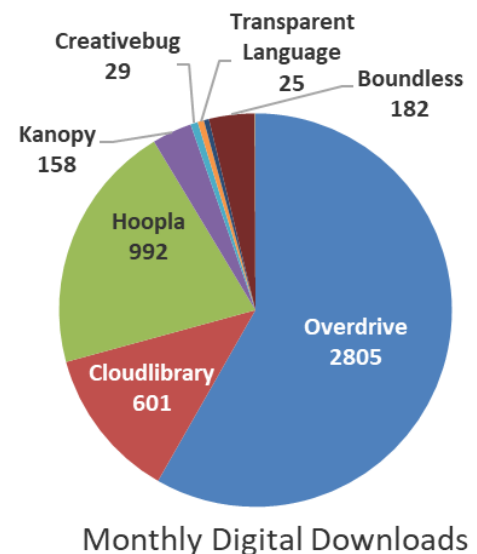
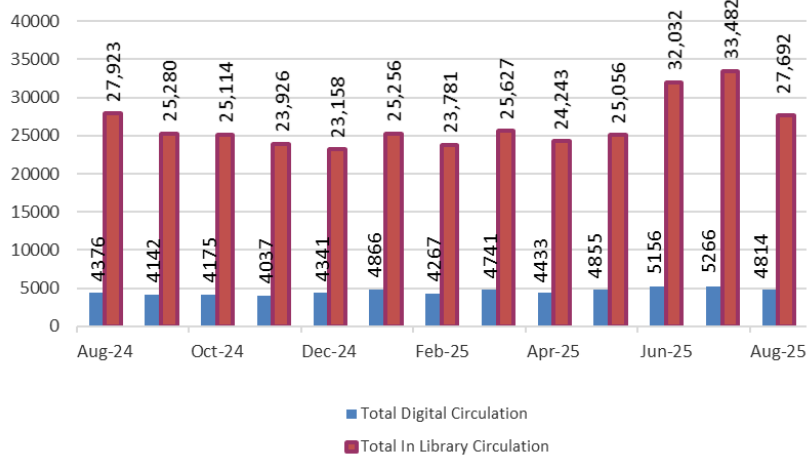
- Number of visitors to the library: 18,607
- Total items circulated: 32,506
- New cards issued: 247
- Number of active members: 9,882
- Total volunteers: 80
- Total volunteer hours: 550
- Patron internet use: 1,342
- Collection size: 65,915



Library visits: Door count and drive up window



In-Library vs. Digitally Downloaded Materials circulation



Programming, Outreach and Community Collaboration

Adult Programs (Hanna Stratton, Sophia Bard)

In August the business of the summer continued! This August we had 868 program attendees! Last year we had 682 program attendees in August, that's a 27% increase from last year.

Our Water Conservation Series with Dr. Larry Sunn and Dr. Steven Grainger continued throughout the month and continued to be well attended, with one of the most popular classes being Applied Planting and Pruning where attendees were able to work hands on with a tree trimming professional to apply what they learned the previous week.

August also saw the start of the English Language Learning(ELL) classes for the fall! We are excited to continue to have Rebecca teaching both a level 1 and a level 2 class to our community. While ELL started in August the rest of our language classes will begin the first week of September. We are excited for Italian and French to return along with Beginning Spanish with Mabel and a Spanish Conversation class with Elizabeth. In addition to these language classes we will also be offering a new eight week course on Beginner American Sign Language(ASL).

We continued our summer health series with AgriLife focusing on color in food with Food Dyes. Amanda showcased the difference between artificial dyes and natural dyes, as well as some ingredients to use for natural dyes, and techniques to collect the dye. We also hosted South Texas Blood and Tissue for a Blood Drive at the end of the month. We can't wait to have them out for another blood drive!

Hanna and Sophia also worked on the upcoming How-To Festival scheduled to take place in November. They created sign in sheets for tracking attendance during the festival, finalized class times and instructors, compiled class descriptions, and began creating a map/schedule handout.

Digital Services (Martina Spangrud)

In August, our licensing partner application with Senior Planet was accepted. This is an exciting step toward expanding adult programming, and we are awaiting details on registering select staff for Train the Trainer classes. In preparation, we are reviewing Senior Planet's course offerings to identify those best suited to our community, while also developing a schedule to determine which times and hours work best for staff who will facilitate the classes at the library.

We also piloted Digital Discovery Day! on August 26 and August 28. The program was designed to help patrons explore digital resources and receive assistance with downloading and account setup. Although no patrons attended, the experience highlighted tools and adjustments needed to build engagement in future sessions.

Outreach (Javier Gonzalez)

In August, Outreach directly engaged with 302 community members and reached many more through books and materials.

The Summer Library Program officially wrapped up on August 2nd but we still had a few more visits planned for the month! We hosted a total of 4 pop-up activities at Chick-fil-A, The Loft Coffee House, Winding Branch Ranch and Bulverde Community Park.



Book club: This month, Books & Bites read *The Last Bookshop in London* by Madeline Martine. A timeless story of wartime loss, love and the enduring power of literature. 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 50 books were circulated by our senior and homebound patrons. Our bi-weekly visits and deliveries include Highlander Senior Village, The Heights of Bulverde, Bulverde Assisted Living and a few residences. 3 of our Paperwhite Kindles were checked out for the majority of the month!

Bella Groves residents visited the library on August 11th for a fun puzzle-making activity. Javier printed a variety of pictures for the participants to make a collage on a blank puzzle template. The puzzles were then pressed with the sublimation machine from the Makerspace. The residents were so happy they were able to take their puzzles home!



Javier also attended Night of Hope of Riverside Community Church. The event is hosted monthly for families and individuals to gather for community, fellowship and learn about local resources.

Youth outreach: Javier and Montana visited SJRC this month to check out books and do a pom-pom 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.

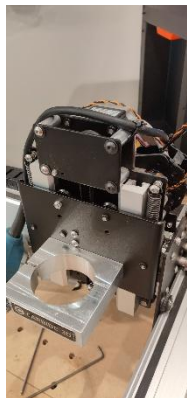
Javier and Eva hosted a variety of Pop-Up activities throughout the month. A big thank you to Eva for all of her help with prepping materials and crafts for our visits!



OUTREACH COLLECTIONS:

- Gina restocked the Little Free Libraries at Bulverde Community Park and Faithville with 160 books this month.
- This month we distributed 1 book bundle.
- The Outreach collection has a total of 920 physical items and 260 digital titles.

Makerspace (Lindy Hargrave, Marc Dunlap, Gina Mejia)



August was a "restful" month for the Makerspace, primarily filled only with Open Maker Hours and R&D days. This ended up helping us out a lot, as life events kept Lindy from the Makerspace for most of the month, which in a purely administrative manner, meant we didn't have to move too much around or reschedule things. 'We'

were able to catch up with pending paperwork, tidy up the Makerspace, and work on a few new techniques/projects/tools! There were still a few programs, highlighted below, and the OMHs were very active, with both "repeat customers" and several "newbies". Overall, it was a great way to round out the summer and get us ready for the fall.

Program Highlights

Clay Shakers

We had close to full attendance, and everyone came ready to get dirty! There were both experienced patrons as well as several who hadn't touched clay since grade school... which made for great conversation while we played with "dirt". The firing did end up with one "casualty," but it wasn't a major blowout. One patron even came back with theirs glazed for the *Kiln Drop-off Glaze Firing! (however, since it was just their piece, it hasn't been fired yet; they are very understanding)



Scrapbooking for Booklovers

While there wasn't a "big turnout," there was a lot of fun had learning new skills and getting inspired to "make cool things". The attendees were patrons well versed in the ins-&-outs of the Makerspace, which allowed them to be extra creative... but they also learned new techniques and applications for the tools/machines they had already had experience with.



Now we are ready to help patrons this fall express their creative side, get technical with our tools/machines, and discover something new here at the library. With the next step being planning for the Spring!

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

Teens We wrapped up the summer volunteer program with a volunteer appreciation party for the teens. On Friday, August 8th, the library closed to the public at 6pm and we hosted an after hours laser tag pizza party just for the volunteers who helped us this summer!

In total, we had 53 active volunteers who earned over 1,000 service hours for their community! We are so lucky to have such a great group of volunteers; we couldn't have done it without them!

Children's August brought the end of our Summer Library Program with Library Mini-Golf on Saturday, August 2nd. This summer, we had over 1,000 youth register for our Summer Reading Challenge, including 113 teens! This was also our first year offering the same challenge for children, teens, and adults, so families could read and earn prizes together. Our patrons read 771,144 minutes, which is equivalent to 525 days of reading! Our families also redeemed over 3,600 prizes, two-thirds of which were books.



We hosted 172 programs for children and teenagers over the course of our eight-week program, with over 7,000 people attending those programs!

The last few weeks of August were full of last-minute prize redemption, a scavenger hunt in the children's area, and incubating duck eggs. We had two happy, healthy, and talkative ducklings hatch the weekend of August 23.

Our final fun activity for August was a Scavenger Hunt! Ben created a "Shadow Hunt" with shadows of popular children's book characters and hid them around the children's area. After finding them all, kids could redeem their paper for a pencil, bookmark, sticker, or paintbrush.

Collections Reports

Adults (Kristin): We loaned 5 items to and borrowed 74 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 August the Texana collection was weeded and in September I will focus on both inventorying Texana and our tote bags. One adult was emailed a personalized reading list in August.

Youth (Montana): Owen, David, and Eli all completed their 1,000 Books Before Kindergarten in August! Montana spent the (slightly) quieter weeks in August weeding and doing inventory on the picture book collection.

We fulfilled 23 purchase requests for children's and parenting material in August.

Digital Library (Martina): This month we met with representatives from LOTE4Kids and the New York Times to learn about their products. While both are strong resources, there is no immediate community demand. These and other potential services will continue to be evaluated over the next six months.

Beginning in September, we will launch a Digital Resource Highlight each month, an idea suggested by Hanna. Featured resources will appear in Front Porch News, on library displays, in program guides, and on bookmarks placed in new patron welcome bags. The first highlight will feature Udemy.

Another initiative is to improve resource discovery by adding MARC records for Hoopla's digital content into the catalog. Additional records are available for World Book Online, TumbleBooks, and some TexShare databases, which may also be added for greater visibility.

Finally, we have set a new goal to learn more about and promote TexShare databases. Currently, we track usage for Gale but not EBSCO or ProQuest, and it would be helpful to see if reports can be generated for those as well. For outreach, Kristin will explore obtaining TexShare marketing materials to include in new patron welcome bags.

Young Adult, Graphic Novel, and Anime Collection (Martina): In August, I fulfilled 10 patron requests: 3 young adult fiction titles spanning multiple genres and 7 graphic novels focused on romance and fantasy.

Weeding began this month in the young adult fiction collection, with 117 items removed. While this is a solid start, I plan to revisit this section to free up additional space for new materials arriving each month. Weeding will also continue in young adult nonfiction, biography, audiobook, and graphic novel collections throughout September.

Although the graphic novel audit is ongoing, progress has been gradual. The audit spreadsheet was updated to include Kids and Unknown categories in addition to the original Adult and Teen labels. These added categories provide better insight into why items were initially selected and may result in some titles being moved to other collections (e.g., "J Graphic"). Items in the Unknown category will need further review to determine whether they best serve teens or adults. As of the end of August, the audit reflects: 1 Kids, 10 Unknown, 11 Adult, and 110 Teen graphic novels.

We deleted 598 items for the following reasons:

- Weeded – 528 items
- Vanished – 24 items (due to inventory)
- Lost and unpaid for – 25 items (sent to collections)
- Lost and paid for – 21 items

Marketing & Public Relations (Hanna Stratton)

Technology (Rob Lerner & Marc Dunlap)

On August 8th we had an unplanned test of the redundancy we have built into our network when construction crews on the Westside of San Antonio cut 2000 feet of Zayo's fiber network. Fortunately, we are prepared for this kind of thing, and our failover cellular WAN kicked in and we maintained service. This kind of event seems to happen a couple times a year and we've learned from experience what we need to do to keep the library running when it does. What we would like to do is expand the capability of our failover network. Currently we use a cellular antenna that has an AT&T sim card that lets us access their cell network. The only issue is that we are currently using a prepaid account that has a limited data plan. This limits the number of systems and the amount of time we can keep the network running during an outage.

Serendipitously a possible solution has fallen into our lap thanks to Google forcing Google Workspace accounts to use 2 factor authentication. This meant we needed to get cell phones for some of our administrator accounts, so they aren't associated with anyone's personal phone numbers, and we're never locked out of any of our other accounts and systems that are tied to those Google accounts. It turns out business lines are relatively inexpensive. This means we can get a new sim card for the WAN antenna that has unlimited data, which would mean we could keep all of our systems up during an outage for as long as we need.

Another "outage" we had to endure was the failure of our Kids Kiosk. The hard drive in the machine failed and we were without a checkout kiosk in the kids' room for a couple of weeks. The upside was that we were going to have to replace the PC running the Kiosk anyway because it needed to be upgraded from a Windows 10 machine to 11 due to Microsoft stopping support for 10 in October. This was good practice for what we are going to be doing for our other Kiosks in the near future and how involved the process really is. We spent many man hours on the phone with support to get the one Kiosk up and running. Hopefully, now that we know what we need to do we can streamline the process and not have a lot of downtime on the Kiosks.

Things of Note: 75+ Patrons Assisted in the PAC Room

- The *money machines in the PAC room are "acting up" *more...* eating money, not taking money, and the coins getting stuck in the mechanism.
- A real "up-tick" in computer usage, both the Public Computers being used as well as more people around the library making use of the free Wi-Fi.

- **Ongoing Issue**: Devices and browsers are “seeing” our Wi-Fi log-in Splash Page as “not secure”, and therefore need to bypass the warning through “Advanced Settings” (in 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.

One-on-One Technology Help: 18+ Patrons came to their Appt.

This was another busy month! Lots of people needing help with a myriad of things, there were even times when there were multiple people seeking help at the same time. 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.

- Lots of patrons coming in with “basic computer help” needs:
 - How do I get my email from my phone on my laptop?
 - Why does X or Y notification keep popping up?
 - How do I open/download/get this-or-that file?
 - Can I (how to) make things bigger on my screen?
- Yet, there still seems to be very little “ability” in attending the Let's Learn Technology series, despite pointing people to it, and/or signing them up on the spot (after helping them) and despite their “interest” in a class...
- Had a really good session with a patron who was seeking help understanding how to set up a website. Which turned into a list of things for her to research at home (which she was excited to do). But, we also discussed the specs of her laptop, if she needed to upgrade, some free online tools, and how to navigate some “work-arounds” in the meantime (before she can get her website up and running).

Let's Learn Technology Together: **Where Do My Files Go**

Had a couple people sign up, a few cancel last minute, and one person attend the class. I did go over the slideshow, but she had many good questions that sent us down several rabbit holes...all to interesting ends. She left feeling “armed with information” and was “ready to get to work” when she got home.

Hopefully with the switchover to Senior Planet, and having more “trainers” to diversify times & topics... we will end up with a more positive attendance record in the near future!

Facilities Management (Warren Pichon)

Study Room Use: 571

Public Meeting Room use: 214

- 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 August
- 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
- Cleaned all white boards in meeting rooms, reading room and training room

Tex Air Filters: Changed AC filters throughout building 8.1.2025

Vanguard/Janitor: Cleaned tiles in children's story time room 8.2.2025

Master Naturalists: Weeded and cleaned near story time trail and handicap walkway 8.5.2025

Naturalists Weeded and Trimmed Near Story Time Area

Texas Fifth Wall Roofing System: Sealed leaks on roof 8.5.2025

Cleaning Crew 4U: Shampooed carpet in children's room 8.6.2025

Chabelo Landscaping:

- Weeded, cut low hanging limbs, mowed, trimmed hedges 8.11.2025
- Trimmed hedges and FOL entrance, trimmed overgrown tree at generator, leveled gravel areas around property and weeded areas 8.25.2025

HomeTeam Pest Defense, Inc: Monthly pest control services 8.19.2025

Singer Services: Cut four trails through new property and spread mulch 8.18-20.2025



Carter Irrigation: Repaired leaking sprinkler lines and tested system 8.26.2025

Master Gardeners and Naturalist: Weeded and trimmed in butterfly garden 8.28.2025

Administration (Susan/Cathy)

In August Susan met with all staff members for their Fall Progress meetings.

Susan attended the Library Districts meeting in Austin and the local Library Director's meeting in Garden Ridge in August.

Susan Herr, Library Director, submitted her letter of resignation to the BARLD Board of Trustees after 17 years of service, effective December 31, 2025. Cathy Mandelbaum, Bookkeeper, also submitted her letter of resignation after 25 years of serving the library, effective October 15, 2025. While this was not a concerted effort, both Susan and Cathy felt it was the right time to enjoy personal time. Both have loved being a part of this wonderful library community. Both are willing to be available as needed during a transition period.

Susan and Cathy have been working with Payroll Vault, a local payroll processing company, to ensure payroll will continue uninterrupted. It has been a lot of work but will leave the library with a sense of security that payroll will continue to be completed in a timely manner going forward.

Alex Depree, Adult Programming Librarian, left the library staff as of August 28th.