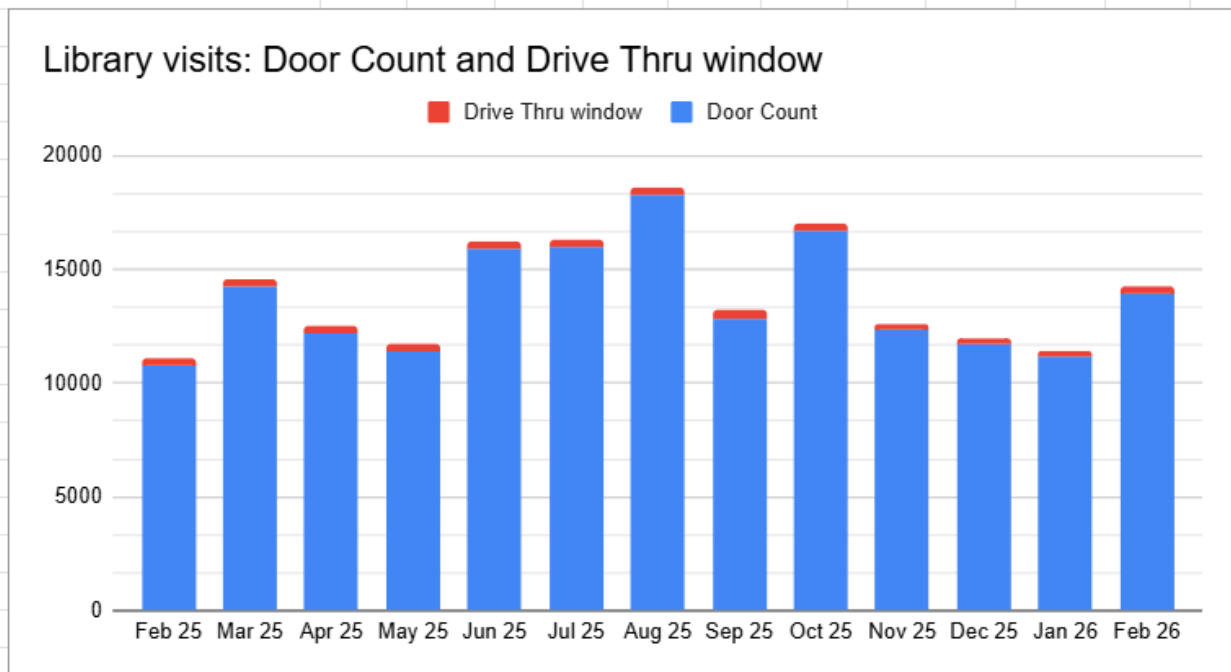
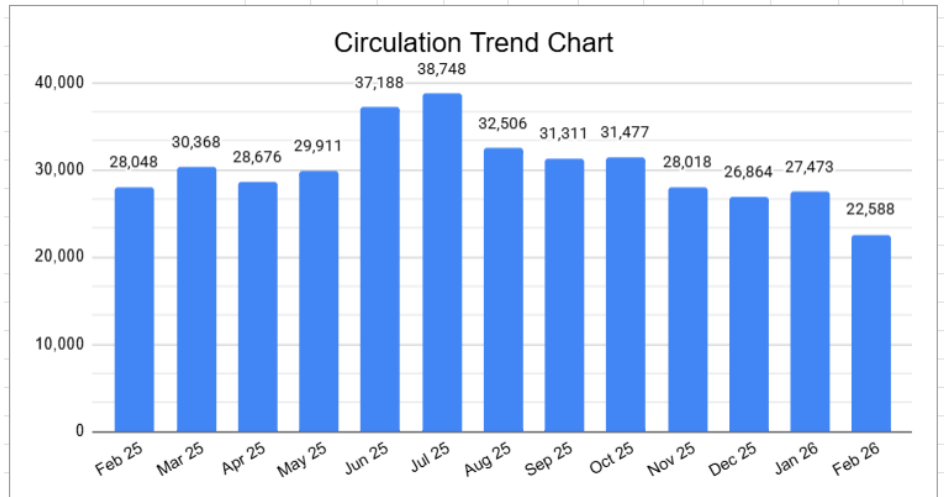


# Mammen Family Public Library

## Monthly Report – February 2026 Activities

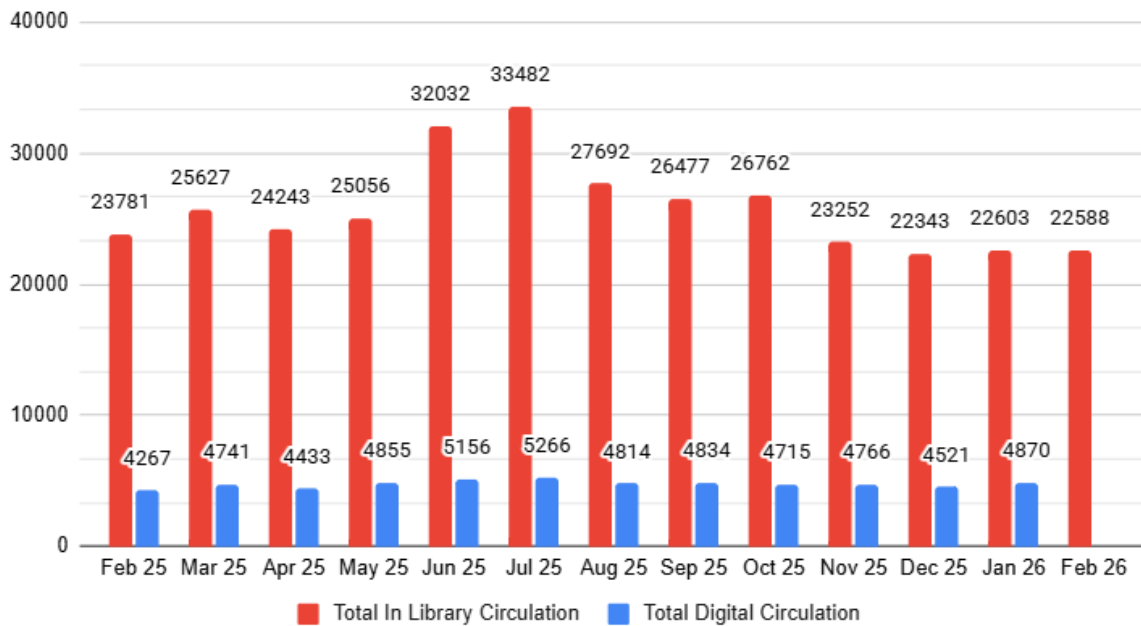
### Circulation Team Report

- Number of visitors to the library: 14,223
- Total items circulated: 27,114
- New cards issued: 260
- Number of active members: 9,640
- Total volunteers: 100
- Total volunteer hours: 729
- Patron internet use: 1151
- Collection size: 64,897

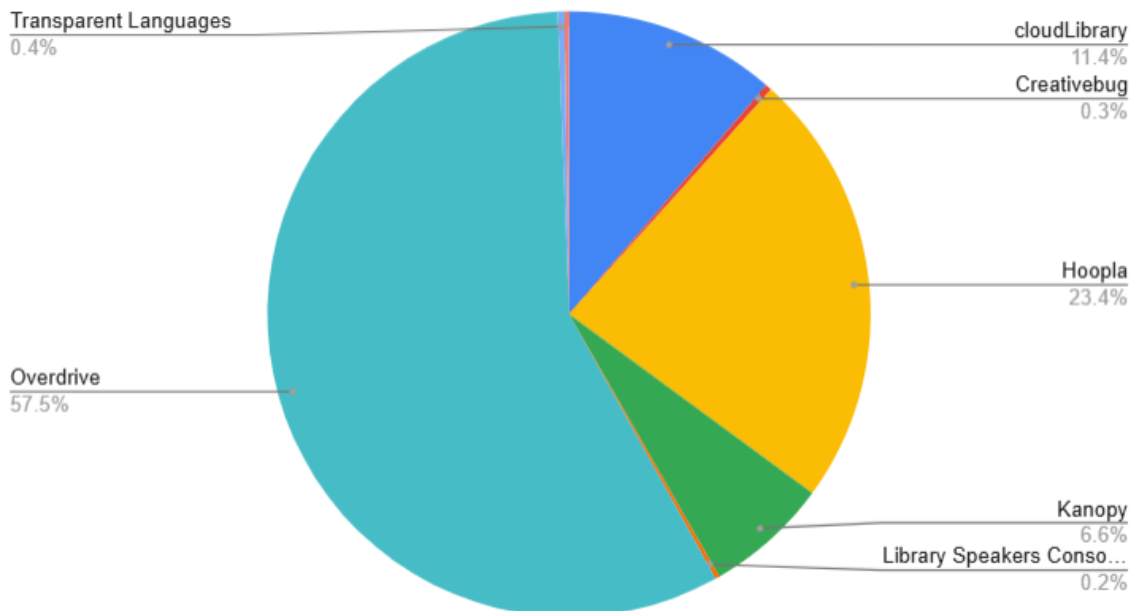


	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26
Door Count	10803	14268	12199	11418	15882	15958	18292	12860	16687	12376	11730	11178	13970
Drive Thru window	302	311	339	305	314	334	315	353	316	246	241	262	253

## In-Library vs. Digitally Downloaded Materials circulation



## Monthly Digital Downloads



## Programming, Outreach and Community Collaboration

### Adult Programs (Maizie Valdez, Beth Wolfe)

This month in Adult Programs, we are delighted to welcome to the team our new Adult Programming Specialist, Maizie! Maizie has already enthusiastically begun enriching our upcoming schedule, planning new programs and collaborations.

February saw programs with a Valentine's Day theme all over the calendar. From a romantic Rumba Dance class to an all-ages Valentine's Day Brunch and Crafts that more than tripled its expected attendance, to painting a heart tree in Watercolor class, our patrons loved celebrating love. We also held a blood drive with South Texas Blood & Tissue, where participants literally gave from the heart; the drive collected five units of blood, potentially impacting 15 lives.

The AARP Foundation Tax-Aide program also began offering appointments in February. As in every year, this program has been very popular; all appointments were fully booked by the end of February. We appreciate the preparers generously donating their time!

The Master Gardeners held their meeting here in February, and also presented a program on Succulent Care & Selection in Texas. The month included other fascinating educational presentations as well, on a wide variety of topics. Artistic Encounters studied and employed the techniques of the artist Modigliani, known for his immediately recognizable long-necked, blank-eyed portraits, and our art historian Juliea Shriver discussed the artist Vincent van Gogh.

We ended February with a concert by classical guitarist Peter Fletcher, who has previously performed at Carnegie Hall. An audience of 53 attendees enjoyed his virtuosity on the instrument. The concert rounded out a brief yet full month that included our usual foreign language classes, art classes, cooking classes, and much more.

As the month draws to a close, we are preparing for March, looking forward to another concert with the Irish Band "The Happy Out" as well as the second annual Hill Country Literary Festival. We are especially excited about Maizie's contributions to our team as we move into our spring programming season!

### **Outreach** (Javier Gonzalez, Gina Mejia)

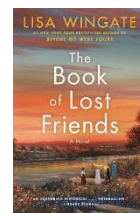
In February, Outreach directly engaged with **276** community members and reached many more through books, giveaways and materials.



This month we had another great turnout at Winding Branch Ranch. After storytime, families got to feed the animals and then come back to the ranch's picnic area to make valentine's cards and bracelets.



BOOK CLUB: This month, Books & Bites read **The Book of Lost Friends** by Lisa Wingate. A story of three young women on a journey in search of family amidst the destruction of the post-Civil War South, and of a modern-day teacher who rediscovers their story and its connection to her own students' lives. **12** Book Club members enjoyed reading this novel and had a great discussion led by Gina.



ADULT OUTREACH: A total of **63** 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. We made **12** Homebound visits this month.

A very happy homebound patron, Luanne Ezzell, has regularly complimented the service our library provides. She enjoys the handful of bestseller large print novels we bring her each month and she always looks forward to our visits.

YOUTH OUTREACH: We hosted pop-ups at Chick-fil-A, SHARE Center, Winding Branch Ranch and Bulverde Community Park. We are currently visiting **3** elementary schools to host preschool storytimes and a craft.

Javier visited the SJRC campus this month. The girls at the campus got to decorate their own canvas bags and checked out some new young adult materials.

#### OUTREACH COLLECTIONS:

- Gina restocked the Little Free Libraries at Bulverde Community Park and Faithville, including browsing collections at Acacia Medical Mission and Provisions Food Pantry, with 57 books this month.
- 3 book bundles were distributed this month.

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

This month's program highlights include:

- Open Fiber Arts (continued)
- Open Maker Hours (continued)
- Open Woodworking (seasonal)
- Ceramics Lectures
- Valentines Day Cards drop-in
- 3D Printed Flip Text
- Zing 101 & Lab
- Cricut 101 & Lab
- Sewing 101 (offered monthly)



Due to conflicts with other art offerings, Gina's Audiobook Tasting and Craft was cancelled until April when we can offer it at a time her patrons are able to attend both—a "disadvantage" of having so much great programming here! Her Valentine's Day card craft went well and due to the demand for Her Open Fiber Arts Hours we have added another session during her fourth Tuesday mornings!

The Zing and Cricut 101's and respective labs as well as 3D Printed Flip Text had low attendance this time, but it does allow Marc and Lindy to devote more time with each patron which we enjoy.



Notably, we had a patron attend Open Maker Hours to finish engraving a custom guitar! Other projects included a very enthusiastic button maker and a patron who returned during Open Woodworking Hours to make another mini picnic table plant holder that we will promote during the popular plant swaps and March's Women's Woodworking 101.

Additionally, our volunteer, Mateo, helps out twice a week and has been an excellent support staff. It also affords us the opportunity to help him develop more skills with the equipment and gain some work experience. Furthermore, it lends insight to future volunteer opportunities in the Makerspace.

## Youth Services (Ben Gonzalez, Emma Ramos, Kansas Terry)

### Teens

On Teen Thursdays, we did jewelry making, card making, metal tin painting, and sticker making! For Teen Manga Book Club this month, we read *Delicious in Dungeon* and then collaborated to cook a monster-themed hot pot dish from the book!

On February 6, we had two schools volunteer with us: *Bracken Christian School* and *Living Rock Academy*. Both groups of students helped clean YS tables, put up Teen Room signage, decorate the Teen Room board, clean Teen and Children's Areas, wipe windows and sliding doors, and prepare goodie bags for 'Take Your Child to the Library Day.'

In February, we had a total of 26 volunteers and they collectively earned a total of 122.5 hours!

### Children's

This month, we started offering a musical education program for infants and toddlers called *Baby & Me: All Around This World*. Local educator Amber Powell leads the program every Monday with singalongs and music activities from countries around the world.

Our two special events this month were Valentine's Day and Take Your Child to the Library Day. Combined, these events brought in over 175 people to the library with themed activities and crafts for families to enjoy.





We also started the first four weeks of our bi-annual Family Place Workshops. Each week we focus on a different topic and were visited by various community partners. Over the course of four weeks, we saw 56 kids and 42 adults!

Competition at our monthly Smash Bros video game tournament is getting more and more fierce, and we had 8 contestants vying for 1st place this month. The top three players walked away with 3D-printed trophies from the Makerspace!

For Tween Club in February, we made friendship bracelets, DIY catapults/Valentine's Day cards, tin foil pendants, and had a food tasting where we tried different flavors of chips and ranked each flavor!

## Collections Reports

### Adults (Kristin):

We loaned 7 items to and borrowed 69 items from other libraries in the Interlibrary Loan (ILL) system. I proctored 1 exam in February. We worked one-on-one with 6 members to teach them how to use our electronic resources. This month I inventoried the large print collection and in March I will focus on inventorying the adult fiction. Two adults were emailed a personalized reading list in February. I also finished the cleanup of Libby holds for expired card holders. I found 225 patrons with expired/deleted cards and removed 433 holds on items.

### Youth (Emma, Kansas & Martina):

In February, we fulfilled 16 requests for children's and teen materials! Some light weeding was done in the juvenile fiction collection to create more shelf space.

By the end of February, the entire first section of the YA fiction collection had been relabelled. While a few items still lack the new YA labels or genre dots, they will be updated over time as they are sent to Tech Serv or when new batches of books are pulled from the shelves. This relabelling project has also led to additional weeding, which has created space for new materials. As a result, the shelves will need to be shifted soon to keep the collection balanced and orderly. Yellow graphic novel stickers were also introduced to help distinguish YA graphic novels from juvenile graphic novels and make misshelved items easier to identify. New graphic novels will receive the yellow labels during processing, while existing titles will be gradually pulled from the shelves for relabeling, similar to the YA fiction project.

### Digital Resources (Martina):

In February, all scheduled Senior Planet classes were held with no cancellations. Across five classes, a total of 15 attendees participated. The most popular class was Gmail Tips & Tricks, held on a Tuesday, which had 6 attendees.

The Texas State Library and Archives Commission (TSLAC) provided updates on the E-Read Texas program, including the transition from Boundless to CloudLibrary. A webinar offered guidance on collection development in CloudLibrary, setup instructions, app functionality, and next steps for participating libraries.

University of the Incarnate Word hosted OCLC Day in San Antonio, providing an overview of their services, resources, and product updates. The mobile app Capira, which integrates library ILS systems and calendars, was explored, as well as LendingKey, a tool to manage items typically found in a Library of Things. An interest form was submitted for both services; OCLC has reached out for questions, but further details have not yet been received.

The digital resource cheat sheet was completed and shared with Javier, Alisa, Caroline, and Hanna for review. Some resources, such as Library Speakers Consortium, do not require library card authentication and may need separate notes for clarity.

The following reading challenges were published in Beanstack:

- 2026–2027 Bluebonnet Award Master List
- 2x2 Reading List
- 2026 Broaden Your Shelf Challenge

We deleted items for the following reasons:

- Weeded – 203 items
- Vanished – 34 items (due to inventory)
- Lost and unpaid for – 44 items (sent to collections)
- Lost and paid for – 18 items
- Claims Returned – 1

## **Marketing & Public Relations** (Hanna Tamez)

February was a busy month! The upcoming Literary Festival was a major focus. I worked to schedule email campaigns and social posts for different aspects of the festival. I also shared the festival with about a dozen local or nearby news stations. One of these news stations, KZSM 104.1 San Marcos, has shared that they will be playing a Public Service Announcement at least once a day, twice if time allows, up until the day of the festival! They have a book show on the radio station where they interview authors, so they were very excited when our event came through. I have also added the event to several online community calendars.

Also, in the latter half of February I was able to transition full time to Marketing! This also included moving my desk and marketing supplies out of adult programming to make more room. I am looking forward to learning and growing in this new role and being able to share our services and programs with even more members of the community.



**External Marketing:** In addition to the external marketing I previously mentioned for the Literary Festival, I have also been working towards building a relationship with different community organizations or businesses to share information about the library. This month I dropped off flyers at the Villas at Bulverde apartment complex. These will be shared on the community board in their mail room, as well as included in the new resident welcome packet they give when someone new moves into the complex.

**Social Media:** This month on social media I focused on increasing the presence of the Hill Country Literary Festival pages. I would say this has been successful thus far! On Facebook page visits, follows, link clicks, interactions, viewers, and views have all increased from the previous month by anywhere from 6% to 39%. On Instagram we also saw an increase in page visits, follows, interactions, reach, and views have increased by anywhere from 35% to 187%.

## Technology (Rob Lerner & Marc Dunlap)

We attacked some long standing issues in February with mixed results. For a while now our patrons have had difficulty connecting to our Public Wi-Fi. Not everyone had issues and not every issue was the same. The major problem was some browsers weren't recognizing our certificate as legitimate, so they saw our WiFi as a security risk. Historically if this was happening it just meant their security table hadn't updated yet and we could show the patron how to bypass it. What was happening recently was we could no longer bypass the error, so they couldn't connect. What we found, after a great deal of research and time, was that our network equipment manufacturer had changed the way they implement certificates. We ended up having to reinstall our valid cert using the new method and our issue resolved. We also found that one of our Access Points was retaining old settings, despite it showing as up to date, and it was keeping people in one area of the library from connecting creating a dead spot in the building. We replaced it with a new AP and the problem vanished. With those issues resolved the only problems we are currently seeing seems linked to the latest iOS update connecting and disconnecting people phones.

The next project we tackled was the Library's phones. Our PBX, the software that manages our phones, 3CX needed to be updated. Because of the complexity of the update, we had pushed it off as long as possible, but we had gotten to the point of losing functionality, so it was finally time. It took about 6 hours on a Saturday night with our "phone guy" Tom Hackleman to do the update and get the phones back up. The nice thing about the update was getting the app function back; the downside was the UI was completely different and functions workflows had changed. We ended up having to totally rebuild the way calls and messaging are handled. Hopefully, this is the last major update for a few years.

## Facilities Management (Warren Pichon)

**Study Room Use:** 532

**Public Meeting Room use:** 198 (+3747 Early Voters!)

- 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
- 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
- Hung quilts in Reading and Children's rooms

**Carter Irrigation:** Did annual testing of the backflow prevention system (2.18.2026)

**Chabelo Landscaping:** Built insulated weather resistant box around main water valve (2.16.26)

**CMW General Contractor's:** Repaired broken patio ceiling fans (2.17.2026)

**Comfort Systems:** Replaced worn belt on Air Handler #2 (2.16.26)

**HomeTeam Pest Defense, Inc:** Monthly pest control services (2.17.26)

**Master Gardeners and Naturalists:** Spread compost in the Butterfly Garden (2.18.26)

**TexAir Filters:** Changed HVAC filters throughout the building (2.5.2026)



## Administration (Sophia Bard, Montana Rindahl)

February's biggest accomplishment was hiring our newest Adult Programming Specialist. Montana, Kristin, and Rob conducted six interviews in early February before hiring Maizie Valdez, who started Feb. 23. She will work closely with Beth to coordinate all of our Adult Program offerings. Early voting also brought in many new (and returning) visitors to the library this month. Montana attended the quarterly Economic Development Foundation meeting in February, and drafted some initial policy updates for the BARLD Internal Policy. Sophia continues to work on updating our regular payments to ACH transactions for quick payment and easy tracking!