

**Morton-James Public Library**  
**January 10, 2018**  
**Board Meeting Agenda**

Call meeting to order 4:30- Molly McNeely

Signing of Roll Call

Director's Report

Activities Report for November and December 2017

Statistical Report for November and December 2017

Consent Agenda

Approve Minutes from November 8, 2017 & December 22, 2017 Meetings

Approve Budget Report December 2017

Approve Financial Report November and December 2017

Approve payment of claims

Business:

Discussion CCCFF Letter of intent

Discussion of Lifetime Sponsorship amount

Discussion HVAC update

Discussion/vote Board Retreat (date/topics)

Reminder: Closing for inventory January 30, 2018

December Director's Notes  
for November 2017

- Strong attendance at our Toddler Storytimes (117) and Travelling Storytimes (192)
- Block Party continues November 2017 (456)
- Denise served on a panel for Leadership NC and spoke about Library resources.
- Director attended a Syracuse Foundation Board Meeting to learn about their digitization efforts
- Denise coordinated a Make it and Take it program for paper crafts

## MJPL January 2018 Director's Report

### In the month of December

**Board Activity-** Brook Chaney coordinated an in-kind office supply donation tree through Girl Scout Troop 20067. Campaign yielded items valued at approx. \$200 retail price, helping stretch our budget dollars further. Special Board meeting needed to be called to pay bills. 12/22.

Director met with three consultants prior to interviews held on 12/21. Consultant selected. Contract negotiations concluding in Jan.

Preventative Maintenance started 12/12. Boiler motor assembly quits 12/13 out until 12/17.

HVAC unit breaks in youth department. 12/27 resulting in big water leak. Fixed for heating purposes 12/28—cooling unit portion still needs repair.

Block Party exhibit closed a highly successful run. Everyone asking what's next? (393)

33 people attended Humanities Nebraska Program on Nebraska landmarks

Part-time clerk position posted and will close January 8, 2018

# Fiscal Year 2017-2018 Monthly Reporting

## Morton James Library

	October	November	December	January	February	March	April	May	June	July
Circulation	4837	4804	4443							
Technology Center Usage	599	481	449							
Early Literacy Stations Usage	75	84	82							
Patrons Visits	4477	3992	3494							
New Library Cards	27	26	10							
Reference Questions Answered	715	639	584							
Genealogy / History Research	1	1	1							
Materials Added	332	224	284							
Website Visits	713	644	660							
Programs & Exhibits	45	33	25							
Attendance (Included in Patron Visits)	962	871	790							
Interlibrary Loan Borrowed	14	4	NA							
Interlibrary Loan Loaned	30	16	NA							
WiFi Log Ins	1782	1931	1775							
Member Amount Saved	90,246	68,660	62,058							

*November*

Aug	Sept	TOTAL
		9641
		1080
		159
		8469
		53
		1354
		2
		556
		1357
		78
		1833
		14
		30
		3713
		158906

Event, Activity or Statistic	Attendance
5 Toddler Story Time Sessions	117
14 Traveling Story Time Sessions	192
1 Morton Place Book Club	3
1 Adult Reading Session at NC Care & Rehab	3
1 Library Book Club	10
2 Middle School Tours	26
1 Paper Craftaganza	12
1 Kimmel Gallery Exhibit - Block Party	456
7 Public Meetings	52
<b>33 TOTALS</b>	<b>871</b>

*December*

Aug	Sept	TOTAL
		14084
		1529
		241
		11963
		63
		1938
		3
		840
		2017
		103
		2623
		18
		46
		5488
		220965

Sessions	Event, Activity or Statistic	Attendance
14	Traveling Story Time Sessions	188
1	Humanities Nebraska Program "Nebraska's Landmark Buildings"	33
2	Children's Library Holiday Parties	125
1	Morton Place Book Club	3
2	Read @ NC Care & Rehab	8
1	Lourdes 6th Grade History Day Research	24
1	Kimmel Gallery Exhibit BLOCK PARTY	393
3	Public Meetings	16
<b>25 TOTALS</b>		<b>790</b>

Morton James Library

Service Provided	November-11	November-12	November-13	November-14	November-15	November-16	November-17	FY 2017-2018
Circulation	6,476	6,480	6,714	5,720	5,140	5,137	4,804	9641
Technology Center Usage	1,331	1,120	1,559	1,220	742	666	481	1080
Early Literacy Stations Usage	165	183	130	142	112	86	84	159
Patrons Visits	4,566	4,221	4,713	4,371	3,731	4,026	3,992	8469
New Library Cards	31	36	28	34	18	23	26	53
Reference Questions Answered	343	334	321	600	481	658	639	1354
Genealogy / History Research	5	4	10	2	2	2	1	2
Materials Added	504	389	346	248	238	318	224	556
Website Visits	683	781	908	898	1,146	1,063	644	1357
Programs & Exhibits	6	7	28	26	30	37	33	78
Attendance	289	158	517	409	599	517	871	1833
Interlibrary Loan Borrowed	50	12	30	3	4	16	NA	14
Interlibrary Loan Loaned	21	48	30	33	21	12	NA	30
WiFi Log Ins	0	0	0	0	1,040	1,479	1,931	3713
Member Amount Saved	0	0	0	0	73,539	69,989	68,660	158906.47

Service Provided	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
Circulation	88892	85775	80588	71102	72884	63773	9641
Technology Center Usage	16652	14779	17946	13047	9001	8009	1080
Early Literacy Stations Usage	2056	2139	1684	1861	1681	1582	159
Patrons Visits	62709	61781	61458	57845	52362	54505	8469
New Library Cards	466	408	341	329	297	268	53
Reference Questions Answered	4726	4507	4863	7615	7607	8852	1354
Genealogy / History Research	56	67	63	31	39	27	2
Materials Added	4318	3955	3910	3279	3398	3352	556
Website Visits	9722	21650	11148	14105	14520	10363	1357
Programs & Exhibits	93	128	217	199	383	386	78
Attendance	6884	7063	7261	9251	10486	8938	1833
Interlibrary Loan Borrowed	225	205	745	158	146	94	14
Interlibrary Loan Loaned	519	444	408	368	240	165	30
WiFi Log Ins	N/A	N/A	N/A	N/A	18360	21141	3713

Morton James Library

Service Provided	December-11	December-12	December-13	December-14	December-15	December-16	December-17	FY 2017-2018
Circulation	6,495	5,726	6,022	5,469	5,514	4,379	4,443	14084
Technology Center Usage	1,300	1,081	1,247	1,126	600	621	449	1529
Early Literacy Stations Usage	45	178	110	136	122	100	82	241
Patrons Visits	4,735	4,096	4,440	4,300	3,766	3,463	3,494	11963
New Library Cards	26	39	19	14	14	5	10	63
Reference Questions Answered	409	284	292	581	507	565	584	1938
Genealogy / History Research	1	3	5	6	1	2	1	3
Materials Added	379	247	322	231	235	231	284	840
Website Visits	677	1,025	862	971	1,329	851	660	2017
Programs & Exhibits	2	3	24	18	26	27	25	103
Attendance	104	158	356	369	617	470	790	2623
Interlibrary Loan Borrowed	12	7	16	11	10	NA	NA	18
Interlibrary Loan Loaned	43	22	21	25	10	NA	NA	46
WiFi Log Ins	0	0	0	0	1,232	1,473	1,775	5488
Member Amount Saved	0	0	0	0	78,985	59,730	62,058	220964.82

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