

Librarian's Report  
January 2015

**Operations: Programming (January)**

Story Hours were on Hiatus; there are no programs to report for January.

**Circulation: (January):** n.b. - TML was open 24 days in January 2014 and 15 days in January 2015 (-37% change).

	Jan.	Dec.	Change: #	Change: %
<b>Adult</b>	3972	5773	-1801	-31.20%
<b>Children's</b>	3469	4491	-1022	-22.76%
<b>YA</b>	371	595	-224	-37.65%
<b>Total</b>	7812	10859	-3047	-28.06%

Interlibrary loans:

Lent: 855

Borrowed: 1065

Other Statistics:

Reserves checked out: 907

Informational Requests: 33

Reserves Placed: 504

Referrals: 2

Directional Queries:

Phone Renewals: 6

41

Electronic Usage Statistics													
	7/31/14	8/31/14	9/30/14	10/31/14	11/30/14	12/31/14	1/31/15	2/28/15	3/31/15	4/30/15	5/31/15	6/30/15	YTD Total
<b>Overdrive</b>													
Unique Users:	98	100	102	93	100	89	103						685
Total Checkouts:	348	356	304	288	266	251	342						2155
Holds:	N/A	59	44	38	37	59	80						317
<b>Transparent Languages</b>													
Unique Users:	3	2	3	2	1	4	3						18
Total Sessions:	5	4	10	6	1	8	6						40

**Adult: (January)**

Day	Directional	Informational	Search	Search (1 Hr)	Computer	Copier	Referral	PPL ILL's	Reserves	Phone	ME Coll	Day Totals
Monday	7	10	4	0	0	0	0	1	7	1	0	30
Tuesday	15	17	8	1	6	3	0	0	10	0	0	60
Wednesday	13	31	9	0	8	1	0	3	25	0	0	90
Thursday	7	18	5	0	0	0	0	13	10	0	0	53
Friday	11	27	14	0	5	3	2	18	10	3	0	93
Saturday	17	19	11	0	2	0	0	2	16	0	0	67
Weekly Total	70	122	51	1	21	7	2	37	78	4	0	393
Grand Total	393											

**Requests for Materials:**

Owned: 21

ILL's: 30

Consider for Purchase: 4

Not verified/not found: 0

Request slips received: 28

Museum/Park Reservations: 8

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**Children's: (January)**

No longer collected separately. These numbers were subsumed into the January Circulation Statistics.

**Technical Services:**

**Acquisitions & Withdrawals:**

	Adult				Children's				Young Adult				Grand
	Fiction	Non-fic	Total Book	A/V	Fiction	Non-fic	Total Book	A/V	Fiction	Non-fic	Total Book	A/V	Total
<b>January 31, 2015</b>													
Purchase	33	9	42	0	50	16	66	7	4	0	4	2	121
Gift	0	1	1	0	3	2	5	2	0	0	0	0	8
Total	33	10	43	0	53	18	71	9	4	0	4	2	129
Withdrawn	32	415	447	4	24	1	25	1	1	0	1	0	478
Net Change	1	-405	-404	-4	29	17	46	8	3	0	3	2	-349

**Building:**

A FF&E sub-committee of the Library Building Committee was named on January on 26th to streamline the Furniture, Fixtures and Equipment procurement process. The members are Martha Palmer and Frank Governali.

**Grounds:**

Extensive work continued to ready the Spurwink School Building to function as the temporary library while demolition began in the Pond Cove Annex building with the removal of insulation from the attic spaces. Fortunately, the material proved to be non-hazardous.

**Automation:**

The shelf status of the temporary collection was reset to "available" and 4 "public computers" were reinstalled along with an OPAC terminal for the patrons to use. All staff computers and phones were reconnected. MINERVA services have been fully restored.

**Conferences & Meetings:**

**January:**

FOTML Thank You Reception: January 8, 2015 – JRS

Personnel Advisory Committee: January 12, 2015 – KAG

Department Heads Mtg.: January 12, 2015 – JRS

Board of Trustees Meeting: January 22, 2015 – JRS

Technology & Equipment Review Mtg w/ N. Haroff: January 23, 2015 – JRS

Mtg w/ LBC: Chair, M. MacAuslan re FF&E process: January 26, 2015 – JRS

Construction Mtg w/ G. Marles, M. McGovern, D. Reed, B. Hilfrank & M. Packard: January 28, 2015 – JRS

Old Business Concerns:

New Business Concerns:

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**Comparison of FY2015 and FY2015 Circulation  
January 2015**

	July	August	September	October	November	December	January	February	March	April	May	June	Total	YTD
Adult (FY2014)	6893	6636	5743	5652	5383	5844	<b>6338</b>	5669	6132	5757	5891	5520	<b>71458</b>	<b>42489</b>
Adult (FY2015)	6351	5697	5386	5561	5145	5773	<b>3972</b>	0	0	0	0	0	<b>37885</b>	<b>37885</b>
# Difference	-542	-939	-357	-91	-238	-71	<b>-2366</b>	-5669	-6132	-5757	-5891	-5520	<b>-33573</b>	<b>-4604</b>
% Difference	-7.86%	-14.15%	-6.22%	-1.61%	-4.42%	-1.21%	<b>-37.33%</b>	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	<b>-46.98%</b>	<b>-10.84%</b>
YA (FY2014)	905	920	543	596	581	497	<b>537</b>	587	514	509	596	641	<b>7426</b>	<b>4579</b>
YA (FY2015)	839	709	540	545	527	595	<b>371</b>	0	0	0	0	0	<b>4126</b>	<b>4126</b>
# Difference	-66	-211	-3	-51	-54	98	<b>-166</b>	-587	-514	-509	-596	-641	<b>-3300</b>	<b>-453</b>
% Difference	-7.29%	-22.93%	-0.55%	-8.56%	-9.29%	19.72%	<b>-30.91%</b>	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	<b>-44.44%</b>	<b>-9.89%</b>
Children (FY2014)	7159	6091	5100	5187	4904	4177	<b>5219</b>	5210	5473	5285	5222	5808	<b>64835</b>	<b>37837</b>
Children (FY2015)	6765	5822	5232	4961	4543	4491	<b>3469</b>	0	0	0	0	0	<b>35283</b>	<b>35283</b>
# Difference	-394	-269	132	-226	-361	314	<b>-1750</b>	-5210	-5473	-5285	-5222	-5808	<b>-29552</b>	<b>-2554</b>
% Difference	-5.50%	-4.42%	2.59%	-4.36%	-7.36%	7.52%	<b>-33.53%</b>	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	<b>-45.58%</b>	<b>-6.75%</b>
Monthly Total (FY2014)	14957	13647	11386	11435	10868	10518	<b>12094</b>	11466	12119	11551	11709	11969	<b>143719</b>	<b>84905</b>
Monthly Total (FY2015)	13955	12228	11158	11067	10215	10859	<b>7812</b>	0	0	0	0	0	<b>77294</b>	<b>77294</b>
# Difference	-1002	-1419	-228	-368	-653	341	<b>-4282</b>	-11466	-12119	-11551	-11709	-11969	<b>-66425</b>	<b>-7611</b>
% Difference	-6.70%	-10.40%	-2.00%	-3.22%	-6.01%	3.24%	<b>-35.41%</b>	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	<b>-46.22%</b>	<b>-8.96%</b>

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TML Circulation Graph

