

**Meeting date:** Wednesday, December 2, 2015

**Location:** Canyon Meeting Room, Main Library, 1001 Arapahoe Avenue

**Meeting start time:** 6:00 p.m.

1. Approval of agenda
2. Public comment
3. Consent agenda
  - a. Approval of November 4, 2015 minutes (p. 4/7)
4. Presentation: Update and discussion of Boulder Civic Area parking plan – Molly Winter, Executive Director of Community Vitality; Bill Cowern, Acting Traffic Engineer; and Kathleen Bracke, GO Boulder Manager (p.)
5. Finalize the 2016 Library Commission priorities and annual letter to City Council (p. 8/ : )
6. Finalize the commission candidate application questions (p. ; /32)
7. Library Master Plan update (p. 33/35)
8. Library Commission update (p. 36/39)
  - a. Future agenda items – See calendar
  - b. Boulder Library Foundation update
  - c. Question of having private, armed security officers at BPL
  - d. Update on patron email responses from the Library Commission
9. Library and Arts Director’s Report (p. 3: /45)
  - a. Update on 2<sup>nd</sup> Adjustment to 2015 Base budget
  - b. Q3 Library use statistics report
10. Adjournment

2015 Library Commissioners

Paul Sutter, Chair

Donna O’Brien

Joni Teter

Alicia Gibb

Tim O’Shea

**CITY OF BOULDER  
BOULDER, COLORADO  
BOARDS AND COMMISSIONS MEETING  
MINUTES**

<b>Name of Board/ Commission:</b> Library Commission	
<b>Date of Meeting:</b> November 4, 2015 at the Main Boulder Public Library, 1001 Arapahoe Ave.	
<b>Contact Information Preparing Summary:</b> Jennifer Bray, 303-441-4160	
<b>Commission Members Present:</b> Paul Sutter, Joni Teter, Donna O'Brien, Alicia Gibb, and Tim O'Shea	
<p><b>Library staff present:</b> David Farnan, Director of Library &amp; Arts Jennifer Phares, Deputy Library Director</p> <p><b>City staff present:</b> Greg Guibert, Chief Resilience Officer Jennifer Bray, Communication Specialist III</p> <p><b>Public present:</b> Nikki McCord Dick Shahan Joel Koenig</p>	
<b>Type of Meeting:</b> Regular	
<b>Agenda Item 1: Call to Order and Approval of Agenda</b>	<b>[6:00 p.m., 00 Audio min]</b>
The meeting was called to order at 6:00 p.m.	
<b>Agenda Item 2: Public Participation</b>	<b>[6:00:40 p.m., 00:40 Audio min]</b>
<p>Dick Shahan stated that the library staff enjoyed the All Staff Day, very happy with whole thing. Nov. 21 is his last day working at BPL before retirement, and he invited library commissioners to attend the celebration on Nov. 19, from 2-3:30 p.m at the Main Library.</p> <p>Nikki McCord: On Oct. 27, 2015, she attended a Small Business Development Center event here at the Main Library, saw the security officer with a gun and was uncomfortable that he had a gun. She does not feel safe around anyone with a gun, and cited recent incidents of unarmed, black people being killed unnecessarily. She suggested the Library Commission should consider changing rules around gun carrying, and reconsider contract with security firm if they insist on having a firearm. She stated that she will not be using the Main Library while the security officers are carrying firearms. She also asked why NoBo Corner Library does not accept cash payments for fines or fees, and as she will be using that library in the future, asked that this be changed. She asked to be informed when BPL and Library Commission will be discussing the firearms issue and the fee payment issue at NoBo.</p>	
<b>Agenda Item 3: Consent Agenda</b>	<b>[6:05:58 p.m., 05:58 Audio min]</b>
<b>Item 3A, Approval of Oct. 7, 2015 meeting minutes (p. 3)</b>	
Teter sent in a clarification for Item 12D, page 6. Teter motioned to approve the minutes with the recommended changes. O'Brien seconded. Approved with 5-0 vote.	
<b>Agenda Item 4: Conversation with Greg Guibert, City of Boulder Chief Resilience Officer</b>	
<b>[6:07:08 p.m., 07:08 Audio min]</b>	
Guibert presentation about the City of Boulder's efforts around resiliency, and the 100 Resilient Cities program of the Rockefeller Foundation, of which Boulder is a participant. Any questions?	
<b>Commission discussion, questions, and comments included:</b>	
<ul style="list-style-type: none"> <li>▪ O'Brien: Loves the scientific research about a gene for resiliency in humans. Is there data on why a city might be resilient, or characteristics? Guibert: There are, and a lot of this is brand new, but a lot comes down to social networks. There are 7 identified attributes of resilience, which he'll send to Library Commission.</li> <li>▪ Gibb: Is there a branding or logo for a Resilient City? Resiliency "certification" of a sort. Guibert: designing a resilience matrix. Some kind of measure of how resilient a city is.</li> </ul>	

- O'Shea: In what ways do you think the library could be central to some of these conversations? Guibert: align with other city priorities like affordable housing or climate change. Might be able to have a climate change conversation here at the library or somewhere.
- Teter: Interacting with the arts, connecting these issues across the globe and seeing similarities. Possibly including the concept of resilience in the next Jaipur Literature Festival or in other forums with the library. International festival, also records all of its sessions and posts them online. Guibert: only city to have engaged youth so far with Growing Up Boulder; as well as using art to convey concept of resilience.

**Agenda Item 5: Discussion of 2016 Library Commission priorities and annual letter to City Council**  
[6:32 p.m., Audio 32:06 min]

**Commission discussion, questions, and comments included:**

- Teter had sent an email to Farnan with suggestions for changes for the language around the Jaipur Literature Festival, including about programming and event planning in the Civic Area. Events Department to help assist with events like the JLF.
- Gibb asking about funding or marketing budget for the library – concept of events department. So that BPL is not stuck as main programming entity for the Civic Area.
- Gibb stated we probably don't need to worry about including the actual six questions in the letter itself but possibly referring to them occasionally as needed.
- Gibb: Suggesting that BPL needs a marketing budget, similar to Parks & Recreation.
- Gibb: Include some numbers to show the growth in use of BPL programs, like STEAM programs, Jaipur Literature Festival, Makerspace fundraiser event and programs, storytime attendance, new library cardholders are up 25%, etc. Teter: BoulderReads numbers. O'Shea: Number of new cardholders is noteworthy.
- Teter: BPL serving as a community forum and a place for civic dialogue. General marketing and outreach about the library and all of the ways to use.
- Sutter: I'm hearing marketing and outreach, events coordination and planning, adding collections, any other thoughts? Highlight things that are really new this year. Keep it to two pages maximum.

**Agenda Item 6: Library and Arts Director's Report:** [6:52 p.m., Audio 52:38 min]

**Discussion of Boulder Civic Area parking plan proposed changes to time limits and fees for the Library (Arapahoe Ave.) and Municipal (Canyon Blvd.) lots**

Sutter mentioned the questions 2, 3, 4 in the director's report memo. Farnan stated that it's hard to know if any amount of time would be enough to get the word out about these changes, as people tend to not pay attention to change until they see the impact on them immediately. Impact on library staff, as public tends to think of the Arapahoe parking lot as the library lot. What is really changing here?

O'Brien: Questions about 24-hour period (specific time period, banking the 90 minutes throughout a day?) and not being able to use the lots a few times over two days.

Teter: What are we trying to manage exactly; and do we truly understand the usage of the library?

Sutter: When you park, are you automatically using your 90 free minutes, or can you use the paid time first and save your free 90 minutes? What about moving among different Civic Area lots within one day?

O'Shea: Will the parking here in Civic Area lots mesh with the other downtown parking meters, as far as using the pay parking display tickets downtown, and then moving over to the Civic Area lots?

Gibb: Does the public know specifically what the "Civic Area" is – as far as boundaries? And where that differentiates from the downtown, other type of managed parking? Need very clear, very good signage. Thinks the parking signs up on campus are not clear.

O'Brien: Concern about civil liberties issues with entering license plate information.

O'Shea: Any possibility of having the library validate parking for library programs? Farnan: don't have capacity.

Sutter: City employees can park all day, so that's different from everyone else in the Civic Area lots. Could the library get more employee passes for longer stays at the library? Farnan: Yes, we would need to purchase them.

Teter: System not the same for everyone with this difference between general public and city employees, also challenging differences of using the 3-hour time limit in different small chunks. Seems like a disincentive for people to use the Civic Area. What are we trying to do here, exactly? The more I hear about this, the more concerns I have.

Farnan: Trying to create turnover. Parking lot does not work well the way it is. One of the goals is to reduce city employee parking in the Civic Area by 10%, and there are some pilot programs underway to incentivize employees to not park in the Civic Area.

O'Brien: When there's something like JLF, will there be a parking pay holiday?  
 Teter: Or at least doing away with the limit on 3 hours of parking in the Civic Area during those festivals? The time limit is the thing I'm worried the most about.  
 O'Brien: How long is STEAM Saturdays? Farnan: Ranges from 2-4 hours.  
 Sutter: I'm concerned about the multiple trips in one day to the library. Only being allowed to park once per day will be a huge headache for all of us, no matter if you were only here for 5 minutes the first time. Need to make sure that if we accept the 3-hour time limit per day, then it should allow multiple trips to make up that 3 full hours of parking per 24-hour period. If we as a commission urge for free Saturday parking, then that may address a lot of our concerns.  
 Gibb: Did the parking study look at Saturdays? Farnan: There were some Saturdays, but we didn't look at the different days very specifically or closely.  
 Teter: We need specific dates for this new parking program to be assessed and evaluated with data, like April or May or June. How many people are using, how many complaints we've had, etc. And how the makerspace will be affected?  
 Gibb: Makerspace users might be here for 6-8 hours, so that could impact the parking time limits as well. Hard to know for sure just yet, but it may become an issue as the Makerspace opens in January. Farnan: There is a city parking structure for longer-term parking next to the St. Julien.  
 Teter: Signage seems like it will need to be really detailed and long to explain all of these options for time of stay.  
 O'Shea: Clearly we have questions, including this does not seem an adequate amount of time to inform the public about these changes. Farnan: Plan is to have ambassadors in the parking lots, signage, handouts, talking points, hopefully a few articles in the Daily Camera.  
 O'Shea: Would it be possible to alert people via the mobile app to notify them their parking time is about to run out? Parking Services does offer a mobile app that does this and we should make sure library patrons know about it.  
 Teter: Questions about the grace period/education period. Farnan answered about the 45-day public education period and ambassadors in the lots, and there will be warnings, however repeat offenders would receive a ticket.  
 O'Shea: New parking system begins about the same time that we begin our new theater program with DBI in the Canyon Theater. Farnan: The time for those film showings should make parking available for those patrons, as well as the parking structure options.  
 Sutter: Concerns about the specific mechanics about how this will work (3 hours gets parsed, what's the 24 hour period, can you park multiple times within the Civic Area within 24 hours, etc.); would like to push for free Saturdays; really want to look at a six-month or so evaluation period with data (are their seasonal usage changes around parking?); must have clear signage; problems with events parking for larger events and longer stays at library; rollout – time period for rollout has not been sufficient, parity with the rest of downtown makes sense to make it easier for the public to understand.  
 Teter: Price is not the problem, it's the complexity.  
 O'Brien: Will any of the signage also be in Spanish?  
 Teter: Is Parking Services at all talking about not keeping Saturdays free in the parking structures in the future?  
 Sutter: Will attempt to craft all of these concerns into one email to BPL-Comm email. For David Farnan to pass along to city staff.  
 Farnan: Parking Services and other city staff will come to the December 2 meeting to discuss this program with you, and answer questions, etc.  
 Teter: Worth being proactive in the library newsletter and social media? Farnan: Yes, we should.  
 Sutter: We'll have another shot at this at our meeting in December, but this is happening really quickly so it's important to share our concerns.

**Agenda item 7: Review commission candidate application questions [7:42 p.m., Audio 1:42:15 min]**

Sutter: Teter had suggestions in her email, but what do others think? O'Brien suggested dropping number 6. Sutter: Let's go through each one. Number one: strip it down a bit. Change number 2 to: "What is your experience with Boulder Public Library and why do you want to serve on this commission?" Change number 3 to be about how you worked on an advisory commission or board. Number 4 seemed okay but trying to make clearer about what is being asked. Number 5, just take out the renovation and leave in the reinventing piece. Or "What are your thoughts about libraries in the 21<sup>st</sup> century?" Teter: suggest keeping idea of some constraints, but not saying "constrained revenues" exactly. Tradeoffs. Use question 7 to add in thoughts of tradeoffs or a specific issue such as digital versus print books? Number 7 and number 8 are good questions, but Gibb wonders what populations we're trying to reach in the term "diverse populations"? Gibb will create a new draft and send to commissioners, for review at the December meeting.

**Agenda Item 8: Library Master Plan update [7:58 p.m., Audio 1:58:28 min]**

Received no proposals from Request For Proposals; staff will re-do the RFP and will evaluate sending out to allow consultants to bid on pieces of the RFP. Also reaching out to certain firms that do this kind of work. Will push our

timeline back about a month. O'Brien asked if any library commissioners would be able to participate in interviews for the consultant. Phares responded that they would.

**Agenda Item 9: Library Commission update**

**[8:00 p.m., Audio 2:12:38 min]**

- a. Future agenda items – See calendar. O'Brien's last meeting as commissioner is January. Civic Area parking in December. Revised meeting room policy to December meeting.
- b. Library Commissioner job description. Reports to City Council. Can we forward this to the city clerk along with the questions for the candidates, so that they can be included as candidates apply and understand more clearly what they are applying for. Teter moved accepting the job description, O'Shea seconded, approved 5-0.
- c. Boulder Library Foundation update – Boulder Library Foundation / Makerspace fundraiser was a rousing success, met all of our goals, and even made money. A few donation checks received that night. Soft benefits of connections, etc. were made as well. The speaker was wonderful. It was a lot of work, but it was definitely worth it. Next year, do 4-6 smaller events. Also want to launch a "Friends of the Library Foundation" type of organization. Foundation also voted to hire a part-time staff person on a one-time contract position.
- d. Update on patron email responses from the Library Commission. No discussion.

**Agenda Item 10: Third quarter library website statistics**

**[8:10 p.m., Audio 2:10:10 min]**

Farnan went through them briefly. Some were mixed that he has questions about, but no answers. No questions.

**Agenda Item 11: Adjournment**

**[8:12 p.m., Audio 2:12:38 min]**

There being no further business to come before the commission at this time, the meeting was adjourned at 9:03 p.m.

**Date, Time, and Location of Next Meeting:**

The next Library Commission meeting will be at 6:00 p.m. on Weds., December 2, 2015, in the Canyon Meeting Room at the Main Library, 1001 Arapahoe Ave., Boulder, CO 80302.

## **Library Commission Priorities/Letter to City Council**

\* I have made some revisions to the letter to City Council based upon our discussion at the November Library Commission meeting. Please review carefully, as we will need to finalize the letter at the December meeting. I also decided that it would be easiest if this document addressed the questions put to us by City Council rather than answering them separately, so please have a look at this revision with an eye towards answering Council questions as appropriate.

**To:** Boulder City Council  
**Cc:** Jane Brautigam, Boulder City Manager  
**From:** Boulder Library Commission  
**Subject:** Annual Letter to City Council  
**Date:**

Boulder Public Library (BPL) had a remarkable year in 2015, and the Library Commission is proud of the part it has played in furthering these accomplishments. Some highlights include:

- The completion of the **Main Library renovation** and the opening of **Seeds Café**, which have brought renewed vitality to the Main Branch;
- The creation of a new **Maker Space** in the Main Library, scheduled to open to the public in early 2016;
- Voter approval of **changes to the City Charter** that define the roles and powers of the Library Commission as an advisory body, and the crafting of a revised **Library Commission job description (attached)** that might serve as a model for other boards and commissions;
- The initiation of the **BPL Master Plan update**;
- The creation of several new **library policies** and important revisions to many others;
- The **expansion of hours** at the Reynolds and Meadows Branches, and the constriction of public hours at the Carnegie Branch to free up staff time to process and digitize historical collections;
- A much-needed increase in **BPL's collections budget**;
- The launching of **BPL's new website discovery layer**;
- Record-breaking participation in the **Summer Reading Program** (registrations increased 88% over last year); **Story Times** (attendance up 30% from 2014); and **Boulder Reads** (adult literacy tutoring sessions increased 20%);
- The creation of important new programs and partnerships, including:
  - **Jaipur Literature Festival** – This American adjunct to the world's largest free literature festival in Jaipur, India brought and estimated 8,000-10,000 people into the Main Library for a full weekend of events with a remarkable array of local, national, and international authors and musicians. We sincerely hope that "JLF Boulder" will continue to be an annual event at BPL, and we look forward to continuing to work in partnership with the JLF team to establish Boulder as JLF's American home.
  - **STEAM programming** – These hugely successful programs for children, which focus on science, technology, engineering, art, and mathematics, have brought thousands of children and their parents into the library. There have been 2,100 participants since January in STEAM Saturdays alone (STEAM Saturdays make up 25% of STEAM programming).

- **Cinema Program** – the creation of a weekend arts cinema program in partnership with Downtown Boulder Inc., which will launch in early 2016.
- **Farmer’s Market** – The opening of Seeds Café begins and what we hope will be a robust partnership with the Boulder Farmer’s Market to support and educate the community about local and sustainable foods.
- **Small Business Development Center (SBDC)** – the relocation of the SBDC and its many services to the Main Library.

We would also like to recognize and express our appreciation for the **Boulder Library Foundation (BLF)**, on which two Library Commissioners serve. BLF had a landmark year both in terms of its sustaining contributions to BPL programming (including major contributions to the Jaipur Literature Festival and the new Maker Space as well as its on-going contributions to programs like Boulder Reads) and in terms of its efforts to become an even more robust organization and source of support for BPL programming.

Building upon past successes and considering the goals of BPL leadership, the Library Commission has set the following priorities for 2016:

- 1) **Master Plan** – As BPL embarks upon its multi-year Master Plan update process, the Library Commission’s top priority will be to work with Library staff and the community to make sure that BPL meets the diverse needs of the Boulder community while striving to be an innovative and state-of-the-art public library. We are particularly interested in exploring the relationship between continued growth in the Boulder Valley and the need to enhance library collections, programs, and perhaps even facilities – including assessing whether a full-scale branch is warranted in North Boulder and whether the NoBo Corner Library might serve as a model for other underserved parts of the city such as Gunbarrel. Many of our other priorities nest neatly within this master plan process.
- 2) **Marketing and Outreach** – Following upon BPL’s many recent achievements, and taking advantage of this post-renovation moment, the Library Commission is committed to supporting BPL in its vital marketing and outreach efforts, and to developing its own outreach strategy that includes a Library Commission presentation about BPL that we can bring to the community. Our major marketing and outreach goal will be to bring those members of the Boulder community who do not regularly use the public library – the underserved or the differently served – into the Library as users of BPL materials and services. The Master Plan process will itself be a great opportunity to market BPL, but BPL would also greatly benefit from a more substantial marketing and outreach budget, especially in view of added programming.
- 3) **Platform and Forum** - Last year one of our priorities was to support and enhance the many ways in which BPL functions as a *community platform* through partnerships, programming, and the utilization of the library’s physical and digital spaces for community purposes. We will continue to support that priority this year by nurturing and assessing partnerships, by building robust programming in cooperation with library staff, and by supporting the Boulder Library Foundation’s fundraising and programming missions. In addition, we will encourage the reinvention of BPL as a *community forum*, a place where Boulder residents can come together to discuss critical issues facing the community, the nation, and the world – including many of the City Council’s major priorities.
- 4) **Collections** – Boulder Public Library still lags behind many of its peers in terms of the amount it spends on collections, and we believe that Boulder library patrons experience this as one of BPL’s flaws and a major source of frustration. As a result, we will work

with Library staff and city officials to improve BPL's collections in ways that both meet patron demands and maintain the breadth of resources vital to BPL's mission.

- 5) **Civic Area Process** – Finally, and again continuing a priority from 2014, we will participate in the larger Civic Area Planning process while advocating for the Library's role as a “bookend” in the redesigned Civic Area. The Library's contribution to activating the redesigned Civic Area will come in two ways: through extending library programming into Civic Area spaces, and through co-sponsoring cultural and arts programming with community partners. One of the lessons we learned through the library's sponsorship of the first Jaipur Literature Festival is that effective programming of cultural events will require that the City be much more active in event planning and execution, involvement that will have both staffing and budgetary impacts. We suggest that the 2016 Council workplan include analysis and discussion of several different business models for how programming and event planning in the Civic Area might be staffed and funded (e.g., private/public partnerships; creating an “events department” staffed by City employees; funding generated through activities held in the Civic Area; funding through the general fund).

Beyond these targeted priorities, the Library commission also plans to revise its **By-Laws** in 2016.

The Library Commission would also like to thank the City Council (AND CITY MANAGER?) for making additional police resources available last winter to improve safety and help eliminate disruptive and illegal behavior within the Main Branch. Library staff and patrons noticed an appreciable difference as a result of additional police patrols, and they praised the professionalism of the members of the Boulder Police Department who provided these additional patrols. We hope that City Council will continue to provide such additional police resources as necessary.

Finally, City Council should know that the Library Commission will have **two vacancies** to fill in 2016. Donna O'Brien will be leaving the Commission after a full five years of service, and Paul Sutter, whose term would have ended in March 2017, will have to resign, as he and his family will be living in Germany from July-December 2016. His last meeting will be June 2016.

**City Council's Questions for Board and Commissions for 2015:**

Dear Board and Commission Members,

In preparation for the annual retreat on January 22 and 23, 2016, Council invites each board and commission to provide feedback to the following questions. Your responses should reflect the consensus of your board or commission, rather than individual views. Please submit your replies to Lynnette Beck at [beckl@bouldercolorado.gov](mailto:beckl@bouldercolorado.gov) no later than Monday, December 21, 2015.

1. What are your top priorities within the framework of the council work plan adopted at the last city council retreat?
2. What would you like to see done that would further advance the council goals?
3. How can your board or commission specifically help reach the council goals?
4. Are there city policies that need to be addressed that would enable your board or commission to function at a higher level?
5. Are there other items that council should address in the coming year?
6. Are there other priorities outside of the council goals that your board or commission would like to address in the coming year?

Thank you for providing this important information for Council's consideration.

Best regards,

*Lynnette*

Lynnette Beck, Boulder City Clerk  
(Incoming)  
1777 Broadway - Boulder, Colorado  
80302  
[BeckL@bouldercolorado.gov](mailto:BeckL@bouldercolorado.gov)



### **3. 2016 Library Commission Application Questions**

**Based upon our discussion at the November Library Commission meeting, Alicia drafted a new set of questions. Please review and come to the meeting with any final suggestions for revisions.**

1. Why do you want to serve on the library commission?
2. What qualifications, skill sets and relevant experiences related to advising or decision-making do you have for this position?
3. Describe an experience where you have worked to develop consensus in an advisory or decision-making role.
4. As many libraries are reinventing themselves, what are your ideas to innovate and improve library services, material access, programs, and culture for the 21<sup>st</sup> century?
5. How will you manage the public's priorities for the library with the tradeoffs of budget, operational, technological and physical constraints?
6. Provide some specific suggestions that would improve the library's service to diverse populations.
7. Do you have any conflicts of interest with the Boulder Public Library or the Library Commission?

**To:** Boulder Public Library Commission

**From:** David Farnan, Library and Arts Director  
Jennifer Phares, Deputy Library Director

**Date:** November 27, 2015

**Subject:** Library Master Plan Project Update Memo

**Background:**

The Library Master Plan Request for Proposal (RFP) was issued Monday, Oct. 19, 2015. No proposals were received by the deadline on Monday, Nov. 2, 2015.

**Reissuing the RFP:**

In order to attract submittals from consultants, library staff has revised the RFP to allow respondents to submit proposals that address any of the project components or the entire project. The revised RFP is tentatively scheduled to be issued on Friday, Dec. 4, 2015.

The RFP will be posted on Rocky Mountain Bidnet and will be sent directly to consultant firms that specialize in libraries and/or the specific project components. Library staff will also work with the City of Boulder Purchasing Department to select a wider range of commodity groups to post the RFP to on the Rocky Mountain Bidnet. Proposals will be due Monday, Dec. 21, 2015.

**Master plan project timeline:**

The library master plan update is organized into seven phases.

1. Scope and process (This will now be staff-lead.)
2. Background research, needs assessment, community engagement, issue identification and goal identification
3. Mission and vision statement and guiding principles for decision making review and update, and review of stakeholder input
4. Community engagement/feedback
5. Financial analysis and performance measures/standards development
6. Draft plan - Synthesis of information, development of action plan - priorities recommendations, implementation strategies
7. Final plan and adoption

Please refer to Boulder Public Library (BPL) Master Plan Process Overview and Timeline (**Attachment A**) for details about the seven phases of the project.

Table 1 shows preliminary dates for project milestones for Phase 1 (scope and process). Specific dates and the sequence are subject to change as the project progresses. Items shaded in blue are formal opportunities for Library Commission review and input.

**Table 1.** Overview of key dates for the Scope and Process phase

<b>Scope and Process</b>		
<input checked="" type="checkbox"/>	December 2, 2015	<b>Library Commission meeting:</b> Plan for second round of Request for Proposals (RFP)
<input type="checkbox"/>	December 4-21, 2015	Issue second RFP for consultant services
<input type="checkbox"/>	January 6, 2016	<b>Library Commission meeting:</b> Project update
<input type="checkbox"/>	January 8-29, 2016	Final selection of consultant and contract negotiation
<b>Issue Identification, Research, and Goal Development</b>		
<input type="checkbox"/>	February 8, 2016	Project start date
<input type="checkbox"/>	February 2016	Develop work plan and refine the objectives for community engagement activities development. Establish Master Plan Steering Committee and identify stakeholders.
<input type="checkbox"/>	February 3, 2016	<b>Library Commission meeting:</b> Review draft objectives for community engagement activities and overall project work plan

**Question for the Library Commission:**

Do the commissioners have any questions or comments about the revised schedule?

**Attachment A. Boulder Public Library Master Plan Process Overview & Timeline (updated 11/18/2015)**

Scope & Process	Background Research, Needs Assessment, Community Engagement, Issues and Goal Identification	Mission Review, and Community engagement (Stakeholder Input)	Community Engagement /Feedback	Financial Analysis / Performance Measures/Standards Development	Draft Plan: Synthesis of information Action Plan and Strategy – Priorities	Final Plan & Adoption
<ul style="list-style-type: none"> <li>✓ Research on planning methods</li> <li>✓ Library Commission discussions and retreat</li> <li>✓ Determine scope of community engagement and needs assessment</li> <li>✓ Project scope and preliminary schedule for project milestones</li> <li>✓ RFP process for consultant and graphic design</li> <li>- Second RFP process for consultant and graphic design</li> <li>- Master Plan project website</li> </ul>	<ul style="list-style-type: none"> <li>- Establish Staff Technical Advisory Group and Master Plan Steering Committee</li> <li>- Consultant/staff develop work plan</li> <li>- Research on future of libraries, trends, standards, service delivery options</li> <li>- Outreach, education, and engagement</li> <li>- Conduct patron surveys</li> <li>- Conduct public forums/ focus groups</li> <li>- Master Plan Steering Committee discussions</li> <li>- Library Commission discussions</li> <li>- Establish staff working groups</li> <li>- Needs assessment and trends report</li> </ul>	<ul style="list-style-type: none"> <li>- Identify stakeholders and gather input</li> <li>- Master Plan Steering Committee – review/update of mission and vision statements, guiding principles for decision making, and survey /focus group input</li> <li>- Library Commission review/update of mission and vision statements, guiding principles for decision making, and survey /focus group input</li> <li>- Technical Advisory Group - review/update of mission and vision statements, guiding principles for decision making, and survey /focus group input</li> </ul>	<ul style="list-style-type: none"> <li>- Open houses</li> <li>- Public forums</li> </ul>	<ul style="list-style-type: none"> <li>- Standards &amp; Performance Measures development</li> <li>- Development of service delivery options</li> <li>- Library Commission discussions</li> <li>- Master Plan Steering Committee – review focus group issues</li> <li>- Input and review by city Master Plan Review Committee</li> <li>- Planning Board update</li> <li>- City Council Study Session</li> </ul>	<ul style="list-style-type: none"> <li>- Master Plan Steering Committee</li> <li>- Library Commission</li> <li>- City Master Plan Review Committee</li> <li>- Public forum</li> <li>- Planning Board update</li> <li>- City Council Study Session</li> </ul>	<ul style="list-style-type: none"> <li>- Library Commission review &amp; adoption</li> <li>- Planning Board review &amp; recommendation</li> <li>- City Council review &amp; acceptance</li> <li>- 2018 Budget process (Q1 –Feb)</li> <li>- Submit capital projects to Planning Dept. for Capital Improvement Program (CIP) (Q2-April)</li> <li>- Budget review of CIP projects (Q2 - May)</li> </ul>
<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Planning process</li> <li>- Scope</li> <li>- Preliminary schedule</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Planning focus areas</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Key assumptions / themes</li> <li>- Revised mission, vision and guiding principles</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Summary of major themes from input</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Draft goals, strategies, service delivery options</li> <li>- Financial analysis report</li> <li>- Standards &amp; performance indicators summary</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Draft plan</li> </ul>	<p><b>Key Outcomes:</b></p> <ul style="list-style-type: none"> <li>- Approved plan</li> </ul>
<p>July 2015 – Jan. 2016</p>	<p>February –April 2016 May 2016 (community engagement begins)</p>	<p>May 2016</p>	<p>Begin May 2016</p>	<p>March – June 2016</p>	<p>2017</p>	<p>January-May 2017</p>

**Meeting Date: December 2, 2015**

<b>Date/Location</b>	<b>Agenda Items</b>	<b>Visitors</b>
<b>December 2 Canyon Meeting Room</b>	<ol style="list-style-type: none"> <li>1. Finalize annual letter to City Council about Commission Priorities and Goals</li> <li>2. Approve final Library Commission application questions</li> <li>3. Budget: outcome of 2nd ATB</li> <li>4. Master Plan Update</li> <li>5. Parking in Civic Area Discussion</li> <li>6. 3<sup>rd</sup> Quarter Use Statistics</li> </ol>	Molly Winter, Bill Cowern, and Kathleen Bracke
<b>January 6 Canyon Meeting Room</b>	<ol style="list-style-type: none"> <li>1. Civic Area Master Plan presentation</li> <li>2. Master Plan: Project Update</li> <li>3. Review Orientation Handbook for new commissioner</li> <li>4. Armed Security Guard Discussion</li> <li>5. Review Bi-annual statistics</li> <li>6. Thank you to departing commissioner</li> <li>7. Maker Space User Policy/Form</li> </ol>	Lindsay Parsons
<b>February 3 Carnegie Branch</b>	<ol style="list-style-type: none"> <li>1. Master Plan Update: Review Objectives for community engagement activities and work plan</li> <li>2. Human Services Strategic Plan presentation</li> <li>3. Human Services Homeless update</li> <li>4. By Laws Review and Discussion</li> <li>5. Boulder Valley Comprehensive Plan presentation</li> </ol>	Todd Jorgensen and Wendy Schwartz (Human Services)  BVCP – City staff
<b>March 2 Canyon Meeting Room</b>	<ol style="list-style-type: none"> <li>1. Master Plan Update</li> <li>2. SBDC Presentation</li> <li>3. Budget: review first round of ATB</li> <li>4. Revised Meeting Room Policy</li> <li>5. Discussion of the Collection</li> </ol>	SBDC Rep  Laura Hankins
<b>April 6 Canyon Meeting Room</b>	<ol style="list-style-type: none"> <li>1. Swear in new commissioner(s)</li> <li>2. Elect new officers and BLF members</li> <li>3. Take commission photo</li> <li>4. Receive reports on Foundation grants</li> <li>5. Parks and Recreation discussion of spaces around BPL</li> <li>6. Master Plan Update</li> </ol>	P&R Rep

**Interesting Upcoming Dates ([from ALA Website](#)):**

<b>November</b>	NaNoWriMo (National Novel Writing Month) Picture Book Month
<b>November 21</b>	International Games Day
<b>January 11</b>	American Library Association Youth Media Awards
<b>February 17</b>	Digital Learning Day
<b>March 6-12</b>	Teen Tech Week
<b>March 16</b>	Freedom of Information Day
<b>April</b>	School Library Month D.E.A.R. – Drop Everything and Read
<b>April 10-16</b>	National Library Week
<b>April 12</b>	National Library Workers' Day
<b>April 13</b>	National Bookmobile Day

### **1. BLF Update (verbal)**

### **2. Question of having armed private security officers at BPL**

At the November Library Commission meeting, a member of the public raised the question of whether it is necessary to have armed security guards at Boulder Public Library. Commission agreed that this was a question that merited further discussion, and so we are asking the Library Director/staff to provide us with a report at our January Commission meeting on the rationale for having armed security guards at BPL and what the other options for effective security might be.

### **3. Update on Emails to Library Commission**

Kyla Pearlman – 11/17

Commissioners and Directors -

As you consider making changes to library parking, please consider how those changes would affect families like ours.

As a family with three small children, we are fortunate enough to live near a bus stop and bike paths, that we would certainly use to get to the library, if we were able. Unfortunately, this is not possible for us, for at least a few more years. Here's why we have to drive a car if we go anywhere with more than one child.

RTD says I must collapse my stroller before boarding, which means that I would have to take my infant twins out of the stroller, set them down on the sidewalk, and let go of my toddler's hand, hoping he doesn't dart into traffic, in order to collapse my stroller. Then I would have to pick up both infants, grab my toddler's hand, and carry the stroller on board all at the same time. I have yet to figure out how to make this work.

We have a bike trailer that holds two children, not three.

When it's very cold, raining, or snowing, I hesitate to make my children wait for long periods at the bus stop, or ride in the bike trailer.

And this is all assuming that I don't need to carry anything else (like books) in addition to three children, diapers, wipes, bottles, etc.

My children love story time and we want to teach them the values of reading and public libraries. Further eliminating parking spaces for families like ours will create another barrier to our children being able to access the library and all it has to offer.

Please take families like ours into account when making decisions about parking, biking, and public transportation.

Kyla Pearlman

Kyla - Thanks very much for your email about this issue. Let me clarify a few things and let you know what we are doing on this.

First, this is not a Library Commission decision, or even a BPL decision - Parking Services has developed the plan you have been reading about, which is part of the larger Civic Area redesign process. We have already let Parking Services know about our concerns, including concerns about losing spaces; the Library Commission Vice-Chair and I are meeting with a Parking Services rep tomorrow to further lay out our concerns; and Parking Services will be presenting at the Library Commission's next public meeting on the evening of December 2 (which you are welcome to attend!). But the upshot is that while we can certainly raise objections to this plan, it's not our initiative or something we have direct power over. Parking Services controls the Library lot, not the Library.

Second, we see ample and accessible parking as critical to the success of BPL, and we share your concerns about any plans to reduce it. That will be part of our discussion with Parking Services. We know that families like yours are BPL's bread and butter, and we don't want to make it harder for you/them to visit the Library. In short, reducing parking is not part of our agenda.

Third, while we are concerned about the potential impacts of losing spaces, I think some of the proposed changes could actually be good for Library patrons. Right now the Library lot's three hours of free parking is an anomaly in the downtown/campus area, and it is being abused by people who park there for free but do not use the Library (those folks are supposed to pay but it's very difficult to enforce that). I don't know about you, but I have often had a hard time finding parking there as a result. We are hopeful that the parking management changes in all of the downtown Civic Area lots will increase turnover and eliminate abuse, which might increase space availability. Library patrons will also gain access to the lot on the north side of Boulder Creek at the Canyon entrance, which has to this point been used only by city employees. That is a good development, I think, though all spaces in the Civic Area will now be "shared," which means they will also be used by city employees.

Finally, we have been unhappy about the speed with which these changes are being made. We wish we had more time to think through their implications and to study their impacts on Library patrons, something we will be pushing for with Parking Services.

Thanks for your expression of concerns, which I'd urge you to share with City Council. We will certainly share them with those who are making these decisions.

Best,

Paul Sutter  
Chair, Library Commission

## DIRECTOR'S REPORT

DECEMBER 2015

### THIRD QUARTER REPORT

Our 3<sup>rd</sup> quarter report is in, and we are well on our way to a very good year across the board. I would like to highlight a few data points that stand out.

1. Well into our second year of service in NoBo, we can no longer chalk growth up to simply opening a new location. With a door count of well over 3000 visitors per month, this little library now accounts for roughly 3.7% of all library foot traffic. Pretty amazing achievement for a 500 square foot facility, open five days per week.
2. Our overall circulation remains steady. Compared with many other metro area libraries that have experienced decline [in some cases double digit decline], I see this as a positive sign.
3. The spike in new card holders after we reopened has leveled off somewhat. But we have still seen a 16% growth for the year over the previous year.
4. STEAM programming which did not exist in December 2014 has obviously filled a need in our community for youth. Combined STEAM programming is now our third largest program after Storytime, and Classes and Activities.
5. E-collections continue to grow in use. Our influx of funds during the first Adjustment to Base in 2015 clearly helped better position us for patrons who want e-books over the summer.

### CINEMA PROGRAM

We had good [if early] media coverage of the upcoming cinema program, Boulder Art Cinema, the week of November 23. The *Daily Camera* had a nice cover story, Channel 9 and Colorado Public Radio also covered the story. We are hopeful that the media interest is a precursor to community interest and we will have a successful launch. Our new projected start date for the Boulder Art Cinema is late January to mid-February of 2016. We are still experiencing a few hitches in the technical setup of the theater. But as of this writing, Aimee Schumm, our eServices manager, is now assuming the role of project lead for the installation of technical equipment. This fact brings me renewed confidence that we can bring it all in on time.

### RAINBOW ROWELL

Our first event in the Boulder Library Foundation-funded Author/Speaker Series came off very well. Rainbow Rowell was sold out or nearly sold out for the Canyon Theater. It was a great audience of predominantly younger, female attendees between ages 14-25. They were very excited to see Rainbow and enjoyed her book chat with great questions and raucous applause. We did a preview event at The Highland City Club which was also sold out. Rainbow was gracious to work with and spent time with all her fans. I want to commend the work of Eileen McCluskey and her staff: Erica Segreaves, Kathy Lane and Justin Veach as well as two or three volunteers and practicum students. They ran the event flawlessly. I am very optimistic about the future of this program and think we can do a lot with it to build excitement for the foundation and the library.

### Second Round of Adjustments to 2015 Base Budget ("Adjustment to Base")

The city's second Adjustment to Base (ATB) was presented to City Council for first reading on Nov. 17, 2015. This second ATB represents the city's, and the library's, final opportunity to adjust its 2015 base budget to accommodate changing operational needs that have surfaced throughout the 2015 fiscal year. A second reading and possible adoption will occur on Dec. 1, 2015 barring any council-directed changes. Council had no questions at first reading and it is anticipated that the proposed ATBs will be approved. The majority of the library's budget changes involve the appropriation of additional revenue that the library received in excess of original projections. Additional revenue that is not appropriated in the ATB process would normally fall to Library Fund

balance and be available for future use. However, the library is using these additional revenues to fund expenditures in the 2015 fiscal year and therefore needs to appropriate these amounts in this second ATB. These budget adjustments total \$303,694 of which \$301,194 is sourced from additional revenue and \$2,500 is sourced from Library Fund balance. The breakdown of budget adjustments with descriptions and intended uses are provided in the table below.

### 2015 Second Adjustment to Base

Title	Amount	Source	Description
Adjustment to Overdrive Fee Collection - MARC Records Cost Sharing	\$8,522	Additional Revenue	The Library has a cost-sharing arrangement with Loveland, Lafayette, Broomfield, Westminster, Louisville and Longmont for use of the Overdrive downloadable content service. These additional revenues offset additional costs of materials.
Bookshop Sales	\$15,780	Additional Revenue	Revenues from used books sales surpassed initial projections. The proceeds are used to supplement the library materials acquisition budget.
Carnegie Photos	\$3,357	Additional Revenue	In 2004, a service to provide scanning of historic photographs was implemented. Revenues from this service will be used to offset the cost of digitizing the photographic collections; equipment maintenance and replacement; and supplement the library materials acquisition budget.
Flatirons Consortium	\$70,379	Additional Revenue	Boulder, Broomfield and Louisville Public Libraries form the Front Range Consortium for the purposes of sharing the Integrated Library System (ILS). The ILS is maintained by the Boulder Public Library. These revenues represent the Broomfield and Louisville portions of the cost-sharing arrangement. The funds off set the costs of operating the system.
2015 State Grant	\$26,156	Additional Revenue	The Library was awarded the 2015 State Library Grant. These funds are to be used on materials acquisition.
Boulder Library Foundation Grant	\$150,000	Additional Revenue	Funding provided by the Boulder Library Foundation (BLF) to build-out and equip the Makers Space.
Early Literacy App	\$27,000	Additional Revenue	The Boulder Library Foundation (BLF) awarded the Library grant funding to partner with a local creative agency to create an app geared toward early literacy. Total cost of the app is \$50,000 and the Library is partnering with other Colorado libraries to raise the additional funds.
<b>Additional Revenue Subtotal</b>	<b>\$301,194</b>		
Early Literacy App	\$2,500	Fund Balance	This represents grant funds received from the BLF in 2014 that will supplement the early literacy app grant described immediately above.
<b>Fund Balance Subtotal</b>	<b>\$2,500</b>		
<b>Grand Total</b>	<b>\$303,694</b>		

The budget adjustments above differ from the draft ATB materials that were presented to the Library Commission at the Oct. 7, 2015 meeting because staff removed two proposed budget adjustments during the review process prior to submittal to City Council. First, staff removed a \$75,000 adjustment that was intended to cover the increased cost of the library's new custodial contract. The library opted to pursue a contract with a different vendor at a lower cost negating the need for any budget adjustment. Second, staff removed \$60,000 in up-front funding to cover the hiring of a part-time position that will serve as a liaison between the Library Department and Boulder Library Foundation. This position will be funded by the Boulder Library Foundation. The city's Central Budget Office requested that this appropriation be deferred until the first ATB in the second quarter of 2016. This delay in budget appropriation will not impact the library's ability to start the hiring process for this position.

## BPL Quarterly Performance 3<sup>rd</sup> Quarter Circulation and Collections

Jan. – Sept. year-to-date (YTD) circulation increased 1.3% over 2014

**Fig. 1 YTD Comparison 2014-2015**

Years	Cat&Location	Date		SUMS ARE RUNNING TOTALS YTD								% Chg 2014-2015
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
<b>2015</b>												
	Circulation	99,545	199,285	317,872	433,853	548,888	669,398	792,329	911,270	1,018,201	1.3%	
	Main	54,783	114,316	189,401	265,265	338,435	416,502	495,322	572,391	640,893	-1.6%	
	Reynolds	20,847	40,135	60,237	78,820	98,111	117,897	138,000	157,734	175,647	1.4%	
	Meadows	20,407	38,243	57,941	76,296	95,167	114,316	134,972	153,563	170,989	2.0%	
	NoBo	3,508	6,591	10,293	13,472	17,175	20,683	24,035	27,582	30,672	132.9%	

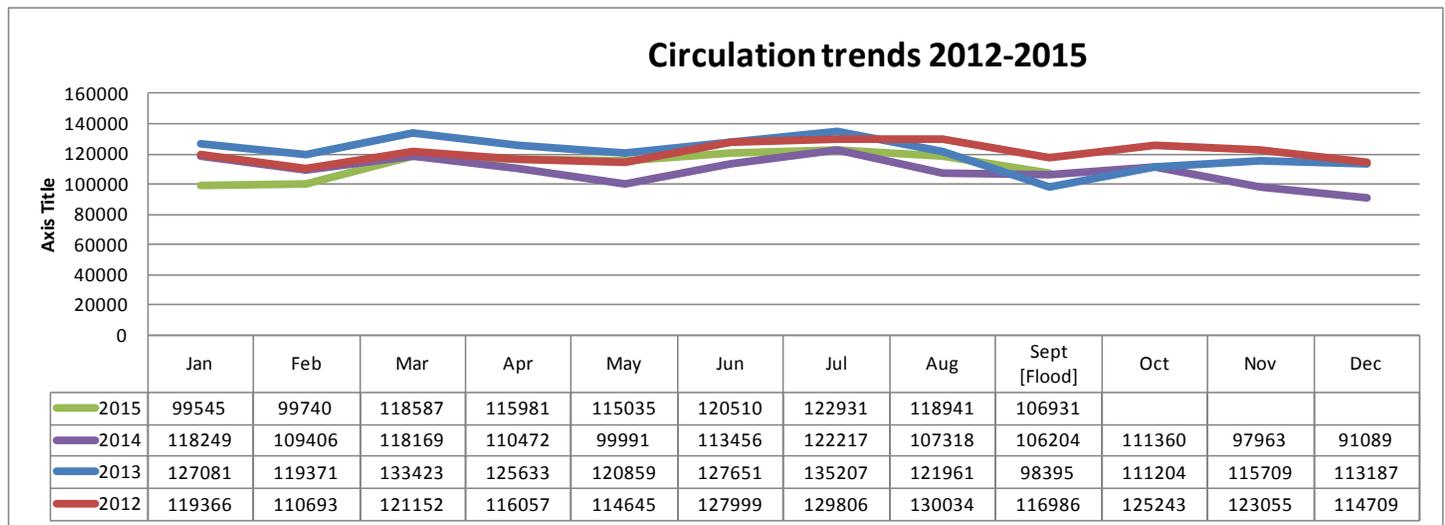
**Fig. 2 Prior month and Prior Year MTM comparison**

Month to Month circulation saw a drop from July to August as well as August to September, although increases from the prior year. September is a shorter month with a holiday, so is always less than August.

Month	Checkouts	Prior Checkouts		Percent Change	
		Prior Month	Prior Year	Prior Month	Prior Year
Jul	122931	120510	122227	2%	1%
Aug	118941	122931	107318	-3%	11%
Sept	106931	118941	106204	-10%	1%

**Fig. 3 Overall circulation trends 2012-2015.**

Compared to 3<sup>rd</sup> quarter circulation in 2012, 2015 is down just over 7%. 2012 is a year not impacted by flood or renovation.



### In Person Visits

Doors counts increased 9.8% YTD over last year and an increase of 2% from 2<sup>nd</sup> quarter 2015. Both Meadows and Reynolds show gains of over 11.2% and 11.9% respectively with NoBo continuing to see steady increases. The weekend of the Jaipur Festival brought record numbers to Main-- an average weekend in September is 2,500 visitors, and the Jaipur weekend exceeded 7,800—over 200% increase.

**Fig. 5 Door Counts YTD 2015 and percent change from 2014**

Years	Cat	Location	SUMS ARE RUNNING TOTALS YTD									% Chg 2014-2015
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
<b>2015</b>												
		Door Counts	61,314	128,486	219,927	307,912	411,922	487,888	579,076	656,218	742,993	9.8%
		Main	34,091	78,011	142,488	203,957	277,549	329,439	391,566	443,743	503,542	6.9%
		Reynolds	12,173	22,487	34,936	46,529	60,393	70,739	83,576	94,801	105,556	11.9%
		Meadows	11,458	21,211	31,752	43,626	56,375	66,856	79,638	89,833	102,430	11.2%
		NoBo	3,318	6,279	9,971	12,707	16,118	19,112	22,284	25,543	28,847	76.4%
		Carnegie	274	498	780	1,093	1,487	1,742	2,012	2,298	2,618	-19.7%

- Note: Carnegie reduced its open hours in early 2015

**Fig. 6 Average monthly visits based on 2015 YTD door counts.**

MAIN	GRB	MDWS	NoBo	Carnegie
55949	11728	11381	3205	291

## Patrons and Programs

YTD 2015 saw an average of 1129 new cards created each month and a 16% increase YTD over 2014 for most common patron card types.

**Fig. 7 Jan – Sept YTD 2014-2015 comparison of most common patron cards by ptype**

pType	Jan - Sept	YTD 2015	YTD 2014	% change
1	bpl incity adult	3927	3183	23%
15	bpl computer user only	2176	2206	-1%
2	bpl noncity incounty adult	957	791	21%
5	bpl incity juvenile	881	870	1%
10	bpl courtesy	847	615	38%
3	bpl instate noncounty adult	675	571	18%
4	bpl incity senior/h'cap	443	325	36%
19	bpl noncity incounty juvenile	148	136	9%
20	bpl instate noncounty juvenile	50	26	92%
6	bpl teachers	37	16	131%
7	bpl homebound	21	18	17%
		<b>10162</b>	<b>8757</b>	<b>16%</b>

**Fig. 8 Program Attendance by Audience and Event Type YTD Jan. – Sept. 2015**

	Sum of Attendance YTD								
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
<b>Main Library</b>	<b>2620</b>	<b>6588</b>	<b>10294</b>	<b>23360</b>	<b>30692</b>	<b>38884</b>	<b>44656</b>	<b>48825</b>	<b>59580</b>
Children	1687	4470	6876	11028	14496	17564	21824	24488	27447
Family	198	1020	1409	9237	12005	16296	16940	17659	24161
Adults	447	675	1108	1865	2722	3154	3444	4041	5021
Teens	288	423	901	1230	1469	1870	2448	2637	2951
<b>Meadows Branch</b>	<b>601</b>	<b>1289</b>	<b>2110</b>	<b>3599</b>	<b>6080</b>	<b>7042</b>	<b>7965</b>	<b>8311</b>	<b>9090</b>
Children	287	690	1216	1910	4072	4681	5326	5536	6020
Adults	203	419	654	883	1099	1373	1592	1687	1957
Teens	21	47	68	605	605	684	743	753	778
Family	90	133	172	201	304	304	304	335	335
<b>George Reynolds Branch</b>	<b>645</b>	<b>1222</b>	<b>1856</b>	<b>2508</b>	<b>4286</b>	<b>5357</b>	<b>6378</b>	<b>6951</b>	<b>7621</b>
Children	498	992	1522	2083	3282	4299	5063	5586	6211
Teens	20	20	37	42	571	602	841	865	889
Family	121	201	284	364	409	427	445	471	486
Adults	6	9	13	19	24	29	29	29	35
<b>NoBo Corner Library</b>	<b>147</b>	<b>277</b>	<b>514</b>	<b>633</b>	<b>816</b>	<b>925</b>	<b>1066</b>	<b>1215</b>	<b>1381</b>
Children	147	277	514	633	816	925	1046	1195	1331
Teens	0	0	0	0	0	0	0	0	30
Family	0	0	0	0	0	0	20	20	20
<b>Carnegie Branch for Local History</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>
Teens	64	64	64	64	64	64	64	64	64
Children	22	22	22	22	22	22	22	22	22
<b>Grand Total</b>	<b>4099</b>	<b>9462</b>	<b>14860</b>	<b>30186</b>	<b>41960</b>	<b>52294</b>	<b>60151</b>	<b>65388</b>	<b>77758</b>

	Sum of Attendance YTD								
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
<b>Main Library</b>	<b>2620</b>	<b>6588</b>	<b>10294</b>	<b>23360</b>	<b>30692</b>	<b>38884</b>	<b>44656</b>	<b>48825</b>	<b>59580</b>
Storytime	1555	2852	4545	7089	8868	10713	12897	14837	16573
Classes & Activities	407	615	863	1188	4401	4790	5475	5714	12085
STEAM	0	1050	1230	3302	3429	7132	7436	7744	8153
Performances & Presentations	0	0	0	6005	6065	6263	6599	6719	7620
Literacy	83	483	980	1608	2066	2393	2833	3194	3877
Concert Series	308	913	1253	2140	2606	3056	3056	3132	3189
Summer Reading	0	0	0	0	76	928	2163	2163	2163
Outreach	106	245	346	359	1228	1283	1299	1661	1985
Movies & Cinema Program	66	266	717	956	1104	1335	1672	1848	1975
Book & Discussion Groups	95	164	271	356	484	619	846	941	1067
Community Event	0	0	89	89	89	89	89	579	597
Reception	0	0	0	250	250	250	250	250	250
Meetings	0	0	0	18	26	33	41	43	46
<b>Meadows Branch</b>	<b>601</b>	<b>1289</b>	<b>2110</b>	<b>3599</b>	<b>6080</b>	<b>7042</b>	<b>7965</b>	<b>8311</b>	<b>9090</b>
Outreach	0	19	30	650	2150	2150	2150	2160	2337
Storytime	215	408	651	953	1184	1422	1664	1831	2040
Book & Discussion Groups	203	419	654	883	1099	1373	1592	1700	1948
Summer Reading	0	0	0	0	182	469	793	793	793
STEAM	80	142	211	259	364	463	568	629	710
Literacy	67	186	394	519	628	667	693	693	698
Classes & Activities	36	97	140	289	415	440	447	447	494
Performances & Presentations	0	18	30	46	46	46	46	46	58
Movies & Cinema Program	0	0	0	0	12	12	12	12	12
<b>George Reynolds Branch</b>	<b>645</b>	<b>1222</b>	<b>1856</b>	<b>2508</b>	<b>4286</b>	<b>5357</b>	<b>6378</b>	<b>6951</b>	<b>7621</b>
Storytime	186	357	566	838	1213	1677	2022	2342	2678
Literacy	396	724	1045	1334	1565	1839	2134	2285	2540
Outreach	0	0	0	0	1060	1060	1060	1060	1060
Summer Reading	0	0	0	0	62	359	717	786	786
Performances & Presentations	0	47	102	162	162	162	162	162	196
STEAM	51	70	98	123	136	155	160	176	179
Classes & Activities	6	15	32	32	37	49	67	84	120
Book & Discussion Groups	6	9	13	19	24	29	29	29	35
Movies & Cinema Program	0	0	0	0	27	27	27	27	27
<b>NoBo Corner Library</b>	<b>147</b>	<b>277</b>	<b>514</b>	<b>633</b>	<b>816</b>	<b>925</b>	<b>1066</b>	<b>1215</b>	<b>1381</b>
Storytime	147	277	451	570	718	827	968	1117	1253
Book Bike	0	0	63	63	63	63	63	63	63
Summer Reading	0	0	0	0	35	35	35	35	35
Outreach	0	0	0	0	0	0	0	0	30
<b>Carnegie Branch for Local History</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>
Classes & Activities	86	86	86	86	86	86	86	86	86
<b>Grand Total</b>	<b>4099</b>	<b>9462</b>	<b>14860</b>	<b>30186</b>	<b>41960</b>	<b>52294</b>	<b>60151</b>	<b>65388</b>	<b>77758</b>

## E-media & databases

E-collections are up 24% YTD over 2014. The summer travel months of July and August saw particularly strong usage for our digital e-book and audiobook collection—with Overdrive having over 40% usage increase for the same time last year. Hoopla subscription is also growing, up 53% since the January as patrons discover this newer collection in our PIKA catalog. We will continue to track the impact of the discovery layer on digital collections. Overall, databases are down about 1.6% YTD over last year. Total databases as a sum of hits fluctuates quite a bit each year, due to additions and cancelations and use can vary widely in a month; a typical pattern is that Q1 & Q4 are stronger quarters due to the use by schools.

## Summary Information

Overall, door counts, attendance, and new patron accounts in 3<sup>rd</sup> quarter show increased usage of the library by the community.