

Librarian's Report

1/6/26

Submitted by: Kim Thomas

11/18/25 roof leak update: We had additional rain over Christmas and New Year's, but no additional water damage in the building. I have not yet heard back from the structural engineer, who I sent pictures of the building plans to on December 11. I heard from Allen Cunningham, the independent claims adjuster on 1/6/25 and he said he would follow up with the claims adjuster from POOL/Davies. I sent a follow-up email to both the structural engineer and claims adjuster on 1/6/26.

Envisionware has shipped part of our order for the reference automation project – the Library Document Station is en route as of 1/6/26. Our IT contractor was off for the holidays, and the coordinator at Envisionware was also unavailable. They will coordinate what needs to be done. The Envisionware representative said they will help get us set up a credit card processor. Envisionware says they will not be able to get the coin and bill acceptor to us until late February.

We had to get a second extension on our financial audit for fiscal year 2025 due to delays with the accountant being able to get what he needs from the county. The extension was granted, and two copies of the audit report must be submitted to the Department of Taxation no later than February 28, 2026.

Youth Services and Reference department heads are continuing work on their certifications. They are taking a wide range of subjects, including collection development (weeding, assessment, maintenance), de-escalation strategies, community relationships, time management, coping with change, communication, and centering community. We have another staff member at circulation who is taking a Basic Spanish for Library Staff class offered for free through the Nevada State Library, Archives, and Public Records.

Both Youth and Reference continue to work on developing their collections. Our Head of Circulation is now set up with a printer and has been shown how to use Apollo to print the call numbers onto the labels rather than hand writing them. I have advised that a volunteer could apply the printed labels rather than doing it herself. My hope is that this saves some time and creates a more uniform appearance. There is an option to order some books with the labels already applied by the vendor, and there won't be an issue with the labels not matching now should we opt into that service. Last summer, we had an intern from vocational rehab, who she told me she had difficulty reading some of the hand-written call numbers, which were written by different staff over the years.

The Youth Services Department is gearing up for February with Blind Date with a Book from February 2-27 and a National Take Your Child to the Library Day event being planned for February 21, 2026.

**MATERIALS WITH USAGE July 1, 2025 - June 30, 2026**

	July	Aug	Sept	Oct	Nov	Dec		
<b>TOTAL USAGE</b>	<b>6944</b>	<b>6341</b>	<b>5976</b>	<b>5885</b>	<b>5369</b>	<b>5628</b>		
Childrens'	2881	2131	2095	1982	1646	1424		
Adults'	2879	2910	2518	2521	2317	2788		
In House Usage	0	0	308	367	264	280		
<b>TOTAL USAGE</b>	<b>5760</b>	<b>5041</b>	<b>4921</b>	<b>4870</b>	<b>4227</b>	<b>4492</b>		
OverDrive (digital media)	1144	1254	1021	960	1095	1093		
Kanopy (digital streaming)	40	46	34	55	47	43		
<b>TOTAL USAGE (digital)</b>	<b>1184</b>	<b>1300</b>	<b>1055</b>	<b>1015</b>	<b>1142</b>	<b>1136</b>		
% childrens'	0.50	0.42	0.43	0.41	0.39	0.32		
% adults'	0.50	0.58	0.51	0.52	0.55	0.62		
% in house	0.00	0.00	0.06	0.07	0.06	0.06		
<b>TOTAL MATERIALS ADDED</b>								
Materials added	153	137	61	105	93	230		
eAudio titles added	0	0	0	2	45	0		
eBook titles added	0	0	0	4	75	0		
Patron Count	5378	5319	5741	5336	4359	4909		
Self-Checkout	0	0	0	157	304	186		
Swaps	183	158	209	222	134	249		
Website Users	858	971	1112	1356	1246	1719		
Website Sessions	1712	1701	2000	1867	2200	2272		
Internet/computer usage	469	780	485	335	333	331		
Wireless	587	745	838	641	542	688		
Ref Transactions	1098	1050	797	832	436	831		
Ref Questions	78	105	150	124	63	151		
ILL's Received	14	22	21	16	22	30		
ILL's Loaned	0	0	0	0	1	25		
Legal Kiosk	9	18	17	18	17	27		
Curbside Pickups	52	39	0	0	0	0		
Curbside Returns	49	36	0	0	0	0		
Patrons	25	13	0	0	0	0		
Ref/Audit/Comp/FABC/Craft	27	32	54	49	35	31		
Book Bingo Raffle Tickets	0	0	199	0	0	0		
Tales with Pebbles	47	28	24	18	5	1		
Babylime	0	51	231	96	79	105		
Story Time	0	46	224	96	101	110		
Summer Reading Program	576	0	0	0	0	0		
Boarding School (Game Day)	0	0	0	30	8	22		
Holiday Parties	0	0	0	0	0	113		
Teen Club/Teen Party	0	0	0	0	0	0		