

**Millburn Free Public Library Annual Report for 2018 (YTD)**

**Prepared November 14, 2018 with data through October 31, 2018**

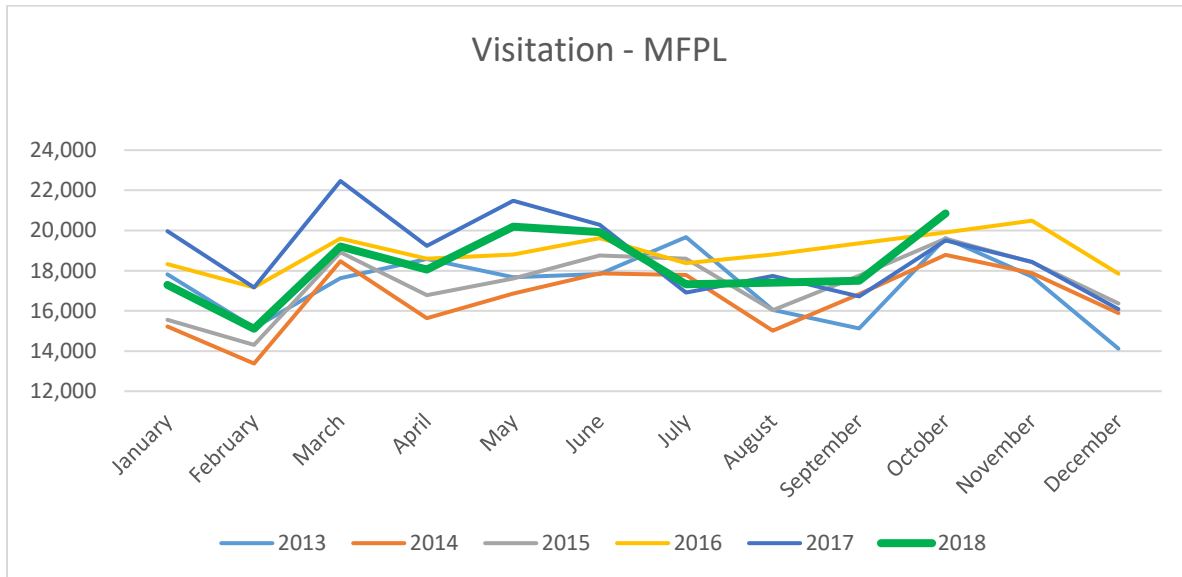
Michael D. Banick, Director

This brief report is prepared using Year-To-Date data through October 31, 2018. A complete annual report looking at all data will be prepared in early 2019 and published on the library’s website.

**Visitation**

Visitation to the Millburn Free Public Library remains strong.

<b><u>Visitation</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<u>This year vs. Last Year</u>	
							<u>+/-</u>	<u>% change</u>
YTD thru 10/31	175,172	165,866	173,916	188,566	191,480	182,862	-8,618	-4.5%



The library changed the location of its attendance counter, which is having an effect on the count in 2018. The new counter is at the entrance of the building, instead of the middle of the lobby, so the 2018 count, which is slightly lower than previous years, is actually more accurate. Based on number of checkouts, number of staff interactions, use of Wi-Fi & computers, and program attendance (which are all strongly correlated to attendance), we are confident that attendance in 2018 is greater than all previous years.

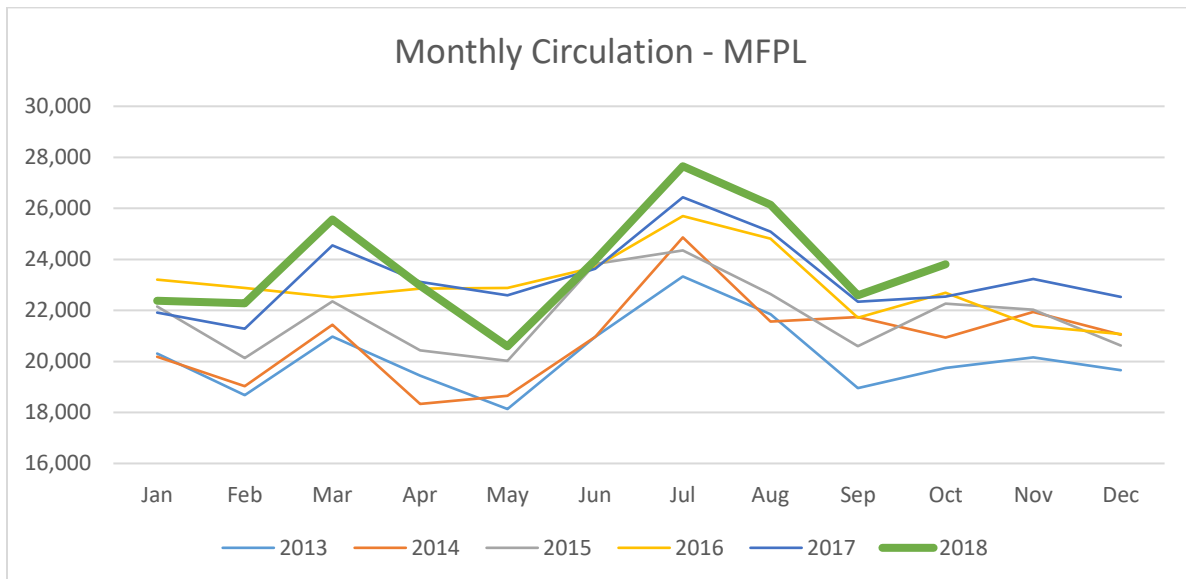
**Circulation**

Circulation measures the use of the library’s collection. It includes physical items (books, DVDs, Blu-Ray discs, etc.) and electronic items (e-books, streaming movies, downloads, etc.)

The Millburn Library is seeing another year of increased circulation. This is particularly remarkable because many public library are reporting a decline in circulation. Millburn’s is up nearly 2% YTD.

**Circulation**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	This Year vs Last Year	
							<u>+/-</u>	<u>%Diff</u>
YTD thru 10/31	202,367	207,693	218,757	232,948	233,490	237,917	4,427	1.90%
GT	242,184	250,676	261,397	275,405	279,250			



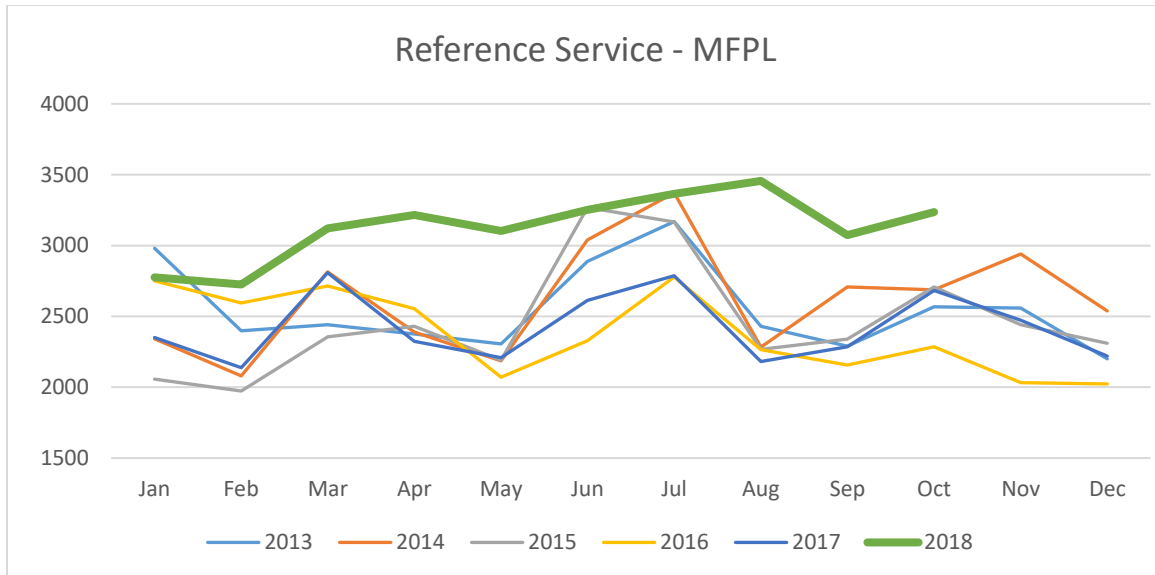
**Reference Service**

The Millburn Library provides service from professional librarians during all open hours. All of our librarians have master’s degrees in library science and many have additional graduate degrees in other subjects. The library tracks interactions between the public and the professional staff and has seen a tremendous increase in the number of interactions in 2018, bucking the nationwide trend and demonstrating the benefit of good staffing and helpful service.

Interactions are recorded at both the adult desk and the children’s desk. Both areas are showing an increase in usage, but the adult desk has really been the driver in 2018. The charts below show the combined YTD totals for both service desks.

**Reference (Adult & Juv)**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	Last Year v This Year	
							<u>+/-</u>	<u>%Diff</u>
YTD thru 10/31	25,845	25,899	24,752	24,499	24,376	31,320	6,944	28%
GT	30,603	31,377	29502	28554	29067			



## **Programs**

To date, the MFPL has offered the same number of programs this year as last year: 348 (vs 347). What is worth noting is that attendance has gone up 10%, from 7,400 last year (YTD) to almost 8,200 this year (YTD). Average attendance per program has gone from 21 to 23. Popular programs for children include monthly Legomania night and weekly story times. Popular adult programs include music concerts and the bi-weekly short story book club.

## **Volunteers**

The Millburn Library works closely with teens in need of service hours for graduation, college admission, service clubs, and religious organizations. So far this year, teen volunteers have logged 316 hours of work. Their projects include pulling request items from shelves, helping with programs, and making sure collections stay organized and easy-to-find.

## **Edward Dufner Paintings**

In early 2018, the two large Edward Dufner paintings were taken down and sent out for restoration and reframing. They were re-installed in April and are on permanent display in the main reading room of the library. The project was a joint effort between the library, the Art Advisory Committee and the Township of Millburn. The entire restoration process was filmed and that film was accepted into the New Jersey Film Festival in the documentary category. It will be showcased at the film festival in February. In due course, the film will be available for general viewing.



## **Strategic Planning**

In 2016, the library adopted its first-ever strategic plan. That document has helped guide decision making, budgeting and planning over the last three years, from 2016 - 2018. The plan is available on the library website. The library is now in the process of preparing its next 3-year plan for years 2019-2021.

## **Winter Storm Quinn**

The Millburn Library proved to be a valuable resource after Winter Storm Quinn on March 7, 2018. The library was closed on Wed 3/7, which wreaked havoc upon many parts of the township. The library was spared, did not lose power, and opened regular time on Thurs 3/8. The library served as a warming station, a charging station, and a place to do work for many residents in the days immediately after the storm. Thursday was the peak day with over 1,100 visitors in one day. (A typical Thursday in March brings about 650 visitors). In the four days after the storm --- Thurs 3/8 through Sun 3/11 --- the library recorded 3,491 visitors. This is an 80% increase over the typical Thurs-through-Sunday visitation of 1,943 patrons. On Sun 3/11 the library opened early (9:30 a.m. instead of 1:00 p.m.) to continue as a safe, warm space to charge up and be connected. 120 people came during the early opening period and 698 visited that day. The township DPW brought the township's generator to the library on Wed 3/7, in case it was needed. The generator was not used until the repair was made to the outside electric lines and cable, when the grid was de-energized by the power company for the linemen's safety while working. It was a good exercise to go through, so that we know how the generator and transfer switch work in case it is needed in the future.

## **AED**

The library has an automated external defibrillator and all regular staff have been trained in its use. All full-time staff and many part time staff also have up-to-date American Heart Association CPR-AED cards.

## **Facility Improvements**

The library is planning a renovation of most of the first floor, including the Children's Department, the cataloging & circulation work room, the main checkout desk, and the lobby. This project will improve efficiency, provide more floor space to the public, modernize the library's aging juvenile center and bring improvements to areas that are used by all visitors. The library is waiting for the state to release library construction bond money, which was approved by voters in November 2017. It is expected that proposals will be called for in mid- to late-spring 2019 with award notifications being made in the fall of that year. We will have all of our plans in place and ready to go at that time. This renovation will follow facility improvements already made to the adult and young adult areas of the first floor and technology improvements made building-wide.