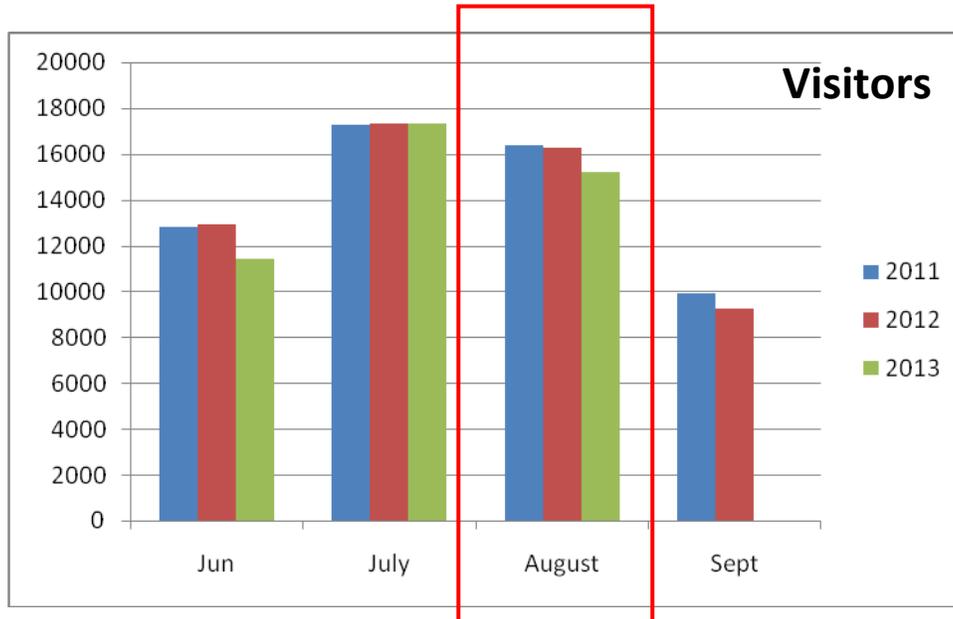
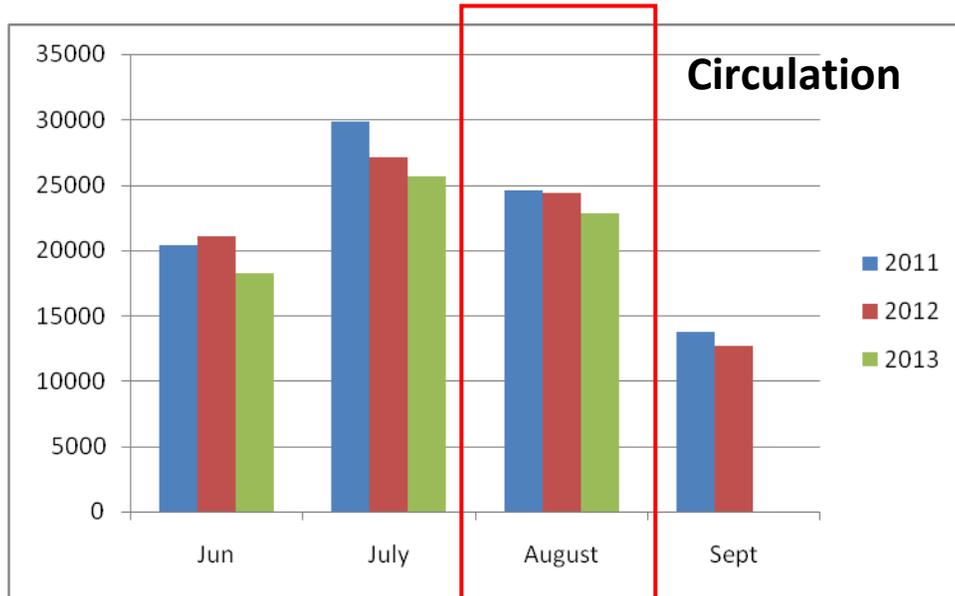


Avalon Free Public Library Director's Report – September, 2013

August's circulation (22808) decreased by 11% from July (25636), and by 6% from this time last year (24352). By the end of August, the library circulated 113,763 items year-to-date, a 6.5% decrease from the same period last year (121,756).



Visits to the library in August (15,197) decreased by 12% from July (17,350) and declined by 7% from this time last year (16,257). By the end of August, there were 71,823 visits year-to-date which was a 5% decline from this period last year (75,290).

Avalon Free Public Library Director's Report – September, 2013

Power Outage – Around 6:45am on Thursday, August 29, there was a power outage that impacted the entire government block. Upon arrival at the library at 8:30am, the director learned of the outage and was told that Atlantic City Electric was responding. The library did not open at 9am. As Atlantic City Electric was unable to restore power, the library staff was released at 10:30am with the understanding that they were on standby for the duration of their shift. The Director asked Michelle Devine and Sean Ferrell to stay in the hopes power would be restored within the next few hours and their presence would facilitate reopening of the library while staff was recalled. However by 12:30 the problem had not been located, and another company that handled high power electrical cables was being called in to test the lines. They expected to have their equipment in place by middle to late afternoon. At this point there was no estimate when the power would be restored. The director decided to close the library for the day. Around 12:30pm, the staff scheduled for the 3 – 8pm shift were contacted and told not to report to work. Michelle and Sean were released at 12:30pm. The director stayed at the library until 5pm. Power was restored between 9 and 10pm that evening. The following day we were able to bring up all systems with only minor problems. The cause of the outage is still under investigation.

Summer Children's Reading Program – Although 57 children initially signed up for the children's reading program, 21 remained active throughout the summer. They read 863 books, submitted 67 book reviews and turned in 754 activity sheets. Activities included crossword puzzles, word searches, scavenger hunts, matching games, coloring and math puzzles. Points were awarded for reading, writing and completed activities. High scorers received gift certificates to the Paper Peddler.

Volunteers - This summer the library had 7 volunteers who contributed 179 hours of work. Volunteers were used to contact patrons concerning holds on items that were now available and maintaining the shelves.

Bay-Atlantic Symphony Concert - Between 500-550 attended the final concert of Symphony by the Sea series featuring the Bay-Atlantic Symphony. The orchestra has donated a free string quartet concert to Avalon which is scheduled for 7pm, September 14.

Preliminary Summer Statistics (June-August)

Visits / Circulation: Jun-Aug	2012	2013	+/-
Circulation	72482	66672	-8%
Visitors	46466	43947	-5%

Programming: June-August	2012	2013
Children Program Sessions	61	70
Children Attendance	2688	3167
Adult Program Sessions	150	137
Adult Attendance	3249	3422
Total Program Sessions	211	207
Total Attendance	5937	6589
11% increase from 2012		

Avalon Free Public Library Director's Report – September, 2013

Installation in Vestibule and Friends Corner – Installation of furniture and shelving in the vestibule and Friend's Corner was completed on August 28.



Staffing – The library is currently advertising for a Story Time Library Assistant. The submission deadline is September 20. Applications will be reviewed the week of Sept 23, with interviews/practicum scheduled for the end of that week and into the week of the 30th. We are also looking for an Apple Computer / iPad instructor.

Document Station Upgrade – For the past 2 years patrons using the library's Document Station have been able to scan documents into PDF or JPEG formats for attachment directly to emails or download to USB flash drives. Recent hardware and software upgrades give this unit new capabilities. Patrons can now scan documents into the following formats: TIFF, PNG, JPEG, PDF, Searchable PDF and Word. While they can still scan directly to email attachments or USB flashdrives, Patrons can also scan directly to fax, to the Cloud (Google Drive and Sky Drive), or to print through our Envisionware Time/Print Management system. Soon patrons will also be able to scan to an iPad, iPhone and Android device. Documents can now be cropped before saving. The software will automatically straighten documents that are not properly aligned on the scanning bed. A document feeder makes scanning multiple page documents quick and easy.



Website – The framework for the website is completed. Staff has begun to receive training on how to manage the site while populating the various sections with information. The calendar module has just been replaced and we are testing it. The website is scheduled to go live in October