

# LIBRARY LINES

LEXINGTON COUNTY PUBLIC LIBRARY — CONNECT. ENGAGE. ENRICH.

MAY 2020

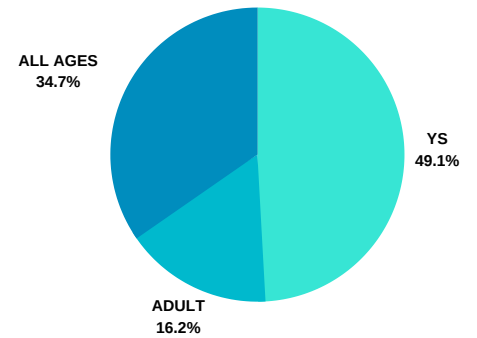
**Community Involvement** – The Batesburg-Leesville Branch Library took part in their town's first-ever Panther Prowl Car Parade on May 22. The usual Panther Prowl takes place at the end of each school year. Graduating Batesburg-Leesville High School seniors revisit the lower grade-level schools in town and are congratulated and cheered on by teachers and students as they walk the halls. It's a sort of final farewell to their educational childhood and a glimpse into the future for the younger students. With the effects of the coronavirus pandemic, the usual prowl was transformed into a parade with seniors slowly driving around town and being celebrated by their community. Despite the short notice, the branch staff hustled to create signs under the last-minute deadline to celebrate and cheer on the seniors, which included a few of the branch's junior volunteers, as the parade crawled past their library.



**Community Service** – Although closed on Monday, May 25 for Memorial Day, the Chapin Branch Library was able to be of service to its community. The Chapin American Legion Post 193 held its Memorial Day Remembrance Ceremony out in the branch's parking lot.

**Virtual Programs** – There were **14** virtual programs in the month of May — storytimes, gardening, historical lectures and more. **Seven** of those were YS (youth services), **three** were adult and **four** were for all ages. At the time of publication, these programs had been viewed a total of **8,267** times.

## VIRTUAL PROGRAM VIEWS FOR THE MONTH OF MAY



## MOST VIEWED

- 01 **ALUMNEYE BAND**  
MUSIC FOR THE MASSES  
1K VIEWS
- 02 **COMMUNITY GARDEN**  
SCPR  
946 VIEWS
- 03 **STORYTIME WITH MISS AMY**  
722 VIEWS
- 04 **STORYTIME WITH MISS MEGAN**  
700 VIEWS
- 05 **STORYTIME WITH MISS ANGEE**  
665 VIEWS



**Summer Reading** – The Summer Reading Program begins June 1. The Lexington County Public Library branches have been hard at work decorating and putting together grab and go bags in preparation for the season-long reading celebration. This summer’s theme is Imagine Your Story and the branches have done just that with their inspired embellishments—mermaids, dragons, castles, fairies and more.

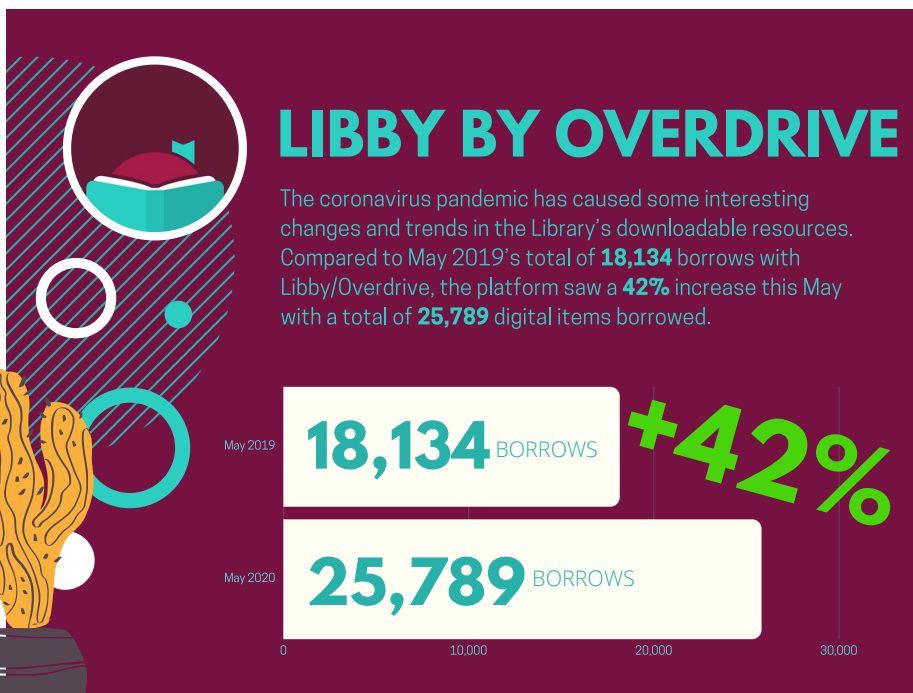
**Circulation** – Curbside holds pickup was introduced in May. This was done in an effort to safely provide our patrons with the materials they wanted and needed. Patrons submitted requests for items by phone or through our website. Staff then called patrons to set up dates and times for them to pick up their holds curbside at their selected branch. A combined total of **10,729** holds were satisfied through the hard work of all the branches in the month of May.



**Customer Service** – Gaston Branch Library staff have been taking this time to be creative and think of ways to improve the patron experience. Not only have they been hard at work decorating for the summer, they’ve also added alphabetical markers to their shelves to help patrons locate materials more easily in the future.



**Reference** – To further assist our patrons, we introduced our live chat feature on our website this month. It’s an extension of our Ask a Librarian service which used to only include phone calls and emails. But now patrons can ask their questions and get the assistance they need in an instant messaging format. There were **88** total live chat transactions in the month of May.



May 2020 - Monthly Programs and Services Report



Lifelong Learning Programs	Batesburg-Leesville	Lexington	Cayce-West Columbia	Irmo	Chapin	Swansea	Gaston	Pellon	Gilbert-Summit	Mobile Library	South Congaree-Pine Ridge			SYSTEM TOTALS
Adult Programs (In-House, No Adult Training)	0	14	0	0	0	0	0	0	0	0	0		—	14
Attendance	0	0	0	0	0	0	0	0	0	0	0		—	0
Mixed Ages	0	0	0	0	0	0	0	0	0	0	0		—	0
Attendance	0	0	0	0	0	0	0	0	0	0	0		—	0
Children's/Teen Programs (In-House + In-House Training)	0	0	0	0	0	0	0	0	0	0	0		—	0
Attendance	0	0	0	0	0	0	0	0	0	0	0		—	0
Outreach Programs (Adults + YS + YS Outreach Training)	0	8	0	0	0	0	0	0	0	0	0		—	8
Attendance	0	0	0	0	0	0	0	0	0	0	0		—	0
Adult Public Training Workshops (Including 1 on 1s)	0	13	0	0	0	0	0	0	0	0	0		—	13
Adult Public Training Attendees	0	0	0	0	0	0	0	0	0	0	0		—	0
1:1 Training	0	12	0	0	0	0	0	0	0	0	0		—	12
<b>TOTAL # PROGRAMS</b>	<b>0</b>	<b>35</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		—	<b>35</b>
<b>TOTAL # PARTICIPANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		—	<b>0</b>
Resources Used													Electronic Resources	SYSTEM TOTALS
Adult Books	256	1,714	937	899	548	93	85	99	134	327	222		—	5,314
Children's/Teen Books	195	2,405	708	509	455	92	76	80	94	1,414	323		—	6,351
Ebooks	—	—	—	—	—	—	—	—	—	—	—		31,991	31,991
Magazines, Newspapers	75	104	143	88	183	26	26	63	22	29	25		—	784
Downloadable Magazines	—	—	—	—	—	—	—	—	—	—	—		1,579	1,579
Adult Audio Books	8	84	49	82	19	1	1	10	3	60	37		—	354
Children's Audio Books	9	50	19	38	18	0	1	0	2	20	7		—	164
DVDs	69	441	350	287	120	49	37	68	47	50	51		—	1,569
Children's DVDs	14	83	84	48	35	3	4	6	2	138	12		—	429
Database Searches	—	—	—	—	—	—	—	—	—	—	—		25,607	25,607
<b>TOTAL CIRCULATION</b>	<b>626</b>	<b>4,881</b>	<b>2,290</b>	<b>1,951</b>	<b>1,378</b>	<b>264</b>	<b>230</b>	<b>326</b>	<b>304</b>	<b>2,038</b>	<b>677</b>		<b>59,177</b>	<b>74,142</b>
Individualized Assistance	Batesburg-Leesville	Lexington	Cayce-West Columbia	Irmo	Chapin	Swansea	Gaston	Pellon	Gilbert-Summit	Mobile Library	South Congaree-Pine Ridge	Chat	Email	SYSTEM TOTALS
General Questions	78	398	370	39	31	33	5	27	20	1,132	54	159	88	2,434
Job-Related	0	0	6	1	1	1	0	0	0	0	0	0	0	9
Technology-Related	11	5	22	3	6	0	7	0	1	0	14	4	0	73
Ebook-Related	6	65	19	24	5	0	7	3	2	0	17	4	5	157
<b>TOTAL ASSISTANCE</b>	<b>95</b>	<b>468</b>	<b>417</b>	<b>67</b>	<b>43</b>	<b>34</b>	<b>19</b>	<b>30</b>	<b>23</b>	<b>1,132</b>	<b>85</b>	<b>167</b>	<b>93</b>	<b>2,673</b>
Other Library Uses														TOTALS
Door Counter	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Meeting/Study Room Use	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Meeting/Study Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Computer Use	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WiFi	109	727	539	295	82	168	196	167	104	0	57			2,444
<b>New Cards Issued</b>	<b>6</b>	<b>93</b>	<b>28</b>	<b>19</b>	<b>14</b>	<b>3</b>	<b>5</b>	<b>4</b>	<b>7</b>	<b>5</b>	<b>2</b>			<b>186</b>

## Monthly Circulation Report

May 2020

Connect. Engage. Enrich.

Material Type	Batesburg- Leesville	Lexington	Cayce- West Columbia	Irmo	Chapin	Swansea	Gaston	Pelion	Gilbert- Summit	Mobile Library	South Congaree- Pine Ridge	Ebooks	SYSTEM TOTALS
Fiction Adult	114	909	496	521	303	57	36	60	56	111	121	—	2,784
Paperback	0	0	20	0	0	0	0	1	0	0	0	—	21
NonFiction Adult	68	493	213	250	142	13	19	19	37	53	67	—	1,374
Fiction Young Adult	20	382	93	107	69	10	9	14	47	23	24	—	798
NonFiction Young Adult	3	21	16	9	7	1	3	3	3	2	7	—	75
Fiction Juvenile	55	846	204	159	131	7	6	10	22	118	124	—	1,682
EASY	70	845	279	152	147	69	47	44	16	1,020	88	—	2,777
NonFiction Juvenile	47	311	116	82	101	5	11	9	6	251	80	—	1,019
LARGE PRINT	72	304	204	124	99	23	30	19	41	163	34	—	1,113
Non-Circulating	0	1	0	4	0	0	0	0	0	0	0	—	5
Interlibrary Loan	2	7	3	0	4	0	0	0	0	0	0	—	16
Ebooks	—	—	—	—	—	—	—	—	—	—	—	19,603	19,603
<b>Total Books</b>	<b>451</b>	<b>4,119</b>	<b>1,644</b>	<b>1,408</b>	<b>1,003</b>	<b>185</b>	<b>161</b>	<b>179</b>	<b>228</b>	<b>1,741</b>	<b>545</b>	<b>19,603</b>	<b>31,267</b>
Periodical	75	104	143	88	183	26	26	63	22	29	25	—	784
Audio Book Adult	8	84	49	82	19	1	1	10	3	60	37	—	354
Audio Book Juvenile	9	50	19	38	18	0	1	0	2	20	7	—	164
Cassette Audio												—	0
Video Adult	69	441	350	287	120	49	37	68	47	50	51	—	1,569
Video Juvenile	14	83	84	48	35	3	4	6	2	138	12	—	429
Computer Internet												—	0
Computer Standalone												—	0
Miscellaneous	0	0	1	0	0	0	0	0	0	0	0	—	1
Downloadable Audio	—	—	—	—	—	—	—	—	—	—	—	10,938	10,938
Downloadable Video	—	—	—	—	—	—	—	—	—	—	—	1,176	1,176
Downloadable Music	—	—	—	—	—	—	—	—	—	—	—	274	274
Downloadable Magazines	—	—	—	—	—	—	—	—	—	—	—	1579	1,579
<b>Total Non-book Items</b>	<b>175</b>	<b>762</b>	<b>646</b>	<b>543</b>	<b>375</b>	<b>79</b>	<b>69</b>	<b>147</b>	<b>76</b>	<b>297</b>	<b>132</b>	<b>13,967</b>	<b>17,268</b>
<b>Total Circulation</b>	<b>626</b>	<b>4,881</b>	<b>2,290</b>	<b>1,951</b>	<b>1,378</b>	<b>264</b>	<b>230</b>	<b>326</b>	<b>304</b>	<b>2,038</b>	<b>677</b>	<b>33,570</b>	<b>48,535</b>
Change from May 2019	-5,349	-47,001	-19,735	-23,041	-7,107	-2,196	-2,682	-2,900	-2,475	-11,553	-3,725	11,490	-116,274
YTD Total	60,057	511,324	203,111	231,907	85,144	24,172	24,909	36,957	25,667	122,954	36,156	280,829	1,643,187
Change from YTD '19	-20,985	-88,513	-55,715	-61,744	-20,253	-5,344	-8,237	-9,249	-8,827	-13,595	-12,896	57,942	-247,416
Percent Change YTD	-25.9%	-14.8%	-21.5%	-21.0%	-19.2%	-18.1%	-24.9%	-20.0%	-25.6%	-10.0%	-26.3%	26.0%	-13.1%
New Cards Issued	6	93	28	19	14	3	5	4	7	5	2	—	186

# Lexington County Public Library

June 1, 2020

## Director's Report

- **Administration**

- State

- South Carolina Association of Library Administrators (SCAPLA)
  - Meeting 5/18

- County

- County Council meetings:
  - Viewed virtual meetings on 3/24, 5/12, 5/26
  - Presented FY21 Budget Request on 5/4
- Reassessment workshop 3/17 – postponed

- Library Board

- Library

- Midlands Business Leadership Group (MBLG) Coordinating Council
  - Boards and Commissions Task Force - postponed
- Policy Review Schedule
  - Code of Conduct – staff recommending changes related to services animals; food and drink; unattended children – postponed
  - Programming Statement – staff committee formed

- Branches

- Recycling – new pickup via couriers at 7 branches
- Housekeeping – additional service
- Thermometer kiosks

- **Programs**

- Programs and group training within the branches are suspended through August
- Storytimes, book clubs and training offered online through Facebook, Goodreads and GoToWebinar
- Partners creating online content, ex. GLAM, Lexington County Museum
- AARP income tax prep – suspended
- Read to Succeed Camps - virtual

- **Resources**

- Webpage updates to children and teen pages
- Ancestry.com offered remote access
- Ask-a-librarian service promoted on webpage
- Chat reference service began 5/18

- **Services**

- Circulation

- Initiated inventory project
- Library cards renewed through 9/1
- Loan period extended to 6 weeks
- Fines waived
- Curb side holds pick up
- Expanding mailer services
- Self-checkout pending

- Internet computers and technology – when library reopens to public access

- Reduced computer stations to force social distancing – soft pilot
- 15 minute express options
- 10 free print outs/copies per day through July 1

- Mobile Printing – Curbside pickup – soft pilot

- **Financial Update**
  - Library's Monthly Bank Reconciliation Report – April 2020 - information only
  - Budget FY 19
    - Capital Items for FY 19 that are in progress:
      - SCPR outdoor marquee sign – pending electrical
  - Budget FY 20
    - Local
    - Lottery Funds FY 20 – none expected
    - SC State Aid to Public Libraries
    - LSTA Grants
      - COVID-19 grant available
  - Budget FY 21
    - Local
      - Recommended budget received; County Administrator presented to Council on 4/28
      - Department Heads presented new programs to Council on 5/5 – Library approved
    - State – General Assembly returns 6/1
    - Federal – IMLS funds cut; CARES Act funds
- **Facilities/Mobile Library**
  - Current Landscaping Projects
    - Gaston –irrigation repair in progress
  - Current Building Projects
    - Swansea – Marquee Sign - postponed
    - Batesburg-Leesville – Marquee sign – postponed
    - Batesburg-Leesville – water sealing – pending
    - Lexington Main – Service Desk – needs review
    - Lexington Main – Roof restoration – gutters pending
    - Lexington Main – HVAC fuse – completed
  - Mobile Library
    - New vehicle – vendor has received chassis
- **Staffing**
  - Hiring process is being reevaluated
  - Slack
- **Advocacy/PR**
  - Facebook
  - Community news
  - Billboards
  - TV / Radio
- **Friends of the libraries**
  - Annual meeting – postponed
  - Lexington Main – attended virtual meeting
  - Irmo – murder mystery fundraiser - postponed
  - Donating books to free book carts
  - Potential Gathering of Friends in October