

Kathleen Lute Public Library
Ogallala, NE

FY 2019/20 Annual Report
October 1, 2019 - September 30, 2020

Library Hours: Mon - Thurs 9 am to 8 pm / Fri 9am to 5pm / Sat 10am to 1pm
55 hours per week

**Hours changed due to Covid during the fiscal year - we opened to full evening and weekend hours
September 21, 2020**

** Kathleen Lute Public Library is accredited at the Silver Level of Accreditation through the Nebraska Library Commission and the Federal Government Classification System of Ratings held with the Institute of Library and Museum Standards and will be up for renewal September 30th, 2022. The Goodall City Library Board of Directors are certified and will be up for renewal November 30th, 2022 - which means all Board Members are responsible for completing Continuing Education Hours to stay certified as individual Board Members.**

This Fiscal year has not been a traditional year - not only was the Library reeling with Covid and its restrictions and closures - we also boxed up the previous Goodall City Library and moved to our newly built Kathleen Lute Public Library location. All in all, the Library was closed to the public for 4 months.

Patron and Circulation Statistics:

Patrons in Database:	6,017
Total Patron/Door Count:	18,878
Total Circulation:	47,715

Collection Statistics:

Total Print/Book Items in House:	39,547
Total Video/DVD Items in House:	5,065
Total Audio Books in House:	1,890
Total OverDrive Checkouts:	12,363
Total Periodical (magazine) Subscriptions:	124
Total Number of Newspaper Subscriptions:	8
Total of Electronic Database Subscriptions:	21
Total Titles of E Books Held	4,074
Total of items Held	50,873
Total Number of Titles Weeded:	4,678
Total Number of Titles added /catalogued:	3,317
Total Internet Desktop Users:	2,173
Total of Wi-Fi Users (Start date 4/20/13):	2,105

<u>Interlibrary Loans:</u>	Books Borrowed from other libraries :	8
	Books Lent to other libraries:	50

Technology: With moving to our new facility - we added a lot of new technology:

- 22 new Dell public access computers
- 3 new staff Dell – desktop/laptop computer units
- New Switches and Router
- New Phone System
- New Cloud based Patron Counter
- Operating software and filtering software

Friends of the Library: Report attached from Member Dixie DeTurek

No expenses to report

Because of the Covid Pandemic and the construction of the new library and the move to the new site, Friends of the Library has not much to report.

We stopped taking donations due to lack of storage

The annual book sale was not held due to Covid

We are now in the process of moving our donated items from the old storage shed behind the Goodall City Library building to the new Friends room at the Kathleen Lute Public Library. It is our hope to have periodic book sales at this new location – having continuous book sales will eliminate the need for the annual book sale which involved the arduous task of moving books from the storage shed to the sale at Spruce Street Station and then returning all un-sold items – we are so very thankful for our own dedicated room in the new facility.

The OPS recycling team at Prairie View is now able to take our rejected books and prepare them for recycling.

We received used bookshelves for the new FOL room from the library receiving new shelves in the Children’s area - this has been very appreciated.

We hope to have our grand opening of the new FOL Room when the Library can host their official Grand Opening.

Currently – Dixie is in the process of writing the annual state report for the Friends of the Library as a non-profit organization.

Library Foundation:

- Total Assisted to Building Project: \$40,000 From Ogallala Library Building Account in this fiscal year (previous year \$282,000)
- Paid for the Commemorative artwork and recognition plaques in the new library lobby \$13,862
- Contributed \$1000 to the building fund in memory of previous Library Foundation Board Members Dot Hagge and Molly O’Donnell
- In January of 2021 – assisted with \$36,000 to library project

Adult Services:

WEL Life: Books delivered to patrons weekly or as needed

Shut Ins: We deliver Books to shut ins on a weekly basis - we average 1 trip a week

Device Assistance: Adult Library Personnel are the Tech Champions in the community - as the rage continues for new devices - the Kathleen Lute Public Library assists patrons at an average of 5 per week in getting setup to download materials to their respective devices. Tech 101 has become the new normal of the librarians' job.

Reference: This is a much-overlooked area of the Library - the Kathleen Lute Public Library fields reference requests from all over the City, County and World. A request could be so simple as to help a patron get signed up for City Water by assisting them in where to go or it could be as in-depth as tracking down Obituary and Birth Announcements from the early 1800s.

Total for 2019/20= 12,501 requests fulfilled

Youth Services:

Story Time / Baby Talk (Tuesdays): 533 Attendees - altered to "Read Aloud with Chelsea"
To comply with directed health measures

School Partnering: St. Paul's Lutheran preschool - 5th grade - - these classrooms bring their students to our location for "library" day weekly to have their students checkout books

Summer Reading Program:

We were not able to have a traditional Summer Reading Program this year due in part to Covid and our move to our new facility was not complete.

What we did offer our patrons was a virtual Summer Reading Program - complete with Facebook Live Events, a sponsored online reading program called "Readers Zone" and curbside pickup of materials to assist families that were essentially "shut-in"

Volunteers / Total Library: Total: 40.5 hours

Staff: 3 full time staff, 6 part time staff.

Library Director (FT): Kendra Caskey

Youth Services Librarian (FT): Chelsea Foust

Adult Library Librarian / Asst Director (FT): Kasia Helmuth

Adult & Youth Library Clerks: Katrina Deabler and Barb Brandt

Library Assistant Clerks: Alyse McEvoy, Brooke Anderson, Lois Swanson and Victoria Edwards

Training:

- Summer Reading Program (CF)

Future / Strategic Planning:

In January of 2012 a “New Library Facility Committee” was formed to help in the strategic planning of where the Goodall City Library would like to be in the upcoming years. This Committee was and continues to be dedicated to the future of the Goodall City Library and its primary goal of establishing a new public library in Ogallala. Fast Forward to 2021 and it is my esteem privilege to Introduce the New Kathleen Lute Public Library!

This project has had a total dedicated effort by the following: City Manager, Bruce Smith, Kathleen Lute Public Library Director, Kendra Caskey, City Clerk/ Treasurer, Jane Skinner, Staff of the Goodall City Library, all members of the Goodall City Library Governing Board of Directors, Friends of the Goodall City Library Group and the Goodall City Library Foundation and its Board of Directors as well as the many individuals who have assisted with Grant Writing and In-Kind donations. JEO Consulting Group out of Lincoln, NE was retained to handle the Architectural needs of the project with Rogge General Contractors out of Lincoln, NE being awarded the General Contractor agreement on the project. Project completion date, when we officially received the keys to the new facility was, April 27th, 2020. On April 29th, 2020 with a total effort from all departments of the City of Ogallala we were able to move the entire collection of the Library in less than 3 hours, that is just over 1,800 full boxes of books, DVD's, Magazines, etc... and the other various items at the library. Over the next few weeks, the shelves of the library were moved to the new location and installed and at that time it was determined we would need new shelving in the Youth Library. We then started the unpacking stage of the move. Within 6 weeks, just 4 staffers had unpacked all 1,800 boxes of books and re-shelved them in their new home. The Library was officially opened to the public with limited hours and restrictions July 13th 2020. As time has gone on, we have added more furnishings and offerings to our new facility. We have completed our exterior sod and landscape plan as well as added programming into the mix of offerings as restrictions have lessened up. On September 21st, 2020 we finally were able to open to the public normal operating hours of day, evening and weekend coverage. What a journey it has been!!

Currently we are still putting on the final finishing touches to areas such as the Conference Room and signage throughout the facility. But what a change – from 2019 to 2020 the library went from a functioning library with many inadequacies to a state-of-the-art facility with many amenities to offer its patrons and visitors. What a difference a year makes!

Thank you to everyone in the City and County that assisted us in this most worthy endeavor – it's a gem that will continue to sparkle in the eyes of all who call themselves members of this Community.

Director Stats:

- Member for Local Rotary Club of Ogallala
- Treasurer of Ogallala Post Prom Committee - Office Held since 2007
- Nebraska Library Commission Advocacy Committee Member – work with State Officials to advocate for all Nebraska Public Libraries

- Grant Writer for Goodall City Library and Kathleen Lute Public Library - New Library Campaign
- Masters in Library Science Degree (MLS) Awarded December 2011
- President and Member of Keith County Historical Society
- Friends of Goodall City Library/ Kathleen Lute Public Library Member
- School Board President of St. Paul's Lutheran School
- PTL President of St. Paul's Lutheran School
- Active Church Member of St. Paul's Lutheran School
- Grant Writer for St. Paul's Lutheran Church and School
- Active in various Youth Sports / Coaching Organizations throughout Ogallala
- Board member of Ogallala Softball Association
- Voting Member of 100 Women of Keith County Organization