November 4, 2019

TO: Benicia Public Library Board of Trustees

FR: David Dodd, Library Director

RE: Annual Report of the Library to City Council

EXECUTIVE SUMMARY:
The Library Director’s Annual Report to City Council summarizes important statistics and activities from the past year for the benefit of the Council and the community as a whole. It includes data from the annual State Library report for FY 18-19, along with other information on trends, challenges, and goals for the coming calendar year.

RECOMMENDATION:
Accept annual report and recommend presentation by the Library Director to the City Council at their December 17, 2019 meeting.

ANNUAL REPORT:

The Library’s mission: to contribute to the success of our diverse community by being a vital center of learning, communication, culture and enjoyment.

Performance Measures

Fiscal Year 2018-19, by and large, shows some promising trends, as shown on the Performance Measures chart. Performance measures in libraries often are based upon visits, circulation, public access computer use, and program attendance, so data in each of these areas is being provided.
We have shown a notable increase in several key areas over the past year, including in our overall use of library materials, attendance at programs and number of programs offered, use of computers by the public, and, most significantly I believe, in the number of registered borrowers. This increase in registered borrowers pre-dates our addition of all students at Benicia Middle and High School, which occurred in August, so we will see an even larger increase next year.

**Priorities and Programs**

The past year has seen several milestone efforts, which staff hopes will help to position the Library well as it moves into the future.

We held our second All Staff Day in January. Staff spent the day in a variety of workshops, presentations, and team-building exercises, emerging with a set of brainstormed ideas on how we can realize our vision to become the heart of the community. Several of these ideas have already been incorporated into our work.

Among these ideas:

- the implementation of a series of Community Conversations and another series called Faces of the Community, fostering ongoing dialogue among the diverse members of the Benicia community, in an effort to foster civil discourse and understanding
- the use of outdoor space for several kinds of programming, ranging from our teens meeting on the lawn outside the library, to an outdoor concert held in the natural amphitheater behind the Library

The Library’s Precision Book Cart Drill Team marched in the Fourth of July parade this year, garnering much goodwill and a raised profile for the Library, and winning first place in our category!

The building itself continues to receive important and necessary attention. This past year, we saw the completion of a new library roof, funded with Measure C tax money.

Summer Reading accommodated the construction underway on our roof, and implemented entirely staff-designed and presented programming for events throughout the Summer.

**Changes and transitions**

Fiscal Year 2018-1029 saw the Library fill two very important Library Technician positions, with RobertAnn Smiley and Julia Butler joining the Library team.

**Attachment:**

Annual Report to the California State Library for Fiscal Year 2018-1029