

# **City of Scottsbluff, Nebraska**

**Monday, August 4, 2014**

**Regular Meeting**

## **Item Reports2**

**Council to consider new hours for the Lied Scottsbluff Public Library.**

**Staff Contact: Abby Yellman, Librarian**

## Agenda Statement

Item No.

For Meeting of: August 04, 2014

**AGENDA TITLE:** Library Operational Hours - Sundays

**SUBMITTED BY DEPARTMENT/ORGANIZATION:** Library

**PRESENTATION BY:** City Manager, Rick Kuckkahn

**SUMMARY EXPLANATION:** Currently, the Lied Scottsbluff Public Library is open on Sundays during the winter months (September – May) from 1:30 p.m. until 4:30 p.m. Upon review of patron usage and peak traffic times, the statistics are not justifying the continuance of operating on Sundays.

Based on the statistics and strain on library resources (both operational and staffing), the recommendation is to have the library remain closed on Sundays year round. The library is currently expected to transition to winter hours on September 2, 2014.

**BOARD/COMMISSION RECOMMENDATION:**

**STAFF RECOMMENDATION:** Staff recommends approval of closing the library on Sundays.

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### EXHIBITS

Resolution ☐

Ordinance ☐

Contract ☐

Minutes ☐

Plan/Map ☐

Other (specify) \_\_\_\_\_

**NOTIFICATION LIST:** Yes ☐ No ☐ Further Instructions ☐

Please list names and addresses required for notification.

**APPROVAL FOR SUBMITTAL:** \_\_\_\_\_

City Manager

Rev: 11/15/12 City Clerk

# Memorandum

**To:** Rick Kuckkahn, City Manager  
**CC:** Nathan Johnson, Assistant City Manager  
**From:** Abby Yellman, Library Director  
**Date:** 7/30/2014  
**Re:** Library Hours - Sundays

Upon review of the Sunday patron statistics, patron usage has shown minimal growth in recent fiscal years. Currently the library is seeing 114 patrons on average on Sundays. Any growth there has been to the average patron count, I attribute specifically to Sundays when the library hosted special programs (i.e. January 6, 2013 – 100 Books Wall unveiling, October 27, 2013 – Humanities Nebraska program). Removing the program attendance from the count, the Sunday numbers would have been just as flat meaning the library is serving less than 100 library patrons on average on Sundays compared to 400 on average Monday through Saturday during the winter months.

By closing on Sundays during the winter months, the library will be able to push needed resources (both operational and staffing) into areas of the week where the library traffic is the heaviest and community demand is the greatest.

- Children's programming (Thursdays)
- Upcoming Violin Sprouts program for children (Monday, Tuesday)
- Technology Tuesdays – computer classes (Tuesdays)
- After School Hours 3:30 p.m. – 5:30 p.m. (Monday through Friday)
- Special program events – (hosted mainly Monday through Saturday)
- Community events – (National Night Out, Harvest Night, etc.)

Remaining closed on Sundays will allow me as the director to push 7 ½ staff hours back into the Monday through Saturday work week where frankly the hours are needed most, as well as save operational expenditures (electricity, heating fuel, etc.) by having the building closed on Sundays.

As the library continues to see an overall increase in traffic, attendance, circulation and computer usage, an evaluation of how best to serve our community's needs is warranted. As the director, I am trying to operate the library in the most fiscally responsible manner while also meeting the needs of our community. I believe the data supports closing the library on Sundays and pushing library resources into the other six days of the week.

Thank you for considering this request.

Abby Yellman

\*\*Sunday statistics for the past three years are attached for your review.

| FY 2011-12 |             | FY 2012-13 |             | FY 2013-14 |             |
|------------|-------------|------------|-------------|------------|-------------|
| Date       | No. Patrons | Date       | No. Patrons | Date       | No. Patrons |
| 11/6/2011  | 41          | 10/7/2012  | 83          | 10/6/2013  | 112         |
| 11/13/2011 | 86          | 10/14/2012 | 93          | 10/13/2013 | 92          |
| 11/20/2011 | 62          | 10/21/2012 | 78          | 10/20/2013 | 94          |
| 11/27/2011 | 90          | 10/28/2012 | 87          | 10/27/2013 | 242         |
| 12/4/2011  | 98          | 11/4/2012  | 87          | 11/3/2013  | 191         |
| 12/11/2011 | 174         | 11/18/2012 | 125         | 11/17/2013 | 180         |
| 12/18/2011 | 95          | 11/25/2012 | 91          | 11/24/2013 | 123         |
| 1/8/2012   | 139         | 12/2/2012  | 105         | 12/1/2013  | 113         |
| 1/22/2012  | 62          | 12/9/2012  | 90          | 12/8/2013  | 78          |
| 1/29/2012  | 139         | 12/16/2012 | 103         | 12/15/2013 | 131         |
| 2/5/2012   | 106         | 12/23/2012 | 84          | 12/22/2013 | 112         |
| 2/12/2012  | 109         | 12/30/2012 | 86          | 12/29/2013 | 91          |
| 2/26/2012  | 200         | 1/6/2013   | 451         | 1/5/2014   | 93          |
| 3/4/2012   | 92          | 1/13/2013  | 102         | 1/12/2014  | 90          |
| 3/11/2012  | 87          | 1/27/2013  | 119         | 1/26/2014  | 126         |
| 3/18/2012  | 113         | 2/3/2013   | 149         | 2/2/2014   | 90          |
| 3/25/2012  | 155         | 2/10/2013  | 109         | 2/9/2014   | 104         |
| 4/1/2012   | 98          | 2/24/2013  | 143         | 2/23/2014  | 131         |
| 4/15/2012  | 100         | 3/3/2013   | 115         | 3/2/2014   | 89          |
| 4/22/2012  | 104         | 3/10/2013  | 125         | 3/9/2014   | 99          |
| 4/29/2012  | 101         | 3/17/2013  | 107         | 3/16/2014  | 122         |
| 5/6/2012   | 121         | 3/24/2013  | 107         | 3/23/2014  | 136         |
| 5/13/2012  | 116         | 4/7/2013   | 99          | 3/30/2014  | 123         |
| 5/20/2012  | 84          | 4/14/2013  | 116         | 4/6/2014   | 120         |
| 9/9/2012   | 108         | 4/21/2013  | 150         | 4/13/2014  | 136         |
| 9/16/2012  | 62          | 4/28/2013  | 107         | 4/27/2014  | 66          |
| 9/23/2012  | 71          | 5/5/2013   | 101         | 5/4/2014   | 71          |
| 9/30/2012  | 71          | 5/12/2013  | 105         | 5/11/2014  | 69          |
|            |             | 5/19/2013  | 106         | 5/18/2014  | 86          |
|            |             | 9/8/2013   | 74          |            |             |
|            |             | 9/15/2013  | 80          |            |             |
|            |             | 9/22/2013  | 93          |            |             |
|            |             | 9/29/2013  | 92          |            |             |
| TOTAL      |             |            | 3762        |            | 3310        |
| AVERAGE    |             |            | 114         |            | 114         |

7/8/2014

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