



City Manager  
334 Front Street  
Ketchikan, AK 99901

Phone (907) 228-5603  
Fax (907) 225-5075

<b>TRANSMITTAL MEMORANDUM</b>
-------------------------------

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: January 13, 2021

RE: **Quarterly Statistical Report of Ketchikan Public Library Utilization – October Through December 2020**

Attached for City Council review is the quarterly report of Ketchikan Public Library utilization for the period October through December 2020. Should Councilmembers have questions regarding the report, staff can attempt to respond accordingly.



## MEMORANDUM

**To:** Ruben Duran, Manager, Ketchikan Gateway Borough  
Karl Amylon, Manager, City of Ketchikan; Lacey Simpson, Assistant City Manager

**From:** Pat Tully, Library Director

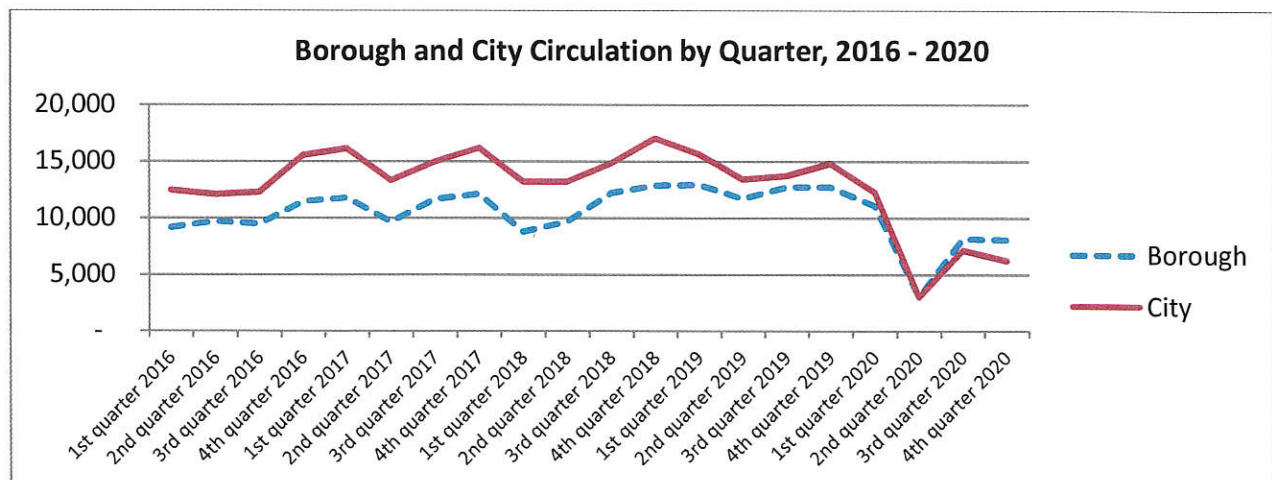
**Date:** January 8, 2021

**Re:** Quarterly statistical report of public library usage, October - December, 2020

Total patron accounts: 8,711			Total updated accounts: 5,175	
	Borough	City	Saxman	Temp
Residency for total updated accounts:	1,925	3,091	109	Borough: 17 City: 33 Saxman: 0
Percentage of total updated accounts:	37.20%	59.73%	2.10%	.97%
Circulation:	8,059	6,189	53	71
Percentage of total updated circulation:	56.07%	43.06%	0.38%	0.49%

These numbers do not include the residency of KGB School District students and faculty or UAS-K students—the School District and the University Library create and administer these accounts.

**Note:** From November 5 through December 1 the Library was closed to the public due to the High Community Risk Level for COVID transmission. Curbside Service was offered during that time. The Library reopened to the public on December 2. The Library's open hours are Monday – Saturday, 10am to 6pm.





**Online books:** The over 35,000 audio and electronic books in the Alaska Digital Library (ADL) were accessible throughout the quarter.

ADL circulation	2019	2020	% increase
October	1,566	2,085	33.14%
November	1,586	1,856	17.02%
December	1,652	2,185	32.26%
<b>Total</b>	<b>4,804</b>	<b>6,126</b>	<b>27.52%</b>

**Programming:** The Library continues to record and post virtual programs to Facebook and YouTube. These videos received the most views in the past quarter:

Department	Video	# Views
Adult	Adult Take-Home Craft: Felt Fortune Cookies	3.3 thousand
Adult	Mailbox Kindness Challenge: Thanksgiving	1.4 thousand
Children	Native American Heritage Day with Nathan Jackson	765
Children	Romps & Rhymes with Miss Rebecca (11/10/20)	436
Children	Romps & Rhymes with Miss Rebecca (11/17/20)	426
Children	Hocus Pocus Buns (10/4/20)	402
Children	Romps & Rhymes with Miss Rebecca (11/24/20)	361
Children	Online Song Time (10/05/20)	261
Children	Romps & Rhymes with Miss Rebecca (12/23/20)	247
Adult	DIY with Gayle: Sew a Comfy 3D Mask	200

**Library social media:**

Facebook followers: 2,463	Teen Advisory Group (T.A.G.) Facebook followers: 220
Twitter followers: 469	Instagram followers: 935