

DULUTH PUBLIC LIBRARY BOARD

Notice of Meeting

DATE: January 22, 2019

TIME: 4:30 p.m.

PLACE: Main Library Conference Room

AGENDA

Call to order

Introductions and welcome new board member

Review and approve agenda

Public comments (3 minutes per person)

Approve minutes of November 27, 2018 meeting

Reports

Friends of the Library Report – Powers

Foundation Report – Powers

Library Manager's Report – Powers

Old Business

Main Library facility

Library advocacy

New Business

2019 action plan

Early literacy position

Adjournment

Next regular meeting: Tuesday, February 26, 2019, at 4:30 p.m. in the **Mt. Royal Branch Blue Room**

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
November 27, 2018

Call to Order: Vice president Sperl called the meeting of the Duluth Library Board to order at 4:30 p.m. on Tuesday, November 27, 2018.

Members Present: David Sperl, Matt Rosendahl, Lizzy Luoma, Sue Henke, Betty Ramsland, Nick Foucault (left at 5:30), Neil Glazman

Also Present: Carla Powers, community members: Debbi Rasmussen from the League of Women Voters, Library Technician Jessica Korpi, Library Supervisor Richmond Kinney, City Council liaison Em Westerlund (arrived at 4:35)

Absent: Matt Rosendahl, Sandy Scheiber

Presentation by Diversity Audit Committee members. Jessica Korpi and Richmond Kinney gave a presentation on the work done by the library's Diversity Audit Team, which worked on a project outlined in the strategic plan to document current celebration of Duluth's diverse communities. As part of its work the group brainstormed outcomes, conducted an audit of the three libraries, started a system-wide discussion of diversity, and worked together to create a definition of diversity. Areas of opportunity that the group identified included signage, art, posters and dollhouses. Printed information given to board members contained examples from other libraries of more inclusive ways of representing the library's users.

Agenda was reviewed and approved as written.

Public comment period: no comments

Minutes: Minutes of the October 23, 2018 board meeting were approved as drafted with voice consent.

Reports: Reports reviewed as written.

Old Business:

Library Advocacy update

- Westerlund reported that city councilors recently received information on the initial planning stages of the Medical District planning. No new information was provided to the board on the city's consideration of including a library project at this stage.
- Letter drafted via bullet points during the meeting. The letter will be put together by Rosendahl and Sperl. Board will review via email prior to it being sent to city councilors prior the next board meeting.

Library Board vacancy

- One vacancy remains and six applications have been received. Notifications were placed in all three branches to inform users and encourage applicants of diverse backgrounds to consider the position.

New Business:

Library Usage Statistics

- Report was reviewed. Data is provided for each month and for each facility. This is useful information when looking at trends.

- Usage at the main building has increased since the Superior Street reconstruction wrapped up in the fall.
- A subcommittee was formed to analyze and condense this data for the board. Henke and Glazman agreed to serve on the subcommittee. They will look for one more board member to join them.

2019 Meeting Dates

All meetings begin at 4:30 p.m. and take place in the Conference Room at the Main Library unless otherwise noted.

January 22

February 26 – Mt. Royal

March 26 – annual meeting, election of officers

April 23

May 28

June 25 – West Duluth Branch

July – NO MEETING

August 27

September 24

October 22

November 26

December – NO MEETING

Adjournment: Meeting adjourned at 5:40 pm.

Next meeting: Tuesday, January 22, 2019; 4:30 p.m. in the Main Library conference room

Friends Report to Library Board

From meeting of January 15, 2019

Poet Laureate Project. Duluth Poet Laureate Committee Chair Jim Perlman attended the meeting. He requested that the Friends continue to fund this project with a donation of \$750 per year for the next two years. The Friends have been supporting the Duluth Poet Laureate since its inception more than a decade ago. Friends Board members present at the meeting were supportive of continuing, but a vote could not be taken due to lack of a quorum.

Bylaws. Over the next month or two the Friends Board plans to review and update its bylaws. The bylaws have not been updated in several years.

Littlest Holiday Sale. The Littlest Holiday Book Sale, which took place at Mt. Royal in early December, raised \$1,145. The so-called “free cart” generated \$908.50 in freewill donations throughout 2018. The Friends continue to send books that are not suitable for the annual book sale to an organization called Thrift Books, which generates some extra money for books that otherwise would end up on the free cart or recycled.

Submitted by Carla Powers

Foundation Report to Library Board

From meeting of January 8, 2019

Endowed Fund. The Foundation is exploring the possibility of setting up a separate endowed fund for a donor who wishes to give a \$25,000 gift. Establishing such a fund will require some extra work by Foundation staff, but the executive director feels it would be worthwhile. Endowed funds would be accepted only if they conform to the needs of the library and do not “restrict the library unreasonably in their stipulations.”

2018 Disbursement. The remainder of the Foundation’s 2018 disbursement to the library was paid out in December. Through grants, sponsorships and unrestricted disbursement the Foundation provided \$50,000 to the library last year. The check that arrived in December will be used for children’s and teen programs in 2019, a collection of VOX books for the branch libraries, and tables for the top floor computer lab space.

2019 Goals. Goals discussed at the January meeting included creating the first individual endowed fund in the Foundation’s investment account, increasing major donor engagement and support, increasing grant revenue and donations, growing the Learning & Libations at the Library event, and engaging with city leaders to influence policy.

Submitted by Carla Powers

Manager's Report to Library Board January 2019

Envisionware. New software systems for accepting credit card payments and managing our public computers will be installed beginning January 22. While the two systems are separate, both are operated by a company called Envisionware. The PC management system has better functionality than our current system (called Smart Access Management, or SAM). Envisionware's e-commerce system, which will accept credit card payments inside the library or online from home, will meet an increasing demand from patrons to pay for printouts and library fines using a credit or debit card.

Library Construction Grant. This month we learned that we'll be awarded an \$88,000 grant from the State of Minnesota to install public bathrooms in the Main Library where the existing computer lab is located. Paperwork is being filed to meet the state's requirements for formally accepting the grant and moving forward with the project. The grant will cover up to half of the cost of the project, and \$250,000 has been set aside in the city's Capital Improvement Project fund to pay for the rest. Final design work will begin within the next few weeks. The project will go out for bid once the grant acceptance is finalized.

New Computer Area. We're still waiting for electrical work to be done and some new tables to arrive before the public computers can move upstairs. The tables are scheduled to be delivered in early February. Facilities staff is arranging for a contractor to do the electrical work.

Warming Center. As you may know, the City of Duluth, St. Louis County and CHUM are partnering to operate a warming center in the City Center West building on nights when the temperature drops to zero degrees or lower. The West Duluth Branch Library will not be utilized for this service, nor will the shared lobby space. The senior center rooms are large enough to accommodate the number of people expected at the warming center and have an attached bathroom. The warming center is scheduled to open for the first time this evening, January 17.

History Day. On Saturday, January 5, DPL hosted its ninth annual History Day Hullabaloo, which is a research event for students participating in National History Day in Minnesota. This year we had approximately 60 middle school students seeking help with their projects. Staff from the Minnesota Historical Society and librarians from UMD joined our reference staff in assisting students to narrow down their topics and do primary source research using our collection. Circulation desk staff helped students check out items with their new Port Cards, which allows for a longer checkout period and no overdue fines.

Duluth Public Library Strategic Plan 2019 Action Plan

Goal 1: Prioritize early literacy services and resources to increase the school readiness of Duluth's children

1. Arrange for summer intern in Youth Services
Project lead: Sue Schumacher
 - a. Hire AmeriCorps volunteer for summer 2019
 - b. Explore partnering with AmeriCorps volunteers in Parks on an early literacy project

2. Complete refresh project for youth services space at Main Library
Project lead: Sue Schumacher/Kristy Nerhaugen
 - a. Order new upholstered furniture and have it in place before May

3. Expand youth services and branch staff knowledge of early literacy skills and practices
Project lead: Sue Schumacher
 - a. Have more staff participate in Supercharged Storytime training
 - b. In replacing branch coordinator, hire candidate with early literacy experience and training

4. Support new early literacy initiatives in the community
Project lead: Sue Schumacher/Kristy Nerhaugen
 - a. Expand early literacy training for parents and childcare providers in partnership with ECFE and Headstart
 - b. Partner with ALS on early literacy projects
 - i. "One Book" program for early childhood
 - ii. Reading Ready program
 - iii. Early literacy activity calendars

Goal 2: Build the library's capacity to fulfill its mission

1. Continue and build on previous year's effort to improve and expand library's technology offerings for the public
Project lead: Renee Zurn
 - a. Order additional charging stations once the first two have been installed and used by patrons
 - b. With technology offering team, identify any new technology needs for the public and present ideas to management team

2. Continue evaluating and improving use of space at Main Library
Project lead: Renee Zurn/Carla Powers

- a. Work with facilities staff to add public restrooms to former computer lab space
 - b. Relocate staff from circ annex so facilities staff can free up this space for use by youth services
 - c. Consider how to use space being freed up by the weeding of reference and adult nonfiction collections
 - d. Move or adjust outdoor benches to better manage smoking behavior
3. Review safety issues at Main Library
Project lead: Carla Powers
- a. Schedule meeting of the library safety and security working group in the first quarter of 2019 to evaluate progress
4. Support efforts by Library Board, Friends of the Library and Duluth Library Foundation to highlight facility needs
Project lead: Carla Powers
- a. Provide any information or statistics needed by the groups
 - b. Schedule another Gathering of Associated Library Advocates in fall 2019

Goal 3: Shift the library's service model to increase opportunities for staff to teach and inspire users.

1. Complete credit card processing project
Project lead: Carla Powers/Renee Zurn
 - a. Update policies and procedures as needed
 - b. Work with IT to purchase needed hardware
 - c. Train staff
 - d. Install software
 - e. Publicize project and train library patrons
2. Optimize use of staff time for needed services
Project lead: Carla Powers
- a. Analyze and address need for temporary/substitute staff
 - b. Explore NCIP in Polaris to free up ILL staff time
 - c. With new adult services supervisor, evaluate structure of adult services and staffing of public desks for this work area
3. Look at potential efficiency gains in circulation
Project lead: Renee Zurn/Byron Johnson
- a. Identify optimal staffing patterns based on data being gathered
 - b. Recommend and promote use of barcode apps for library card storage on mobile devices
 - c. Improve process/system for handling vacation requests and desk schedules

4. Continue exploring options for streamlining acquisitions, cataloging and processing.
Project lead: Adult services supervisor/Jessica Bellini
 - a. Consider shelf-ready processing for adult fiction collection
 - b. Eliminate accession numbers on music CDs for staff time savings and better customer service

Goal 4: Enhance current library services to better serve community needs

1. Continue work of diversity team
Project lead: Adult services supervisor or diversity team member
 - a. Recommend changes and/or new projects to be completed in 2019
 - b. Have at least 30 staff members complete CHUM's Expanding Horizons training
2. Improve branch services
Project lead: Sue Schumacher/Branch coordinator
 - a. Explore adding an adult graphic novel collection at each branch
 - b. Purchase storytime kits for branches with grant funding secured by Duluth Library Foundation
 - c. Install digital signs at each branch
 - d. Purchase and install new CD display units at Mt. Royal
 - e. Replace worn and unsafe furniture at West Duluth
3. Take next steps in Port Card project
Project lead: Sue Schumacher
 - a. Conduct more outreach to schools and teachers
 - b. Consider delivery system to transport materials between schools and library
 - c. Explore expanding this service to charter and private schools, for potential implementation in 2020
4. Establish stand-alone urban fiction collection
Project lead: Adult services supervisor/Kathy Bushey
 - a. Set aside portion of Duluth Library Foundation disbursement to fund this new collection
 - b. Evaluate collection after one year and decide whether to continue as is or interfile with rest of fiction collection
5. Work with Dementia Friendly Coalition to improve services for people with dementia
Project lead: Sue Schumacher
 - a. Arrange for staff training
 - b. Provide volunteer training
 - c. Develop programs to educate community members and caregivers
 - d. Create memory and caregiver kits

6. Explore partnering with social service agencies
Project lead: Adult services supervisor/adult services staff
 - a. Continue conversation with St. Louis County Public Health & Human Services that began in the fall of 2018

7. Evaluate use of library databases
Project lead: Adult services supervisor/Maureen Maloney
 - a. Conduct surveys to better understand patron use of databases
 - b. Conduct user testing
 - c. Use this data to inform the selection and continuation of databases
 - d. Increase public awareness of library's databases

8. Reduce barriers to library use by underserved populations
Project lead: Carla Powers
 - a. Work with management team and Library Board to review and adjust policies
 - b. Work with management team and library staff to review and adjust procedures
 - c. Consider fine-free model of library service

Goal 5: Raise public awareness of the library to increase use of the range of services

1. Incorporate Jira project management software into PR's operation
Project lead: Sue Schumacher/PR senior tech
 - a. Become familiar with software
 - b. Identify project for which to utilize Jira
 - c. Evaluate and make any needed adjustments for next project

2. Continue creating an overall publicity/awareness plan for the library, including goals and a timeline
Project lead: PR senior tech

MAIN

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	25	23	27	25	25	21	21	23	23	26	23	24	286
Hours open	210.0	194.0	229.0	214.0	213.0	184.0	186.0	202.0	194.0	222.0	194.0	203.0	2445.0
Visitors	22587	20837	24429	19663	15915	16086	16958	16335	14469	16007	15629	15304	214219
Internet uses Sam	4838	4673	5399	4575	3924	3540	4256	4220	3784	4216	3682	3700	50807
Internet uses laptops	295	234	256	250	163	168	207	280	167	164	172	198	2554
Internet total	5133	4907	5655	4825	4087	3708	4463	4500	3951	4380	3854	3898	53361
Circulation print,av	35338	31453	36331	30576	24701	25084	28898	27513	25333	28185	28167	26057	347636
Circulation OneClick	482	507	608	495	414	447	515	530	403	496	507	448	5852
Circulation total	35820	31960	36939	31071	25115	25531	29413	28043	25736	28681	28674	26505	353488

MAIN

2017 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	24	23	27	25	25	22	20	23	24	25	24	23	285
Hours open	198.0	194.0	230.0	211.0	213.0	194.0	178.0	202.0	202.0	214.0	189.0	194.0	2419.0
Visitors	20844	22282	23668	20597	21625	24428	22818	25334	21014	22728	20807	18199	264342
Internet uses Sam	4712	4598	5048	4763	4888	5010	4999	6097	5125	5366	4832	4375	59813
Internet uses laptops	261	213	276	222	250	193	156	205	193	246	221	232	2668
Internet total	4973	4811	5324	4985	5138	5203	5155	6302	5318	5612	5053	4607	62481
Circulation print,av	34188	34747	38317	33309	32999	35963	33756	37025	32796	33855	32643	31326	410924
Circulation OneClick	525	490	470	430	405	388	463	417	385	402	415	370	5160
Circulation total	34713	35237	38787	33739	33404	36351	34219	37442	33181	34257	33058	31696	416084

MT ROYAL

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	22	21	22	21	21	23	19	22	19	19	249
Hours open	184.0	166.0	192.0	186.0	192.0	184.0	184.0	202.0	166.0	196.0	166.0	168.0	2186.0
Visitors	11191	10017	11510	11582	11641	12817	13514	14538	10652	12736	10487	9207	139892
Internet uses Sam	1197	1079	1244	1292	1358	1369	1562	1644	1270	1412	1092	1001	15520
Internet uses laptops	97	69	66	61	47	35	36	55	53	48	45	29	641
Internet total	1294	1148	1310	1353	1405	1404	1598	1699	1323	1460	1137	1030	16161
Circulation print,av	23522	21423	24653	25107	25487	29520	31762	33675	25271	29468	25675	22161	317724
Circulation OneClick													
Circulation total	23522	21423	24653	25107	25487	29520	31762	33675	25271	29468	25675	22161	317724

MT ROYAL

2017 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	20	19	23	20	22	22	20	23	20	21	19	19	248
Hours open	174.0	156.0	202.0	176.0	194.0	194.0	178.0	202.0	174.0	186.0	170.0	166.0	2172.0
Visitors	10411	10360	12105	10410	11116	12352	12240	11772	10948	11267	10442	9337	132756
Internet uses Sam	1176	1062	1339	1278	1373	1501	1533	1772	1377	1364	1167	1036	15978
Internet uses laptops	71	59	57	46	41	44	62	94	76	65	72	67	754
Internet total	1247	1121	1396	1324	1414	1545	1595	1866	1453	1429	1239	1103	16732
Circulation print,av	22264	21366	38030	22022	24599	27913	26593	29264	23703	23529	23283	20046	302612
Circulation OneClick													
Circulation total	22264	21366	38030	22022	24599	27913	26593	29264	23703	23529	23283	20046	302612

WEST DULUTH

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	22	21	22	21	21	23	19	22	19	19	249
Hours open	186.0	168.0	194.0	184.0	196.0	184.0	186.0	202.0	168.0	194.0	168.0	166.0	2196.0
Visitors	6603	5789	6637	6447	6638	6726	7186	8073	6130	6844	0	4898	71971
Internet uses Sam	790	770	982	992	1008	1082	1001	1415	1036	1135	889	748	11848
Internet uses laptops	41	24	25	31	26	16	24	23	21	39	25	20	315
Internet total	831	794	1007	1023	1034	1098	1025	1438	1057	1174	914	768	12163
Circulation print,av	10124	8695	9952	9599	10065	11149	11833	12613	10276	11263	10075	8867	124511
Circulation OneClick	0												
Circulation total	10124	8695	9952	9599	10065	11149	11833	12613	10276	11263	10075	8867	124511

WEST DULUTH

2017 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	20	19	23	20	22	22	20	23	20	21	19	19	248
Hours open	178.0	168.0	202.0	176.0	194.0	194.0	174.0	204.0	174.0	186.0	170.0	166.0	2186.0
Visitors	5894	6133	7242	6436	6848	7091	6650	8019	6494	6503	5859	5099	78265
Internet uses Sam	841	920	1116	1020	1050	1103	1044	1220	1109	1044	873	694	12034
Internet uses laptops	36	43	32	40	46	45	61	76	41	54	58	49	581
Internet total	877	963	1148	1060	1096	1148	1105	1296	1150	1098	931	743	12615
Circulation print,av	9808	9836	10954	10037	10664	11406	11078	11795	10070	10024	9285	7950	122907
Circulation OneClick													
Circulation total	9808	9836	10954	10037	10664	11406	11078	11795	10070	10024	9285	7950	122907

TOTAL MAIN AND BRANCHES

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	67	61	71	67	69	63	63	69	61	70	61	62	784
Hours open	580.0	528.0	615.0	584.0	601.0	552.0	556.0	606.0	528.0	612.0	528.0	537.0	6827.0
Visitors	40381	36643	42576	37692	34194	35629	37658	38946	31251	35587	31703	29409	431669
Internet uses Sam	6825	6522	7625	6859	6290	5991	6819	7279	6090	6763	5663	5449	78175
Internet uses laptops	433	327	347	342	236	219	267	358	241	251	242	247	3510
Internet total	7258	6849	7972	7201	6526	6210	7086	7637	6331	7014	5905	5696	81685
Circulation print,av	68984	61571	70936	65282	60253	65753	72493	73801	60880	68916	63917	57085	789871
Circulation OneClick	482	507	608	495	414	447	515	530	403	496	507	448	5852
Circulation total	69466	62078	71544	65777	60667	66200	73008	74331	61283	69412	64424	57533	795723

TOTAL MAIN AND BRANCHES

2017 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	64	61	73	65	69	66	60	69	64	67	62	61	781
Hours open	550.0	518.0	634.0	563.0	601.0	582.0	530.0	608.0	550.0	586.0	529.0	526.0	6777.0
Visitors	37148	38775	43014	37443	39588	43871	41707	45125	38455	40498	37107	32634	475363
Internet uses Sam	6729	6580	7503	7061	7311	7614	7576	9089	7611	7774	6872	6105	87825
Internet uses laptops	368	315	365	308	337	282	279	375	310	365	351	348	4003
Internet total	7097	6895	7868	7369	7648	7896	7855	9464	7921	8139	7223	6453	91828
Circulation print,av	66260	65949	87301	65368	68262	75282	71427	78084	66569	67408	65211	59322	836443
Circulation OneClick	525	490	470	430	405	388	463	417	385	402	415	370	5160
Circulation total	66785	66439	87771	65798	68667	75670	71890	78501	66954	67810	65626	59692	841603

2018 PROGRAMS SUMMARY

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec Total

MAIN ADULT													
Number of programs	12	15	14	21	13	10	16	20	16	15	14	12	178
Attendance	401	325	352	422	218	459	1051	1276	545	692	279	168	6188

MAIN TEEN													
Number of programs	3	3	2	2	4	4	2	4	2	2	3	2	33
Attendance	188	161	71	58	139	144	52	177	64	66	68	59	1247

MAIN CHILDREN													
Number of programs	20	19	14	21	15	14	22	19	16	20	24	24	228
Attendance	935	880	380	328	693	519	2540	863	258	658	830	533	9417

MTR ADULT													
Number of programs	4	3	4	3	4	8	5	5	4	2	4	3	49
Attendance	54	118	41	24	29	94	79	294	101	38	62	43	977

MTR TEEN													
Number of programs		1		1		2	2	3					9
Attendance		22		10		12	34	128					206

MTR CHILDREN													
Number of programs	7	13	9	8	9	10	9	13	7	9	10	4	108
Attendance	204	548	420	476	317	585	907	1659	255	503	985	133	6992

WES ADULT													
Number of programs	5	4	2	4	4	3	4	3	2	3	3	3	40
Attendance	71	75	16	16	7	36	29	119	33	43	36	32	513

WES TEEN													
Number of programs		1				1		2					4
Attendance		8				3		57					68

WES CHILDREN													
Number of programs	10	9	7	6	9	8	9	10	8	7	6	5	94
Attendance	116	126	110	130	162	336	272	245	171	145	179	116	2108

2017 PROGRAMS SUMMARY

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec Total

MAIN ADULT													
Number of programs	7	15	24	8	8	6	14	16	15	15	12	9	149
Attendance	68	312	420	273	219	585	1355	2979	453	629	215	169	7677

MAIN TEEN													
Number of programs	3	3	3	2	3	2	2	3	2	2	2	2	29
Attendance	230	141	72	48	85	56	51	230	102	73	66	74	1228

MAIN CHILDREN													
Number of programs	13	19	19	15	18	17	17	21	16	19	16	18	208
Attendance	252	719	770	540	517	834	3668	2443	436	639	286	463	11567

MTR ADULT													
Number of programs	2	2	3	2	3	5	3	3	2	4	2	2	33
Attendance	24	74	51	18	25	58	97	234	19	67	39	19	725

MTR TEEN													
Number of programs		1						1				2	4
Attendance		47						130				45	222

MTR CHILDREN													
Number of programs	6	6	7	5	6	9	7	10	7	10	9	6	88
Attendance	256	446	544	183	220	659	378	1212	435	519	740	145	5737

WES ADULT													
Number of programs	3	2	3	1	1	1	1	2	2	2	3	2	23
Attendance	51	33	12	6	5	6	6	66	21	15	14	5	240

WES TEEN													
Number of programs		1						1					2
Attendance		17						35					52

WES CHILDREN													
Number of programs	5	7	7	5	6	7	6	10	8	7	5	5	78
Attendance	29	105	63	33	44	88	99	239	122	69	37	59	987