

Library Board of Trustees - Director's Report

August 18, 2020

ADMINISTRATION:

Have continued to work on updating computers and equipment. Reinstalled ScanPro computer repaired under warranty; Lyn and Charlotte's 5-year-old desktop computers were replaced with laptops and their old computers are being used as new workstations during the pandemic; working on purchasing new monitors and replacing old and updating conference room technology with webcams, etc. Large amount of outdated/non-working electronic items were taken to be e-cycling event in Rhinelander on 8/14.

The historical museum reopened on 8/11. Worked with museum staff to prepare their area for reopening, adjust door locking timers, discuss logistics for safety for visitors in the building, etc.

Set up a scanning station for scanning donated and withdrawn books to send to Better World Books. Denise has been working on that after completing other job tasks. We receive reimbursement for books sent to BWB; Lyn is working with the company to get our first reimbursement.

Staff continue to work on registration update project. Carolyn has worked on identifying patrons still in the Sierra database that do not have physical records on file and marking or deleting as needed.

Continuing to work with Charlotte and April on logging programming statistics. The goal is to submit an eMeasures "Snapshot" report on library services during the pandemic by August 31 based on May, 2020

Met with town officials on 8/6 to discuss draft the 2021 capital and personnel budgets; worked with library board to identify options for revisions.

STAFF DEVELOPMENT AND LIBRARY DIRECTOR CONTINUING EDUCATION:

CEUs for 2019: 40 (6 technology) CEUs for 2020:

PROGRAMS AND OUTREACH:

Summer reading ended on 8/14; we will be compiling final stats. There were 38 active readers in July and weekly scavenger hunts and "take and make" kits for offline participation. The kits proved very popular. No families registered for virtual Make It! Camp (bad timing), but the program is prepped and can be offered during the school year as a club or supplemental program for FabLab students.

Currently there is an ongoing "Gnome Hunt" for all ages (books from MindChimes and ice cream), and "take and make" will continue. Charlotte is working on plans for socially-distanced outdoor Story Hour for early fall. Our movie licensing company has offered a list of movies that could be shown outdoors. Teens have been the most difficult group to engage remotely.

Program/Attendance	Children	Young Adult	All ages
Regular attendance	3/0	0/0	1/10
Self-directed	4/165	0/0	0
Virtual/online	24/280	3/20	16/306

Respectfully submitted,

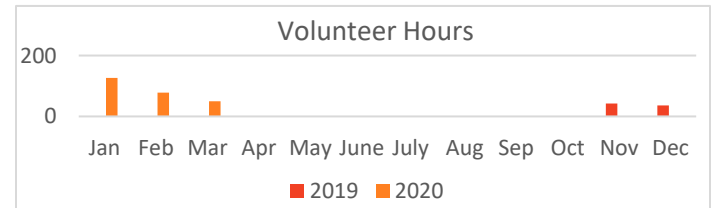
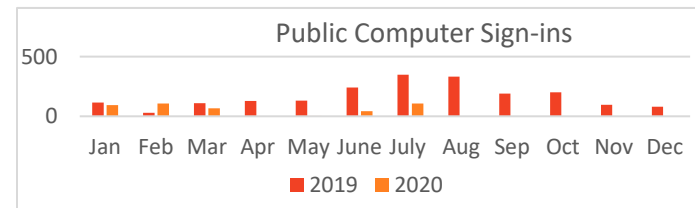
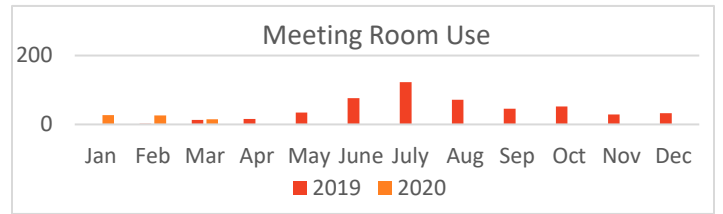
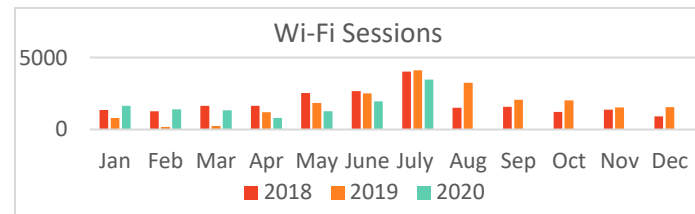
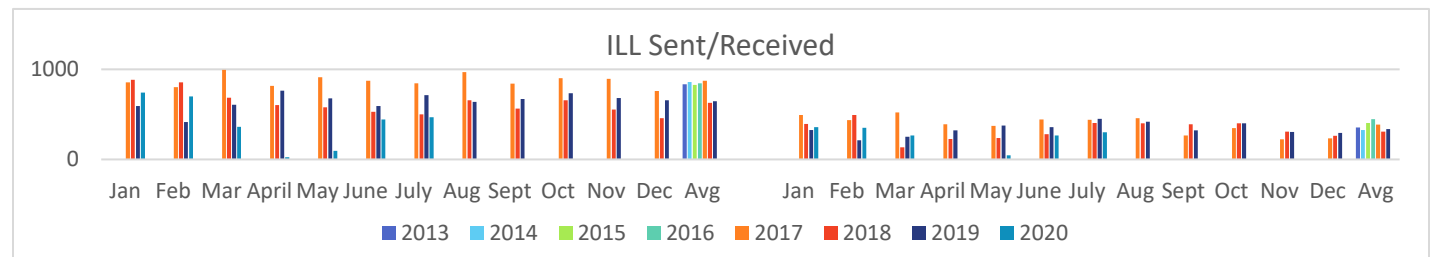
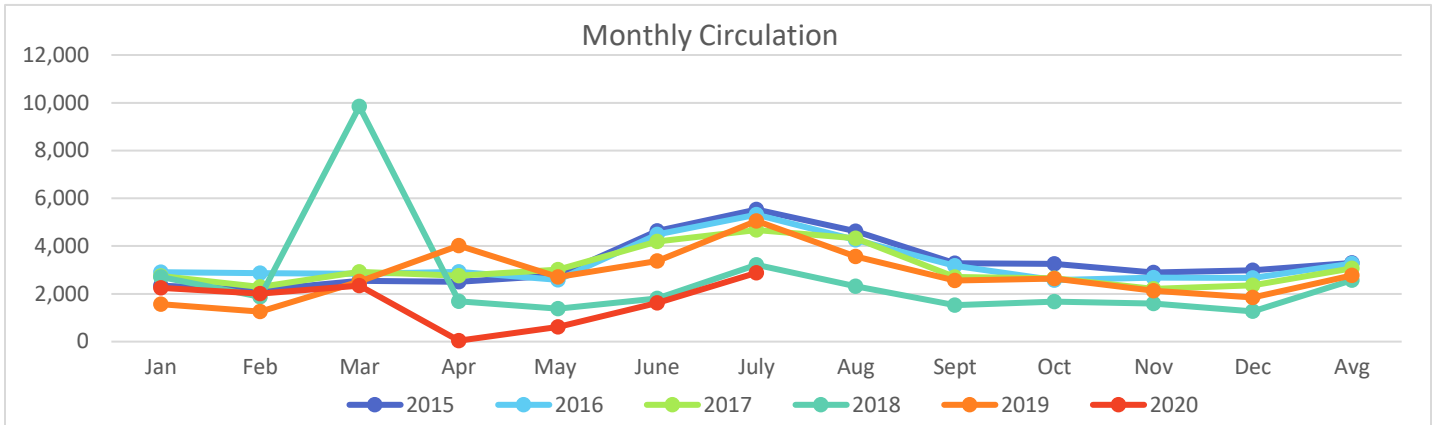
Erica Brewster – Director

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Monthly and YTD Statistics

	July 2020	YTD 2020	July 2019	YTD 2019	July 2018	YTD 2018
Circulation	2,879	11,803	5,025	20,466	3,210	22,495
Interlibrary loan sent	464/5	2,838/99	674/38	4,140/220	479/23	4,395/250
Interlibrary loan received	303	1,593	452	2,302	405	1,879



Library Usage - Survey 2020

	March	June	October	December	Total 2020	Total 2019	Total 2018
Library Visits	387	102				22,737	16,211
Reference Transactions	36	17				923	546
Program Attendance	59 4 programs	103 2 Facebook			Avg/wk: programs	Avg/wk: 56 4 programs	Avg/wk: 30 2 programs