

Director's Report August 2022

Deb Flint, Library Director

Building & Grounds:

- Building & Grounds Committee members and volunteers finished weeding the front rain gardens. There is a request out to Creative Landcare for an estimate of how much mulch is needed to cover the center rain garden.
- We have had positive feedback about the birdfeeder in the front yard.
- One of the magazine rack shelves broke again. A volunteer should be fixing it in the next few days.
- There is an active bee nest on the back of the building. I have asked a volunteer to spray it one evening soon.

Collection:

- Added 47 new books, 11 donations, and 1 DVD in July.
- Ordered new books.
- The YA section has been weeded. Staff is currently weeding the Adult Fiction section.

Financials:

- CFO and I met with CPA to discuss status of the audit. It is still not complete, and it is holding up the bookkeeper's submission of the next AUD.
- Tech Clerk researched creating a PayPal account and putting a button on the website. This task is not yet completed.

Grants & Donations:

- Finished purchasing books with the funds from Friends.
- Continue to order materials for Summer Reading from the Stewart's and BSNB grants.
- Received another Hannaford donation for children's programs.
- Received LLSA funds from SALS for this year. The check is marked for the Reserve Fund.
- Friends paid for the two new computers and a storage backup upgrade for the website.

Meetings:

- Met with a volunteer who is interested in starting a video game analysis club for teens and young adults.

Programs:

Adult Program Attendance:

July Tech Assistance - 16

7/18/22 Mahjongg - 6

7/21/22 Writer's Group - 2

7/25/22 Mahjongg - 7

7/25/22 When Readers Meet - 9

7/27/22 Photography Club - 11

7/28/22 Local Author Talk: John White – 13
7/30/22 Summer Foraging - 23
8/1/22 Mahjongg - 8
8/4/22 Impressions in Art/Drawing - 3
8/8/22 Mahjongg - 6

TOTAL: 104

Children's Program Attendance:

7/18/22 Octopus Camouflage - 11 kids, 7 adults
7/19/22 Baby Storytime - 9 kids, 8 adults
7/19/22 PreK Storytime - 12 kids, 7 adults
7/19/22 Lighthouse STEAM Challenge - 13 kids, 7 adults
7/19/22 Take Home Water Test Kits - 30
7/20/22 Deconstruction - 4 kids, 2 adults
7/21/22 Ocean Escape Room - 19 kids, 15 adults
7/25/22 Sea Pearl Craft - 9 kids, 7 adults
7/25/22 Tech Club: Light up Angler Fish - 11 kids, 7 adults
7/26/22 Baby Storytime - 6 kids, 6 adults
7/26/22 PreK Storytime - 19 kids, 15 adults
7/26/22 Water Science - 9 kids, 6 adults
7/28/22 Makerspace: Finish the Comic - 11 kids
8/1/22 Sink or Float Challenge - 14 kids, 8 adults
8/1/22 Lego Club - 16 kids, 10 adults
8/2/22 Baby Storytime - 8 kids, 8 adults
8/2/22 PreK Storytime - 15 kids, 8 adults
8/2/22 Ocean Motion - 2 kids, 2 adults
8/8/22 How Whales Stay Warm Science - 7 kids, 4 kids
8/8/22 Mermaid Macramé Keychain - 11 kids, 3 adults
8/9/22 Baby Storytime - 6 kids, 5 adults
8/9/22 PreK Storytime - 12 kids, 7 adults
8/9/22 Water Bottle Jellyfish Craft - 18 kids, 11 adults

TOTAL: 425

Teen Program Attendance:

7/16/22 eSports Gaming Club - 7
7/21/22 Escape Room - 5
7/28/22 Teen Advisory Board (TAB) - 12
7/30/22 Build a Robot - 5

TOTAL: 29

Family Program Attendance:

7/30/22 Town Blueberry Festival – 23 kids, 12 adults
8/6/22 Interactive Movie - 1

TOTAL: 36

Community Meetings Attendance:

7/18/22 Tutoring - 3
7/19/22 Tutoring - 3
7/20/22 Tutoring - 7
7/20/22 East Galway Cemetery - 9
7/27/22 Tutoring - 4
7/27/22 GPS - 5
8/8/22 Tutoring - 3
8/9/22 GPS - 4
8/9/22 Tutoring - 3
8/10/22 GPS - 5
8/10/22 Tutoring - 5

TOTAL: 51

The Summer Reading Program ends on 8/13/22. Over 105,000 reading minutes have been recorded so far! The total number of registrants is 184. We have been extremely busy since school finished for the summer.

The Town of Galway is planning a fall festival the last Saturday in October. Our Youth Coordinator will be collaborating with the PTSA to provide stories, a craft, candy, and free book certificates.

Upcoming Program Schedule:

Adults:

8/15, 8/22, 8/29, 9/12, 9/19, 9/26 - Mahjongg
8/17, 8/20, 8/24, 8/31, 9/7, 9/14, 9/17, 9/21, 9/28 - Tech Assist
8/18, 9/15 - Writers' Group
8/22, 9/26 - When Readers Meet
8/31, 9/28 - Photography Club
9/1 - Impressions in Drawing
9/10 - Volunteer Appreciation Reception
9/13 - Young Professionals Book Discussion
9/24 - Anne Rockwood Talk: Wheels: Women & Independence
10/25 - Social Security Workshop

Kids & Teens:

8/15 – Nature Hike at Glowegee
8/16, 8/23, 8/30, 9/6, 9/13, 9/20, 9/27 - Baby & PreK Storytime
8/17, 9/21 - Deconstruction
8/18, 9/22 - Makerspace
8/20, 9/17 - Teen Esports
8/27 - Build a Robot
9/1 - Pantry Storytime
9/8 – Teen Ice Cream Social

9/12 - Crafternoon
9/15 - Kid Board Games
9/19 - Nature Club
9/22 - Teen Advisory Board
9/26 - Tech Club

Publicity:

- A volunteer/staff reception postcard was created and printed on yellow cardstock. A volunteer is currently cutting them in preparation for mailing later in the week. The reception is scheduled for September 10, 2022.

Staff:

- The County intern will be here until the end of September.
- All Conflict of Interest forms are signed for this year.

Tasks:

- Ordered maintenance supplies.
- Finished writing a draft Meeting Room policy for the Board to review. Began reviewing and revising the Building Use and Protocol policies.
- Completed the annual initial set up in Polaris to be able to order new books and DVDs for this fiscal year.
- Have been updating the Library History document with information on the timelines.
- Renewed magazines and MiSci pass.

Technology:

- Tech Clerk, Senior Clerk, and I met with Hoopla reps to coordinate adding Hoopla to our offering of services for patrons. We will meet again next week, and Hoopla will go live on our website a few days afterwards.
- SALS returned the tech computer tower after reimaging. It is still having issues, but it is working better than it was prior to reimaging.
- The two new computers ordered in the spring were received and installed by SALS and our Tech Clerk.
- Tech Clerk has been working on creating a new website for the Library Foundation.
- Figured out which computers will potentially need replacement next year. There are three of the staff computers that may need replacement, if SALS decides that they will no longer support them.

[illegible]

CIRCULATION

Month	2016	2017	2018	2019	2020	2021	2022
January	1453	1933	1725	1702	2365	1506	2243
February	1421	1824	1430	1375	2400	1768	2087
March	1545	1789	1969	1656	2199	2172	2417
April	1594	1629	1585	1555	239	2256	2198
May	1446	1811	1572	1349	371	2064	2165
June	1896	2207	1623	1719	852	2430	2554
July	2323	2708	2493	2407	1664	3304	3261
August	2265	2347	2274	1718	2509	2870	
September	1784	1895	1931	1172	2214	2398	
October	2039	1773	1553	2633	2214	2282	
November	1900	1801	1424	2197	2049	2343	
December	1834	1772	1332	1714	2072	2091	
YEAR TOTAL	21500	23489	20911	21197	21148	27484	

E-CONTENT CIRCULATION

	2016	2017	2018	2019	2020	2021	2022
January	105	143	139	206	154	264	314
February	163	116	143	150	165	297	287
March	150	106	161	207	191	344	302
April	132	48	148	187	230	271	238
May	143	102	191	198	351	320	311
June	205	122	148	245	325	317	326
July	251	150	197	210	330	328	359
August	142	155	224	217	349	372	
September	108	132	121	195	337	291	
October	150	116	159	177	268	310	
November	132	129	162	180	259	296	
December	119	126	172	165	254	322	
YEAR TOTAL	1800	1445	1965	2337	3213	3732	