



Clinton Community Library Director's Report April 2020

Grants & Fundraising

- Book Sale – Despite being held the weekend before everything started shutting down due the COVID-19 public health emergency, our sale was a success! We raised approximately \$1,100.00 for the library.
- Stewart's Holiday Match – We received \$850.00 from the Stewart's Holiday Match program this year. These funds will be used to enhance our children's collection with up-to-date science-related books, as well as fund environmental science-related programs.
- Northeast Dutchess Fund – I am currently working on the grant application for 2020. Last year we received \$5,000 for our *Optimistic Aging* program – it was the fourth time we have received the grant.

Programming

- Total: 23 Programs / 199 Attendees
- Adult: 15 Programs / 137 Attendees
- Tech Help: Info currently unavailable
- Youth (In-Person): 5 Programs / 16 Attendees
- Youth (Virtual): 3 Programs / 46 Attendees

Our in-person library programming was halted mid-month due to COVID-19, but we have been trying to keep our patrons connected and engaged through online programming. Instructors Samantha Free, Vince Sauter, and Mia Tomic are offering online classes, Susan is facilitating a weekly online Story Time, and we are trying to think of other offerings. Collecting statistics for these “virtual” programs is currently a work-in-progress. Because the Tai Chi and yoga instructors are not facilitating their classes through the library at this point, they are not *technically* library programs – we are just promoting them to our patrons. However, Jenny is using “peak live view statistics” from Facebook to gauge attendance on any Facebook Live events like Story Time.

Circulation & Statistics

Total physical item circulation for March was 520 and items broke down as such:

VIDEORECORDING	41.3%	215
FICTION	24.4%	127
JUV-FICTION	13.7%	71
NON-FICTION	12.9%	67
SOUNDRECORDING	3.1%	16
JUV-NON-FIC	1.5%	8
J-VIDEO	2.9%	15
ILL	0.0%	0
J-AUDIO	0.2%	1

- Total unique Overdrive users with checkouts in March: 84
- Overdrive eBook circulation: 200
- Overdrive eAudio: 132
- Overdrive eVideo: 1
- RB Digital (digital magazines): 40
- Kanopy: 81 plays
- New library cards: 2
- New “instant cards” (online registration): 7
- Wireless Usage: data currently unavailable

Shortly after closing the library we launched our online card registration. Patrons can self-register via a form on our website and obtain a temporary card number that can be used for online resources. They cannot take out physical items using this “e- card” (the barcode is shorter to differentiate it from a standard library card), but it does allow for instant use, and the patron can then come in to the library (upon reopening) for a physical card.

Over the last several weeks I have invested more heavily in e-books and e-audio, as I am seeing more of our patrons using Overdrive/Libby and they are not able to borrow physical items from anywhere in the system.

Staff

Staff members are considered “on call” during this work-from-home period, and have been taking advantage of webinars and professional development opportunities, designing online programs, assisting with social media posting, and checking on patrons. I am doing my best to keep them contributing without feeling overwhelmed.

General Info

A public health crisis is a situation we have never dealt with before, and navigating the waters has been challenging at times. I commend all my staff members for their willingness to help out as needed. There are several relief programs that have become available and I am trying to keep the Board updated on them. CCL may or may not qualify, depending on the program. MHLS directors have been meeting weekly for COVID-19 briefings. I emailed all trustees a link to the archived Trustee briefing; please let me know if you did not receive it.

I am checking on the library 2-3 times a week, picking up newspapers and mail, checking voicemail, filing bills and paperwork, and trying to make sure nothing slips through the cracks. (So far, so good.)

I am working on a re-opening plan for the library to ensure that business restarts in an orderly manner. Once the work-from-home order is lifted, I anticipate one day where the library is still closed to the public, but staff reports to process holds and get everything ready for our patrons to return to an organized experience. Programming may not all return at once. It is likely we will ease back into our schedule. This will obviously depend on the risk factor at the time. MHLS will be advising directors on best practices.

Director’s Schedule

All meetings are online unless otherwise noted. I will be attending the following:

- 4/7: MHLS Director’s Association Business Meeting
- 4/7: Leadership Circle: Project Management 101
- 4/9: An Introduction to Decision Center
- 4/10: Social Media and Community Connections
- 4/10: MHLS Director Briefing: COVID-19
- 4/16: Dutchess Co. Directors Meeting
- 4/17: MHLS Director Briefing: COVID-19

Respectfully submitted,
Carol Bancroft