



Clinton Community Library Director's Report June 2020

COVID-19 Updates

On June 1, association libraries in New York whose regions have entered Phase 1 were given the green light to reopen for curbside service. CCL is ready to begin. I recommend to the Board that we reopen for curbside service starting Tuesday, June 9 with the following limited hours: Monday, Tuesday 10-4; Friday 2-6; Saturday 9-1. We will continually re-evaluate our service level based on guidance from the county, the state, and the Mid-Hudson Library Systems and adjust accordingly.

Copies of the Library's reopening plan and Business Safety Plan (required by the state) were emailed to our insurance agent at Emery & Webb. I received confirmation that the documents were forwarded to our insurance carrier and attached to our file and was told we may go ahead with reopening. NYS Business Affirmation was filed on 6/4/2020.

Each staff member will be provided with two washable cloth masks. We have extra on hand, and we also have disposable masks. We have stocked up on disposable gloves, hand sanitizer, cleaning products, and paper towels.

Staff

Staff members have received training in PPE use as well as proper cleaning/disinfecting protocols. Per NYS requirements, everyone will complete a COVID questionnaire prior to a scheduled in-library shift. We will encourage anyone who feels ill to stay home. Staff and "essential visitors" (e.g., cleaning staff, repair worker, etc.) will need to sign in on a log to facilitate contact tracing if necessary. No one has approached me with any concerns regarding reopening.

Staff has been briefed on contactless pickup procedures, but the process will largely be learn-by-doing even though I have prepared plans. This will be new for everyone, but I do not anticipate any issues. The local libraries that have started curbside report that it generally has gone smooth and patrons are happy to have this basic level of service restored. I know that I am very happy to take this small step toward returning to "normal!"

Programming

May 2020 Programming Stats

Total: 10 Virtual Programs / 60 Attendees

Adult Total: 4 Programs / 30 Attendees

- Digital Library Resources - 5
- Monday Book Club - 7
- Open Mic - 8
- Tea Time Book Club – 10
- Tech Help: 0

Children Total: 6 Programs / 30 Attendees

Children (Virtual Live): 5 Programs / 30 Attendees

- Storytime - 28
- Virtual Author Visit - 2

Children (Recorded): 1 Program / Estimated Reach = 96 / Average Watch Time = 14s (6-min video)
The virtual author visit had 9 libraries participating with approximately a total of 16 attendees.

We will be allowed to resume some in-person library programs once the Mid-Hudson region enters Phase 4. We will evaluate programs on an individual basis to ensure staff and patron safety.

Circulation & Statistics

Total unique Overdrive users with checkouts in May: 87 *(-2 from April)*

- Overdrive eBook circulation: 256 *(+1 from April)*
- Overdrive eAudio: 166 *(+25 from April)*
- Overdrive eVideo: 2 *(No change from April)*
- RB Digital (digital magazines): 40 *(-19 from April)*
- Kanopy: 128 play *(+18 from April)*
- New library cards: 0
- New “instant cards” (online registration): 7
- Wireless Usage: 95

General

Thanks to Mary Pat & Eric Sternberg for installing the new-to-us exterior return that replaces the decommissioned mailbox. The Mahopac Public Library offered up an unused book drop, and we were excited to give it a new life! Matt’s Auto Body sanded off the rust and repainted the exterior. The book drop is safer and holds significantly more materials.

The library’s 2019 taxes were completed by Van Norstrand and Hoolihan and submitted. I picked up our copy on May 15th and it has been filed at the library.

Respectfully submitted,
Carol Bancroft