

Director's Report

June 2020

From: Sara Johnson, Director

To: Woodbury Public Library Board of Trustees

Personnel

Requested the Library Clerk list from the OC Dept. of Civil Service to re-canvass the list that was interrupted by closures and unable to be finished.

Marketing

Facebook: 272 Likes; 295 Follows; the "We Miss You Woodbury" video, created by Edeli, has gotten almost 600 views and some of our posts are getting up to 1000 views! A big thank you to everyone who is liking and sharing our content! We're working on getting our Instagram linked to our Facebook which will add more publicity.

Programs

SRP

We will be using Beanstack for our SRP this year and additional online reading challenges throughout the year, and ReadSquared for the 1,000 Books Before Kindergarten Program starting in September. We're gearing up for summer reading; we have a private FB group that we're using to share the Page Turner Adventure videos. There are so many great things happening with our Summer Reading I can't list them all! A small selection includes: "Where in Woodbury?" weekly picture hunt, "WPL Outdoors" Storywalks and Poetry Promenades around town, Storytimes with a NASA Ambassador, Online Photography workshops for teens, and weekly themed PreK Storytimes with Mrs. Domanico! We also have curated book bundles for kids to check out, each containing 3-5 age appropriate books, and soon we will have take and make craft bags ready for pick up. We've encountered some issues with shipping delays but we have just received enough items to create the first round of bags which will hopefully be available for pick up next week.

Circulation

The first week and a half of curbside pickup has been going well! Patrons are able to call or sign up for a pick up time online. We encourage patrons to place the items on hold using our online catalog, then once they receive notification that the items are available they can reserve a pick up time. They can also place holds over the phone. Our next step is to expand hours and services starting with fax/copy/printing services. There will be an online sign up for this as well.

We are operating on a reduced schedule for pick up times because that is the maximum amount of time that Circulation Staff can be scheduled. Only two staff are working at a time and staff are divided into teams which alternate days, shifts, and buildings to limit potential exposure and the likelihood that if one staff person becomes ill the entire staff could have potentially been infected and would need to quarantine.

Our next 'phase' will involve eliminating teams and expanding the schedule, still with a maximum of 2-3 staff scheduled at one time. If infection rates in NY continue to decrease we should be able to begin this in 1-2 weeks.

Budget

We are waiting for more guidance as to our 2021 budget, the state may ask for a decrease although it is unclear if that would be for total budget or just tax levy and how much that decrease may be. We will need a budget modification for line L7410.202 Automation. Since we no longer will be purchasing some new furniture line L7410.200 Equipment has extra funds that may be transferred.

Circulation Statistics

No physical items were circulated last month

May 2020

Digital Collections

Both Kanopy and Hoopla are continuing to offer a 'free' collection, this means our patrons can download these items at no cost to us. Typically we are charged a small fee for each download depending upon the item and format.

	Books	Audiobooks	Movies/TV	Music
Hoopla	57	33	51	3

Patrons registered 80; including 10 new patrons in May. Usage continues to increase.

	Movies/TV	Classes
Kanopy	27	57

Great Courses keeps increasing in popularity. That and the kids channel seem to be the most popular formats on Kanopy.

2019

2020

	Books	Audiobooks	Books	Audiobooks
Overdrive/Libby	317	186	655	198

Universal Class: 97 lessons viewed

New Library Cards: 17 new patrons since beginning online registration