

Director's Report

May 2020

From: Sara Johnson, Director
To: Woodbury Public Library Board of Trustees

Personnel

All hiring has been paused.

Marketing

Facebook: 267 Likes; 290 Follows

Programs

RCLS has purchased the READSquared App for all participating libraries with a grant at half the original cost.

Our online programs are gaining traction with our Family Science Series with a NASA Ambassador having 16 families participating this past Thursday! These programs are provided to us for free by the presenter. Linda is coordinating additional programs this summer including a NASA Ambassador Storytime and special program just for teens.

Linda is also getting ready to launch a Virtual Chess Club to continue the program originally started earlier this year.

We have signed up to participate in Page Turner Adventure's program; a discount was coordinated with other RCLS libraries of 20% off the original price. The addition of this program will make it possible for us to provide ten weeks of programming, almost double the length of a typical SRP, for a very low cost in addition to weekly special programs that are currently being coordinated by staff. Each week has a theme and there will be programs for all age groups to fit each weekly theme. We will also be creating biweekly 'take and make' craft bags for patrons to pick up and use each week to do the craft at home.

Edeli and Anita have been coordinating the set up of Story Walks at the Rez and around the Central Valley Library.

Budget

Our largest savings in the budget right now is in Personnel. We still do not have a full-time staff member so we are currently saving on their salary and projected health insurance, retirement, etc. There are some other smaller expenses that can help us save to help keep our tax levy as low as possible next year.

Circulation Statistics

No physical items were circulated last month

April 2020

Digital Collections

	Books	Audiobooks	Movies/TV	Music
Hoopla	56	24	19	2

79 Patrons registered; including 10 new patrons in April

Kanopy	Movies/TV	Classes
	74	101

2019

2020

Overdrive/Libby	Books	Audiobooks	Books	Audiobooks
	310	107	568	166

Universal Class: 70 lessons viewed

New Library Cards: 13 new patrons since beginning online registration

Covid-19 Library Response

We continue to be closed to the public but staff continue to work remotely updating our website and social media channels, creating passive and remote programs for patrons, compiling resources, and completing webinars and other online training.

RCLS has released their Re-Opening Plan with six steps, the first step being reduced staff working in the library on a limited schedule with the first goal being curbside pick-up.

HML – Rearrangement of Shelving

Joe and the Buildings and Grounds Department will be working on moving shelving at HML in a couple weeks. We will need to weed a few of our collections in order to accommodate this new arrangement, but also we have a great need to weed, specifically in our Adult Non-Fiction, so it should work out that what we need to weed will be enough to create the space we need. The new arrangement will create patron work and computer spaces throughout the library, divided by shelving, so that when we are able to open to the public we will be able to assign a space and keep people distanced. We are able to use the shelving that is currently in the library so there is no need to purchase any shelving.

CVL

The space in this building is already divided up well for distancing. However, we will have to evaluate the staff work space which is very small and has all the staff working in close proximity. While we are closed to the public staff will be able to be spread out and program staff can continue to work from home, but once all staff are again working in the building changes will have to be made.

Staff Procedures

Staff are continuing to submit weekly work summaries through an online form on our Staff LibGuide.

Minutes for the
WOODBURY PARKS COMMITTEE MEETING
Tuesday, May 26, 2020

Town Board Members Mr. Thomas Burke and Mr. Tyler Etzel; Parks Supervisor: Mr. Joseph Gianzero
Parks Committee Members: Ms. da Cunha, Ms. Nask, Mr. Hernandez, Mr. Smith, Ms. Lynch. Ms. Freiband and Ms. Porcu attended by speakerphone(s).

1. The meeting opened with three basic concerns:
 - a. Today's meeting was held on the fourth Tuesday of the month(May) instead of the third Tuesday as usual. Mr. Gianzero and Mr. Smith felt that an informational meeting for the park committee members was necessary to discuss the issues of the three virtual meetings held during the last two weeks, May 5th, May 13th, and May 16th.
 - b. Questions were raised regarding communications between the Town Board, the Parks Department, and the Parks Committee. Basically, some members of the Park Committee did not like way survey information was disseminated between the three offices. Unfortunately, the Town Board has the prerogative to collect, discuss, and issue any information it chooses too.
 - c. Three Park Committee members expressed a concern that they did not want to meet at the Woodbury Community Center because of the potential for COVID-19 contamination. Mr. Gianzero and Mr. Smith felt there was sufficient space, air conditioning, social and table distance, and hand sanitizer to conduct the meeting. Each person attending had to bring their own mask. One person changed her mind and decided to attend the meeting, and the other two were accommodated on speaker phones which proved to be unworkable.
2. One committee member expressed a concern that the pool survey might somehow be compromised due to the survey's extension to June 5th and the early release of preliminary results to community members which might influence a Board member's decision or a resident's choice.
3. The Parks Committee will compile the results and comments of the pool survey and present a recommendation(s) at the June 18th Town Board meeting. Prior to June 5th, households in Woodbury will receive a pool survey postcard within the next few days. The purpose of the mailing is to elicit additional responses about the pool project from Woodbury residents. It should be noted that the postcard format needed to be slightly edited before it was scheduled to be mailed.
4. A question was raised regarding the number of bathers each pool design could accommodate. There seems to be a discrepancy about the maximum number of bathers each design can accommodate in various plans and publications. Mr. Gianzero will confer with Ms. Hernandez to report the most accurate number. Mr. Etzel suggested that if there were too many bathers on any given day, which is highly unlikely, then the number of people entering the pool should be limited.
5. Mr. Gianzero, Parks Supervisor, gave a brief synopsis of New York State requirements, and is currently completing applications for the Orange County, NY Health Department to see what conditions must be met in order to open the Earl Reservoir recreation area. Mr Gianzero expects the reservoir area will be open to the public on Saturday, June 20th, or even earlier. Examples of the long list of rules he has to meet include no organized sports, no use of the pavilion area, and singles-only tennis at the courts. It was recommended that more picnic tables be added to the non-pavilion areas, and more security personnel be added to insure that everyone follows the new requirements.
6. It was reported that there were no major issues to discuss as a result of the Parks Committee walkthrough(s). Ms. Porcu reported that Brickley Field/Playground was in satisfactory condition. Ms. da Cunha noted that since more people were walking their dogs in Earl's Reservoir Park, the trash

receptacles needed to be emptied more often, and the plastic bags replaced. In addition, she reported that the "No Dogs Allowed" signs by the playground and ball fields are fading and need to be refinished or replaced.

7. A request was made for a FAQ document or source to be created and put together by the engineers or by the town board in order to provide the public with quick access to the discussions that have ensued over details on the pool.

8. Mr. Gianzero reported that the Parks Department office is scheduled to move to the current town hall during July and August.

9. A request was made to construct steps and/or handicap access to the basketball court to the left just as you enter the Earl's Reservoir area. Mr. Gianzero responded that handicap access was available at the basketball courts at the roller rink.

10. A request was made to provide a job description of parks committee members to new members as well as possibly updating the descriptions at a later meeting.

11. The minutes for the May 5th, 2020 Woodbury Parks Meeting were accepted.

Submitted by:
Mr. John Smith