

Director's Report December 5, 2019

Personnel

Cherylyn Landon moved to full-time
Amy Esplin moved to full-time
Mason Dickerson hired full-time
Landon Delaney resigned
Stacy Dickson resigned

After discussion amongst the director, assistant directors, IT supervisor, and the page supervisor, we decided to no longer staff the computer room. This move allows us to have two staff members at the second-floor desk and save the Library approximately \$20,000 per year. The computer room will be monitored remotely using a closed-circuit camera system with monitors also available in the computer room to help people realize they are being monitored.

Total programs: 159, Total attendance: 12,241

75 Story Times / Book Babies programs, 2,070 attendees
36 additional Children's and Family programs, 1,260 attendees
5 Tween programs, 102 attendees
1 Young Adult programs, 21 attendees
38 Adult programs, 582 attendees

Children's

1,102 people stayed after 32 Story Times/Book Babies programs to play with toys
3,080 coloring pages were made
1,968 people were seen playing with toys from the IFPL Play Station

Adult/Young Adult/Family
Drawings
Great Book Giveaway: 139
Trick or Treat: 434 entries, 580 books checked out
Game use: 696
3D printers: 89
Coding for kids 696
2 tours, 60 people

Meeting Rooms used 38 times

Outreach

My First Books 10 classes visited, 175 books given to children
SOAR @ Hawthorne Elementary 38 people attended

Staff

All Staff Meeting on November 4, 2019.

Public services November 11, 2019, training on Ingram's iPage.

Trainings / Conferences

November 6 & 7, 2019, Barbara Tew and Beth Swenson attended the Read to Me Rendezvous put on by the Idaho Commission for Libraries.

Collection Location

The Young Adult Collection has been relocated back to the third floor.

The Music CD Collection has been moved onto new shelves specifically made to hold music CDs.

These new shelves allowed the Spanish Language Collection to be relocated to new shelves that are more prominent next to the newspapers.

Past issues of magazines are now located behind the current magazine issues.

Oversize books are now located next to the Large Print materials.

Graphic Novels have expanded in the area previously shelving the Spanish materials.

Several new catalog computers have been installed throughout the Library.

The Library has moved to Outlook.com for email services and is entering into a month to month contract to archive email in accordance with records retention requirements. Upon completion the Library will have only one computer on the City network. Projected savings are in the \$30,000 to \$35,000 per year. Project should be completed in the next two weeks.