

Director's Report for September 2023 | Montour Falls Memorial Library

Meeting Date: Wednesday, October 25th, 2023

Circulation, Operations, & Programming Statistics

	September 2023	August 2023	September 2022	September 2019
Digital Collection Circ 112(eBooks, Audio, eMagazines, FLLS & OWWL)	161	159	139	
TOTAL PHYSICAL CIRC	543	684	680	
TOTAL PHYSICAL + DIGITAL CIRC	704	843	819	
Patrons	638	765		
Visitors	194	166		
Volunteer Hours	1287	44		
Tech Support	41	33		
Computer & Printing	28	36		
Website Sessions	N/A	N/A		
Wi-Fi Logins	40	35		
Facebook	1,703 followers	1,683 followers		
Instagram	892 followers	885		
Children's Program Attendance	Storytimes (7) 12 children 20 adults			
	Cirque Us: Circus Culture (1) 8 children 1 youth 1 teen 10 adults			
Teen/Youth Program Attendance				
Adult Program Attendance	Write Your Story (2) 12 adults			
	History Walk (1) 6 adults			
TOTAL PROGRAM ATTENDANCE	11 Programs 20 Children 1 youth 1 teen 46 Adults 68 TOTAL ATTENDANCE			

Report

- Construction Aid Update: Phase 1 will begin Monday, November 13th between 8:30-9am. Village is aware. Furnace room with the dirt-floor needs to be completely emptied by November 12th. Basement overhaul is necessary.
- CLOSED 10/27 for STLS Gather & Grow Staff Training
- CLOSED November 1st and 2nd while Jess and Hannah attend NYLA. Reduced hours on October 31st and November 3rd are 10am – 2pm both days. Alexandra and volunteers will manage those days.
- Potential Winter/Spring hours: Monday 10am – 7pm, Tuesday/Wednesday/Thursday 10am – 5pm; Fridays 10am – 7pm. Thursdays we have Yoga 6pm – 7:15pm. The new hours add an additional 2 open hours. We plan to reopen on Saturdays in the spring. Expecting to start this the week of November 6th.
- Book Sale: \$900 Taking leftover titles to Tompkins after November 11th. Book donation process and storage need to be updated.
- Training Hannah on WordPress for website management
- Eclipse glasses available
- Reminder to use westlakej@stls.org
- Waiting to hear back from Visions Federal Credit Union to update contact information
- Jess will attend Village of Montour Falls Board Meetings starting in December
- Upcoming projects & services: Med-Project; Greeting Card Station; Macrame workshop, Polymer Clay workshop, New Book Clubs and a new Film Club
- HeadStart Home-Based Program Families Library Tour
- B.C. Cate first graders toured the Library and many students got Library cards. Planning future visits and outreach with B.C. Cate
- Schedule a finance committee meeting and a personnel/policies committee meeting

Meetings, Trainings, & Committees

- Cataloging Committee (JW), STLS Word Press Consult w/ Erika (JW), ARC re: volunteers (JW)

Grants

- Construction Aid - \$48,431 received and deposited
- ARTS Council (\$800) – Write Your Story with Dr. Carol Mikoda; Part 2
- Queer Rural America Art Series and Expressive Arts Program, 2023 NYSCA SCR Round 2 Community Arts Grants - in the amount of \$800.00 and \$1,150.00 respectively.
- PLA & ALA Digital Literacy Workshop Incentives, supported by AT&T

Current/Ongoing Programs

- Yoga • Thursdays at 6pm
- Book to Film Club • Third Monday at 5:30pm
- Write Your Story on Thursdays at 3pm - 5pm

Upcoming Programs

- Infant/Toddler Safety on Tuesday, November 7th at 10am with Southern Tier Pregnancy Resource Center
- Veteran's Author reading on Wednesday, November 8th at 6:30pm in collaboration with Watkins Glen Public Library and Dutton S. Peterson Memorial Library
- Movie Nights TBD & Afterschool Passive Programming TBD
- Volunteer Thank-You Party; schedule date w/ board; December 2nd or 9th?
- Unclaimed Funds Workshop with NY Office of the State Comptroller in 2024