

Report to: Douro-Dummer Library Board of Trustees

Subject: Monthly Report (October 2018)

From: Rachel McLean & Anne Landry

Dated: November 4, 2018

| | 18-July/August | 18-September | 18-October | 17-October |
|---|----------------|--------------|-------------|-------------|
| Books | 1469 | 689 | 563 | 765 |
| Book and CD | 6 | 0 | 0 | 2 |
| CDs (books on CD) audiobook | 15 | 3 | 4 | 4 |
| DVDs | 122 | 41 | 21 | 44 |
| InterLibrary Loans | 25 | 32 | 22 | 40 |
| Magazines | 25 | 11 | 10 | 17 |
| Public Computer Usage | 96 | 57 | 50 | 41 |
| Total Resource Usage (no e- resources) | 1832 | 833 | 670 | 913 |
| Total E-Book usage | 634 | 310 | 254 | 196 |
| Total resource usage | 2466 | 1143 | 1594 | 1109 |
| Volunteer hours | 68 | 56 | 83 | 95 |
| Outreach contacts | 30 | ? | 60 | 0 |
| Library Visits in Person | 652 | 393 | 561 | 457 |
| Overdrive users | 52 | 42 | 47 | 39 |
| Library Engagement | 3268 | 1592 | 2285 | 1700 |

October Activity: Pop-Up Library at Warsaw school has begun – Rachel and Michael went into Warsaw PS classrooms to speak with teachers and students about the program. The first Pop-up day was a success. Rachel is working with a local daycare offering a short weekly story time, in addition to class visits with four classes from St. Joe's. There was a fall coffeehouse on October 26.

Upcoming Programming: Friends are hosting Speaker series Nov 17.

Library Usage Items of Note: Total resource usage and overall library engagement seems to be up from October 2017.

Financial items of Note: None

Items for Consideration: Public Library Operating Grant was submitted in early October. We expect the heating coil to be installed in November by Moriarty Roofing.

Newsletter distribution: Due to Shelagh's retirement we have not circulated a newsletter. We sent a monthly update through mail chimp with information about upcoming events and programming.

Volunteers' projects this month: Volunteers have been working at weeding the collection, as well as packing and preparing DVD and Large Print Pools. Andrew continues to assist with promotional materials. We have two new teen volunteers who will be assisting patrons with tech at the library.

Upcoming holiday hours and staff holidays: Rachel would like to holidays February 20th – 24th, 2019

Rachel McLean & Anne Landry
CEO/Librarian