

Director's Report to the Griswold Memorial Library Board of Trustees

1 October 2019

Section 1: Inputs

- Program planning:
 - “Stories and Songs,” a weekly program for children ages 0-6, will begin Friday, October 11th. Melissa Pincus suggested the time, 10:30-11:30, as it is the same as the Arms’ Library story hour on Wednesdays, and also recommended that we contract David Herrera. As there is a cost associated to having David, Chelsea will lead the regular story hours, and David will host a “special” story hour the first Friday of each month. Caregivers will be asked to complete an evaluation so we can assess the time and content and also collect outcomes/impact data.
 - 2019 Flu Clinic, Saturday, November 23, 10:30-12:30, hosted by the Franklin Regional Council of Governments Cooperative Public Health Service
Flu shots are free with an insurance card, or \$20/adults, \$10/children
 - The People’s Office Library Tour with Senator Joanne Comerford, Saturday, November 16th, 1:30-2:30 p.m.
 - Cultural Council Grants are due October 15th. These grants should help us to cover the following:
 - Davis Bates Earth Rhythms Earth Day Celebration, Wednesday, April 22nd
 - SRC kickoff with magician Scott Jameson: “Imagine Your Story!”
Saturday, June 20th, 11 a.m.
 - SRC craft series
 - Grown-up craft series
 - Next up: microscopes; coffee and donuts; tech time (Saturdays?); book club; Winter Solstice?
- Kate is taking part in a technology proficiencies self-assessment recommended by the PLA’s Digital Literacy Committee. This self-assessment tool includes links to online tech training modules to learn more about any of the recommended skills. The checklist is attached for anyone who may be interested.
- Chelsea attended the Association of Rural and Small Libraries conference in Burlington, VT, on September 6th. On September 19th, she attended the MBLC ARIS workshop in Northampton. And, on September 30th, Chelsea met with Anna Popp, a Consultant with the Massachusetts Library System.
- Materials expenditures: September is a big month in publishing, as new Fall titles are released, and the shortlists for the National Book Award and Man Booker are announced. We purchased \$1,371 in new books (about 10% of the annual budget), \$160 in DVDs, and renewed subscriptions to most of our magazines.

- Thanks to Nancy for meeting with Chelsea to get the ball rolling on some library branding, to include fonts, colors and a new logo!

Section 2: Outputs

- Statistics:

Over 500 people visited the library in person this month!

We answered 151 reference questions in person or by phone. At least one person got help with their device. We recorded 26 computer sessions.

15 people attended the September 21st Mushroom Walk, and 60 people in total attended programs at the library this month!

- New materials are arriving! Hot picks included *The Testaments* by Margaret Atwood, *The Water Dancer*, by Ta-nehisi Coates, *The Dutch House*, by Anne Patchett, *The World That We Knew*, by Alice Hoffman, and *They Called Us Enemy*, a graphic novel by George Takei, and for kids, *Guts*, by Raina Telgemeier, and several new *Big Nate* books.
- The FY2020 State Aid to Public Libraries report has been submitted, as of Friday, October 4th. Thanks to Betty and Nancy for helping Chelsea to complete and submit the report.
- Changes around the building included shifting the DVDs, such that the top of the shelf near the basement door is clear, relocating the children's audiobooks to the same area as the children's DVDs, relocating adult audiobooks to the shelving units under the East window. We are displaying more "face outs" among the new books.
- Thank you Jill for hosting an event to better acquaint Chelsea with some of her colleagues at town hall!
- Chelsea represented Colrain and the small and rural libraries' perspective in a PLA webinar on September 26th entitled, Tools for Building Digital Skills with Your Patrons and Staff.
- We received a new wireless router from CW Mars when they visited September 4.

Section 3: Outcomes

- We've heard positive feedback about the "Libraries are for everyone!" sign out front, and in regards to the space changes mentioned above.
- A patron told us, "I learned so much!" after we helped her to upload a video to facebook.
- Takeaways from ARSL:

- We can save some money by switching from Deep Freeze to Horizon Data Sys Reboot Restore RX Pro. We're able to purchase five licenses for \$25 through Tech Soup, vs. \$96 for Deep Freeze.
- A session on designing "smart spaces" was inspiring, in thinking about upcoming surveying and space redesign. See stories of other small libraries that have rethought their spaces at <https://www.webjunction.org/explore-topics/smart-spaces.html>.
- Takeaways from meeting with CW Mars:
 - There is a small Sitka Evergreen update coming this October.
 - We should be able to increase the number of renewals we allow per item. (Currently it is just one.)
- A participant in the PLA webinar called our library "gorgeous and quaint." Over 90% of attendees said they learned a new resource or skill. Even I learned of several resources I will be adding to our website!
- Meeting with Anna Popp, I learned of other resources to add to our website, including a link to the BPL eCard whereby our patrons can access Hoopla and Lynda. Also, there is a Preservation Specialist and Roving Archivist who may be able to support us in digitizing our local history collection. Chelsea should take the 30B training to become familiar with this legislation regarding operations expenditures.

Section 4: Fine free talking points and thoughts for consideration

Did you know? Many libraries are ditching late fees, including just this past week, the Chicago Public Library!

Fines can be a significant impediment to library use, especially for low income families. Research has shown that fines don't incentivize returning one's library's materials on time; rather, it is a sense of social obligation that motivates people to return their materials to the library.

So what if someone just decides not to return an item? Items are still marked "lost" and the patron is charged the cost of an item if it is not returned or renewed after another loan cycle. In this way the library is still holding people accountable for the materials they borrow.

Links for further reading:

- <https://americanlibrariesmagazine.org/blogs/the-scoop/imagining-fine-free-future/>
- <https://www.urbanlibraries.org/member-resources/fine-free-map%E2%80%8B>
- <https://www.chicagotribune.com/news/breaking/ct-chicago-library-fines-eliminated-20190930-liidgxi62nb4tnmfmnlphykja-story.html>

Section 5: Printer specs

Chelsea asks to use funds from the Gates grant to cover a new color printer/scanner. This will be great for members of our community who won't have to drive to Staples for their printing needs, as well as for our Library, as we'll be able to print attractive program flyers and other promotional materials.

Chelsea is seeking to buy something along the lines of a HP OfficeJet Pro 7740 Wide Format All-in-One Printer series. Through Tech Soup, we would be able to get this for \$186. As well, we'd earn 10-15% off of the entire Dell catalogue for the year ahead (on the chance that we might need other products as well.) This printer/scanner is reviewed here:

<https://www.pcmag.com/review/349056/hp-officejet-pro-7740>