

By: Timothy Baird  
Dept. Adult Services  
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#### Administrative

- Website Task Force continued work on the new website with a deadline of March 1<sup>st</sup>.
- Trained Trove and Adult Reference Staff in using new online Museum Pass Software. Staff will begin registering patrons using this software March 1<sup>st</sup> and will be available for patrons from home when the new website goes live.
- Worked with Degyansky on new TextaLibrarian service as well as reconfiguring how the Museum passes will be handled.

Staff Activities - *Thanks to librarians Karyn DeLuca, Elizabeth Hughes, Miriam Varian, Sharon Rothman, Mariel Perez, Nancy Kunz, Erik Carlson and Austin Duffy who contributed to this report::*

- Librarian Duffy attended two webinars: Cloud Computing and Twitter for Job Seekers.
- Librarian Kunz trained other Librarians in how to update their sections using BookLetters.
- Librarian Carlson attended workshops at WLS: Autism Spectrum; Spanish for Librarians; Reference Interview
- Librarians Carlson and Perez along with Degyansky attended a Summer Reading meeting at the High School.
- Librarian Carlson visited the Mamaroneck Library's new Teen Space and helped revitalize the library at Woodfield Cottage.
- Librarian Perez attended an education forum at Pace on Inspired Education.
- Librarian Rothman attended a Westchester Library Association Board meeting.
- Librarian Varian visited the Local History Collection at Brooklyn Public Library.

#### Customer Service:

- Librarian Perez taught online databases to an ESL class.
- Librarians did 5 tours for the new ESL classes.
- 3 Spanish language computer classes were offered.
- Librarians gave 13 1-1 sessions, 10 for e-readers, 3 for email.
- Librarians taught 5 computer classes ranging from Google 101 to Mouse Basics.

#### Community Outreach:

- White Plains Library twitter account was launched. One more way to reach our public.
- Mexican Consulate was here for four days to help Mexican citizens renew their passports or apply for Consular cards. 625 patrons were served.
- Librarian Carlson visited the Slater Center to talk about teen programs and resources.
- Librarian Carlson ran a focus group for Teen at the Coachman Center.
- Librarian Hughes led a book discussion at Gilda's Club.
- Librarian Rothman did a demonstration of our Foundation Directory Online for Pace Graduate Center students.

#### Programs:

- Glenda Davenport Quartet performance attracted 125 patrons.
- Teen programs this month included: SAT Practice Test, Macrame Bracelet Craft, Collegewise Seminar, Teen Game Night.



- Poetry Slam featured Adam Stone. 37 attended.

