

By: Kathleen Degyansky
Dept.: Assistant Director
Subject: Monthly Report – November, 2012
Date: December 3, 2012

OUTREACH AND COLLABORATION

- Met with Youth Bureau and Department of Education staff on November 21st to discuss partnership opportunities for the 21st Century Community Learning Center Grant being prepared by the Youth Bureau.
- Worked with the NAMI (National Alliance on Mental Illness) Westchester to co-sponsor a monthly support group. Meetings begin in 2013.

PROGRAMMING

- Met with Pat Braja, Head of Development for the Westchester Library System, on November 20th to discuss Lifetime Arts programming for 2013.
- Worked with textile artist. Mary Parker, to arrange for a new exhibit of hooked rugs to be installed December 3rd.
- Finalized details with the Mexican Consulate staff for use of the Library to issue passports and consular identification cards to their citizens November 27-30. Over the four-day period, the Consulate assisted 254 people and issued more than 330 documents for them.
- Met with Sara Oppenheim, Visiting Nurse Services in Westchester, on November 19th to discuss plans for future workshops presented by her organization.
- Completed scheduling for Citizenship Classes in partnership with BOCES to begin in January 2013.

TRAINING AND CONFERENCES

- Attended the first meeting of the planning committee of the New York Library Association's Youth Services Section conference for 2014. This conference will take place in Westchester County (location not yet confirmed).
- Worked with Laura Forshay of the Metropolitan New York Library Council to host a workshop open to metro area library staff at large on "Processing Audio and Video Collections," to be held at the Library on December 4th.
- Agreed to serve as a volunteer mentor "practitioner" for graduate library students at St. John's University for a project they are working on as part of a course on Management of Libraries and Information Centers.

STAFF

- The Circulation Department selected a new part time clerk, who begins work as soon as the hiring packet is approved.
- Adult Shelters report to Jerrick Harris in Circulation effective November 5th.