

By: Timothy Baird
Dept. Adult Services
Subject: Monthly Report – October 2013
Date: November 2nd, 2013

Administrative

- Attended monthly Youth Board meeting.
- Create Biography weeding list for Head of Collection Management Deschamps.
- Attended weekly Construction meetings and special meeting concerning the layout of shelving in the new space.
- Attended an Edge Technology meeting with Librarian Carlson, Media Specialist Olney, IT Staff Lolis and Jackson, Director Kenney, Foundation Director Hollahan.
- Interviewed a candidate for Sunday Librarian in the Edge.
- Part-time Periodicals staff Bohorquez resigned as he is moving back to Ecuador with his family. He was a great asset to that department and will be missed.

Staff Activities - *Thanks to librarians Elizabeth Hughes, Miriam Varian, Sharon Rothman, Mariel Perez, Nancy Kunz, Erik Carlson and Austin Duffy who contributed to this report as well as Digital Media Specialist Austin Olney.*

- Librarians Hughes, De Luca, Rothman, KunZ and Wenglin held a Literary Programming meeting to prepare for a number of author events and booktalks in the coming months.
- All staff attended a Discrimination, Harassment, and Violence in the Workplace workshop held at City Hall.
- Librarian Rothman attended a two day conference as part of the Foundation Center Network.
- Librarian Rothman attended a Westchester Library Association Board meeting.
- Librarian Carlson and Media Specialist Olney attended Comic Con at the Javitz Center in NYC to absorb new technologies and pop culture.
- Librarian Varian attended a White Plains Historical Society meeting and a Battle of White Plains Commemoration.
- Librarian Perez was invited to the Instituto Cervantes in NYC for a Spanish book publishers program.
- Librarian Hughes attended a Friend's of the Library board meeting.
- Librarian Duffy attended a WLS workshop on PC Hardware Basics.

Customer Service:

- Librarian Rothman provided a tour for the WLS WEBS program students.
- Media Specialist Olney taught a basic computer programming class to children in the Trove.
- Librarian Varian 9 Local History queries via email.
- Every Tuesday night, Media Specialist Olney hosted a drop-in computer help that has become more popular each month.
- Librarian Perez gave a tour to 10 ESL students.
- 8 Conversation Groups were led by staff.
- 6 one-on-one trainings were given, all for using e-readers.

Community Outreach:

- Librarian Carlson reconvened the Teen Advisory Group to come up with ideas for programs and outreach to draw teens to the Edge.
- Librarian Perez attended the Westchester Community College GED program graduation.

- Librarian Perez ran a Library table at the Westchester Mall and the White Plains Mall sharing information about library programs and services.
- Librarian Hughes led a book discussion at Gilda's Club of Westchester.

Programs:

- Robert Mills Memorial Concert featuring the All Seasons Chamber Players.
- Job Club weekly series for people considering a career change or looking for employment.
- Several Business workshops including: Long Term Care, Student Loans, Defining What's Next, and OMG I'm Living With You Again.
- Author event with Mark Slouka, local author of "Brewster".
- Teen programs included: Make Beat With iPads, The History & Future of Video Games, Minecraft Monthly club, Book Review Club, SAT Practice test & Strategy Session, Animated Book Trailers for Teen Read Week
- College Essay writing class for students who are first in their family to attend college.
- Librarian Carlson hosted Family Game Night as part of Red Ribbon Month.
- Staff offered 8 computer classes from beginner to Advanced Excel and 2 Spanish computer classes.
- Poetry Slam & Open Mic featuring guest poet Robbie-Q. Telfer.
- Learn Spanish classes continued twice a week in October.
- Spanish Child Care Council had a meeting at the Library hosted by Librarian Perez.
- Librarian Hughes led Book Group "Page Turners" in discussion of "Defending Jacob".