

By: Christiane Deschamps  
Department: Collection Management  
Subject: Monthly Report (October)  
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### **Customer Service**

Karyn De Luca and I worked at the Reference Desk weekdays and some weekends.

9 Request a Purchase forms were handled.

### **Collection Management**

Using a variety of review sources and Purchase Alert and Missing lists, Collection Management Librarian De Luca selected all adult book and AV materials. She made the final selection of periodicals and microfilm for renewal, and weeded music CDs and transferred new books to old.

I coordinated Spanish, YA and Children's orders and began weeding the Biography section of the Collection—in anticipation of its move closer to the rest of nonfiction. This includes reviewing Biography book in Storage.

I attended a Friends of the Library meeting, presenting Library's plan to begin sending our discarded materials to Better World Books, where materials will be sold, donated, or recycled. BWB partners with such organizations as Books for Africa.

### **Technical Services**

Gloria Fernau, Susan Siegel and Theresa Jattan: placed many AV and book orders; acquired materials and handled invoices; processed and classified materials; fixed items and corresponding records in the catalog; transferred new books to old; handled library deletions, deciding which materials will go to Better World Books. Jerrick Harris helped with the deletion of materials and some cataloging & processing.

### **Other**

De Luca and I attended Booklist Online webinar "What Not to Weed: Best Practices in Weeding Library Collections."

De Luca attended the Association of American Publishers Book Buzz in New York, getting a sneak preview of forthcoming book releases.

De Luca, as part of Literary Programming Committee, hosted Book Group & Author Event featuring Mark Slouka and his latest novel, "Brewster."

I attended Brian Kenney's talk, "Is the Public Library Obsolete? Library Collections and Services in the Age of Google, Amazon and Facebook." The Library program was co-sponsored with the League of Women Voters of White Plains.