

By: Kathleen Degyansky
Dept.: Assistant Director
Subject: Monthly Report for January 2014
Date: January 27, 2014

OUTREACH AND COLLABORATION

- Worked with Parks and Recreation Commissioner, Wayne Bass, and Local History Librarian, Miriam Varian, to schedule a Black History month program for the White Plains Senior Center in February.
- Arranged an exhibit of work by local artist and writer, Peter Wood, for May 2014.
- Attended the first meeting of the Creative Aging Grant cohort via webinar on January 13.
- Attended the Action Network meeting as part of the Westchester County Safer Communities initiative on January 28. The goal of this initiative is to create a collaborative response to address violence as a public health issue.

PROGRAMMING AND CUSTOMER SERVICE

- Arranged for a series of programs in observance of mental health awareness month (May 2014) with the Westchester Center for the Study of Psychoanalysis and Psychotherapy, a not for profit professional organization based in White Plains.
- Conducted the first Volunteer Orientation on January 22. Ten people attended.
- Prepared a proposal for the Institute for Museum and Library Services for a Sparks! Ignition grant. The grant requests funds to conduct a coding camp for kids during the 2014-15 academic year. Attended a webinar on January 7 to learn about the guidelines for it.
- In the absence of the community relations librarian, prepared the February press calendar and print adult calendar of events.

STAFF

- Interviewed a candidate supplied by our contractor for a weekend security position. Ms. Lenise Cooper will begin training in February.
- Interviewed three candidates for a Spanish-speaking part time circulation clerk. Ms. Angela Montoya will join the staff in February.
- The Assistant Director moved into new office space on January 11. Circulation staff moved into their new workspace on January 23.