

By: Timothy Baird  
Dept. Adult Services  
Subject: Monthly Report – March 2014  
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### **Administrative**

- Attended the Public Library Association Conference in Indianapolis. Good programs on Hiring for the 21<sup>st</sup> Century, Maker spaces, and Developing Staff Soft Skills. Spent a lot of time on the vendor floor and visited eVanced Headquarters.
- Posted opening for Part-time Adult Services Librarian to the WLS Jobs page and the Westchester Library Association jobs listing. 14 applicants as of the end of the month.
- Contacted the Damocles Trio and met with Jack Wilson to help arrange the Clarice Wilson Memorial Concert.
- Generated a report showing how many Hold requests WPPL gets per day.
- Attended a meeting on the development of a Maker Morning at the Library.
- Attended a White Plains Youth Board meeting.

**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.*

- Please refer to the Community Outreach report for Collaborations and Programming done by Outreach Librarian Perez.
- Librarian Varian attended a White Plains Historical Society meeting.
- Librarian Varian attended a webinar on Low-Tech Storage Solutions for Photographs. This information will be useful when decisions are made regarding Local History photographs.
- Staff were invited to attend a 3D Printer Training. For many, this was their first exposure to 3D Printing.
- Librarian Hughes ran the Friends Board meeting in Director Kenney's absence.

### **Customer Service:**

- Librarian Varian answered 20 Local History queries, most of them via email.
- 12 1-1 trainings were done by staff, 7 of those were ebook training.
- Librarian Duffy created and maintained the book display "Husbands and Wives".
- 4 baskets of books were delivered to homebound patrons.
- Staff led 8 English Conversation groups.

### **Community Outreach:**

- Librarian Varian distributed flyers advertising the Poetry Slam & Open Mic to businesses in White Plains with community boards.
- Librarian Carlson held a Teen Advisory Group meeting.
- Library Assistant Carroll held a seeing eye dog volunteer program for Teens that was very popular and gave White Plains teens an opportunity to do Community Service.
- Librarian Hughes led a book discussion at Gilda's of Westchester.

### **Programs:**

- Barbara Wenglin launched our spring short-story series, "Wonderful Town," on March 20 with a spirited discussion of two compelling works from the acclaimed anthology used last fall, "Wonderful Town: New York Stories from the New Yorker" (Random House, 2000). More

than 70 patrons have registered for the program, with nearly 60 participants attending the first session.

- Librarian Varian hosted the March Poetry Slam & Open Mic.
- Please see the Edge Monthly Report for all of this month's Teen Programming.
- Media Specialist Olney gave a program on using Google Drive and Cloud Computing.
- Librarian Hughes continued her book group "Page Turners".