

By: Mariel Perez
Dept: Community Outreach
Subject: Monthly Report
Date: February 2016

Programming:

- Monitored the Kraft Mobile Food Pantry program
- 23 students for Citizenship classes
- Searched for items on missing list
- Entered blog for "Spanish for Beginners"
- Entered blog for "No more excuses!"
- Added new Spanish titles to book letters
- 3 1-1 computer classes
- Weeded Spanish books
- Translated "Eco cleaning and basic business training" flyer for upcoming Spanish program in April

Outreach

- Contacted Family Justice Center of Westchester for Outreach spoke to Darlene Reda, Director and 4 coworkers about our services.
- 6 ESL tours 80 students
- Contacted NCSME (Engineers minority) for partnering opportunities. Spoke to Brit Byrnes
- Food Pantry 96 people
- Sent information about our programs to various organizations like: Family Services of Westchester, My sister's place and more
- WPHS Outreach spoke to 50 families
- Called patrons to remind them about Spanish conversation class

Meetings

- Reviewed Resumes for part time librarian applicants
- 13 people have used the Literacy laptops