

By: Timothy Baird

Dept. Adult Services

Subject: Monthly Report – June 2016

Date: July 6th, 2016

Administrative

- Met with Assistant Director Degyansky to discuss handling of patron printing when patrons have no money with them.
- Meeting with Director Kenney and Head of Systems Lolis to discuss the implementation of mobile hotspot lending at the Library.
- Met with Head of Collections Deschamps to discuss what microfilm to keep and where it will be kept during the renovation and also its new home in the Hub.
- Attended Interim Services meeting to prepare for the renovation and how services will be provided on the second floor and what collections will be available.
- Generated statistics reports: Science Fiction/Mystery collection statistics; Edge collection statistics.

Staff Activities - *Thanks to librarians Sharon Rothman, Mariel Perez, Nancy Kunz, Erik Carlson , Kathlyn Carroll, Ben Himmelfarb and Austin Duffy who contributed to this report as well as Digital Media Specialist Austin Olney.*

- Media Specialist Olney assisted with recording of puppet show for the Trove.
- Media Specialist Olney received his A+ certification. He interviewed teens for the Summer Worker position through the Youth Bureau. Taught 3D printing to a local Girl Scout troop. Gave a tour of the Media Lab to the WP Education & Training Center Staff. Olney attended these meetings: Summer TV Production workshop at Eastview; Ineko of Shinnyo-En in the Media Lab; Best Buy grant meeting.
- Librarians Himmelfarb, Kunz, and Perez attended an ALA webinar: "Engaged and Inclusive: Libraries Embracing Racial Equity and Social Justice."
- Librarians Himmelfarb and Rothman along with Library Clerk Harris continue to meet to create a training checklist for all library employees.
- Librarian Rothman attended the Westchester Library Association year-end luncheon meeting. She also had a planning meeting with Rose Macom who leads the Job Club.
- Librarian Himmelfarb attended ALA in Orlando. He led the RUSA History discussion group and was elected to the RUSA Executive Committee. He would like to thank the Board and the Friends for their support of professional development.

- Librarian Perez viewed the webinar “Successfully Serving the Hispanic Community”.

Customer Service:

- Drop-in Computer Help to assist patrons with technology issues.
- There were two 3D printing appointments and one Audio Studio appointment in the Media Lab.
- 17 Local History queries were answered, 15 of them long distance via email.
- New program offered in June: Drop-in Computer Help in Spanish, coordinated by Librarian Perez.
- Offered 7 one-on-one trainings and 7 regular computer classes.
- 9 English Conversation groups. A survey was done with the Conversation groups and the results were distributed to help plan for an even better in the Fall.
- 4 Homebound deliveries, 2 to the Bristol.

Community Outreach:

- Media Specialist Olney hosted the DIY Guild of White Plains in the Media Lab.
- Librarian Himmelfarb attend the YWCA GEMS moving up ceremony and he played the recording/slideshow of the Oral History work they did. He also continues partner with Tom VanBuren to edit and create Oral Histories for JazzFest.
- Librarian Duffy assisted Librarian Perez at a visit to the Kensington to teach residents how to download e-books and reserve print books.
- Please see the Community Outreach report for more details on Outreach.

Programs:

- Barbara Wenglin’s spring short-story discussion series ended in June with a lively discussion by more than 30 participants of two challenging and compelling stories written by contemporary authors. We plan to resume in the fall using a new story anthology, with dates and selections to be announced over the summer.
- Librarian Himmelfarb hosted Poetry Slam & Open Mic featuring guest poet Caroline Rothstein.
- Spanish programs included Quickbooks and Websites for your Business.
- Please see the Edge Report for Teen Programming.