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Dept.: Assistant Director
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OUTREACH AND COLLABORATION

- Interviewed by Library Journal on June 21 regarding the Veterans Writing Workshop that was conducted by the Library in the winter. The article will appear in September.

PROGRAMS

- Monitored the White Plains Citywide School Art show reception on June 2. More than 1,000 people attended this event.
- Monitored the Youth Bureau's Comicon on June 4. 900 people registered.
- Worked with the White Plains Hospital or arrange a program on Robotic Surgery for October 11.

STAFF AND TRAINING

- Posted the Librarian III job announcement on the NYLINE listserv, the Westchester Library System website, the New York Metropolitan Library Council website, the I Need a Library Job website and the Pratt Institute Information and Library Science newsletter.
- Attended the Youth Bureau's Summer Youth Employment Fair on June 6. Two candidates were selected; one for Systems and one for Maintenance. They will work from July 5 through August 12.
- Prepared canvass letters for the Library Clerk vacancy. Letters were sent out June 29.
- A new volunteer was deployed to help out with the English Conversation groups.

GRANTS

- Submitted the final report for the 2013 New York State Library Construction Grant.
- Prepared grants application packets for two State and Municipal Facilities grants supported by State Senators Latimer (\$100k) and Stewart-Cousins (\$120k).