

By: Timothy Baird
Dept. Adult Services
Subject: Monthly Report – May 2017
Date: June 7th, 2017

Administrative

- Attended Long Island Library Conference in Melville NY. Met with vendors: MidWest Tapes [Hoopla], TixKeeper, and 3M.
- Attended Mayor's Youth Board meeting.
- Completed hiring of new PT Librarian Linda Ahern who started working at the Library mid-month.
- Gave presentation to Library Board on Hub News, Library statistics, and Adult Services.
- Gave presentation to Foundation Board on Adult Services changes during the renovation.
- Three scheduled renovation meetings and two meetings to go over shelving and furniture.
- Meeting and logistics of film shoot in the Library.

Staff Activities - *Thanks to librarians Sharon Rothman, Mariel Perez, Ben Himmelfarb and Austin Duffy who contributed to this report.*

- All Adult Services staff attended a WLS Workshop on service to young families. For many staff, this was their first visit to the new WLS Offices on Taxter Road. Only positive feedback about this workshop.
- Librarian Himmelfarb attended the WP Historical Society Gala Dinner. He was promoting the future of Local History at the Library. Himmelfarb was appointed to the Historical Society Board. He also attended an opening reception at Percy Grainger House. The Library will collaborate with the Grainger Society on future programs. Himmelfarb continues to work on YWCA book group. He was also responsible for the training of new PT hire Ahern.
- Librarian Rothman attended the Westchester Library Association Annual Conference. She also attended a Foundation Directory Online webinar.

Customer Service:

- 26 Local History queries answered, 18 via email.
- Computer classes included: 3D Printing 101, Web Design 101, Animation 101, and App design 101.
- 1-1 trainings included use of the Video Studio, Audio Studio, and 5 3D Printing appointments. 17 other 1-1 trainings for Foundation Directory, ebooks, email, and basic computer skills.

- Two Homebound deliveries to patrons.

Community Outreach:

- Please see the Community Outreach report for more details on Outreach.

Programs:

- Led by BW, our lively short-story discussion group met in May with nearly 40 participants exploring intriguing and controversial selections by Vladimir Nabokov and Tobias Wolff.
- The Library also has two book groups: Book'em Mystery Book Group led by Director Kenney and Slow Reading led by Dr. Ellen Lambert.
- Lunchtime Meditation at the Library every Wednesday.
- It's Your Move to Better Health led by Lonna Kelly of Putnam Independent Living Services.
- Assistant Director Degyanky led a Volunteer Orientation.
- Adult Yoga run by WP Recreation and Parks. Very well received.
- Very good attendance at latest Poetry Slam & Open Mic held at City Center Barnes & Noble. Guest Poet was Sam Sax.
- Business programs run in partnership with WEDC and SBA: How to Write a Business Plan; Selling to the Government.