

By: Kathleen Degyansky
Dept.: Assistant Director
Subject: Monthly Report – July 2017
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OUTREACH AND COLLABORATION

- Met with Yascara Moldonado, the new site coordinator at the White Plains Education and Training Center. We discussed cross-promotion for our respective programs and newsletters. Going forward, we will regularly be receiving their flyers for display. Library staff will be urged to subscribe to their newsletter.

PROGRAMS

- Monitored the Seated Yoga program, part of the “It’s Your Move to Better Health” program series for older adults presented by Putnam Independent Living Services. Thirty-one people attended the 4 sessions; averaging 8 people per session.
- Scheduled the Citywide School art show for 2018.
- Scheduled Citizenship classes for fall.
- Scheduled a “De-mystifying Medicare” program for April 2018.

STAFF AND TRAINING

- Attended the Youth Bureau’s Summer Youth Employment Fair on June 5. Five candidates were selected. They will work from July 3 through August 11.
- Attended an e-book training session for staff on June 22, presented by Austin Olney.
- Five new volunteers were deployed. Three will help with the local history digitization project; one will help with the English Conversation groups; one will help with the PC drop in program.
- Created a draft training checklist for staff working on the Welcome desk.

GRANTS

- Gathered and submitted documentation for financial review of the two State and Municipal Facilities (SAM) grants supported by State Senators Latimer (\$100k) and Stewart-Cousins (\$120k). The review has been completed.