

By: Timothy Baird

Dept. Adult Services

Subject: Monthly Report – April 2018

Date: May 2nd, 2018

### Administrative

- Attended Mayor's Youth Board Meeting. A lot of discussion about the successful march against Gun Violence held in White Plains.
- Attended a webinar on Tutor.com's new patron portal that was launched on May 1<sup>st</sup>.
- Attended Naloxone training offered by Westchester Dept. of Health. Am now certified to administer Naloxone as are three other staff members.
- Created a job ad for a PT Librarian or Library Assistant for the Hub.
- Worked closely with Café staff as their opening date approached. Gave a talk about Library policies, emergency procedures, and general customer service principles and then gave them all a tour of the Library.
- Working with Southern Westchester BOCES as they prepare for a film screening of students work at the Library.

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

- Librarian De Stafeno attended a Novelist Webinar: I Didn't Know the Library had that! Promoting Library Resources with Email.
- De Stafeno designed a Historical Murals in the Library handout and poster. She also designed the Haitian Art Exhibit program and had these printed by Alloy.
- Librarian Himmelfarb continues planning for JazzFest in September. Planning also continues for League of Women Voters' Community Conversations at the Library. Himmelfarb attended Naloxone training given by the WC Dept. of Health. Himmelfarb attended a New York Library Association Reference and Adult Services Section meeting on the future of the section.

### Customer Service:

- 9 1-1 trainings were offered this month, mostly for basic computer skills.
- 31 Local History queries this month, 23 by email. Librarian Himmelfarb's Local History research hours continues to be an excellent service.

- AARP Tax Aide ended as Tax Day arrived. Very popular service and many grateful patrons.

#### Community Outreach:

- Please see the Community Outreach report for more details.
- Librarian Himmelfarb attended a reception at WP Hospital for their 125<sup>th</sup> anniversary. The Hospital will donate 4 copies of the WP History anniversary book to the Library. Himmelfarb appears in the Hospital's anniversary video discussing the Hospital's early years.
- Two homebound deliveries by Betty Barone of the Friends of the Library. A homebound flyer was distributed to members of Aging in Place via Paul Schwarz. He also shared the flyer with the Meals on Wheels Office. This is a great service that we provide and would love it if more members of the Community were aware of the program.

#### Programs:

- Poetry Slam held at the Galleria Mall was very successful. 35 poets signed up for the slam and 12 were selected to compete. Over 80 people in attendance. It was a very good collaboration.
- Two Artist's Loft sessions with Lord Judah and Art Bennett.
- WP History Roundtable had a nice attendance for the Earth Day program on Environmental History/Bronx River topic.
- Computer classes included: Publisher, Word, Data Privacy, 3D Printing Design, and Photoshop.
- Drawing for Adults led by local artist Tomoko Abe series end and an Art Show with Reception was held.
- On the Homefront Veterans Writing Workshop ended and a public reading was held.
- Lunchtime Meditation was held every Wednesday afternoon. There was also a Relax with Reiki evening program with local Reiki practitioner Andrea Deierlein.
- Eartha Watts Hicks workshop on writing was held on a Saturday.
- Demystifying Medicare presented by "Seniors Out Speaking".
- Westchester/Putnam United Way two programs on Credit and Credit Reports, one in English one in Spanish.
- Registration was held for the WCC English Classes starting in May.