

By: Kathleen Degyansky
Dept.: Assistant Library Director
Subject: Monthly Report for December 2018
Date: December 31, 2018

COLLABORATION

- Met with BOCES staff to arrange for a second basic ESL level class and space for assessing students. The second class will begin on January 2, 2019.
- Participated in planning meetings for the NEA Big Read project and the Paraguayan Independence Day event.

PROGRAMMING AND ROOM RENTALS

- Monitored a room rental event on Driver's Licenses for Undocumented Residents sponsored by the New York State Immigrant Action Fund on December 3. More than 175 persons attended with an overflow crowd of approximately 300 persons who had to be turned away.
- Scheduled "Finding Joy in Your Everyday Life" to be presented by volunteer Mimi Leibman on February 5. Her first workshop on "Forgiveness" attracted 9 participants on December 4.
- Assisted the Friends of the White Plains Library with space and set up arrangements for their annual staff luncheon, Robert Mills Concert and annual meeting.
- Booked meeting room rentals for the Westchester County Department of Community Mental Health, Exploration School, Impact 100 Westchester, and the Daughters of the American Revolution. Revenues to be realized from these rentals totals \$775.
- Selected films for the February film festival and initiated purchase of several titles. The theme of the festival is "Hollywood Blockbusters". Films will be shown on the big screen in the Auditorium during the month of February.

STAFF AND VOLUNTEERS

- Participated in interviews for the part time Edge Library Assistant position.
- Met with three prospective volunteers. Two are interested in helping out with programs. The third is interested in working with the Friends in the café bookstore. They will begin their work in 2019.