

Christiane Deschamps

Department: Collection Management

Subject: Monthly Report April 2020

Date: May 5, 2020

Virtual Programs (planned and attended); Zoom stats are estimates

*Guest leaders led 4 Lunchtime Meditation programs. Total attendance: 54

*Slow Reading Book Discussion attendance for 2 sessions 38.

*Wellness program "Mindfulness for All" (16 attended).

*Wellness program "Breath-Body-Mind" (22 attended)

"Wellness program "Relax with Virtual Reiki" (8 attended)

Webinars and Meeting

*Documenting COVID-19: White Plains Experiences (staff meeting)

*Streaming Services and Live TV Roundup (with Austin Olney)

*PLA Public Libraries Respond to COVID-19: Successful Ways to Work Remotely

*Midwest Product Detail

*Strategies for Coping with Covid-19: A Practical Workshop with Dr. Joanna Fava

*The Future is Female (book discussion group with Ellen O'Connell)

*Google Hangouts Best Essential Training

Suzanne Erhard

*Paid all invoices; corrected item and order records in Evergreen

*Worked on transferring processing/cataloging instructions into google sheets

Webinars, Training, and Library Programs Attended

**Lynda.com*: Google Sheets, Forms, Docs and Sheets (Advanced Tips and Tricks), Avoiding Phishing Scams, Windows Quick Tips, Migrating from Google Sheets to Excel, Google Hangouts

*Covid-19 and Digital Access

*PLA Webinar: Public Libraries Respond to COVID-19

*2 Zoom staff trainings (with Olney)

*Midwest: Product Discovery and Product Detail

*Streaming Services and Live TV Roundup (with Olney)

*Library Wellness Programs:

Lunchtime Mediations (5 sessions)

Mindfulness for All

Breath-Body-Mind

Relax with Virtual Reiki