By: Timothy Baird
Dept. Adult Services
Subject: Monthly Report – May 2020
Date: June 3, 2020

Administrative
- Attended daily Department Heads meetings.
- Monitored email and text to Librarian to provide the best possible patron help that we could. Coordinated ebook help, help with patron accounts, and follow up with patrons to meet their online needs.
- Checked in with Adult Service Staff daily for health updates and to provide Library updates.
- Attended a renovation meeting with Director Kenney in the Library.
- Attended a Dept Heads meeting at the Library to go over staff workplaces, service desks, and needed protective equipment.
- Attended a Mayor’s Youth Board meeting via Zoom.

Staff Activities - Thanks to librarians Sharon Rothman, Mariel Perez, Kristen Thornton-De Stafeno, Kristy Bauman and Austin Duffy who contributed to this report.
- Librarian Bauman hosted a dozen programs on Zoom. She has been very involved in the Documenting Covid 19 project. She did outreach with a teacher at White Plains High School whose students are working on a project that may fit in with our Covid 19 project.
- Librarian Rothman attended an ALA CODES committee meeting via conference call. She attended a WLA Board meeting. She also attended Library Journal Virtual Day of Dialog. She wrote a blog on online Volunteer opportunities.
- Many staff attended a Zoom and eVanced training meeting led by Austin Olney
- Librarian De Stafeno was very busy with all the e-newsletters, blog posts, facebook, twitter, and press releases. She has been busier than ever online.
- Librarian Duffy helped City Hall with biographical information about former councilman Richard Hendey. He also reached out to Houses of Worship to see if they wished to participate in the Documenting Covid 19 project.

Programs
- Librarian Wenglin led another lively Zoom discussion from our series "Stories of Motherhood" with more than 30 in attendance. We explored two compelling short works by Louise Erdrich and Hortense Calisher, dealing with challenging relationships between mothers and daughters. Patrons have gotten the hang of muting and unmuting to offer comments and feedback when recognized from "the gallery." All appreciate what the Library has done to keep programs alive and flowing. We even hosted some attendees from out of town who were stranded during shutdown, along with disabled patrons who would not easily be able to attend in person.
- Librarian Rothman hosted five Virtual Happy Hours.
- Other Virtual Book Groups included: Book’em Mystery Group, Slow Reading, The Future is Female, and Book Chat.
- Wellness programs included Sound Meditation and Lunchtime Meditation. Please refer to the report from Deschamps for more details on the full Wellness Series being offered virtually.
- Spanish for Beginners and Spanish Conversation Group continued in May
Professional Development: Staff have been encouraged to attend webinars, courses, trainings during this "stay at home" time. Here are some of the things staff have been doing:

- Librarian Perez attended a “Getting Started with Libby” webinar and PLA Webinar Public Libraries Respond to COVID-19: Managing Anxiety and Stress.
- Librarian Bauman attended the following Webinars: Stress Management and Self-Care
  Virtual Meetup: Coping with COVID-19: Taking Care of Your Emotional Health
  Maximizing and Measuring Virtual Programs
  Virtual Platform Possibilities – Providing Digital Skilling Resources for Patrons

Librarian Bauman attended the following classes: Grant Writing and Crowdfunding for Public Libraries
Regarding classes, Bauman is working through Information Technology courses. She just started studying Python and E-commerce through UMass Lowell online

- Librarian Rothman Webinars:
  - WEBINAR: NYPL: Need a Side Gig? Do this NOW to Get Quick Cash Online
  - YouTube: Bite-Size Book Buzz: Harlequin, Soho & Workman
  - Penguin/Random House Morning Book Buzz (Part 6)
  - WEBINAR: NYPL: Getting HIred Especially Now by Making a Great First Impression
  - WEBINAR: SCORE: 10 Ways to Run Your Business Virtually
  - WEBINAR: Stay Fit While You Stay At Home
  - WEBINAR: NYPL: Follow-up Q&A for Need a Side Gig session
  - WEBINAR: Playing the Long Game: The Resiliency of Ordinary People Like You
    and Me.
  - WEBINAR: METRO: Libraries and the Employment Crisis
  - Penguin/Random House Morning Book Buzz (Part 7)
  - WEBINAR: PLA: Maximizing and Measuring Virtual Programs
  - WEBINAR: PRH: Borrow, Read, Repeat
  - WEBINAR: NYPL: Time to Face the Music: Next Step Strategies for Career Survival
  - WEBINAR: HarperCollins: Adult Fall Faves
  - WEBINAR: Centre for Newcomers: Creativity in Job Search in Times of Crisis
  - WEBINAR: EBSCO: Preparing Job Seekers for Post-Pandemic Economy
  - PRH Morning Book Buzz
  - WEBINAR: WLS: Census & Chat
  - WEBINAR: Candid: Shifting Your Events Online
  - WEBINAR: Great Jewish Food Fest: Virtual Book Talk: Soviet Jewish Cuisine
  - WEBINAR: SouthernNY Library Resources Council: Psychological First Aid
  - WEBINAR: ALA: COVID-19 and the Well-being of Library Workers
  - WEBINAR: EBSCO: Supporting Your Community’s Economy in Our COVID-19 World
  - WEBINAR: Oak Park PL: Tips for Submitting Online Job Applications
  - WEBINAR: Great Jewish Food Fest: Virtual Cookbook Tour: Perusing an Extraordinary Collection
  - WEBINAR: Book Expo: Adult Book & Author Dinner including Zerlina Maxwell, Joy Harjo, Carmen Maria Machada, Rep. Ilhan Omar (no show) Rebecca Roadnhorse
  - WEBINAR: Book Expo: Children’s Book & Author Dinner including Judy Blume, Natalie Portman, Misty Copeland, Marie Lu, Kwame Mbalia
  - WEBINAR: NYPL: Embracing What You Can Control in Your Career
  - WEBINAR: Booklist: Book Buzz Adult Headliners
  - WEBINAR: Speed Dating with Carol Fitzgerald

Librarian Duffy attended the following Webinars:
• “Using Social Media Listening to Adapt Your Library for COVID-19” on May 6, sponsored by PLA.
• “Stress Management and Self-Care” on May 7, sponsored by Southeastern NY Library Council
• “Psychological First Aid” on May 21, sponsored by Southeaster NY Library Council.