

Christiane Deschamps

Department: Collection Management
Subject: Monthly Report January 2021
Date: February 2, 2021

White Plains Virtual Programs (Planned and/or Tech Hosted)

- *Lunchtime Meditation 4 programs (38 attended)
- *Slow Reading Book Discussion 2 programs Ellen Lambert (33 attended)
- *Presented Quick n Easy Handmade Cards (8 attended)

Other

- *14 Request a Purchase forms were processed (AV and Overdrive by Karyn De Luca)
- *30 boxes of books and AV sent to Better World Books
- *With Karen Jackson, set up Better World Book pre-screening process and checked what percentage they accept (roughly 50%)
- *Weeded adult nonfiction
- *Found new presenter and booked April Wellness event

Webinars and Meetings

- *With Kristy Bauman and Kristen Thornton-De Stafeno, met with Michael Albert (Collage Artist)
- *With Bauman, met with Aaron Paige and Jessica Cioffoletti of ArtsWestchester
- *Engaging Take and Make on a Shoestring Budget (workshop with Stacey Desrosiers, Central New York Library Resources Council)
- *White Plains Library Adult Services Programming Meeting (hosted by Kristy Bauman)
- *Met with Lindsay Stratton of WLS to resolve acquisitions issues

Suzanne Erhard

Received, linked to catalog, and processed book and AV materials; created and paid invoices; corrected item information in the catalog; requested bibliographic records from WLS.

Webinars

Bill Graham and the Rock & Roll Revolution Virtual Presentation (Warner Library)
Microsoft Teams - Who, What, When, Where & Why (WLS)
The History of Tea Drinking and an American Tea Company (Harrison Library)
Hoopla: the Music Alternative (WLS)
Computer Purchasing Tips (Evening Digital Learning) [White Plains Library]
SolarWinds Support Desk Preview (WLS)

Karen Jackson and Betsy Purtell

Weeded materials, processed books, changed new books to old, checked Evergreen reports against materials on the shelf. Purtell also prepared Library statistics. Jackson also handled mail deliveries and magazines.

Jerrick Harris

Processed YA Graphic Novels.