

Christiane Deschamps

Department: Collection Management
Subject: Monthly Report December 2021
Date: January 4, 2022

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

- *Lunchtime Meditation 5 programs (50 attended)
- *Quick n Easy Holiday Card (presented by Jade Scarlett) (16 attended)
- *Monthly Future Is Female Book Discussion (with Ellen O'Connell) (12 attended)
- *2 Slow Reading Book Discussions (with Ellen Lambert) (34 attended)

Other

- *9 Request a Purchase forms were processed (AV and Overdrive by Karyn De Luca)
- *15 boxes of books went to Baker & Taylor Sustainable Shelves program
- *Weeding the collection: Mary Black and I began the Adult 300's section
- *Met virtually with Ingram rep Rob Scott to discuss iPage reports

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; worked with Trove staff to resolve cataloging/processing issues; ordered Binge Boxes DVD.

Karen Jackson

Linked and processed books, changed new books to old, weeded, selected viable donations for the Friends, checked which books met criteria for B & T's Sustainable Shelves program and Better World Books. Attended Ryan Dowd's webinar "Burnout and Stress."

Betsy Purtell

Processed books, took items out of the catalog, prepared materials for shipping to B & T and Better World Books, and worked on library statistics for Tim Baird.

Jerrick Harris

Linked, classified, and processed adult nonfiction and YA graphic novels.