

TO: Chili Public Library Board of Trustees
FROM: Jeff Baker, Library Director
RE: **Director's Report -May 2020**
DATE: May 26, 2020

General Information:

- **Virtual Programs** – While the Library building is closed to the public until further notice, we continue to provide the public with virtual programs. At the Library Board meeting Youth Services Manager Cathy Kyle will report on the virtual storytimes and the plans the Library has for the Summer Reading Program.

Virtual Storytime and Children's Programs

- **Cathy Storytimes** are at 10am Mondays, Wednesdays, and Fridays
- **Valerie's Chili Chapters** are at 11am Tuesdays, Thursdays, and Saturdays
- **Wendy's Wonderings** are at 12noon Wednesdays and Fridays
- **Jill's Storytimes** are at 7pm Tuesdays, Thursdays, and Saturdays
- **Lego** is at 3pm on Mondays (with a flip-flopping host of either Leila or Lucy)
- **Minecraft** is at 6pm on Mondays

Virtual Painting Programs -

- **Teens**- 13-18yr at 7:30pm on May 21, June 18, July 16, Aug 18
- **Adults** 18+ at 7:30pm on May 28, June 25, July 23, Aug 20
- **Kids** - 7yrs at 2pm on June 4, July 2, July 30
- **Tween** 8-12 at 2pm on June 11, July 9, Aug 6

Other Virtual Programs -

- The Library is also going to be doing a Stitch Together program on May 31 (Sunday) at 3pm. If all goes well, it will be made into a continuing program.

Statistics:

Month	Sessions	Views	Facebook Hits	Participants
Virtual Children's Program – Storytimes with Cathy/Leila and Jill	41	671	10,676	N/A
Family Programs (Lego, Minecraft)	8	45	2742	36
Miss Wendy's Wonderings	12	187	2,955	N/A
Virtual Teen Programs – Tween/Teen Chili Chapters with Valerie	22	147	5052	4 (Tween book talks)
Virtual Adult Programs - (Painting night, book discussion)	2		969 (adult painting)	36 (combined adult painting and bk.discussion)
Website Special Events: National Library Week & Easter Egg Hunt on the Website	2	N/A	1,100	16

Month	April 2020**	April 2019	% of change
Circulation	3,897	19,680	-80%
Library Visits	0	11,471	-100%
Reference Questions	17 (answered online through our FB page, Residents of Chili FB page, or direct email)	1,398	-99%
In-House Programs	0	57	-100%
In-House Program Attendance (in-house)	0	1,304	-100%
Items Borrowed (holds)	0	740	-100%
Items Loaned (holds)	0	790	-100%
Overdrive	3,882	2,451	58%
Hoopla New Patrons (patron registered for the first time)	167	N/A	N/A
Hoopla Unique Patrons (borrowed at least one title)	111	N/A	N/A
Hoopla Circulation	349	N/A	N/A
Meeting Room	0	86	-100%
Website Visits	2,290	5,622	-59%
Website Pageviews	5,090	9,113	-44%
	May 2019- Apr 2020	May 2018- Apr 2019	% of change
Circulation	204,922	236,396	-13%
Library Visits	113,470	134,012	-15%
Reference Questions	14,962	16,902	-11%
Programs	522	588	-11%
Program Attendance	10,075	13,986	-28%
Overdrive	32,756	27,732	18%

- **Loan Period Extended** – The Monroe County Library System has extended the due date of material to June 29, 2020 for when material are to be returned to libraries. No overdue fines will accrue while the Library is closed to the public. There is still no delivery between libraries until further notice.

New Items:

- **Curbside Pickup**
 - On May 20, the Library began offering contactless curbside pickup of library materials. This service is offered to any Monroe County Library System card holder who wants access to physical library materials such as books and DVDs.
 - Patrons call the library at 889-2200 between the hours of 10:00 AM and 2:00 PM Monday through Saturday to request materials. Library staff finds the available

items and schedules a pick up time. Pickups is scheduled every 15 minutes from 10:15 AM until 1:45 PM. Patrons are asked to show up promptly at their scheduled time to help maintain proper social distancing.

- When arriving, patrons can park in one of the two parking spots designated for Curbside Parking. A library staff person watches from the front lobby for vehicles. When the staff approaches the vehicle, patrons show their library card (preferred) or driver's license up against the closed car window. The staff asks that patrons remain in their car and roll the rear window down or pop the trunk. The staff person places the items in the vehicle. Staff sanitizes contact surfaces between scheduled pickups.
- Items available are limited to what is currently on the shelves. The Library's outside bookdrop is now open for returns. The due dates for all currently checked out items is still June 29, and no late fees are being accrued for the days the library building is closed. Unfortunately, the Chili Public Library cannot accept donations at this time. At the Library Board meeting Assistant Director Jennifer Freese will share data in her report on this new service the Library is providing our residents.

- **2019 Annual Report to the Community** – The Library Director will distribute to the Library Board the 2019 Annual Report to the Community.
- **NY Forward Business Re-Opening Safety Plan** – The Director will review the New York Department of Health NY Forward Business Re-opening Safety Plan Template.

MCLS Items:

- **2019-2020 State Aid for Public Library Construction Application Update** – Although the Library has not yet received approval from the Dormitory Authority regarding approval of its Library Construction aid request, the Department of Library Development notified the Monroe County Library System office there is more funding available for FY20 library construction projects, as DASNY did not receive enough in aid requests from New York State libraries to cover the total aid that was available. Therefore the Monroe County Library System office has added an additional \$44,605 to Chili's application. Last year libraries received their response from DASNY by August 2019.

State Items:

- No items to report

Meetings:

- Daily Zoom meetings – CPL Staff.
- Weekly Zoom meetings - MCLS Library Directors.
- Daily Zoom meetings - MCLS Reopening Committee
- Monthly Zoom meeting - Gates Chili Chamber of Commerce Committee Board.

Respectfully submitted, Jeff Baker, Library Director, Chili Public Library