



JUNE 2023 REPORT

Director (JE)

Public Relations

Public Operations (Laura)

Circulation

Jane had a tri-county meeting – both CC and JCLD will continue with DPL catalog but maybe looking for a new e-book provider.

Circulation is staffed by both interns and new hired staff. The interns are picking up the skills quickly and almost all have been moved to assisting with Collection development's relabeling project. Plans for the summer staffing once the Internship ends on June 30th is to hire one more clerk, Emma. Currently, the clerks are Mischa, Gena, and Madison. The four clerks schedule will provide sufficient coverage for the circulation duties.

Collection Development

For the relabeling project, the Heritage Collection's relabeling is about 50% done. Adult nonfiction and Board Books are almost complete. Then the relabeling shifts to Adult fiction.

Programming

The Public Relations Committee has agreed to manage all community events such as the Saturday Market, 1st Thursdays, Parades, and Fair. Sign ups for all staff and board members is required.

Summer Reading program planning is complete and moving on to execution. The program started June 1st with the Reader Zone App. There have been technical issues but are being resolved. All events except for the Cheetah event are held at Sahalee Park. The Cheetah event is at the Jefferson County Fairground for safety reasons. Please encourage families to sign up by downloading the Reader Zone App through Play Store or Apple Store. Reader Zone can also be accessed online by entering www.readerzone.com in the search bar.

Adriana hosted "El Club de la eterna juventud (Latino Seniors Club)" through the Latino Association. Their goal was to learn about the library services, sign up for a library card, check out books, and socialize. The Latino Association provided snacks. Adriana stated, "They were so enthusiastic! For some of them were their first time visiting the library. They were surprised about all materials and things they can do at the Library."

On June 30th, El Instituto De Cultura Oregoniana and Western Oregon University is presenting the book *Los origenes hispanos de Oregon*. Please invite the community to attend from 5-6pm.

The weekly storytime came to an end the beginning of June except for English Storytime which will continue until the end of June. The families are sad to see it go but are happy for the beginning of Summer Reading Program.

The middle school and high school lunchtime craft ended in May. Star saw many attendees at both locations. She will report on her findings.

The Teen Cosplay event went well. The participants played games, eat snacks, took photos, and socialized. The only complaints were needing more staff assistance, more interactive activities, and much more advance planning for event. The youth did enjoy the event and requested that it continue as an annual event.

Dungeons and Dragons for teens ended at the beginning of May. The number of participants required two groups. Star managed one and a volunteer for the other group. Again the youth enjoyed the activity and requested it to continue after summer.

Teen services has two summer events Graffiti Art and the Latino Carnival. The Graffiti Art is in partnership with Best Care. The Latino Carnival is working with Spanish Services.

Technical Operations (Gabby)

One of the public bathroom toilets has started flushing continuously. Our miantenance man, Tom, suspects it is a pressure issue, possibly a clogged vent. We have closed that one public bathroom until Tom gets a chance to look at it.

The library security system has been disconnecting from the internet and causing problems such as arming two employees inside the duplex, or being unaccessible remotly. SOS has come and reviewed the system and showed Dion how to reset their server, but problems persist and it seems to have something to do with our internet. We may be overtaxing the wifi as it is being boosted over to the duplex.

The janitorial closet in the library accidently got locked and a locksmith had to be called to open the door. The door is not standard in size and the lock is old and presented some problems in rekeying the lock and meant the handle could not be replaced.

The front door of the library has started opening and closing constantly on it's own. As a result we are leaving the automatic opening mechanism turned off and leaving the door propped open during business hours. Dion is attempting to contact the manufacture for maintenance. I recall that maintenance of the same door cost a few thousand dollars about 5 years ago. Dion did some reserch into replacing the doors back in 2020 and the quotes were very high.

The drip watering system around the library got some much needed maintenance this month. It turns out there were quite a few broken lines and the wiring on the system was a little questionable. Scott from Affordable Lawn Care got it all squared away.

The public printer is no longer able to connect to the network and the public computers will be unable to print until we can replace the printer. We plan to replace the public printer with a printer, scanner, copier combo and move the Richo copier/printer behind the front desk and make it staff use only.

At the First Thursday event for June Dion and I were able to get a laptop up and running with a Hot Spot and checkout items and create library cards out of the bookmobile while parked downtown. This should really open up our options in the future for what we can offer at outreach events. We were paying Verizon \$80 per month to maintain a hot spot for each library vehicle, but we were unable to get those hot spots to work with the library program out in the bookmobile, so I suspended the use of those devices and we are using a hot spot provided by mobile beacon that worked without complicaitions, and we will save \$80 per month.

Events/Meetings