Director's Report  
April 2021

DIRECTOR – Carl Gouveia

The statistics for the month are as follows:

<table>
<thead>
<tr>
<th></th>
<th>April 2021</th>
<th>April 2020</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Circulation</td>
<td>44,428</td>
<td>9,682</td>
<td>359%</td>
</tr>
<tr>
<td>Overdrive circulation</td>
<td>7,477</td>
<td>9,655</td>
<td>-23%</td>
</tr>
<tr>
<td>Overdrive as % of total circulation</td>
<td>17%</td>
<td>99.7%</td>
<td></td>
</tr>
<tr>
<td>Hoopla</td>
<td>470</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Hoopla as % of total circulation</td>
<td>1%</td>
<td>99.7%</td>
<td></td>
</tr>
<tr>
<td>Kanopy</td>
<td>454</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Kanopy as % of total circulation</td>
<td>1%</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>Door Count</td>
<td>9,985</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Website hits</td>
<td>8,466</td>
<td>5,278</td>
<td>60%</td>
</tr>
<tr>
<td>Facebook Traffic:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Page Likes</td>
<td>3,647</td>
<td>3,275</td>
<td>11%</td>
</tr>
<tr>
<td>Post Engagement</td>
<td>2,298</td>
<td>21,450</td>
<td>-89%</td>
</tr>
<tr>
<td>Post Reach</td>
<td>46,843</td>
<td>161,026</td>
<td>-71%</td>
</tr>
<tr>
<td>Event Engagement</td>
<td>70</td>
<td>918</td>
<td>-92%</td>
</tr>
<tr>
<td>Event Reach</td>
<td>4,253</td>
<td>21,993</td>
<td>-81%</td>
</tr>
</tbody>
</table>

- Totes – 221
- Router items – 1,162
- Book carts – 155
- Processing total – 1,271

Selected Meetings:
Director’s Council (DC) through Zoom
Member Library Director’s Council (DC) through Zoom
Librarian Meeting
Fairport Library Board Meeting through Zoom
Management Team Meeting
Staff Meeting
Audiobook Purchasers’ Meeting

Mary and I submitted some more info on the errors in the Total Income and Common Area Maintenance submitted to us by the landlord. It is finalized, and the library will see a credit in May’s rent.

I worked with Lauren and the Personnel Committee on updates to the Employee Handbook.
We are continuing with updates to hours and services. On June 1st, we will expand hours (Mon-Wed 9-6, Thu 9-9, Fri 9-6, and Sat 9-5). We have loosened restrictions on quarantining/testing for staff after domestic travel and due to COVID Symptoms. New Magazines are back to being in-library use only, for those who sit and read in the library. We removed the Xs on the floor for a carpet cleaning and have decided to not replace them (expect in the Children’s Room) — I did field one complaint, but most of the patrons did not notice their absence...and, frankly, did not notice their presence.

Lauren and I have worked on the budget for individual library materials codes using a spreadsheet that compare circulation stats to collection size and recommends the number of items to add in each category.

I spoke with Carol Desch of the NSYED’s Division of Library Development (DLD) about the patron who was banned by the library for being verbally abusive with staff. He had contacted them to complain and felt that I had instigated the subsequent Monroe County Library System banning. Recently, I have found out that he has also complained to the Fairport Village Hall.

Lin and I met with a handyman. He has been unable to do any work due to a shoulder surgery, but we met with him to review some projects (eye hole for the delivery door, new doors for the community room, and an extension for the air intake duct, which has been bringing in cigarette smoke when people smoke behind the dumpsters).

I sat in on interviews that Lin conducted for new librarian substitutes.

**Patron Feedback**

4/3 from Kristin:
I just had a patron stop in and she said the Library has made this pandemic a bit easier with all the streaming/downloading services we are offering. She loves them all and is so happy to have them.

4/13 from Hannah:
Today at the door a regular visitor said, "I'll tell ya. If everyone was like a [library employee], the world would have no wars. You all are so nice."

4/19 from Lauren S:
I just had a patron come up and comment on the diversity represented in our children’s books! She mentioned that she’s noticed a big change over the past year and she really appreciates the emphasis on diversity, and that her family has loved learning more about a variety of cultures and experiences through reading these books. I just had to share as I know that’s an area we’ve all focused on in Children's in regards to collection development!

4/22 from Lauren H:
A patron just left the library saying that she didn't know how she would have gotten through the pandemic without the library. She also remarked about how everyone here is just so great and loves being able to come in!

4/23 from Carl:
Whoever puts the movies on display, facing out on top, is doing a fantastic job. I have found so many good movies that I wouldn't have found otherwise. And, I was in the movie business, so I really appreciate it.
4/24 from Lauren S:
A patron just called and wanted to complement us on our selection of new movies, particularly over the past year. He said he is thankful for the library and all we do here, and that we are doing a great job!

4/30 from Carl:
I just received a compliment for Jessie--the patron wanted me to know that she is the nicest person! She was incredibly happy with her service.

4/30 from Lauren H.:
I just spoke to a patron who had left a bookmark of sentimental value in a book she returned and was so grateful for Lin trying to track it down for her. She gushed how great it was to work with Lin, and even though the bookmark hasn't turned up, she was very appreciative of the work Lin did for her.

ASSISTANT DIRECTOR FOR TECHNOLOGY – Lauren Hinett
Collection Management
- Purchased Graphic Novel cart 4/1
- Purchased Computer Books cart 4/1
- Purchased Overdrive cart 4/1 and 4/15

Webinars and Meetings
- Met with Marianne to update Staff Association binder

Network
- Worked with Hannah to update image on patron computers

Other
- Worked with Marianne to update Time Accrual spreadsheets
- Worked with Aubrey to streamline item processing
- Updated Collection Status Report for 2020
- Worked with Michele to update donation book plates
- Updated Organizational Chart
- Reformatted the annual report for social media
- Weeded Graphic Novels

Pat’s Monthly Report – April 2021
Website Stats:
Pageviews (or “hits”): 8,466 (total number of times a page was retrieved from the server)
Previous year’s pageviews: 5,278
Individual visits: 5,575 (total number of user sessions)
Unique visitors: 3,258 (total number of individual people who visited the website)
Pages/visit: 1.71
Top 10 Pages:
1. /home 5,688 67.19%
2. /online-resources/databases 452 5.34%
3. /contact/contact-us 230 2.72%
4. /about/employment 228 2.69%
5. /about/welcome 218 2.58%
6. /news 124 1.46%
Website traffic sources – Where hits to our website come from (Top 10 out of 29 sources)

<table>
<thead>
<tr>
<th>Source</th>
<th>Referrals</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. google / organic</td>
<td>1,847</td>
<td>(55.70%)</td>
</tr>
<tr>
<td>2. (direct) / (none)</td>
<td>1,157</td>
<td>(34.89%)</td>
</tr>
<tr>
<td>3. bing / organic</td>
<td>111</td>
<td>(3.35%)</td>
</tr>
<tr>
<td>4. yahoo / organic</td>
<td>79</td>
<td>(2.38%)</td>
</tr>
<tr>
<td>5. duckduckgo / organic</td>
<td>39</td>
<td>(1.18%)</td>
</tr>
<tr>
<td>6. facebook.com / referral</td>
<td>31</td>
<td>(0.93%)</td>
</tr>
<tr>
<td>7. fairportlibrary.kanopy.com / referral</td>
<td>13</td>
<td>(0.39%)</td>
</tr>
<tr>
<td>8. baidu / organic</td>
<td>7</td>
<td>(0.21%)</td>
</tr>
<tr>
<td>9. libraryweb.org / referral</td>
<td>6</td>
<td>(0.18%)</td>
</tr>
<tr>
<td>10. nysl.nysed.gov / referral</td>
<td>3</td>
<td>(0.09%)</td>
</tr>
</tbody>
</table>

Website traffic referrals – Other websites that send traffic to our website (Top 10 out of 21 referrers)

<table>
<thead>
<tr>
<th>Source</th>
<th>Referrals</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. facebook.com</td>
<td>31</td>
<td>(43.05%)</td>
</tr>
<tr>
<td>2. fairportlibrary.kanopy.com</td>
<td>13</td>
<td>(18.06%)</td>
</tr>
<tr>
<td>3. libraryweb.org</td>
<td>6</td>
<td>(8.33%)</td>
</tr>
<tr>
<td>4. nysl.nysed.gov</td>
<td>3</td>
<td>(4.17%)</td>
</tr>
<tr>
<td>5. wowbrary.org</td>
<td>3</td>
<td>(4.17%)</td>
</tr>
<tr>
<td>6. augustgroup.org</td>
<td>2</td>
<td>(2.78%)</td>
</tr>
<tr>
<td>7. ltf.jooble.com</td>
<td>2</td>
<td>(2.78%)</td>
</tr>
<tr>
<td>8. search.aol.com</td>
<td>2</td>
<td>(2.78%)</td>
</tr>
<tr>
<td>9. aol.com</td>
<td>1</td>
<td>(1.39%)</td>
</tr>
<tr>
<td>10. app.buzzstream.com</td>
<td>1</td>
<td>(1.39%)</td>
</tr>
</tbody>
</table>

### LibCal calendar stats

This is a new calendar, so available stats are different from what was obtained through Google Analytics on the previous calendar.

<table>
<thead>
<tr>
<th>Total Events</th>
<th>Confirmed Registrations</th>
<th>Waiting-List Registrations</th>
<th>Cancelled Registrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>72</td>
<td>513</td>
<td>99</td>
<td>52</td>
</tr>
</tbody>
</table>

### facebook stats

Total Likes: 3,647
New likes this month: 16
Total followers: 4,120
New followers this month: 16
Posts: 93
Engagements: 2,298
Reach: 46,843

**Most popular:** Chaotic Canines
Events: 3
    Engagements: 70
    Reach: 4,253
**Most popular: Eastman’s Gardens Then and Now

-------- end of facebook stats --------

-------- twitter stats ----------------
Profile visits: 138
New followers: 9
Engagements: 51
Impressions: 3,733
Tweets: 15
Likes: 36
Retweets: 11
Mentions: 3
Link clicks: 3
Replies: 0

**Most popular: Bicentennial Gateway
-------- end of twitter stats --------

-------- Instagram stats ----------------
Total followers: 1,656
New followers: 4
Posts: 42
    Photos: 18
        Likes: 383
        Comments: 4
    Videos: 24
        Views: 1,902
        Comments: 6
**Most popular photo: National Library Outreach Day
**Most popular video: Storytime with Senator Brouk
-------- end of Instagram stats --------

-------- Google for Business stats ----------------
Google for Business views: 17.6k
Google for Business clicks: 1.45k
945 clicks to website
335 clicks to driving directions
167 clicks to phone call
Google Reviews this month:

Mary

* * * * * 2 weeks ago
The user didn't write a review, and has left just a rating.

Peggy

* * * * * 3 weeks ago
The user didn't write a review, and has left just a rating.

Marvin

* * * * * 3 weeks ago
Wonderful collection. Great staff and excellent service.

-------- end of Google for Business stats ---

-------- Yelp stats -------------------------------
Visits to page: 12
New reviews: 0
Clicks to website: 0
-------- end of Yelp stats -------------------------

-------- YouTube stats ----------------------------
Total subscribers: 92
   New subscribers: 0
Videos published: 2
Views: 152
Hours watched: 12
Unique viewers: 130
**Most views: Gardening with Native Plants

-------- end of YouTube stats ----------------------

ASSISTANT DIRECTOR FOR REFERENCE SERVICES – Lin Macholz

- Attended the Library Board Meeting on April 13th
- Attended the Librarians Meeting on April 13th
- Started training and orientation for Joe Zelazny as a Substitute Librarian on April 15th
- Attended the Personnel Committee Meeting on April 19th
- Coordinated carpet cleaning of the library on April 19th
- Participated in an interview for another Substitute Librarian on April 22nd
- Attended Management Team Meeting on April 24th
- Started weeding of the Reference Collection
- Placed 3 nonfiction orders
• Coordinated the following job programs with Rita Carey
  4/6 Career Networking in a Technical Age Attendance: 14
  4/13 Open Forum Attendance: 4
  4/20 Is Freelancing For You? Attendance: 23
  4/27 Open Forum Attendance: 7

ADULT SERVICES PROGRAMMING – Karrie Bordeau

EMAIL NEWSLETTER: Sent between April 1-30:

<table>
<thead>
<tr>
<th>Newsletter Name</th>
<th># Sent</th>
<th># Opened</th>
<th># Engaged</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 2021</td>
<td>10289</td>
<td>1779</td>
<td>77</td>
</tr>
<tr>
<td>April Jobs</td>
<td>895</td>
<td>159</td>
<td>5</td>
</tr>
<tr>
<td>April 12-17</td>
<td>10288</td>
<td>1759</td>
<td>55</td>
</tr>
<tr>
<td>April 19-24</td>
<td>10283</td>
<td>1739</td>
<td>95</td>
</tr>
<tr>
<td>April 26-30</td>
<td>10273</td>
<td>1636</td>
<td>82</td>
</tr>
</tbody>
</table>

(The number of emails sent varies as addresses are deleted after bouncing 3+ times. Engagement is the number of people who clicked on a link in the text and can vary by the number of links included in each email.)

Total Email Newsletters Sent:

WOWBRARY STATICS for March 1-31:

<table>
<thead>
<tr>
<th>Email Newsletters Sent</th>
<th>Pages viewed</th>
<th>Clicks to catalog</th>
</tr>
</thead>
<tbody>
<tr>
<td>3773</td>
<td>1329</td>
<td>410</td>
</tr>
</tbody>
</table>

Technology Classes Provided:

- No technology classes during COVID-19

Technology Classes: 0 | Attendance: 0

Technology Tutors: one-on-one sessions, hourly

- No technology tutors during COVID-19

Tech Tutors: 0 sessions | 0 people

COLLECTION DEVELOPMENT:

<table>
<thead>
<tr>
<th>Fiction</th>
<th>325</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Print</td>
<td>38</td>
</tr>
<tr>
<td>7 Day Collection</td>
<td>25</td>
</tr>
</tbody>
</table>

DELETIONS:

<table>
<thead>
<tr>
<th>Fiction</th>
<th>83</th>
</tr>
</thead>
<tbody>
<tr>
<td>LP Fiction + NF</td>
<td>62</td>
</tr>
</tbody>
</table>

Materials Ordered: 388

Deletions: 145

MEETINGS:

<table>
<thead>
<tr>
<th>FIDAC</th>
<th>4/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Staff</td>
<td>4/28</td>
</tr>
<tr>
<td>Librarians</td>
<td>4/13</td>
</tr>
</tbody>
</table>

VOLUNTEER HOURS: Teen volunteer works on folding brochures, assembling Library Welcome Packets, and other projects as needed. As of January 2021, this is all done at home. His basket is assembled bi-weekly with delivery of completed assignments weekly.

<table>
<thead>
<tr>
<th>Days</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>12.5</td>
</tr>
</tbody>
</table>
Professional Development and Continued Education:
• iCurate Diversity Audit with Ingram

Continued ED Hours: 1

COMMITTEE WORK:
• FIDAC is working on assessing library fiction collections for diversity. At this time, we have evaluated the time to look at 10% of the collection. We have also discovered a new approach and platform that would assess 100% of the collection through our ordering service Ingram. We are currently writing a proposal for this new program.

FRIENDS OF THE FAIRPORT PUBLIC LIBRARY: Library Liaison for Friends
• Created signage for National Librarian Day gift basket from Friends to Staff.

• No new patrons added in March.
• Two orders completed for March.

FROST Orders:

<table>
<thead>
<tr>
<th>Patron #</th>
<th>Materials #</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Goals for April 2021:
• Continue weeding Fiction 2019.
• Continue to work on Series Project.
• Finalize Gazette for Summer issue by May 7th.

ADULT SERVICES – Abby DeVuyst

<table>
<thead>
<tr>
<th>Program</th>
<th>Date</th>
<th>Reached/Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ribbon Flower Craft Video</td>
<td>4/7/2021</td>
<td>497</td>
</tr>
<tr>
<td>Stories Aboard the Titanic</td>
<td>4/14/2021</td>
<td>62</td>
</tr>
<tr>
<td>Faux Butterfly Taxidermy Craft Video</td>
<td>4/14/2021</td>
<td>529</td>
</tr>
<tr>
<td>Gardening with Native Plants</td>
<td>4/19/2021</td>
<td>64</td>
</tr>
<tr>
<td>Eastman Gardens Then and Now</td>
<td>4/20/2021</td>
<td>56</td>
</tr>
<tr>
<td>Fabric Wall Pocket Craft Video</td>
<td>4/21/2021</td>
<td>575</td>
</tr>
<tr>
<td>Cabin Fever Book Club</td>
<td>4/22/2021</td>
<td>9</td>
</tr>
<tr>
<td>Candle Bending Craft Video</td>
<td>4/28/2021</td>
<td>302</td>
</tr>
<tr>
<td>Chaotic Canines</td>
<td>4/25/2021</td>
<td>49</td>
</tr>
</tbody>
</table>

Programs: 9 | Views/Attended: 2143

Technology Classes Provided:
All Tech Classes Canceled

Technology Classes: 0 | Attendance: 0

Press Releases and Advertisement Postings:

August Programs and Events:
• Perinton Post: 12
• Democrat & Chronicle: 12
• City: 12
• Allevents.in: 12
• Facebook: 12

Total Press & Postings: 60
Collection Development:

Order Information

<table>
<thead>
<tr>
<th>Range</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>600-629</td>
<td>35</td>
</tr>
<tr>
<td>790-799</td>
<td>32</td>
</tr>
<tr>
<td>900s</td>
<td>68</td>
</tr>
<tr>
<td>Crafts</td>
<td>17</td>
</tr>
<tr>
<td>Biography</td>
<td>20</td>
</tr>
</tbody>
</table>

Orders: 5 | Materials: 172

Deletions:

<table>
<thead>
<tr>
<th>Range</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>600-629</td>
<td>11</td>
</tr>
<tr>
<td>790-799</td>
<td>0</td>
</tr>
<tr>
<td>900s</td>
<td>2</td>
</tr>
<tr>
<td>Crafts</td>
<td>0</td>
</tr>
<tr>
<td>Bio</td>
<td>2</td>
</tr>
</tbody>
</table>

Deletions: 15

Meetings:

1. I met with Jeff and Janelle from the Parks Department we decided that the gazebo area would be too small, so they decided to move the concert series to Perinton Park this year. I am not overly happy about it, I would have preferred to just go with smaller bands this year, but I am flexible, and will make it work!
2. We had an in-house programmer meeting to go over Summer Reading, and a possible 125 anniversary celebration. I’m excited about the possibilities!
3. We had a Librarian’s meeting and a full staff meeting to discuss our new upcoming hours. It will be nice to have some normalcy back.

Highlights for this month:

- Our presenter for our collaborative program with the historical museum went into the hospital this month, but Legacy Curator Kath Connor from the Eastman House came through to talk about the gardens. It was a fantastic program, and I really appreciate her stepping in at the last moment.
- We had “Gardening with Native Plants” and it was totally booked. All 95 people who signed up didn’t attend, but those who did got to see a fantastic program! It was informative, and beautiful with a lot of pictures!
- R.J. Lindsay presented “Stories Aboard the Titanic” for us this month. He portrayed NYT Managing Editor Carr Van Anda and shared little-known stories about those who made the crossing on the Titanic that fateful night. It was even more interesting because the program took place on the anniversary of the great ship sinking.
- We had our first of two pet training programs from Young Lion Training. Chaotic Canines brought out the participants. So many people were able to have their questions answered about their pets!
- I was able to book all the bands for the Summer Concert Series that will be moving to the park.

Coming up next month:

- Abraham Lincoln will tell us about his time in the white house, and the turbulent nation he served.
- Young Lion Training and Behavior will be back with a Ferocious Felines program!
- We are having a Basics of Organic Composting program with the Cornell Cooperative Connection!
• We get a look into the Attic in Seneca Falls, NY that shared its treasure with David Whitcomb. He’ll talk about his discovery of photo equipment and rare photographs!
• We’ll be working on the 125 Anniversary Celebration, which may include adding a mascot and a new Little Free Library!

TEEN SERVICES – Carly Dennis

Professional:
• Attended the Librarians Meeting on 4/13.
• Attended the RRLC webinar Mental Health Literacy Tools Part 2 on 4/19.
• Attended an All Staff meeting on 4/28.

Collection Management and Promotion:
• Submitted Ingram carts.
• Processed damaged/mending titles.
• Processed new BOCDS, Playaways, videogames & DVDs.
• Weeded Teen Nonfiction titles.
• Maintained In This Moment display on the leaning display next to the bench outside teen.
• Created TBF book display in the teen space.
• Continued book display of titles that reflect current events in the teen space.

Programming/Volunteers:
• Held a Virtual TBF Club meeting via Google Meet with Beth Puckett. We met on 4/7 (5 attendees), 4/21 (7 attendees) and 4/28 (8 attendees).
• Held Tween Book Club via Zoom on 4/19 with 3 attendees. We read and discussed *Greenglass House* by Kate Milford.
• Held Tween/Teen Graphic Novel via Zoom on 4/29 with 5 attendees. We read and discussed *They Called Us Enemy* by George Takei.
• Held Practice SAT with Chariot Learning on 4/24. There were 5 attendees.
• Held a Minecraft Mania program on 4/14 (18 attendees) and 4/28 (18 attendees).
• Teen volunteer, Jannah Obaji volunteered for one hour on 4/5, 4/12, and 4/26.

Collaboration:
• Met with Beth Puckett on 4/28 to plan a mini-TBF gathering at JP on 5/15.
• Lauren Seaver and I co-hosted Tween Book Club and Tween/Teen Graphic Novel Club.
• Lauren Seaver and I organized the Minecraft Mania programs together.
• Met with Lauren, Annie, and Abby to discuss summer reading plans on 4/27.

Marketing:
• Put up posters for Tween Book Club and Tween/Teen Graphic Novel Club.
• Put up posters advertising Teen Book Festival.
• Posted about book/graphic novel clubs to social media.

CHILDREN’S SERVICES – Anne Hicks, Lauren Seaver, and Tara Bassegio

A. Early Literacy: Birth-5 (Goal I) *(Total: 19 programs – 324 attendance)*
   1. Indoor, Socially-Distanced Storytimes – 19 sessions, 324 attendance
Thank you Mayor Domaratz for joining us for National Library Week Storytime!

Thank you Assemblymember Lunsford for joining us for National Library Week Storytime!
B. **Programs inside the library:**
(No indoor programs other than storytimes—Library open with limited services.)

C. **Virtual Programs (Facebook, Instagram, & Dial-a-Story)**
   1. **Streaming Baby Storytime (5 programs)**
      i. Facebook reach of 2,031 thousand with 121 clicks, 42 reactions, comments, and shares
      ii. Instagram reach of 285, and 52 likes
   2. **Streaming All Ages Storytime (4 programs)**
      i. Facebook reach of 2,046 with 116 clicks, 75 reactions, comments, and shares
      ii. Instagram reach of 360, with 48 likes
   3. **Streaming PJ Storytime (3 Programs)**
      i. Facebook reach of 923, with 54 clicks, 14 reactions, comments, and shares
      ii. Instagram reach of 131, with 23 likes
   4. **Other programs: Biogra-Friday!, National Library Week Storytime with Senator Brouk, Bilingual Storytime, PJ Dance Party (8 programs)**
      i. Facebook reach of 4,359 with 230 clicks, 144 reactions, comments, and shares
      ii. Instagram reach of 591, with 83 likes, and 2 comments
   5. **Dial-a-Story (4 Programs)**
      i. 52 calls
D. **Public Relations (Goal II)**
   1. Photos, videos, and program announcements were added to the FPL Facebook page and Instagram.

E. **Collection Development (Goal III)**
   1. 3 book orders and 3 AV orders were placed.

F. **Collaborations (Goal IV)**
   1. Collaborated with local public officials for storytimes including; Mayor Julie Domaratz, Assemblymember Jen Lunsford, and Town Supervisor Ciaran Hanna
   2. Collaborated with the Perinton Recreation and Parks Department to set up outdoor summer storytimes in Perinton Park for June/July
   3. Collaborated with the Pines of Perinton and Learning Links to set up outdoor summer storytimes at the Pines for June/July
   4. Collaborated with the following daycare centers to schedule and resume in-person outreach storytimes for summer (outdoors or indoors depending on preference of each center); Eastside YMCA, Parkside East, Generations, & Bates-Rich
   5. Continued adding storytime videos to the online folders accessible to each of the daycare centers we serve (Eastside YMCA, Parkside East, Generations, Childtime, Bates-Rich, and Crayon Campus)
   6. Collaborated with Jasmine of Lincoln Branch Library for virtual Bilingual Storytime
   7. Collaborated with ASL interpreter Katie Bentley to offer 2 ASL storytime programs

G. **MCLS (Goal V)**
   1. Anne, Lauren & Tara attended Librarians meeting
   2. Lauren attended a FIDAC meeting regarding the fiction collections diversity audit
   3. Anne, Lauren, & Tara attended Programming Librarian meeting with Carly and Abby about SRP & 125 year FPL anniversary
   4. Lauren attended All Staff meeting
H. Misc.
   1. Continued major picture book relabeling/shelving project in order to increase ease of use for patrons and increase circulation. Picture books will be shelved by category; Bedtime, Early Learning (ABCs, 123s, Shapes, Colors), Sparkly (princesses, unicorns, rainbows, etc.), TV Tie-ins, and Vehicles. Will consider adding more categories in the future.
   2. Weeded BOCd collection, shifted audio collection to highlight growing Playaways collection
   3. Weeding Easy Readers & J Fiction
   4. Emma Milligan resigned from her position as a Children’s Room Aide, but will stay on as a sub.

I. Displays (Goal VI)
   1. In person displays included Enjoy Great Books by Asian, Asian American & Pacific Islander Authors! Transgender Visibility Day, Month of the Young Child, Pet Shop, Autism Acceptance Month, Sing Along with these Great Reads!, Ramadan, Earth Day, National Poetry Month, Homes, Beverly Cleary

ALL OTHER PROGRAMS

Virtual Programming for Multiple Age Levels: Abby DeVuyst, Anne Hicks, Carly Dennis, Lauren Seaver & Tara Bassegio
   1. Tween Book Club: 3 attendees
   2. Minecraft Mania (2 sessions): 18 attendees
   3. Tween/Teen Graphic Novel Club: 5 attendees

(One of our patrons participating in the Minecraft Mania program)
TECHNOLOGY SERVICES – Hannah Ralston

Collection Management
- Put through Computer Books cart 4/8
- Put through Business cart 4/8
- Put through FINAL (for fiscal year) Computer Books cart 4/23
- Put through FINAL (for fiscal year) Business cart 4/23
- Shipped 20 boxes of discards to Better World Books 4/5
- April book display – Earth Day 2021

Continuing Education:
- Completed Inclusion Ambassador Training via Rochester Accessible Adventures & The Inclusive Recreation Resource Center – 3 contact hours – 4/16
- Library Renewals Colloquium – 1 contact hour – 4/22

Network
- Updated patron image on Public PCs 4/16
- Installed new TV Display in the Children’s Room 4/23

Stats
- Door Counts

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>23,115</td>
<td>21,852</td>
<td>21,042</td>
<td>6676</td>
</tr>
<tr>
<td>February</td>
<td>30,646</td>
<td>20,095</td>
<td>20,495</td>
<td>8237</td>
</tr>
<tr>
<td>March</td>
<td>27,606</td>
<td>22,972</td>
<td>9,206</td>
<td>10253</td>
</tr>
<tr>
<td>April</td>
<td>26,892</td>
<td>22,786</td>
<td>0</td>
<td>9985</td>
</tr>
<tr>
<td>May</td>
<td>25,585</td>
<td>21,341</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>June</td>
<td>25,139</td>
<td>22,987</td>
<td>575</td>
<td>0</td>
</tr>
<tr>
<td>July</td>
<td>30,799</td>
<td>29,351</td>
<td>5,710</td>
<td>0</td>
</tr>
<tr>
<td>August</td>
<td>29,355</td>
<td>28,090</td>
<td>5,268</td>
<td>0</td>
</tr>
<tr>
<td>September</td>
<td>20,173</td>
<td>20,004</td>
<td>5,725</td>
<td>0</td>
</tr>
<tr>
<td>October</td>
<td>24,154</td>
<td>21,849</td>
<td>6,703</td>
<td>0</td>
</tr>
<tr>
<td>November</td>
<td>20,498</td>
<td>18,750</td>
<td>6,496</td>
<td>0</td>
</tr>
<tr>
<td>December</td>
<td>20,335</td>
<td>16,823</td>
<td>6,354</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>306,315</td>
<td>268,919</td>
<td>87,574</td>
<td>35151</td>
</tr>
</tbody>
</table>
Computer Use

Printing & Faxing Stats

Wi-Fi Monthly Users
AV SERVICES – Sarah J. Bishopp Velez

Meetings:
- Met with sales rep from Findaway to discuss ordering for end of fiscal year – April 1, 2021
- Attended the librarians’ meeting – April 13, 2021
- Attended all staff meeting – April 28, 2021

Collection Development:
- Ordered 5 Nonfiction book carts through Ingram
- Ordered Music CD cart through Ingram
- Ordered DVD/Blu Ray cart through Ingram
- Ordered BOCD cart through Midwest Tape
- Ordered 2 Playaway carts through Findaway

Continuing Education:
- Attended the live webinar, “Media Literacy for Adults: Media Engagement and Creation,” hosted by the American Library Association (ALA) Programming Librarian, on April 7, 2021
  - 1 hour

Highlights for this month:
- Finished weeding my section of the nonfiction book collection.
- Added two new genres categories for the music collection – Alternative and Blues!

Goals for next month:
- Continue updating the Music CD collection; ensuring that genres for music albums are correct and make sense for patron browsing.
- Work with Children’s staff to develop easier methods for using Playaway audiobooks in cars.

CIRCULATION SERVICES – Aubrey Huber
1. Trained the new Router/Delivery clerk
2. With Janet, placed 30 orders with Ingram for books and AV items.
3. Roundtable Zoom meeting 4/14
4. Met with Lauren on 4/5 to discuss how to streamline processing procedures
5. Held a Technical Services meeting on 4/7 to discuss new changes to processing
6. Added a ‘Donation’ department to the cash register
7. Attended All Staff Meeting on 4/28
8. Answered patron inquiries
9. Management meeting on 4/26 to discuss New York State’s suggestion that libraries open to their minimum number of required hours.