# Ballston Community Public Library Director’s Report

## March 2024

## Circulation Statistics

**February 2024**

|  |  |  |  |
| --- | --- | --- | --- |
| **Circulation Statistics** | **Current Month** | **2024 to Date** | **2023 Total** |
| **Items Added to Collection**  | 317 | 641 | 4,093 |
| **Number of Physical Items Circulated** | 9,260 | 18,492 | 110,749 |
| **Overdrive/Libby Circulation** | 1,608 | 3,325 | 14,985 |
| **Hoopla Circulation** | 615 | 1,254 | 5,871 |
| **New Patron Registrations** | 38 | 82 | 519 |
| **Patrons in the Building** | 3,631 | 7,152 | 48,020 |

## Programs & Events

**February 2024**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Programs** | **Number Offered****Current Month** | **Participants****Current Month** | **Number Offered 2024 Total** | **Participants 2024 Total** | **Number Offered 2023 Total** | **Participants 2023 Total** |
| **Preschool** | 13 | 337 | 27 | 645 | 167 | 4,190 |
| **Elementary** | 8 | 90 | 15 | 192 | 70 | 1,050 |
| **Teen** | 2 | 11 | 4 | 17 | 37 | 176 |
| **Adult** | 3 | 16 | 3 | 16 | 103 | 1,162 |
| **Family** | 6 | 201 | 9 | 366 | 72 | 3,608 |
| **Outreach** | 1 | 12 | 2 | 41 | 56 | 1,801 |
| **TOTALS** | **30** | **626** | **30** | **626** | **505** | **11,987** |

**Youth Services Programming:** For the month of March, we had our 4 weekly story times (16 total), a Saturday Robot Story Time, 3 Read to Seamus the Dog session, 1 Grab 'N Go Craft (70 bags), a Clover Scavenger Hunt in the Children's Room, a Kid's Craft, a Tween Craft, a Story Crafters program, a Teen Craft, and 6 book club meetings. Youth Services staff have finalized the Summer Reading Program calendar and work has begun on the website page and Beanstack. Alyssa has purchased the decorations for the children's room and we are going with a camping theme to go with "Adventures Begin at Your Library." A list of potential prizes has been made and Alyssa will be submitting a proposal to the Friends of the Library for help with purchasing the prizes.

**Adult Programming:** Spring programming is in full swing! Memoir is coming back, and Rick Reynolds will be doing a tour of Anchor Diamond Park in early May. Also, I am finalizing details to be able to offer a 6 week ASL class through Slyvan Learning Center!

## Staff & Volunteers

**Friends of the Library:** The Friends of the Library are finishing up the preparation for the Spring Fling Raffle, which will be up in the Library from Friday, April 12, until Saturday, May 4th. The Spartan Catering Dinner on March 6th was successful, and delicious!

**Board of Trustees:** New Trustees MargieAnn Morris, and Candace Burchett are joining the Board of Trustees as of March 27, 2024, and April 1, 2024.

**Staff:** The interview process has been done for the open Circulation Clerk position. Our new page, Jena Goldman, started on March 5 and her training has been going very well.

## Facility Update

* To finalize the Children’s LED Construction Grant we are getting estimates to spend the remaining balance of grant funds. We are exploring changing the last few old lights over to LED. This includes the community room and all exterior lighting. We are also exploring options to update the electronic sign at the road in front of the building to use the remaining grant money.

## Technology

**February 2024**

|  |  |  |  |
| --- | --- | --- | --- |
| **Technology Statistics** | **Current Month** | **2024 to Date** | **2023 to Date** |
| **Public Computer Sessions**  | 142 | 248 | 1,790 |
| **WiFi Sessions (unique users)** | 367 | 859 | 8,199 |

## Meetings & Professional Development

* **Jena Goldman:** Know Be4 Training 3/12
* **Alyssa Harvey, Head of Youth Services:** Board of Trustees 2/28
* **Jenn Richard, Interim Director/Head of Adult Services**: Friends of the Library 3/5, BHBL BPA March Meeting 3/6, Charlton Town Board Meeting 3/11, Ballston Town Board Meeting 3/12, Joint Automation Meeting 3/13 (Zoom), SALS Trustee Meeting 3/19, Director’s Council Meeting 3/20 (Zoom), Small and Rural Libraries Roundtable Meeting 3/20 (Zoom)
* **Erin Knight**: Notary Public Class 3/14

## Jenn Richard, Interim Director 3/27/2024