Librarian's Report Date: June 9, 2025 Reporting Period: May-June 2025 Submitted by: Kimberly Thomas, Library Director

Computers

The staff has been learning the new Windows patron computers and management software, and our IT person Chris has been working on getting the native print function to work from the print dialog.

Staff

The staff has been working on getting everything ready for reopening, and getting everything put back in its place. Our Circulation Department Head moved into her own office, and to accommodate that, we moved the materials from the archive room into a different area, and the staff are working on going through the fiction 22s (extra copies of books we have that can replace lost or damaged books) and putting many of them up for sale in the book sale room to free up storage space.

Website

We had our first design meeting with EBSCO to go over what the library is looking for with the website refresh. They asked for a logo and colors and will get to work on a wireframe, which is a basic idea of what the layout of the website will be. This is the first step before they work on the actual design. They're also going to help streamline the navigation and see about fixing the Room Bookings function and configuring what level of permissions staff will need to see who has booked which room without having full admin rights to the website.

Training

I completed the Building Planning and Management class and I am currently working on the Politics and Partnerships class.

MATERIALS WITH USAGE July 1, 2024 - June 30, 2025

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	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
TOTAL USAGE	6762	6691	6047	6333	5702	7112	4162	4179	4139	3885	3979
Childrens' (in-house)	2117	2040	1721	1977	1594	1404	490	562	556	614	606
Adults' (in-house)	3247	3185	2922	3010	2828	4468	2421	2523	2351	2087	2057
TOTAL USAGE (in-house)	5364	5225	4643	4987	4422	5872	2911	3085	2907	2701	2663
OverDrive (digital media)	1398	1455	1390	1273	1261	1221	1219	1072	1208	1155	1283
Kanopy (digital streaming)	0	1433	1330	73	1201	1221	32	22	24	29	33
TOTAL USAGE (digital)	1398	1466	1404	1346	1280	1240	1251	1094	1232	1184	1316
	1390	1400	1404	1340	1200	1240	1201	1094	1232	1104	1310
% childrens' (in-house)	0.39	0.39	0.37	0.40	0.36	0.24	0.17	0.18	0.19	0.23	0.23
% adults' (in-house)	0.61	0.61	0.63	0.60	0.64	0.76	0.83	0.82	0.81	0.77	0.77
	0.14	4.40	4.44	101	07	00	445	04	04	000	01
TOTAL MATERIALS ADDED	244	143	141	121	87	86	115	91	91	206	61
in-house materials added	230	129	126	106	73	73	95	79	78	185	56
eAudio titles added	3	2	5	2	4	3	3	4	3	7	5
eBook titles added	11	12	10	13	10	10	17	8	10	14	0
Patron Count	5906	5730	5217	5835	4693	2638	0	0	0	0	0
Swaps	264	214	200	225	145	1961	0	0	0	0	0
Website Users	838	995	697	813	789	685	684	816	790	907	1200
Website Sessions	1442	1365	1261	1012	1009	1020	899	1035	1151	1138	1399
Internet/computer usage	661	667	466	543	438	275	0	0	0	0	0
Wireless	1007	690	712	729	588	399	0	0	0	0	0
Ref Transactions	1264	1366	1020	1278	1135	583	0	0	0	0	0
Curbside Questions	61	62	50	51	54	27	0	0	113	101	141
Legal Kiosk	21	16	17	25	16	1	0	0	0	0	0
Curbside Pickups	81	55	74	62	74	200	122	172	353	420	505
Curbside Returns	68	49	77	63	63	51	62	138	265	310	533
Patrons	27	21	22	22	26	26	52	73	129	156	183
Ref/Audlt/Comp/FABC	24	17	21	23	21	13	10	11	11	10	9
Train Raffle \$98.00		-				122					
Tales with Pebbles	0	0	3	8	8	0	0	0	0	0	0
Babytime	0	0	37	142	58	16	0	0	0	0	0
Story Time	0	0	29	159	64	27	0	0	0	0	0
Reading/Passive Programs	24	0	0	33	76	0	0	0	0	0	0
Youth Game Day	0	0	0	28	0	0	0	0	0	0	0
Holiday Parties	0	0	0	0	0	78	0	0	0	0	0
Teen Club/Teen Party	40	53	0	0	0	0	0	0	0	0	0