



## MEMORANDUM

**DATE:** January 26, 2021  
**TO:** Gregg Brelsford, Acting City Manager  
**FROM:** Sonja Marx, Librarian  
**SUBJECT:** Monthly Report

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### STAFF REPORT

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The Dillingham Public Library is open once again to the public in conjunction with the Dillingham City School District resuming school on January 18<sup>th</sup>, 2021 to in person learning. The library moved from the high risk level to the low risk category for all patrons and students. This means only 20 individuals are allowed in the building at a time, including staff. Masks are required and social distancing is enforced. Hand sanitizer and wipes are available. We are continuing our curbside check-out along with allowing patrons to come in to browse the shelves and use the patron computers. Here are our hours of operation:

**Open to the public:**  
**Tuesday and Wednesday, 12 noon to 4pm**  
**Friday: 10 am to 6 pm**  
**Saturday: 10 am to 2 pm**

**Closed: Sunday, Monday and Thursday**

The School Librarian is here Monday through Thursday from 8:30 am to 1:30 pm to assist the students and staff of the Dillingham City School District, the Seventh Day Adventist School, and homeschoolers. Classes are coming over to the library with their teachers for instruction, testing, and library usage.

Both the Library Advisory and the Friends of the Library boards met in January to do business as usual. Setting their goals for the year (FOL) and working on a five year plan (LAB) have been a priority for both. The LAB completed updating the Collections Development Policy to be submitted to the Council for approval. The FOL planned a membership drive and a "Love your Library Month" event for February. Rebekah Fonkert was appointed by the UAF - Bristol Bay Campus to fill Seat G on the LAB. Seat C is still open. The FOL also have two seats to fill.

The Assistant Librarian position is still open, with interviews scheduled this week. We hope to have someone hired and trained soon. Erin Andrew has been doing a great job as the temporary Assistant Librarian since October. All the staff have been working hard on many projects each and every day during our closure to the public. They have also been assisting with the curb-side pick-up.

**Library Stat report December 29<sup>th</sup>, 2020 - January 25<sup>th</sup>, 2021:**

**Patron Visits: 126 Computer Use: 11 Wireless Use: 180 Story Hour: 0  
Other Visits (including Classes): 17 Museum Use: 0 Movies Shown: 0  
AWE Station Use: 0 Volunteer Hours Logged: 1**

**Library Advisory Board meeting is scheduled for Wednesday, March 10<sup>th</sup>, 2021 at 5:30 pm.**

**The Library will be closed Monday, February 15<sup>th</sup>, 2021 for President's Day.**