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**City Manager**  
Kimberly Johnson



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Kaleb Westfall  
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## MEMORANDUM

**Date:** October 24, 2023  
**To:** Kimberly Johnson, City Manager  
**From:** Sonja Marx, Librarian  
**Subject:** Monthly Report

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### **Acknowledgements and Recognitions:**

Rene Johnson's last day with us was Saturday, October 14<sup>th</sup>. We have appreciated her service at the library funded through the LINKED grant program.

We celebrated another birthday at the library in October for our library staff:

Happy Birthday to Jenice!

### **Department Accomplishment and Opportunities:**

Jenice has returned to her regular 30-hour-a-week position at the library. She took some time off for a week using some personal and sick leave. Sonja has also taken time off to visit family in Chicago and Colorado for most of October.

The rest of our part-time staff (Bill, Lane, and Jonas) have been doing a great job keeping the library open for the community six days a week (33-35 hours).

### **Projects – Progress and Public Impacts:**

Shannon Clouse brought her 4<sup>th</sup> grade class over to the library and museum for a school "field trip". It was wonderful to have 16 (students and parent volunteers) visit and see what we have available for them here. A few students applied for library cards for the first time since they are now 9 years old or older and can have their own library account.

Suzie Nunn, the BBAHC WIC Coordinator, comes on the fourth Friday of every month now. The Seventh Day Adventist School brings their preschoolers and kindergarteners on the first Friday of every month to attend Storytime. It's wonderful to see these little ones excited about the library and what it has to offer them.

### **Upcoming Calendar Items:**

See the dates below for when the library will be closed in November. Also, the next LAB meeting will be in November at the library.

The city is having its 2023 Mayor's Sale, Friday & Saturday, Oct. 27<sup>th</sup> & 28<sup>th</sup> from 10 am to 3 pm. The library has some items available to the public for that sale. Go check it out!

### **Public Feedback:**

Game night continues to be well attended every other Friday night from 6-8 pm at the library. It has become a regular event during the school year.

Many patrons continue to use our Inter Library Loan (ILL) system offered through the State Library. People request items we don't have available at our library. We then receive the books and movies in the mail from other libraries in Alaska or out of the state. After the patrons view them, they return them to us, and we mail them back. It's a great service that is offered to our patrons for free, and they keep coming back for more!

### **List of Attachments:**

#### **Library Stats report for September 25<sup>th</sup> - October 22<sup>nd</sup>, 2023:**

**Patron Visits: 575 Computer Use: 420 Wireless Use: 210 (plus)  
Story Hour: 29 Museum Use: 74 Game Night: 14  
AWE Station Use: 11 Volunteer Hours Logged: 2**

**Next Library Advisory Board meeting is November 27<sup>th</sup> at 5:30 pm at the library.**

**Game night is every other Friday night.**

**The Library was closed October 9<sup>th</sup> for Indigenous People's Day**

**The Library will be closed Friday, November 10<sup>th</sup> for Veterans Day and**

**November 23<sup>rd</sup> and 24<sup>th</sup> for the Thanksgiving Holiday**

## c. Standing Committee Reports