

**WATERTOWN PUBLIC LIBRARY  
BOARD OF TRUSTEES  
DIRECTOR'S REPORT  
For October 2024**

<b>Libby: Audio, Ebook &amp; Magazine Checkouts</b>		
	<b>2023</b>	<b>2024</b>
January:	3,591	4,028
February:	3,274	3,630
March:	3,729	3,934
April:	3,210	3,832
May	3,484	3,890
June:	3,607	3,750
July:	3,712	4,066
August:	3,744	3,723
Sept.	3,614	3,465
October	4,044	3,569
November	3,837	
December	3,836	
Totals	43,683	37,887

Physical Circulation for October	22,832
Oct. Libby:	3465
Oct. Libby Mags	376
Oct. Hoopla	489
2024 Monthly Total	27,162
2023 Oct. Total	29,330
New Cards	101

## **Library Director's Notes:**

Our new maintenance person, Tod Lord, started at the library on October 16. He's been busy with getting to know the building and operations. John K. took him around the facility, toured the 3<sup>rd</sup> floor, and roof. He's had some HVAC training and his doing a great job accomplishing a variety of projects around the building.

I am happy to report that we have finally filled the open Children's position and also filled the open Adult Services position due to Regina's retirement. Both will go through city onboarding protocols on November 13.

John Hackbarth has resigned effective immediately. Included in the packet is my request to fill the open position.

Goggle Tours Photo Session was completed. Watch for the addition on the library's FB page. This marketing project is part of a grant from the Bridges Library System.

John K donated another sculpture for the library...a little girl reading a book.

I am happy to report that the grant committee at the GWCHF has accepted the re-design of our grant focusing on Spanish services and materials. Most of the grant has been re-directed into children's services. I am still waiting to hear from Quirk Foundation.

I presented an overview and pictorial history of the library and library renovation/expansion for the City's Lunch and Learn event.

Tree lighting ceremony at Bentzin Park is November 16. We will also work to deck out the library in holiday lights, etc. I found out today that Tod likes hanging lights and decorations! :) Friends has allocated money for expenses. I will also convert our "Fall Tree" into our "Mitten Tree" and we will also have a donation box for donations the Human Society.

## **Monthly Department Information**

### **Adult:**

October was a month of changes, as we officially bid Kevin, John and Regina happy retirements and welcomed Tod to our staff. We also celebrated Peg on Bosses' Day and had an all-staff in-service. Peg and I attended a customer service training with other city departments. It was nice to hear other departments' takes on

interacting with customers. I attended a great webinar about non-fiction collection development and plan to implement some of the strategies I learned about making sure each section of your collection is the correct size based on usage. Tina and I are going to WLA on November 6-8. We've been answering a lot of questions about early voting. Peg and I interviewed someone for the open Reference position and were so impressed with the candidate that we offered her the job on the spot. We are hoping to have her start in a couple weeks.

**~Jamie**

**Children's:**

October was a busy month in the Children's Department with lots of extra fun including a Spooky Scavenger Hunt, special STEAM Teams including bubbling cauldrons, a Pumpkin Palooza Movie Day, a No School Movie Day, a Spooky Storytime, an Enchanted Storybook Trail, a Homeschool Tuesday visit from the Watertown Fire Department and Fire Chief Reynen joining me for a week of Storytimes! And this is all in addition to our regularly scheduled programs and school and library visits! I'm looking forward to a busy November with lots of Di-November fun as well as a new program Jamie and I are doing next month... Thanksgiving Feast Bingo!

**~Tina**

**Teens:**

Overall, October went very well. I had a few more programs than usual this month to help celebrate the Halloween season. I personally really enjoyed doing all the programs I had this month and it seemed like the patrons did as well. Every single program had some new faces that I hadn't ever seen at a previous program before which is always very nice to see. I had two passive programs as well and both had very good participation numbers. I'm very happy to see so much participation in passive programming. I would like to get to the point where everyone just knows that there is always a passive/"take-home" program for teens that they can participate in, even if they can't make it to active events. I like the idea of people feeling like they can still participate regularly even if the exact time/date of the active programs doesn't work with their schedule. I can only hope to keep getting new people to come in and continue that trend. I'm looking forward to what November might bring!

**~ Gabby**

## **Circulation Department:**

It is hard to believe how fast October is going by. The air is becoming crisp and the fall colors falling leaves are the sights we see out the windows at circulation. Circulation is doing the statewide survey that tallies the number of delivery bins and bags we send and receive. It is always interesting to see the volume coming and going. We have autumn themed displays around the first floor to browse. We had art displayed for a short time around the circ area, that is always so nice to see! We have voting for the fall coloring contests displayed down at circulation for voting. The entries are amazing. So much talent!

**~ Cari**