



## Director's Report of Library Highlights for May, 2021

### *The Highlight of the Month ..... Covid-19 Mitigation Rollback*

#### Deputy Director, Ann White

##### *Administration*

- **Covid-19 Mitigation Rollback.** With the Governor's Executive Order 79 and the change in CDC guidelines, as of June 1st, the libraries are no longer limiting building occupancy and therefore no longer limiting patron stays to an hour. During the month of June, public furnishing will be brought back for public use, the number of public computers will be increased, and inter-library loan services resume. Later this summer, public meeting rooms will again be available for reservation and use.

##### *Human Resources*

- **Staff Development.**

Four new Service Coordinators participated in a multi-week **Personnel Management Qualifier Training.** Topic included in the training were:

People Management Basics including recruiting, onboarding, performance development, delegating and time management.

Performance Management including performance reviews, coaching, constructive feedback, recognition and rewards and setting organizational goals

Communication including building team culture, documentation, difficult conversations, managing peers, and team, and communicating change

- **Facilities**

Bowman ..... Security alarm replacement has been installed and minor paint jobs have been completed. HVAC continues to have software and mechanical issues.

Handley ..... All work that was part of the City's Capital repairs project has been completed. Minor issues with HVAC thermostats are being addressed and are covered under warranty. Replacement of the security alarm will soon be needed.

- **Financial**

Annual Audit: The auditors have been in contact and will be onsite to perform the FY2021 financial audit in early August.

## Youth Services Division Head; Donna Hughes

- Partnerships with schools and out reach activities increased in May with summer reading materials being distributed to all school systems and four private schools.
- Sherando Education for Employment (EFE) students assembled **480** activity kits to be distributed in support of the virtual Page Turner Animal Adventures programs. They also assembled **1,000** registration bags to be given to participants in the **Summer Reading Challenges**.
- A special story sharing program for **Cinco De Mayo** was presented virtually on May 5th.

## Handley Branch Manager, Adrienne Davis

### *New Displays*



New and improved displays are now in place at the Handley branch. The brand new “book tower” display unit was delivered in May and quickly became a popular source of check out materials for patrons. The current theme is “**Books you may have missed in 2020**”. The popularity of the display requires it to be restocked daily.

A second mobile display cart has also been added. It provided space for our “**Grow with US**” gardening display. The display includes our Seed Lending Library in partnership with the Northern Shenandoah Valley Master Gardner Association.

### *BookMatch Junior a Growing Success*

“My 8-year-old daughter was so excited to come into the library to find her BookMatch Junior! matches on the holds shelf. I finally feel like she is getting more connected to chapter book series not after being matched with a few choices through this service. BookMatch Junior! Allowed her to take ownership of what kinds of things she wanted to read and explore after being stumped on what to read for so long. Thank you offering the service for Kids” Leesa Mayfield

## Branch Manager, Bowman Library, Mary Anton

### *Activities*

Bowman’s 20th Anniversary preparations continue with plans for two days of events including a ribbon-cutting in conjunction with the Chamber of Commerce on Thursday, July 15, continuing on the following Saturday, July 17 with additional family-friendly events between 11 am and 2 pm.

- A drive-through outreach event at Orchard View elementary School provided information about obtaining a library card and the Summer Reading Program to over **500** people.

## Ex. Director Friends of the Handley Library, Barbara Dickinson

### *Annual Meeting*

The Friends held their annual meeting offering a slate of officers for FY 21-22. Attendees heard a wonderful presentation by Dr. Karen Huff. Dr Huff runs the very successful Children’s Literature Conference at Shenandoah University.

## **Clark County Library Branch Manager, Laurine Kennedy**

- ***Ready for Summer Reading***

Staff members at Clarke are becoming familiar with “Beansta” the software program used by the library system to challenge children to become involved in monitoring their own progress in the summer reading program. Children are able to log in to record their reading and then follow their own progress towards their reading goals.

- ***“What’s New?”***

Clarke has joined the Handley and Bowman branches in offering “Express Picks” to answer just that question. Its Express Picks display offers the newest book and DVD titles for patrons to access quickly and easily.

## **Handley Library Youth Services Supervisor, Katie Moss**

- ***Storytime Trial Week***

The Handley Youth Services Department transitioned to outdoor in-person programming beginning with a special Storytime Trial Week. Staff invited families to participate in numerous age-based storytimes on the Outdoor West Esplanade. Families registered in advance and received shade tents and cushions when they arrived. The “Music and Me” theme was enjoyed by all as we played with rhythm sticks, sang, danced, and read with lots of rhythm. Most of all, families were excited to be welcomed back to in-person programming in a fun and safe way. Full outdoor in-person programming will launch for all ages groups 0-17 in the month of June.



- ***Community StoryWalk Displays***

Following the national StoryWalk Program initiative to promote literacy, reading, health, exercise and movement in the community, Youth Services is providing three StoryWalk opportunities.

Mike Forman Rotary Reading Garden at Handley Library: “ This Love” by Isabel Otter

The Rooftop at Shenandoah Valley Discovery Museum: Taking a walk: Spring in the Woods” by Sue Tarsky

Rose Hill Park: “Curious George Plants a Tree” by Monica Perez

## **Stewart Bell Jr. Archives, Rebecca Ebert**

- *Activities*

Submitted 11 Facebook posts concerning local history, genealogy tips, and events.

Organized and hosted an online meeting of the Genealogy Lunch Bunch

Created document inventory of HRL newspaper articles and digitized articles from 1900s to 1090s.

Wrote a blog post about Madison Briscoe

## **Technical Services Manager, Kylie Feiring**

- *New Software Under Consideration*

Under the leadership of Technical Services, staff members representing various department have begun to investigate the possible purchase of new software that would help monitor the libraries various collections. The group is reviewing two potential services: “Collection HQ” and “Library IQ”. Both provide historical and statistical data about items in the collection. This information can help staff to make decisions about purchasing new items, space and resources allocation.

## **Public Relations and Outreach Coordinator, Matt Swain**

- *Media Sponsors for Summer Reading Finalized*

The River 95.3, iHeart Media with Q102 and Kiss 98.3 will help to promote the Summer Reading Program online and on radio. This support will result in over **\$2,000** in free advertising for the program.

- *Investigating Possibilities*

The Department is in early talks with Shenandoah University to be a presenter at the upcoming local entrepreneur workshops to promote out **“Taking Care of Business”** services.