

Director's Quarterly Report

March 2016

The mission of the Royalton Hartland Community Library is to provide an opportunity for learning, recreation and personal growth for the residents of the community through the resources and personnel of the library.

To achieve our mission statement, the Royalton Hartland Community Library will:

- *Service the broad-based needs of the community by providing those materials and services most wanted and needed for education, recreation and personal growth.*

- a. Collection Development
 - i. In 2015, 1862 items were added to the collection (9% of the total collection size).
 - 1. Cataloged Books: 1,005
 - 2. All Other Print Materials: 727
 - 3. All Other Materials: 130
- b. Programming
 - i. Adult programming continues to offer new options
 - 1. Very popular Paint 'n' Sip program offered for first time—Feb. 2016
 - 2. Technology programs (Craigslist, Ancestry)
- c. Outreach to Community Organizations
 - i. Spoke at Royalton Hartland Business and Professional Organization—Jan. 2016

- *Place special emphasis on stimulating young children's interests and appreciation for reading and learning.*

- a. Collection development underway for all sections of juvenile and young adult materials
 - i. June 2015-June 2016 –weeding & updating juvenile non-fiction
 - 1. 12% of the collection removed between June 2015 – February 2016.
 - ii.
- b. Programming
 - i. Children's programming continues to offer new options
 - 1. Happy Birthday, Dr. Seuss!—Mar. 2016
 - 2. Movies for teens—Dec. 2015 and Mar. 2016
- c. Outreach to schools and community organizations
 - i. Meeting with Superintendent Klatt—Dec. 2015
 - ii. Spoke about careers to Girl Scouts—Feb. 2016
 - iii. Meeting with School Technologist James Luckman—Feb. 2016

- *Combine traditional expertise with changing technology for equal and easy access to library services, materials and facilities.*

- a. Safety, upgrades and efficiency within technology network
 - i. Increased space and organization of Front Desk staff technology—Feb. 2016
 - ii. Electronic traffic counter installed at foyer—Feb. 2016
- b. Interactive workshops using Nioga laptop computers
 - i. Ancestry—Apr. 2016
 - ii. Craigslist—Apr. 2016
- c. New database—Hoopla—Dec. 2015
 - i. Movies, television shows, audiobooks, e-books & graphic novels
- d. Physical and digital library use has increased in 2015, as compared to 2014
 - i. Total annual library visits 15,470 (2015) from 14,508 (2014)
 - ii. Registered resident borrowers at 3,512 (2015) from 3,181(2014)
 - iii. Registered non-resident borrowers at 366 (2015) from 301 (2014)
 - iv. Annual number of visits to the library's web site at 23,209 (2015) from 7,500 (2014)

Building and Grounds

The Rose Bernard Memorial Area is completed, and the dedication ceremony of the area was held on February 20th.

Thanks to Nioga's long-term loan program, the Library now has a patron counter installed in the foyer. This tracks the patron traffic in and out of the Library.

In addition, the following regular building activities have been completed:

- **furnace/AC filters** changed in mid-February – Sonora

Circulation and Cataloging

Month	Circulated Physical Mat.	Circulated Digital Materials			
		(OverDrive)	(Hoopla)	(Zinio)	(Ancestry)
December 2015	2064	24	60	16	-no info avail.-
January 2016	2006	29	46	13	101
February 2016	2080	14	37	9	23

The Ancestry Library Edition database has been renewed for another full year.

Collection Development

Initial weeding of the juvenile non-fiction collection is now underway using professional weeding criteria; I anticipate completing this task by July 2016.

	Dec.	Jan.	Feb.
Juvenile non-fiction books in collection	3054	3014	2844
Percentage of total collection	14%	14%	13.4%
# Juvenile non-fiction books checked out	47	64	85
Percentage of total checkouts	2.28%	3.19%	4.09%

Continuing Education

Date	Workshop	Location	Attendees	Description
February 17, 2016	Making Cents of Financial Literacy: Tech Tools and Innovative Programs	webinar	Ellen Gagne	Hour-long webinar on financial literacy programs developed by libraries, provided by TechSoup
February 17, 2016	Copywriting for the Web: Today's Best Practices	webinar	Ellen Gagne	Hour and a half-long webinar on creating reader-friendly content on

				the library website, provided by TechSoup
February 17, 2016	The Brand New Idea: the Secret to Managing Your Values-Based Brand	webinar	Ellen Gagne	Hour-long webinar on understanding and managing branding for non-profit organizations, provided by TechSoup
February 17, 2016	Accomplishing More with Social Media	webinar	Ellen Gagne	Hour-long webinar on strategically and purposefully using social media in libraries, provided by TechSoup
February 17, 2016	Why Internet Freedom Matters for Nonprofits and Libraries	webinar	Ellen Gagne	Hour-long webinar on freedom and privacy issues for libraries, provided by TechSoup
February 17, 2016	Online Safety for Nonprofits and Libraries	webinar	Ellen Gagne	Hour and a half-long webinar on resources to protect patrons' and library organizations' privacy, provided by TechSoup
February 17, 2016	Excel at Everything!	webinar	Ellen Gagne	Hour-long webinar on using MS Excel with formulas and pivot tables, provided by TechSoup
March 9, 2016	MS PowerPoint & Publisher	Nioga Library System	Ellen Gagne Sue Ann Palmer	Two-hour-long workshop teaching staff to use key Microsoft Office publicity and presentation programs
March 10, 2016	Gale NOVELNY Resources: Gear Up for Research Papers & Projects!	webinar	Sonora Miller	Introductory class on using Gale and NOVELNY resources for students, taught by Stacey Knibloe

Programming for Adults

Date	Workshop	Attendees
Dec. 28, 2015	Book Club: Holiday books	7 adults
Jan. 25, 2016	Book Club: <i>A Walk in the Woods</i>	12 adults
Jan. 28, 2016	Gadgets & Gear: free hands-on tech training	11 adults
Feb. 4, 2016	Paint 'n' Sip with Krystyna Stefanik & 810 Meadworks	26 adults
Feb. 20, 2016	Memorial Dedication for Rose Bernard	50 adults 4 children
Feb. 29, 2016	Book Club: <i>The Count of Monte Cristo</i> & visit from local author Robbi Hess	13 adults
Mar. 12, 2016	Downton Abbey Tea hosted by the Friends of the Library	18 adults

Programming for Children and Families

Date	Workshop	Attendees
Dec. 29, 2015	Movie Marathon	10 children 4 adults
Dec. 30, 2015	Movie Marathon	8 children 3 adults
Jan. 5, 2016	Chess Club	8 children
Jan. 6, 2016	LEGO Club	9 children
Jan. 7, 2016	Little Storytime	1 child 1 adult
Jan. 12, 2016	Chess Club	7 children 1 adult
Jan. 13, 2016	LEGO Club	8 children 3 adults
Jan. 14, 2016	Little Storytime	1 child 1 adult
Jan. 19, 2016	Chess Club	6 children 2 adults
Jan. 20, 2016	LEGO Club	7 children 3 adults
Jan. 21, 2016	Little Storytime	1 child 1 adult
Jan. 26, 2016	Chess Club	11 children 2 adults
Jan. 27, 2016	LEGO Club	10 children 5 adults
Jan. 28, 2016	Little Storytime	3 children 2 adults
Feb. 2, 2016	Chess Club	13 children
Feb. 3, 2016	LEGO Club	13 children 5 adults
Feb. 4, 2016	Little Storytime	1 child 1 adult
Feb. 9, 2016	Chess Club	9 children 1 adult
Feb. 10, 2016	LEGO Club	8 children 4 adults
Feb. 11, 2016	Little Storytime	2 children 1 adult
Feb. 16, 2016	Chess Club	1 child 1 adult
Feb. 17, 2016	LEGO Club	8 children 4 adults
Feb. 18, 2016	Little Storytime	5 children 3 adults
Feb. 23, 2016	Chess Club	12 children 2 adults
Feb. 24, 2016	LEGO Club	5 children 2 adults

Feb. 25, 2016	Little Storytime	3 children 2 adults
Mar. 1, 2016	Chess Club	8 children 2 adults
Mar. 2, 2016	LEGO Club	4 children 2 adults
Mar. 3, 2016	Little Storytime	1 child 1 adult
Mar. 5, 2016	Happy Birthday, Dr. Seuss!	5 children 5 adults
Mar. 8, 2016	Chess Club	1 child 1 adult
Mar. 9, 2016	LEGO Club	7 children 5 adults
Mar. 10, 2016	Little Storytime	2 children 1 adult
Mar. 15, 2016	Chess Club	5 children
Mar. 16, 2016	LEGO Club	15 children 5 adults
Mar. 17, 2016	Little Storytime	3 children 2 adults

Programming totals: 215 adults
225 children

Publicity and Displays

Connect with us!

Facebook: <https://www.facebook.com/royhartcommunitylibrary/>

Twitter: <https://twitter.com/royhartlibrary>

Instagram: <https://www.instagram.com/royhartlibrary/>

Pinterest: <https://www.pinterest.com/mdtlibrary/>

How can the Library serve you better? Every suggestion we receive will be read. This is 100% anonymous.
<https://www.suggestionox.com/response/fKEwfe>

The Book Tree is currently decorated to celebrate the Easter season. Prior to that, it showcased a Valentine's Day display.

The Showcase now displays Sue Ann Palmer's collection of springtime figurines. Prior to that, it was decorated with a teatime display followed by books celebrating love.

Staff

Sue Ann Palmer, Library Clerk and Local Historian

Ellen Gagne, Library Clerk and IT Specialist

Teresa Facklam, Library Clerk

Royalton Hartland Community Library 9 S. Vernon Street, Middleport, NY 14105
716-735-3281 <http://royhartcommunitylibrary.com/>

Donna Scharlau, Cleaner
George Tamlin, Volunteer Groundskeeper

Volunteers and Donations

Thank you to our volunteers of the past several months: Ila Schnackel and Regina Brown.

Thanks in addition to the following community members who have generously given donations of funds or supplies:

In January 2016, Elizabeth Storch donated new office supplies.

In February 2016, Kristine DeGlopper-Banks, director of Newfane Free Library, donated a History Channel Civil War chess set after hearing about the Chess Club.

Respectfully submitted,

Sonora R. Miller
Library Director