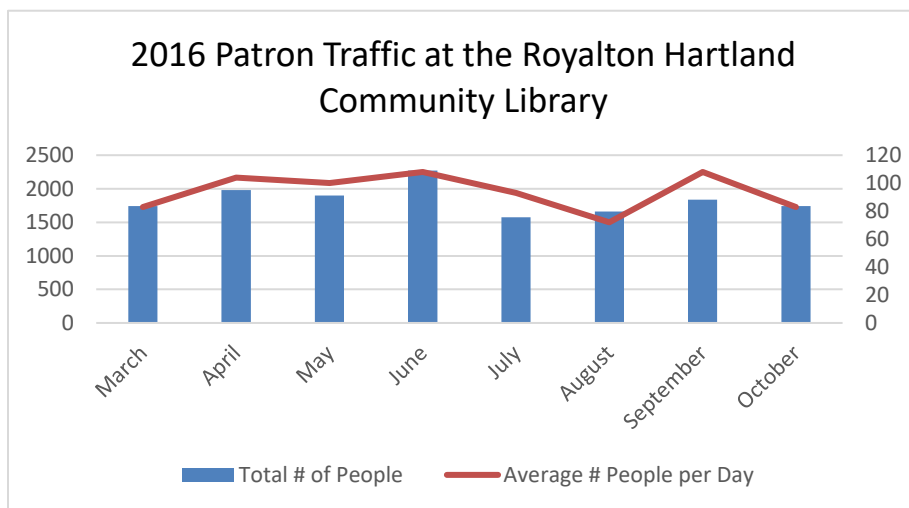


Director's Report

November 2016

Building and Grounds

The door counter, installed in March, has been steadily keeping track of all library traffic. This is a year-long loan from Nioga.



Month	Total # People	Average # People per Day
March	1742	83
April	1981	104
May	1898	100
June	2269	108
July	1577	93
August	1661	72
September	1835	108
October	1743	83

The following building activities have been completed:

- **Furnace/AC filters** changed in mid-October – Sonora
- **Fall planters planted, decorated and maintained** in front of building – Friends of the Library
- **Annual inspection of the furnace** in mid-October – Drum Oil
- **Carbon monoxide detectors replaced** in October – Sonora with Middleport Fire Department

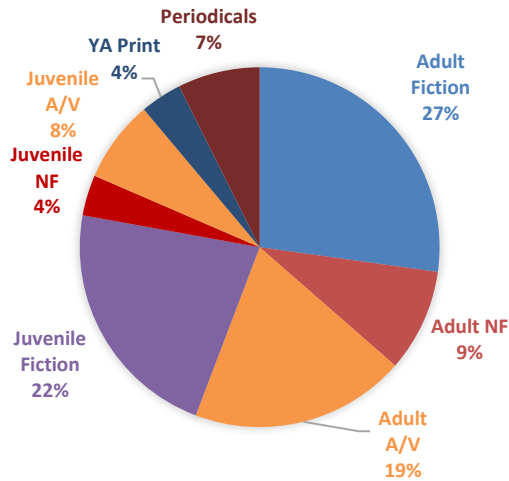
At this time, the board and director must make some decisions about hiring, as we are currently without a custodian or a buildings and ground manager. I believe it would be a good option to hire a custodian who will come more frequently than once per week, and whose job description would also include lawn mowing and snow removal.

Sue Ann Palmer has done some preliminary research into area custodians (please see attached sheet).

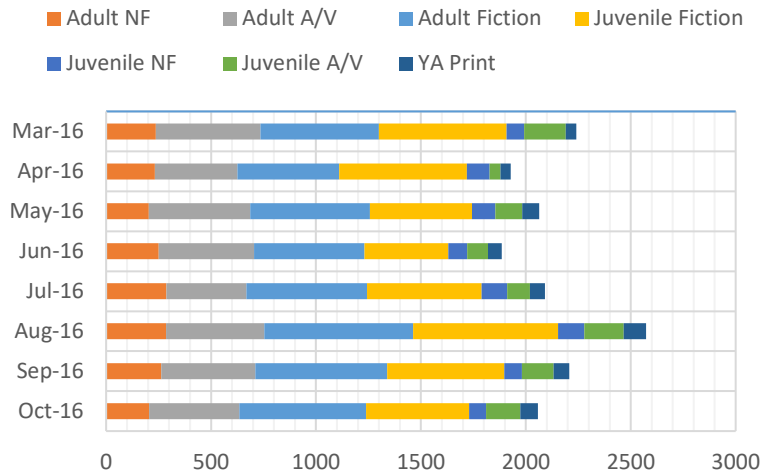
Circulation and Cataloging

Month	Circulated Physical Mat.	Internet	Circulated Digital Materials			
			(OverDrive)	(Hoopla)	(Zinio)	(Ancestry)
March 2016	2410	237	25	32	16	33
April 2016	2065	219	40	97	6	221
May 2016	2209	187	35	38	1	162
June 2016	2026	158	21	47	6	22
July 2016	2256	115	27	32	0	58
August 2016	2766	190	24	47	0	3
September 2016	2385	208	17	34	1	198
October 2016	2224	230	46	44	1	32

**Current Circulation
Oct. 2016**

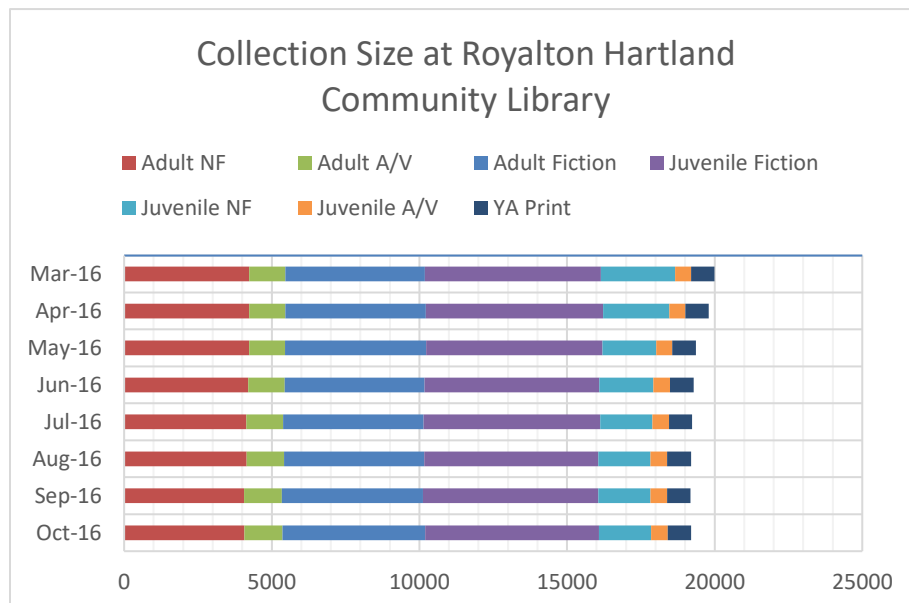


**Circulation History at
Royalton Hartland Community Library**



Collection Development

**Collection Size at Royalton Hartland
Community Library**



Month	# items in full physical collection
March 2016	21,044
April 2016	21,905
May 2016	20,494
June 2016	20,536
July 2016	20,469
August 2016	20,205
September 2016	20,205
October 2016	20,287

Continuing Education and Professional Connections

<i>Date</i>	<i>Workshop</i>	<i>Location</i>	<i>Attendees</i>	<i>Description</i>
September 10	Town of Royalton Historical Society Meeting	Royalton	Sonora Miller	Craig Bacon (deputy historian for Niagara County) led an afternoon meeting and lecture about research techniques.
September 14 October 5	Nioga Public Relations Committee	Lockport Public Library	Sonora Miller	Regularly held public relations committee meeting to plan for Check-Out Challenge 2017
September 15	Library Safety: Active Shooter Workshop	Nioga	Sonora Miller Terry Facklam Ellen Gagne Sue Ann Palmer Ila Schnackel Gretchen Schweigert	Niagara Falls police presented a library-specific workshop on preparing for and handling an active shooter scenario.
September 15	Introducing DHPSNY	webinar	Sonora Miller	live webinar introducing new partnership (Documentary Heritage and Preservation Services for New York) for digitization grants for public libraries in New York State
September 20	Increasing Veterans' Access with eBenefits	webinar	Sue Ann Palmer	live webinar on assisting veterans to access their digital portal for healthcare
September 21	2016 Summer Reading Program Wrap-up Discussion Session	Nioga	Sonora Miller	Nioga presented a conclusion to the 2016 Summer Reading Program.
September 30	COSAG Meeting	Nioga	Sonora Miller	sub-committee to pursue outreach opportunities for Nioga member libraries into their surrounding communities and social service organizations
October 6	WNYLRC Workshop: We Can Build It! 2017 Summer Reading Program Working Session	WNYLRC	Sonora Miller	3Rs roundtable connecting museums, non-profits, organizations and libraries to work together for the 2017 Summer Reading Program
October 17	Digitization Project Management	WNYLRC	Sonora Miller	workshop on applying for and receiving appropriate grants for library projects involving digitization of historic documents
October 20	Managing Library Technology	webinar	Ellen Gagne	webinar on successfully maintaining a working library technology plan
November 2-5	New York Library Association	Saratoga Springs, NY	Sonora Miller	annual conference for networking and professional development

Grants Received

Bullet Aid	\$5,000	Sonora Miller accepted this year's grant from NYS Senator Robert Ort
NYLA grant	\$270	supplement Sonora Miller's attendance at NYLA
FMC	\$200	good neighbor grant from FMC
American Legion	\$300	to purchase documentary war films

Programming for Adults

Dates	Workshop	Attendees
September 26 October 24	Book Club	18 adults
October 20	Paint 'n' Sip with Tea	22 adults
Total:		40 adults

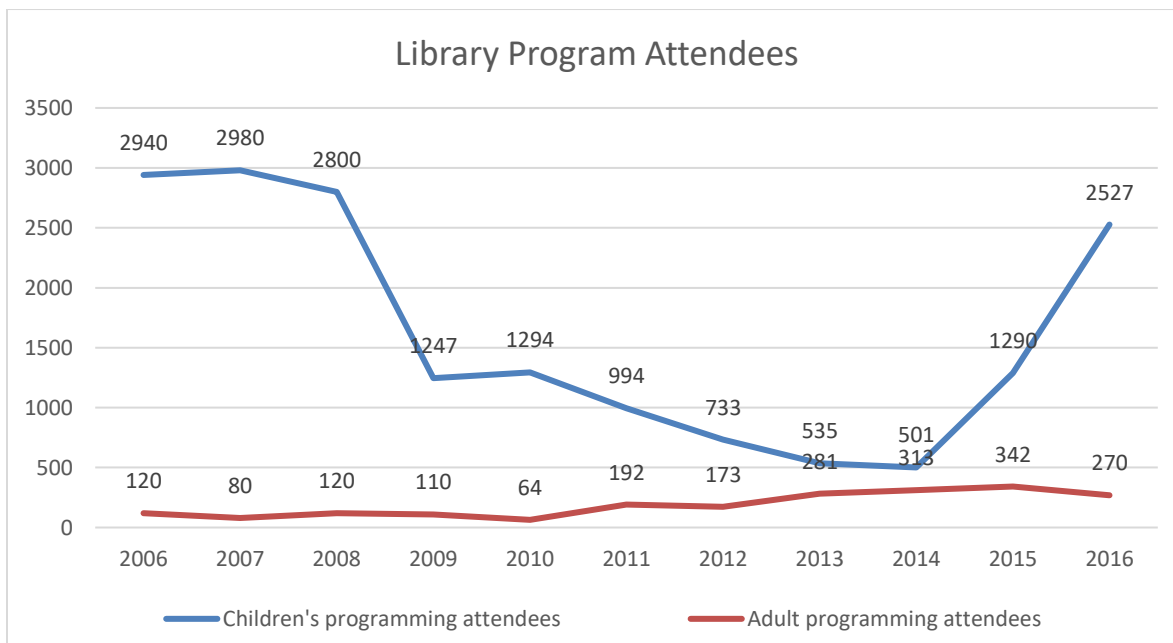
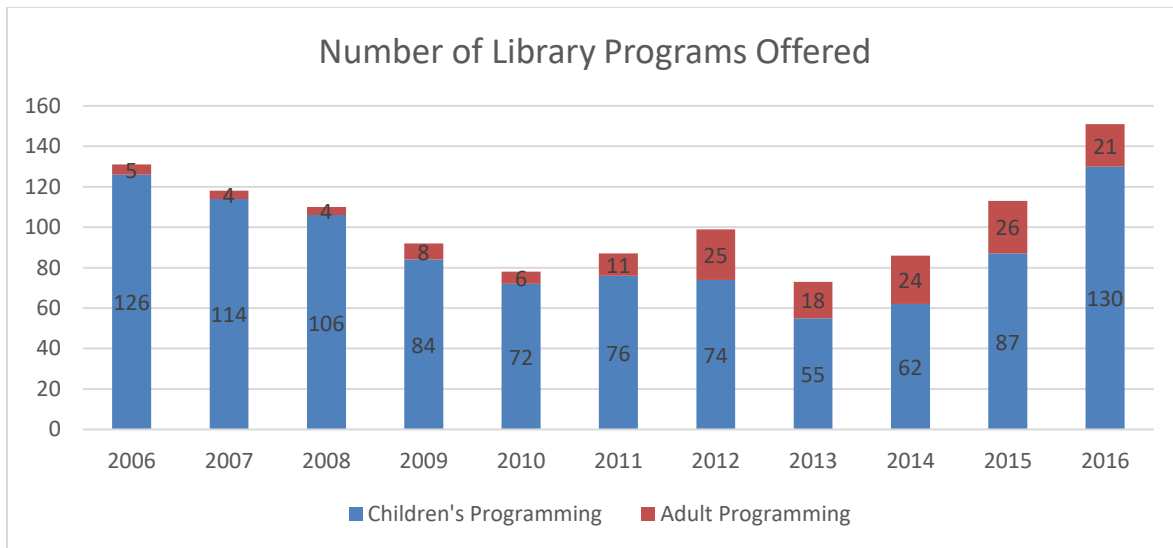
Programming for Children and Families

Dates	Workshop	Attendees
September 20, 27 October 4, 11, 18, 25	Game On!	54 children 2 adults
September 21, 28 October 5, 12, 19, 26	LEGO Club	71 children 18 adults
September 22, 29 October 13, 27	Pajama Storytime	19 children 3 adults
September 13, 27 October 11	Agri-Business Child Development Storytimes	56 children 14 adults
October 7	Trick or Trunk at the Elementary School	250 children 100 adults
September 12, 14 October 6	Open Houses at Elementary, Middle & High Schools	325 children 185 children
Total:		775 children 322 adults

Programming in 2016

YEAR	# CHILDREN'S & TEEN PROGRAMS	# ATTENDEES	# ADULT PROGRAMS	# ATTENDEES	TOTAL # PROGRAMS	TOTAL # ATTENDEES
2006	126	2940	5	120	131	3060
2007	114	2980	4	80	118	3060
2008	106	2800	4	120	110	2920
2009	84	1247	8	110	92	1357
2010	72	1294	6	64	78	1358
2011	76	994	11	192	87	1186
2012	74	733	25	173	99	906
2013	55	536	18	281	73	817
2014	62	501	24	313	86	814
2015	87	1290	26	342	113	1632
2016 (not including all of Nov and Dec. 2016)	130	2527	21	270	151	2797

*Data from NYS Annual Report



Publicity and Displays

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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 Thanksgiving.

The Showcase is currently filled with a display on Belva Lockwood.

Staff

Teresa Facklam, Library Clerk

Ellen Gagne, Library Clerk and IT Specialist

Sue Ann Palmer, Library Clerk and Local Historian

Volunteers and Donations

Thank you to our dedicated volunteers of the past several months: Ila Schnackel, Regina Brown, Gretchen Schweigert, Kelly Cousins, George Tamlin, as well as all the Friends of the Library.

Respectfully submitted,

Sonora R. Miller

Library Director