

**Buildings & Grounds**

- December 2018: The water heater was leaking and has been replaced.

*Patron Count*

Date	Total	Avg/Day	Date	Total	Avg/Day
Nov 2017	1295	65	June 2018	1483	74
Dec 2017	1372	67	July 2018	1531	73
Jan 2018	1134	54	Aug 2018	1427	65
Feb 2018	1098	58	Sept 2018	1473	74
Mar 2018	1467	67	Oct 2018	2021	91
Apr 2018	1270	60	Nov 2018	1306	73
May 2018	1424	65	Dec 2018	1246	59

**Budget & Finances**

- December 2018: The school tax check was picked up by Director Gretchen Schweigert and was deposited immediately.
- January 2019: The 2018 Bullet Aid grant check arrived and was deposited.
- We received a letter stating the library will be the recipient of a trust fund set up by the estates of Neva Jackling and Fern White. The paperwork has been filled out by Board President Margaret Allen and returned to the law firm for processing.

**Circulation**

	<i>Phys Mat</i>	<i>Internet</i>	<i>Overdrive</i>	<i>Hoopla</i>	<i>Zinio</i>	<i>Ancestry</i>
Nov 2017	1633	125	26	72	2	65
Dec 2017	1365	160	38	82	7	78
Jan 2018	1597	153	37	92	6	3
Feb 2018	1641	122	9	98	2	5

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Mar 2018	1672	138	21	69	2	0
Apr 2018	1863	192	20	105	6	32
May 2018	1592	147	22	112	5	144
June 2018	1692	218	27	88	0	21
July 2018	2130	359	56	92	4	198
Aug 2018	2149	386	37	66	3	407
Sept 2018	1885	256	57	86	8	130
Oct 2018	1989	267	26	101	13	57
Nov 2018	1448	193	25	113	22	86
Dec 2018	1496	124	33	120	10	1

**Cataloging & Collection Development**

	<i>Items in Collection</i>	<i>Items Circulated</i>	<i>Items Removed</i>
Nov 2017	20384	1633	159
Dec 2017	20417	1365	78
Jan 2018	20491	1597	160
Feb 2018	20557	1641	3
Mar 2018	20614	1672	60
Apr 2018	20389	1863	254
May 2018	20474	1592	96
June 2018	20516	1692	44
July 2018	20627	2130	--
Aug 2018	20674	2149	189
Sept 2018	20700	1885	43
Oct 2018	20804	1989	33
Nov 2018	20752	1448	255

Dec 2018	20784	1496	52
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Weeding is still ongoing, thanks in part to Board Vice President Regina Brown. 96 picture books have been discarded, none of which had been checked out in 7 or more years. The Middle Grade (J) section is next for a larger scale weeding project, while an ongoing maintenance of the rest of the collection will continue.

**Continuing Education and Professional Connections**

<b>Date</b>	<b>Workshop</b>	<b>Location</b>	<b>Attendee(s)</b>	<b>Description</b>
11/1/18	Adult Reference Librarian Meeting	Hollwedel Memorial Library (PAV)	Gretchen Schweigert	Bi-annual meeting of system adult reference librarians to discuss various related subjects.
11/8/18-11/110/18	Annual NYLA Conference & Trade Show	Rochester Convention Center	Gretchen Schweigert	Annual convention for NYS librarians & library employees consisting of educational programs and vendor show.
12/12/18	Recognizing, Addressing, and Preventing Harassment & Discrimination in Your Library	Nioga	Gretchen Schweigert, Ellen Gagne, Teresa Facklam, Margaret Allen	Library staff was trained to recognize, address, and prevent different types of harassment.

**Programming**

<i>Date</i>	<i>Program</i>	<i>Attendees</i>
<b>Nov. 26</b> <i>Saving Fish From Drowning, by Amy Tan</i> <b>December</b>	Book Club	--/5 ad.  <i>No meeting</i>
<b>Nov</b> 6 13 20 27 <b>Dec</b> 4 11 18	Stop In Storytime	2 ch/1 ad 4 ch/2 ad 2 ch/1 ad 1 ch/1 ad 2 ch/1 ad 2 ch/1 ad 2 ch/1 ad
<b>Nov</b> 7 14 21 28 <b>Dec</b> 5 12 19	Lego Club	13 ch/5 ad 9 ch/5 ad <i>No Lego Club</i> 8 ch/2 ad CANCELED 7 ch/6 ad 3 ch/ 0 ad
Nov 14 Dec 12	Notary	--/-- --/1 ad
Nov 13	Scrumptious McGiblets' Escape Room	5 ch/1 ad
Nov 15	Intro to Finger Knitting	2 ch/3 ad
Nov 20	Holiday Crafternoon	--/--
Nov 29 Dec 20	Healthcare Sign Up Help	--/5 ad --/--
4 Dec 11 18	Holiday Crafternoon	6 ch/1 ad 4 ch/1 ad --/--

Dec 11	Ornament Paint Night	--/10 ad
Dec 20	Build-a-Snowman Storytime	--/--
Dec 27	Video Game Day	3 ch/--

*-See handout for upcoming programming-*

Total: 75 children/ 51 adults

### Publicity & Outreach

- For this year's Annual Village Tree Lighting Ceremony, the Library hosted the reception where the Community Choir led the crowd in carols upstairs while Santa and Mrs. Claus read stories and took photos downstairs. Approximately 100 people attended. We are anticipating doing this again for the next holiday season.
- On December 21, Director Gretchen Schweigert had a meeting with Middleport Mayor Richard Westcott and Roy-Hart Superintendent Henry Stopinski to discuss how the library, the school, and the village can all interact, support, and promote each other.
- The G.I.F.T. program previously run by the Friends of the Library will be taken over by a Girl Scout for her Gold Award Project.

### Current displays

- The circ desk display features DIY board games and will have new games each week for anyone to make and play when they stop by.
- The book tree is decorated with polar bears in honor of winter.

### Social Media

We currently have 517 likes on Facebook, 82 followers on Twitter, 107 followers on Instagram, and 1,208 followers on Pinterest.

### Staff & Volunteers

A great big thank you to volunteers Ila Schnackel for her continuous efforts to keep the library looking beautiful, Regina Brown for all her help with collection maintenance, and to all the Friends who have made our events a success!

Respectfully submitted,

Gretchen Schweigert  
*Library Director*