



March & April 2020 Director's Report

Meetings Attended:

- 3/3- STLS Summer Learning Workshop
- 3/6- Met with Mechele Romanchock (AU), Alex Hoffman (ASC), and Keturah Cappedonia (STLS) regarding the 2020 Census
- 3/16- STLS Conference Call regarding COVID-19
- 3/20- Skype meeting with Mechele Romanchock & Allison Church regarding 2020 Census
- 3/26- STLS Conference Call regarding COVID-19
- 4/1- STLS Koffee Klatch
- 4/2- STLS call to set up WorkFlows at home for Mel
- 4/16- STLS Conference Call regarding COVID-19
- 4/22- STLS Koffee Klatch
- 4/27- STLS Digital Advisory Committee
- 4/30- Allegany County Library Association

Activities/ FYI:

- Melanie is working on coordinating efforts with the Allegany County Library Association to collaborate for summer reading programs.
- Created and continually update to Phased in Reopening Plan
- In contact with Aimee Parry at AACCS to coordinate efforts for summer hopefully
- Finishing up Early Literacy Certificate from LJA!!!
- Beginning Library Management Certificate from LJA
- Our focus is how we can engage community with digitally and/or non-digitally
- Website updates- COVID-19 info, digital library services, YouTube info
- Melanie does storytime Monday-Friday at 11am; posting video to YouTube & Facebook M, W, F at 2:00pm Crafting in Quarantine
 - See attached program stats as reported to STLS
- True Crime Book Club still meeting virtually
- Policy Updates- Patron behavior policy to include social distancing
- Beta Tester for Rural Wellbeing project with Margo Gustina
- PPE- we now have sneeze guards up at the circulation desk. We have been able to obtain 100 face masks (not fabric).
 - We have a ton of rubber gloves on hand

Rima has been maintaining our building. Toilet fixed (finally???!), cleaning/disinfecting, shelving/book drop; shelf reading; checking and responding to phone messages from patrons; updating tech. She also dealt with Apple when our brand new iPad died! She has been purchasing disinfecting supplies and cleaning supplies as they become available at Tinkertown Hardware. We now have 4 bottles of hand sanitizer, a couple of bottles of spray disinfectant for hard surfaces in preparation for when we reopen. STLS is also looking into supplying some things for us.

Programming Report *see attached

Technology Report

Apple replaced our iPad

4/20- 3 WiFi uses

4/27- 10 WiFi uses

STLS will be sending this info out every Monday

Statistics- *See attached info

	2020	2019
Circulation		
Holds Received		
Holds Filled		
Users Added		
Items Added		
eBooks		
Audiobooks		
ILL		
Freegal Downloads		
Freegal Streamed		
RB Digital		

Goals for May

- Finalize Summer plans
 - Craft kits- coordinate with school or curbside pick up
- Continue to stay updated on re-opening plans
 - Continually review the action plan and keep it up to date

Respectfully Submitted,
Melanie A. Miller