

2022 March Young Adult Report

Meetings

- Victoria and I attended the ReadSquared Refresher Training on February 22, and Noureen participated in the same training on March 3. Representatives from ReadSquared provided an overview of the various ReadSquared features and how to set up programs.
- I attended the LILRC webinar, "Think Outside the Book: Revitalizing Your Teen Summer Reading Program," on Wednesday, February 23. Presenters from Oceanside Library discussed how they revamped their summer reading program for teens to boost engagement.

Programs

- We are grateful to the Media Department for their assistance with our 3Doodle Keychains program on February 18. We look forward to offering it again in the future.
- On March 7, Levittown Schools hosted Waves of Positivity, an event focusing on mental health, held at Levittown Memorial Education Center for middle school students. In conjunction with this, the YA Department is offering a community service program of the same title, allowing teens to decorate surfboard templates with positive affirmations and donate them back to the Library to be distributed to the public throughout May recognition of Mental Health Awareness Month. We're always excited for the opportunity to work with the schools and continue our positive relationship with the District.
- Our "How Sweet" candy guessing jar received 32 guesses. We are encouraged by the positive response from this and other interactive displays/games. We will have a Women's History Month "Who Am I?" display throughout March. Teens can guess the famous women depicted for a chance to win a book bundle. We will also have a fun and passive scavenger hunt in the Teen Room to celebrate spring.
- March has been a busy month for community service as teens prepare their applications for the National Honor Society. We received 110 community service submissions within the first week of March.
- We are busy setting up ReadSquared and preparing for Summer Reading!

2022 March Custodial Report

Attending to daily needs of the Library:

Continue with deliveries NLS, UPS, etc., and Book Bins emptying, changing light bulbs and ballast as needed.

Dusting/Cleaning/Disinfecting

Snow removal / Lawn Care; hourly disinfecting high traffic area; hourly bathroom sterilization

Corkery Electric waiting on one garage overhead light to be replaced.

Noble Elevator replaced limit switch which directs the elevator's motion a second time, manufactory defect.

J&J Pirro filter change early February will bring new belts for drives next visits. (Feb report addition)

Reference Ceiling changed out 5 sets of high-hat bulbs.

Lower Lobby Installed people counter as directed. 2/16/22.

Visiplex Installed clocks for rooms A&B 2/17/22.

Bluestone Cap Reinstalled cap to gas pipe wall using landscape construction adhesive PL 500 for brick, block & stone.

Reference Ceiling Changed out ceiling tile high area.

Fire Extinguisher Boxes Replace site glass on two in-wall fire extinguisher boxes, A&B hallway - Rotunda outside 1&2.

YA Repaired wood trim on a bookshelf.

Administration Reattached hold up alarms

Children's Repaired three tile over roof leaks More roofing fixed.

Staffroom Ordered a new faucet/leaking. Installed

Cafe Touched up ceiling tiles /water stains

Reference High ceiling changed out three sets of T-5.

Reference High ceiling-took down three light lenses / used the heat gun to stretch them back to 3 inch wide to prevent them from falling out and hitting someone.

2022 March Technical Services Report

- Best Sellers Club - We have a total of 50 people registered for the club. We had 48 last month.
- Notary Schedule - I am continuing to update this on a weekly basis.
- Baker and Taylor continue to have delays in their shipments.
- I prepped, processed, and added the Karaoke Machine to Sierra.
- We are now scanning the Amazon Bills to a shared folder. This will help reduce paperwork.

2022 March Adult Reference Report

The program, Introduction to Libby, Kanopy, and Hoopla, was held by Valerie on February 23 at 7:00 and had 4 participants. We will continue to offer this program based on all the new adjustments made to Libby and the streaming services.

Seed Library will begin on Wednesday, March 16. There are 36 varieties of vegetables, flowers, and herbs available to Levittown cardholders

Gardener Emily Murphy will be zooming in on Wednesday, April 27, discussing her book, Grow Now: How We Can Save Our Health, Communities, and Planet—One Garden at a Time.

The Winter Reading challenge has been extended to March 18. We have given out 17 mugs at this time.

We have reached out to Adriana Trigiani for a spring book discussion via zoom. We are waiting to hear back from her assistant about the dates she will be available.

Emily Antoville, our part-time librarian and certified archivist, will begin restructuring the Levittown History collection.

Passport statistics for February is as follows:

5 adult and 17 children passports were processed.

As of March 15, there have been:

12 adult and 19 children passports processed.

2022 March Circulation Report

The Circulation Department continues to check in materials delivered to us from NLS, and the items returned to the desk and in the book drop. The electronic items that still accrue fines are checked in separately. We continue to call all patrons who have materials on hold to offer them a contactless pickup appointment. Our total number of appointments to date is 3,790. We search the send item list twice a day.

The Circulation Department has also been assisting the PR Department with the In-person and zoom programs. We assist patrons who call or walk in and want to register for a program. We also collect the fees due for the program or trip and hand out any crafts or supplies the patron would need for a zoom program.

Passport appointments have increased since the last report. We have accepted 11 Adult and 25 Juvenile passport applications. While the volume has increased, the Circulation staff has risen to the task of accommodating all of the applicants.

Since the last report, we have issued 120 Adult cards, 22 YA cards, and 69 Juvenile cards. We have transferred 5 digital cards to physical cards since the last report. In addition, there has been an abundance of patrons' library cards that are now expired. NLS had extended them through December 2021 during the pandemic. Elizabeth McDonald and I receive and answer several emails daily that are forwarded from NLS from patrons on what they would need to do to renew or replace their physical or digital cards.

Jillian Smith, Meriem Laradji, and Joanna Dinh helped the PR and Media Department get the newsletter ready for mailing. Jillian Smith and Joanna Dinh have helped out YA and Children's with some of their indoor programs.

2022 March Children's Report

To celebrate Women's History Month, we ask the children to create postage stamps of women who have positively influenced their lives. We are displaying the finished stamps around our children's reference desk.

Dr. Seuss' birthday celebration consisted of a take & make craft, a display of books, and some fun games and puzzles.

Winterfest was a great success. The Children's Department contributed to the program by picking out the various crafts that were available throughout the building. One craft was stationed in our room along with the train display in our Storytime Room.

Samantha ran our annual Leprechaun Traps program for children in grades K-3. Each child went home with a trap to try to catch the sneaky leprechaun on St. Patrick's Day Eve. The parents were handed a letter on how to help execute the plan.

We have received fantastic artwork from our partnership with the Levittown School District. Each month, an elementary school's artwork is displayed along with the universal pre-k programs from Tender Garden and Kiddie Junction. A big thank you to our custodial staff who works with us to get all the numerous artwork pieces around our room.

2022 March PR Report

- LCC Winterfest was held on Saturday, February 26, 2022, and was very successful. Hitomi prepared the hot chocolate, and we both helped with the day's events. We also printed brochures and signs for the event.
- Hitomi and Rob McCartney created a wonderful slide show for the artwork from the students from Jonas Salk Middle School currently on display in the Library for March and is on our website and the school's website. Many Elected Officials produced certificates for both High Schools and Salk Middle School for the art students.
- We held our first in-person Sunday Music program in the new Community Room. Ed Ryan performed Irish songs with some witty Irish humor.
- On March 14, we had a full ceramic program in-person, and on March 15, we held the same program on Zoom, which was also full.
- The Vaxmobile distributed Covid-19 vaccination shots on March 16.
- We attended a customer service workshop on March 17.
- Joan Galante and I continue to work on the "Salute to the Military Expo" scheduled for May 21, 2022, as the Library's contribution to Levittown's 75th Anniversary Celebration.

2022 March Media/Innovation Station Report

- The Karaoke machine is processed and circulating.
- The newsletter was sealed and brought to the Post Office.
- Dominique Fiorenza assisted in the Innovation Station, and Samatha Kennedy decorated the food donation box for Winterfest.
- Rob McCartney designed the duck trophies for the YA. Program.
- The Media Staff would like to say Thank You to the Board for the bagels and treats on the day of Winterfest.
- Kathy Conigliaro has been busy with the homebound and Senior Center patrons