

2022 August Children's Report

We had an extremely successful Summer Reading Program with a total of 161 participants in our Read to Me preschool program and 457 participants in our Grades K-5 program.

Maryanne provided another great make-your-own stuffed animal event. In this program, the children stuffed manatees, listened to ocean stories, and played games.

We offered a family Bingo program, where everyone in attendance left with prizes, including the parents. All had lots of fun, especially when yelling, "BINGO!"

Maryanne will run our annual **Kindergarten Here We Come** program at the end of the month. In this program, Maryanne gets the children comfortable with the idea of going to school and leaving their parents. They stuff a raccoon and read the book The Kissing Hand. Each child gets a copy of the book to take home to read the night before the first day of school.

To coincide with the Summer Reading Program, we asked children to create their own sea creatures with recycled materials. Children have been bringing their creations into the library, and we are displaying them around our room. Each child who submits a creation gets entered into a raffle to win an Amazon Gift Card.

The Children's Department ran 3 successful Extended School Year (ESY) visits through a partnership with the Levittown School District. Students could use equipment in the Innovation Station, listen to stories, sing songs and watch movies in the Children's Room, create their own bookmarks and buttons, and leave with their library cards. We had a total of 45 students and adults for our visits.

2022 August Technology Center Report

The Technology Center has been busy with Innovation Station appointments. The 3D printers and Cricuts continue to be popular. We also have appointments for Lego Mindstorms, 3D Pens, the sewing machine, and the embroidery machine.

We continue to expand the very popular Library of Things. This month, we have added a Nintendo Switch, a telescope, and a digital film scanner. We will soon be adding a Cricut, a projector, and portable screens, and we have updated our GoPros.

We completed the five class visits we provided to the Levittown ESY Program. We counted a total of 76 participants. The students received a library tour and then used the Spheros, the Button Maker, and Ellison Die or 3D pens, depending on the age group. The visits went well, and the teachers were delighted, impressed, and appreciative. Many of the teachers were enthusiastic about getting Levittown cards as they work in the district.

In the future, we will make the Laser Engraver available for appointments and offer new Innovation Station programs in September and October.

2022 August Circulation Report

The Circulation Department is continuing to check in materials delivered to us from NLS and the items returned in the book drop. We still call all the patrons with materials on hold to offer them a contactless pickup appointment. Our total number of appointments to date is 3,844. We search the send item list twice a day.

We are continuing to assist patrons that call or walk in that want to register for programs. We collect any fees due for the program or trip. We continue to hold the seeds for patrons that requested them online through the Reference Department.

We have accepted 11 Adult and 9 Juvenile passport applications since the last report.

Since the last report, we have issued 150 Adult cards, 100 YA cards, and 60 Juvenile cards. We have transferred 10 digital cards to physical cards since the last report. Elizabeth McDonald and I continue to answer emails from patrons on how to renew or replace their physical or digital cards.

Jaclyn DeClemente assisted the YA Department by helping the teens register for the summer reading program if they weren't signed up already on the night the school district held their Summer Reading Extravaganza in the building. Joanna Dinh helped out the YA Department with two programs. Lisa Zappalla helped out the Children's Department with two programs.

2022 August Homebounds Report

We continue to be in contact with the members of our homebound program on a regular basis, with the frequency determined by the individual need of each patron.

During July, we completed 83 residential visits for contactless delivery and pickup of library loan items. We delivered approximately 264 items - including books, audiobooks, playaways, CD's and DVD's. Our homebound patrons enjoy various materials, from newer releases to classic literature.

Homebound Department page, Rumaysa Islam resigned. We welcomed two newly-hired pages, Greta Stroka and Karena Checco, to the department. Our versatile page staff performs many valuable tasks to assist with the departmental functions of both the Homebound Department and Tech Center, and they continue to receive ongoing training as both departments grow

2022 August Adult Reference Monthly Report

- George Lutz and Catherine Rubino, new Librarians, have started in reference.
- The Summer Reading program has 73 participating this year.
- Summer Reading Wrap-up with author William Kent Krueger for August 17 has 18 patrons signed up. This will be a hybrid event
- Meet the author with Adriana Trigiani on August 3 had 43 participants via zoom. It was a great discussion with Adriana.
- Seed Library, as of August 17, has a total of 635 patrons, and 2,952 seed packets have gone out
- NLS reported that the system had reached 1 million circulations for Overdrive for the fourth consecutive year

2022 August Technical Services Report

- Best Sellers Club - We have 60 people registered for the club. Last month we had 56.
- Notary Schedule - Is being updated weekly.
- Library of Things - I continue adding various items to the collection for circulation.
- We have now started to process the magazines. I am looking to automate and computerize the procedure and have arranged a meeting with EBSCO, our vendor, to see the available services. We will now use the Zebra printer to print the labels for processing. They are much more consistent and neater. We also include the library's name on the label, eliminating the need for a property stamp on the periodical.
- Ken attended a virtual Cat Req training given by NLS. A cat Req is a quick record we create in Sierra when a full record is unavailable. He said it was very informative.
- Old invoices and bills were shredded during the library's shredding program.
- We are continuing to supplement books through Amazon for high-demand holds.

2022 August Custodial Report

Attending to daily needs of the library: Continue with deliveries NLS, UPS, etc. and Book Bins emptying/quarantine cycle; Dusting/Cleaning/Disinfecting.

Lawn Care; Hourly disinfecting of high traffic areas; hourly bathroom sterilization

Corkery Electric-another light went out in the garage; proposal approved.

Relocate key switch for back door alarm from T.S. to custodial; proposal approved.

Addition light sensor for PW martin hallway, a proposal approved/completed 7/26/22.

Barlett Tree Service- Called for an opinion on the locust tree by the lower entrance, multiple mushrooms growth on roots, and dead branches. Waiting on quote / received approved.

Waiting on the treatment of the elm tree / completed on 7/28/22.

Stasi Brother- Pricing for bike pads / approved.

ATI- request price on annual Fulton boiler service / received/approved.

Reference- replaced carpet stained rug/stain kept coming back.

Chimney- waiting on a ladder for pit/drain need to be cleared yearly to prevent water backup.

J&J- Filters and Maintenance / completed 8/1/22.

Carls Fence Co., Inc. Extend Ornamental fencing driveway retaining all / PO issued.

Connelly & Son- Installed drain cover for chimney pit 8/16/2022.

2022 August Young Adult Report

- The Teen Summer Reading Program ended on Saturday, August 13. We had 107 teens registered and 37 teens who completed the program by logging at least 600 minutes of reading. We are busy preparing for our End of Summer Reading Party on August 25 for those teens who completed the program.
- On August 9, we welcomed the final ESY classes. These teens went on a behind-the-scenes building tour, received hands-on time with the 3D pens and Spheros, and decorated fabric tote bags to keep. Students without library cards (or without cards appropriate for their age) received cards from the Circulation Department. We loved having them and are thrilled with the response we received from the students and teachers.
- 30 middle school students attended the second Summer Reading Extravaganza Book Discussion hosted by the Levittown School District. We've received wonderful feedback from the teachers about the new Community Room. The final session is scheduled for Monday, August 29.
- Andrew weeded our Graphic Novel collection. Next, we will be working on weeding the School Paperbacks.
- We now have genre labels to indicate "Thrillers," We will work on adding those to existing titles in the collection beginning next month.

2022 August PR Report

- On Tuesday, July 26, we offered a live concert in Levittown Veterans Memorial Park that 202 patrons attended.
- On August 16, we held the summer outdoor movie "Encanto," and 253 people attended the event.
- On August 17, we had a shredding truck come to serve the community to dispose of unwanted documents securely. 85 people used the service.
- The September/October 2022 newsletter has gone to the printer.
- I attended the Levittown 75th Anniversary meeting on August 4.
- Hitomi assisted the YES CCC with the Narcan Training program on August 17 and helped Joan Galante with "The Library Adult End of Summer Reading Party" on August 18.
- The Long Island Quilters' Society and Quilters in the Park quilts are on display in the Exhibit Area for August and are conducting live demonstrations the week of August 15 th.