

2023 August Circulation Report

We continue to check in materials delivered to us from NLS and the items returned in the book drop. We have very few patrons who currently utilize the contactless pick-up service. Our total number of appointments to date is 3,938. We search the send item list twice a day.

We continue to assist patrons that call or walk in that want to register for a trip or program. The signups are always very busy. We have been registering patrons and distributing tickets for a music program that is being held this month. The cooking and craft programs are very popular and fill up very fast. This month's sign-ups will also include beginner Mah Jongg classes and Country Line Dancing classes. We continue to collect all the fees due for the programs.

The Long Island Aquarium tickets continue to sell very well. We have received 425 tickets so far and have sold 356 of them.

The 2023 Nassau Library Tour ended on August 12, 2023. It was extremely successful this time around. We handed out 176 maps, 31 prizes for the 15th visit, 216 prizes for the 30th visit, 149 prizes for the 50th visit, and for the 58th visit, we took people's names, phone numbers, and home library information for them to be entered into a raffle drawing for a gift basket. They had a choice of five different baskets they could be entered into.

Since the last report, we have accepted 18 Adult and 19 Juvenile passport applications.

Since the last report, we have issued 125 Adult cards, 40 Teen cards, and 40 Juvenile cards. We have transferred 3 digital cards to physical cards since the last report. Elizabeth and I continue to answer emails from patrons on how to renew or replace their physical or digital cards.

Joanna helped in the Teen Department for two Teen programs.

2023 August Children's Report

Our 2023 All Together Now Summer Reading Adventures was a great success with 127 read-to-me registrants and 418 children in grades K-5 participating. Each child received a raffle chance when joining and an additional 6 raffle chances after completion. The raffles consisted of numerous donations from museums, sports teams, restaurants and other kid-friendly activities along with some added theme related items.

We offered a variety of programs throughout the summer for ages ranging from babies up to 5th grade, including family fun programs as well. BINGO and Family Trivia nights are always favorites along with our superhero training camp and yoga with Cinderella. We offered book clubs for children going into grades K-5 and of course our ever so popular food programs, including one where the children got to create their own emoji cookies, where not only the cookies were covered in icing but the children as well!

We partnered with the Teen Service's Department and successfully ran another Craft Buddies program where both the children and teens created the same craft project together as a team. We will continue this popular program throughout the school year.

We worked together with the Technology Center to successfully continue our school partnership with the ESY (extended school year) outreach visits. We received a beautiful certificate of appreciation

from the Assistant Director of Special Education, Dr. Matthew Jurgens along with ESY coordinators, Christin Tripp and Brittany Cirrone expressing their heartfelt thanks and appreciation for our efforts.

2023 August Teen Services Report

- We had an incredible summer in the Teen Department! The Summer Reading Program concluded on August 12. Our final tallies are as follows:
 - 150 teens registered for Summer Reading.
 - 40% increase from 2022.
 - 54,175 minutes of reading logged on READSquared.
 - 118% increase from 2022.
 - 54 teens logged at least 600 minutes of reading to complete the program.
 - 135% increase from 2022.
 - 616 prizes redeemed.
 - 579 pins distributed.
 - 285 total guesses for weekly Guess the Movie game.
 - 574 puzzle pieces decorated and displayed in the Teen Room (and counting! Puzzle pieces will be available until the end of August (or when we run out of prizes).
- We concluded the summer ESY school visits for teens. We loved having the students and their teachers here to enjoy crafts, Innovation Station technologies, and conversation!
- An instructor from Nassau BOCES GC Tech came to the library on July 27 with a working car to demonstrate basic car maintenance for teens. We received great feedback from the teens who attended, as well as from the local community and the library community; several librarians have reached out for information to offer a similar program at their library. We are thankful to GC Tech for providing this opportunity free of charge. We look forward to working with them again in the future!
- LEGO® bricks are now available for teens to enjoy in-house!
- Our programs continued to have excellent attendance throughout the summer, including programs that typically bring in smaller amounts, such as the STEM and college programs. Due to high demand, we opened a second session of Nicole M.'s program BYOB: Be Your Own Barista.
- We are preparing for the Summer Reading Extravaganza events that will be hosted by the Levittown School District (8/16 and 8/31), as well as our big End of Summer Reading Party (8/22).

2023 August Technical Services Report

- Best Sellers Club - We have 69 people registered for the club. This is the same as last month.
- Library of Things - Continuing to add items to the library of things.
- Newsletter - I am working with others in helping to edit the newsletter.
- Collection HQ - I arranged the Zoom training session with the Collection HQ rep and the Department heads. He showed us how the product works and how it is useful in maintaining the library's collection. The second half of the training will be on September 13, 2023.
- Lazy Days of Summer - We put together 5 boxes of giveaways for the Lazy Days of Summer program.
- Notary Schedule - I am continuing to update the notary schedule on a weekly basis.

2023 August Technology Center Report

In July, we had a total of 222 patrons visit the Innovation Station. The most popular equipment by far has been the 3D pens. We have seen many families coming in during their summer break. They usually favor the 3D pens and will occasionally use the Spheros or the Lego Mindstorms. The numbers for our 3D printers fell in July because, at one point, both Prusa printers were out of order. One has since been fixed. The other will be operational again soon.

We are planning to increase the number of programs we offer in the coming months, since our programs have proved very popular with all age groups.

2023 August Homebound Report

We completed 73 residential visits in July, delivering 289 items to our LPL homebound program members.

I visited the Wantagh Senior Center with Reference staff (Joan/George), on Tuesday, July 11 and Tuesday, July 25. We offered a selection of standard print and large print books. Patrons gave both verbal reviews of some of the books they have read, and some submitted written book reviews as part of the Summer Reading Program.

Defensive driving courses were held on Wednesday, July 12 (hosted by AARP - with 31 attendants) and Saturday, July 29 (hosted by Empire Safety Council - with 9 attendants). The August class schedule includes two classes: Wednesday, August 16 - hosted by AARP and Saturday, August 26 - hosted by Empire.

The Pages continue to shift the reference storage aisles and make the necessary shelving adjustments. They also continue to pull reference books to be reviewed by the Head of Reference. July was a busy month in the Innovations Station, and they assisted with patrons and visual display projects as needed.

Postage rates increased on July 8, and were successfully loaded to our mail meter. These increases affected our First Class, Bulk Mail, Package Services and Library Mail rates. Priority Mail and Priority Mail Express rates (used for passport applications) did not increase.

2023 August Adult Reference Report

Catherine and I attended a training arranged by Priya on August 2 called Collection HQ Lite. We will use this product to improve, weed, and update the collection. The next training will be on September 13.

Eighteen ESL students met for the only class in July (there is no ESL class in August). The fall session, which begins September 25, will run through December 13. There will be both beginner and intermediate language classes.

Irene introduced Catherine and me to HootSuite. HootSuite can curate content and schedule social media posts for the library.

Jocelin, our Social Worker intern from Stony Brook, will begin the first week in September. Her schedule will be every Monday 9-4 and the first Friday of the month.

Seed library statistics as of August 16, 2023: 404 patrons have signed up, and 2,923 seed packets have gone out.

2023 August PR Report

The NLS Library Tour 2023 concluded on August 12, 2023 and was a huge success. Our Library served close to 850 people with almost 300 starting the tour by picking up a map, and 82 finishing, entering for the grand prize raffle baskets, at our library. Since Levittown was one of the six large prize libraries, we had 220 people visit us for the tumblers while we also dispensed lots of the plushy cats, hats, and enamel pins. Many fun photos were taken with the “groovy” props that staff members of our Technical Services and Technology Center created. The tour certainly kept our Circulation Department staff busy!

On July 18, we held our 2nd outdoor summer concert, and in spite of the rain ending 15 minutes before the show started we had over 150 people in attendance for the History of Rock N Roll Band. The 3rd concert in the outdoor summer music series we had to move inside the library Community Room due to the rain prior to the DRIVE Band music performance. Despite the inclement weather, we had 80 people in attendance. We also had to move our outdoor Caribbean BBQ inside the Innovation Station on August 3 due to high winds.

We went to Philadelphia on August 1 for our annual Family Bus Trip to the “100 Years Disney Exhibition” at the Franklin Institute. The Disney memorabilia, planetarium, and institute exhibits fascinated our attendees. Everyone enjoyed the trip tremendously. We are currently selling tickets for the second bus for the trip on September 28 “Autumn on the North Fork.”

2023 August Custodial Report

Attending to daily library needs: Continue with deliveries to and from NLS, UPS, etc., emptying Book Bins, changing light bulbs and ballast as needed. Dusting, cleaning, disinfecting, snow removal, lawn care, and bathroom sterilization are all ongoing. Post office drops and ordering supplies occurs on an ongoing basis. Children's artwork is taken up and down as needed.

County Controls: Update controller; approved. Waiting for work to be done.

J&J: Teen Room split air conditioner was dripping water. Repair completed.

Johnson Control: called multiple trouble email messages; the worker was here and started to trace wires - will return with a helper. Ground fault upstairs somewhere.

Lower Level: Checked emergency lighting and found we need to replace one PR. We will need the electrician to look at Innovation Station emergency lighting. We need a replacement ballast with battery.

Upper Level: Annual emergency lighting check and replacement completed as needed.

Parking Lot: Gathering comparison prices to replace parking lot as requested.

Hedges/Weeding: Gathering comparison prices on monthly weeding and hedge trimming for June, July, August, and September.

Corkery Electric: Looking for prices on replacing an emergency lighting ballast and checking to see if it has an uninterrupted circuit. Also requested a price to run lighting in Rooms A&B for the ramp and stairs.

Carpeting: Acquiring three bids to clean all carpet. Selection approved and scheduled for September.

Reference: Change out ballast and five sets of lights in the high ceiling.