

# **Director's Report to the Board of Agents**

## **Silas Bronson Library**

**August 15, 2017**

**Raechel Guest, Director**

### **Front Plaza Project**

They began digging trenches for concrete footings on August 1 and began pouring concrete on August 7. So far the only "surprise" to be found during digging was the old electrical conduit for the walkway lights installed during the 1960s. The City electrician removed the conduit.

The work for the entrance to the back patio was completed during the last week of July. The Rep-Am announced the re-opening of the newly accessible patio in the Waterbury Walkabout section on Saturday, August 5.

The utility line for the fountain will run just below the ceiling in the basement, from the staff breakroom to the boiler room. Drilling for that line is anticipated to begin this week.

The reorganization of the AIS office area, precipitated by the need to make room for the fountain mechanicals, has been largely completed. We are continuing to make adjustments and improvements as needed. The City's IT Department assisted with cleaning up old wiring and the City electrician assisted with running new wiring.

### **Children's Room Renovation**

The Children's Room renovation is now anticipated to be completed by mid-October. For a period of three weeks, most of the books from the room will be in the Main Reading Room. All library programs will be held either on the patio or in the auditorium.

## **Circulation Division**

### **July Statistical Reports: Main Library**

Total Collection Size: 254,717  
Total Items Added to Collection: 513  
Total Items Circulated: 12,310  
Total Circulation In-House: 168  
Total Circulated at Other Libraries: 496  
Total Circulated from Other Libraries: 189  
  
Total Active Patrons: 12,588  
Total Expired Patrons: 14,824  
Total Patrons Added: 238

### **July Statistical Reports: Bunker Hill**

Total Collection Size: 16,912  
Total Items Added to Collection: 14  
Total Items Circulated: 761  
Total Circulation In-House: 0  
Total Circulated at Other Libraries: 56  
Total Circulated from Other Libraries: 311  
  
Total Active Patrons: 431  
Total Expired Patrons: 490  
Total Patrons Added: 12

## **Museum Pass Usage, July 2017**

American Clock & Watch Museum: 1  
Barker Comic and Cartoon Museum: 2  
Barnum Museum: 0  
Beardsley Zoo: 16  
Children's Museum/Roaring Brook Nature: 0  
Connecticut Science Center: 2  
Connecticut's Old State House: 0  
CT State Parks & Forest Recreation: 9  
EverWonder Children's Museum:  
Harriet Beecher Stowe Center: 0  
Imagine Nation: 3  
Institute for American Indian Studies: 0  
KidsPlay Childrens Museum: 8

Maritime Aquarium at Norwalk: 4  
Mark Twain House: 0  
Mattatuck Museum: 3  
Mystic Aquarium: 3  
Mystic Seaport: 3  
New Britain Museum of American Art: 3  
New England Air Museum: 1  
New Haven Museum: 0  
Old Sturbridge Village: 1  
Peabody Museum of Natural History: 4  
Wadsworth Atheneum: 0  
White Memorial Conservation Center: 2

## Online Presence

Facebook Followers as of 8/11/2017: 721  
Facebook Reach July 13 – Aug. 9: 2,161  
Facebook Post Engagements July 13 – Aug. 9: 2,676

Website Visitors July 1 – July 28: 1,997  
Website Pageviews July 1 – July 28: 6,642

### Most Visited Website Pages (July 1 – July 28):

Home Page: 3270	Ask A Librarian: 179	Children's Pages: 146
Museum Passes: 357	Genealogy: 175	eBooks: 140
Programs: 347	How to Get a Card: 166	Calendar: 93
Bunker Hill Branch: 270	Research: 163	Computer Classes: 74
How to Find Books: 188	About Us: 148	Hall of Fame: 47

## State Budget Cuts

The State Budget is still undecided. Severe cuts to library services which were implemented earlier are beginning to impact us. The deliverIT program, which shuttles books between libraries, has been greatly reduced. We generate as many as ten bins per day, but they now pick up only three bins per day. I have reached out to Bibliomation to see if they might implement restrictions on the number of holds per patron, but so far no response. My impression is that the smaller libraries, which make up most of the state, simply aren't being hit as hard by the reduction in service.

## Friends Fundraising & Outreach Committee

Due to the extensive renovation work this fall and the already-full schedule for Library Park, we have decided to postpone a large book sale until a later date. We are looking into doing a small sale in the auditorium in December, followed by a larger sale in the spring.

## **Publicity**

During the recent public controversy surrounding the post on the Green, I was interviewed at the library by all of the local network news stations. WTNH included the most footage of the library, illustrating that the public can come here to do research.

I was invited to join WATR's Talk of the Town for an hour on August 4. We primarily discussed the controversy surrounding the post on the Green, but I was also able to promote the library and its services several times.

The Rep-Am ran a nice article about the open Treasurer position, as well as running small blurbs about our all-ages discussion of *I Am Malala*.

## **Library Security**

The Community Relations Division conducted workshops last week for all library employees, providing training in active shooter situations and guidance for how to respond to various other situations which can occur in a library. I will be preparing a guide for library staff specific to our policy regarding conduct in the library and possible medical emergencies, indicating when (generally) to call 911, when to alert management, and when to simply inform a patron of a policy violation.

I have received the building risk assessment report from H.D. Segur. We will be working on making recommended improvements as we are able.

## **Employee Updates**

Sandra Rampertab, Librarian II, submitted her resignation at the end of July. She has left for a job at an academic library. Hugh Curran, Librarian II, has announced his intention to retire; he has not yet told me what his last day will be. I have submitted revisions to the Librarian II job description which will be reviewed by the Civil Service Commission tonight. I have also reminded HR that we do not meet the minimum salary guidelines for librarians in Connecticut, falling a little more than \$2/hour below the minimum. We do, however, offer excellent benefits.