

**Christine's Report
November 2, 2021**

Curbside delivery:

August: 29
September: 22 (phone: 17, e-mail: 5)
October: 34 (phone: 32, e-mail: 2)

Walk-in/Browse

August: 165
September: 139
October: 113

Walk-in/Pick up at desk

August: 78
September: 57
October: 77

Walk-in/Browse/Pick up at desk

August: 19
September: 23
October: 24

Walk-in/Computer

August: 12
September: 22
October: 13

Walk-in/Browse/Computer

August: 5
September: 4
October: 1

Walk-in/Pick up at desk/Computer

September: 1

Walk-in/Browse/Computer/Pick up at desk

August: 1
September: 1

Phone/Computer

August: 7
September: 5
October: 7

Phone/Computer/Pick up at desk

August: 1

Delivery:

September: 1

Staff

August: 23

September: 27

October: 18

Other (Get library card, renew items, use copy machine)

August: 8

September: 7

October: 9

Requests for materials:

August: 119

September: 187

October: 101

Staff activities:

- Met virtually with the other Polk County Library Directors
- Met virtually with other IFLS System Library Directors
- Met virtually with IFLS System staff serving adults
- Ordered and processed books
- Ordered and processed books on cd
- Purchased and processed dvds
- Processed donated cds, dvds, books
- Had the library audited for accessibility – waiting on report
- Weeded several items – poor condition, no longer circulating, content no longer relevant
- Purchased up to date medical books
- Fixed spine labels – illegible; missing # in series
- Met virtually with the MORE Operations Committee
- Met virtually with IFLS Marketing & Advocacy Committee
- Christine had 2 proposals for sessions accepted for the upcoming Wisconsin Library Association meeting being held in Green Bay November 16th – 19th
- Pam and Christine have been working on the Grant presentation – Christine presented a local version of it on October 20th to members of the IFLS System
- Signed up to participate in 2021 Elf Escape sponsored by Clear Lake Civic and Commerce Club
- Posted to Facebook