

**Christine's Report
March 7, 2023**

Patrons

February: 541 (adults: 408, juveniles: 133)

Phone (tax forms, renew, request, hours)

February: 29

E-mail

February: 3

Walk-in/Browse

February: 259

Walk-in/Pick up at desk

February: 108

Walk-in/Browse/Pick up at desk

February: 26

Walk-in/Computer

February: 24

Walk-in/Browse/Computer

February: 19

Walk-in/Desk/Computer

February: 1

Walk-in/Browse/Desk/Computer

February: 1

Staff

February: 8

Other (get library card, renew items, use copy machine, book sale)

February: 63

Requests for materials:

February: 137

Circulation of materials:

February: 1830 (adult: 965, juvenile: 796, youth: 69)

Staff activities:

- Pam attended a Youth Services workshop offered by IFLS at the Amery Public Library
- I completed and mailed out the ACT 150 Request letters for 2022 circulation to non-residents
- Received our ACT 150 checks for 2021 circulation to non-residents
- Completed WI Libraries Salary Survey
- Ordered and processed books
- Ordered and processed books on cd
- Purchased and processed dvds
- Processed donated books
- Processed donated puzzles
- Weeded several items – poor condition, no longer circulating, content no longer relevant
- Fixed spine labels – illegible, missing # in series
- Pam posted to Facebook
- Pam updated website
- Examples of assistance to patrons: books for 3 and 5 year old boys, books on US aircraft carriers, books on Edward Hopper, Jonathan Richman music cds, information on streaming services
- Met virtually with the Polk County Library Directors
- Met virtually with Librarians from the MORE Consortium
- Met virtually with the IFLS Marketing Committee – we are working on year 2 of the MORE Passport Program – will have itineraries (golf courses, fiber/yarn/quilt stores, historic sites)
- Received our books from The Pilcrow Foundation plus additional books from Delta Kappa Gamma, Shout Mouth Press, math and science books from Mr. Hal Berenson & Laura Ackerman, and health and wellness books from Drs. Bill Strawbridge & Meg Wallhagen. Our fundraising effort of \$400 resulted in 123 books worth \$1,995.49
- Made arrangements to have the library carpet cleaned at the end of this month along with the carpet in the rest of the building. The office tile will be cleaned while I am on vacation in May
- Snowshoes have arrived!