

**Christine's Report
December 3, 2024**

Patrons:

November: 579 (adults: 436; juveniles: 143)
(walk-ins: 551; phone: 24; e-mail: 3; delivery: 1)

New Library Patrons: 5

Computer:

November: 41

Requests for materials:

November: 80

Circulation of materials:

November: 1,635 (174 less than in 2023)
OverDrive: 381 (60 less than in 2023)

Staff activities:

Christine

- met virtually with the other MORE Library Directors
- met virtually with the other Polk County Library Directors
- attended in person MORE Operations Committee Meeting
- appointed to the Polk County Library Plan Planning Committee
- ordered and processed books
- purchased and processed dvds
- weeded several items – poor condition, no longer circulating, content no longer relevant
- fixed spine labels – illegible; missing # in series
- completing end of year tasks assigned by IFLS

Christine and Colleen

- gathered items for Porch Pot Program
- 3 attendees and 1 came back the next day to create another pot

Christine, Colleen, and Pam

- worked on Silent Auction

Pam and Colleen

- posted to Facebook

Pam

- held story times: 29 attendees
- organized "Take and Make" craft: 48 left the building
will work on label as suggested by Jodi for December craft
- wrote article for the Clear Lake Chronicle
- worked on website
- attended website training

Examples of reference transactions: English as a 2nd language books and cds; authors similar to Julie Klassen; holistic medicine; order of Susan May Warren books; classic literature books