

**Director's Report for Meeting: February 16, 2022**

**Sarah Glogowski** will give a verbal report.

**Deb Geier**

*Cataloging:*

During the month of January, I edited and imported 19557 bibliographic records. I continue to bulk import and edit bibliographic records to replace incomplete records in the catalog.

*Meetings:*

1/19 – FLLS directors' meeting – 1 hour.

1/27 – Staff meeting – 1 hour.

1/28 – OCLC Cataloging Community Meeting 2022-01 – 2 hours.

**Heidi Eckerson**

- Monthly curation of FLLS OverDrive collection. This month featured New Year themes, health and wellness.
- Wrote January issue of Trustee Newsletter.
- Partnering with Diane Pamel at DRY to source ebooks and audiobooks for NPR's SciFri Spring Book Club. We will be helping to promote the book club too.
- Led the Social Justice Book Group discussion on January 4. We chose the YA non-fiction book *The 57 Bus* by Dashka Slater.
- Conferenced with other system Youth consultants as we continue to develop our Summer Reading Collaborative workshop "Oceans of Programming Possibilities".
- Participated in January's Member Services Support Group meeting. Discussed the Reciprocal Lending Agreement, Public Library CONNECT, and Summer Reading.
- Met with Rex in CNS to discuss how to best count OverDrive's Public Library CONNECT circulations statistics. We will be dividing them up by school district. In the event that libraries share school districts (i.e. Coburn Free Library and Apalachin Library serve the Owego-Apalachin School District, the counts will be divided equally.)
- Attended a powerful webinar titled "Draw People Back to the Library." The presenter offered doable suggestions and gave examples of what other libraries were doing.
- Facilitated a Library (Rosen) Grant Q&A session with Janet Cottracia from CFTC. Over half of our libraries attended. The meeting was recorded and sent out to directors.
- Wrote press release about CFTC's Library Appreciation Project last year. Nora Burrows, my predecessor, did a lot of work to help coordinate this project.
- Compiled library demographic data for Janet and the Library (Rosen) Grant review team.
- Attended the Tompkins Seneca Tioga (TST) School Library System Council and was voted in as a member representing public libraries. I also took the meeting notes.

**Heidi Eckerson, cont.**

- Participated in the latest Trustee Handbook Book Club session which featured Budgets and Finances
- Attended January’s Director’s meeting led by Sarah.
- Attended PLA’s Strategic Planning workshop. Suggested we purchase this book. (A member library also attended and requested the book this workshop was based on.)
- Met with the team behind the “Leaving Our Fingerprints” project. I will be joining them as they embark on the third year of collecting firsthand accounts of life during the pandemic.
- Developed social media and website content that highlight our collections and activities. For example, marketing OverDrive’s Together We Read program, an online book club.
- Participated in FLLS’ first Inclusion, Diversity, Equity, and Access (IDEA) meeting, led by Jenny.
- Consulted with Member Libraries on Rosen grant, surveys, etc.
- Met with Emily Belle from Cornell Cooperative Extension’s Get Your Greenback. She is developing a Tiny PowerHouse Summer Tour and wanted to involve our libraries.
- Attended staff meeting focused on the Annual Report. I’ve been collecting and organizing data for both the System and our Member Libraries.
- Helped sort books for the delivery (which is always fun! So many great titles.)

**eContent Highlights:**

OverDrive: The Reciprocal Lending Arrangement started February 1, 2022 and the response has been positive. Social media posts have received any likes and even more shares. The Public Library CONNECT program (which allows public school students in our service area to use their school library OverDrive accounts (Sora) to access public library juvenile and youth digital content) has started to roll out. So far the Seneca Falls School District and the Waterloo School District have been notified by OverDrive about the program. I have given that info to our libraries in those towns. The hope is that this program works to strengthen or develop partnerships with schools as well as increase access to our materials. I’ve also been in contact with school teacher-librarians from Lansing and Ithaca and they are excited about this and want to help spread the word.

**Summer Reading:**

We are gearing up for the February meeting, which will feature Kids programming ideas. As of this writing, we have nearly 300 people registered for the February workshop (over a dozen of those are from our system.) Tara Montoney, the youth services librarian at Seneca Falls, will be one of the presenters. I’ll be emceeing the second hour of the program. FLLS will still hold a members-only Summer Reading workshop in March highlighting reporting and adult programming.

**Rex Helwig**

**CNS Department Stats for January 2022:**

<b><u>Rex’s Help Desk Tickets, January 2022:</u></b>	
Open at beginning of month:	9
Created during month:	52
Closed during month:	57
Still open at end of month:	4

<b><u>Eric’s Help Desk Tickets, January 2022:</u></b>	
Open at beginning of month:	8
Created during month:	11
Closed during month:	10
Still open at end of month:	9

## Jenny Shonk

- Acted as co-host for the Directors' Meeting (January 19) on Zoom; took notes which were distributed to directors. Hosted the monthly Member Library Support Group (January 11) on Zoom; took notes and distributed to directors and staff.
- Acted as co-host for the Social Justice Book Club with Heidi. We discussed *The 57 Bus: A True Story of Two Teenagers and the Crime That Changed Their Lives* by Dashka Slater and planned the 2022 meetings.
- Answered (39) reference/consulting questions for member libraries and correctional facilities with a focus on grants and annual reports.
- Attended the SCRLC Diversity, Equity, Inclusion, & Justice (DEIJ) meeting (January 10). Attended a special meeting with SCRLC staff and various Empire State Library Network (ESLN) library council staff from across the state (January 26) to discuss adapting a special diversity audit tool, [DEISAA](#) for library systems and consortia in NYS.
- Completed and submitted the final report for the NYS Adult Literacy Program. This program was ended permanently due to the technical amendments passed into law in 2021. The funds will be rolled into outreach going forward.
- Completed the annual sexual harassment prevention training.
- Hosted the first meeting for the FLLS DEI Committee (January 26), now known as the Inclusion, Diversity, Equity, & Accessibility (IDEA) Committee. We selected priorities and I took notes and created a shared folder in Google Drive for the group.
- Organized content for the bi-weekly bulletin.
- Previewed the NYS 2021 Annual Report and provided feedback. After NYS opened the portal, I updated various documents on our webpage: <https://www.flls.org/annualreports/>. I announced this to the members and finalized a webinar for February.
- Provided materials to a Talking Book & Braille Library (TBBL) patron.
- Purchased materials for Seneca County Law Enforcement Center (jail). Scheduled deliveries to Cayuga Correctional Facility and Seneca County Law Enforcement Center.

### **JobNow Database Usage Summary, January 2022:**

Database Usage	62
Number of resume lab, coaching, and test center sessions	1
<b>Total:</b>	<b>63</b>

### **Workshops & One-on-One Trainings Held:**

Date	Topic	Location/Library	# of Attendees
1/25/2022	Polaris New User	Online/SENF	1
<b>Total:</b>			<b>1</b>

### **Meetings Hosted:**

Date	Topic	Location	# of Attendees
1/4/2022	Social Justice Book Club	Online	3
1/11/2022	Member Library Support Group	Online	17
1/26/2022	IDEA Committee	Online	8
<b>Total:</b>			<b>28</b>