

### Director's Report for Meeting: July 19, 2023

Sarah Glogowski will give a verbal report.

**Eric Franks - CNS Department Stats for June 2023:**

<u>Rex's Help Desk Tickets, June 2023:</u>	
Open at beginning of month:	13
Created during month:	22
Closed during month:	32
Still open at end of month:	3

<u>Eric's Help Desk Tickets, June 2023:</u>	
Open at beginning of month:	19
Created during month:	22
Closed during month:	24
Still open at end of month:	17

**Jenny Shonk June 2023**

Annual Reports: System Annual Report has been accepted (June 21). Still waiting for approval of TCPL annual report. Added approved Annual Reports to FLLS website: <https://www.flls.org/annualreports/>.

Continuing Education: *Welcoming Spaces for LGBTQ Library Patrons & Staff* [webinar] with Luca Maurer was cancelled; planning to reschedule. Provided Polaris training to (2) member library staff members. Planned upcoming webinars.

Correctional Facilities & County Jails: Placed (2) orders for Auburn & Cayuga Correctional Facilities, & Tompkins Jail. Scheduled (6) deliveries to Cayuga CF, Five Points CF, Auburn CF, & Seneca Jail. Held annual Authentication Meeting with our facilities; had representation from each, along with DOCCS Supervising Librarian Corinne Leone and NYSL Outreach Librarian Mary Beth Farr (June 23). Continued planning a regional educational opportunity for correctional facility librarians. Worked on updating the FLLS Reentry Guide.

Inclusion, Diversity, Equity, & Accessibility: Finalized the draft FLLS Land Acknowledgment for the IDEA Committee to approve in July. Put a call out for new committee members since librarians from TCPL & OVID have left the system.

Meetings: Attended a meeting for statewide outreach project, The Path to Belonging (June 6). Attended a meeting for statewide outreach project, *The Great Give Back* (June 28).

Outreach: Provided materials to a Talking Book & Braille Library (TBBL) patron.

Promotion: Organized content for the bi-weekly bulletin.

Reference and Consulting: Answered (19) consulting questions with a focus on technology and reference.

Miscellaneous: Finished creating FLLS physical collection lists, added to website, and promoted; view here: <https://www.flls.org/programming/>. Secured speaker for Annual Meeting; Darcy Lipp-Acord to discuss book bans.

**June 2023 Workshops & One-on-One Trainings Held:**

Date	Topic	Location	# of Attendees
6/22/2023	Polaris Item Maintenance (Port Byron)	Online	1
6/27/2023	General Polaris (Apalachin)	In-Person @ FLLS	1
<b>Total:</b>			<b>2</b>

**June 2023 Meetings Hosted:**

Date	Topic	Location	# of Attendees
6/13/2023	MLSG	Online	11
6/23/2023	CF Authentication	Hybrid @ FLLS	7
<b>Total:</b>			<b>18</b>

## **Heidi Eckerson**

### **– June 2023**

- Designed and scheduled FLLS social media posts for June.
- Wrote content for FLLS Bi-weekly Bulletin
- Ordered and curated OverDrive digital collection for June
- Participated in the Association of Rural and Small Libraries Membership Committee meeting.
- Attended Seneca Shares meeting with Seneca County library directors and trustees
- Participated in the June Member Library Support Group meeting
- Attended Directors Mtg
- Wrote July-August 2023 Trustee Newsletter content
- Held a meeting for new (and current) OverDrive eContent Selectors at TCPL with our OverDrive reps
- Met with Josselyn Richards-Daniels from the Finger Lakes Toy Library to pick up items for libraries involved with our pilot program.
- Attended Public Library Youth Services Consultants meeting
- Began receiving and processing FLLS Family Literacy Grant Reimbursement forms.
- Attended and presented (Life Skills Programming for Teens) at Southern Tier Library System’s Spring CE Day.
- Attended Phillips Free Library (HOM) Board meeting for Trustee Training with Sarah.
- Attended NYS Youth Services quarterly meeting
- Met with Jeff Gutierrez from the University of Montana who is doing a project on rural libraries and accessibility for people with disabilities. He’ll be interviewing the DEI Committee in September.
- Processed new lawn games for the FLLS Physical collection. Weeded the Museum Pass Kits.
- Worked with Erika Jenns from Southern Tier Library System on her ALA Poster Project about OverDrive and reducing hold times. (Our wait time is currently down to 36-38 days from 46 days using a mix of lending models.)

### **eContent Stats for June 2023**

<b>HeritageQuest</b>	Total Unique Searches: 2287
<b>Mango Languages</b>	Total Sessions: 214 (Breakdown: Web:111 Mobile: 103) Correction: April 2023 Stats: Total Sessions: 206 Web: 84 Mobile: 122 March 2023 Stats: Total Sessions: 286 Web: 211 Mobile 75
<b>OverDrive: FLLS Home Users</b>	May Checkouts: 17,500 (all formats)
<b>OverDrive Reciprocal Lending Arrangement</b>	FLLS patrons as Visitors to: OWWL: 538 and STLS: 544 OWWL & STLS Visitor Checkouts from FLLS Collection: 546 and 369 respectively
<b>TumbleBooks</b>	Book Views: 229
<b>JobNow</b>	Total Usage: 15 (resume lab, interview coaching, and database resources)

### ***Workshops/Meetings/Training Sessions: June 2023***

eContent Selectors Mtg: 1 with 4 attendees + OverDrive reps

STLS CE Presentation: Life Skills Programming for Teens: 60

### ***Consulting and Technical Assistance Services: June 2023***

Grants, State, and Federal Funding: 4

Automation and Technology: 2

Youth Services: 4

Personnel and management Issues: 3

Trustee: 3