

Director’s Report for Meeting: July 16, 2025

Sarah Glogowski will give a verbal report.

Deb Geier - June 2025:

Cataloging:

During the month of June, I edited and imported 3034 bibliographic records. I focused on overlaying older DVD bibliographic records with new records.

Meetings:

- 6/12 -- Resource Sharing Advisory Committee Meeting
- 6/12 – FLLS directors’ meeting
- 6/18 -- OCLC Cataloging Community Meeting
- 6/25 – Staff meeting

2025	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL YTD
ILL													
Items Circulated	17692	17011	17334	16611	15602	14435							98685
Total requests submitted	17766	17100	17418	16705	15698	14510							99197
% Filled	99.6%	99.5%	99.5%	99.4%	99.4%	99.5%							99.5%
Out-of-System ILL													
Items Borrowed/ Copied	466	470	539	517	460	463							2915
Items Loaned/ Copied	331	270	247	254	224	227							1553

CNS Department Stats for June 2025:

<u>Eric’s Help Desk Tickets, June 2025:</u>	
Open at beginning of month:	3
Created during month:	76
Closed during month:	77
Still open at end of month:	2

<u>Wayne’s Help Desk Tickets, June 2025:</u>	
Open at beginning of month:	4
Created during month:	5
Closed during month:	5
Still open at end of month:	4

CNS Vendor Meeting:

Starting to discuss how adding Vega will change our backup structure and going to Cloud backups.

Jenny Shonk - June 2025:

- Continuing Education: Held *Welcoming Spaces for LGBTQ Library Patrons and Staff* with Luca Maurer; received positive feedback (6/26). Attended another Gather & Grow planning meeting to discuss speaker suggestions for the state-wide virtual conference in December (6/26). Met with Mike Bishop to discuss future webinar ideas (6/26).
- Correctional Facilities (CF) & County Jails: Placed 1 order for Cayuga CF and Five Points CF. Completed 2 deliveries to Cayuga CF. Held the Annual Authentication Meeting and filed signed authentication agreements.
- Inclusion, Diversity, Equity, & Accessibility (IDEA): Attended the SCRLC DEIJA (Diversity, Equity, Inclusion, Justice, & Accessibility) meeting (6/17). Added the Member Library Physical Accessibility Guide to our website: <https://www.flls.org/public/>.
- Miscellaneous Meetings: Attended a meeting with Heidi to discuss OverDrive purchasing (6/3). Attended TCPL staff meetings and discussed FLLS services; created a helpful guide about our services for staff (6/4). Hosted and took notes for the Member Library Support Group meeting (6/17). Attended the FLLS staff meeting (6/25). Attended construction visits with Sarah at Aurora Free Library and Hazard Library’s future site at Opendore (6/27).
- Outreach: Provided materials to a NYS Talking Book & Braille Library patron. Attended the Outreach Coordinators’ Meetings (6/2 & 6/18). Read Aunt Flow Mini-Grant applications and notified 10 libraries that they will be recipients of Aunt Flow dispensers and period products. Created a survey to collect data about how libraries are helping new Americans and homebound individuals; provided information to local agencies as requested.
- Promotion: Organized content for the monthly bulletin.
- Reference and Consulting: Answered 17 consulting questions for member libraries and correctional facilities with a focus on Polaris, grants, and reference. Created a chart to show how FTEs at TCPL have changed over time for Susan Currie.
- Miscellaneous: Weeded the professional book collection. Proofed the directory for Diana. Began working with Heidi to update various FLLS policies. Created a how-to guide to help FLLS staff utilize our internal calendar software. Analyzed various CBA books to create a guide about processing new books.

Jenny’s June 2025 Workshops & One-on-One Trainings Held:

Date	Topic	Location	# of Attendees
6/26/2025	Welcoming Spaces for LGBTQ Library Patrons and Staff with Luca Maurer	Online	10
Total:			10

Jenny’s June 2025 Meetings Hosted:

Date	Topic	Location	# of Attendees
6/17/2025	Member Library Support Group	Online	9
6/20/2025	Correctional Facility Authentication Meeting	Online/FLLS	6
Total:			15

Heidi Eckerson - June 2025:

Meetings and Workshops

- Seneca Shares Mtg 6/3
- SCRLC Plan of Service Design Team 6/9
- Sciencenter NASA Spin Art Kit Pick up, Assembly, and Distribution 6/11 & 6/13
- Directors Mtg 6/12
- NYSL Decodable Texts for Libraries Wkshp 6/12
- TCPL Director Search Committee 6/16 & 6/30
- Member Library Support Group 6/17
- Policy Meeting w/ Jenny 6/20
- Sciencenter Mtg 6/20
- NASA Spin Art Unboxing Training Session 6/24
- FLLS Staff Mtg 6/25
- Welcoming Spaces Wkshp w/ Luca Maurer 6/26
- Multi-system CE Event Gather and Grow Planning Mtg 6/26
- Coordinated local author book donation with member libraries

Other:

- Wrote content for FLLS Bulletin, Trustee Newsletter
- Re-vamping FLLS website

Econtent Statistics

2025	Jan	Feb	Mar	Apr	May	June				
OverDrive Total	26,695	24,010	26,618	26,439	26,680	26,060				
Audiobooks	11,017	10,519	11,816	11,860	11,591	11,675				
Ebooks	8955	8816	9739	9394	9996	9068				
Magazines	5,106	4675	5063	5185	5093	5312				
RLA Visitors	1,617	1290	1672	1505	1564	1274				