

**Cape Charles Memorial Library
Monthly Report, November 2017**

Youth Programs

Preschool Storytime (4 programs)	33
Toddler Storytime (4 programs)	31

Total 64

• **Library Services.**

- We have begun to shift the Junior and Young Adult collections for better accessibility and to maximize our space.
- The Community Enhancement Board used our meeting room on Wednesday night, 10/04 for a meeting this month.
- Our meeting room was used once this month for a meeting for Rural Health Services.

• **Meetings**

- Staff attended the Friends of the Library meeting on 11/6 at 5:00 p.m.
- Staff attended the CC Library Board meeting on Wednesday, 11/8 at 5 p.m.
- Staff met with Jen Lewis on to discuss participating in Festive Fridays on Dec. 1 and 15.
- Staff
- Staff attended a special meeting of the ESPL Trustees on Monday, 11/30.

• **Marketing & Communication**

- Book displays for this month featured books about Thanksgiving for children and cookbooks for adults.
- Staff continues to update the Cape Charles Memorial Library Facebook page including Friends of the Library programs, the Town Website (capecharles.org), the ESPL website when needed, the Friends calendar, and the TV display.

• **Outreach**

- Staff met with the CC Library Board to discuss a scholarship offering for a high school senior to be donated by the Friends of the Library.
- Staff attended the Kiptopeake Elementary School Literacy night on Tuesday, 11/14 and signed up people for library cards.

• **Facility**

- The Library was decorated most beautifully for the holiday season!

• **Technology**

The Library will be getting wireless printing in several weeks. Patrons will be able to print from their cell phones and tablets. The application will work through our new copy machine.

• **Youth Services**

- Storytime was held on Thursday mornings at 10:30. a.m.

• **Volunteers**

- We had 96.5 volunteer hours this month.

- **Upcoming Events**

- The Eastern Shore Public Library Trustee meeting will be held at 1:00 on 12 /12.
- The Library Board will meet on 12/12 at 5:00 p.m.
- The Fiends of the Library will meet on Monday, 12/4.
- The Library will be participating in Festive Friday on 12/15.
- The Library will be offering Holiday Crafts at 10:30 a.m. and 2:00p.m. on 12/20