



Main Library
Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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www.espl.org

From the Director's Desk

Cara Burton, Director

Director's Report Tuesday, September 11, 2018

Circulation for August 2018: ESPL - 6,267; NFL - 1,831; CIL - 1,488; CCM - 1,981

Recommendation:

- That income from the Nora Turman Royalties Endowment be allocated for deposit in the ESPL Foundation archivist endowment. This would amount to about \$150 per year paid by Heritage Books.

• Library Services & Patron Relations

- **VOLUNTEERS ARE NEEDED:**
 - Wed. 10/3 - Wellness Fair, Riverside Hospital, 2:30 - 6 pm
 - Sat. 10/6 - Parksley Festival
 - Sat. 10/6 - Northampton Ag Fair
 - Sat. 10/6 - Blues Fest (Exmore)
 - Sat. 10/20 - CIL Showcase, Nandua
- **Credit Card Payments** - Patrons can now pay library fines and fees with their credit card at the Accomac and NFL locations. \$157.79 was net collected in August with payments by 9 patrons. Charges ranged from \$2.80 to \$56.90. A policy will be developed once staff have observed usage and a minimum charge may be implemented. This is a major convenience for many patrons, so the customer service it provides is most worthwhile.
- **Passive Programs:** Basket drawing this month for Library Card Sign-up month. Supplies need to be donated to continue these popular baskets.
- **"Funding Information Network Partner,"** a.k.a. FIN.
- **General/Adult Programs:** Wells Gregoire and Burton will be meeting with the ES Literacy Council and GED program. A Family Literacy Initiative, a plan envisioned by Dr. Fournier, meeting was organized with Smart Beginnings for 9/6.
- **Youth Services (Janice Felker):**
 - Throughout the month, continued to work on promotion for Summer Reading and Summer Food programs.
 - Supervised Teen Interns for Accomac and Nassawadox - one at each location.
 - Worked on promoting our CREDO online resources including Homework Help.
 - Worked on collection development (purchasing and discarding) for Children's and YA collections.
 - Conducted Youth Garden Club meetings and workdays at Northampton Free Library. (August 1, 8, 15, 22, 29)
 - Served Lunch at the Library at Nassawadox (Mondays and Wednesdays from 12 Noon to 1 PM) and at Accomac (Tuesdays and Thursdays from 12 Noon to 1 PM). (through August 16)
 - Held Summer Programs at Nassawadox (Mondays and Wednesdays at 1 PM) and at Accomac (Tuesdays and Thursdays at 1 PM). (through August 16)
 - At Nassawadox and Accomac libraries, continued to promote teen involvement in Teen Read Week and YALSA's Teens' Top 10 event. "The Teens' Top Ten is a "teen choice" list, where teens nominate and choose their favorite books of the previous year! Nominators are members of teen book groups in fifteen school and public libraries around the country. Nominations are posted on the Thursday of National Library Week, and teens across the country vote on their favorite titles each

year. Readers ages twelve to eighteen will vote online between August 15 and Teen Read Week™ (October 7-13, 2018) ...”

- With co-workers, Charle Ricci and Barbii Rogers, set up our pop-up library and attended National Night Out in Exmore. (August 7)
- Attended and set up library table at Metompkin Elementary School’s Back to School Bash. (August 9)
- Attended ESPL Board of Trustees meeting in Accomac. (August 14)
- Held Summer Reading Wrap-Up Event in Accomac. Event included program and performance by juggler, Cascading Carlos. (August 21)
- Wrapped up Summer Reading with final prizes and certificates for all who participated. (August 21)
- Attended and reported at Friends of the Eastern Shore Public Library meeting. (August 22)
- Wrapped up Teen Intern paperwork and requested stipend payment for both interns. (August 22)
- Made an outreach visit to Migrant Head Start in Parksley to meet kids and discuss ideas for providing story time sessions. (August 23)
- Received three iPad tables that were purchased by Friends of the Eastern Shore Public Library with funds from the United Way of the Eastern Shore. Set up six iPads in Kiosk mode to be used at new iPad tables and researched with ManageEngine (the creators our mobile device management system) best practices for securing the use of the iPads. (August 20 - 31)
- Submitted a blog post for the YALSA (Young Adult Library Services Association) about our teen intern program. (posted August 24)
- Attended School Supply Collection Appreciation Lunch with Cara Burton at Edward Jones in Exmore. (August 29)
- With Barbii Rogers, attended and set up library table at Northampton Middle and High School’s Back to School Open House. (August 30)
- Conducted Outreach Story Time for one class of four and five-year-old children at Migrant Head Start in Parksley. (August 30)

○ **Technical Services (Charle Ricci):**

- Created new Upcoming Bestseller flyer covering the months of September to December 2018
- Evaluated circulation of existing eBook offerings. Began creating list of eBook titles to order to supplement current selection
- Coordinated with Equinox, Evergreen vendor, to run a database cleanup of patrons whose library cards expired at least five years ago and who have had no account activity in intervening time period. Also, removing items from the catalog with a status of lost/missing/overdue for at least five years.
- Fine Free Future Webinar - August 6, 2018
- Census Data Class - August 7, 2018 - 9:00-3:00
- Exmore National Night Out - August 7, 2018 - Library card sign up and outreach event
- Coordinated with John Edmonds (ESPL Foundation) to fine-tune draft proposal for master patron database project
- Book display: Yes, it’s true! Nonfiction that reads like Fiction
- Facebook post - Binge reading on rainy summer days
- Facebook post - The Romanovs are having a moment
- Facebook post - Nonfiction that reads like Fiction book display

○ **Eastern Shore Room (Stacia Childers)**

- Staff and volunteers cleaned EVERY book in the ESR due to a mold bloom. A new floor a/c and dehumidifier will help prevent this from reoccurring.
- Rose Schooff of the IT staff at the Library of Virginia has posted a new version of the MilesFiles to the ESPL webpage that includes Governor Northam’s genealogy. If you click on the blue pedigree icon under his name it will display 5 generations of his ancestors. Then you can click on any of their names and repeat the process, thus moving thru his various ancestral lines from the Eastern Shore.
- Dennis Custis loaned his Onancock High School yearbooks and Pat Bloxom donated her and Bob Bloxom’s yearbooks from Atlantic and Bloxom High Schools to be digitized by the Library of Virginia.
- George Latimer had donated to continue the Frances Latimer Collection Digitization Project. The money will pay for staff.
- Dr. Barnes, Childers, and Burton met with MK Moody Miles about sustaining the Miles Files.

• Meetings:

- 8/14 Foundation campaign meeting

- 8/15 BoS
- 8/16 Rogers, Felker, Dahlmann planning meeting
- 8/16 Miles Files
- 8/17 Chincoteague Island – personnel meeting
- 8/22 Friends of ESPL
- 8/23 WTS interior designers
- 8/26 Elaine Meil, ANPDC
- 8/28 NEH grant committee
- 8/28 Foundation campaign meeting
- 8/28 Davis & Ryan
- 8/29 PNC with Lynn Badger for Adult New Readers grant application
- 8/31 Dr. Barnes – Heritage Center Planning
- 9/4 Healthy Communities Resilient & Trauma Informed Community WorkGroup
- 9/6 Joint Construction Committee and Steering Committee meeting with architect
- 9/6 Family Literacy Initiative
- 9/6 Lukmire
- 9/7 WTS interior designers
- 9/7 TALDC – Chesapeake
- Outreach:
 - 8/29 Felker and Burton at Edward Jones school supply luncheon/networking event.
- Facility:
 - Herbert Senn replaced the burned-out motor in the a/c serving the NF and children’s room.
 - Exit signs fixed.
- Marketing & Communications:
 - 60th anniversary book printed. 1,000 copies.
 - 9/5 Chamber Chat on WESR
- Technology
 - Laptop on order for Adult Services position.
 - Three new public computers now available for use. One is at NFL. Another will be installed at Accomac.
- Continuing Education
 - See TS.
- Personnel
 - Wells Gregoire hired as Adult Services Specialist. Thursday evenings and Fridays, as well as, special events on Saturdays. Thursday nights will alternative with at least one Saturday per month.
 - Karen Sharp hired as Library Specialist I to work at Chincoteague and to substitute at main library.
 - Harriet Lonergan is now working, as of 9/4, on Tuesdays at the main library. She continues to volunteer at Chincoteague Island Library.
 - Burton served on jury August 7-10.
- Library Associations & Library of Virginia:
 - New investments in databases for FindItVa will be announced soon..
 - A marketing campaign for FindItVa will be launched.
- Other

Upcoming:

- Wed. 10/3 – Wellness Fair, Riverside Hospital, 2:30 – 6 pm
- Sat. 10/6 – Parksley Festival
- Sat. 10/6 – Northampton Ag Fair
- Sat. 10/6 – Blues Fest (Exmore)
- Sat. 10/20 – CIL Showcase, Nandua
- Tuesday, 10/23, 2-8 pm National Friends of Library 60th Birthday Party with booksale
- November – Children’s “Library Birthday” Party
- 2019 – ODU Big Read: Claudia Rankine’s Citizen