

BRIDGEPORT LIBRARY

Beardsley Branch Library December 2023 Monthly Report

Submitted by: Anna Knorovska, Branch Manager

January 10, 2024

Service Statistics	Number of new library cards:38 (20 A; 2 YA;16 J) Number of visitors: 2,819 Specific to BHC: n/a	Number of questions answered: 1,092 (89 Reference; 793 Other; 210 Technical) Number of interlibrary loans (in/out): 137/122 Number of online database sessions: n/a
Collection Statistics	Adult:1,305 (40 added in December) Teen: 491 (49 added in December) Children:1,960 (82 added in December)	A&V materials:583 (0 added in December) Magazines & Newspapers: 76 (13 magazines added in December) Hot spots: 12 Passes to cultural sites: 3
Circulation Statistics	Adult: 183 Teen: 50 Children: 579 A&V materials: 300 Magazines:1	Newspapers: (35 in house) Hot spots: 28 Cultural passes: 2 In-house: 36 Total circ: 1,143
Public Internet Usage	Users for the month: 254 Total Wifi connections: 2,911	
Room Usage:	Community Room:2; Collab. Hub:2; Study Rooms: 64 times; Total Attendance: 131 patrons	
Programming Milestones Totals:	4 Digital Navigator (1-1.5hr) sessions 3 PC Classes: 17 patrons 1 English Conversation Group: 2 patrons Storytime with Frosty the Snowman: 41 patrons 1 Kids Chess Club Sessions: 5 patrons 3 Drop-in Craft for Kids session: 26 patrons	1 Adult Craft Class: 16 patrons 1 Microbit for Kids/Teens: 3 patrons Afternoon Family Movie: 11 patrons Kazuko Stratmann Holiday Concert: 20 patrons Notary services offered: 8 patrons
Staff Development	12/17 Anna attended the Social Media and Canva Tips & Tricks webinar 12/7 Andre attended the Inclusive and Ethical Artificial Intelligence for Academic Libraries webinar 12/13 Anna attended: Engaging With Technology in the Generative AI Era webinar All Beardsley staff have viewed the recording of Customer Training workshop from Burroughs-Saden	

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Highlights

- PROGRAMMING: December programs and events focused on upcoming holidays. On 12/9, we had a special storytime event with Frosty the Snowman. Children came in for storytime, could decorate winter cookies, and could dance to some songs with Frosty the Snowman and take a photo with him.
- In December, we held a special craft class for adults where patrons could create their own holiday centerpieces with freshly picked greenery, decorated with ornaments, dried fruits, ribbons and other décor. The event was well attended; we had 16 adult patrons attending.
- In December, we held three weekly computer classes with total of 17 attendees. The topics were: Intro to Microsoft Excel; Computer Basics; and Video Chatting for Beginners.
- PODCASTING: The audio-visual equipment in the smaller podcast studio has been fully installed and the staff have been testing the equipment in the smaller podcast studio. Branch manager has been working on drafting the podcast policy and the procedures.
- COLLECTION: We've been ordering books to fill in gaps in the collection - the focus is on the latest adult fiction/nonfiction and popular children's picture book titles.
- BOOK DISPLAYS IN DECEMBER: Holidays; Spotlight on Technology (ongoing).
- BUILDING RELATED: We are in process of ordering tables for the Community Room. Proposed tables are big enough to use for library programming and outside group bookings as well.
- ISSUES/CONCERNS: Our part time security guard no longer works on Saturdays and we have to contact Jet Security on a weekly basis to confirm the coverage on that day.
- SUCCESSES: If not daily, I receive positive feedback from our patrons regarding the services we provide here at Beardsley Branch. Patrons praise the customer service, helpfulness of our staff, and various resources we offer. In addition to that, in December, Andre and Phil have received a thank you note from a patron expressing their gratitude with presentation proposal assistance. Thanks to their guidance, the patron applied for a bank loan for her small business and she got it approved. She was very thankful for their assistance. (please see the note below)

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