

# BRIDGEPORT LIBRARY

## Beardsley Branch Library January 2024 Monthly Report

Submitted by: Anna Knorovska, Branch Manager

February 13, 2024

Service Statistics	Number of new library cards: 66 (51 A; 5 YA; 10 J) Number of visitors: 3,360 Specific to BHC: n/a	Number of questions answered: 1,509 (138 Reference; 1,053 Other; 318 Technical) Number of interlibrary loans (in/out): 128/118 Number of online database sessions: n/a
Collection Statistics	Adult: 1,310(48 added in January) Teen: 530(4 added in January) Children: 2,004 (37 added in January)	A&V materials: 636 (0 added in January) Magazines & Newspapers: 62 (1 added in January) Hot spots: 12 Passes to cultural sites: 3
Circulation Statistics	Adult: 231 Teen: 64 Children: 689 A&V materials: 169 Magazines: 6	Newspapers: (35 in house) Hot spots: 25 Cultural passes: 1 In-house: 52 Total circ: 1,205
Public Internet Usage	Users for the month: 305 Total Wifi connections: 2,521	
Room Usage:	Room use: Community Room: 6; Collab. Hub: 12; Study Rooms: 80 times; Total Attendance: 216 patrons	
Programming Milestones Totals:	7 Digital Navigator (1-1.5hr) sessions 3 PC Classes: 22 patrons 2 English Conversation Group: 6 patrons 3 Kids Chess Club Sessions: 8 patrons 3 Drop-in Craft for Kids sessions: 13 patrons Outreach: Luis Munoz Minar School: 90 patrons	4 Book Buddies Storytime: 26 patrons 1 Microbit for Kids/Teens: 3 patrons Podcast Orientation Sessions: 6 patrons Notary services offered: 5 patrons Special Event "Inspired" with Eddie Martinez: 14
Staff Development	1/8 Beardsley staff completed the final training of podcast studio equipment, given by DNR 1/30 Elvis M. attended the customer service training offered by the City of Bridgeport 1/31 Anna K. and Ana T. attended the customer service training by the City of Bridgeport	

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## Highlights

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- DNR Labs, LLC, has completed the installation of the audio-visual equipment (podcast, music/video recording) in both podcast studios. Beardsley staff have completed the training; policies and procedures have been written and waiting to be approved by the Library Board of Directors.
- PROGRAMMING: Starting in January, we've launched Podcast Studio Orientation session program, given by a librarian, Andre M. The session is scheduled on every other Saturday; patron registration is required.
- In January, we held three weekly computer classes with total of 22 attendees. The topics were: Google Chrome Tips & Tricks; Windows 10; and All About Emails.
- On 1/25, Bridgeport Health Dept. had a table in the lobby to share resources on radon testing.
- Anna and Elvis visited Luis Munoz Minar School for their Three Kings Day celebration. Many bookmarks, pencils, Three Kings Day coloring sheets, library applications, and other materials were given out.
- COLLECTION: Beardsley has started to receive Baker & Taylor materials directly from the vendor. Ana T. has been assigned to receive them.
- BOOK DISPLAYS IN JANUARY: National Hobby Month; winter themed book display.
- Meagan D., full-time Library Assistant 1, resigned effective January 19<sup>th</sup>. The Branch Manager has started conducting the interviews for the replacement.
- BUILDING RELATED: Thanks to the Board Member Tom Errichetti's purchase and the Maintenance Dept.' installation, about fourteen public chairs got their casters replaced, so they are safer to use. In addition, the sound panels have been installed (in both study rooms) to mitigate background noise and provide more quiet space for patrons.
- BUILDING RELATED: A new window shades in the community room and the manager's office have been installed.
- BUILDING RELATED: We've received three new armchairs that are more suitable for elderly patrons and they do like to use them. We gave the three (previously owned) rock launchers to the Newfield Branch.
- ISSUES/CONCERNS: Due to staff resignation, Beardsley presently doesn't provide notary services on site. We hope that the newly hired full-time employee would fill that role.
- ISSUES/CONCERNS: We are having an issue with ordering/receiving DVDs for the location. We haven't received a new DVD since the fiscal year started. We hope that the process will get smoother in the future and our patrons will be able to choose from new DVD titles.