BRIDGEP●RT LIBRARY

Beardsley Branch Library
November 2022 Monthly Report

Submitted by: Anna Knorovska, Branch Manager

December 10, 2022

Service Statistics	Number of new library cards: n/a Number of questions answered: n/a Number of visitors: n/a Number of interlibrary loans (in/out): n/a Specific to BHC: n/a Number of online database sessions: n/a
Collection Statistics	Adult: n/a A&V materials: n/a Teen: n/a Magazines & Newspapers: n/a Children: n/a Hot spots: n/a
Circulation Statistics	Adult: 0 A&V materials: 0 Teen: 0 Magazines & Newspapers: 0 Children: 0 Hot spots: 0 Cultural passes: 0 In-house: 0
Public Internet Usage	Users for the month: 0
Staff Development	Branch manager attended the "Steps to Successful Community Engagement" webinar and "How to Have Difficult Conversations About Race: Practical Tools for Necessary Change in the Workplace and Beyond" webinar with Kwame Christian.

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- Staff computers and public computers for adults and teens have been installed.
- Public copy machine with adjacent coin box have been installed, along with the public printer and the print release station.
- Telephone lines and fax machine lines have been installed.
- The staff have tested and set up the newly purchased overhead projector and the Bluetooth podium for presentations.
- More office and library supplies are being delivered daily.
- Additional furniture such as computer tables for the public has arrived. Overall, 95% of purchased furniture has been delivered.
- Branch manager has been ordering a large quantity of print materials. Some books have already been placed on shelves.
- Downes Construction' carpenters worked on finishing touches in the building (ceiling tiles and such were repaired).
- Branch manager is working on adding mobile printing service to Beardsley.
- Bridgeport Rotary Club sign has been put up above the Community Room entrance.
- Beardsley Branch plague has been placed in the lobby of the building.
- Public scanners will be installed next month.
- Door counter has been received and waiting for installation.