

# BRIDGEPORT LIBRARY

## BLACK ROCK BRANCH

### July 2023 Monthly Report

Submitted by: Margaret Girgis, Branch Manager

August 16, 2023

Service Statistics	New library cards: TOTAL 25 (22 A, 0 YA, 3 J)  Number of visitors: 1,635 Number of online database sessions: n/a	Questions answered: 618 (184 Ref, 238 Other, 196 Technical Assistance)  Number of interlibrary loans (in/out): 194/232
Collection Statistics	Adult: 17,227 (# added) Teen: 1,988 (# added) Children: 16,742 (# added)	A&V materials: 8,322 (# added) Magazines & Newspapers: 608 (# added) Hotspots: 30 (#added)  TOTAL: 44,954 (385 added and 553 withdrawn )
Circulation Statistics	Adult: 581 plus 20 in-house use Teen: 28 plus 0 in-house use Children: 670 plus 66 in-house use	A&V materials: 436 plus 2 in-house use Magazines & Newspapers: 42 plus 1 in-house use Hot spots: 25 Cultural passes: 15  TOTALS 1,797 plus 89 in-house use.
Public Internet Usage	Users for the month: 268  WIFI use: 178	
Staff Development	Have been introducing Teams to staff members who were unaware of some of its attributes Have introduced Canva to Trina for future signage Have started onboarding Mat B. As of 7/31 including tech and procedures in Bridgeport and more specifically in the Black Rock Branch. Margaret G. has continued to familiarize herself with the spaces of Black Rock and the typical day-to-day functions; will be beginning to make procedural and other improvements in the next 4 to 6 weeks. Shauna N. has begun reviewing Northstar recorded webinars to plan for fall and beyond Computer 1:1 programs	
Programming Milestones TOTALS: Programs: 16 Attendance: 36 Room use: 0 Attendance: 0	In-house programs:  Ongoing Programming:  0 Digital Navigator interactions: 0 4 Notary appt's: 4A 3 Weekly Craft: 10A/18C 6 Story Times: 1A/1C 0 Genealogy 1:1's: 0 2 Computer 1:1's : 2A  One-Off Programming:  Mythical Paper Beasts: 0  0 Outreach Events and Activities: 0	

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## Highlights

### Adult Services

#### Collections

- Heavy weeding of duplicate materials is well underway in all areas of the library. Good condition materials will be re-allocated to other branches, downtown, etc.
- A large number of new materials arrived in July and was processed. We did receive some duplicate materials and those items were shared out to other branches when appropriate.
- New signage is underway throughout all adult collections and areas to better guide patrons to the materials they want/need. Signs include updated genre signs and new Dewey signage, so people know what is in each section.

#### Building and Spaces

- A large amount of furniture has been removed from the building. Some pieces, well past their prime, have been sent to the dump, and others were sent to Burroughs for storage. MANY thanks to David O.'s team for taking care of this!
- Two dehumidifiers have been brought to Black Rock and situated in the basement to combat the moisture that creeps in.
- A large amount of general decluttering and organizing was accomplished in July; much of the branch's unused tech was collected and stored in preparation for a future inventory, and materials (crafting, giveaway books, story time supplies, etc.) have been and continue to be collected and organized.

#### Outreach and Networking

- No activities this month, but discussions and plans have been started about outreach for the fall and beyond.

#### Concerns

I have severe concerns about the air quality downstairs. Even with two dehumidifiers (which, on dry days are emptied once a day and on humid ones twice) there are still several significant patches of visible mold. In addition, after significant rainfall, we encounter wet floors in both program room 2 (water leaking under the foundation) and in the staff kitchen area (water leaking down through the walls, possibly as high as the roof). There is also some water damage down through the wall between the children's area and the rear exit hallway.

## YOUTH SERVICES

#### Collections

- Heavy weeding of youth materials

#### Building and Spaces

- As in adult areas there has been an exodus of old furniture. We also resituated our children's computers and AWE stations to create a small tech-focused area and give more room to our craft area which currently draws our biggest regular crowd (for Trina's weekly children's craft).

Outreach and Networking: None this month

#### Concerns:

None so far.