



Branch: Burroughs-Saden
July 2026

Submitted by: Tanarha Smith-Dixon

August 5, 2026

Service Statistics	Number of new library cards: 89 Number of visitors: 6,379	Number of questions answered: (460 Reference, 149 Technical, 917 Other)
Collection Statistics	Collection Size: 260,959 Total Added: 257	
Circulation Statistics	Total Circ: 2,616 In-house: 596	
Public Internet Usage	Users for the month: 1,739 Total Wifi connections: 1,030	
Room Usage	Room: 20 Bookings, Attendance: 107 Adults, 67 Teens, 9 Children	

Programming	Adult Services June Programs • Computer Class: 48 adults • Movie Screening: 13 adults
Other Services	Digital Navigator: 7 Notary: 103 Passport: 8
Outreach	No information provided.
Adult Services Staff Work Summary:	Librarian Jeffrey Coutts: • Planned events for the summer and fall, including an escape room and author talk. • Continued the movie screenings, which would have 4 to 7 people per screening. • Researched new books and movies that were coming out for when we have our new budget. • Visited the New Haven Free Public Library to get ideas for entrepreneurship events at the BCIE. • Learned about databases for entrepreneurs, how the library uses Adobe Creative Suite for entrepreneurs, and how the library got a PURA grant to purchase technology. • Learned how the Community Economic Development Fund (CEDF) was a good resource that provided free entrepreneurship events. ◦ Contacted this organization; they expressed interest in having events at our library. They said that the New Haven Arts Council has helped provide events and resources. Furthermore, they showed me the technology that they use, including the 3D printer, laser cutter, and vinyl cutter. • Contacted the Hartford Library for advice on entrepreneurship programs. They informed me about Liberty Bank and its grants for entrepreneurship events.



	• Contacted local entrepreneurs for programs at BCIE. Librarian Adam Cleri: • Currently reading the book <i>Range</i> by David Epstein (from Black Rock's collection). • Reviewed samples of books suggested for our collection, and selected those that fit our collection • For two months, worked the public service desk at Beardsley Library on Wednesdays & Thursdays to help with coverage. • In preparation for the 7/10 staff day, I read through the current & proposed strategic plans, as well as the city's AI policy • Took 2 surveys for library staff sent by MLS/MLIS students • Reached out to these programmers for August's event programming meeting: ◦ Dustin Pari (paranormal, Christmas, & motivational speaking) ◦ Mike Bielawa (Spooky Library Halloween) ◦ Pat, and Val of the Cryptids (paranormal). Librarian Katherine Mozier-Tichy: • SRP 2026 ◦ Attended final meeting ◦ Continued adding names to Adult SRP display • Other: ◦ Received notary stamp and seal ◦ Started doing notary appointments; counting any I do at the reference desk on the 2nd floor.
Collection Development:	• No material was ordered. Awaiting new budget.

Burroughs-Saden/Bridgeport History Center

Overview:

- July was a very productive and extremely busy month for the History Center. There has been a marked increase in interest in the department as well as in-person participation for

reference work. Inquiries into collections appeared with similar frequency to obituaries. Librarian Jaime P. has accessioned four separate donations and has begun creating a collection for the materials formerly in possession of Gwendolyn Brantley. We still have one donation waiting to be accessioned and are trying to find storage for one of the processed donations. The volume has been overwhelming at times, though the increase in participation has been seen as a positive development for the department.

- For the month of July, Jaime P. has been extremely active in outreach on behalf of the History Center. At the beginning of the month, she was invited to attend a partnership networking meeting at Fairfield University and connected with several interested parties, including two professors who are interested in pursuing a partnership with the History Center for their future curricula. Jaime was invited to and attended the Connecticut Explored Annual Fundraising Dinner as an author of a previous issue article. The event was extremely successful, and Jaime made several connections with institutions in New Haven.
- Jaime also attended a meeting for future Bridgeport tourism with Mike Roer and Centennial meetings. She was also present at a staff meeting regarding the usage of the software PastPerfect, the potential redesign of the History Center's site, and how the BHC digital exhibits could potentially be transferred to that redesign. Jaime also met with PastPerfect the following week for a demonstration of their newest software in case we are interested in upgrading the software at a future date.

Programs:

- Memoir writing was held over Zoom on July 22nd with six people attending. Wendy Wallace will be contacted later this month in order to arrange more sessions for the rest of the year. What she charges for each session will greatly influence how our programming budget for the rest of the fiscal year is allocated, though the increase will likely ease this issue. Our Grassroots Historians program was revitalized after longtime contributor Andy Piascik offered to write several articles for us again. We have traditionally paid \$200 per article, and I am tentatively allocating \$1,200 of our \$5,000 to the program as of the beginning of August.
- Our exhibition, "E Pluribus Unum: Immigrants in the Industrial Capital" was extremely popular with visitors. An average of two to five people would look at the materials in the case per day. The exhibit also sparked renewed interest in our "My Town My Story" with 40 contributions recently being approved.

Reference Work, Patrons, and Visitors:

- We have requested additional library assistants in the History Center due to the unprecedented volume of requests and donations. We have also seen an increase in visitors, with two to four patrons coming in at least once a week. We completed 35 long term research requests in total for the month of July. We had in total: 81 reference questions, 5 directional questions, and 3 tech questions.

Staff Development:

- Jaime P. trained several staff members: Stephanie A., Gerline P, Lynn B, and Kate MT on how to assist in the History Center. This included simple tasks such as arranging materials, looking up obituaries and documents, moving objects and materials, proper labeling, and learning where materials are kept in the back stacks.

Burroughs-Saden Youth Services**Programming:**

- On Thursday, July 2nd, we hosted "America 250th kids: Boston Tea Party," and we had total of 6 participants.
- On Wednesday, July 8th, we had a "Dimond Painting" workshop for TEENs with their parents, we had 2 participants.
- **Weekly programs**
 - Saturday Drop-In Crafts
 - July 11th (8 children)
 - July 18th (9 children)
 - Little Learners
 - July 21st (18 children)
 - July 28th(28 children)
 - SlimeTime
 - July 1st (12 children)
 - July 8th (16 children)
 - July 15th (9 children)
 - July 22nd (7 children)

- July 29th (15 children)
- Lego Club
 - July 2nd - (3 children)
 - July 9th (3 children)
 - July 16th (0 children)
 - July 23rd (1 children)
 - July 30th (7 children)

Displays:

- In July, we had book displays about: America's 250, Summer Theme, and Big sizes books.
- Our seasonal bulletin board is themed "*Plant a Seed, Read!*," a colorful celebration of summer reading.

Collection Development:

- In response to frequent requests from parents and young readers we have been looking for language arts, & science book that focus on homework help, cook boks, arts & crafts as well as books about famous Athlets.
- The Nutmeg Award nominees for 2027 have been released, some of them are on display, and missing books are ordered for our collection.

Continuing Education:

- Taslima attended Two Trainnig Sessions for , "*Remix The Future By & For Youth.*" This program is sponsered by CLC Giant Room and I am hopping to start in September 9th & it will run about 3-4 weeks.

Outreach:

- On Wednesday, July 29th, Taslima visited a Pre-k class at "A child World" daycare for read aloud. She read "Is everyone ready for fun & Pete the cat 4 groovy buttons." She also had a table setup with our library resources, copies of our calendar of events & bookmarks and stayed there from 2:15pm-4:45pm.

Concerns:

- We have a desktop computer that needs to be replaced/removed. It has not been used for more than two years and is taking up space. Additionally, our printing computer and the coin machine are no longer working. We can remove these items to free up space until replacement equipment is provided.
- We would very much like to have updated bathrooms in our department. There is an ongoing issue with the faucets, there needs to be a changing table installed in the boys room, and the doors are rather heavy for children.
- The ceiling in the staff area needs to be repaired as soon as possible because it is falling above the computer desk. As a result, we are unable to use this area due to safety concerns. Please arrange for the necessary repairs at the earliest opportunity.