

BRIDGEPORT LIBRARY

Burroughs-Saden/Public Services
November 2023 Monthly Report
Submitted by: Tanarha Smith-Dixon, Branch Manager

12/11/2023

Service Statistics	New library cards: 84 TOTAL (48A, 6 YA, 30 J) Questions answered: 1,560 (715 Ref, 556 Other, 289 Technical Assistant) Number of visitors: 5,008 Number of online database sessions: Number of interlibrary loans (in/out): n/a 121/668
Collection Statistics	Adult: 224,706 A&V materials: 25,248 Teen: 5,808 Magazines & Newspapers: 4,021 Children: 62,763 TOTAL: 323,699 (606 added and 1,424 withdrawn in September) Hotspots: 47
Circulation Statistics	Adult: 760 A&V materials: 495 Teen: 180 Magazines & Newspapers: 7 Children: 1,273 Hot spots: 9 Cultural passes: 2 In-house: 1556 Grand totals: 4265
Public Internet Usage	Users for the month: 1163 WIFI use: 691

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ADULT SERVICES

RandR:

Librarian Adam Cleri performed extensive research to find organizations providing food, diapers, and such basics to babies, and new mothers.

Adam worked on the newsletter with Librarian Jeff Coutts, and Beardsley Manager Anna K. Adam reached out to Empowerly in the library becoming another reference resource for teens to use to get help applying to colleges, and hold occasional event in the teen room.

Adam C, and Librarian Kate M-T. worked on research to gain signups for the Libraries' Speakers' Consortium. Within this program we will be able to livestream multiple author talks each month.

Librarian Katherine Mozier-Tichy planned and hosted Institute for American and Indian Studies (IAIS) program

Katherine is still in training with Library Manager Tanarha SD. She learning how to create book carts in Baker & Taylor, and Redesigned Main floor/Reference signs. Kate also watched grant writing videos/webinars.

Ongoing Programs:

- Adult game night
- Adult book club

Collections:

- Weeding continues in various areas of the non-fiction collection. Weeding the new fiction books continues done by the circulation department.
- More Nonfiction, and Fiction book carts are being created in Baker & Taylor and ordered.

Outreach and Networking:

Digital Navigator Andre O'Connor held 19 digital navigator sessions in total.

- 10 lessons in person; used Northstar
- Assisted 2 patrons with internet services through Affordable Connectivity Program (ACP)
- Provided 7 one on one tech sessions assisting patrons with account setups (new I-Pads, new phones, and accounts for new devices)

Concerns:

- Saturdays continues to be an issue with staffing. There are still times where only HC has to close for a few hours to help cover lunches in Adult Services on Saturdays.

BHC:

Pettit continued to write and assist with posting publicity for the BHC's upcoming programs. She has been managing social media and graphics for the BHC's programs. She has started a pilot Instagram feed specifically for the BHC and will feature specific collection items with images, information, or links to catalog records. Pettit has also been made an IG officer for the general BPL system under the direction of Anna Knorovska.

Ongoing - Library Assistant Hawkins continued his work creating indexes for the department's larger newspaper clippings by subject collections in preparation for filming and scanning by Advantage Preservation. He continues creating an index for the BHC's hard copy newspaper collection. Storage issues are ongoing and being addressed through this project. BHC will likely need to order special boxes for part of the newspaper collection. Hawkins also performs last minute scanning and other requests to meet patron requests. Hawkins will soon pilot a simple scrapbook imaging technique using the BHC's DSLR to capture articles for a patron request.

Elizabeth VT. is preparing a list of workshops, webinars, mini-classes, etc., that cover topics applicable to planned BHC activities for the coming year. She will request funding to allow appropriate staff to attend designated workshops.

HC Collections:

- Management and planning for the BHC's storage area continued.
- BHC received several donations of individual items with relevant interest for the collection. One framed lithograph, a pictorial view of the city, 1857, is now hanging in the 7th floor hallway.

Highlights

- 12 additional films from the Ira Warner Collection were converted by MassProductions a/v lab with donor funding. These images will eventually be made accessible on the CTDA and BHC website.
- Van Tuyl visited the City Archives twice this month along with Maintainer Antonio Dionisio. The library van and personal cars were used to bring a significant volume of materials from the municipal archives to the BHC for permanent use and storage.
- Univ. of Illinois, Urbana Champagne MLIS student and intern Adrian Nordgren started work at the BHC and will complete a full collections project by examining, researching, photographing, inventorying, cataloging, and eventually re-housing the library's doll collection.
- BHC received two great photographs of early girls' basketball teams, ca. 1908-1911.
- Third year Yale Univ. doctoral candidate Amanda Rivera continued her work interviewing members of Bridgeport's Puerto Rican community about bi-lingual education, especially in the 1970s. BHC is providing equipment and also garnering the interviews from her research for the permanent collection.
- Reference and image requests continued to come in from all over the U.S. and abroad.

Concerns:

BHC now has doors open to the public Wednesdays-Fridays, with appointments on Saturdays. The department continues to limit Saturday appointments in order to serve in Adult Services.

YOUTH SERVICES

Programming:

- Wednesday, November 1st, Family Game Night. Five families came to play with our assortment of board games. (6 adults, 10 kids)
- Monday, November 20th, Apple Turkey Craft (6 adults, 13 kids)
- Wednesday, November 29th, Gratitude Storytime & Craft for National Gratitude Month (4 adults, 11 kids)
- **Little Learners storytime** for 0-5 was delivered on Tuesday each week by either Taslima or Kristin.
 - 11/7 (4 adults, 6 kids)
 - 11/14 (3 adults, 3 kids)
 - 11/21 (3 adults, 3 kids)
 - 11/28 (4 adults, 7 kids)
- **Monday Crafternoons** also take place weekly & are led by Taslima
 - 11/6 (2 adults, 2 kids)
 - 11/13 (3 adults, 3 kids)
 - 11/27 (3 adults, 4 kids)
- **Lego Club** takes place every Thursday & is moderated by Theresa
 - 11/2 (5 adults, 12 kids)
 - 11/9 (7 adults, 13 kids)
 - 11/16 (8 adults, 14 kids)
 - 11/23 - no Lego Club due to Thanksgiving
 - 11/30 (8 adults, 15 kids)

Outreach:

- Wednesday, November 8th, Kristin attended a career day at Luis Munoz Marin School, where she spoke to 5 classes of 8th graders about being a librarian and what the library has to offer for them.
- 45 first graders and 8 chaperones from High Horizons Magnet School visited the library on Friday, November 17th. We talked about what to do at the library & why having a library card is so great, then read stories, and did a simple craft.
- Kristin G & David Morales attended report card conferences at Geraldine Johnson School on Tuesday, November 21st. We discussed library services with about 50 attendees and signed up 6 patrons for library cards.

Collection:

- Received & displayed our large order of WhoHQ non-fiction early chapter books - it is already drawing a lot of interest from patrons.
- Kristin continues to weed the Children's picture books with the assistance of Theresa.
- Placed order for Launchpads and Wonderbooks - the patrons are always very excited by new tech items and these should be no exception.

Displays:

- In November, we had book displays for Veterans Day, Native American Heritage Month, Thanksgiving, and autumn.
- Our bulletin board theme is *We Are Nuts About Books!* and features pictures of some of our great autumn/autumn holiday books.

Continuing Education:

- Kristin attended three sessions of the Set the Stage course - the titles of the sessions were: Award-Winning Picture Books (a retrospective of the year's award winners presented by our own Bina Williams!); Birth to Three (how 2-1-1 supports Connecticut's youngest residents and their parents); and Preventing Burnout.
- Kate M-T (YA librarian) attended the Youth Mental Health First Aid course.
- Kristin's Set the Stage course (for youth services library staff in CT) has resumed. The most recent session was about Community Connections & the services for children that are offered by the 2-1-1 information line.
- Taslima took an informational webinar about Canva.

Kate Mozier-Tichy continued her training in the teen room.

- Kate Developed Native American Heritage display for Teen room.
- Kate pulled titles for re-cataloging (NF graphic novels to COMIX).
- Continued to add books to YA recommendation list, focusing on non-fantasy titles.
- Researched Hi-Lo novels, assigned creation of brochure to intern (Indiana). She is also making a College Alternative brochure, and college resources brochure.
- Started to plan & propose Teen Winter programming (currently being sent to Supervisor Kristin Graf).
- Started to brainstorm & plan 2024 teen programming with Library Assistant Jawon.

Successes/Concerns:

- A couple of days this month highlighted how quickly "adequately staffed" can turn into having to close the teen room. We should not be brought down by one or two employees calling in sick - a fairly common occurrence during cold and flu season.
- Our intern from SCSU worked with Kate to create seven wonderful readers advisory brochures.
- We hope that there will soon be an additional staff person at Burroughs who can take on more of the passport services program, most of which is currently being shouldered by Taslima.

December 2023, Adult Program/Meeting Room Information

DATE	Count	COMMUNITY PROGRAM	LIBRARY PROGRAMS	NOTES
11/01/2023	5			1 person via zoom
11/01/2023	5		Adult Game Night	
11/04/2023	4		Bats Program	
11/08/2023	6		Adult Game Night	
11/08/2023	75	VIP- Village Intuitive Program		
11/11/2023	19		Quinnetukut: Stories of Survival	
11/14/2023	3	Veteran's Association		
11/16/2023	6	Career Resources		
11/22/2023	9	God's Team		
11/22/2023	4		Adult Game Night	
11/29/2023	5		Adult Game Night	
11/30/2023	45	United Way		
Total	186			