

**BRIDGEPORT PUBLIC LIBRARY  
REPORT OF THE CITY LIBRARIAN  
For the Month of August 2024**

We are working on closing the Fiscal year 2024 and of course, setting up accounts and files for the new fiscal year. Hartford and Galligher policies have been paid.

Continuing projects worked on include:

- Digital Navigation activities and planning
- Outreach: Inventory of supplies, scheduling events
- Marketing: Logo development
- Facilities: North Branch Roof
- Facilities: East Side Project – Closing date 9/7; Groundbreaking 10/8
- Education Open House – Burroughs

The Annual State Library Report has a new portal and it is now open to enter our Fiscal Year 2023-2024 Data. The deadline to complete this report is October 1, 2024.

Laura and I will be attending the COB Directors' Retreat at the University of Bridgeport on September 12 & 13. The event will take up both days from 9 am – 5 pm. Update: Regarding the revision of the Table of Organization- I had a conversation with Eric Amado concerning the process of updating library staffing. Based on this conversation, I will be able to give the Personnel Committee a *draft for review* of the organizational chart with the goal of finalizing the Library Organization Chart/Staffing Plan.

The Burroughs-Saden Education & Literacy Open House was a great success. Staff were very enthusiastic and welcomed many parents and students to the library, most coming directly from the Mayor's Backpack Giveaway Event. There is an overwhelming consensus to repeat this event next year. The Children's Department was full of parents and children interacting with a library dog brought in just for the occasion, making crafts and attending story times. There was not much interest in the Online Library Databases demonstrations, but attendees were interested in learning about our new library app. Over 25 new library cards were created during this event. Some photos from the event are provided in this report.

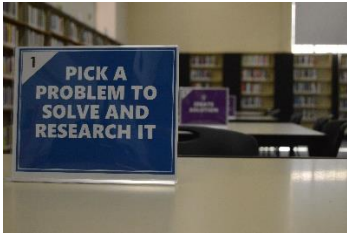
Our Burroughs-Saden Children's Librarian Kristin Graf wants every Saturday to be as busy as it was on the Open House in her department!

Respectfully Submitted,

Elaine Braithwaite  
City Librarian  
September 18, 2024

PHOTOS:

Innovation & Entrepreneurial Center Ribbon Cutting Ceremony





PHOTOS:

Burroughs-Saden Educational & Literacy Open House



