

# BRIDGEPORT LIBRARY

## Newfield Branch Report

Submitted by: (Nykia Eaddy) October 13, 2021

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### Status Code Legend

- Completed: finished
- High Risk: not scheduled, with a high risk of going off track
- Pending: not finished, scheduled
- Off Track: will be missed if action not taken

Service Statistics	Number of new library cards: 0 Number of visitors: (off site/in-person)	Number of questions answered: 20 Number of interlibrary loans (in/out): Number of online database sessions:
Circulation Statistics	Adult: n/a Teen: n/a Children: n/a	A&V materials: n/a Magazines & Newspapers: n/a Equipment (Chromebooks/hotspots): n/a
Facilities:	<ul style="list-style-type: none"><li>● Waiting for projector and screens to be installed by Ashlar, not completed as of 10.08.21.</li><li>● TCO received by Ashlar on September 8<sup>th</sup>. Full CO to be issued pending additional work to be completed. Punch list items were not completed as of 10.13.2021</li></ul>	
Programming Milestones	Alexis Y. started a little crafters program, currently in partnership with Dunbar Family Resource center as a part of their Music Together program. (Ages Birth-5) Program to be held @ Newfield once the library opens.	
Staff Development	Alexis attended a number of Professional Development webinars: <ul style="list-style-type: none"><li>✓ Family Homelessness and Libraries hosted by Niche Academy</li><li>✓ Beginner Book Trailers with WeVideo hosted by CT State Library</li><li>✓ Kicked Out: How to safely ask someone to leave without calling the police hosted by Ryan Dowd</li><li>✓ Teen Summit hosted by Mass Library System</li></ul>	
Areas/questions for discussion:	None	

### Highlights

The weeding of Newfield books stored at the Eastside has been completed. Movers have been contacted for quotes to move approximated 300-350 boxes of books and supplies from Eastside to Newfield. New books stored at Burroughs are in the process of being packed to be moved to Newfield. Maintenance Dept. has begun moving Newfield items stored at Burroughs to Newfield.