

BRIDGEPORT LIBRARY

Branch - Newfield Month Year – November 2024

Submitted by: Nykia Eaddy

November 5, 2024

Service Statistics	Number of new library cards: 15 Number of visitors: 2429	Number of questions answered: 285 Reference: 42 Technical: 36 Other: 207
Collection Statistics	Collection Size: 39,146 Total Added: 69	
Circulation Statistics	Total Circ: 755 In-house: 73	
Public Internet Usage	Users for the month: Total Wifi connections:	
Room Usage	Room: Bookings, Attendance 38 250 EST.	
Programming	3 Little Readers Storytime: 53 patrons 16 Board Games/Passive Program: 69 patrons 3 Financial Wellness: 35 patrons 1 Books and Brownies: 4 Patrons 1 Sugar Skull/dia de los Muertos: 8 Patrons 1 Lawyers in Libraries: 4 patrons	3 Music Together: 54 patrons 2 Switch: 0 patrons 3 Lego Club: 1 patron 4 Dino Day: 111 Patrons 1 Hanging Door Plaque/Teen: 6 patrons 1 Community Give Back/Firebirds: 20 patrons Total programs: 39 Total Patrons: 345
Other Services	Digital Navigator: 3 Notary: 15 Passport: N/A	
Outreach	Date, Event, Approx. # of people reached: N/A	
Staff Development	11/19 – Customer Service Tune-Up, TJ & SL 10/24 – Evergreen in Person Training, NE 10/30 – Writing Better Policies and Procedures, NE	

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November is the kick off to the holiday season. Although Newfield saw fewer patrons this month, we remained busy with class visits and programs.

- **PROGRAM:** The children's room had a drop-in sugar skull craft for Day of the Dead (Día de Los Muertos).
- **PROGRAM:** The children's dept. celebrated Dinovember with Dinosaur Day. Dinosaur Day included a storytime, scavenger hunt and dinosaur related activities.
- **SCHOOL VISITS:** Central and Bassick Transition Schools stopped in for their weekly visits.
- **PROGRAM:** Teen room featured program, the Hanging Door Plaque, saw 6 attendees, including some new faces. Board Games, Game Day, and coloring sheets remained highly active throughout the month, drawing consistent engagement from our patrons.
- **BOOK DISPLAY FOR NOVEMBER:** "Warm Up with a Good Book" in anticipation of colder weather. Celebrate Spanish Heritage for Spanish Heritage month. Thanksgiving cook book display. The children's room highlighted a few themes with book displays during November. Thanksgiving, Native American Heritage Month, Election Day and Dinovember were all featured.
- **BUILDING ISSUES:** Heating/cooling concerns throughout the building. Community room had numerous complaints about the heat. Adult room and Market Place temperature range was 60-68 degrees, much colder than other areas in the building. Issues were forwarded to David, results seem to be boiler related and needed to be fixed.
- **CONCERNS:** Newfield no longer have a fulltime custodian. In order to continue room reservations and programs, proper cleaning is needed between usage. Also, Newfield floors and carpets need to be swept, mopped, and vacuumed multiple times a week and is difficult without a dedicated custodian.

