**Deputy Director’s Report**

**BCSLD Board Meeting, 8.10.21**

* **Summer Reading Program 2021:**
  + The SRP began on Tuesday, June 22, and ended on Friday, August 6. We had 33 readers participate: Pre-K (2), Child (16), Teen (2), Adult (13). Pre-K and Child readers read 9,663 minutes, and Teen and Adult readers read 29,402 pages. All in 6 weeks and 3 days.
  + Compared to last year:In 2020, we had 25 participants register across reading groups in EngagedPatrons--Child (10), Teen (3), Adult (12). However, this year, the really big difference was in the level of participation. Everyone who registered this year had some activity, but the majority of participants were highly active in their logging.
  + The Origami craft pickups were a success. I photocopied 13 of the designs over the six weeks and handed out approximately one fourth of the box of paper (1,100 sheets), so around 275 to 300 sheets along with the designs.
  + I will be reaching out to participants to award prizes.
    - Like last year, child and teen participants will get to choose a book (or books, depending on the cost) of their own to keep.
    - Adults may choose a book for the Library’s collection with a nameplate on their behalf, a book of their own, or a gift card to a local restaurant.
    - All books for the Library or participants must be library-approved prior to purchase.
    - Gift cards, if requested, will be for $20.00. Average cost of book per participant will be $20; though this may vary individually per request, I will try to make sure pre-k, child, and teen participants get close to the full amount of $20.00. The cost of books for the library will vary, and I will spread the spending around based on this average cost of $20 per participant. With 33 participants, this should be around $660 for participant prizes.

|  |  |
| --- | --- |
| **SRP Items** | **Cost** |
| Easy Origami (Dover Origami Papercraft) over 30 simple projects | $4.95 |
| Origami Paper, 1100 pcs, Premium Quality Folding Craft Paper | $15.97 |
| Reader Zone 90-day Subscription (begins 6/22/21 and ends 9/22/21) | $30.99 |
| **Total:** | **$51.91** |

* + - Other SRP spending to date is as follows:
  + Current Reader Zone subscription continues through 90-day period. I would like to continue to use RZ and just pay for the annual membership, $99.99 billed annually ($8.33/month for up to 50 users), once the current subscription expires. This way I can keep the account going and use RZ to run other reading programs throughout the year.
* **Deputy Director’s Additional Collection Development:**  For fiscal year 2021-2022, the Board approved a budget of $5,000 for the Deputy Director to purchase books for the Library’s collection. I have added 30 news books and spent $607.12. I would like to request and additional $1,000 for the year, if funds are available, to bring my average monthly budget up to $500 per month, which would allow for the average purchase of 25 books per month rather than 20.
* **E Stacks:** Kee and I devised a plan to shift the Board, E Fiction, and E Nonfiction books in the Children’s Area. The goal of this project was to utilize all available shelving in the children’s area, reduce the number of books on each shelf, and thereby make it easier for patrons to browse the shelves and access books, and for staff to pull and reshelve books more easily. Kee completed the shifting of all the children’s books by the end of July. After shifting, all the available shelving in the children’s area is being utilized, the books are evenly distributed among all the shelves, and there are fewer books on each shelf. Kee and I will continue working on weeding the books in the children’s area to refresh this section and make more room for incoming books.
* **July Statistics**: I posted the July statistical reports to the shared drive.
* **Book Displays:** I continue to create book displays to help promote our collection and new additions to the collection. The Larry McMurtry and Eric Carle memorial displays have been popular and so have the “Let’s Get Cooking!” displays (Adult and Youth). The latest display “Vacation Time?” features books that deal with vacations, some straightforward, some not so much.
* **Hotspots**: I posted to the shared drive a PDF of my emails to the T-Mobile contact, John Bratcher. In short, I have been frustrated in my attempts to communicate with him and in getting him to respond to my requests for information or follow up with me on where we stand. I have emailed him four times and spoken with him three times. I sent him emails on July 23 and 28, and on August 3 and 6. I spoke with him on July 23 and 30, and on August 3. Here is where we stand.
  + Our Sprint devices are locked by Sprint. T-Mobile engineers are unable to reprogram these devices to unlock them. I asked John to push back on this to see if there is any way to unlock them anyway. He escalated this issue and the matter still hasn’t been completely resolved. He gave me his word that he will notify me of the outcome regardless, whether these devices can be unlocked or if they are defunct.
  + John explained that we could buy 5 Franklin T-9 model hotspots from Premiere, a T-Mobile partner at $15 per device with SIM cards at no extra cost. T-Mobile buys these devices from Premiere at $15 per device and then sells them for $90. I told John that it is unreasonable for the Library to have to purchase new equipment because Sprint, which T-Mobile now owns, locked our property and made it unusable. I requested that T-Mobile compensate us $75 for the five hotspots we will have to purchase. He explained that we have to buy the devices from Premiere first and that T-Mobile will reimburse us for the expense as a credit to our account once our service begins.
  + John told me on Tuesday, August 3, that he will reach at to Kate at Premiere to see if they have 5 Franklin T-9 hotspots available for purchase. He said Premiere will be sending us the devices with SIM cards with a purchase order. We are to pay them directly. I asked John if we can begin using the devices once we receive them and insert the SIM cards. He said that is the case.
  + Outstanding questions: Are the devices ordered? When will we receive them? Will we ever be able to use the Sprint devices we own?
  + Billing: T-Mobile started billing us in June for service that they had not provided. After I contacted John Bratcher, we received a second bill for another month of service. He has assured me that we can disregard these bills, that our balance was reset to zero. Billing won’t resume until our service actually begins.
  + Issue with TIR Direct discount not showing on first bill: Our first bill did not reflect the quoted rate for hotspot service we approved. However, after the first bill, the second bill included credits to the account that correct our billing to the originally quoted rates.
  + In my last email to John, I asked to be referred to another T-Mobile representative if he cannot resolve these issues for us.
  + My recommendation is that if T-Mobile doesn’t resolve all these issues by the end of the day on August 20, at the latest, we cancel service plans with T-Mobile and see what AT&T can offer.
* **Range of Shelving for Youth Stacks:** I posted to the shared drive an estimate of the materials for a range of shelving to be added to the Youth Stacks. This would be four sections of Steel Cantilever Library Shelving and Two Russwood Cantilever Shelving End Panel-Slatwalls. The total is $4,209.70 and does not include shipping costs. Not sure if the shelf color or wood style are a match, but the prices should be the same, and we should be able to match to what we have, though the heights of the End Panels are listed as 72”, while the ones we have are 74”. Perhaps the 74” are no longer available.