

Library Director's Report
January 2021
By Crystal Spybuck

- Staff update: We are continuing to limit the number of staff and volunteers in the library at any one time. We continue to hear reports of various volunteers who were Covid positive and recovering or have quarantined to be safe. So far we have not heard severe results.
- HOT IT took the decommissioned monitors for recycle, finished the Friends new laptop, and reprogrammed a broken hotspot.
- Virtual Storytime posting has maintained an average of 20-30 views per week. I have purchased the new camera and I will finish setting it up this week as well as test it with Joni.
- The new double-sided book cart was purchased and is in use.
- Apache has repaired the heat in the large conference room. Inc. reimbursed District for the cost.
- I am still helping to host Zoom meetings for Blanco Woman's Club, Blanco Book Bunch, and Friends.
- Working on catching up purchasing bestseller books, many authors have had new releases. I am behind on my purchasing lists due to subscription costs to the budget.
- The customer from Seattle that I helped with genealogy in December donated \$25 to the library.
- I am working with Diana Blackburn and George Barr to schedule and plan their tax assistance services this year. They are planning on longer and fewer sessions at this time to coordinate when we are open on second Thursdays. If there are any patrons that need to come after their work hours, Diana is willing to stay or come back to help them. We will try to fill the 4 hour slots first. I am ordering two acrylic partitions to help keep them and patrons safe. I am working on posting advertising.
- I worked with Eleanor who updates our New Arrivals on the website to straighten out a confusion about what needs posting. She had personal situations that have kept her from performing this duty this fall.
- Charlie Barr has been helping us in the Friends Sale section on Thursdays, but we need to bring in another volunteer to help continue to clear out old materials and file new materials.
- While shelving in the Fiction, Mystery, etc. sections I realized we were running out of shelf room in a lot of areas. I have started weeding and adjusting shelves in batches.
- Kee has started planning the inventory process for this year since our last thorough inventory was in 2014. She will try out the new report process in Biblionix on the Large Print section then we can bring in other volunteers to help with the rest.
- Our retired volunteer Carolyn Gipson donated \$325 for purchasing Large Print and Audiobooks.
- I have drawn up preliminary plans for the front desk storage; this will be discussed at the meeting.
- We purchased \$200 in Main St Donut certificates for our volunteers and mailed them out for the holidays. I also sent holiday cards to some of our retired volunteers.
- The Annual State Report has been released so we will start on it shortly.

OverDrive Advantage stats for December 2020:

- # of Advantage e-books owned: 29
- # of Advantage e-audiobooks owned: 8
- Advantage Checkouts: 19