

OCPL Director's Report
September, 2017

1. Programs and Services: Summer Reading concluded with the End of Summer Reading Bash at South Cove County Park on August 4, 2017. There were close to 300 in attendance. The Youth Services report will include final numbers on participation for Summer Reading. The Bookmobile schedule for the fall of 2017 was completed, and two new stops have been added: one at the West Union Fire Station, and one at Keowee Towne Market on Highway 11. The stop at New Hope Baptist Church was deleted due to having little to no usage.

2. Usage statistics and narratives: July and August, 2017, statistics and bi-monthly reports are attached.

3. Finance and Budget: OCPL budget expenditure figures for 1 July 2017 to 13 Sep 2017 are attached.

4. Personnel and Training: Walhalla Branch manager Malcolm Quientell Walker, who formerly worked for the Pickens County Library system, started on July 17, 2017. Bethany Owens, recently a full time circulation assistant at the Seneca branch, became the cataloger at the Walhalla Branch. The new Youth Services Librarian is Donna Wales, who worked for the OCPL in 2006-2007. She returned to work with the OCPL on August 14, 2017. She had most recently worked for the School District of Oconee County as a school media specialist at Fair Oak Elementary.

We will be working on training the new personnel in general library procedures, but also in the particulars of their positions. The Technical Services Librarian, Robena Barton, has also been exploring a method by which we can move our regular staff training and ROCKs to an online environment, which will need an up-to-date version of Powerpoint. The County IT department reports that we will soon be upgrading our Microsoft Office to 2013, so we will be able to use all of the features of this new system.

We are also planning for the fall in-service, which will be on October 9, 2017.

5. Building and Grounds: Ceiling tile installation was finally completed at the Seneca Library at the end of August. The Westminster Branch remains to be done. Facilities Maintenance will be working on the meeting room doors at the Westminster Library also, and the flooring in the men's room at the Westminster Branch will have to be removed and replaced, which will run around \$2,500.00. This is due to crumbling concrete under the tiles near the floor drain. It has already been patched and repaired, but now needs a more permanent solution.

6. Technology: The County has won a grant from Ten at the Top to place charging stations for electric vehicle at the County administration building, several County parks, and the Walhalla Main Library. The library's 3D printer has recently needed some repairs, but was fixed by a volunteer. We will be starting up some classes for using the 3D printer again soon, and will be trying to make it more available to the public.

7. Friends of the Library: July and August Book Sales were well attended. The Friends' report will detail sales figures. The branches and Youth Services department have begun assembling their "Wish Lists" for the Friends. Each year the Friends of the Library ask for a list of special items that are not purchased with regular funding. Normally this occurs in the summer, but with several key positions being filled over the summer, we delayed the Wish Lists until late summer/fall so that the new Youth Services Librarian and new Walhalla manager would have time to give their input for lists to give to the Friends.

8. Oconee County: It appears that there will be a shortfall in the "professional" budget, which is used to pay third-party part time employees. After discussing this with the County Human Resources Director, the library will need to transfer money into this account to make sure part time personnel are paid through the end of the fiscal year. The Director also spoke with the HR director about a possibility of raising the part time pay. We will need to investigate where in the budget we could move money to do this.

9. State Library: As mentioned previously, the South Carolina State Library has looked ahead to possible cuts to IMLS funding (Institute of Museum and Library Services), and has decided to change some of the databases they offer in DISCUS, the State Library's collection of databases used by school and public libraries. They will be able to continue to pay for Learning Express Library, but will be cutting Mango Languages. Around 30 counties in South Carolina are currently discussing with vendors a way to get a group buy or special funding for South Carolina libraries to continue subscriptions to these resources. So far, the discussion has only yielded about a ten percent discount, but after speaking with our Mango sales representative directly, we should be able to improve upon that.

The director and the Youth Services Librarian met with Rebecca Antill, the YS consultant at the South Carolina State Library, in early September. They discussed Read Squared, the software used to count Summer Reading numbers (participation, completion, and so on), as well as children's programming.

10. Community Involvement: The interim director has been regularly attending meetings of the Sesquicentennial committee. Plans are now underway for a January special proclamation by County Council, and then several events in the County throughout the year in 2018, culminating in a fundraising gala for the Oconee Heritage Center. The library is looking at having a bookmark contest for the sesquicentennial, as well as for the library's 70th anniversary, which is in October, 2018. The new Youth Services Librarian, Donna Wales, will also be taking Stacie Powell's place on the First Steps Board in September, 2017.

11. Other: We will need to make a decision as to how to proceed with the land purchased for a parking lot at the Walhalla Library. The Board should also plan to invite the head of the State Library to a future Board meeting. The Board will also want to discuss a new strategic plan for the library system.

**OCPL Bimonthly Report
Library Usage Statistics**

Director: Blair Hipson, Interim

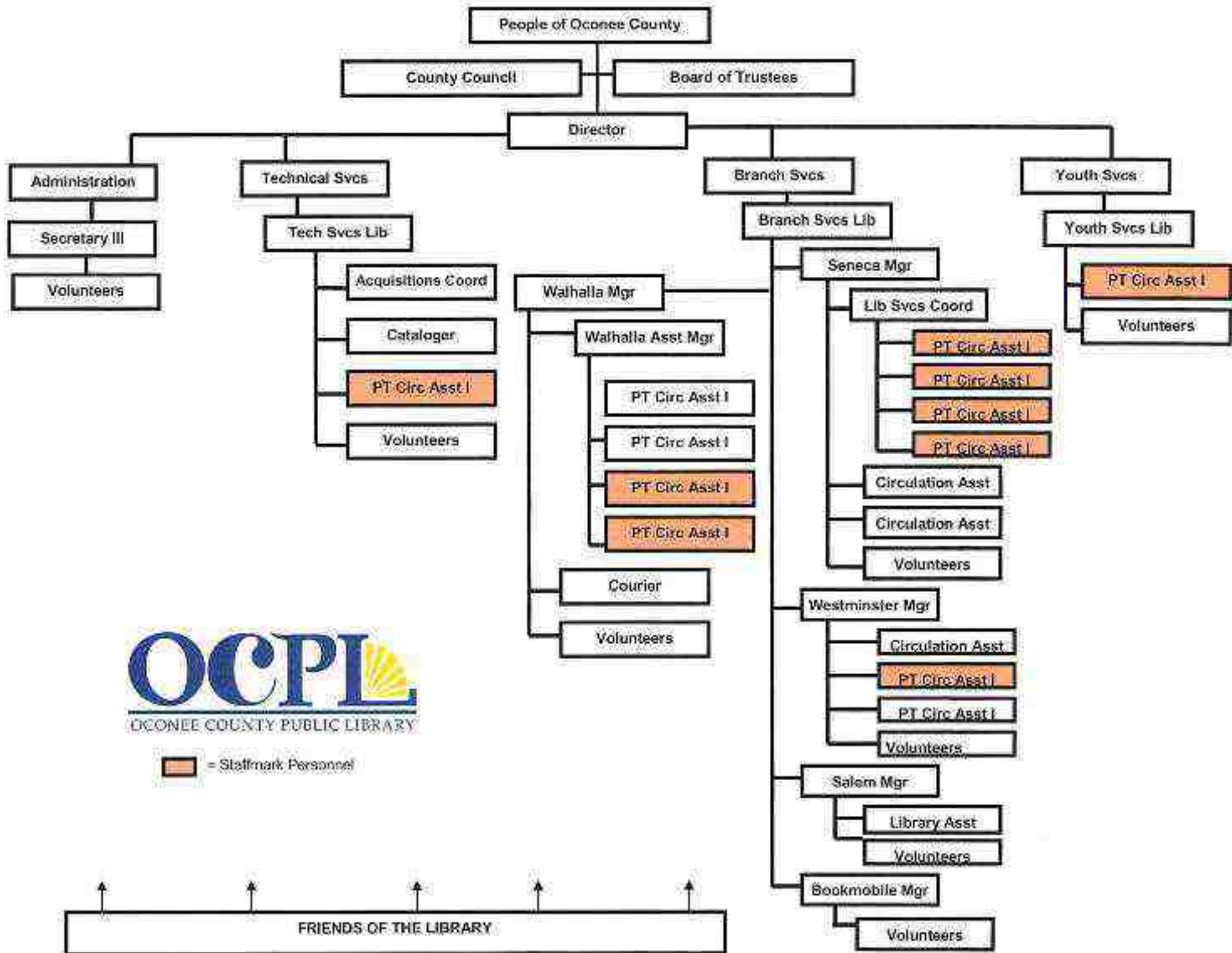
	July 2016	July 2017	Change	Aug 2016	Aug 2017	Change
Visits to Library	23,830	22,011	-7.6%	23,789	22,091	-7.1%
Material Circulation - Adult	19,379	18,090	-6.7%	20,596	19,214	-6.7%
Material Circulation - Youth	2,722	2,399	-11.9%	2,224	2,228	0.2%
Material Circulation - Juvenile	11,133	10,512	-5.6%	10,098	10,465	3.7%
Total Material Circulation	33,234	31,001	-6.7%	32,916	31,907	-3.1%
Internet Uses	2,661	2,423	-8.9%	3,188	2,685	-15.8%
Internet Hours of Use	1,613	1,443	-10.5%	1,991	1,602	-19.5%
New Cards Issued	245	250	2.0%	268	228	-14.9%
Programs - Adult	12	6	-50.0%	6	10	25.0%
Programs Attendance - Adult	119	27	-77.3%	37	209	464.9%
Programs - Youth 12-18	5	6	20.0%	1	4	300.0%
Programs Att - Youth 12-18	9	31	244.4%	4	73	1725.0%
Programs - Juvenile 6-11	14	23	64.3%	6	5	-16.7%
Programs Att - Juv 6-11	415	595	43.4%	177	231	30.5%
Programs - Children 0-5	11	6	-45.5%	18	6	-72.2%
Programs - Att - Children 0-5	244	83	-66.0%	312	71	-77.2%
Outreach Activities	6	6	20.0%	8	7	-12.5%
Outreach Act. Attendance	24	186	675.0%	747	225	-69.9%
Public Training Sessions	0	0		1	1	0.0%
Public Training Participants	0	0		1	9	800.0%
Public Training Hours	0	0		1	2	60.0%
Staff Training Sessions	5	2	-75.0%	12	4	-66.7%
Staff Training Participants	2	2	0.0%	6	4	-33.3%
Staff Training Hours	33	79	139.4%	53	199	275.5%
Number of Volunteers Added	9	5	-44.4%	7	5	-28.6%
Number of Vol Hours	162	96	-39.5%	156	108	-31.1%
Meeting Room Use	89	74	-16.9%	61	62	1.6%
Meeting Room Attendance	943	617	-34.6%	547	447	-18.3%
Number of Web Site Hits	14,249	17,763	24.7%	14,420	15,580	8.0%
Wi-Fi Users	1,591	0	-100.0%	0	0	
Wi-Fi Sessions	7,218	0	-100.0%	0	0	
OverDrive Downloads	1,494	1,618	8.3%	1,332	1,583	16.8%
Mango Adult Users	63	114	81.0%	85	89	4.7%
Mango Children Users	9	0	-100.0%	11	0	-100.0%
Ancestry.com Hits	750	917	22.3%	1,262	1,015	-19.6%
Interlibrary Loans	38	38	0.0%	60	36	-40.0%
New Material Added	928	1,224	31.9%	1,297	1,143	-11.9%

OCPL Budget 2017-2018 9-13-17

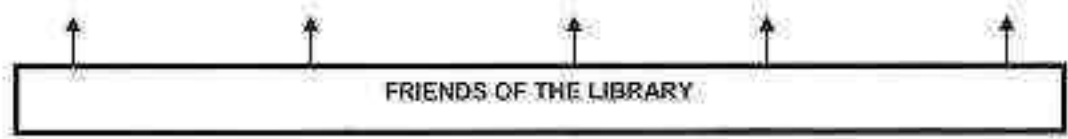
Account Number	DESCRIPTION	Budgeted	Spent	Percent	Balance
010-206-30024-00000	Equip. Maintenance	2,450	2,450	100%	0
010-206-30025-00000	Professional -Staffmark	92,425	17,402	19%	75,023
010-206-30041-00000	Telecommunications	960	78	8%	884
010-206-30056-00000	Data Processing	27,585	27,468	100%	118
010-206-30059-00000	Copier Click Charges - X	10,000	1,089	11%	8,911
010-206-30068-00000	Advertising	700	300	43%	400
010-206-30080-00000	Dues	750	325	43%	425
010-206-30084-00000	School. Training, Sem.	3,300	447	14%	2,853
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,000	2,352	34%	4,648
010-206-33022-00208	Bldg Maint - Seneca	3,600	2,044	57%	1,556
010-206-33022-00209	Bldg Maint - Westminster	2,500	1,171	47%	1,329
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,145	57%	875
010-206-34043-00207	Electricity - Walhalla	32,000	4,686	15%	27,314
010-206-34043-00208	Electricity - Seneca	16,700	1,388	8%	15,312
010-206-34043-00209	Electricity - Westminster	15,000	1,261	8%	13,739
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,300	132	10%	1,168
010-206-34044-00208	Water - Seneca	950	69	7%	881
010-206-34044-00209	Water - Westminster	950	66	7%	885
010-206-40031-00000	Sm Capital Equip (Loc)	2,800	2,495	89%	305
010-206-40032-00000	Operational	6,000	1,699	28%	4,301
010-206-40032-00000	Youth Services	2,000	201	10%	1,799
010-206-40033-00000	Postage	1,000	17	2%	983
010-206-40034-00000	Food	500	66	13%	434
010-206-40101-00000	Books (Local)	85,000	29,941	35%	55,059
010-206-40102-00000	Periodicals (Local)	20,000	17,663	88%	2,337
010-206-40103-00000	AV (Local)	10,500	2,234	21%	8,266
010-206-80206-00000	Automobile Maint - Libran	3,500	52	1%	3,448
010-206-81206-00000	Gasoline - Library	2,000	389	19%	1,611
010-206-82206-00000	Diesel - Library	2,000	207	10%	1,793
TOTAL LOCAL FUNDS		361,391	124,734	35%	236,657
013-206-60010-00000	*Gifts, Donation (Loc)	21,985		0%	21,985
TOTAL MISC. FUNDS				#DIV/0!	
240-206-30018-00255	Travel	300.00		0%	300.00
240-206-30056-00255	Data Processing (State)	\$9,000.00	3,864	43%	5,135.55
240-206-30080-00255	Dues	\$1,200.00		0%	1,200.00
240-206-30084-00255	Schools, Train. (State)	\$2,700.00		0%	2,700.00
240-206-40031-00255	Sm Capital (State)	\$9,207.75		0%	9,207.75
240-206-40032-00255	Operational (State)	\$17,500.00	158	1%	17,342.37
240-206-40045-00255	IT Equipment	\$2,070.00		0%	2,070.00
240-206-40111-00255	Books (State)	\$52,500.00	6,426	12%	46,073.79
240-206-40112-00255	Periodicals (State)	\$25,000.00	1,304	5%	23,696.00
240-206-40113-00255	AV (State)	\$10,500.00	1,575	15%	8,924.56
Total State Aid Funds		\$129,977.75			116,650.02

\$8,907.77 - Designated

\$2,450 - Program Budget



 = Staffmark Personnel



Branch Services

July/August 2017
Branch Services Librarian

Narrative

Public Relations:

We continue to be a guest on the "Coffee Time" program on 94.1 The Lake, WSNW, and will now be featured each second Thursday of the month for the rest of calendar year 2017. We are working with Phil Shirley, and County and community partners to discuss participation in the County's sesquicentennial in 2018.

Staff Development:

Once the director's position was decided at the last Board meeting, the position was posted for a Branch Services Librarian. It closed on August 22. There were 13 applications, and four interviews were scheduled. We have also begun working on the fall, 2017 staff in-service, which will be on Monday, October 9. We will have Captain Washington and Sergeant McGowan from the Oconee County Sheriff's Office conduct active shooter training for all staff and several of the Friends of the Library.

Volunteers and Community Outreach

We will be continuing the Bookmobile outreach to the state trusties at the Oconee County Detention Center, and the route directly to the Oconee County Animal Shelter to serve a couple of the inmates who work there all day and cannot come to the Bookmobile when we run our regularly scheduled visit, as well as outreach to Lakeview Assisted Living.

Manager's Projects:

- Bookmobile: Added two new routes for fall, 2017. Please see bookmobile manager's report for details.
- Construction and improvement to the branches: We're working on installing new doors on the meeting room in Westminster.
- Inventory was completed for the bookmobile in December, 2016. The last book/material inventory was completed in 2011. The Salem Branch completed theirs in April, 2017. Westminster's was completed in fall, 2016. The Seneca and Walhalla Branches are completing theirs soon.
- Computer classes will resume in the fall. We will also be using Chromebooks for patron registration for summer reading next year.

Issues:

We are still waiting for Facilities Maintenance to complete the installation of ceiling tiles at the Seneca Branch (just office and non-public areas) and at the Westminster Library. Additional security cameras were installed at the Walhalla Headquarters library, and we are just waiting for them to be added to the county server.

Outreach Services

July/August 2017

Brenda Lee, Bookmobile Manager

Collections: Manager chooses adult collections from Ingram and B&T Leasing Program; requests some juvenile reading materials from B&T Children's Lease Plan. Selects adult DVDs to be ordered.

Displays: Bulletins of events at the libraries are displayed as space allows. Friends of the Library book sale announcements are posted.

Manager's Projects: Maintaining shelving appearance and keeping up with the weeding. Changing collection codes and rotation of collections as needed is done as time allows. Reduced Adult DVD collection.

Statistics are kept of each stop and we feel strongly about dropping New Hope Baptist Church. Together with Director, Blair Hinson, we are looking into making a better use of one of our Wednesday routes. Once that is finalized, the September through December schedule will be made.

Volunteers and Outreach:

Outreach was very good for July and August! Besides the usual four places per month, I also went to Foothills Family YMCA in Walhalla twice in July and once in August. Blair Hinson took the Bookmobile to South Cove for the "End of Summer Reading Bash" with 120 patrons coming aboard, many for the first time.

I am sad to report that Jean Snellings who volunteered from July 2010 until August 2017 has resigned. She and her creative talents will be greatly missed.

Comments: While Summer Reading adds some extra workload, it is always an exciting time of year as well. One of the Adult Grand Prize Winners was a Bookmobile patron!

May I still say I am in love with the new bookmobile?! Patrons are still giving positive feedback and loving it as well.

Programs:

July was still part of our summer reading program where we saw an increase in circulation and participation in our children's programs. For our July summer reading program, we had the Drop-in-Craft Confetti Launchers, Minion Mason Jar Craft, and Clothespin Craftin' Awesome Airplanes craft, and the Teen Gaming Time programs. For the August children's programs we had the Popsicle Stick Photo Frame Bus craft and Washi Tape Coasters teen program. We had the following adult programs for July and August: Knit & Crochet Circle, Time to Read Book, Adult Coloring Time drop in craft, and Painting for Fun painting session for adults. In August we had a great turnout for our Total Eclipse of 2017 program. We had over standing room only and we gave out just over 40 eclipse glasses for the event.

Outreach with the Next School Eagle Ridge Middle School

In August we held an orientation class for students the Next Eagle Ridge Middle School. A class came over from the Middle School and I gave them an orientation for the library along with a brief introduction to the Dewey Decimal system. After the talk, the teacher had the students go through an assignment to help the students get a better idea at how to find and locate the books in the library.

Salem Collection Development

We continue to order well reviewed items for the Salem branch. At the Salem branch we constantly have a lookout for high quality items that interest our patrons. By having a good collection development strategy we can keep the demand up for circulation at the Salem Library.

Salem Maintenance

Recently a staff person from Maintenance came over and fixed the lights in the lobby and replaced the light bulbs and fixed the lights in the library. For July we did repairs on the HVAC system with money used from last year's budget. The HVAC repair was completed in August. We are currently up to date on our needed repairs. The Town and County are always good at following through on any needed repairs.

Volunteers

Melony Mack continues to volunteer on a regular basis. We would also like to welcome Pamela Tellock as our latest volunteer. In no time, Pamela should be part of our regular volunteer rotation schedule. We will continue to look for other qualified volunteers at the Salem branch. These volunteers help us so much by freeing up our time to allow Kayla and I to do the work that we need to.

Seneca Library Branch Narrative, July/August 2017

Emily Whitmire Sluder

Facilities: Two new tables that were ordered in June were finally delivered at the end of August. They are a huge improvement from what we have in other areas of the library. More of the ceiling tiles were installed in August. They still need to install them in the staff room, the maintenance/storage area, and the shipping room.

In July we had a sewage backup throughout the library restrooms and maintenance areas. We had to close for part of two days. County maintenance personnel were able to pump out the sewage and hopefully the problem is resolved.

We found mouse droppings and successfully trapped one mouse so hopefully that was the only one. We find dead roaches every day, and I advised Jim in Facilities Maintenance to put us on the quarterly pest control schedule again as we were not added to the rotation the last time I asked (they came one time).

After a heavy rain, we developed a newer leak in the staff bathroom and one over aisle 22 that had seeped into the light cover. We had to throw away perhaps 20 books.

Collections: We have completed inventory of the "front half" of the library. Once we get fully staffed, we will have more time to have someone work on this regularly.

I would like to weed more quickly; with only one cataloging license/user in Seneca it is difficult. I send items to technical services often, and Megan deletes books daily. We cannot do a major weed without room to store the books prior to discarding them.

Programs and attendance:

Perler Beads: 8

Taco Tuesday: 7

Pork Chop Productions: about 40

Bad Poetry Night: 0

Fancy Tea Party: 20

Bat Night Preparedness: 5

Let's Get Crafty: Rock Painting: 9

Let's Get Crafty: Painting: 8

Blood Drive: About 15

Meeting Room: Groups using our meeting room included, SC Legal Services, Safe Harbor, the Tribble Center, a church committee, Seneca River Women's Auxiliary, Oconee Writers' Association, a book club, Baby Read, The Palmetto Project, and tutoring groups.

Staffing: Due to unprecedented turnover, it has been a busy summer. Kasey, from the Palmetto Youth Connection, has since been trained in all regular staff duties. Kevin (part time) left to take a job on campus related to his major after one month, which he had not anticipated would be available. We hired Laura, an art teacher and graphic designer, to take one of the three available positions. She joined us at the beginning of August. The second one has been filled by Cedric,

who has a degree in early childhood education and was excited to join us in mid-August. We have conducted several interviews for the third position and hope to fill it in mid-September.

Statistics:

Visits to Library: July – 8435, August – 8638

New borrowers: July – 123, August - 110

ILL: July – 22, August - 29

Volunteers: Our July volunteer has since re-entered the work force, so she is no longer here as of the end of August. Another volunteer started at the end of August for 3 hours a week, and any little bit helps. We logged 9 hours in July and 10 hours in August.

Please note that public training statistics do not include the many hours we spend helping patrons with their own devices, downloading Overdrive e-books, using the public computers, and troubleshooting their issues.

TECHNICAL SERVICES

July / August 2017

Robena Barton, Technical Services Librarian

Collections:

We have started the new fiscal orders and processing is proceeding well. Bethany is a valuable addition to our team since July and our workflow has seen a noticeable improvement. Weeding continues on a regular basis and Claire does an excellent job of keeping up with the many boxes of discards she receives. Leah continues to schedule the ordering by vendor and update the budget at the end of every week. Bethany has made great headway on improving records for children's series and while there is no known end date, the project is proceeding well. Collection development policies are adhered to by all branch managers and Technical Services confirms all orders before they are submitted.

TLC:

We seem to have a bug issue with email notifications. This was brought to our attention at the end of August and as of now we are still working with TLC to find the cause and fix the issue. I will also be contacting TLC in September to make sure we are fully updated and using the latest editions for all services.

Manager's Projects:

I am hoping to start on the update process for TLC by the end of September. I am still hoping to have all manuals completed by December.

Staff Development:

The paraprofessional conference was not as well received this year as last. There was a lot of the same information and not much new material for repeat attendees. ROCK is still on hold while we fill the last of the empty administrative positions. Branch Services should start sometime in September or early October and we are hoping to revamp the stalled training program. I am also waiting on IT to install the latest edition of Office so that we can explore new, more interactive training options.

Issues:

Security is still a major concern. New cameras were installed but they have not yet been added to the county server. Lighting and a lack of secure doors are a problem at all branches. Part of our in-service in October will be focused on security and it is hoped that we will be able to find solutions to the security issues we face as a public department. Losing Diane Whitmire after 29 years of service was hard on all of us here at Walhalla. Her replacement has been phenomenal but the transition carried its own set of problems. We are now back up to speed and working on new projects as well as all our usual responsibilities.

Volunteers:

Nancy Woods continues to do an excellent job in mending and repair. Timing has been tricky with the summer holiday season but I am hoping that the fall will see more regular appointments. We have a small backlog of repairs which should be taken care of soon.

Walhalla Library

July/August 2017

Quientell Walker, Branch Manger

Narrative

Walhalla Collections: We continue to order materials based on professional reviews, patron requests, “best sellers” list, and within the guidelines outlined in the OCPL book policy. I am currently engaged in weeding the Reference Collection with an emphasis on replacing superseded titles as well as moving the collection from the Rogers’ Memorial Room to the main public area. Also we are beginning work on weeding the DVD collection; this is being done in accordance with OCPL’s weeding policy and with advice from the Branch Managers.

Overdrive Collection: In order to better meet the needs and requests of OCPL patrons it has been decided that all of the Branch Managers will serve as Overdrive selectors, with the Walhalla Manger submitting the order. The collection has continued an increased growth of Unique Users. Below is a chart depicting this growth from 2016 to 2017.

	July 2016	July 2017	August 2016	August 2107
Unique Users	399	433	380	452

Staff Development: We are continuing an inventory of the collection. At this time the Adult Fiction and Non-Fiction part has been completed, and we are currently working on an inventory of the Juvenile Collection.

Volunteers: We had one volunteer that worked for 6 hours in July and August. We are continuing to have Solid Waste pick up any books that have been discarded and are sending them off to be recycled.

Programs:

July—Children’s Craft Program with 19 in attendance and one adult book meeting with 3 in attendance.

August— Eclipse Book Club with 7 in attendance and Board Game Fun

Meeting Room:

July—Baby Read – 4 times; Library Board – 2 times; Tim Williamson, ESOL teacher – 6 times; Blue Ridge Insurance Group Medicare Workshop; Student study group; Continuum of Care; Water’s Edge Home Owners’ Association; SC Legal Group

August— Baby Read – 5 times; Tim Williamson, ESOL teacher – 2 times; Tri-County Home Educators Chess Club; Continuum of Care; Oconee County Third Option Group (homeschool group); Blue Ridge Insurance Group Medicare Workshop; DAR School; Tribble Center; Water’s Edge Home Owners Association; Guardian ad Litem program

Facilities:

We had several maintenance requests with I have listed below.

July 25, 2017— A ceiling tile began to leak in the staff area. Maintenance repaired the leak.

July 31, 2107— A patron reported that the hand dryer in the Women’s Restroom had sparked upon use. Maintenance arrived later that day, and cleaned out the accumulated dust in the dryer.

August 17, 2017— It was noticed that the Rogers’ Memorial Room and the Director’s office were more humid than normal.

August 29, 2017— A patron reported that one a bench was loose. Maintenance came and tightened the bolts on the bench.

Statistics:

Category	July 2017	August 2017
Visits to library	6,601	6,809
New Cards Issued	73	81
ILL	9	6

Security Cameras:

July 31, 2017—Two security cameras were installed. One is located in the lobby and the other at the staff entrance.

Westminster Library Report
Leah Price, Branch Manager
July/August 2017

Collections

We are trying to get caught back up with the weeding schedule and are currently weeding the adult fiction section. This is a necessary process as space for the incoming new items is an issue.

Programs/Attendance		Kid's Craft	22
Seed Balls	3	Lego Competition	15
Bullet Journaling	4	Movie Night: Kong Skull Island	1
Fort Night	11	Craft Night: Paint by Sticker	1
FMN: Smurfs Lost Village	45	Cook Book Club: <i>Easy Casseroles</i>	5
Porkchop Productions	55	Cosmic Blast	15
Lego Party	50		

Meeting Room

The meeting room was hopping with daily use by the lunch program, plus all the summer reading programs and more.

Manager's Projects/Summer Reading

Summer reading has finally come to an end. We had a great response to the new format we used. We had 1178 early literacy, elementary, and teens register for summer reading with 932 logs turned in (they could turn in more than one log for better chances of winning a grand prize). For the adult summer reading we had 324 registrants. We had 141 individuals complete the program and turn in 238 logs. Our completion rate was 10% higher than last year and is the highest percent we have ever had in the eight years we have had the program which may be attributed to repeat participants, a revamped simpler program, and better completion and grand prizes. While we have tried end of summer reading parties in the past, this was the first year we hosted an event off-site. We were very happy to work with Stephen at South Cove County Park to host our End of Summer Reading Bash. We played three hours of bingo, served lots of snow cones, had a full bounce house, showed off the new bookmobile, and even registered two new library cards. We estimate 250-300 people were in attendance for this event. It would not have been possible without great staff covering the branches while other staff worked the event. Summer reading is really about the entire staff working together to make it a great experience for the customers and I think that shows in our stats.

Facilities

Facilities Maintenance had a change up in their cleaning schedules and we are happy to have Amy cleaning the Westminster Library. One of the HVAC units needed some repair but was

easily fixed. To help discourage unlawful use of the handicap parking spaces, we had the sign department of Roads and Bridges install two signs.

On August 8 staff noticed cracked tiles in the men's restroom. Upon inspection it seemed the floor had some give to it. This was concerning because several years ago near the same spot a hole opened up in the floor. The solution to the first hole was to pour cement into the hole until it was filled. Maintenance came to inspect the new hole and it was determined outside help is needed and they determined the entire floor will probably need replaced. Just how bad the issue is will be determined once they are able to start pulling up the old floor. We are waiting to hear back from maintenance on the scheduled date.

Our meeting room doors received new kick-stands that will help us keep the doors propped open, as well as a new door handle and lock. There is not much that can be added for additional security to the doors themselves so additional security measures are being looked into.

Youth Services

July/August 2017

Donna Wales, Youth Services Librarian

Staff Development: The previous Youth Services Librarian accepted another job and left OCPL in late June. Donna Wales assumed departmental duties on August 14. Since beginning work, she has spent the majority of her time learning the responsibilities of the position, collecting, combining, and reporting Summer Reading Program statistics, preparing to resume Story Times in September, and ordering materials. Additionally, the Youth Services loft area was in dire need of cleanup in order to serve as a more efficient area. Therefore, she has worked on cleaning, rearranging, and familiarizing herself with the wealth of resources available within the department.

Collection Development: Approximately thirty (30) new Launchpads designed for use by preschoolers through adults were bought in early summer. Launchpads are computer tablets pre-loaded with content and designed specifically for library circulation. After researching this technology and collaborating with other public library systems around the state, the Youth Services Librarian developed both a circulation policy and check in/check out procedures.

Collaboration: The new Youth Services Librarian has met with all those employed by OCPL and travelled to each branch library. Additionally, she has been in frequent contact with Rebecca Antill, Youth Services Consultant at the SC State Library. Rebecca plans a trip to Oconee County to visit with Donna and Blair on September 5.

Programs:

Public Training - On August 23, Donna and DJ, Youth Services Assistant, welcomed seven (7) middle school aged students and two (2) adults from the Tamassee DAR School to the Waihalla Library for a tour and training session on how to use the online public access catalog. At the end of the visit, Donna and DJ helped each student choose a Biography and gave them a small gift from the Library.

Summer Reading - The Summer Reading Program thrived even during the transition of Youth Services Librarians. The number of preschoolers, elementary school aged children, and teenagers who registered for the program increased by over 650, while overall attendance at programs increased by approximately 50! Next year, OCPL will fully implement online registration for summer reading for our patrons. For several years, the State Library has recommended that all libraries embrace this initiative. Donna and other staff will be spending the winter months learning the operations of the online registration system and look forward to introducing it to the public next May.

Attendance (June -July):

Early Literacy Programs:	9	Attendance:	128
Elementary Age Programs:	23	Attendance:	683
Teen Programs:	9	Attendance:	54
Total	41		865

End of Summer Reading Bash (Children and Adults) Attendance 300 (approximate)

Registration Figures:

Early Literacy: 296

Elementary: 1,090

Teen: 453

Total 1,839