

OCPL Director's Report
May, 2018

- 1. Programs and Services:** OCPL staff hosted a number of successful programs in March and April, 2018. The bookmarks designed for the County's sesquicentennial were printed and are available at all library branches. We will also hold another contest in the summer for the fall anniversary of the library system (70th anniversary).
- 2. Usage statistics and narratives:** March and April, 2018, statistics and bi-monthly reports are attached. Figures reflect closings for library holidays (in-service and Easter weekend).
- 3. Finance and Budget:** OCPL budget expenditure figures for 1 July 2017 to May~~1~~, 2018 are attached.
- 4. Personnel and Training:** New Technical Services Librarian Phillip Bergen will start in May (Monday, May 14). He comes to the OCPL from Blue Ridge Community College in Flat Rock, NC, where he did cataloging and was the evening librarian. The March 30, 2018 spring in-service was a success. In addition to spending a good bit of the day on the library's strategic plan, where the staff was tasked to put library service responses together with the input from the first community meeting in February, we also had Tiffany Hayes from the State Library come to give training on dealing with difficult patrons. She did an excellent job of dovetailing good customer service in with what we discussed as part of the strategic plan. We also discussed upcoming plans for Summer Reading, and had a chance for the staff to shop a special book sale that the Friends held to acquaint new staff with the monthly book sale and what the Friends do for the library. Several of the OCPL staff also attended a mental health training day at the new Five Forks Branch of the Greenville Library System. The training was developed by the South Carolina State Library.
- 5. Building and Grounds:** Roads & Bridges Department is removing the stump from in front of the Seneca Library in May. We also have FINALLY received information on moving forward with the lot across from the Walhalla Library.
- 6. Technology:** The library is now able to take credit and debit cards for fine and fee payments. We will only do this through the PAC (catalog), so patrons can pay online with their card, or we can let them sign in and do it from a public computer or iPad in the libraries. Launchpads continue to be a popular item. The library will be purchasing another 20 or so of these devices, and will examine rotating the ones the library currently possesses. The library will also be ordering some Chromebox computers so supplement what we have now, and some iPads for staff use (taking credit and debit payments), and for training.
- 7. Friends of the Library:** March and April and February Book Sales were well attended, as was the April Saturday sale. The Friends' report will detail sales figures. Friends' president Jean Mercer recently spoke with the director about her ideas for additional fundraising for the libraries, and will be bringing that to the Friends as well as the Board soon.

8. Oconee County: The Director invited County Councilman Julian Davis to the Library Board meeting in May, 2018. Mr. Moulder resigned as County Administrator in May. Rick Martin has been appointed as interim administrator. We are continuing to participate in the county's sesquicentennial events. Quientell Walker judged the essays for the School District of Oconee County's essay contest, along with Leslie Hagerty from the Oconee Heritage Center.

9. State Library: As noted above under Personnel and Training, Tiffany Hayes is the State Library's Continuing Education Coordinator, and she led a session on dealing with difficult customer services scenarios at the spring in-service in March, 2018, as well as good customer service and meeting customer expectations. The legislature appears to be funding Talking Book Services and DISCUS as requested by the State Library. There was no provision for additional per capita funding in the budget.

10. Community Involvement: The second community planning meeting was held on April 26 at the Walhalla Library. Bob Moir of Facilitator4Hire was the moderator. There were 12 total in attendance, including all branch managers, three Board members, and a good representation from the Hispanic community. The meeting went smoothly, but there were several new points that were brought up, and so Mr. Moir asked the managers to consider an additional staff planning session, even if we just meet with them at the individual branches. This will also necessitate doing a public survey, which will start this summer. We will also begin promoting the 70th anniversary of the OCPL later in 2018. There will be a second bookmark contest to be held during Summer Reading. The Bookmobile was also taken to several school literacy events in April and May, and will continue to be used for that purpose.

11. Other: The Director continues to be active in SCAPLA, the SC Association of Public Library Administrators. He will also be attending training in analytics and making the most of library counts in Atlanta in July, 2018.

OCPL Budget 2017-2018 5-11-18

Account Number	DESCRIPTION	Budgeted	Spent	Percent	Balance
Local Budget					
010-206-30024-00000	Equip. Maintenance	2,450	2,450	100%	0
010-206-30025-00000	Professional -Staffmark	92,425	86,293	93%	6,132
010-206-30041-00000	Telecommunications	960	685	71%	275
010-206-30056-00000	Data Processing	27,586	27,468	100%	118
010-206-30059-00000	Copier Click Charges - Xerox	10,000	6,239	62%	3,761
010-206-30068-00000	Advertising	700	692	99%	8
010-206-30080-00000	Dues	750	630	84%	120
010-206-30084-00000	School, Training, Sem.	3,300	3,237	98%	63
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,000	3,961	57%	3,039
010-206-33022-00208	Bldg Maint - Seneca	3,600	3,055	85%	545
010-206-33022-00209	Bldg Maint - Westminster	2,500	1,938	78%	562
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,160	57%	860
010-206-34043-00207	Electricity - Walhalla	24,500	19,751	81%	4,749
010-206-34043-00208	Electricity - Seneca	15,200	11,060	73%	4,140
010-206-34043-00209	Electricity - Westminster	15,000	11,063	74%	3,937
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,300	910	70%	390
010-206-34044-00208	Water - Seneca	950	592	62%	358
010-206-34044-00209	Water - Westminster	950	589	62%	361
010-206-40031-00000	Sm Capital Equip (Loc)	2,800	2,495	89%	305
010-206-40032-00000	Operational	6,000	5,887	98%	113
010-206-40032-00000-A	Youth Services	2,000	1,096	55%	904
010-206-40033-00000	Postage	1,000	440	44%	560
010-206-40034-00000	Food	500	367	73%	133
010-206-40101-00000	Books (Local)	94,000	70,985	76%	23,015
010-206-40102-00000	Periodicals (Local)	20,000	19,999	100%	1
010-206-40103-00000	AV (Local)	10,500	7,574	72%	2,926
010-206-80206-00000	Automobile Maint - Library	3,500	358	10%	3,142
010-206-81206-00000	Gasoline - Library	2,000	1,852	93%	148
010-206-82206-00000	Diesel - Library	2,000	1,457	73%	543
TOTAL LOCAL FUNDS		361,391	300,184	83%	61,207
Misc. Funds					
013-206-60010-00000	*Gifts, Donation (Loc)	23,140		0%	23,140
TOTAL MISC. FUNDS					23,692

State Aid Budget

240-206-30018-00255	Travel	300.00		0%	300.00
240-206-30056-00255	Data Processing (State)	\$9,000.00	8,847.49	98%	152.51
240-206-30080-00255	Dues	\$1,200.00	501.00	42%	699.00
240-206-30084-00255	Schools, Train.. (State)	\$2,700.00		0%	2,700.00
240-206-40031-00255	Sm Capital (State)	\$9,207.75	3,807.22	41%	5,400.53
240-206-40032-00255	Operational (State)	\$17,500.00	16,928.97	97%	571.03
240-206-40045-00255	IT Equipment	\$2,070.00	1,883.12	91%	186.88
240-206-40111-00255	Books (State)	\$52,500.00	52,475.96	100%	24.04
240-206-40112-00255	Periodicals (State)	\$25,000.00	23,970.68	96%	1,029.32
240-206-40113-00255	AV (State)	\$10,500.00	10,426.81	99%	73.19
Total State Aid Funds		\$129,977.75	118,841.25	91%	11,136.50

Lottery Budget

Account	Description	Budgeted	Spent	Percent	Balance
013-206-40031-92201	Sm Capital	11,000.00		0	11,000.00
013-206-40045-92201	IT Equipment	1,391.30		0	1,391.30
013-206-40101-92201	Books	5,000.00	5,000.00	100%	0.00
Total		17,391.30	5,000.00	29%	12,391.30

Program Budget

Salem - \$155.41

Seneca - \$374.60

Walhalla - \$303.13

Westminster - \$81.89

**OCPL Bimonthly Report
Library Usage Statistics
Director: Blair Hinson**

	Mar 2017	Mar 2018	Change	Apr 2017	Apr 2018	Change
Visits to Library	20,575	18,859	-8.3%	18,828	18,182	-3.4%
Material Circulation - Adult	18,202	15,696	-13.8%	16,487	17,563	6.5%
Material Circulation - Youth	1,886	1,421	-24.7%	1,701	1,680	-1.2%
Material Circulation - Juvenile	9,054	7,201	-20.5%	8,023	7,197	-10.3%
Total Material Circulation	29,142	24,318	-16.6%	26,211	26,440	0.9%
Internet Users	2,723	2,172	-20.2%	2,262	2,225	-1.6%
Internet Hours of Use	1,608	1,324	-17.7%	1,436	1,398	-2.6%
New Cards Issued	159	166	4.4%	142	137	-3.5%
Programs - Adult	17	14	-17.6%	15	13	-13.3%
Programs Attendance - Adult	128	111	-13.3%	71	86	21.1%
Programs - Youth 12-18	1	1		2	21	950.0%
Programs Att - Youth 12-18	0	6		21	0	-100.0%
Programs -Juvenile 6-11	8	4	-50.0%	9	3	-66.7%
Programs Att -Juv 6-11	181	92	-49.2%	119	70	-41.2%
Programs - Children 0-5	15	15	0.0%	13	11	-15.4%
Programs - Att - Children 0-5	224	314	40.2%	217	174	-19.8%
Outreach Activities	6	5	-16.7%	7	12	71.4%
Outreach Act. Attendance	424	30	-92.9%	398	2,464	519.1%
Public Training Sessions	1	4		3	1	-66.7%
Public Training Participants	1	157		8	3	-62.5%
Public Training Hours	1	6		5	2	-60.0%
Staff Training Sessions	21	13	-38.1%	13	5	-61.5%
Staff Training Participants	19	16	-15.8%	1	1	
Staff Training Hours	163	143	-12.3%	61	26	-57.9%
Number of Volunteers Added	5	2	-60.0%	3	3	0.0%
Number of Vol Hours	139	123	-11.7%	110	119	8.0%
Meeting Room Use	89	44	-50.6%	78	35	-55.1%
Meeting Room Attendance	837	530	-36.7%	730	374	-48.8%
Number of Web Site Hits	14,970	17,097	14.2%	14,363	16,482	14.8%
Wi-Fi Users	0	389		0	520	
Wi-Fi Sessions	0	1,202		0	1,463	
E Book Downloads	1,227	1,547	26.1%	1,186	1,599	34.8%
Mango Adult Users	28	94	235.7%	32	50	56.3%
Mango Children Users	1	0		0	0	
Ancestry.com Hits	805	711	-11.7%	1,467	784	-46.6%
Interlibrary Loans	63	50	-20.6%	34	51	50.0%
New Material Added	1,277	1,405	10.0%	1,258	1,398	11.1%

Branch Services

March/April 2018

Sue Andrus, Branch Services Librarian

Narrative

Public Relations

The library is participating in the County's sesquicentennial celebration, and was included in the "Oconee County's 150 Things to Do in 2018" pamphlet and app.

Staff Development

Staff In-Service Day was held on March 30. Sessions on Summer Reading Program, customer service, and user experience were held. The majority of the day was devoted to an activity that all staff participated in which created the foundation of the new strategic plan.

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.

The first community meeting in the strategic planning process was held at the Walhalla Library on February 22 from 6-9pm. Twenty two members of the public attended, as did seven staff and five library board members. Several excellent ideas for new library services were generated.

The second community meeting was held at the Walhalla Library on April 26 from 6-9pm. Six members of the public attended along with five staff and three board members. The outcome for this meeting was to incorporate what was generated by the library staff on In-Service Day and to choose the service responses that the library will focus on in the strategic plan.

The eighth annual Volunteer Appreciation Dinner was held on May 3. Awards were presented to volunteers based on the number of hours they logged as well as to outstanding volunteers from each branch library. The Lucille Bellotte Moore (volunteer chosen by volunteers) and the Sarah Mills Norton (volunteer chosen by OCPL staff) awards were also given. This event requires an enormous amount of planning and work to accomplish.

Manager's Projects

The bookmobile's electronic Monthly Tracking Sheet spreadsheet is being used concurrently with the paper tracking sheet for circulation and statistics and is working well. This will make it easier to generate circulation and use statistics.

As a result of the in-service day presentation by the Sheriff's Department, safety assessments at all locations were conducted by Sgt. McGowan in November. We have contacted him several times since and are still waiting for his report.

Restructuring and reorganization of the "All Branches" shared file information has begun. We plan to standardize naming conventions and folder structure, then move out of date info to "Obsolete" folders. This will make it easier to locate needed files and documents.

Due to the absence of the Technical Services Librarian and the Courier, staff at the Walhalla Library are substituting or taking on additional responsibilities. During the interim between Technical Services Librarians, monthly statistics and circulation system troubleshooting are the responsibility of the Branch Services Manager. The new Technical Services Librarian starts on May 14, the same day as our Courier should return from medical leave.

Issues

The PACs at all locations still have intermittent problems connecting to the network. IT Problem Log spreadsheets are in use at each branch to keep track of all IT issues.

Outreach Services

March/April 2018

Brenda Lee, Bookmobile Manager

Collections: Manager chooses adult collections from Ingram and some from B&T Leasing Program; requests some juvenile reading materials from B&T Children's Lease Plan. I select adult DVDs to be ordered, also can make some suggestions for children or family DVDs.

Displays: Bulletins of events at the libraries are displayed if the Branches send their postings to me. Friends of the Library book sale announcements are posted each month.

Manager's Projects: Timely reporting; making new schedules for patrons and getting dates ready for Director to post on website; maintaining shelving appearance as well as routine cleaning of inside of Bookmobile; keeping up with the weeding; removed the Easter collection. In the adult sections, changing collection codes and rotating collections as needed is done when time allows, sometimes alone and other times I am able to use the help of a volunteer depending on the workload at our location.

Volunteers and Outreach: All of my regulars were able to volunteer, also my substitute and Sue Andrus. Outreach numbers increased tremendously (1236!!) due to two elementary school visits and a preschool as well as our regular Outreach stops.

Comments: I attended In Service day at the Walhalla Library. The Residences at Park Place stop is going very well. A suggestion was made for the Bookmobile to come to the Utica area in Seneca and after following up, it has been confirmed that we will be going to Ann Hope United Methodist Church for the summer beginning June 11th.

A Thank You card was sent to both County Council and the Library Board for their recognition of National Library Worker's Day.

Issues: Unfortunately, I have to continue to use a word document to record check out transactions and requests of our patrons at our stop on South Highway 11. My volunteer and I take a half hour lunch and go to the next stop, opening early, and start checking in the items and sorting before copy/pasting recorded document to patrons' records. This is done as time allows and hardly ever finished until the next day.

The last week of April the front HVAC decided not to work. This was reported to Vehicle Maintenance Director and Library Director from location site.

Programs:

For Salem's March children's program's we had the St. Patrick's Day Craft: Pot O' Gold craft and the Emoji Mason Jar Teen program. For the April children's program we had our Marshmallow Peeps Party and for our Teen gaming program. Salem had the following regular adult programs for March and April: Knit & Crochet Circle, Time to Read Book, Adult Coloring Time drop in craft, and Painting for Fun painting session for adults. In March Salem had the History of the DAR and the Tamassee DAR School program that was presented by Nan Jones. In March we also had Egg-painting Easter craft and in April we had the April for Aprons special craft time for the Painting for Fun program. In April the Salem Library also hosted the Are you ready CERT program which was put on by the Community Emergency Response team (CERT).

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. We will be working on being sure that our money is spent for this year's budget.

Outreach Program

The Salem Library has a new outreach program where we deliver books to homebound library patrons' in the Salem area. This is limited to persons who have a handicap which prevents them from driving and they can't have a friend or relative or care giver to bring them to the library. We have one volunteer that has offered to this. We will be monitoring this new program to be sure it is working out and that we have a volunteer on hand to meet this need.

Weeding

Salem continues to weed different areas of the library to make room for new books. This past two months we have been concentrating on weeding the Juvenile non-fiction, Juvenile Biography, and Adult-biography and Adult non-fiction section.

Volunteers

The Salem library now has three active volunteers: Melony Mack, Sally Bouwman and Pamela Tellock. They continue to volunteer on a regular basis. Our volunteers even help out with the programs we put on. 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 us to do our regular work and to concentrate on helping patrons.

Seneca Library Branch Narrative, March/April 2018

Emily Whitmire Sluder, Branch Manager

Facilities: We received a quote for removing the tree stump in the front yard. We hope it will be removed later in May.

Workers from Reflections fixed the window in the Juvenile Biography section. The weatherstripping had become completely detached on the outside over time.

Officer McGowan has yet to get back to us about the security assessments.

I have been in touch with our Xerox representative at Morris Business Solutions and Robyn Courtright in Procurement. Our copiers are frequently jamming, and the repairs do not seem to work long-term. Hopefully this situation will be resolved in the coming months.

Collections: We have completed inventory of the entire collection.

I would like to weed more quickly. We cannot do a major weed without room to store the books prior to discarding them. TLC's web-based cataloging system is wonderful in that it allows us to delete items in the branch.

Programs and attendance:

Let's Talk About It: 40

Bingo: 11

Sesquicentennial Series "The Dark Corner": 7

Let's Get Crafty: 6, 8

Meeting Room: Groups using our meeting room included SC Legal Services, the Red Cross, a Girl Scout troop, Safe Harbor, CERT Are You Ready? Training class, a church committee, Seneca River Women's Auxiliary, National Youth Advocacy Program, Seneca Blazers Track Team, Oconee Writers' Association, a book club, Baby Read, TCHE (Homeschool group), The Palmetto Project, and tutoring groups.

Staffing: Megan resigned, and her last day was 4/23/18. We will hire a new assistant manager in May.

I have just visited Washington, DC with some members of the SCLA advocacy committee. It was a very rewarding experience. We spoke with lawmakers and their staffers about fully funding the Library Services and Technology Act.

Statistics: Visits to Library: Mar- 7,380 Apr-7,024

Total Volunteers: 3

Volunteer Hours: Mar-7, Apr-9

New borrowers: Mar-72, Apr-45

ILL: Mar-22, Apr-26

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.

Walhalla Library

March/April 2018

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. We finished weeding the Fiction Collection in March, and will possibly start weeding the Non-Fiction Collection in May or June. Also we have been working on weeding superseded items from the Roger's Room collection as well as purchasing new books to update the collection.

Overdrive Collection: With assistance from the Branch Managers and the Youth Services Staff we have been able to continue adding new items to the Overdrive Collection. In April we did purchase "Battle of the Book" titles for Overdrive. I made a curated list of these titles so that they will be easier to find in Overdrive. The collection has continued to show an increased growth of Unique Users. Below is a chart depicting this growth from 2017 to 2018.

	March 2017	March 2018	April 2017	April 2018
Unique Users	347	449	337	442

Volunteers: Our Reference Volunteer continues to work in the Roger's Room. Currently she is working on creating a list of the family history books in our collection.

Programs:

March—Books and Chocolate with 5 in attendance.

April— Painting Class with 8 in attendance; Forever Young Book Club with 4 in attendance

Meeting Room:

March— Baby Read – 7 times; Beaver Lake Property Owners' Association; Cathy Crain with James M. Brown; Friends of the Library; Lion's Club; Study Group; Tribble Center; Tri-County Home Educators Graduation meeting; Tri-County Home Educators Lego Club

April— Baby Read 6 times; Guardian ad Litem program; Lynn Crain; Rocky Knoll Church Committee Meeting; South Oak Pointe Home Owners' Association; Study group

Facilities:

No issues to report.

Statistics:

Category	March 2018	April 2018
Visits to library	6,211	5,566
New Cards Issued	54	53
ILL	23	12

Other Issues:

March 29, 2018— A female patron was reported in the Children’s Staff Area. After this incident the patron was informed that this was a staff only area. I sent an inquiry to IT to verify if the patron had removed the barrier located at the Circulation Desk. IT reported that the patron did not remove barrier; instead, she went underneath it.

April 24, 2018— A male patron was found sleeping in the lobby. A staff member spoke with him; however, upon waking he appeared to be disoriented and followed the staff member outside of the library. The staff member spoke with him again, asking if he was okay and if needed to call for a ride. He responded with no, and stated that he did not know where he was at and then went back into the lobby. The staff member came back in and noticed that he was asleep again. I was contacted by the staff member to see if the police should be contacted to speak with the patron. I stated that this would be okay, and to keep me posted. The police were contacted. Upon arrival they spoke with the patron and informed him that he “needed to leave and not come back for tonight.” Officer Chastain informed the staff member that it appeared that the patron was homeless and “seemed to be on some kind of drug or something because of his behavior.”

Westminster Library Report
Leah Price, Branch Manager
March and April 2018

Collections

The Westminster staff are busy culling the easy section. Hopefully this will help with the wooden shelves that are bowing under the weight.

Community Outreach

CERT training was held at the library. We only had one person attend, but this was before the advertising campaign started. Attendance increased at the other branches.

Programs	Number of Attendees
Family Movie Night: <i>Coco</i>	2
Maker Space: Earring Craft	6
Peter Rabbit Party	38
Movie Matinee: <i>Star Wars the Last Jedi</i>	10
Drive-in Movie: <i>Curious George Swings Into Spring</i>	24
Family Movie Night: <i>Jumanji Welcome to the Jungle</i>	11

Manager's Projects

Leah attended the Oconee-Pickens Chamber Coalition Annual Issues Forum and Business After Hours at the World of Energy in March as part of Leadership Oconee County.

The Westminster Branch received two donations. One was via Duke Energy from Mikayla Kreuzberger for \$100. The other was via Schneider Electric from Rhonda Mobley for \$128.57

Facilities

Some of the flashing had to be nailed back down because the severe winds we had in March made some come loose. The exhaust fan in the women's restroom had to be replaced. The gutters were cleaned out and the grounds were sprayed for fire ants.

Publicity

The Publicity Team has been hard at work. The first major task we have accomplished was creating special 70th Anniversary Cards. Bethany Owens did a fantastic job on creating these. We hope to have them by the summer and will do special promotions with them to celebrate 70 years of serving Oconee County. The Publicity Team and other OCPL staff members have also dived right in to LibraryAware. A set of procedures and guidelines has been written on how to use LibraryAware and to keep up consistent across the branches.

Instagram: 229 Followers
Facebook: 2158 Likes, 2108 Follows, 6714 Reach with 2263 Post Engagements
Twitter: 287 Followers
Email: na yet

Youth Services Dept.
March/April 2018
Donna Wales, Youth Services Librarian

Collection Development: Collection development is on budget and winding down for the fiscal year. Donna received the newly released titles of the twenty books that will be used for the 2018-2019 School District of Oconee County's Battle of the Books Competition. She ordered multiple copies of each title as well as those that were available in audio format. Additionally, she worked with Quientell Walker to order electronic versions of each title to add to the Overdrive collection. Finally, Donna worked with Leah Price to replace many classic and popular titles for the Westminster Branch that were no longer in appropriate shape for circulation.

Staff Development: Both Donna and DJ played a significant role in Oconee County Public Library's semiannual Inservice Day on March 30. Together, they presented an overview to staff detailing the 2018 Children's Summer Reading Program. Additionally, Donna worked with David Watson of Watson Library Services to offer a book preview during Inservice of more than 1,000 new 2018 copyrighted titles available from a variety of publishers. The goal of this activity was to allow all staff members to provide input on Juvenile titles ordered. Finally, Donna provided seven hours of professional proctoring services to a student who attends Stanford Online High School during March and April.

Collaboration: In an attempt to provide meaningful programming for young patrons and their caregivers, Donna collaborated with Help Me Grow South Carolina, a division of the Greenville Hospital System, to host the "Read, Rattle, and Roll" program at the Seneca Branch in March. This program offers developmental screenings for children age birth through preschool to identify strengths and weaknesses. If weaknesses are detected, Help Me Grow then refers parents to the appropriate agencies for further evaluation and follow-up services for the child. On April 25, a Bilingual Family Liaison from the School District of Oconee County conducted Spanish Story Time at the Walhalla Library. One child and one caregiver attended this program and obtained a library card during the visit.

Programs: Donna continues weekly Preschool Story Times at the Walhalla, Seneca, and Westminster branches. She feels that attendance was exceptional in both March and April with 261 children in attendance along with 206 caregivers for a total of 467 participants! Approximately 35 children from St. John's Lutheran Church Preschool in Walhalla attended Story Time at the Walhalla Branch on March 24 and April 20. Additionally, approximately 40 children from Seneca's Head Start Program attended Story Time in Walhalla On March 28.

Other programming hosted by the Youth Services Department:

- ▶ Dr. Seuss Birthday Parties - Walhalla and Westminster - 78 attendees
- ▶ Spanish Story Time - Walhalla - 2 attendees + 1 bilingual presenter

Public Training: Prior to the 40 students from Head Start attending Story Time on March 28, Donna provided a Library tour for them and read aloud library-themed books. At the end of the visit, each student was given a small gift from the Library. Donna also presented this program for 60 Pre-Kindergarten students from James M. Brown Elementary School on March 16. On March 26, DJ welcomed 13 high school students from the Hamilton Career Center's Early Childhood Education

program to the Walhalla Library for a tour and training session on how to use the online public access catalog and an introduction to both print and electronic resources pertinent to them in their studies. At the end of the tour, each student was presented a small gift from the Library.

Community Outreach: Donna received multiple inquiries from schools requesting her attendance at literacy activities during April. Several of the schools also requested that the Bookmobile be present for these events. Brenda Lee, Bookmobile Manager, and Donna took the Bookmobile to Seneca's Head Start on April 16. All 125 students and teachers were able to get on the Bookmobile and experience it first-hand. Brenda also issued five library cards to parents and teachers as well as checked out many books during this visit. Brenda took the Bookmobile to Fair-Oak Elementary School for Literacy Night on April 26 so that Donna could attend the Library's Community Planning Meeting. Approximately 200 students, parents, and school staff learned about programs, resources, and opportunities available through the Library System during this visit. Finally, Donna and Brenda took part in James M. Brown Elementary School's Kids Fest on April 28. Attendees were able to tour the Bookmobile, learn about Summer Reading and other children's programs, sign up for library cards, and check out books. Approximately 900 people were reached during this outreach event! Several additional school visits are scheduled for May. Donna continues to serve as the Oconee County Public Library System's designee on the First Steps Board. She attended both the March and April Board meetings as well as a Scholarship subcommittee meeting. First Steps sponsors the Child Abuse Prevention Month Pinwheel project in April. The Walhalla, Seneca, and Westminster Branches constructed pinwheel gardens to support this worthwhile project.

Summer Reading: Both Donna and DJ have been working feverishly to finalize and prepare materials for Summer Reading. They have assembled registration packets for approximately 2,500 children. Additionally, DJ is in the process of printing more than 3,000 calendars. Please find a calendar included in your meeting packet. All completion, monthly, and grand prizes have been purchased and sorted and the End of Summer Reading Bash has been planned. All materials will be delivered to the branches the week of May 14. Sign-ups begin May 21 and programming begin June 4.