

**OCPL Director's Report**  
**May, 2019**

**1. Programs and Services:** The Hispanic committee of volunteers formed by Volunteer Administrator Janice Lovinggood has continued to have successful programs. In April they held a Cinco de Mayo festival on the vacant lot adjacent to the Walhalla Library. It featured crafts, games, and several food vendors. Since it was held the same day as a Friends' Saturday Sale, attendance was good for both (approximately 40 for the Cinco de Mayo event). Story Times continue to be popular as well. We have suspended the STEAM Story Times until fall to prepare for Summer Reading. The branches also hosted some very successful programs. See the individual reports for more information.

**2. Usage statistics and narratives:** March and April, 2019, statistics and bi-monthly reports are attached. Figures reflect closings for library holidays (staff training and Easter holiday).

**3. Finance and Budget:** OCPL budget expenditure figures year-to-date in FY19 are attached.

**4. Personnel and Training:** Due to recent events at the County administration building, all staff were trained in recognizing suspicious substances, and also what to do if these are found in staff areas. The Walhalla main branch recently replaced one of their Staffmark part time employees. Abigail White replaced Rebecca David as part time circulation staff at Walhalla. We held our bi-annual staff in-service day on April 19. Gretchen Soule with Foothills Alliance spoke to all staff about the human trafficking crisis and how it applied to us here in Oconee County. John Hardy with New Spring Church in Clemson led a discussion and exercise about communication. In the afternoon staff returned to their branches to conduct individual staff meetings and work on branch projects.

**5. Building and Grounds:** The roof at the Seneca Library will be replaced in the next fiscal year. County Facilities Maintenance Director Lake Julian included the request in his FY20 budget. County Roads and Bridges Department made some improvements to the paving around the drainage area to alleviate some of the issues with water that accumulates in the parking lot at the Westminster Library after a heavy rain. We are also working with Facilities Maintenance to improve the landscaping at the Seneca Branch. The HVAC system for the Salem Library portion of the Salem Town Hall complex failed recently. New Freon had to be installed to restore the system.

**6. Technology:** The library has started circulating VOX Books, which are books with an electronic audio player attached to them. These will replace the old audio kits at the branches, which consisted of a book and audio cassette or CD. We ordered additional units this fiscal year. We are also looking at adding a similar product from another vendor, the company that we currently buy Launchpads from, Play-away. They have a product with an attached electronic reader as well, and they offer different titles than VOX.

**7. Friends of the Library:** Used Book Sales in March and April were well attended. The Friends' report will detail sales figures. In addition to the semi-annual contribution the Friends make to the library from their book sales, they have also contributed \$7,000 for a new service desk for the Westminster Library.

They have also contributed to our Summer Reading and Adult Summer Reading programs, as well as our annual "wish lists" for each branch: \$1,000.00 for each branch, and \$250.00 for the Bookmobile.

**8. Oconee County:** We have been working with the county on their comprehensive 2020 plan. The library is also collecting surveys for the planning commission in conjunction with the *Seneca Journal*, and also hosted one of the public meetings at the Seneca Library. The county is also working on the FY20 budget. It appears that there will be a 4% raise for County employees. We will inquire if that will also apply to our third-party Staffmark part time as well.

**9. State Library:** The Youth Services department received the LSTA grant for Summer Reading 2019 in the full amount of \$1,000.00. The OCPL will also be one of the first sites to volunteer for the debut of the second "Charlie Cart," a self-contained mobile kitchen unit that will be used to teach nutrition and making use of local ingredients. It will be delivered in the early fall after summer reading.

**10. Community Involvement:** The library has reached out to numerous community organizations as part of the initiatives in the 2020 Strategic Plan. The director is also collaborating with other area directors on several projects, including an area-wide (Anderson, Pickens, Oconee) staff training meeting (to be held in May, 2019 at the Anderson Main Library), and future One Book/One Community programs. The library is also actively seeking partners for future programs on health and wellness, financial literacy, and Adulting 101.

**11. Other:** The Director continues to be active in SCAPLA, the SC Association of Public Library Administrators. It looks as if the HVAC system in the Salem Town Hall/Salem Library will have to be replaced in the next fiscal year. Per the MOU with the Town of Salem, the county will pay half of the associated costs.

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

	Mar 2018	Mar 2019	Change	Apr 2018	Apr 2019	Change
<b>Visits to Library</b>	18,859	17,091	-9.4%	18,182	16,696	-8.2%
Material Circulation - Adult	15,696	15,439	-1.6%	17,563	14,795	-15.8%
Material Circulation - Youth	1,421	1,188	-16.4%	1,680	1,137	-32.3%
Material Circulation - Juvenile	7,201	6,435	-10.6%	7,197	6,773	-5.9%
<b>Total Material Circulation</b>	<b>24,318</b>	<b>23,062</b>	<b>-5.2%</b>	<b>26,440</b>	<b>22,705</b>	<b>-14.1%</b>
<b>Internet Users</b>	<b>2,172</b>	<b>0</b>	<b>-100.0%</b>	<b>2,225</b>	<b>0</b>	<b>-100.0%</b>
Internet Hours of Use	1,324	0	-100.0%	1,398	0	-100.0%
<b>New Cards Issued</b>	<b>166</b>	<b>157</b>	<b>-5.4%</b>	<b>137</b>	<b>138</b>	<b>0.7%</b>
Programs - Adult	14	11	-21.4%	13	12	-7.7%
Programs Attendance - Adult	111	58	-47.7%	105	134	27.6%
Programs - Youth 12-18	1	2		0	2	
Programs Att - Youth 12-18	6	13	116.7%	0	5	
Programs -Juvenile 6-11	4	21	425.0%	3	22	633.3%
Programs Att -Juv 6-11	92	76	-17.4%	70	100	42.9%
Programs - Children 0-5	15	14	-6.7%	11	14	27.3%
Programs - Att - Children 0-5	314	144	-54.1%	174	189	8.6%
Outreach Activities	4	11	175.0%	11	15	36.4%
Outreach Act. Attendance	27	676	2403.7%	2,462	1,541	-37.4%
Public Training Sessions	4	0	-100.0%	1	0	
Public Training Participants	157	0	-100.0%	3	2	-33.3%
Public Training Hours	6	0	-100.0%	2	1	-50.0%
Staff Training Sessions	13	2	-84.6%	5	18	260.0%
Staff Training Participants	16	7	-56.3%	1	39	
Staff Training Hours	143	8	-94.4%	26	64	150.0%
Number of New Volunteers	2	0	-100.0%	3	0	-100.0%
Number of Vol Hours	123	92	-25.3%	119	96	-19.2%
Meeting Room Use	44	93	111.4%	35	100	185.7%
Meeting Room Attendance	530	620	17.0%	374	627	67.6%
Number of Web Site Hits	17,097	15,717	-8.1%	16,482	15,770	-4.3%
Wi-Fi Users	389	399	2.6%	520	417	-19.8%
Wi-Fi Sessions	1,202	1,255	4.4%	1,463	1,411	-3.6%
E Book Downloads	1,547	1,821	17.7%	1,599	1,740	8.8%
Mango Adult Users	94	0	-100.0%	50	0	-100.0%
Mango Children Users	0			0		
Ancestry.com Hits	711	216	-69.6%	784	148	-81.1%
Interlibrary Loans	50	42	-16.0%	51	25	-51.0%
<b>New Material Added</b>	<b>1,405</b>	<b>1,114</b>	<b>-20.7%</b>	<b>1,398</b>	<b>1,315</b>	<b>-5.9%</b>

**OCPL Budget 2018-2019 5-3-19**

<b>Account Number</b>	<b>DESCRIPTION</b>	<b>Budgeted</b>	<b>Spent</b>	<b>Percent</b>	<b>Balance</b>
<b>Local Budget</b>					
010-206-30024-00000	Equip. Maintenance	2,450	2,470	101%	-20
010-206-30025-00000	Professional -Staffmark	102,425	86,937	85%	15,488
010-206-30041-00000	Telecommunications	919	608	66%	311
010-206-30056-00000	Data Processing	27,716	27,685	100%	31
010-206-30059-00000	Copier Click Charges - Xerox	10,000	7,754	78%	2,246
010-206-30068-00000	Advertising	700	450	64%	250
010-206-30080-00000	Dues	750	750	100%	0
010-206-30084-00000	School, Training, Sem.	3,300	3,123	95%	178
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,000	5,704	81%	1,296
010-206-33022-00208	Bldg Maint - Seneca	3,600	3,456	96%	144
010-206-33022-00209	Bldg Maint - Westminster	2,500	1,546	62%	954
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,731	86%	289
010-206-34043-00207	Electricity - Walhalla	32,500	23,632	73%	8,868
010-206-34043-00208	Electricity - Seneca	17,000	10,574	62%	6,426
010-206-34043-00209	Electricity - Westminster	15,500	10,309	67%	5,191
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,400	1,154	82%	246
010-206-34044-00208	Water - Seneca	1,000	510	51%	490
010-206-34044-00209	Water - Westminster	1,000	321	32%	679
010-206-40031-00000	Sm Capital Equip (Loc)	2,800	2,800	100%	0
010-206-40032-00000	Operational	6,000	5,912	99%	88
010-206-40032-00000-A	Youth Services	2,000	1,365	68%	635
010-206-40033-00000	Postage	500	450	90%	50
010-206-40034-00000	Food	500	188	38%	312
010-206-40101-00000	Books (Local)	83,370	68,176	82%	15,194
010-206-40102-00000	Periodicals (Local)	21,630	21,630	100%	0
010-206-40103-00000	AV (Local)	10,500	8,987	86%	1,513
010-206-80206-00000	Automobile Maint - Library	3,500	1,087	31%	2,413
010-206-81206-00000	Gasoline - Library	2,500	1,949	78%	551
010-206-82206-00000	Diesel - Library	2,000	1,833	92%	167
<b>TOTAL LOCAL FUNDS</b>		<b>372,980</b>	<b>308,993</b>	<b>83%</b>	<b>63,987</b>
<b>Misc. Funds</b>					
013-206-60010-00000	*Gifts, Donation (Loc)	68,311		0%	68,311
<b>TOTAL MISC. FUNDS</b>					<b>68,311</b>
<b>State Aid Budget</b>					
240-206-30018-00255	Travel	300.00		0%	300.00
240-206-30056-00255	Data Processing (State)	\$11,300.00	11,279.98	100%	20.02
240-206-30080-00255	Dues	\$200.00	90.89	45%	109.11
240-206-30084-00255	Schools, Train.. (State)	\$200.00		0%	200.00
240-206-40031-00255	Sm Capital (State)	\$8,717.75	8,084.18	93%	633.57
240-206-40032-00255	Operational (State)	\$13,090.00	11,061.27	85%	2,028.73
240-206-40045-00255	IT Equipment	\$2,070.00	1,857.27	90%	212.73
240-206-40111-00255	Books (State)	\$57,500.00	56,471.73	98%	1,028.27
240-206-40112-00255	Periodicals (State)	\$25,000.00	24,803.95	99%	196.05
240-206-40113-00255	AV (State)	\$11,600.00	11,413.23	98%	186.77
<b>Total State Aid Funds</b>		<b>\$129,977.75</b>	<b>125,062.50</b>	<b>96%</b>	<b>4,915.25</b>

**Lottery**

<b>Account Number</b>	<b>Description</b>	<b>Budgeted</b>	<b>Spent</b>	<b>Percent</b>	<b>Balance</b>
013-206-40101-92201	Books	5,786.52	5,397.67	93%	388.85
<b>Total</b>		<b>5,786.52</b>	<b>5,397.67</b>	<b>93%</b>	<b>388.85</b>

## Narrative

### Public Relations

The library has a new logo. It was designed in-house primarily by Bethany Owens, our cataloger, and finalized by graphic arts students at Clemson. The color scheme is now earth tones and it coordinates nicely with the county and city logos now in use. Library staff members have new business cards, and we have new library cards with the logo as well. Replacement of other items with the old logo will be done on an ongoing basis.

We are partnering with the Tribble Center to provide an art or craft class for their clients at the Seneca Library. Due to their disabilities, some clients become frustrated or distracted during "Let's Get Crafty" activities held at the library.

### Staff Development

In Service Day was held on April 19. All staff met at the Walhalla Library in the morning. Our icebreaker was "office bingo", then we learned how to recognize the signs of human trafficking from Gretchen Soule of Foothills Alliance. Additional sessions covered conflict resolution and the annual Summer Reading Program. In the afternoon we returned to our branches and worked on projects that would impact patrons if done while we were open. Walhalla staff cleaned offices and reorganized the kitchen, Seneca staff moved furniture, and Westminster staff moved shelves.

Tiffany Hayes, the Continuing Education Consultant at the SC State Library, is very proactive in keeping us informed about various training opportunities. The "Adult Learners" webinar on April 24 provided helpful structure in creating programs that will support our Strategic Plan objectives.

The Kanopy webinar on April 15 showed us how to use and promote our new video streaming service. Kanopy contains thousands of full length movies, television shows, cartoons, and concert films. It is available to our patrons on practically any device. It is also possible to show these movies in the library, so this could also become part of our programming.

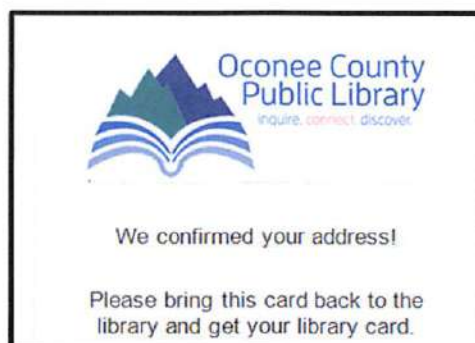
Suspicious Drug Identification training was required of all county employees. The session lasted about one hour and covered what various drugs look like, how to identify suspicious activity, and what to do if drugs are found on county property.

### Volunteers and Community Outreach

The annual Volunteer Appreciation Dinner was held on April 4 at the Walhalla Library. This year the theme was "Volunteers Are OZ-some" so staff dressed as characters from "The Wizard of Oz", there was a Yellow Brick Road running through the library, and photos were taken with a hot air balloon backdrop. Susan Kelley, a Bookmobile volunteer, won the Sarah Mills Norton award for Volunteer of the Year. Dinner was soup and salad bar. This event is organized by Janice Lovinggood and the volunteer committee, and it takes an enormous amount of effort from them and the Walhalla staff.

### Manager's Projects

Address confirmation postcards were created to send to library card applicants with no proof of address. Occasionally new residents who come to get a card don't have anything with their address on it. Now the library will send them a postcard.



Outdated network hardware has been removed from the Salem Library. This is a multi-stage process and began with clearing the storage area shared with the Town Hall. Two UPS (uninterrupted power supply) units were discarded. The storage area now conforms to fire code.

### 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.

The battery backup in the UPS (Uninterrupted Power Supply) in the Walhalla staff workroom began failing in mid-December. The IT Department has purchased a new one but they have not installed it yet.

## **Bookmobile and Outreach Services**

**March/April 2019**

**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; chooses Adult audiobooks ordered through Midwest Tape.

**Displays:** Bulletins of Library Events are displayed when postings are sent in. 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; Spoke with Judi Matalik who wants to add St. John's Preschool in Walhalla to our September schedule once a month. Homestead Academy has been added to the May – August schedule but we won't be able to go until June.

**Volunteers and Outreach:** Kayla Hamilton and I attended James M. Brown Elementary School's Family Day on April 6, 2019. Great participation with 125 patrons coming aboard the Bookmobile and many also checking out items. (I had my very first Hispanic application for a library card.) Outreach 2019 now has 6 stops where I only visit once per month. Unfortunately, Volunteer, Brenda Thomson is now out of the volunteer pool for medical reasons. Pat Pankopp, Volunteer, and Sue Andrus and Phil Bergen, both Staff, have filled in as needed. A former volunteer has been contacted and very interested in returning in June to help out with Route B.

**Comments:** The passenger seat is having a problem not staying "pumped up". Vehicle Maintenance is trying to find a solution.



## **Programs:**

The Pre-school story time has been going good for Salem. Kayla Hamilton has also been doing a STEAM Ahead story time program in Salem once a week. Salem had the following regular adult programs for January and February: Time to Read Book Club, Painting for Fun painting session for adults, Mobile Device Help time and Computer Help Time. In April we had a successful event for the Introduction to Instant Pot program which was put on with the help of Rebecca Baxley and the Clemson Food Service program out of Greenville, South Carolina. For the children's programs in March we had the Tween Time: Shamrock Art and the DIY Makerspace: Leprechaun Traps programs and for April we had the Tween Earth Day Craft: Bottle Cap Garden Flower Décor, Spring Break Drop-Craft and Earth Day Extravaganza: Recycled K-cup Seed Starters programs.

## **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.

## **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 two active volunteers. Linda Cameron and Sally Bouwman are our two current volunteers. Our Volunteers continue to volunteer on a regular basis. Volunteers even help out with the programs we put on. 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.

## **Maintenance and Equipment**

We have redecorated the Salem Library by taking away some of the old artwork and adding some new artwork that Betty Galloway will let us use for short time and then bring in other artwork to replace it. Betty is the artist that does our Painting for Fun group. In addition, we have updated our signage for our new library logo. Thanks to the Friends group we have also purchased some needed new storage items for the children's area and a new chair each for the staff and public areas of the library.

## **Seneca Library Branch Narrative, March/April 2019**

**Emily Whitmire Sluder, Branch Manager**

### **Facilities:**

This portion is the same report as the previous two:

Our roof leaks in several places and has for a decade. Maintenance patched up as much as they could but after several days of rain, there are still leaks. In the next budget year, we will have to ask for a new roof. We also need to ask for our parking lot to be completely repaved.

### **New reports:**

We are addressing the landscaping needs and hope to have this partly complete in June.

**Collections:** I would like to weed more quickly. We created a bilingual shelf for children's items written in both Spanish and English. We have since discovered many more bilingual books and have had them changed to the bilingual holdings code.

### **Programs and attendance (planned and run by Seneca staff):**

Let's Get Crafty –12, 4

Kids' crafts – 12, 6                      Bingo - 12

**Meeting Room:** Groups using our meeting room included the Red Cross, a crafting group, the American Legion Auxiliary, the African-American Planning Commission, the Oconee County Planning Commission, Continuum of Care, The Parenting Place, the Ballenger House, Safe Harbor, a church committee, Seneca River Women's Auxiliary, a homeschoolers' club, Oconee Writers' Association, a book club, Baby Read, the local "Bernie 2020," and tutoring/study groups.

**Staffing:** We have been fully staffed during this period and also have our Palmetto Youth Connection employee who is able to work on Saturdays, which is a tremendous help.

**Statistics: Visits to Library:** March - 6,618; April – 6,196

**Total Volunteers:** 3

**Volunteer Hours:** March -13, April – 9.5

**New borrowers:** March - 69, April – 59

**ILL:** March -- 25, April - 14

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

March / April 2019

Phillip Bergen, Technical Services Librarian

## **Collections:**

Orders are proceeding well and budget spreadsheets are updated regularly.

## **TLC:**

Nothing to report at this time.

## **Manager's Projects:**

Our efforts to document workflows and processes proceed steadily. We have also completed a project to catalog ~300 previously uncataloged, "permanent" OverDrive eBook titles.

## **Staff Development:**

Staff completed 24 sessions comprising 22 hours of professional development training in March and April.

## **Issues:**

No major issues at this time.

## **Volunteers:**

Nancy Woods continues to do an excellent job in mending and repair.

# Walhalla Library

March/April 2019

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 have recently completed weeding part of the DVD 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. The collection has continued to show an increased growth of Unique Users. Below is a chart depicting this growth from 2018 to 2019. The main surprise this period is the popularity of *Where the Crawdads sings*, for the holds request for this title has exceeded 60+.

	March 2018	March 2019	April 2018	April 2019
Unique Users	499	570	442	537

**Volunteers:** On April 4<sup>th</sup> OCPL hosted its annual volunteer appreciation dinner.

## Programs:

**March—** Books and Chocolate—5; March Mad Libs

**April—**South Carolina Legal Services; T(w)een Craft: T-Shirt Bag; Cinco de May Celebration—50-75

## Meeting Room:

### **March—**

Baby Read – 8 times; Emergency Services; Friends of the Library; Library Board; National Youth Advocate Program; Robert Sarafin; Tri-County Home Educators Graduation Meeting; Waters Edge HOA

### **April—**

Baby Read – 4 times; Family Matters of the Pee Dee; Friends of the Library; Pam Farmer; Tribble Center

**Facilities:**

We have had several maintenance requests in March and April.

March 8, 2019: We have several lights out in the library; I did change the bulbs in two locations, but the new bulbs did not light up. The places are: 1. In the back of the staff area. I did replace the bulbs, but they did not light up; 2. Directly above the color copier. I did replace the bulbs, but they did not light up; 3. There are two lights in coverings that I cannot remove. One is in front of aisle 13-14, and the other is above the PAC; 4. One of lights located at the dock has gone out. I am unsure how to remove the cover, and I do not believe we have the replacement bulbs. **Resolved**

March 11, 2019: I received the following report from Sunday: "At about 4 PM, the power flickered off and on and the A/C stayed off until about 4:30. It seemed like the A/C was flickering on and off after that incident." This morning I did check all of the thermostats, and they appear to be functioning normally. Also I did check the breaker panel, and I did not see anything in the off position. However, when I checked the outside units I did noticed that two, located in the back of the building, were switched to the off position. **Resolved**

April 11, 2019: It was noticed that the thermostat in the back of the staff office area had gone dark. I went upstairs into the attic to check the drip pan. In the process of doing this my leg fell through the ceiling. (See attached photos). After collecting myself Blair and I went back into the attic and drained some of an overfilled drip pan. This one is located directly as you enter the attic. **Resolved**

April 23, 2019: The dehumidifier in the SC Room is clogged. **Resolved**

**Statistics:**

Category	March 2019	April 2019
Visits to library	5,052	5,019
New Cards Issued	44	47
ILL	11	10

**Study room Usage:**

March—18

April—16

**Staff**

Tiffany turned the library green with every display space having a green colored books for St. Patrick's Day. She changed it to books themed about friendship for "Reading with my Peeps" display. Leah attended an online webinar for the new Kanopy service.

Staff enjoyed a great half day of training at the Walhalla main branch. The issues of human trafficking are troubling but hopefully we can make a difference. The presentation on conflict was also great and the summer reading presentation was very informational.

**Collection**

Staff culled the easy collection to make it easier to transition to new shelving.

Vox books, a new kind of kid's audio/read-along books have been a big hit since being added in March.

During the second of half of in-service day, the staff were able to rearrange the children's area and the area behind the circulation desk. This gives us more room for the new materials we provide, such as kits and Vox audio books, and makes the children's area flow better.

**Programs/Attendance**

T(w)een Oreo Taste Test Challenge	11	Drop-in Craft: Bunny Pots	10
FMN: Ralph Breaks the Internet	21	Disney Fandom Night	25
FMN: Instant Family	0	Aquaman Movie	7
Green Book movie	0	Mana-tea Party	16
Drop-in Craft: leprechaun bookmarks	4	Basis of Sex Movie	canceled

We had 9 entries for our first (hopefully annual) Peeps Diorama Contest.

**Manager's Projects**

The community really came through with Dobby's Sock Drive by donating over 1,170 pairs of socks. Recipients of the socks were Collins Children's Home, Lakeview Assisted Living, Safe Harbor, and Our Daily Rest.

Leah has been given a provisional pre-professional librarian certificate from the State Library.

Leah also attended a Leadership Oconee County alumni focus group whose purpose is to create ways to engage former participants of LOC

Police for group of boys

**Social Media Stats**

January 2019

Instagram:	Followers	422
Facebook:	Likes	2430
Twitter:	Followers	305

April 2019

Instagram:	Followers	537
Facebook:	Likes	2532/2574 follows
Twitter:	Followers	315

**Facilities**

Maintenance came and replaced a light ballast, reattached the wood décor in the children's area, reset the water fountain, dug up the dead bush stumps. Roads and bridges were able to smooth out some of the areas in the parking lot to increase the flow/drainage of water that collects in front of the library.

A full grocery bag of trash was picked up by staff from around the library grounds.

**Youth Services Dept.**  
**March/April 2019**  
**Kayla Hamilton, Youth Services Librarian**

**Collection Development:** Collection development is on budget and winding down for the fiscal year. Kayla was able to order 50 more Vox Books (audiobooks) with lottery funding. Kayla and DJ have slowly been weeding a Seneca in the Young Adult area. Kayla and Leah Kelley have been working on ordering and organizing Literacy Kits, which will be a grab and go type of kit where parents can select a kit by grade level/Lexile and take it home to practice reading. These kits were designed to help children reach the goals set by the state through the Read to Succeed legislation.

**Staff Development:** Kayla presented during the April 19<sup>th</sup> in-service. She presented an overview to staff detailing the 2019 Children's Summer Reading Program. She also reviewed the Literacy Kits and the Birthday Book programs with staff. Kayla and DJ participated in mandatory drug-free training.

**Collaboration:** Kayla was invited by the School District of Oconee County to participate in Advanced Ed interviews. These interviews were held with members of the community to assure that the school district was collaborating, sharing information, and providing for the needs of the community. Kayla attended a lunch and learn with OCSA which discussed local trainings for grandparents that are raising their grandchildren. During that luncheon Kayla made a connection with Debra Andrews from the Salvation Army. Kayla, Blair, and Debra met later about providing educational programs to families in order for those families to qualify for the Angel Tree Program. On Saturday April 6<sup>th</sup>, Kayla and Brenda took the Bookmobile to James M. Brown Elementary for Kidsfest. During a lull in patrons, Kayla went and talked with the Food Services and Emergency Services vendors to discuss future collaborations. Kayla has also been working on a collaboration between the library, First Steps, and Reach out and Read. Through this collaborations kids will receive books at each well visit those books will have stickers with the Palmetto Basics listed from the First Steps. At a child's first, second, and third birthday well check they will receive a special sticker on their book that ask them to bring said book to the library. When they bring the book to the library they will receive another free "Birthday Book" curtesy of a \$3,000 donation of board books from First Steps. Kayla collaborated with Help Me Grow South Carolina, a division of the Greenville Hospital System or Prisma, to host the "Read, Rattle, and Roll" program at the Westminster Branch in April 24<sup>th</sup>. This program offers developmental screenings for children age birth through preschool to identify strengths and weaknesses. If delays are detected, Help Me Grow then refers parents to the appropriate agencies for further evaluation and follow-up services for the child.

**Programs:** Kayla continued weekly Preschool Story Times at the Walhalla, Seneca, and Westminster branches. Attendance was good in both March and April with 171 children in attendance along with 134 caregivers for a total of 305 participants. STEAM Ahead Story Time ended for the school year on April 25, which will allow Kayla more time to visit schools before Summer Reading. In March and April, attendance dropped somewhat with 60 children and 30 caregivers for a total of 90 participants. The Teen Advisory Board met once a month in March and April due to scheduling conflicts but had a total of 7 participants and they are working hard on planning the Community Street Fair which will serve as a Kick-off party for Summer Reading. Youth Services now does outreach to three daycares: Kids Korner, St. John's, and Our Clubhouse. We were able to serve 186 participants through this outreach. In March, Youth Services reached 734 people total. In April, they reached 1,607 people.

**Community Outreach:** Kayla has been working closely with the School District of Oconee to provide more outreach. During March and April, Kayla visited seven schools reaching approximately 1,753 people. March 19<sup>th</sup> Kayla attended Ravenel Elementary Schools Literacy Night that had approximately 455 people in attendance and was so successful that Kayla ran out of library card applications. On April 6<sup>th</sup>, Brenda Lee, Bookmobile Manager, and Kayla took the Bookmobile to Kid Fest at James M. Brown Elementary School there was approximately 1500 people in attendance and 125 visited the Bookmobile. On April 9<sup>th</sup>, Kayla visited two schools: Seneca Middle and Keowee Elementary School. At Seneca Middle, Kayla promoted the Teen Summer Reading and the Teen Advisory Board to a crowd of approximately 68 people. Later that evening Kayla attended the STEAM night at Keowee Elementary where she shared information about Summer Reading to approximately 188 people. On April 23, Kayla attended literacy night at Blue Ridge Elementary School where she was able to register 15 new library cards and share about Summer Reading to the approximate 400 people in attendance. On April 24<sup>th</sup>, Kayla and DJ visited Walhalla Middle School where they meet with a group of 65 students to promote Teen Summer Reading. On April 26<sup>th</sup>, Kayla visited Orchard Park Elementary where she presented to the entire school (approx. 400) about Summer Reading. In total, Kayla promoted Summer Reading to approximately 1,753 people.

**Summer Reading:** Kayla and DJ have been working extremely hard on finalizing Summer Reading plans. DJ is taking the lead on the Community Street Fair which will take place May 31<sup>st</sup> from 1-4 at the High Falls County Park. This year we ask for sponsorships from the community and have been blessed with \$2,850 in sponsorships which has been set aside to pay for the phone app in which our patrons will be able to log their reading online. The Friends of the Library will be donating \$5,000 for performers. Kayla also received a LSTA grant for \$1000 which will fund programs for teens. Kayla has also been asking for local businesses to donate coupons that will serve as weekly prizes. We currently have well over 5,000 coupons. Kayla has also been in contact with the School District of Oconee County to set up the libraries as a summer feeding location. Kayla has been working in conjunction with Quientell Walker to create paper logs for patrons without internet access. Kayla, Quientell, Bethany, and Anna have been working together to create a newsletter for Summer Reading. Kayla has contacted every school within the county and is hoping to visit as many as possible before Summer Reading begins.