

## OCPL Director's Report

January 2020

**1. Programs and Services:** The library had a number of programs in November and December, ranging from movie nights to LEGO Clubs to book clubs to holiday-themed programs. Details of these will be in the individual managers' reports. The library has begun using a two-month calendar of events, so people can plan a little more ahead as to the programs they would like to attend. Literacy Kits, which started circulating in October, have been a smashing success. We are already planning to make more, and also add kits with Spanish language books and components. Darcy Arnall, YS librarian, has also applied for a summer reading grant to create "story time" kits for ages 0-5, similar to the literacy kits. The Bookmobile made an appearance in five of the six county Christmas parades this last year.

**2. Usage Statistics and Narratives:** November and December, 2019, statistics and bi-monthly reports are attached. Figures reflect closings for Labor Day and staff in-service.

**3. Finance and Budget:** OCPL budget figures for FY20 year-to-date are attached.

**4. Personnel and Training:** Sue Andrus, Branch Services librarian, continues to seek out opportunities for webinars and other training for staff, and has been working on updating job descriptions to assist with county performance reviews. Sadly, we will be losing the services of Phil Bergen, Technical Services librarian, at the end of January, 2020 (last day is January 29). We have begun accepting applications for his replacement.

**5. Building and Grounds:** Estimates are now being sought for the roof on the Seneca Library. We hope to have that completed before the end of the fiscal year. We have also inquired about installation of new computer network connections in Walhalla in anticipation of moving the children's area to the rear of the library. Such a move would create a more well-defined space for the children's area, help with security and safety, and provide much-needed additional space for programming, given the limitations of the current space and the capacity of the meeting room.

**6. Technology:** The library did not win a grant from the ALA for technology to assist with the US Census for 2020, but we will still be using the Bookmobile and our current "fleet" of Chromebooks to assist with the count. The County IT department came around in December to all branches to update all staff personal computers to new units with Windows 10. They also updated circulation computers and the PC that control the print release stations. The "zero client" units that we use for public Internet are not new, but are all updated to Windows 10. This process was accelerated from their standard end-of-service replacement schedule due to the fact that Microsoft will not be supporting Windows 7 after January, 2020.

**7. Friends of the Library:** Used book sales have been well attended in November and December. The Friends also approved funds to assist with sending Janice Lovinggood, Volunteer administrator, and Leah Kelley, acquisitions manager, to the Points of Light Foundation conference in Washington, D.C., in the summer of 2020.

**8. Oconee County:** We are working with County as the lead agency in the Complete Count Committee for the 2020 Census. We have met with Bill Huggins of the Planning department about using our Chromebooks and Mi-Fi for the Census. We will be loaning some of our Chromebooks to the Planning department for use at the fire stations in the county for the census effort.

**9. State Library:** We have applied for our 2020 Summer Reading and Learning grant with the State Library. We will also be attending the budget presentation by the State Library at the public education subcommittee of the House Ways and Means to be held on Wednesday, January 22, 2020. Leah Price, Westminster Branch manager, has also been awarded a tuition assistance grant from the State Library, for work towards her MLIS from Valdosta State University.

**10. Community Involvement:** The Director is on the Complete Count Committee for the 2020 US Census. We will be working to promote awareness of the importance of an accurate count, and use the Bookmobile to take technology into undercounted and underrepresented areas. The Director was also interviewed by Misty Lee from DHEC as a “key informant” for a Community Health Needs Assessment done by the Healthy Oconee Coalition, and as a result of that conversation, the Director is now part of the Healthy Oconee Coalition. We have also regularly attended meetings of the Oconee County Services Association. Darcy Arnall has now taken up her spot on the board of First Steps.

**11. Other:** Director continues to be active in APLA—the Association of Public Library Administrators. Election of officers will take place at the January meeting, and the Director will be nominated for vice-president of the organization for the coming year.

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

	Nov 2018	Nov 2019	Change	Dec 2018	Dec 2019	Change
Visits to Library	16,050	14,809	-7.7%	14,268	13,334	-6.5%
Material Circulation - Adult	14,892	13,654	-8.3%	14,845	14,652	-1.3%
Material Circulation - Youth	1,183	995	-15.9%	1,121	1,085	-3.2%
Material Circulation - Juvenile	7,126	6,560	-7.9%	6,205	5,356	-13.7%
<b>Total Material Circulation</b>	<b>23,201</b>	<b>21,209</b>	<b>-8.6%</b>	<b>22,171</b>	<b>21,093</b>	<b>-4.9%</b>
Internet Users	1,708	1,571	-8.0%	1,649	1,488	-9.8%
Internet Hours of Use	1,047	769	-26.6%	1,005	681	-32.2%
New Cards Issued	127	136	7.1%	123	102	-17.1%
Programs - Adult	6	10	66.7%	6	10	66.7%
Programs Attendance - Adult	51	85	66.7%	73	45	-38.4%
Programs - Youth 12-18	1	3		2	1	-50.0%
Programs Att - Youth 12-18	2	40	1900.0%	6	0	-100.0%
Programs -Juvenile 6-11	21	4	-81.0%	16	6	-62.5%
Programs Att -Juv 6-11	134	25	-81.3%	71	158	122.5%
Programs - Children 0-5						
Programs - Att - Children 0-5						
Outreach Activities	7	10	42.9%	6	7	16.7%
Outreach Act. Attendance	179	420	134.6%	255	93	-63.5%
Public Training Sessions	0	0		0	0	
Public Training Participants	0	0		0	0	
Public Training Hours	0	0		0	0	
Staff Training Sessions	11	6	-45.5%	3	4	33.3%
Staff Training Participants	17	11	-35.3%	1	4	
Staff Training Hours	53	23	-57.1%	7	15	114.3%
Number of New Volunteers	0	1		0	0	
Number of Vol Hours	101	84	-16.7%	67	72	7.5%
Meeting Room Use	100	74	-26.0%	86	68	-20.9%
Meeting Room Attendance	672	560	-16.7%	636	537	-15.6%
Number of Web Site Hits	14,915	13,207	-11.5%	14,408	12,392	-14.0%
Wi-Fi Users	425	256	-39.8%	381	295	-22.6%
Wi-Fi Sessions	1,278	742	-41.9%	1,082	838	-22.6%
E Book Downloads	1,633	1,164	-28.7%	1,766	1,288	-27.1%
Flipster uses		43			72	
Kanopy uses		435			637	
Ancestry.com Hits	275	142	-48.4%	791	128	-83.8%
Interlibrary Loans	46	39	-15.2%	32	23	-28.1%
<b>New Material Added</b>	<b>1,168</b>	<b>1,160</b>	<b>-0.7%</b>	<b>961</b>	<b>960</b>	<b>-0.1%</b>

**OCPL Budget 2019-2020, 1-14-20**

<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	110,000	57,363	52%	52,637
010-206-30041-00000	Telecommunications	1,000	456	46%	544
010-206-30056-00000	Data Processing	27,716	25,305	91%	2,411
010-206-30059-00000	Copier Click Charges - Xerox	10,000	3,692	37%	6,308
010-709-30068-00206	Advertising	700	844	121%	-144
010-206-30080-00000	Dues	750	750	100%	0
010-206-30084-00000	School, Training, Sem.	3,300	3,282	99%	18
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,000	3,056	44%	3,944
010-206-33022-00208	Bldg Maint - Seneca	3,600	2,770	77%	830
010-206-33022-00209	Bldg Maint - Westminster	2,500	1,720	69%	780
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,636	81%	384
010-206-34043-00207	Electricity - Walhalla	27,000	13,290	49%	13,710
010-206-34043-00208	Electricity - Seneca	17,000	7,820	46%	9,180
010-206-34043-00209	Electricity - Westminster	15,500	7,164	46%	8,336
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,400	747	53%	653
010-206-34044-00208	Water - Seneca	1,000	593	59%	407
010-206-34044-00209	Water - Westminster	1,000	297	30%	703
010-206-40031-00000	Sm Capital Equip (Loc)	2,894	2,894	100%	0
010-206-40032-00000	Operational	6,000	5,980	100%	20
010-206-40032-00000-A	Youth Services	2,000	1,370	69%	630
010-206-40033-00000	Postage	906	14	2%	891
010-206-40034-00000	Food	500	126	25%	374
010-206-40101-00000	Books (Local)	86,000	43,116	50%	42,884
010-206-40102-00000	Periodicals (Local)	22,200	19,931	90%	2,269
010-206-40103-00000	AV (Local)	11,300	4,804	43%	6,496
010-206-80206-00000	Automobile Maint - Library	1,500	610	41%	890
010-206-81206-00000	Gasoline - Library	2,500	1,356	54%	1,144
010-206-82206-00000	Diesel - Library	2,000	1,075	54%	925
<b>TOTAL LOCAL FUNDS</b>		<b>377,636</b>	<b>220,432</b>	<b>58%</b>	<b>157,204</b>
<b>Misc. Funds</b>					
013-206-60010-00000	*Gifts, Donation (Loc)	24,778		0%	24,778
013-080-00805-11001	Nettles Trust	105,535			105,535
<b>TOTAL MISC. FUNDS</b>					<b>130,313</b>

240-206-30056-00255	Data Processing (State)	\$5,000.00	948.45	19%	4,051.55
240-206-30080-00255	Dues (State)	\$500.00	331.89	66%	168.11
240-206-30084-00255	Staff Development (State)	\$4,000.00	2,096.19	52%	1,903.81
240-206-40031-00255	Sm Capital (State)	\$6,304.94	231.88	4%	6,073.06
240-206-40032-00255	Operational (State)	\$15,000.00	6,385.53	43%	8,614.47
240-206-40045-00255	IT Equipment	\$2,695.06	2,695.06	100%	0.00
240-206-40111-00255	Books (State)	\$70,816.00	37,684.50	53%	33,131.50
240-206-40112-00255	Periodicals (State)	\$27,630.00	8,104.53	29%	19,525.47
240-206-40113-00255	AV (State)	\$16,600.00	7,816.29	47%	8,783.71
<b>Total State Aid Funds</b>		<b>\$148,546.00</b>	<b>66,294.32</b>	<b>45%</b>	<b>82,251.68</b>

## **Bookmobile and Outreach Services**

**November/December 2019**

**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. Selects adult DVDs and adult Books on CD to be ordered.

**Displays:** Bulletins of events at the libraries are displayed as Branches send their postings. Friends of the Library book sale announcements are posted monthly. Posters of the new Literacy Kits placed in various places on the Bookmobile will be left up for an undetermined amount of time.

**Manager's Projects:** Maintain shelf appearance as well as housekeeping to interior of Bookmobile. Keep up with weeding.

**Volunteers and Outreach:** Cyndi Clausen began volunteering in November. I now have four regulars and one alternate!

Bookmobile represented OCPL in 5 Christmas parades with Blair Hinson driving in each one and various staff as the passenger to help throw the good candy.

Blair Hinson, Library Director, and I took the bookmobile to Northside Elementary School to speak with 100 excited Kindergarten (and their teachers) on Career Day. It was a great success.

Darcy Arnall, Youth Services, and I took the bookmobile to Tamassee-Salem Elementary School for Family Literacy night.

Sue Andrus, Library Services, and I took the bookmobile to Faith Christian School. We were entertained by the students' attire since it was Pajama Day!

(OVER →)

Outreach stops that would ordinarily be missed in December due to condensed schedule were made up on in-house day for the first time. (HUGE success!)

**Comments:** There was an issue with the generator which caused us to postpone our tour with the Board members. We give KUDOS to our Vehicle Maintenance staff as they were able to repair it in the same day it was taken to them!

Numbers are lower for December due to running only once per route, allowing me to take vacation time around the Christmas holidays.

*It feels so good to be "staffed"!*

## **Narrative**

### **Public Relations**

The Bookmobile was in four Christmas parades during the first week of December. This year we added two more strings of lights and a lighted wreath to the decorations.

### **Staff Development**

The annual Bookmobile Exchange at the State Library is usually held in November, but this year there was a scheduling conflict so it was postponed.

### **Volunteers and Community Outreach**

I spoke to the Social Outreach Ministry group at St. Paul the Apostle Church on Nov 4. I showed them the catalog, Overdrive eBooks, the Kanopy streaming service, and a couple of DISCUS databases. The purpose of their group is to help residents of Oconee County who are struggling financially, so I also talked about the library itself as a resource where people can use the wireless network and electricity for free. This group maintains a list of local agencies that provide free assistance in times of need which has been shared with library staff.

### **Manager's Projects**

The county has revised the annual employee evaluation procedure, so at the start of the new fiscal year on July 1 we will be using official job descriptions as the basis of performance evaluation rather than the vague and generic rating form previously used. Some job descriptions have not been updated since the last Compensation and Classification study in 2013 and are outdated. All job descriptions are being updated and made uniform.

Because there will be no raises in FY 19-20, completing employee evaluations during the pay period of their anniversary is not required as per the county Human Resources Department.

Job descriptions of Branch Manager I and Branch Manager II have been rewritten.

The storage loft at Walhalla is being cleaned and reorganized. Many local history documents have been given to the Oconee County History Museum, and county documents such as County Council minutes and budgets were returned to the County Finance office.

I organized a food drive at Walhalla. Staff donated enough canned and boxed goods to fill three cardboard boxes, which were donated to the Golden Corner Food Pantry.

### **Issues**

## **Programs:**

The Salem Library has the Pre-school Story Time and Early Literacy Story Time regular Children's programs at Salem during November and December. In November Salem's teen program was the T(w)een DIY Fall Chalkboard and the kids program was the Drop-In Turkey Time. In December Salem had the teen T(w)een DIY Snowman Tea Light Ornaments and the kids the Mini Ceramic Christmas Tree Painting program.

Our December program for adults was the Make Your Own Christmas Food Craft. Our volunteer Linda Cameron helped to put on do this program. Linda talked about how you can make a bean soup mix and jam for gifts. Salem had the following regular adult programs for November and December: Time to Read Book Club, Painting for Fun painting session for adults, E-reader Device Help time and Computer Help Time. Our on demand classes for E-reader Device help and Computer help have been getting more ongoing use. With these classes we can walk a user through the process of how to download an e-book and we can spend a little more time working with a patron to help them know what they need to use to start a project or to solve any problems on their own computer.

## **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.

## **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. Linda Cameron has helped with our Wellness Group and she helped put on the Make Your Own Christmas Craft food program for December. 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, November/December 2019**

### **Emily Whitmire Sluder, Branch Manager**

**Facilities:** The Roads and Bridges director has given us one quote on resurfacing the parking lot. The county requires two more quotes before we can move forward with scheduling this. We have no word on when we might be receiving more quotes.

We have reached out to the county administrator and the facilities maintenance director for an update on when the process for scheduling a new roof installation can begin. Since our original request, we have seen more leaks in the ceiling.

Facilities Maintenance has put new mulch around the beds in the front and side of the building.

**Collections:** I would like to weed more quickly. With no way to store the books, this process is very slow and our shelves remain crowded.

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

LTAI (3) – 25, 25, 20                  Drop-in Kids Craft-4, 1

Let's Get Crafty (2)– 3, 1

Bingo (2) – 25, 30

**Meeting Room:** Groups using our meeting room included the Red Cross, Mentor Oconee, Let's Talk About It book club, the DAR, Oconee County Republican Women, Safe Harbor, a church committee, a high school reunion committee, Seneca Women's Auxiliary, the library board, Seneca River Women's Auxiliary, Oconee Writers' Association, a book club, Baby Read, and tutoring/study groups.

**Staffing:** Martha, our former Palmetto Youth worker, started working with us in November. We got another Palmetto Youth worker in November and December, but her time with us will end in mid-January. As soon as she can, the coordinator will try to find someone else to take her place.

**Statistics: Visits to Library:** Nov-5353, Dec- 5584

**New borrowers:** Nov-57, Dec-47

**Total Volunteers:** 1

**Volunteer Hours:** Nov- 2 hours; Dec- 2 hours

**ILL:** Nov-20, Dec-13

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

November / December 2019

Phillip Bergen, Technical Services Librarian

## Collections:

- Orders are proceeding well, and budget spreadsheets are updated regularly.
- In order to meet demand, an additional nine red literacy kits were added to the collection in December.
- Fishing equipment (two adult spincasting rods and reels; one adult fly fishing rod and reel; two children's rods and reels; and three tackle boxes with hooks, bobbers, sinkers, lures, and fishing guidebooks) has been processed and cataloged for Westminster to begin circulating in early 2020.

## TLC:

Preparations are under way to upgrade to LS2 5.5.2 in early 2020. The upgrade includes improvements and bug fixes for the cataloging module and an upgrade to the latest version of the IBM Cognos reporting software.

## Manager's Projects:

The latest set of 1500 MARC records for LearningExpress online resources was updated in December.

## Staff Development:

Nothing to report at this time.

## Issues:

Nothing to report at this time.

## Volunteers:

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

# Walhalla Library

November/December 2019

Quientell Walker, Branch Manager

## Narrative

**Walhalla Collections:** We are actively engaged in collection management at this time. This to prepare for the Location Migration project. In short, we intend to hopefully relocate the public computers, and the Children's Area. At this time, we are unsure of the actual start of this project; however, we are taking steps to ensure that it is a success. Currently we are working removing superseded titles from the collection and replacing these with more current titles.

**OverDrive Collection:** OPCL is taking part in the MacMillan boycott. At this time a separate cart has been made containing MacMillan titles, and once the boycott has ended we will resume the purchase of these and other MacMillan titles. Below is a chart depicting this growth from 2018 to 2019.

	Nov. 2018	Nov. 2019	Dec. 2018	Dec. 2019
Unique Users	522	571	536	574

## **Programs:**

**November—** Books and Chocolate

**December—** Forever Young Book Club; Lego Club

## **Meeting Room:**

**November—** Baby Read – twice; Clearwater HOA; Friends of the Library; Guardian ad Litem program; Parent/School meeting for Europe trip; SC Commission for the Blind; SC Legal Services United Daughters of the Confederacy

**December—** Baby Read – 4 times; The Crossing Home Owners Association

## **Study Rooms:**

**November—** 17

**December—** 17

**Facilities:**

**November 19, 2019:** It has been reported that the sink in staff office area is unable to produce hot water. It appears that the unit is receiving power, but that it is not providing hot water.  
**Resolved**

**December 23, 2019:** The gutter has started to spill water on the loading dock. A plank of wood is being used to support it; however, the water has started to spill out of the gutter above the walk way. The plank was placed there before I arrived at work today, and I have not been able to speak with the staff member that placed it there. **Ongoing**

**December 27, 2019:** On Monday I noticed that the Staff Men's Restroom had an odor. I did check the drain, and noticed that it was dry. I did add water to the drain and the odor dissipated. However, today the odor is stronger, and despite adding water to the drain the odor is still noticeable. I am wondering if something should be added to break up the possible debris in the drain. I have not added anything, for I was informed to only add water to the drain. **Resolved**

**Statistics:**

<b>Category</b>	<b>November 2019</b>	<b>December 2019</b>
Visits to library	4,412	4,257
New Cards Issued	44	25
ILL	16	9

**Westminster Branch Narrative  
November and December 2019**

**Programs**

FMN: 0

Lego Contest Participants: 5

Lego Contest People's Participants: 52

DIY Gift Bags: 0

Teen Craft: Elves 0

FMN: Dora and the Lost city of Gold 11

Drop-in Craft: 1

**Manger's Projects and Staffing**

- We have finally replaced our part time position and are pleased to have Nicole Nalley as part of our team. Salem staff have been a help with coverage and will continue to help as our full-time employee goes out on maternity leave in January.
- After using staff as beta testers, the library will officially offer text notification to patrons beginning January 2. Text notification had previously been offered but there were too many unknowns. Text notifications work differently than email notification. One text is sent for all arrived holds with notifications going out at 10 am, 2 pm, and 4 pm. Overdue and warnings go out at 10 am. The anticipated outcome is that users will appreciate notifications via their phone and turnaround for picked up holds will be quicker. This is beneficial to staff in that text notifications replace having to call to let someone know they have items to pick up.
- Technical Services has finished processing the fishing equipment. We will officially launch them mid-January or February.

**Community Involvement**

- Leah attended West-Oak Middle School's Literacy Night to promote the library's resources. A prize drawing for two bags was held for those that stopped by the table.
- We had perfect weather for the Westminster parade. Staff from both Salem and Westminster enjoyed the interaction with the community.

**Facilities**

- Someone has spray painted the brick in the HVAC area. There is currently no security camera in that area due to an IT ordering error. Blair has asked they purchase a new one to both entrances to the library are covered. Ideally all four sides of the library would be covered by security cameras for safety.

**Social Media**

Instagram Followers 758

Facebook Likes 2821

- Several social media contests were held during November and December. Children's events have received a lot of interest via Facebook marketing.

**Youth Services Dept.**  
**November/December 2019**  
**Darcy Arnall, Youth Services Librarian**

**Overview:** In November, Youth Services presented 9 programs serving 116 people. In December, Youth Services presented 12 programs serving 203 people.

**Collection Development:** Collection development is on budget for the year. The Literacy Kits have continued to circulate heavily, especially those designed for the younger grades, so Leah has already added several Red Level kits to the collection to meet the high demand. Leah and Darcy are also working on developing Spanish/Bilingual kits which should be in circulation within the next couple of months. We received input from some literacy coaches and parent liaisons in the local elementary schools to help us build these kits. The kits will include a wider variety of items and formats than the Literacy Kits do to help accommodate Spanish-speaking and/or bilingual children and their parents. When the Literacy Kits were released, some patrons also requested book kits for children who are still in the pre-reading stages. Leah and Darcy have been brainstorming ideas for early literacy storytime kits, and Darcy has applied for the 2020 LSTA Summer Grant from the South Carolina State Library to help fund the project. We plan to release the storytime kits near the beginning of the 2020 Summer Reading Program.

**Staff Development:** Darcy and Blair attended the Summer Reading Wrap-up meeting at the South Carolina State Library on December 13 to discuss the 2019 summer reading statistics and planning for summer 2020. On November 20, Darcy participated in a webinar from STAR Net on incorporating STEAM activities into the 2020 Summer Reading Program.

**Collaboration:** On November 4, Darcy attended a media specialists meeting at the Oconee County Schools district office to introduce herself and promote the library to media specialists across the school system. On December 12, Darcy attended the First Steps Annual Board Meeting where she was officially made a member of the 2020 First Steps Board.

**Programs:** Darcy continued leading weekly preschool storytimes at the Walhalla, Westminster, and Seneca branches, although we took a few breaks during the weeks of Thanksgiving, Christmas, and New Year's. Beginning in 2020, Darcy will also take responsibility for Salem's weekly preschool storytimes. Storytime attendance for November and December was 63 kids and 45 adults for a total of 108 participants. Youth Services also presented three special programs during the month of December including two Grinch Pajama Storytimes on December 9 and 10 at the Walhalla and Seneca branches respectively and a Noon Year's Eve Party on December 31 at the Walhalla branch. These programs had very good attendance and feedback from patrons with 115 people attending the Grinch storytimes (67 kids and 48 adults) and 30 people attending the Noon Year's Eve Party (18 kids and 12 adults).

**Community Outreach:** In November, Darcy went to St. John's Lutheran Preschool for storytime serving 66 people. On November 5 and 7, Leah and Darcy went to Walhalla Elementary to meet with some of their Hispanic families and share information about library resources. Darcy and Brenda took the Bookmobile to literacy nights at Ravenel Elementary and Tamassee-Salem Elementary. Darcy also went to a literacy night at Westminster Elementary where she talked to teachers and families about the Literacy Kits. On November 26, Darcy participated in a ladies luncheon at

Community First Bank in Seneca, and the participants donated about 15 new books for the juvenile collection.

**Summer Reading:** Darcy finished booking performers for Summer Reading 2020 in mid-November. We have five different performers booked who will perform at each library branch in the months of June and July. These performers/special guests include: Jeffini the Great, Roper Mountain Science Center, Hampstead Stage Company, Safe Haven and Educational Adventures, and Joy Set Entertainment. These guest will be hosting programs intended for ages 0-11. As previously mentioned, the library has submitted an application for the 2020 LSTA Summer Grant which, if the application approved, will be used to create storytime kits.