

**Director's Report for Meeting: Nov 20, 2024**

**Sarah Glogowski** will give a verbal report.

**Deb Geier Sept & Oct 2024**

Cataloging:

During the month of September, I edited and imported 22931 bibliographic records.

During the month of October, I edited and imported 19023 bibliographic records.

Meetings:

9/12 – Directors' meeting

2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL YTD
<b>ILL</b>													
Items Circulated	17102	16723	16986	16363	15546	14645	15563	16183	16291	16599			162001
Total requests submitted	17184	16814	17052	16436	15635	14682	15636	16251	16373	16654			162717
% Filled	99.5%	99.5%	99.6%	99.6%	99.4%	99.7%	99.5%	99.6%	99.5%	99.7%			99.6%
<b>Out-of-System ILL</b>													
Items Borrowed/Copied	520	506	405	505	456	364	525	500	428	494			4703
Items Loaned/Copied	184	203	65	176	178	178	208	206	222	245			1844

**Jenny Shonk Sept & Oct 2024**

- Continuing Education: *NYS TBBL Overview* and *Holding Our Own*; informational and engaging sessions. Redesigned annual Continuing Education survey and distributed survey to member libraries.
- Correctional Facilities (CF) & County Jails: Placed (4) orders for Auburn CF, Cayuga CF, & Five Points CF. Completed (10) deliveries to Auburn CF, Cayuga CF, Five Points CF, and Tompkins Jail. Visited Cayuga CF with Sarah (9/13) and Auburn CF (10/29); toured facilities/libraries, discussed services. Attended bi-annual Friends of TCPL Book Sale library day to select books for Auburn CF and Five Points CF, the Cayuga CF librarian also attended.
- Inclusion, Diversity, Equity, & Accessibility (IDEA): Hosted IDEA Committee Meeting; took and distributed notes (9/26). Attended Path to Belonging meetings (pathtobelonging.org) discussed DEI tool development, helped prepare for a presentation at NYLA Conference (10/9 & 22).
- Miscellaneous Meetings: Attended Directors' Meeting and took notes (9/12). Hosted Member Library Support Group meeting; took and distributed notes (9/17). Attended and provided assistance at FLLS Annual Meeting (10/18). Attended SCRLC Annual Meeting (10/30).
- Outreach: Provided materials to a NYS Talking Book & Braille Library patron. Hosted COSAC meeting; discussed Outreach Mini-Grant final reports (9/9). Attended NYS Outreach Coordinators' meetings (9/9, 10/7).
- Polaris: Worked on a project with Deb to help libraries develop better processes for changing items from "new" to "not new" and helped libraries fix over 8,000 items.
- Promotion: Organized content for monthly bulletin.

**Jenny Shonk, cont.**

- **Professional Development:** Attended Diversity Roundtable of Tompkins County all-day event, *Navigating the Backlash to Equity, Inclusion, and Belonging* (10/17).
- **Reference and Consulting:** Answered (22) consulting questions for member libraries and correctional facilities with a focus on technology, adult services, and reentry guide requests.
- **Miscellaneous:** Dropped off supplies to Tompkins County SPCA; FLLS staff collected items as part of The Great Give Back (thegreatgiveback.org) (10/23). Worked on FLLS Annual Report to the Community 2023 & Annual Meeting Summary 2024. Finished preliminary edits for Personnel Manual.

**Jenny's Sept & Oct 2024 Workshops & One-on-One Trainings Held:**

Date	Topic	Location	# of Attendees
9/12/2024	Item Maintenance (Director @ Seneca Falls)	Online	1
9/12/2024	Item Maintenance (Director @ Newark Valley)	Online	1
9/16/2024	Item Maintenance (Director @ Waverly)	Online	1
9/17/2024	Item Maintenance (Director @ Spencer)	Online	1
9/26/2024	<i>NYS Talking Book &amp; Braille Library Overview</i> with Laurene Teachout	Online	12
9/27/2024	Item Maintenance (Director @ Nichols)	Online	1
9/27/2024	Item Maintenance (Staff @ Berkshire)	Online	2
10/9/2024	Item Maintenance (Director @ Lodi)	Online	1
10/10/2024	<i>Holding Our Own: Creating Fertile Ground While Staying True to Our Principles</i> with Mike Bishop	Online	22
10/21/2024	Item Maintenance (Staff @ Owego)	In-Person	2
10/22/2024	Item Maintenance (Director @ Lodi)	In-Person	1
10/31/2024	Item Maintenance (Wayne @ FLLS)	In-Person	1
<b>Total:</b>			<b>46</b>

**Jenny's Meetings Hosted:**

Date	Topic	Location	# of Attendees
9/9/2024	Coordinated Outreach Services Advisory Council	Online	6
9/17/2024	Member Library Support Group	Online	9
9/26/2024	Inclusion, Diversity, Equity, Accessibility Committee	Online	3
<b>Total:</b>			<b>18</b>

**Heidi Eckerson September 2024**

Collection

- Digital: Ordered, curated and ran system and member reports for OverDrive
- Physical: Process professional magazines to route to members

Grants

- Shared new CFTC Library Grant Cycle timeline with member libraries

Meetings and Workshops

- eContent Central Library Selectors Mtg at FLLS 9/6
- COSAC Mtg 9/9
- PLYSC AI Mtg 9/9 and 9/30
- Member Library Support Group 9/17
- Directors Mtg 9/12
- PLYSC Risk Management Mtg 9/13
- Groton Public Library to receive funds from Assemblymember Kelles 9/19
- Tioga County Directors Mtg @ Candor 9/20
- STLS Youth Services Consultant Mtg 9/27

Member Libraries

- Wrote content for FLLS Bulletin
- Consulted with member library staff on a variety of topics, including info on workshops/issues from NYSL

## **Heidi Eckerson, cont.**

### Promotion

- Posted to FLLS Social media and followed member libraries
- Updated website slider for Banned Books Week, posted Lodi job

### Trustees

- Planned Trustee Meet-Up; developing libguides

### Youth Services

- Collected and aggregated Summer Reading 2024 Evaluation Surveys to submit to NYSL

### eContent Report for September 2024

**OverDrive:** September Checkouts-22,111 **Reciprocal Lending Arrangement:** OWWL-695 STLS-630 (items their patrons borrowed from our collection)

**Heritage Quest:** 1348 total unique searches

**JobNow:** Total Usage (resume lab, interview coaching, and database resources): 7

**Mango Languages:** 332 total sessions (118 web; 214 mobile)

**TumbleBooks:** 41

## **Heidi Eckerson October 2024**

### Collection

- **Digital:** Ordered, curated and ran system and member reports for OverDrive
- **Physical:** Process professional magazines to route to members

### Meetings and Workshops

- Web Accessibility Mtg 10/2
- PLYSC Risk Mtg 10/3 and 10/21
- Holding Our Own w/ Mike Bishop 10/10
- STLS Consultant Mtg 10/10 and 10/31
- PLYSC Mtg 10/15
- TST BOCES School Library Council Mtg 10/15
- FLLS Staff Mtg 10/16
- NYSL Quarterly Youth Services Consultant Mtg 10/16
- OverDrive Representative mtg 10/17
- FLLS Annual Mtg 10/18
- SCRLC Annual Mtg 10/30

### Member Libraries

- Wrote content for FLLS Bulletin
- Visited Lodi Library met with new director
- Answered many questions from member library staff on a variety of topics
- Share info on workshops/issues of interest from NYSL

### Promotion

- Posted to FLLS social media and followed member libraries; updated website slider

### Trustees

- Trustee Meet Up 10/24
- Wrote content for November-December 2024 Trustee Newsletter

### Youth Services

- Organized and promoted Rethinking Summer Reading Workshop

### eContent Report for October 2024

**OverDrive:** October Checkouts-22,461 **Reciprocal Lending Arrangement:** OWWL-964 STLS-679 (items their patrons borrowed from our collection)

**Heritage Quest:** 2043 total unique searches

**JobNow:** Total Usage (resume lab, interview coaching, and database resources): 217

**Mango Languages:** 280 total sessions (139 web; 141 mobile)

**TumbleBooks:** 50