

Director's Report to the Board of Agents

Silas Bronson Library

December 19, 2023

Raechel Guest, Director

Staffing Levels

Samantha Jasulavic will be joining us at the end of this week as our new Librarian 4 in charge of Circulation Services. She has been the Head of Circulation Services at the Case Memorial Library in Orange since 2015 and was previously a Reference Librarian.

Christine Rinaldi, Head of Technical Services, will be promoted from a Librarian 3 to a Librarian 4 at the end of this week. The Head of Technical Services was a Librarian 4 position until about twelve years ago when it was downgraded for reasons unrelated to the job description or operational needs. Like the other Librarian 4 positions, the Head of Tech Services supervises multiple employees, whereas the other Librarian 3 positions do not have any direct reports.

We currently have the following vacancies: two Librarian 2s, two Admin 1s, and one Page. We have just barely enough employees to remain open our full schedule, with myself working Monday nights as the evening supervisor and backup employee. We have been challenged by numerous absences due to illness, but fortunately we have been able to cover most of the shortages by offering overtime pay.

FY25 Budget Request

The library's car is at the end of its life. We will be requesting capital funding to replace it with a van, which is much more practical for how we use the library vehicle. We are being assisted in the process by Patrick Mulvehill, Deputy Director of Public Works, who determined that the car needs to be replaced.

Elevator Update

Completion of the elevator is expected to take place sometime in the next two weeks. After that is done, we will be scheduling a ribbon-cutting ceremony with the Mayor's Office and the State Library.

Mobile Library

Outreach events attended included visits to the Police Activity League Pre-Thanksgiving Dinner, where we issued seven new library cards, and our monthly visit to the CHD Hospitality Center. We presented information on Internet Safety and Password Hardening to a group of fourteen seniors at New Opportunities.

Home Deliveries (November 17 – December 16)

Number of Deliveries: 12

Number of Items Delivered: 66

Patrons Subscribed to Home Delivery: 50

Circulation Division

November Statistical Reports: Main Library

Total Collection Size: 273,072

Total Items Added to Collection: 785

Total Physical Items Circulated: 8,353

Total Circulation In-House: 639

Total Circulated at Other Libraries: 1,838

Total Circulated from Other Libraries: 485

Total Active Patrons: 8,874

Total Expired Patrons: 37,360

Total Patrons Added: 181

November Statistical Reports: Bunker Hill

Total Collection Size: 11,380

Total Items Added to Collection: 35

Total Physical Items Circulated: 565

Total Circulation In-House: 14

Total Circulated at Other Libraries: 126

Total Circulated from Other Libraries: 317

Total Active Patrons: 356

Total Expired Patrons: 1,214

Total Patrons Added: 7

OverDrive Circulation: November

Magazines: 441

Adult: 796

Audiobooks: 494

Teen/YA: 111

Ebooks: 501

Children: 88

Total Checkouts: 1,436

Museum Pass Use – November

Pass	Pass Type	Number Reserved	Checked Out	No Shows
Beardsley Zoo	Pick Up/Return at Library	2	2	0
Mattatuck Museum	Print from Home	5	5	0
New Britain Museum of American Art	Print from Home	2	2	0
New Haven Museum	Print from Home	1	1	0

Online Presence: November

Facebook Reach November 1 – November 30: 17,888

Facebook Followers as of 12/16/2023: 3,098

Instagram Reach November 1 – November 30: 189

Instagram Followers as of 12/16/2023: 1,123

Twitter Impressions November 1 – November 30: 488

Twitter Followers as of 11/20/2023: 501

(Note: Twitter Analytics is still missing some metrics)

Wowbrary Active Subscriptions	as of 12/18/2023: 96
Wowbrary Webpages Viewed	November 1 – November 30: 300
Wowbrary Clickthroughs to Catalog	November 1 – November 30: 49

Website Visitors	November 1 – November 30: 1,635
Website Sessions	November 1 – November 30: 3,172
Website Pageviews	November 1 – November 30: 5,266

Most Visited Website Pages (November 1 – November 30):

Home Page: 2,802	Digital: 77	Home Delivery: 16
Programs: 304	How to Get a Card: 75	Directions: 15
Children's Division: 196	Museum Passes: 74	Computer Classes: 15
About Us: 169	eBooks: 74	GovDocs: 13
Genealogy/Local Hist.: 155	Borrowing Questions: 60	Requests: 13
How to Find Books: 148	Library History: 40	Mobile Library: 11
Bunker Hill Branch: 142	Teen/YA: 38	Book a Librarian: 11
Research: 123	Friends: 32	New Movies: 11
Hall of Fame: 123	Book Sale: 31	Elevator: 8
Calendar: 105	Board of Agents: 25	Policies: 8
Ask A Librarian: 117	Program Registrations: 26	Business Resources: 7
Newsletters: 89	Geekdom: 16	Meeting Rooms: 4