Director’s Report to the Board of Agents
Silas Bronson Library
August 15, 2017
Raechel Guest, Director

Front Plaza Project
They began digging trenches for concrete footings on August 1 and began pouring concrete on August 7. So far the only “surprise” to be found during digging was the old electrical conduit for the walkway lights installed during the 1960s. The City electrician removed the conduit.

The work for the entrance to the back patio was completed during the last week of July. The Rep-Am announced the re-opening of the newly accessible patio in the Waterbury Walkabout section on Saturday, August 5.

The utility line for the fountain will run just below the ceiling in the basement, from the staff breakroom to the boiler room. Drilling for that line is anticipated to begin this week.

The reorganization of the AIS office area, precipitated by the need to make room for the fountain mechanicals, has been largely completed. We are continuing to make adjustments and improvements as needed. The City’s IT Department assisted with cleaning up old wiring and the City electrician assisted with running new wiring.

Children’s Room Renovation
The Children’s Room renovation is now anticipated to be completed by mid-October. For a period of three weeks, most of the books from the room will be in the Main Reading Room. All library programs will be held either on the patio or in the auditorium.
Circulation Division

July Statistical Reports: Main Library

Total Collection Size: 254,717
Total Items Added to Collection: 513
Total Items Circulated: 12,310
Total Circulation In-House: 168
Total Circulated at Other Libraries: 496
Total Circulated from Other Libraries: 189
Total Active Patrons: 12,588
Total Expired Patrons: 14,824
Total Patrons Added: 238

July Statistical Reports: Bunker Hill

Total Collection Size: 16,912
Total Items Added to Collection: 14
Total Items Circulated: 761
Total Circulation In-House: 0
Total Circulated at Other Libraries: 56
Total Circulated from Other Libraries: 311
Total Active Patrons: 431
Total Expired Patrons: 490
Total Patrons Added: 12

Museum Pass Usage, July 2017

American Clock & Watch Museum: 1
Barker Comic and Cartoon Museum: 2
Barnum Museum: 0
Beardsley Zoo: 16
Children’s Museum/Roaring Brook Nature: 0
Connecticut Science Center: 2
Connecticut’s Old State House: 0
CT State Parks & Forest Recreation: 9
EverWonder Children’s Museum:
Harriet Beecher Stowe Center: 0
Imagine Nation: 3
Institute for American Indian Studies: 0
KidsPlay Childrens Museum: 8

Maritime Aquarium at Norwalk: 4
Mark Twain House: 0
Mattatuck Museum: 3
Mystic Aquarium: 3
Mystic Seaport: 3
New Britain Museum of American Art: 3
New England Air Museum: 1
New Haven Museum: 0
Old Sturbridge Village: 1
Peabody Museum of Natural History: 4
Wadsworth Atheneum: 0
White Memorial Conservation Center: 2
Online Presence

Facebook Followers as of 8/11/2017: 721
Facebook Reach July 13 – Aug. 9: 2,161
Facebook Post Engagements July 13 – Aug. 9: 2,676

Website Visitors July 1 – July 28: 1,997
Website Pageviews July 1 – July 28: 6,642

Most Visited Website Pages (July 1 – July 28):
- Home Page: 3270
- Museum Passes: 357
- Programs: 347
- Bunker Hill Branch: 270
- How to Find Books: 188
- Ask A Librarian: 179
- Genealogy: 175
- How to Get a Card: 166
- Research: 163
- About Us: 148
- Children's Pages: 146
- eBooks: 140
- Calendar: 93
- Computer Classes: 74
- Hall of Fame: 47

State Budget Cuts

The State Budget is still undecided. Severe cuts to library services which were implemented earlier are beginning to impact us. The deliverIT program, which shuttles books between libraries, has been greatly reduced. We generate as many as ten bins per day, but they now pick up only three bins per day. I have reached out to Bibliomation to see if they might implement restrictions on the number of holds per patron, but so far no response. My impression is that the smaller libraries, which make up most of the state, simply aren’t being hit as hard by the reduction in service.

Friends Fundraising & Outreach Committee

Due to the extensive renovation work this fall and the already-full schedule for Library Park, we have decided to postpone a large book sale until a later date. We are looking into doing a small sale in the auditorium in December, followed by a larger sale in the spring.
Publicity
During the recent public controversy surrounding the post on the Green, I was interviewed at the library by all of the local network news stations. WTNH included the most footage of the library, illustrating that the public can come here to do research.

I was invited to join WATR’s Talk of the Town for an hour on August 4. We primarily discussed the controversy surrounding the post on the Green, but I was also able to promote the library and its services several times.

The Rep-Am ran a nice article about the open Treasurer position, as well as running small blurbs about our all-ages discussion of I Am Malala.

Library Security
The Community Relations Division conducted workshops last week for all library employees, providing training in active shooter situations and guidance for how to respond to various other situations which can occur in a library. I will be preparing a guide for library staff specific to our policy regarding conduct in the library and possible medical emergencies, indicating when (generally) to call 911, when to alert management, and when to simply inform a patron of a policy violation.

I have received the building risk assessment report from H.D. Segur. We will be working on making recommended improvements as we are able.

Employee Updates
Sandra Rampertab, Librarian II, submitted her resignation at the end of July. She has left for a job at an academic library. Hugh Curran, Librarian II, has announced his intention to retire; he has not yet told me what his last day will be. I have submitted revisions to the Librarian II job description which will be reviewed by the Civil Service Commission tonight. I have also reminded HR that we do not meet the minimum salary guidelines for librarians in Connecticut, falling a little more than $2/hour below the minimum. We do, however, offer excellent benefits.