Director’s Report to the Board of Agents
Silas Bronson Library
January 25, 2021
Raechel Guest, Director

Everybody Learns Initiative
We have completed the expenditure of the grant funds. Special thanks are due to Mary Jane Boucher and Chantal Johnson for managing the project while I was out of the office. We received the following comment from the State Library regarding our final report: “Thank you for sending me such detailed and well-organized documentation. That was a lot of spending to manage and track in a short period of time, and your team did it wonderfully.”

We have begun setting up all of the supplies that have arrived, with more supplies still on the way. The Main Reading Room is now available for use by people who need a quiet study area. After additional supplies arrive, we will reopen the building for people who want to browse the shelves. We are waiting for additional supplies for the new mobile branch library. Wifi hotspots and other technology will be available for patrons to borrow very soon.

Library Vehicle
As stated in my last report, we are in need of a new library vehicle. I believe the purchase of a vehicle that could be used for the new mobile branch library would be an appropriate use of the Warshasky bequest.

Many years ago, we were issued a four-door passenger vehicle for library use. The car is used almost exclusively by the Maintainers when they go to the Bunker Hill Branch. While the car is able to transport four people, it is unable to transport any of our equipment. The Head Maintainer uses his personal vehicle, a pickup truck, to transport the lawn mower, snow blower, snow shovels, and other equipment to the branch. The Maintainers have found that the library car is not suited for travel between the two libraries during or immediately after a snowstorm.
The addition of a popup library to our services increases the need to replace the library car with a more practical vehicle for transporting equipment.

Former Director Stanford Warshasky frequently urged me to add a bookmobile to the library's services. I believe that he would be pleased if we used a portion of his bequest to purchase a van for the popup library, and the van could also be used for transporting the lawn mower, etc. to the Bunker Hill Branch. I respectfully request that the Board consider making this purchase.

**Staffing Changes**

Michael Tierney has been promoted to Librarian 3 in charge of the new Mobile Branch Library. Christine Rinaldi has been promoted to Librarian 3 in charge of Tech Services.

Tanya Jackson-Smith, Librarian 4, retired at the end of December. Clivel Charlton and Gary Bach, our other Librarian 4s, have been sharing all supervisory activities since our return to the building. Instead of following our traditional divisions of AIS, Youth Services, and Circulation, we restructured our divisions based on current operations – Gary oversees all circulation processes, while Clivel oversees patron assistance and general librarianship.

**VITA Tax Prep**

We will be participating in the VITA Free Tax Prep program this year, starting in February. Our Computer Classroom will be used by VITA volunteers on Tuesday evenings and Saturday mornings. All COVID protocols will be followed, with clients dropping off and picking up paperwork, instead of waiting inside the building.
Circulation Division

**November Statistical Reports: Main Library**
- Total Collection Size: 257,579
- Total Items Added to Collection: 769
- Total Items Circulated: 2,463
- Total Circulation In-House: 1
- Total Circulated at Other Libraries: 1,323
- Total Circulated from Other Libraries: 465
- Total Active Patrons: 41,336
- Total Expired Patrons: 2
- Total Patrons Added: 55

**November Statistical Reports: Bunker Hill**
- Total Collection Size: 15,095
- Total Items Added to Collection: 47
- Total Items Circulated: 271
- Total Circulation In-House: 0
- Total Circulated at Other Libraries: 110
- Total Circulated from Other Libraries: 196
- Total Active Patrons: 1,337
- Total Expired Patrons: 0
- Total Patrons Added: 0

**December Statistical Reports: Main Library**
- Total Collection Size: 253,461
- Total Items Added to Collection: 797
- Total Items Circulated: 2,453
- Total Circulation In-House: 8
- Total Circulated at Other Libraries: 1,719
- Total Circulated from Other Libraries: 411
- Total Active Patrons: 41,396
- Total Expired Patrons: 2
- Total Patrons Added: 62

**December Statistical Reports: Bunker Hill**
- Total Collection Size: 11,229
- Total Items Added to Collection: 31
- Total Items Circulated: 310
- Total Circulation In-House: 0
- Total Circulated at Other Libraries: 103
- Total Circulated from Other Libraries: 231
- Total Active Patrons: 1,336
- Total Expired Patrons: 0
- Total Patrons Added: 0
**OverDrive Circulation: November**

Audiobooks: 124  
Ebooks: 370  
Total Checkouts: 494

**OverDrive Circulation: December**

Audiobooks: 137  
Ebooks: 321  
Total Checkouts: 458

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**Museum Pass Usage, November & December 2020**

American Clock & Watch Museum: 0  
Barker Comic and Cartoon Museum: 0  
Beardsley Zoo: 0  
Children’s Museum/Roaring Brook Nature: 2  
Connecticut Forests & Parks: 0  
Connecticut Science Center: 0  
EverWonder Children’s Museum: 0  
Harriet Beecher Stowe Center: 0  
Imagine Nation: 0  
Institute for American Indian Studies: 0  
KidsPlay Childrens Museum: 1  
Maritime Aquarium at Norwalk: 0  
Mattatuck Museum: 0  
Mystic Aquarium: 0  
Mystic Seaport: 0  
New Britain Museum of American Art: 0  
New England Air Museum: 0  
New Haven Museum: 0  
Old Sturbridge Village: 0  
Peabody Museum of Natural History: 0  
Wadsworth Atheneum: 0  
White Memorial Conservation Center: 0

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**Online Presence**

Facebook Followers as of 1/22/2021: 2,298  
Facebook Reach December 25 – January 21: 9,583  
Facebook Post Engagements December 25 – January 21: 901
Instagram Followers as of 1/22/2021: 829
Bronson Teens Instagram Followers as of 1/22/2021: 241
Twitter Followers as of 1/22/2021: 441

Wowbrary Active Subscriptions as of 1/20/2021: 87
Wowbrary Customized Newsletters as of 1/20/2021: 6
Wowbrary Webpages Viewed November 1 – November 30: 920
Wowbrary Webpages Viewed December 1 – December 31: 992
Wowbrary Clickthroughs to Catalog November 1 – November 30: 118
Wowbrary Clickthroughs to Catalog December 1 – December 31: 189

Website Visitors November 1 – November 30: 1,501
Website Visitors December 1 – December 31: 1,464

Website Sessions November 1 – November 30: 2,507
Website Sessions December 1 – December 31: 2,415

Website Pageviews November 1 – November 30: 5,863
Website Pageviews December 1 – December 31: 5,452

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

Home Page: 2,248  Bunker Hill Branch: 83  News:
Programs: 528  How to Get a Card: 45  New Movies: 32
Program Registration: 513  Research: 108  Friends: 19
Take Out: 178  Borrowing Questions: 44  Hall of Fame: 20
Genealogy/Local Hist.: 186  Museum Passes: 31  Business Resources:
Digital: 151  Library History: 105  Directions: 17
Ask A Librarian: 156  Newsletters: 27  Board of Agents: 9
eBooks: 123  Teen/YA: 74  Requests: 14
Children’s Division: 103  Calendar: 47  Wowbrary: 39
About Us: 131  Geekdom: 43
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