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  
Audiobooks: 494  
Ebooks: 501  
Total Checkouts: 1,436

Adult: 796  
Teen/YA: 111  
Children: 88

Museum Pass Use – November

<table>
<thead>
<tr>
<th>Pass</th>
<th>Pass Type</th>
<th>Number Reserved</th>
<th>Checked Out</th>
<th>No Shows</th>
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<td>Beardsley Zoo</td>
<td>Pick Up/Return at Library</td>
<td>2</td>
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<td>0</td>
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<tr>
<td>Mattatuck Museum</td>
<td>Print from Home</td>
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<td>0</td>
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<tr>
<td>New Britain Museum of American Art</td>
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<td>New Haven Museum</td>
<td>Print from Home</td>
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<td>1</td>
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</tr>
</tbody>
</table>

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