



Pembroke Public Library
Trustees Meeting Agenda

August 21, 2024 at 7:00 PM
Trustees' Room

This meeting may also be attended virtually (via Zoom platform).

<https://us06web.zoom.us/j/85831584523>

Meeting ID: 858 3158 4523

Friends news

Foundation news

MINUTES OF PREVIOUS MEETING:

July 17, 2024

July 22, 2024

REPORTS:

July Youth Services Report

July Adults/Reference Report

July Director's Report

Financials

OLD BUSINESS:

Building updates

Director search

Annual reports FY 22 and FY23

NEW BUSINESS:

ARIS

Upcoming events

Any unscheduled business following the posting of the agenda

Youth Services Report to the Trustees: July 2024

Submitted August 1, 2024 by Melissa McCleary

Program	# of Programs	Youth Attendance	Adult Attendance
Storytime (ages 2 - 5)	8	270	219
Baby Lapsit (ages 0 - 2)	3	37	39
Music Makers (ages 0 - 5)	1	52	41
Music at the Blissful (ages 2 - 7)	1	44	36
LEGO Club	1	27	14
Puppy Dog Tales	1	7	6
Chess Club	1	18	11
Dungeons & Dragons (ages 11 - 14)	3	11	n/a
Plant Slime (ages 6 - 12)	1	10	8
Read and Learn with Pet Vet Dr. Rosie (ages 5 - 9)	1	24	16
Farmers Market Storytime & Craft (off-site outreach) (ages 4 - 8)	1	25	19
Odd Animals Storytime & Activity (on-site outreach w/ Community Center) (ages 7 - 8)	1	22	5
Scavenger Hunt: Axolotls	1 (passive)	722	n/a
Tales & Origami at Teen Anime Club (ages 11 - 15)	1	6	3
Take & Make: Paper Seahorses (ages 12 - 18)	1 (passive)	60	n/a
Intro to Safe Babysitting Workshop (ages 11 - 14)	1	10	n/a
Open Gaming + VR (all ages)	1	36	17
Battlebots (see below)	1	1	2
AGE GROUP TOTALS	--	--	--
<i>Pre-K Program (ages 0-5) Total</i>	<i>13</i>	<i>403</i>	<i>335</i>
<i>Kids Program (ages 6-11) Total</i>	<i>11</i>	<i>866</i>	<i>79</i>
<i>Teen Program (ages 12-18) Total</i>	<i>3</i>	<i>76</i>	<i>3</i>
<i>General Audience (all ages) Total</i>	<i>2</i>	<i>37</i>	<i>19</i>
TOTALS	29	1,382	436
Number of Volunteers	3 adult volunteers		
Volunteer Hours	3 volunteer hours		

July Program Highlights:

--July was full of programs with multiple special events and guests on top of our usual events and offerings. While everything received positive feedback the "Open Gaming" day had the most positive comments from kids, teens, and adults; preschoolers to grandparents tried new games and enjoyed connecting with their loved ones in a unique way (such as marveling at how immersive Virtual Reality is).
 --The Library hosted Music at the Blissful (ages 2 - 7) and Tales and Origami thanks to grants from the Local Cultural Council.

--Battlebots was promoted as a teen program for ages 13 – 18 but sign ups were so low the program was opened up to families. As illustrated above, attendance was still small but the family that came had a great time!

Upcoming Events:

--*Anime Club* on August 8 from 4:00-6:00pm – Ages 11-15 will enjoy a showing of Hayao Miyazaki's *Princess Mononoke* with snacks.

-- Sand Art Central on August 20 from 2:00-3:00pm – Ages 5-15 are invited for a drop-in hour of sand art collages.

Other:

--Contributed to Director Screening Committee.

--Attended meeting regarding expansion of youth areas in the Library.

--Attended the webinar "Homelessness Training: How to Handle Problematic Behavior."

July 2024 Reference/Adult Services Report

Peter Santore
08/06/2024

Reference Requests (Reference Desk only):

<u>Total requests:</u>	60
General information:	9
Technology:	45
Research:	1
<u>Passport:</u>	<u>5</u>
In person:	50
Phone:	8
Email:	2

In-depth Reference help included:

- Provided assistance in locating finding information on a 1973 arrest that happened in Pembroke.
- Patron sought access to the most recent Massachusetts Building Codes

Adult Events:

Total: 14 events with 113 attendees, including:

- Monday, July 1st, Movie Matinee, *The Grand Budapest Hotel* (Attendance: 5)
- Tuesday, July 2nd: Book Club, *The Unmaking of June Farrow* (Attendance: 14)
- Monday, July 8th: Movie Matinee, *Interstellar* (Attendance: 4)
- Monday, July 15th: Movie Matinee, *Apollo 13* (Attendance: 5)
- Tuesday, July 16th, *Adult Craft Night: Seed Bomb Workshop* presented by Peter S. (Attendance: 12)
- Thursday, July 15th, Mystery Book Club, *The Manor House* (Attendance: 4)
- Monday, July 22nd: Movie Matinee, *The Time Traveler's Wife* (Attendance: 6)
- Thursday: June 25th, *Gardening for Biodiversity, with Native Plants* presented by Amy Meltzer (Attendance: 18)
- Monday, July 29th: Movie Matinee, *Dallas Buyers Club* (Attendance: 4)
- Tuesdays, July 2nd, 9th, 16th, 23rd, and 30th. Knitting (5 events, total attendance: 41)

Volunteers:

- 10 Youth Volunteers, 18 total volunteer hours

Projects:

- Planning Adult events; creating flyers, calendars, and publicity blurbs; updating the website and EventKeeper, and coordinating shared advertising with relevant town organizations
- Gauging interest in, preparing for, and executing new Adult programs
- Compiling and publishing the monthly Pembroke Public Library newsletter, and checking the daily LibraryAware-generated genre newsletters to make sure all books listed are available in the SAILS network
- Planning and creating new methods of advertising the Pembroke Public Library's digital research resources
- Running Adult Summer Reading Program
- Interviewing and onboarding new library volunteers
- Relabeled NF stacks and continued work on redoing labels Fiction and LP Fiction stacks

Outreach:

- Town Hall Visit and Notice Board Update
- Pembroke Farmer's Market on 7/27

Director's Monthly Report July 2024
Pembroke Public Library

Circulation	July 2021	July 2022	July 2023	June 2024	July 2024
Adults	4815	4787	4424	3818	4714
YA	537	569	437	419	447
Children	4632	5169	5183	4094	5113
Total:	10023	10525	10044	8331	10274
Overdrive total / (OA total):	2249	2707	2359 / (792)	2707 / (892)	2828 / (942)
Hoopla total:	245	301	357	396	472
Kanopy total:		18	43	45	67
NY Times total:		7	12	67	164
Online resource usage	743	650	1066	553	564
Museum Passes + Hotspots	97	63	96	46 + 10	87 + 12
Overdrive patron registration	31	27	29	24	36
Patrons registered new cards (IP)	74	89	82	111	123
Patrons registered new ecards			13	23	18
Mobile holds/renewals	546	765	549	488	473
Non-resident borrowing	1865	1591	2071	1653	1939
Items loaned to other libraries	2371	2225	1890	1652	2068
Item borrowed from other libraries	1657	1588	1312	1180	1421
ComCat loaned	11	14	18	22	31
ComCat borrowed	36 + 4	30	23 + 3	39 + 4	37 + 4
Passports	121	76	119	67	102
Visitor Count	6449	7162	9376	7540	8781

Collections	July 2021	July 2022	July 2023	June 2024	July 2024
Items added	382	855	544	394	590
Items discarded	297	453	310	918	752
Items marked Missing	27	21	17	15	11

Programs	July 2021	July 2022	July 2023	June 2024	July 2024
Adult programs	2	12	11	16	14
Adult attendees	17	76	91	106	113
Youth events	21	27	25	32	29
Youth attendees	555	667	1137	2506	1818

Fuller reports from the Youth Services and Reference librarians are attached.

Computer Use	July 2021	July 2022	July 2023	June 2024	July 2024
Internet	227	253	273	358	488
Juvenile	145	254	377	323	435
Total	372	507	650	681	923

Staff and other news: This month the Large Meeting room was used 35 times and the Trustees room was used 25 times. Of the 25 times the Trustees room was used in July, 10 were single person/drop in use, it has caught on. There were two Trustees meetings this month, one Friends meeting and a Foundation planning meeting. The library was represented at the Farmers Market two times in July, one of those times Melissa conducted a Storytime and distributed a craft, which was sponsored by the Friends. The ARIS report is in progress. The Friends Silent Auction was a welcome and popular activity to have in the library for the month.