

Director's Update, July 2020

Director Meetings:

- I have attended several countywide meetings that primarily centered on re-opening libraries and returning services throughout the county.

Staff Updates:

- We brought back both Frankie Turner and Daja McGuire as part-time staff in June. Amber Townsend, our newest, part-time employee is still not back as she is dealing with childcare issues. She is receiving pay under FFCRA.
- Thanks to all on the Board for your letters of support regarding the staffing changes I would like to make.

Library Updates:

- The Library reopened on June 15. Reopening went very smoothly! We had no issues with patrons not wearing masks or disobeying any other rules and regulations.
- We found that computer appointments were not necessary as the amount of people needing to use the computer wasn't as high as anticipated.
- Due to the recent increase in COVID-19 cases in Allegheny County, we have had to modify our operating hours/procedures beginning on July 2, 2020. Please refer to email on July 1, 2020 for more details. We will go back to our original "green phase" hours once we see a decline in cases over a 14-day period.
- We continue to offer virtual programming for both Children and Adults on our Facebook/Instagram pages as well as our website.
- We are offering take away activities to both our adult and youth patrons on a weekly basis. These have been very popular!
- Our mail order and grab and go materials pick up programs have been going steady.
- We have signed up for Team Viewer software. This allows staff to help patrons on the public PCs remotely.
- We have hired Rusmer Flooring to replace our Children's Library carpeting. Work is anticipated to begin at the end of July and last a week. The Children's Library will be closed for in-person services during this time.
- Digital pop up libraries are available at Wilkinsburg and Eastridge. There will be a traveling digital pop up at various locations throughout

Other Business:

- I am currently working on finalizing a mock budget for the year 2021 for review. This budget assumes a 20% decrease across all revenue streams. This equals out to a roughly \$200,000 decrease from 2020 and 2019s adopted budget.

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Statistics

July 2020

June saw the beginning of circulation of physical materials. As we were only open for a couple of weeks during June, I am still highlighting our virtual rather than physical usage of Library materials. Stay tuned for August's report for an update on physical material/in-house Library Usage.

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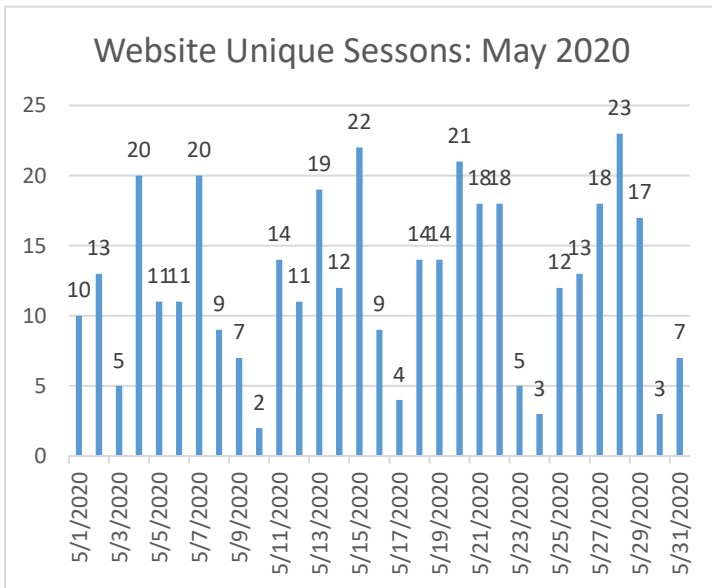
Virtual Program Attendance June 2020

1561 Views (about the same as May)

Wilkinsburg Patrons Registering Online June 2020

9 (about the same as May)

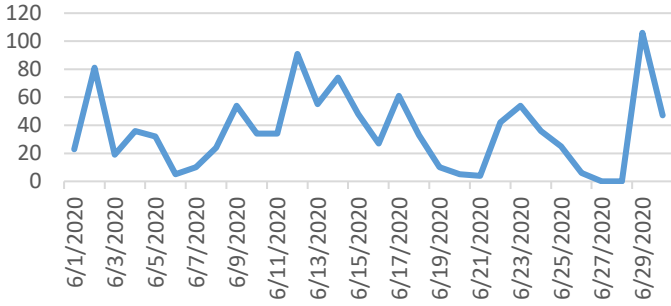
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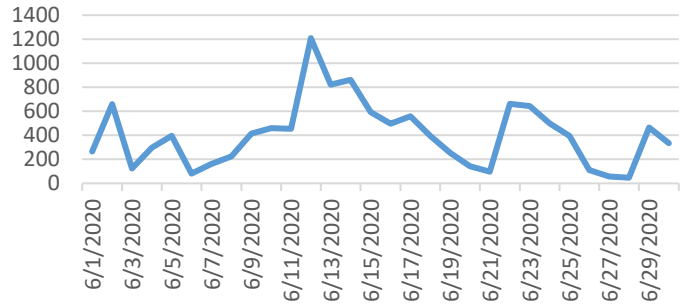
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Facebook Reach:

June: Daily Engaged Users: The number of people who engaged with your Page. Engagement includes any click or story created.
(Unique Users)

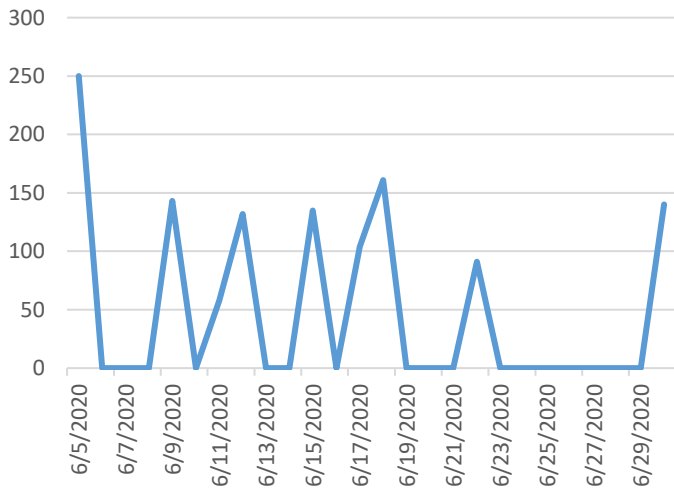


June: Daily Reach: The number of people your Page reached broken down by how many times people saw any content about your Page.
(Unique Users)

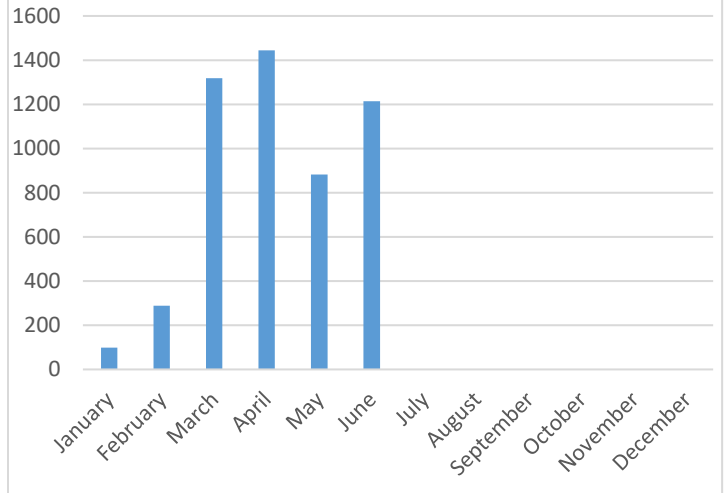


Email Opens:

June Unique Opens



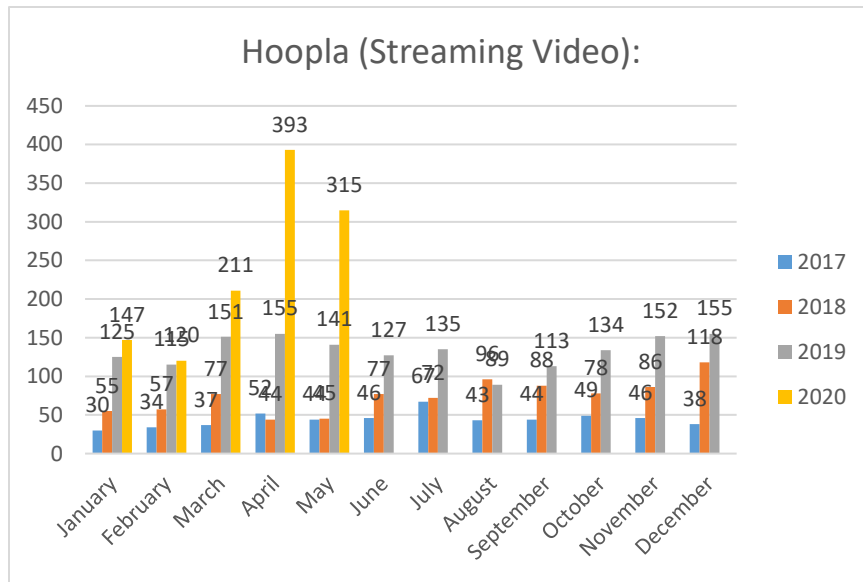
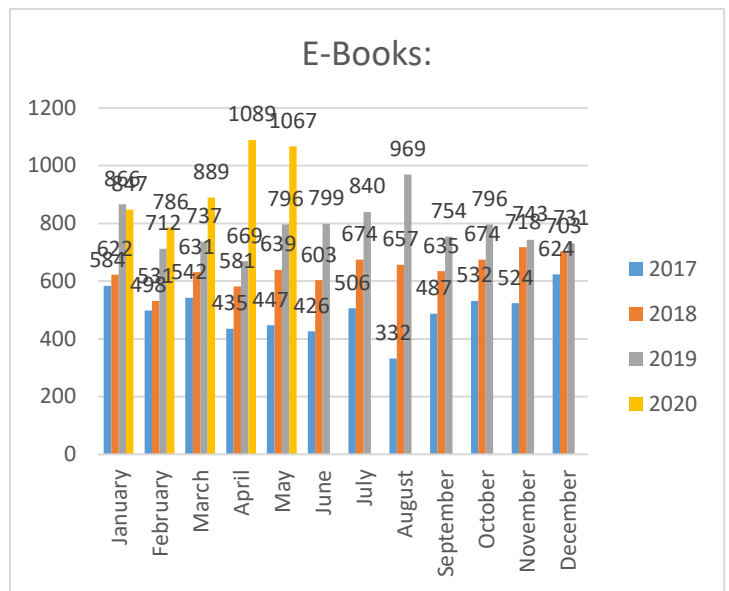
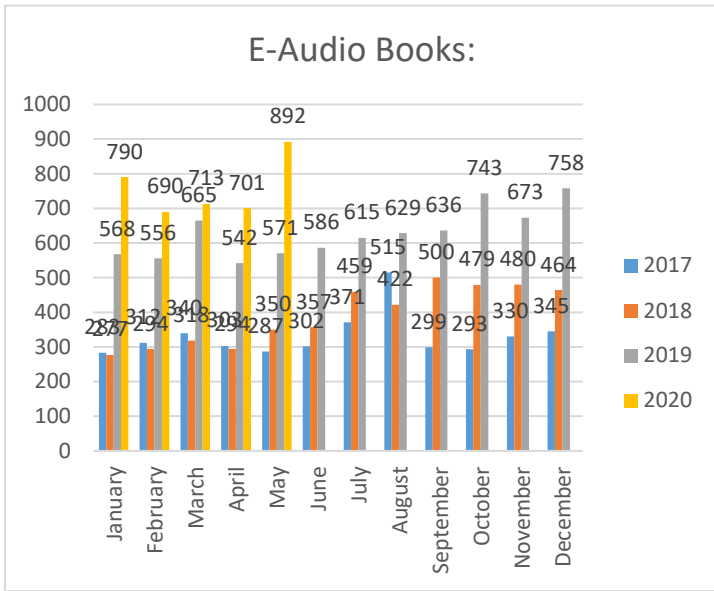
Monthly Total Unique Email Opens



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E-Circulation:

Note: June 2020 numbers not available at the time of this report



Children's Library Monthly Report

June 2020

Staff

Daja McGuire has been working in the Children's Library since the beginning of June and she has been a tremendous asset to the library. She has been working on implementing virtual programming and lessons as well as assisting in the revamping of the Children's Library space. Molly has been moving more fluidly between departments and ultimately we would like to see her role transition into more of a 50/50 between departments as a circulation clerk.

Programs

As the COVID-19 pandemic continues, we have had to think of new and interesting ways to connect with youth and families. Families are getting tired of just virtual programming, as am I, and we have moved to just one virtual storytime per week. Our weekly Make and Take crafts have been very successful and we are working on finding new avenues for distribution.

Daja's baby chicks program is moving forward and the library will be hosting some baby chicks for about 5 weeks. We are also participating in the Carnegie Science Center's Science in the Summer program, a free week long science class for elementary age students. This is for Wilkinsburg kids only and is a really wonderful value for our community.

Upcoming

I am looking for new ways to connect with our community during this time and we are searching for more outreach sites. We have started distributing crafts to the Thursday Market in the Penn Ave Parklet and are currently looking for other sites.

The new carpet for the children's library is scheduled for the end of July! Daja and I are working on weeding the collection and continuing to improve the library space.

Thank you!

Rachel Moore

Children's Library Manger