

OCPL Director's Report
March, 2019

1. Programs and Services: The Hispanic committee of volunteers formed by Volunteer Administrator Janice Lovinggood has continued to have successful programs. In January they held a movie night program, and hosted a small cultural exchange with a home school family from Long Creek. They have also started a book club. Story Times continue to be popular as well. The branches also hosted some very successful programs. See the individual reports for more information.

2. Usage statistics and narratives: January and February, 2019, statistics and bi-monthly reports are attached. Figures reflect closings for library holidays (Martin Luther King and Presidents Day holidays).

3. Finance and Budget: OCPL budget expenditure figures year-to-date in FY19 are attached.

4. Personnel and Training: Branch Services Librarian Sue Andrus has been conducting branch visits on a regular basis to allow her to see how the branches are faring, and to support and mentor the branch managers. Nearly half of our staff attended more advanced CPR, AED, and first aid training in early February put on by the County. (All staff were trained last year at a staff training day in CPR and how to use the AED.) Regular monthly management meetings were held in January and February, 2019. After the February meeting, we hosted Kaitlyn Hodges and Carol Hull from the South Carolina State Library to show the management staff some assistive technology, and discuss Talking Books Services.

5. Building and Grounds: The roof at the Seneca Library might have to be replaced or refurbished very soon due to continued leaks. County Facilities Maintenance Director Lake Julian has been in contact with the Director to start working on estimates. Branch Services Librarian Sue Andrus has also been working diligently on updating the library's disaster plan, including having new evacuation plans developed, and updating emergency contacts for staff members. County Roads and Bridges Department is looking into the water that accumulates in the parking lot at the Westminster Library.

6. Technology: The library has started circulating VOX Books, which are books with an electronic audio player attached to them. These will replace the old audio kits at the branches, which consisted of a book and audio cassette or CD. We will be ordering additional units this fiscal year.

7. Friends of the Library: Used Book Sales in January and February were well attended. The Friends' report will detail sales figures. In addition to the semi-annual contribution the Friends make to the library from their book sales, they have also contributed \$7,000 for a new service desk for the Westminster Library. They have also been receiving donations for us for the Summer Reading program and then passing them on to the library (so that donors are able to use the Friends' 501(C)(3) status.)

8. Oconee County: We will be working with the county on their comprehensive 2020 plan. The library is also collecting surveys for the planning commission with suggestions for what to include in that plan, and also was able to get surveys done in Spanish. The county is also working on the FY20 budget. The director will be able to speak with the new county administrator about the needs of the library.

9. State Library: The Youth Services department received the LSTA grant for Summer Reading 2019 in the full amount of \$1,000.00. Carol Hull and Kaitlyn Hodges from the State Library attended a monthly managers' meeting (as noted above).

10. Community Involvement: The library has reached out to numerous community organizations as part of the initiatives in the 2020 Strategic Plan. Kayla Hamilton attended the OCSA meeting in March. Kayla is also on the board of First Steps, and was able to get a grant for Reach Out and Read from First Steps. The library is also working with the United Way to get the word out about VITA, the volunteer income tax program. While the library will not be a host site this year, we will be working with the United Way to promote the service. The library will also be hosting training on human trafficking awareness at the spring staff in-service in April, 2019, and will be cooperating with the Foothills Alliance for future programs and training. The director is also collaborating with other area directors on several projects, including an area-wide (Anderson, Pickens, Oconee) staff training meeting, and future One Book/One Community programs.

11. Other: The Director continues to be active in SCAPLA, the SC Association of Public Library Administrators. We believe the new roof for the Seneca Library has been included in the FY20 budget for Facilities Maintenance.

OCPL Bimonthly Report
Library Usage Statistics
Director: Blair Hinson

	Jan 2018	Jan 2019	Change	Feb 2018	Feb 2019	Change
Visits to Library	17,825	17,765	-0.3%	17,247	16,358	-5.2%
Material Circulation - Adult	17,590	17,076	-2.9%	15,139	15,135	0.0%
Material Circulation - Youth	1,538	1,270	-17.4%	1,232	1,236	0.3%
Material Circulation - Juvenile	6,946	7,474	7.6%	6,640	7,241	9.1%
Total Material Circulation	26,074	25,820	-1.0%	23,011	23,612	2.6%
Internet Users	2,073	1,945	-6.2%	2,179	1,643	-24.6%
Internet Hours of Use	1,329	1,218	-8.4%	1,353	845	-37.5%
New Cards Issued	155	196	26.5%	150	152	1.3%
Programs - Adult	10	9	-10.0%	9	5	-44.4%
Programs Attendance - Adult	60	55	-8.3%	66	24	-63.6%
Programs - Youth 12-18	0	2		2	0	-100.0%
Programs Att - Youth 12-18	0	11		24	0	-100.0%
Programs -Juvenile 6-11	2	4	100.0%	5	4	-20.0%
Programs Att -Juv 6-11	33	38	15.2%	64	32	-50.0%
Programs - Children 0-5	14	2	-85.7%	16	3	-81.3%
Programs - Att - Children 0-5	205	12	-94.1%	219	16	-92.7%
Outreach Activities	4	5	25.0%	5	6	20.0%
Outreach Act. Attendance	26	30	15.4%	54	38	-29.6%
Public Training Sessions	0	2		3	2	-33.3%
Public Training Participants	0	2		3	2	-33.3%
Public Training Hours	0	0		2	0	-100.0%
Staff Training Sessions	7	6	-14.3%	22	2	-90.9%
Staff Training Participants	3	5	66.7%	10	8	-20.0%
Staff Training Hours	28	6	-78.6%	60	6	-90.0%
Number of New Volunteers	2	0	-100.0%	4	1	-75.0%
Number of Vol Hours	81	89	9.6%	95	92	-2.9%
Meeting Room Use	67	93	38.8%	74		
Meeting Room Attendance	525	320	-39.0%	582	613	5.3%
Number of Web Site Hits	14,230	18,184	27.8%	15,933	15,371	-3.5%
Wi-Fi Users	492	381	-22.6%	444	487	9.7%
Wi-Fi Sessions	1,484	1,082	-27.1%	1,461	1,438	-1.6%
E Book Downloads	1,634	1,876	14.8%	1,583	1,792	13.2%
Mango Adult Users	102	0	-100.0%	91	0	-100.0%
Mango Children Users	0			0		
Ancestry.com Hits	294	114	-61.2%	538	653	21.4%
Interlibrary Loans	55	41	-25.5%	41	38	-7.3%
New Material Added	1,179	1,243	5.4%	1,189	1,221	2.7%

OCPL Budget 2018-2019 3-14-19

Account Number	DESCRIPTION	Budgeted	Spent	Percent	Balance
Local Budget					
010-206-30024-00000	Equip. Maintenance	2,450	2,470	101%	-20
010-206-30025-00000	Professional -Staffmark	102,425	71,840	70%	30,585
010-206-30041-00000	Telecommunications	1,000	456	46%	544
010-206-30056-00000	Data Processing	27,716	27,635	100%	81
010-206-30059-00000	Copier Click Charges - Xerox	10,000	5,689	57%	4,311
010-206-30068-00000	Advertising	700	450	64%	250
010-206-30080-00000	Dues	750	234	31%	516
010-206-30084-00000	School, Training, Sem.	3,300	3,095	94%	205
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,000	4,886	70%	2,114
010-206-33022-00208	Bldg Maint - Seneca	3,600	2,943	82%	657
010-206-33022-00209	Bldg Maint - Westminster	2,500	1,546	62%	954
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,731	86%	289
010-206-34043-00207	Electricity - Walhalla	32,500	16,275	50%	16,225
010-206-34043-00208	Electricity - Seneca	17,000	7,818	46%	9,182
010-206-34043-00209	Electricity - Westminster	15,500	7,589	49%	7,911
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,400	881	63%	519
010-206-34044-00208	Water - Seneca	1,000	364	36%	636
010-206-34044-00209	Water - Westminster	1,000	254	25%	746
010-206-40031-00000	Sm Capital Equip (Loc)	2,800	1,888	67%	912
010-206-40032-00000	Operational	6,000	5,605	93%	395
010-206-40032-00000-A	Youth Services	2,000	901	45%	1,099
010-206-40033-00000	Postage	1,000	422	42%	578
010-206-40034-00000	Food	500	120	24%	380
010-206-40101-00000	Books (Local)	85,000	55,467	65%	29,533
010-206-40102-00000	Periodicals (Local)	20,000	20,000	100%	0
010-206-40103-00000	AV (Local)	10,500	4,871	46%	5,629
010-206-80206-00000	Automobile Maint - Library	3,500	1,048	30%	2,452
010-206-81206-00000	Gasoline - Library	2,500	1,553	62%	947
010-206-82206-00000	Diesel - Library	2,000	1,458	73%	542
TOTAL LOCAL FUNDS		373,561	255,389	68%	118,172
Misc. Funds					
013-206-60010-00000	*Gifts, Donation (Loc)	35,409		0%	35,409
TOTAL MISC. FUNDS			(\$7,000 Wish List for Westminster)		35,409

State Aid Budget

240-206-30018-00255	Travel	300.00		0%	300.00
240-206-30056-00255	Data Processing (State)	\$10,650.00	8,577.38	81%	2,072.62
240-206-30080-00255	Dues	\$1,200.00		0%	1,200.00
240-206-30084-00255	Schools, Train.. (State)	\$2,700.00		0%	2,700.00
240-206-40031-00255	Sm Capital (State)	\$4,207.75	3,027.10	72%	1,180.65
240-206-40032-00255	Operational (State)	\$14,750.00	7,875.58	53%	6,874.42
240-206-40045-00255	IT Equipment	\$2,070.00	1,857.27	90%	212.73
240-206-40111-00255	Books (State)	\$57,500.00	47,973.49	83%	9,526.51
240-206-40112-00255	Periodicals (State)	\$25,000.00	24,803.95	99%	196.05
240-206-40113-00255	AV (State)	\$11,600.00	10,983.85	95%	616.15
Total State Aid Funds		\$129,977.75	105,098.62	81%	24,879.13

Lottery

Account Number	Description	Budgeted	Spent	Percent	Balance
013-206-40101-92201	Books	5,786.52	2,443.16	42%	3,343.36
Total		5,786.52	2,443.16	42%	3,343.36

Bookmobile and Outreach Services

January/February 2019

Brenda Lee, Bookmobile Manager

Collections: Manager chooses Adult collections from Ingram and B&T Leasing Program; requests some juvenile reading materials from B&T Children's Lease Plan; selects adult DVDs to be ordered; chooses Adult audiobooks ordered through Midwest Tape.

Displays: Bulletins of events at the libraries are displayed as space allows. Friends of the Library book sale announcements are posted.

Manager's Projects: Maintaining shelving appearance and keeping up with the weeding; Changing collection codes and rotation of collections as needed; Spoke with Donna Collins about adding Homestead Academy (daycare in county-owned facility in Oakway) to our schedule as soon as possible. So far, I will be able to add to the Summer Schedule in May or June, but not quite sure where/when for a permanent slot, as she requested. Request from Foothills Assisted Living came in early February.

Volunteers and Outreach: Began Seneca Health and Rehab Outreach January 3, 2019 and will visit once per month on first Thursdays after other stops. Began Foothills Assisted Living Outreach February 19, 2019 and will visit once per month on third Tuesday mornings before lunch and Long Creek. Pat Pankopp filled in for Brenda Thomson while she was on vacation and then had a medical procedure. I'm still working with Janice Lovinggood to try to recruit a new volunteer for Route B, first and third Wednesdays. For the time being, Sue Andrus has filled in as needed.

Comments: I officially have been full time employed with Oconee County for 21 years on January 26, 2019!

Narrative

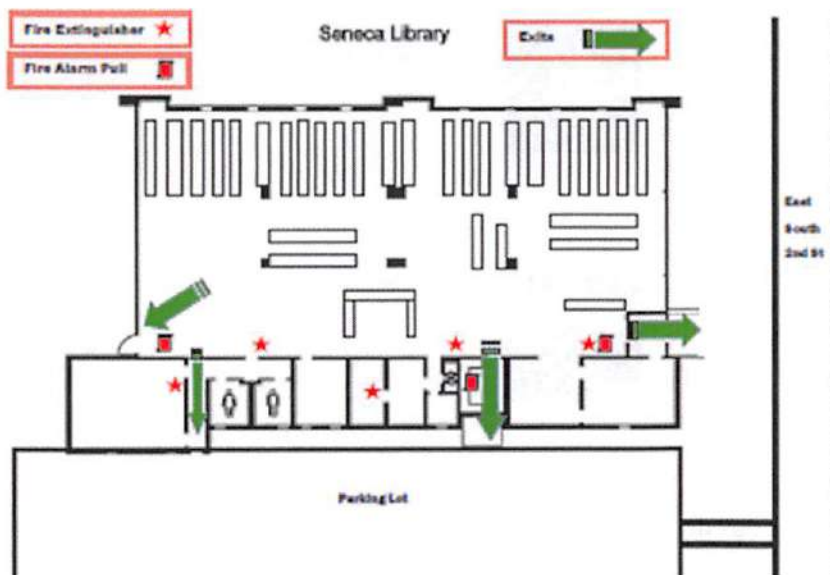
Public Relations

The Publicity Committee has been restructured with the Branch Services Librarian in charge of publicity and marketing.

Staff Development

Work continues on updating the Disaster Plan. Previously, vehicle accident reporting and bomb threat procedures, maps of assembly points for each branch, and emergency contact information were updated. In addition, we now have detailed, accurate floor plans marked with emergency exit routes, locations of fire extinguishers, and fire alarm pulls. Building-specific emergency action documents have been created that contain street address information, assembly point, local law enforcement contact info, fuse box and AED/First Aid equipment location. Since the Salem Library shares a building with the Town Hall, we included them in our procedures.

Seneca Library revised floor plan map:



As part of the discussion about emergency procedures, we figured out that the county's VOIP phone system does not give accurate location information when calling 911. The IT Department was notified and they are working with the phone companies to correct this.

One result of the recently implemented regular branch visits was the scheduling of a meeting on January 24 for those who do interlibrary loan. We realized that each branch does this differently and that it would be helpful to meet in person to share procedures, ideas, and contacts at lending libraries.

Two librarians from the South Carolina State Library visited us on February 13 after the monthly Manager's Meeting. They brought the "Assistive Technology Petting Zoo", an array of devices designed to help visually impaired library patrons. Several of them were various types of hand-held magnifiers. We have one of these at the Walhalla Library. They also presented an introduction to the Talking Book Services provided by the State Library which assists not only visually impaired patrons, but also those who have difficulty physically holding print books.

The annual evaluation of the Bookmobile Manager was done on January 16 and a progress meeting was held with the Salem Branch Manager on January 18.

Several library staff members attended the CPR & 1st Aid training offered by the county on February 6th and 7th.

Volunteers and Community Outreach

The Bookmobile has added a new outreach stop at Foothills Assisted Living in West Union. This occurs on the 3rd Tuesday of the month, from 10-11am before Route A.

We hosted a middle school student with a job shadowing project on January 2. She is considering a mix of librarianship and creative writing as a career, so was thrilled when she got to shelve some fiction on the Bookmobile.

Manager's Projects

We participated in an hour-long webinar about Project Outcome, which is a suite of online tools for librarians to survey users and analyze the resulting data. This will be immeasurably helpful when we begin to assess our Strategic Plan activities. More information is available at <https://www.projectoutcome.org/> but here are the main areas covered:

Service Areas



Civic/Community Engagement

Services to inform, enrich, preserve, and promote community engagement, ranging from government issues to recreational activities. Examples include: Cultural Activities, Government Services, or Civic Engagement services and programs.



Digital Learning

Services to access technology, build technology-related skills and confidence, and make beneficial use of digital resources and services to meet patron needs. Examples include: Technology Usage Skills, Internet Education, or Computer Education services and programs.



Early Childhood Literacy

Services to improve early literacy and learning skills to prepare children ages 0-5 for school. Examples include: Storytime, Parenting/Child Development, or Every Child Ready to Read services and programs.



Economic Development

Services to improve business start-up and development skills. Examples include: Business Development or Starting Your Own Business services and programs.



Education/Lifelong Learning

Services to gain and impart new knowledge and skills, improve academic performance, and engage in a variety of lifelong learning activities. Examples include: Book Club Reviews, Author Discussions, Education Classes or Labs, or Bookmobile services and programs.



Job Skills

Services to improve the skills needed to find and apply for jobs and advance careers. Examples include: resume help, job fairs, or job search services and programs.

Removal of outdated network hardware has begun at the Salem Library. This is a multi-stage process and began with clearing the storage area shared with the Town Hall.

A push for uniform calendar use is underway, and staff are requested to post an "out of office" message in their Outlook email if they are away from work for more than half a day.

Issues

The PACs at all locations still have intermittent problems connecting to the network. IT Problem Log spreadsheets are in use at each branch to keep track of all IT issues.

As a result of the in-service day presentation by the Sheriff's Department, safety assessments at all locations were conducted by Sgt. McGowan in November 2017. We have contacted him several times since and are no longer waiting for his report to update the Disaster Plan.

The battery backup in the UPS (Uninterrupted Power Supply) in the Walhalla staff workroom began failing in mid-December. The IT Department has purchased a new one but they have not installed it yet.

Programs:

The Pre-school story time has been going good for Salem. Kayla Hamilton has also been doing a STEAM Ahead story time program in Salem once a week. Salem had the following regular adult programs for January and February: Time to Read Book Club, Painting for Fun painting session for adults, Mobile Device Help time and Computer Help Time. In January Salem we had a successful event for the Elaine Cameron book signing of her book *Hot Coffee and Cold Pizza for Breakfast*. For the children's programs in January we had the Popsicle Stick Craftin': Hot Chocolate Mugs and T(w)een Time: Paper Affirmation Bracelets and for February we had the Drop-in Valentine's Makerspace Pizza Valentines.

Salem Collection Development

We continue to order well reviewed items for the Salem branch. At the Salem branch we constantly have a lookout for high quality items that interest our patrons. By having a good collection development strategy, we can keep the demand up for circulation at the Salem Library. We will be working on being sure that our money is spent for this year's budget.

Weeding

Salem continues to weed different areas of the library to make room for new books. This past two months we have been concentrating on weeding the Juvenile non-fiction, Juvenile Biography, and Adult-biography and Adult non-fiction section.

Volunteers

The Salem library now has two active volunteers. Linda Cameron and Sally Bouwman are our two current volunteers. Our Volunteers continue to volunteer on a regular basis. Volunteers even help out with the programs we put on. These volunteers help us so much by freeing up our time to allow us to do our regular work and to concentrate on helping patrons.

Seneca Library Branch Narrative, January/February 2019

Emily Whitmire Sluder, Branch Manager

Facilities:

This is the same report as November/December.

Our roof leaks in several places and has for a decade. Maintenance patched up as much as they could but after several days of rain, there are still leaks. In the next budget year, we will have to ask for a new roof. We also need to ask for our parking lot to be completely repaved.

We are examining what to plant along the walk leading up to the building. We need to plant grass seed on the areas where the felled tree used to provide shade. We will address this in the spring.

Collections: I would like to weed more quickly. We created a bilingual shelf for children's items written in both Spanish and English.

Programs and attendance (planned and run by Seneca staff):

Let's Get Crafty – 10, 8

Valentine's craft – 13

Meeting Room: Groups using our meeting room included the Red Cross, Foothills Alliance, the African-American Planning Commission, Safe Harbor, a church committee, Seneca River Women's Auxiliary, DAR, a homeschoolers' club, Oconee Writers' Association, a book club, Baby Read, Oconee Republican Women, and tutoring groups.

Staffing: We have been fully staffed during this period. We welcomed Martha, a worker from Palmetto Youth Connection, who shelves and helps at the desk.

Statistics: Visits to Library: January – 6824; February – 6281

Total Volunteers: 2

Volunteer Hours: Jan – 2.5, Feb – 7

New borrowers: Jan – 96, Feb – 79

ILL: Jan – 11, Feb – 17

Please note that public training statistics do not include the many hours we spend helping patrons with their own devices, downloading Overdrive e-books, using the public computers, and troubleshooting their issues.

TECHNICAL SERVICES

January / February 2019

Phillip Bergen, Technical Services Librarian

Collections:

Orders are proceeding well and budget spreadsheets are updated regularly.

TLC:

The library updated to LS2 version 5.4 on February 19. The update was completed without incident. The new version provides bug fixes, cataloging enhancements, and new circulation settings to simplify handling of lost item charges.

Manager's Projects:

Our efforts to document workflows and processes proceed steadily.

Staff Development:

Nothing to report at this time.

Issues:

No major issues at this time.

Volunteers:

Nancy Woods continues to do an excellent job in mending and repair.

Walhalla Library

January /February 2019

Quientell Walker, Branch Manger

Narrative

Walhalla Collections: We continue to order materials based on professional reviews, patron requests, “best sellers” list, and within the guidelines outlined in the OCPL book policy. At this time I am working on replacing well-worn and outdated materials in the collection.

Overdrive Collection: With assistance from the Branch Managers and the Youth Services Staff we have been able to continue adding new items to the Overdrive Collection. We did purchase the ALA Award Winners for 2019, and we are adding in the South Carolina Book Award Nominees for 2019-2020. The collection has continued to show an increased growth of Unique Users. Below is a chart depicting this growth from 2018 to 2019.

	January 2018	January 2019	February 2018	February 2019
Unique Users	488	578	470	570

Volunteers:

Programs:

January— Rocket Science—15; After School Book Club—6

February—Movie: Wreck-It Ralph—27; STEAM with Spaghetti—4; Forever Young Book Club—7

Meeting Room:

January—

Baby Read – 6 times; Stephanie Gray, Attorney – deposition; Foothills Alliance; Family Matters of the Pee Dee; Oak Stone Shores HOA; Jefferson Plantation HOA; First Steps Friends of the Library; Tri-County Home Educators Graduation meeting

February—

Baby Read – Baby Read – 6 times; Ladies in Leadership; United Daughters of the Confederacy; Emergency Services; Classical Conversations; Beaver Lake Property Owners Association

Facilities:

We have had several maintenance requests in January and February.

January 3, 2019: There are two ceiling tiles in the foyer with water marks. They appear to be new, and I am uncertain as to what is the cause could be. **Resolved**

January 8, 2019: A leak has been found the second stall in the Public Men's Restroom. I checked underneath the toilet, and I noticed a small amount water flowing down the wall and onto the floor. I have placed an out of order sign on this stall. **Resolved**

February 28, 2019: Today we received a visit from the technician of Carolina Burglar and Fire Alarm. While trying to find the power source for the fire alarm we turned off the labeled switch. After he left it was reported that several computers had lost power, and upon further investigation it was determined that the switch for the fire alarm is also used by four public computers and my office. Is there a way to separate this function? **Ongoing; Fire alarm panel has been replaced.**

Statistics:

Category	January 2019	February 2019
Visits to library	5,479	5,409
New Cards Issued	62	39
ILL	21	13

Other Items:

February 22, 2019: A patron obtained unauthorized access to the staff area. Before this incident signs were placed in the walk way and on the door stating this is a staff area. However, these signs were not observed by some of the patrons. After this incident it was decided to lock the door, but this would have restricted staff access. It was decided to change the lock to a keypad entry. This change was appreciated by the staff.

Staff

Tiffany met with other branch staff members to discuss ILL. The hope is to streamline the process so each branch is following the same procedures.

Collection

The staff weeded and updated the adult non-fiction section. We now have all of the juvenile fiction, juvenile non-fiction, and adult non-fiction off of the bottom shelf. This is great because statistically books on the bottom shelf do not get checked out, and higher books mean better accessibility for users. Upcoming project is to replace the sagging wooden shelves in the easy section with those in storage at Walhalla. We may rearrange while we are moving books around.

Programs/Attendance

Family Movie Night: <i>House with a Clock in Its Walls</i>	3
<i>Frozen</i> and Craft Night	2
<i>Riverdale</i> T(w)een Craft Night	6
Family Movie Night <i>Grinch</i>	5
Winter Luau	9

Manager's Projects

Leah attended the FOL book sale to take pictures to use with media promotions. Leah attend legislative day in Columbia with other staff to meet with Senator Thomas Alexander and to support the State Library's budget request. Leah continues to schedule daily posts for our Facebook account.

Social Media Stats

October 2018			January 2019		
Instagram:	Followers	363	Instagram:	Followers	422
Facebook:	Likes	2368	Facebook:	Likes	2430
Twitter:	Followers	305	Twitter:	Followers	305

Facilities

The constant rain has exasperated the issue of the pooling of water in front of the library doors. We are still hopeful something can be done to make it drain better so the puddle isn't so deep and wide. Roads and Bridges is going to try to make the flow better sometime in March as the weather allows. Facilities maintenance had to replace a ballast in one of the lights.

Youth Services Dept.
January/February 2019
Kayla Hamilton, Youth Services Librarian

Collection Development: Collection development is on budget thus far for the year. Kayla and Leah Kelley spent a great deal of time in February researching and working on creating leveled reading kits by selecting titles that are age appropriate for grades k-5. Also in February, Kayla ordered all of the ALA Youth Media Award Winning titles that OCPL did not already own along with the newly released 2019-2020 South Carolina Book Award Nominees.

Staff Development: Kayla attended the LSTA Grant writing workshop in Columbia on January 4th. The LSTA Grant is used to partially fund the Summer Reading Program. This year Kayla decided to focus on creating teen programs with this grant. Kayla was awarded the grant in the amount of \$1,000 on February 20th. On February 6th, Kayla attended CPR and First Aid training offered by the county. Kayla is now CPR certified for both adults and children. On February 21st, Kayla attended the annual Children's Services Exchange that discussed childhood trauma and how libraries can work within their communities to assist with awareness and help families build resilience.

Collaboration: The First Steps Director approached Kayla at the January Board Meeting about collaborating on a literacy project. After meeting with the Director, Monica Alles White, she is willing to help with Reach Out and Read where First Steps will provide a sticker on each book given out at a child's well visit and then at the child's first-third birthday they will receive a voucher for a free book at the library. The free books at the library will be donated through First Steps. It is the library's hope that this will increase use of the library by new parents. Kayla is still working with the Friends of the Library to establish a program that they can assist with to promote literacy within the community. We are currently looking at having the Friends help sponsor the new leveled literacy kits. Kayla was able to attend the February Media Specialist Meeting to get their input about the Summer Reading app and to also give them a preview of the performers we have scheduled. Kayla and Blair attended the State of Oconee luncheon and discussed collaborating with the local museums.

Programs: Kayla continued weekly Preschool and STEAM Ahead Story Time at the Walhalla, Seneca, and Westminster branches. Even with it being a cold and wet winter with lots of illness, she felt that attendance was excellent in both January and February with a total of 302 participants. St. John's Lutheran Church Preschool in Walhalla attended Story Time at the Walhalla Branch in both January and February for a total attendance of 114. The Teen Advisory Board met both months for an attendance of 8. The teens planned an art program that had 3 in attendance.

Public Training: On February 26th the Special Needs class from West Oak Middle came to Walhalla for a story time and library tour. During the visit staff talked with the students about what was available to them in the library. There was a special discussion about the Talking Book collection from the State Library and the collection of assistive technology available at the Walhalla branch. The group consisted of 13 people.

Community Outreach: Kayla continues to serve as the Oconee County Public Library System's designee on the First Steps Board. Kayla was unable to attend the February meeting due to a schedule conflict; however, Kayla has been in contact with the board and has established the branches as

locations for the pinwheels for childhood abuse prevention month. Kayla also did outreach to two daycares: Our Clubhouse and Kids Korner. She has set these daycares for monthly visits from Youth Services. This outreach provided story times to 142 people. Kayla also attended the Literacy Night at Keowee Elementary which had 130 people in attendance. February 28th, Ravenel Elementary held its second Baby Bobcat program. This program had 13 children and 22 adults including many faculty and staff of the school.

Program Totals: During the month of January we had 292 participants in total. During February we had 452 participants. We were very happy with these numbers.

Donations: The Youth Services Department has ask for local businesses to sponsor this year's Summer Reading Program. We are so happy to say that we have raised \$1,850 in monetary donations. We have collected over \$500 in coupons from local restaurants that will be used for prizes. We expect to collect more donations in the next month. Some of the restaurants have to go through corporate to request these donations.

Summer Reading: At this point all of our performers have been scheduled for Summer Reading. This year we will have seven weeks of special guest for ages 0-12. The performers are Roper Mountain Science Center, the South Carolina Aquarium, Safe Haven and Educational Adventures, Oconee Emergency Services, Joy Set Entertainment, Nancy Basket, and Author Aunt B. We will also continue to promote literacy through our partnership with "I Read to Animals" which will be visiting each branch once throughout the summer.

In addition to the performers for ages 0-12, this year we have added programs for teens. The Teen Advisory Board is leading the planning for a Community Street Fair at the High Falls Park as a kick off to the Summer Reading Program. We hope to have local crafters, businesses, and restaurants attend this event. Teen programs will be available once a week at each branch for a total of 4 programs each week. We have two special guests: local YA author, Tessa Hall and Comic Book Artist, Kyle Coggins. Tessa will do a writing workshop with the teens about how to build a story. Kyle Coggins will do an introduction to comic book artistry. We will also have a galaxy t-shirt craft, book discussion, escape room, coding, and robotics program. We hope to end the program with a mini-con. We have asked for the Storm Troopers to appear at the mini-con.

We have also been working on establishing an app for logging Summer Reading. We have been working with the Friends of the Phoenix Library to adapt their app to fit our needs. You can view their app at summerreadingapp.org. This app will allow our participants to use a timer to log their times, have a bookshelf of the books they have read, collect virtual trophies, and view upcoming events. We will also have where the user can select a 'home' library and receive notices when events are happening at that library location. In addition, if the user has not logged anything in a week they will receive a notice that tell them that we miss them and has some suggested readings based on their age.

We are also working on having an End of Summer Bash at South Cove again this year. Dominos has already agreed to supply pizzas. We hope to have other food options and possibly see if we can get a local band to come and perform for us.

Finally, we will be reaching out to the school district to establish the library branches as food pick up locations for the Summer Feeding Program. In conjunction with the Feeding Program, Kayla is in the process of filling out a grant for the library to participate in SC Plants a Seed. The SC Plants a Seed program offers a presentation by a local dietitian and then has a local farmer that accepts SNAP benefits offer food and food to the community will also providing each child in attendance with a free book.