

OCPL Director's Report

November 2023

1. Programs and Services: Programs were well attended in September and October. Children's programming took a bit of a hiatus since we were without a Youth Services Librarian, but we did resume Story Times at the Walhalla and Seneca locations. The branches also picked up the pace a bit with Bingo, movies, and programming of their own. Kerry Leeper Brock, the Community Resource Associate, applied for a grant from Dabo's All In Team Foundation for Catholic Charities to provide additional support for the mobile shower unit. They were awarded \$3,500. We are now offering blood pressure self-screening at the Walhalla Library thanks to the American Red Cross, which donated two blood pressure monitors to the library. This may be expanded to the other branches as it becomes more well-publicized.

Quientell Walker, local history associate, coordinated with the Oconee History Museum in creating a 75th anniversary digital exhibit for the library. He also coordinated a bookmark contest and arranged for anniversary celebrations at the branches in October. Quientell also presented on genealogy at the South Carolina Library Association annual conference in Columbia in October.

2. Usage Statistics and Narratives: Usage statistics for September and October as well as individual branch/department narratives are attached.

3. Finance and Budget: OCPL budget figures for FY23 to date are attached.

4. Personnel and Training: Fall staff training day was held on October 9. We had Tiffany Hayes from the State Library present to us on customer service basics and creating a good work culture. We also had First Light do a short presentation on human trafficking and general domestic abuse (signs to look for, ways the libraries can help, etc.) We will also have Zac Smith from Oconee County Emergency Services do a class on CPR and AED (automated defibrillators), possibly after the first of the year. We have hired replacements for Youth Services and for Bookmobile and Outreach manager. The Branch Services position will be converted to an Adult Services position.

5. Building and Grounds: There was some positive movement with the ADA-compliant ramp in Seneca. A discussion with the county administrator revealed that there might be funding available right after the beginning of the calendar year.

6. Technology: We have also continued to work with county IT staff on how to make USB drive accessible again. There is a good chance that the library could be isolated on its own server and that would alleviate many of the security concerns. We hope this will take place by spring 2024.

7. Friends of the Library: Used book sales have continued each Thursday from 11:00 to 3:30 p.m. The Friends had excellent sales figures in September and October (combined due to treasurer being on vacation).

September and October

Basement Sales \$4,403

Books on the Alley	3,053
Lobby	531
2nd Party	15
Online	119
Cafe Sales	65
Seneca	102
Total	\$8,288

8. Oconee County: County Council has voted to retain the services of Evergreen Solutions for a Wage, Compensation, and Time Use Study. We anticipate that to be completed by March 2024. To create a stable beginning point for wage adjustments, the county did adjust the minimum pay bands for many county positions, including some library positions.

9. State Library: The State Library assisted with our staff training day on October 9. Tiffany Hayes, the Director of Library Development, trained staff on customer service and workplace culture. Tiffany also conducted training for the Board in October as well, which seemed to be well received. We are working with Leesa Aiken, the library agency head, on crafting the legislative agenda for public libraries in FY25 as well as BEAD funding for possible infrastructure and technology upgrades.

10. Community Involvement: Director and various staff members remain involved with Healthy Oconee Coalition, First Steps, Hispanic outreach, Clemson Extension, and others on projects dealing with health and wellness, diabetes prevention, visits from the Mexican consulate, and other projects. We participated in the second annual Hispanic Heritage Festival on Main Street in Walhalla on Saturday, September 16.

11. Other: Despite the major changes in personnel over the last two months, morale has remained high, staff have been very cooperative and receptive to new ideas. I particularly appreciate the support of Leah Kelley and Bethany Culp, who have helped with several interviews as well as helping to edit and update job descriptions.

**OCPL Bimonthly Report
Library Usage Statistics
Director: Blair Hinson**

	Sept 2022	Sept 2023	Change	Oct 2022	Oct 2023	Change
Visits to Library	9,580	12,010	25.4%	10,119	12,969	28.2%
Material Circulation - Adult	10,390	11,979	15.3%	9,352	12,184	30.3%
Material Circulation - Youth	937	830	-11.4%	789	850	7.7%
Material Circulation - Juvenile	7,791	8,550	9.7%	7,306	8,562	17.2%
Total Material Circulation	19,118	21,359	11.7%	17,447	21,596	23.8%
Internet Users	640	810	26.6%	656	937	42.8%
Internet Hours of Use	301	396	31.6%	299	465	55.5%
New Cards Issued	131	188	43.5%	148	155	4.7%
Programs - Adult	13	11	-15.4%	13	10	-23.1%
Programs Attendance - Adult	86	62	-27.9%	79	88	11.4%
Programs - Youth 12-18	0	3		1	1	
Programs Att - Youth 12-18	0	18		10	3	-70.0%
Programs -Juvenile 6-11	1	3		9	8	-11.1%
Programs Att -Juv 6-11	15	39	160.0%	96	79	-17.7%
Programs - Children 0-5	3	3	0.0%	22	3	-86.4%
Programs - Att - Children 0-5	3	0	-100.0%	561	0	-100.0%
Outreach Activities	2	11	450.0%	18	10	-44.4%
Outreach Act. Attendance	217	191	-12.0%	1,310	783	-40.2%
Public Training Sessions	3	4	33.3%	2	4	100.0%
Public Training Participants	3	4	33.3%	2	3	50.0%
Public Training Hours	2	4	100.0%	1	3	
Staff Training Sessions	0	0		7	5	-28.6%
Staff Training Participants		0		44	36	-18.2%
Staff Training Hours		0		221	248	12.2%
Number of New Volunteers	0	0		0	0	
Number of Vol Hours	45	36	-19.1%	27	35	32.1%
Meeting Room Use	50	62	24.0%	45	70	55.6%
Meeting Room Attendance	314	376	19.7%	362	605	67.1%
Number of Web Site Hits	11,344	11,486	1.3%	10,999	11,167	1.5%
Wi-Fi Users	335	328	-2.1%	327	315	-3.7%
Wi-Fi Sessions	2,485	2,235	-10.1%	2,358	2,176	-7.7%
E Book Downloads	2,634	3,370	27.9%	2,701	3,447	27.6%
Flipster uses	133	195	46.6%	101	112	10.9%
Kanopy uses	1,565	2,130	36.1%	1,938	1,793	-7.5%
Ancestry.com Hits	244	195	-20.1%	129	116	-10.1%
		0				
		0				
Interlibrary Loans	28	55	96.4%	18	42	133.3%
New Material Added	799	975	22.0%	1,043	954	-8.5%

OCPL Budget 2023-2024 11-16-23

Account Number	Description	Budgeted	Spent	Percent	Balance
Local Budget					
010-206-30024-00000	Equip. Maintenance	2,703	2,703	100%	0
010-206-30025-00000	Professional -Staffmark	140,000	45,055	32%	94,945
010-206-30041-00000	Telecommunications	1,000		0%	1,000
010-206-30056-00000	Data Processing	29,477	26,350	89%	3,127
010-206-30059-00000	Copier Click Charges - Xerox	8,500	3,285	39%	5,215
010-206-30080-00000	Dues	750	194	26%	556
010-206-30084-00000	School, Training, Sem.	3,000	1,232	41%	1,768
010-206-30090-00000	Honorarium	900	900	100%	0
010-206-33022-00207	Bldg Maint - Walhalla	7,829	5,417	69%	2,412
010-206-33022-00208	Bldg Maint - Seneca	4,753	3,062	64%	1,691
010-206-33022-00209	Bldg Maint - Westminster	3,309	2,652	80%	657
010-206-33022-00210	Bldg. Maint - Salem	2,020	1,464	72%	556
010-206-34043-00207	Electricity - Walhalla	18,000	6,591	37%	11,409
010-206-34043-00208	Electricity - Seneca	12,000	4,408	37%	7,592
010-206-34043-00209	Electricity - Westminster	12,000	2,686	22%	9,314
010-206-34043-00210	Electricity - Salem	5,000	5,000	100%	0
010-206-34044-00207	Water - Walhalla	1,700	459	27%	1,241
010-206-34044-00208	Water - Seneca	2,000	889	44%	1,111
010-206-34044-00209	Water - Westminster	1,200	281	23%	919
010-206-40031-00000	Sm Capital Equip (Loc)	2,800	1,759	63%	1,041
010-206-40032-00000	Operational	6,000	5,906	98%	94
010-206-40032-00000-A	Youth Services	2,000	140	7%	1,860
010-206-40033-00000	Postage	500	26	5%	474
010-206-40034-00000	Food	500	271	54%	229
010-206-40045-00000	IT Equipment				0
010-206-40101-00000	Books (Local)	85,000	37,320	44%	47,680
010-206-40102-00000	Periodicals (Local)	22,200	18,017	81%	4,183
010-206-40103-00000	AV (Local)	11,300	2,952	26%	8,348
010-206-80206-00000	Automobile Maint - Library	1,500	872	58%	628
010-206-81206-00000	Gasoline - Library	4,000	890	22%	3,110
010-206-82206-00000	Diesel - Library	3,000	998	33%	2,002
TOTAL LOCAL FUNDS		394,941	181,779	46%	213,162
013-206-60010-00000	Gift's	54,672			54,672
013-080-00805-11001	Nettles Trust	67,760		0%	67,760
TOTAL MISC. FUNDS					122,432
State Aid Budget					
240-206-30056-00255	Data Processing (State)	\$13,558.61	6,415.88	47%	7,142.73
240-206-30080-00255	Dues (State)	\$500.00		0%	500.00
240-206-30084-00255	Schools, Training (State)	\$2,000.00		0%	2,000.00
240-206-40031-00255	Sm Capital (State)	7,065.42		0%	7,065.42
240-206-40032-00255	Operational (State)	\$15,000.00	1,835.36	12%	13,164.64
240-206-40045-00255	IT Equipment	\$8,500.00	3,708.27	44%	4,791.73
240-206-40111-00255	Books (State)	\$81,500.00	27,027.94	33%	54,472.06
240-206-40112-00255	Periodicals (State)	\$32,356.00	24,575.01	76%	7,780.99
240-206-40113-00255	AV (State)	\$16,600.00	5,056.13	30%	11,543.87
Total State Aid Funds		\$177,080.03	68,618.59	39%	108,461.44

Current Policy:

An interlibrary loan is a transaction in which materials or photocopies of materials are made available by one library system to another upon request. This service is a means of greatly expanding the range of library materials available to library patrons without allocating large sums of limited book funds for seldom requested items.

The Oconee County Library System will borrow books and other library materials through Interlibrary Loan (ILL) for registered borrowers subject to the following:

1. Any fees over normal postage costs will be passed on to the borrower, including census records rental and any extra charges of lending institutions.
2. All lost, damaged, or overdue material costs will be the responsibility of the borrower.
3. Overdue ILL materials will be charged 50 cents per item per day, plus any late charges levied by the lending institution.
4. The number of requests will be limited to 3 titles per patron at a time, and these must be returned before more will be ordered. The patron may not have more than 3 ILL items checked out at one time.
5. Patrons must be in good standing with the library system and owe NO fines.
6. No books published or copyrighted in the past 12 months will be ordered.
7. No current best sellers will be ordered.
8. DVDs and audiobooks will not be requested from other libraries nor will OCPL lend out such items through interlibrary loan. Special exceptions may be made strictly in the case of educational or research purposes at the discretion of the Library Director.
9. OCPL collections must be thoroughly searched before items are ordered through ILL.
10. In general, OCPL will lend only non-reference books on which there is not a request or reserve.
11. ILL services will be available only to adult library card holders.

Suggested Revisions:

An Interlibrary loan is a transaction in which materials or photocopies of materials are made available by one library system to another upon request. This service is a means of greatly expanding the range of library materials available to library patrons without allocating large sums of limited book funds for seldom requested items.

The Oconee County Library System (OCPL) will borrow books and other library materials through Interlibrary Loan for registered **adult borrowers who are in good standing and owe NO fines.** (the addition in bold was originally numbers 11 and 5). **Interlibrary Loan (ILL) requests** (added the bold comment to start the list) are subject to the following:

Requesting an Interlibrary Loan: (working title)

1. OCPL collections have to be thoroughly searched before items are ordered through ILL.
2. DVDs and audiobooks will not be requested from other libraries nor will OCPL lend out such items through ILL. Special exceptions may be made strictly in the case of educational or research purposes at the discretion of the Library Director, **and willingness of the lending institution.** (Originally number 8. Also, I added additional requirement, in bold, for processing this type of request).
3. OCPL will request and lend only non-reference books on which there is not a request or reserve.
4. No books published or copyrighted in the past 12 months will be ordered. This also includes current best sellers. (Originally numbers 6 and 7).
5. The number of requests will be limited to 3 titles per borrower at a time, and these must be returned before more will be ordered. The patron may not have more than 3 ILL items checked out at one time.

Charges, Fines, and Fees: (working title)

6. The borrower will be responsible for covering the cost of any fee over the normal postage, including census records rental and any extra charges of lending institutions.
7. All lost, damaged, or overdue material costs will be the responsibility of the borrower.
8. Overdue ILL materials will be charged 50 cents per item per day, plus any late charges levied by the lending institution.

Arrived Interlibrary Loan: (working title)

Borrowers will be contacted promptly when the ILL arrives. OCPL does ask borrowers to pick up arrived ILL promptly at the requesting library. To facilitate easier returns, borrowers can return their ILL to any OCPL Branch. Should the ILL not be picked up, the borrower will be contacted a second time and they will be subject to the following:

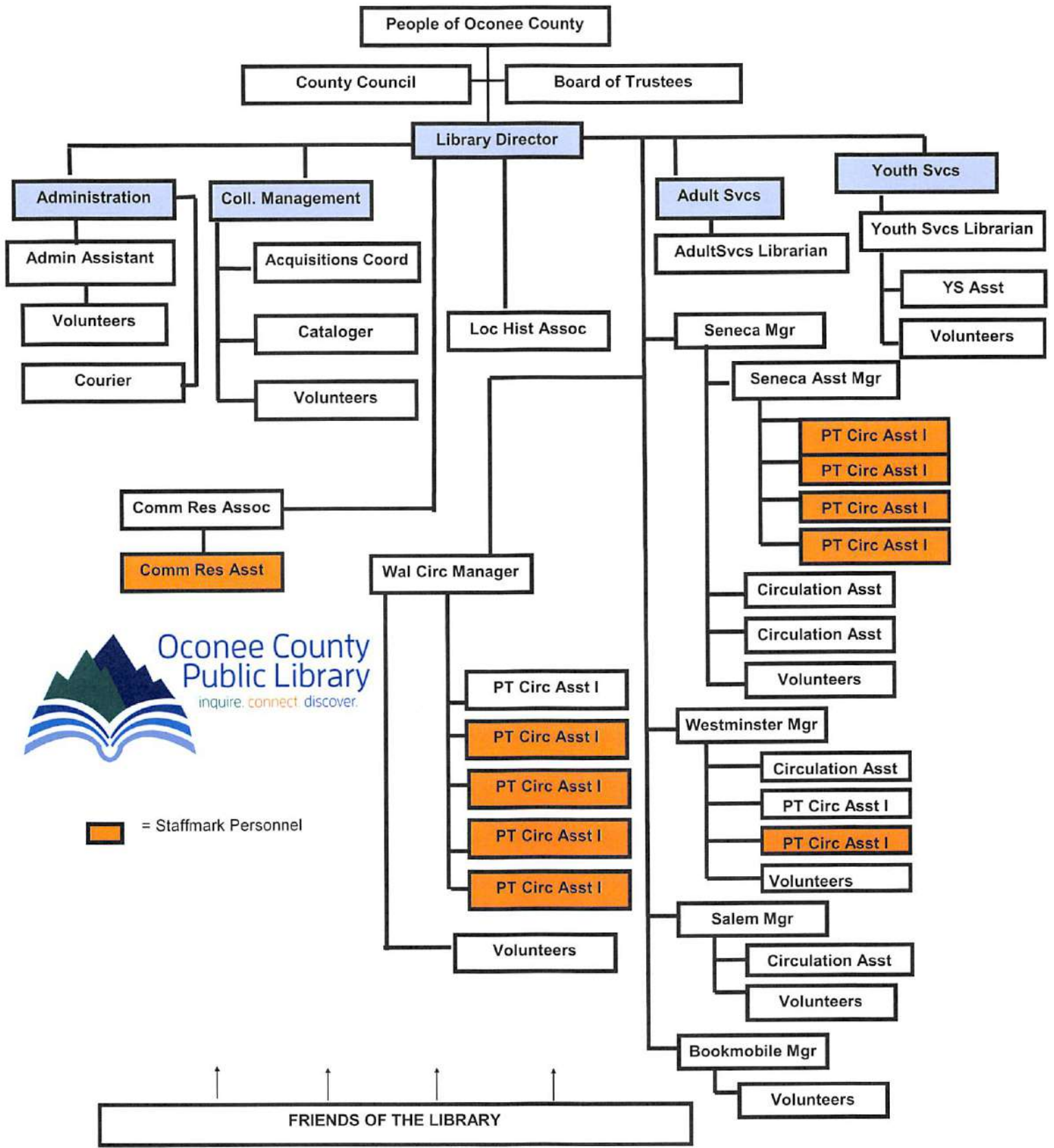
First Warning: The borrower is given a verbal and/or written warning. A note will be made on the borrower's library account.


Second Warning: The borrower will receive a written warning, and an updated note will be placed on the borrower's library account. In the written warning, the borrower will be informed that a third time will result in a suspension of ILL privileges.

Final Warning: The borrower will receive a final written warning, and their ILL privileges will be suspended for up to 4 months. All ILL Coordinators and OCPL staff will be informed about this, and an updated note will be placed on the borrower's account.

Loan Period:

We are also requesting to change the loan period from 3 weeks to 4 weeks. This will permit borrowers to have longer access with the requested Interlibrary Loan, and would follow our current loan period of materials in the Oconee County Public Library System collection. We will maintain a 3 week loan period for ILLs that come from institutions with a shorter loan period.



 = Staffmark Personnel

Bookmobile and Outreach Narrative, September/October 2023

Operations

In September, 22 regularly scheduled stops were completed. Four volunteers worked with me, along with three Walhalla staff members.

In October, 26 regular stops were completed. I had 4 regular volunteers and 3 staff members to assist. The staff members were applicants for the Bookmobile and Outreach position, and went on ride-alongs to enhance their understanding of the operations and their fit for the position.

Outreach

We participated in the Tamassee Salem Elementary Booksale with DJ Wharton from Youth Services, and the Boo with the Blue event at the Oconee County Law Enforcement Center. It was the second time the Bookmobile was there, and although it is a drive-through event with no one coming on board the Bookmobile, it was valuable exposure for the library.

Statistics

Category	Sept 2023	October 2023
Stops	23	24
Hours Open	22.25	17.5
Total Attendance	297	172
Outreach Stops	11	10
Outreach Visitors	191	783
New Cards	1	1
Volunteers/Hours	4/22	4/17

Programming, Operations, Staff Development, etc...

- ❖ All branches resumed programming during the month of September. The Salem Library had several successful events.
- ❖ The Salem Library had five attendees for our paper strip pumpkin program on the 18th
- ❖ Our bimonthly Coffee and Crafts program on the 20th gave each attendee a chance to make their own fall wreath while enjoying camaraderie and delicious iced coffee. There were ten in attendance.
- ❖ The Drop-in Family Rock Painting Therapy was the most popular event of the month. Between 4:00 PM-5:00 PM on the 25th, several families stopped by and created mini works of art using river rocks and acrylic paint markers. We had thirteen in attendance for this program.
- ❖ Page Turners, Salem's monthly Zoom book club, had 2 in attendance during September and 3 in October. For September, we read *Book Lovers* by Emily Henry and in October, *When We Were Vikings* by Andrew MacDonald.
- ❖ Our take and make craft kits are a continued success. For September, we distributed 12 3D gnome kits in September and 12 3D fall kits in October.
- ❖ At the end of September, Leslie Hagerty from the Oconee History Museum delivered our 75th Anniversary Exhibit kiosk. Many patrons have shown interest in using the kiosk to learn more about the history of the library system. We kept a tally and noted that patrons used the kiosk. A total of twelve patrons used the kiosk.
- ❖ Kayla attended an Interlibrary Loan Coordinator meeting at the end of September with other branch coordinators. This meeting helped to establish interlibrary loan policy cohesiveness within the library system.
- ❖ In addition to our regular programs, the Salem branch had several other special programs planned for the month of October. Our first Stem Club session brought in four attendees and our seasonal Bingo party brought in twenty.
- ❖ The library celebrated Halloween with a planter painting craft. We had nine total in attendance.
- ❖ The Salem Library also held a passive Halloween program in October. Each child that found all five hidden objects received holiday-themed prizes. We had eleven children participate.
- ❖ Each branch handed out children's treat bags for Halloween. Salem handed twelve bags.
- ❖ Due to lack of attendance during both months, we have decided to drop MGOL (story time) from our schedule to focus on other programming opportunities. We may revisit/revamp the program in the spring to see if there is interest at that time.

- ❖ On Wednesday, October 25th, the Salem branch held a small celebratory event for the library system's 75th anniversary. We had several patrons stop in for a cupcake and fill out an appreciatory letter for the 100th anniversary time capsule.
- ❖ Both Abigail and Kayla attended the staff in-service training on October 9th. Instead of returning to the Salem branch to work on tasks in the afternoon, the Salem staff assisted Walhalla staff members with projects.
- ❖ During October, Kayla completed in the Library of Things: The What, Why, and How of Lending Objects webinar and Abigail completed Adult Programming on a Budget webinar.

Building Maintenance

- ❖ We are in talks with Salem Town Hall/County Maintenance regarding possible door lock replacements. All locks will have to be replaced in the building. Regardless of using different keys, there's a catch on the library door.

Resource Allocation

- ❖ Due to interest in future Stem Club programs, more robotic/coding kits will be purchased using the FOTL gift money.

Stats	Sep	Oct
Visits	1703	1687
New Cards	7	11
ILLs	4	1

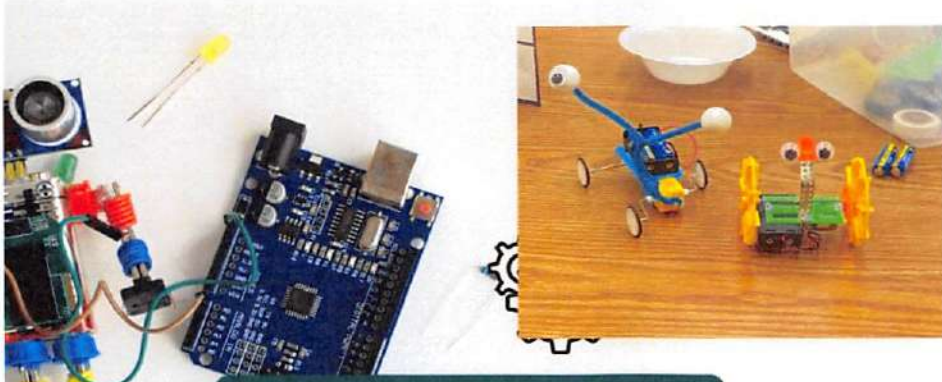


**DROP-IN FAMILY ROCK
PAINTING THERAPY @ THE
SALEM LIBRARY**

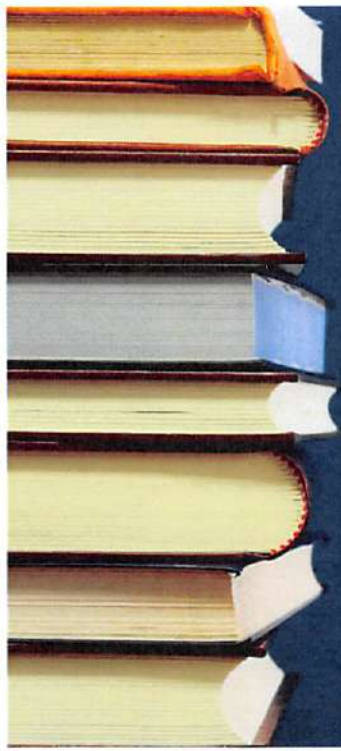
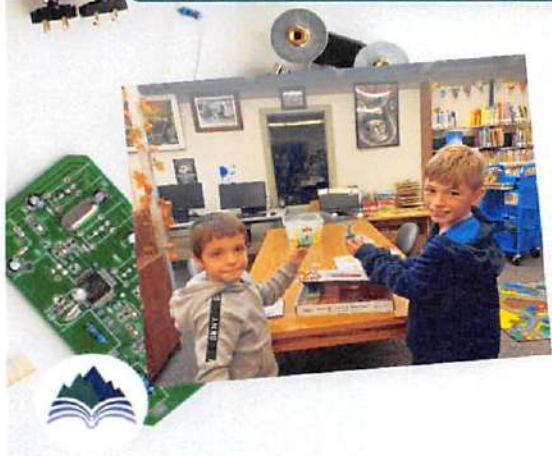


*Coffee and Crafts: Fall
Wreaths @ the Salem
Library*





**SALEM STEM CLUB
MONDAY, OCTOBER 16TH**



**Salem October Events - Fall Family
BINGO and Kid Craftin': Halloween
Planters**

Narrative

Family History Month:

October is Family History Month, and to celebrate this event I held three Genealogy Basics classes at the Walhalla Library. These classes were Genealogy Basics: Getting started with Genealogy; Genealogy Basics: Introduction to Ancestry Library Edition; Genealogy Basics: Travel Genealogy. I only had three patrons attend the "Getting started with Genealogy" class. The remaining two classes did not have participants. The classes were advertised using OCPL Social Media, the OCPL October Event Calendar, and word of mouth.

One could be discouraged by the limited turnout. However, I consider it a step in a new direction for our Genealogy and Local History Service. In essence, I have the ability provide instruction on how to get started with genealogy and how to use the resources in our collection. My goal for 2024 is to start having classes in March. Moreover, I intend to present at the branches, local museums, and provide one-on-one instruction with patrons. Lastly, from the event I have a better understanding on what I can do to improve turnout.

OCPL 75th Anniversary:

October 2023 ushered in OCPL's 75th Anniversary. We were fortunate to collaborate with the Oconee History Museum (OHM) to digitize material in the OCPL Archive. They also created an informative and wonderful digital exhibit detailing pre-library and library history. The Digital Exhibit has received 300 visits. Through a SC Humanities Grant OHM was able to purchase iPad Kiosks. These kiosks were placed at each branch and contained an iPad. The iPad was set to Guided Access and only permitted patrons to view the Digital Exhibit.

We also held a bookmark design contest, and there were 12 entries. The winners and staff picks were printed, and distributed across the branches. Bethany Culp designed a special anniversary logo and tagline, Celebrating 75 Years of Stories at Oconee County Public Library, which were used on buttons and Social Media posts. Bethany and I also collaborated on special Saturday Social Media posts. These led to engagement and shared memories from patrons.

On October 17th we received a Proclamation from Oconee County Council. We were grateful for this recognition.

On October 25th a 75th Anniversary Celebration was held at all of the branches. This celebration included cupcakes from Cardamom Bakeshop in Seneca. Patrons that attended received an Anniversary Button, bookmarks, and an opportunity to write a letter or draw a picture for the 100th Anniversary Time Capsule.

This whole event took the aid of OCPL and OHM Staff. I am very thankful for all of the help.

SC Digital Library:

I had an informative meeting with our representative with the South Carolina Digital Library (SCDL). I had questions pertaining to metadata, copyright, and what can be posted. Our metadata was reviewed, and it was requested that I make a few revisions. This was not an issue, for I wanted to compile enough metadata for review. The requested revisions ensure that our metadata will be more in-line with SCDL standards. In addition, our digital content will be stored and posted through the University of South Carolina (USC). USC houses our current digital collection, and keeping it at this location ensures that our links will remain active and current.

SCDL is unable to advise on copyright, but they were impressed that I am taking the extra step to obtain Copyright Permission to post material. Taking this step enables us to post material without the risk of having it removed by parties not associated with the Copyright Holder or his/her representative.

Lastly, I inquired as to what could be added to the SCDL. At the start of this project, I had considered that the library's scrapbooks would be of interest. However, I was unsure what could be added after the scrapbooks. In short, material has to be unique and not already online. Knowing this further reduces the potential workload of this project, and ensures a more focused digitization process.

2023 SCLA Conference:

I attended my first South Carolina Library Association Conference and I delivered a presentation. The presentation entitled "Genealogy Through Partnership" was delivered with Leslie Hagerty Director/Curator—Oconee History Museum and Josh Johnson Pendleton District Commission Archive and Museum Site Coordinator —Bart Garrison Agricultural Museum of South Carolina. We had over 20 people attend. I was only able achieve this through the support of Leslie, Josh, and Blair.



Rogers Room Statistics:

I am unable to provide pertinent statistics for the ScanPro machines. This due to the switching the machines, thus producing irrelevant data.

Statistics Recorded	Sept. 2022	Sept. 2023	Oct. 2023	Oct. 2023
Walk-In	6	5	5	16
Phone Call	4	2	3	3
Mail	-	0	-	0
Email/Online	5	3	2	4
Books	9	5	15	13
Microfilm	29	12	0	14
Map	2	4	2	3
SC Room Classes	-	0	-	3
ScanPro 3000 Scan Count	-	0	-	0
ScanPro 3000 Printer Count	-	0	-	0
ScanPro 3500 Scan Count	-	0	-	0
ScanPro 3500 Printer Count	-	0	-	0
Questions Completed	13	10	11	38
Outstanding Questions	5	2	3	5
Volunteer Hours	-	14	-	17.5

Facilities:

- I am weeding the remainder of the weeds in the garden area periodically.
- We hope the money for the ramp can be procured soon. We have not had an update from the county. I was going to ask for aesthetic improvements to the entrance if it will be a very long time, as there are several things that need it.

Operations:

In October we hosted a coat drive until November 6. It was wildly successful due to a segment on WYFF4. The branches collected hundreds of coats and other winter gear and we will be distributing it to various organizations in the county later in November.

At the beginning of November we hosted another painting class. We are doing this quarterly. For future classes, we are going to limit registration to one person per Eventbrite account because people are registering multiple attendees and not all of them are attending.

Our October blood drive had 6 donors out of a goal of 9 over 2.5 hours. We will try to do another drive after the first of the year.

Bingo remains our most popular program and both September and October events were well attended.

We continue to weed books systematically in line with industry best practices. The staff is working hard to keep the shelves maintained. Jonathan has implemented a new shelf reading schedule since we are back to 7 people on staff.

Groups using the meeting room include multiple HOA boards, Mentor Oconee, Oconee Writers Association, America’s Boating Club, Baby Read, Ripple of One, the Guardian ad Litem program, and others. The study rooms remain popular.

Staffing: The part time staff member on leave decided to resign after a few weeks. We have hired someone to replace her. Another part time employee was hired as the Bookmobile Manager, so we will hire another part time person hopefully in November. We have a staff of 7 at this time.

Statistics	Sept 2023	Oct 2023
Visits to library	4447	4962
New Cards Issued	92	76
ILL	20	12

Walhalla Library

September - October 2023

Tucker Brown, Circulation Manager

Staffing:

September saw Walhalla Library fill its final opening in circulation with the hire of Imelda Lomeli, a longtime volunteer and part of our Cultural Outreach Committee. Imelda has been a boon to our efforts to bring more people into the library system with her work in outreach and now will be a real asset to the branch with her community connections and fluency in Spanish. She has already been able to help patrons whose first language is not English on the days that our translator, Amy Saylor, was not available or at Walhalla. We look forward to Imelda's continued work with outreach combined with the day to day assistance she provides to those in our community that prefer to communicate in Spanish.

Meeting Room:

September – Tri-County Home Educators, Babyread, Higher Dynamics, Friends of the Library board

October – Babyread, SDOC, Starlight Tamassee, Keowee Anglers Club, Girl Scouts of South Carolina, SC Works

Study Room:

September – 45 uses

October – 38 uses

Facilities:

In the beginning of September, facilities had to be called to fix an issue with one of the men's restroom toilets. While we were down to only a single stall in the men's room, it was repaired before opening the next day so our limited capabilities for the public was only a few hours. In this same time period, Walhalla Library had its yearly fire inspection along with scheduled service to the sprinkler system and alarm system.

Events:

In the summer, SC Works had approached the Walhalla Branch about hosting a small job fair for local businesses to provide easier access to job seekers in the community. Planned for a Thursday to increase foot traffic due to the Friends of the Library sale, eight different employers showed up to discuss opening with interested parties. Interviews were handled on site using the study rooms and at the end of the event, all parties seemed content with the turnout as well as the reaction from attendees. Hopefully we can host another fair in the future and will now be better prepared for the setup and increased traffic this can add to our facility and parking area.

Statistics:

Category	September 2023	October 2023
Visitors	3603	3833
New Cards Issued	60	50
ILL	30	28
Hours Open	196	214

Westminster Report for July and August 2023

Community, Staff, and Programming

- We had five teens and adults at our Sand Art Succulents in September.
- In celebration of International Talk Like a Pirate Day, there were 20 pirates (kids and adults) who attended our Pirate Party on September 19.
- Leah met with Jessica Thrall from Catholic Charities about the library being a potential site for the mobile showers Kerry is coordinating.
- Leslie from the Oconee History Museum brought us our 75th Anniversary Exhibit kiosk. We had several people stop and view it. We had a couple of people enjoy a cupcake during our 75th Anniversary drop-in.
- We had 11 teens and various parents attend another Nerf Night at the library. Many left asking when the next one is scheduled. We hope to have a family-parents versus kids program in November.
- We had three different movie showings since public schools were out the second week of October. We had 22 attend *Ruby Gillman*, *Teenage Kraken*. We had 7 attend *The Little Mermaid* (2023). Finally, we had 17 attend *Elemental*.
- Our October craft was inspired by a Tiktok trend of painting ghosts on paintings. Instead of paintings, we used discarded picture books and sheet music to create spooky scenes. We had five in attendance. This program was even featured on the front page of *The Journal*!
- We had 7 large trash bags of coats donated during the drive in October.
- There were 12 attendees for our Disney Villains program.
- We had a little bit of friendly competition with a Harry Potter Hershey Kisses guessing game. Leonetta H. beat out 33 others with the closest guess of 77 (there were 79 kisses).
- After the success of our first Cupcake Wars this past summer, we were disappointed to only have 2 teens register for the event in October. Since this would not have been very competitive and costly, we canceled the program.
- Since offering her services as a notary in May, Megan has done ten notarizations (1 in each month of September and October).



Building Management

- Facilities Maintenance removed two cell phone cases and a charging cord from the roof of the building.
- On September 29, the staff entrance door had to be repaired by Facilities Maintenance because the plate across the bottom was catching the door, preventing it from opening.
- While cleaning out the back maintenance/storage room, a hole with a pipe full of water was found. Maintenance came and put a cap on the pipe (but left the hole).
- Someone clogged up one of the women's restroom toilets. This led to an emergency cleanup of the overflow and a snaking of the toilet by Facilities

- A needle/syringe was found in the parking lot while staff were picking up trash. Police were called to dispose of it and to hopefully increase their awareness of what may be happening in the parking lot.

Resource Allocation

Use Statistics

BBW Seed Library

Year	Total Packs Taken
2021	2,000
2022	4,212
2023	4,750

Branch Statistics	Sept.	Oct.
Door Count	1769	2032
Meeting Room Use	7/41	19/158
New Users	28	17
Program Attendance	36	63