

To: Trustees of the Abbott Memorial Library, Librarian's Report [October 19, 2015]

1. Circulation Statistics in September: 186 (last year: 307; in 2013: 230).

2. Patron Tally in September: 189 (last year: 205 ; in 2013: 165).

new patrons in September: 3.

Computer use in September: 9 users/ 5.75 hours (last year: 8 users/ 5.75 hours).

WiFi use recorded in September: 2 users/ .75 hours.

Volunteer hours for September: 18 hours (desk coverage, library tasks).

3. Programs in September: None took place.

4. Upcoming Programs:

Halloween Party, Tuesday October 27, 5 – 6:30 pm.

Lantern Making Workshop and Parade with Murray Ngoima, Saturday November 14, 2 – 5 pm.

5. Annual report to Vermont Department of Libraries is due November 23.

6. Online catalog update: I created an account with Library World. Next I will order barcode labels and ask the state for a transfer of our existing catalog records.

7. Sue Heston and I attended a refresher course on “weeding” and are tackling the picture book section.

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