



## Windham Public Library Report September 2017



### **Mission, Success, Measurement**

One way that the library defines success at our mission is by providing displays of books and other resources from our collection. Displays can recognize a particular time of year or event or promote a resource. Recent displays have promoted a new public safety app called CodeRed, a public safety alert system recommended by Cumberland County Emergency Management, as well as displays of Banned Books, to encourage the Freedom to Read, and a display about Elephants to celebrate Elephant Appreciation Day, observed every year on September 22<sup>nd</sup>. These displays are a way to highlight different areas of the collection, promote ideas and events, and share with patrons items they may not be aware we own. The displays help the staff to increase circulation and give patrons new ideas for items to check out. The staff members that put the displays together do a great job coming up with ideas for what to display and make the areas eye catching for patrons.

### **What's going on?**

Wireless printing has been activated for our library users and out of town visitors in the area needing to print from mobile devices or laptops. This can be done from home or within the library. A page of our website provides information about uploading a document to our Wireless Printing Portal or emailing it to our library's specific email addresses set up for this purpose. Either method places the needed documents into the library print queue so that the print job can be picked up at a later time. The documents stay in the queue for up to three days giving time to accommodate our business hours.

During the month of September the sales of the Hannaford Blue Good Karma bags benefited Windham Public Library. The library promoted this in our newsletter, on the website, and Facebook. The Cause Bag program sales will bring an additional \$44 of support for the library. We thank Hannaford for choosing the library as a beneficiary of their community support.

September is Library Card Sign Up month. Each year during the month of September is an opportunity to promote library services and register new people for library cards. Library staff members have begun visiting local schools during Open Houses and other events where students and parents are in attendance. Windham Public Library was at the Windham Middle School Open House and has scheduled visits to other Windham School events in the near future. Sally Bannen will spend most of a day in the near future visiting Freshman English classes at the High School. These visits help library staff connect with students in a positive way and promote library programs and services.

As school resumed in September so did visiting Little Log Cabin Montessori School on a monthly basis. Books related to the subjects being discussed are brought and left in the school for use until the next visit. Kindergarten classes are beginning to schedule visits to the library. For many of the students it is their first time to the library. Along with hearing a special story they get a chance to ask questions and enjoy a tour of the Children's Room.

**Upcoming Events:**

Library Closed-Monday, October 9<sup>th</sup> Columbus Day  
Author Talk-Marty Martin Miller-Wednesday, October 11th 6-7pm  
Movie Discussion Group- Wednesday, October 18th 6-7pm (Arrival)  
Books and Babies-Tuesdays 10:15  
Preschool Story Time-Mondays and Thursdays 10:30am  
Children's Chapter Book Discussion Group-Wednesday, October 18th - 4pm  
Movie Time for Adults-October 4th at 1pm and 5pm (The Zookeeper's Wife)  
Knitting Group- Knitters 'N More-Every Tuesday 1pm  
Book Group-Wednesday, October 25th- 6pm  
Tech Help Thursdays-Every Thursday 10:30am-11:30am  
Saturday Family Story Time- Saturdays in October 10:30am  
Halloween Movie Fest- October 31<sup>st</sup> 2pm The Addam's Family and Monster Trucks  
Teen Read Week-October 8<sup>th</sup>-14<sup>th</sup>  
10/10 2pm Puzzle Sheet and treat, 10/11 3pm Vision Board Craft, 10/12 2:30pm Animal Refuge  
League visit and craft, 10/13 2pm Puzzle Sheet and treat

<b><u>Monthly Usage Statistics</u></b>	<b><u>September 2016</u></b>	<b><u>Other September 2017 Stats</u></b>
Attendance: <b>5,404</b> Windham items circulated: <b>7,250</b> Items received from Minerva libraries: <b>769</b> Windham items sent to other libraries: <b>679</b> New library patrons: <b>63</b> New items added to collection: <b>295</b> Special Requests: <b>9</b> Reference questions answered: <b>142</b> Computer sign-ins: <b>634</b> Meeting room usage: <b>43</b> Download Library: <b>776</b> Zinio: <b>142</b> ComicsPlus: <b>77</b> Items repaired: <b>47</b> Volunteer hours logged: <b>49.25</b>	Attendance: <b>6,343</b> Items circulated: <b>7,102</b> Items received from Minerva libraries: <b>718</b> Windham items sent to other libraries: <b>733</b> New patrons: <b>54</b> Items added: <b>235</b> Special requests: <b>5</b> Reference ?'s: <b>176</b> Computer sign-ins: <b>666</b> Meeting room usage: <b>47</b> MI Downloads used: <b>488</b> 3M: <b>93</b> checkouts Zinio: <b>48</b> Repaired items: <b>28</b> Volunteer hours: <b>56.5</b>	Book Group: <b>13</b> Coloring Group: <b>0</b> Tuesday Afternoon Knitting: <b>52</b> Author Talk: <b>3</b> Library Tea: <b>N/A</b> Movie Discussion: <b>0</b> Movie program, adults: <b>8</b> Teen Scavenger Hunt participants: <b>23</b> Teen Event participation: <b>5</b> Tech Help: <b>6</b>  <b><u>Story Time</u></b> Preschool Story Time— <b>6</b> sessions, <b>37</b> Adults, <b>62</b> Children Books and Babies— <b>4</b> sessions, <b>41</b> Adults, <b>45</b> Children  <b><u>Pass usage</u></b> Children's Museum – <b>2</b> uses Dundee Park – closed for season Maine State Park Pass – <b>4</b> uses/ <b>11</b> days Maine Wildlife Park – <b>6</b> uses Planetarium – <b>0</b> <b>PASSES SAVED PATRONS \$275</b>