



Lake Pleasant Public Library
Katrena Cohea, Director
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Monthly Report January 2024

The Collection Committee met on January 2nd to review purchases for the month. 22 items were ordered, and the majority of the collection has been received, and processed. In order to keep within budget, the Collection Committee has agreed to a monthly budget of \$400, except for the months of June, July, and August, when the budget will increase to around \$800 in order to meet the demands of more patrons and more items being circulated during the summer. The Collection Committee will meet again on February 6.

The Friends of the Library had a meeting on January 17; I wasn't able to stay for the whole meeting, but did pop in to say hello. I worked with President Sandy LaVarnway on January 19 to take photos of Friends of the Library scholarship winner, Willa Perkins. I submitted photos and a short press release to the Hamilton County Express on January 19. I also worked with Sandy on January 24 to prepare some new copy to describe the Friends of the Library student scholarship. This will be submitted to the Hamilton County Express as well, in hopes to spreading the word about this local scholarship, and encourage local students to apply.

Director's Report

During the month of January:

- We had 245 adult patrons visit the library, and 35 child patrons visit the library
- 2 new library cards were issued
- 25 patrons used the computers, 226 unique patrons used the wifi, making for an average of 22 patrons per day using the wifi
- We added 31 books to our collection, with the majority of additions being fiction books
- We checked out 581 books to 108 borrowers
- The genre that was checked out most often, besides econtent, was adult fiction, with 109 checkouts
- There were 88 holds placed
- 107 patrons logged in to PAC
- We filled 20 holds from MVLS, and 45 from SALS, for a total of 65 items received to fill holds

I ran a Circulation by Collection Material Type Analysis, and was interested to see that:

- Adult fiction is was our most circulated genre this month, at 29.87%
- Children's fiction accounted for 18.16% of January circulation
- Large type, and Western books didn't circulate as much as anticipated - large type only accounted for 1.95%, and Westerns 1.80%



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Programs

In January, the following events were held at the library:

- Library BOT Meeting (January 2)
- Library Collection Committee Meeting (Jan 2)
- Town Board Meeting (Jan 2)
- PreK Story Time resumes Jan 9, and will continue through May 28
- Town Board Meeting (Jan 16)
- DRAG Meeting (Jan 20)
- Dance Classes resume on Jan 22 and 24, and will continue through May 22
- Cornell Cooperative Extension Meeting (Jan 30)
- Book Club (Jan 31)

In February, we have the following events coming up:

- Take Your Child to the Library Day (Feb 3)
- Dance Classes (Feb 5, 7, 12, 14, 26, 28)
- Town Board Meeting (Feb 5)
- Library Collection Committee Meeting (Feb 6)
- Library BOT Meeting (Feb 6)
- Valentine's Day Story Time & Craft (Feb 9)
- PreK Story Time (Feb 6, 13, 20, and 27)
- Blind Date with a Book (Feb 14)
- DRAG Meeting (Feb 17)
- Town Board Meeting (Feb 20)
- Game Gala (Feb 21)
- Build a Book Character Snowman (Feb 28)
- Book Club (Feb 28)

Other Updates

January has been a month of preparation and planning for the library. After the New Year passed, and patrons were able to get back into the swing of things, we started back up our weekly Story Time on Tuesday mornings, and dance classes resumed on Mondays and Wednesdays starting January 22. Both these activities are planned to continue through the end of May.

I've begun scheduling and planning for our summer programming already, and am excited to bring back some old favorites, and try new activities. We tentatively have a 3D Printing Program for Kids scheduled for early July, and program with Southern Adirondack Audubon Society for the end of July, as well as the return of the Utica Zoomobile in early August. In the next few weeks I'll also be attending workshops hosted by SALS for ideas on getting summer reading programs going. Another summer project I'm hopeful we can complete is the Wheelchair Accessible Walkway to connect our parking lots, which we were awarded a NYS grant for. I've contacted Vogel Construction, who completed the bid that we submitted for the grant, and am currently in contact with them to organize a start date for the project.



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Starting February 1, I'll be beginning an online, self-paced course through SUNY Adirondack to become a Public Notary. The course should finish by May. I was notified about this program through SALS, and they will be reimbursing us for the cost of attending the course.

I've also been planning and organizing several events for National Library Lovers' Month in February. There will be 5 events happening throughout the month (listed above in the Programs section). The kickoff to these events is our Take Your Child to the Library Day on Feb 3. I submitted an ad for this in mid January to the Hamilton County Express, posted flyers around local community boards, joined, and posted in several Adirondack Homeschoolers & Community Facebook groups, and have been publicizing it on our social media accounts, so I'm hopeful that we'll have a good turnout on Feb 3, and be able to encourage patrons to participate in all the events that will be happening in February.

I continued to research the possibility of writing a grant for the SALS Construction Challenge Grants. Previously, the Board and I had discussed writing the grant to begin a Story Walk project. When I spoke to Sara Dallas and Pamela DelSignore of SALS however, their feedback was that since the grant is meant for libraries to "perform repairs, renovation, or touch-ups to improve their physical space", that a Story Walk project would not score high on the grant rubric. I will discuss this further with the Board and ask if they'd like to pursue this grant, or not.

In January I completed the training I began in the fall of 2023 with Playful City Lab. The training was called, 'Engaging Beyond our Walls', and focused on how libraries can use technology and game play to create interactive experiences with the public to increase knowledge about local history and community figures.

From here, I'll be in touch with the Playful City Lab instructors, and get their feedback on the basic game I created, and continue to brainstorm on how this game might come to life through partnering with other organizations (I had our Historical Society in mind). If my project is approved by them, we may be eligible for a small stipend to pay for start up costs (marketing, signage, etc.) to try a first round public trial.

I plan to ask our Board for approval to move forward trialing a Teen Book Box Subscription. I've created a survey for the Teen Book Box Subscription, and have been recruiting pre-teens and teens who are often in the library to fill it out. I have also compiled a list of materials we would need to start this service, and will be submitting it to the Board. I hope to start a Winter Classics Book Challenge in March; it's a long month, and the weather is usually still cold and dreary - this seems like a good time to try to engage our patrons with a project.



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On January 26, I met with Board members Karen McComb, Toni Morrison and Donna Benkovich to discuss fundraising for 2024. We decided on the following fundraisers and set financial goals for each event for this year:

- Gift Card Tree - \$2,500
- Quack-a-Palooza - \$2,500
- Light up the Library - \$1,000
- Program donations/fundraising - \$1,000

Below are other potential ideas for fundraising we discussed:

- Giving Tuesday to encourage donations from previous large scale donors
- Tailgate Garage Sale - possibly to be held in September in the library parking lot
- Facebook Auction - more research needs to be done on how to facilitate

We also discussed program possibilities, which I'll add to my growing list of programs to research and hopefully implement this year:

- Life skills classes (photography, camping/survival skills, car maintenance, banking, etc.)
- Grab 'n Go craft bags
- Quilting
- Local author book readings & visits

In late January, I received an email from Danielle Fisher, who offers a virtual yoga streaming subscription service, specifically for libraries. The cost of the service is \$200 for the whole year. I wonder if this could be a good program series to run in the summer, as it would be more passive on the library's end, but engaging for both children and adult patrons. We would stream a yoga class (around 10-15 minutes), and then could offer a craft, or coloring activity after the class.

We had a new coat rack built for the Children's Room, and it's been delivered to the library. A Town employee installed it for us at the end of January.

I'm beginning to get materials organized to submit the library's Annual Report. I'll attend an Annual Report workshop, hosted by SALS on February 2nd. Annual Reports are due on February 16th this year.

On January 29, I purchased an online resource from the ALA (American Library Association) website called: Library Space Planning. This \$24 resource is by a presenter I saw at the NYLA Conference in November, and is all about how to arrange public library spaces to be more effective for patrons. It's my hope that the advice and strategies from this ebook will help us to rearrange the library so that patrons will not only realize what kind of materials we have (beyond just new books, but also check them out more often.



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The ebook has been downloaded, and I'm happy to share a digital copy with anyone who'd like to see it. I also purchased a 2024 Early Literacy calendar from the ALA store, and plan to distribute this to patrons each month from the circulation desk, along with a monthly calendar of events that are happening at our library.

Thank you for your continued support!
Katrena Cohea

Lake Pleasant Public Library Board of Trustees

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Donna Benkovich, Vice President 201-527-8744
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