



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

The Collection Committee met on April 2nd to review purchases for the month. 29 items were ordered, and the majority of the collection has been received, and processed. We're beginning to increase our collections (while still staying within budget) for the next few months in order to prepare for summer. The Collection Committee will meet again on May 7th.

I submitted a financial award request to the Friends mid April, for items to help market and promote our Summer Reading Programs, as well as for a few items to spruce up the kid's room. The Friends have granted us \$1,159. The itemization is below.

- \$500 for summer reading program marketing materials/prizes
- \$50 for the Drama Club Ad we listed in the program for Honk!
- \$609 for a mobile book cart for the kid's room

Director's Report

During the month of April:

- We had total of 374 patrons visit the library.
 - 304 adult patrons
 - 26 children patrons
 - 18 teen patrons
 - 26 computers used
- 557 items were checked out
 - 104 children's books
 - 241 adult books
 - 47 adult and children's videos
 - 156 econtent
- There were 138 PAC logins, with 52 holds placed
- We registered 5 new patrons
- There were 191 total unique clients who used the wifi, for an average of 24 people per day

Programs

In April, we had the following events:

- Town Board Meeting (April 1)
- PreK Story Time (April 2, 9, 16, 23, 30)
- Dance Classes (April 8, 19, 15, 17, 22, 24, 29)
- Blind Date with a Book (April 22) for World Book Day
- Cornell Cooperative Extension Meeting (April 23)
- Crochet for Wellness Workshop (April 13)
- Book Club (April 25)
- HamCo Soil & Water Earth Day Story Time (April 30)



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In May, we have the following events planned:

- PreK - First Grade Dance, Story & Music Class (May 3)
- Town Board Meeting (May 6)
- PreK Story Time (May 7, 14, 21, 28)
- Dance Classes (May 1, 6, 8, 13, 15, 20)
- Cornell Cooperative Extension Meeting (May 14)
- WIC Workshop (May 15)
- Town Board Meeting (May 20)
- Historical Society Meeting (May 21)
- Book Club (May 23)
- Identity Theft Prevention Program (May 31)

Other Updates

April started off with the eclipse, which we'd been preparing for with a program in March, and by selling eclipse glasses, both at the library, and at The Perks of Speculator. The day of the eclipse, we did have extra traffic through the library, but not many individuals who stayed to watch. We did raise over \$300 in donations by having eclipse glasses available, and will be recycling/reusing used eclipse glasses patrons have brought to the library by sending them to Eclipse GiveBack for children in Latin America to use this fall.

In April, we had some new community members volunteer to be readers for our weekly Story Time. Some readers brought crafts to do with the kids, and we finished off the month with a special Earth Day Story Time, led by Caitlin Stewart with HamCo Soil and Water. May will be the last month for Story Time before we take a break through the summer. It will start back up after Labor Day.

Our Blind Date with a Book event for World Book Day went well, and this event seems to be gaining traction. We gave away a good amount of YA books, kid's books, adult books, and puzzles. The feedback for this event has been good, and people expressed that they hope we'll continue to offer it. We've also added 3 more teens to our YA Book Box Subscription service.

Last month I informed the Board about the news that Schenectady County Library will be withdrawing from JA. There has been no other news on this topic so far, but I will continue to keep the Board updated. SALS still requests that any questions or concerns be directed to JAwithdrawl@sals.edu.

During April, Tanisha, Roxy, and our volunteers were a great help in re-arranging and re-organizing the children's room. Some of the updates include:

- Moving the board books away from the staircase,
- Separating early chapter books from picture books, and giving early chapter books their own, designated space



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- Separating the story time area from an 'activity' area, where kids can use iPads, Legos, and more
- Adding a changing table into one of the bathrooms (thanks to Pam for picking this up)

With the award we received from the Friends, we'll continue to make updates to the space so it will be spruced up and well organized for the summer. I would like to see the iPads get more use in the children's room, and think part of the problem is that people don't know we have them. I'd like to purchase locks for the iPads, so they can be set out on a table for kids to use - without Tanisha or Roxy having to stop their work and sign them in, or out to a child. Locks are available from Amazon for about \$26 each; we have 3 iPads. I would also like to purchase new storage units for our Legos, in the hopes that the new units will make clean up easier.

These improvements to the kid's room will make our summer reading programs and activities more effective and enjoyable, and I'm looking forward to leading these events this summer. After talking with Heather Philo at LPCS, we will run our SRP in conjunction with summer school, from July 8 -Aug 16. Heather is happy to have summer school students bussed to the library after school, and the current plan is to have K-3 students come for SRP Tuesdays 12:15-1:00, and students 4-8 come Thursdays 12:15-1:00. This may change, depending on how many summer school students decide to participate. Kids not in summer school, but who are in these age brackets will also be invited to come to these sessions. I also plan to run another SRP on Wednesday evenings for tween/teen kids who aren't enrolled in summer school. I continue to organize and plan lessons for these sessions, and all materials for prizes and activities have been ordered.

Since we're doing a lot more with SRP this year, I'm slightly concerned about not having enough staff or volunteers to work the circulation desk. Tanisha will be working afternoons Mon-Thursday, and Roxy Thursday mornings, Friday afternoons, and Saturdays, but that leaves Tuesday morning open. We'll need a consistent and competent volunteer to work the circulation desk, as I'll be prepping and leading SRP activities. I've started asking around, and advertising for volunteers, but it's my hope that Tanisha will be allowed to work 2 extra hours during July and August. This won't completely solve not having anyone on Tuesday mornings, but it will lessen the pressure. Based on my calculations, these 2 extra hours for 9 weeks of summer at Tanisha's rate of \$15.50/hr means that we would go approximately \$279 over budget.

Nearly all of our summer programming is scheduled and set. I was able to find a youth friendly, traveling theater company to perform The Wizard of Oz (instead of Hamlet), and I think this will be a great performance.



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The one, remaining program I'd like to schedule is a graphic novel workshop with a graphic novel writer and illustrator. He comes recommended by SALS, and has availability in August to visit us. His fee is \$647, but I'm hoping the Friends will allow us to use the funds we didn't use for the \$500 in SRP marketing towards this cost. If so, the program would cost us \$447. There's also a good chance that we'll be awarded an ALCA grant, which we can use towards our summer programming.

On the topic of grants, I was notified on April 18 by Pamela DelSignore that additional funding became available for our State Aid for Library Construction grant. Our original award was \$4,200, and we've now been awarded \$4,315. This means our updated match for the Wheelchair Accessible Walkway project is \$1,439. I spoke to Al Johnson at Vogel Construction mid-April, and he told me they should be ready to start on the project in 3-4 weeks, and that he would keep me updated with an exact timeframe.

I've started to advertise that the 5x7 art auction that Beth organizes is open and that people can come to the library to pick up their 5x7 canvas to create on. Thanks to Beth for organizing this. The artwork will remain up in the library through the summer. Kathy and I will be working together on the new sign, as she took the old, digital sign down at the end of the month. (Thanks Kathy.)

The JA beginning year computer order is due by May 13. It was my original plan to order a new color printer, since ours has been on the fritz, but JA is recommending we replace one of our public computers, or our staff laptop, since they will soon be out of date, and therefore, not under warranty by JA.

There have also been emails going around between all of the SALS libraries about the need, and options for cyber security. JA does have cyber liability coverage, but this insurance does not cover a breach that initiates from within the member libraries. Nor does it cover a breach of any personal or financial information stored by or accessed for your local library needs unrelated to JA and the Polaris ILS. If we would like to explore cyber liability insurance, we should contact JA.

In late April, I was contacted by Carol Ruiz and Amy VanDerwerker about the Library Manager Exam. Hamilton County is offering this exam during the month of June. I've sent in the required paperwork to get the process started and plan to take the exam in June. Also, I've completed the online Notary course through SUNY Adirondack, and will be continuing to study for the NYS Notary exam. I plan to take it either June 25 in Utica, or June 26 in Albany.

Thank you for your continued support,

Katrena Cohea
Director



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