

DIRECTOR'S REPORT

August 2022

GRANT UPDATE

- We got an extension and budget adjustment allowance for the Learn, Play, Create grant from Dutchess County. Because of the extension (at least through October), we are able to reconsider the e-bike bookmobile, and we are looking to purchase furniture for the children's and teen areas. We should also be able to use some of the grant money to install the StoryWalk posts (post-digging and filling with gravel).
- In Sept., we will present to the Park Committee two possible pathways for the StoryWalk in Thompson Mazzarella Park. The Park Committee will decide whether or not to recommend installation to the Rhinebeck Town Board, and then the Rhinebeck Town Board has said we may have to ask for a Site Plan Amendment for the park. If this plan is not approved, we have other ideas for placement of the StoryWalk panels.
- We have started exploring other grants, with a goal of applying for a Community Foundation Grant in October. We will also start researching the possibility of state grants for ADA improvements (possibly going towards the door openers, sidewalk and parking lot modifications).

PERSONNEL

- We had a really productive (and fun) first staff meeting at the beginning of August. The focus was on team-building and setting expectations for customer service. We will be meeting monthly. 6 employees signed up for a 5 hour, self-paced online course funded by Mid-Hudson called [Justice at Work: Understanding Power, Resistance, and Solidarity](#). All adult employees will also be completing state-required Sexual Harrassment Prevention Training online by the end of Sept.
- Staff now has a group email address. We are increasing use of Google Docs and starting to use shared Google calendars, as well as Slack. We will continue to work towards more efficient communication and project workflows.
- In July, Christine Livesey joined the staff as a part-time circulation desk assistant, with a lot of flexibility in her schedule. Christine is an adjunct professor at Dutchess Community College, and has displayed her artwork in a solo show at Starr in the past. She is already proving to be a valuable asset to the team and has a wonderful way of interacting with patrons.
- Tara Foley is leaving Starr to become Education Director at The Woodstock Artists Association Museum. We thank Tara for her creative contributions to the library and will miss her.
- I would like Michelle Montalbano to take over planning and overseeing children's programming, in addition to the other work she is already doing. This would add up to a full-time position as Program Director and Adult Services Librarian. Michelle would be supported by other library staff to facilitate some programs.
- Debra Hecht joined the staff in mid-August as a substitute circulation assistant.

- One of our pages, Lizzie Ellis, has left for college. My daughter Anna, a rising 11th grader at RHS, has started volunteering here.

TEEN SPACE

- We are moving all adult books out of the northwest corner of the library so it can be a dedicated Teen Space after school. We will move the low bookshelves out of the area to install a laptop bar under the window, and will get barstool height chairs and other teen-friendly furniture, plus signage.
- We are convening a Teen Advisory Board once school starts.
- Sarah Wheeler, 12 grade English teacher at RHS, will be bringing her students in November for a research activity at Starr.

COMMUNICATIONS & PUBLIC RELATIONS

- Rowan, Brooke, Michelle, and I have worked together to make subtle but substantial changes to the newsletter, flyers, Facebook/Instagram posts, and other publicity efforts. We are trying a lot of different techniques and will continue to experiment and expand our efforts. Michelle is working on a draft of a publicity strategy document and is creating tools to help with coordinating all the work done by different people. She is also reaching out to local media outlets and delivering summary flyers around town. We will soon start sending a weekly email featuring one or two events, in addition to the monthly newsletter.
- Board members are invited to distribute flyers and share our social media posts.
- A reporter from the *Red Hook Daily Catch* came to Starr a few times last week to develop a story on the library.

BUILDING & GROUNDS

- **Community Room Facelift:** Painting by Dan Umbro is finished, with the exception of an optional added layer of semi-gloss on the doors. All surfaces are currently “eggshell” finish, which Dan said he used everywhere else in the library (inside and outside) but there is concern that the basement doors need a sturdier finish because of their heavy usage. Dan will give us an estimate. Total spent on paint: \$4,875. We are waiting for an estimate and timeframe for handyman Chris DiMase to do several tasks: install window shades, knock down the closet dividing wall and install shelves and a vent (simple louvered opening into the main room), and shave the swollen closet doors. **Update:** \$1000 estimate.
- **Other Carpentry Projects:** I also asked Chris DiMase for an estimate for him to put up fencing part way around the dumpster, to shave or adjust one of the upstairs bathroom doors for easier access, and to create a “laptop bar” in the YA section (more information below).
- **Roofing:** Pottenburgh completed the roofing repairs in July, including removing two old vent pipes (one of which was causing a leak), repointing the chimneys, and extra work to

repair the seams/flashing around the dormers over the children's wing. Paid: \$22,800 plus \$1000 added for dormer repair.

- **Cleaning:** We hired Kenn Hurley to clean twice a week in the early morning. It's working well so far. I've just asked him for a quote for waxing the basement floor, which hasn't been done in about 3 years.
- **Electrical:** ballasts were repaired in main reading room in late Aug.
- **Shed:** We are developing plans to purchase and install a shed across the driveway from the dumpster, for the purpose of storing some larger items that can withstand a non-temperature controlled environment. This would include the coat racks, extra shelving components, the outdoor stage carts, and possibly an e-bike bookmobile. I roughly estimate the cost at around \$7000, including site preparation, assembly, painting, and other finishing expenses. We will need to get a shed permit approved by the Town Building Department.
- I do not think it is urgent to replace the carpet upstairs so I would like to postpone that. I believe it is more pressing to address our parking lot and sidewalk handicap accessibility issues first, and that is on my to-do list to start gathering estimates and recommendations.

COMMUNITY OUTREACH

- Campers from the Town Recreation Camp have been coming to spend an hour at the library every weekday (about 40 campers per day) for a break from the sun and space to play and interact with our collections.
- Brooke, Rowan, Michelle, Tara, and I met with Angela Basile and Vanessa Bertozzi from Climate Smart Rhinebeck to plan several joint activities for Climate Solutions Week in Sept.
- I met with Uri Perrin, outreach coordinator for Winnakee Trust, to express interest in partnering with that organization.
- I presented to the Town Board on Aug. 8 to introduce myself and discuss the StoryWalk trail. This led to articles in the *Daily Freeman* and the *Red Hook Daily Catch*.
- I will be attending a luncheon for the Rotary Club on Aug. 22.
- I have started conversations with RCSD to see what opportunities there are for working more closely with the schools.

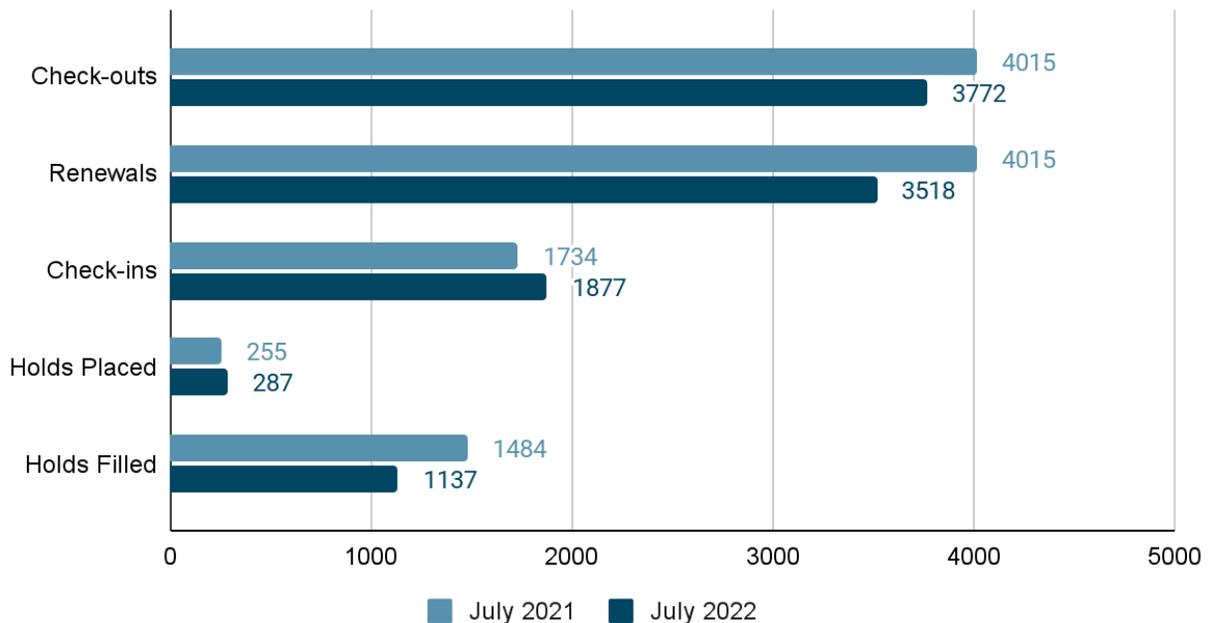
FILMING AT STARR

- A novice film director named Marco Baratta led his film crew to shoot several scenes at Starr, both interior and exterior, on Aug. 15.
- The film is called "A Paracosm" and it is about a recent college grad who is caretaking a nearby property for a family whose mother is undergoing cancer treatment in the city. The library scenes are a positive point of stability for the main character who is a little lost in life. Marco will be making a donation to the library as a thank you.

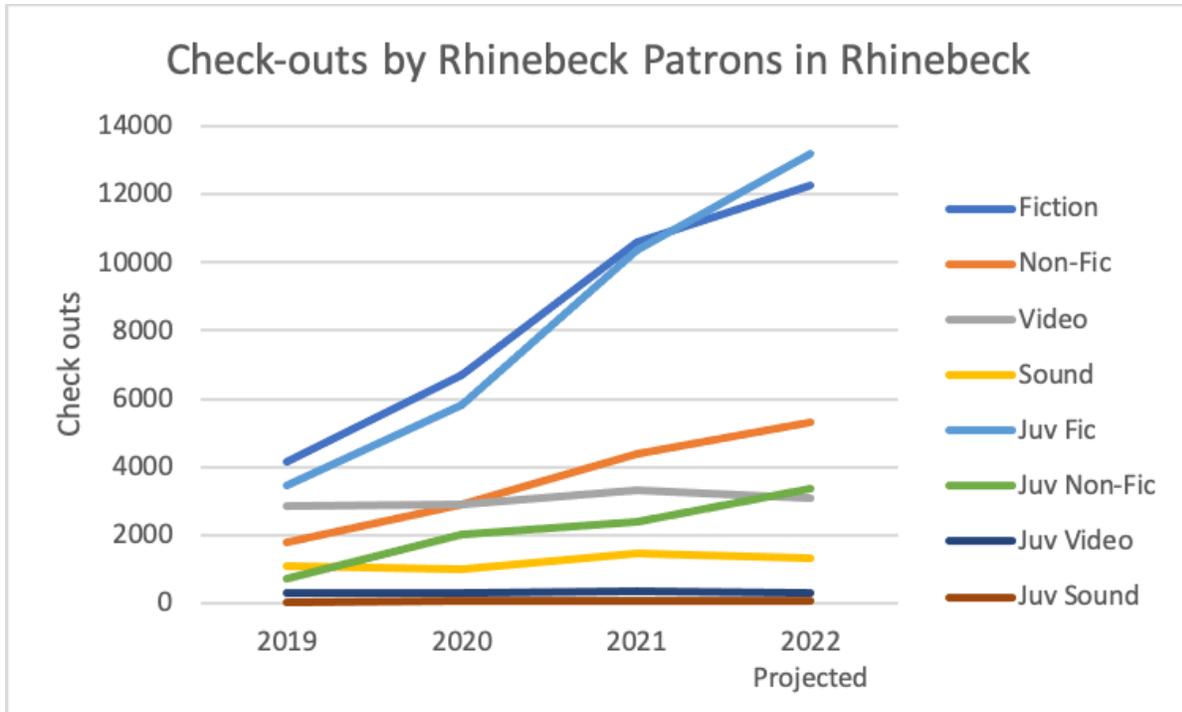
STATISTICS

For this report, I wanted to look at our circulation data, wondering who else was using the Rhinebeck library besides Rhinebeck patrons, how often are Rhinebeck patrons going to other libraries, and how different parts of the collection and different formats compare in popularity. In upcoming months, we will zoom in on collection development, programs, electronic collection usage, and expenses.

Transactions in RHB by Patrons from All Libraries

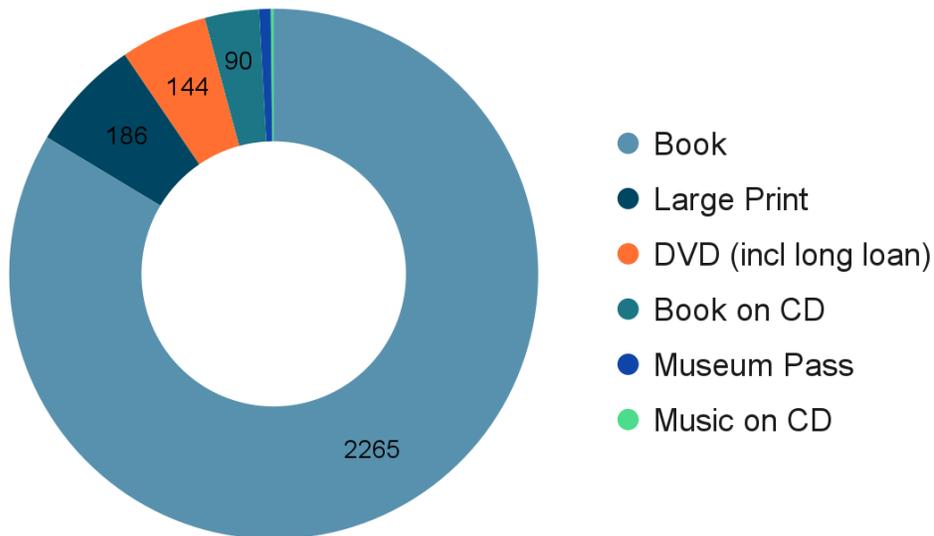


- This query includes materials borrowed from other libraries through resource sharing.
- We fill about 4 times as many holds for other libraries as we place. This suggests that we have a collection with broad appeal.
- Although check-outs are down a little from July of last year, you can see in the chart below that we are on track to outpace check-outs of the last 3 years. This projection is based on doubling the first 6 months of 2022.



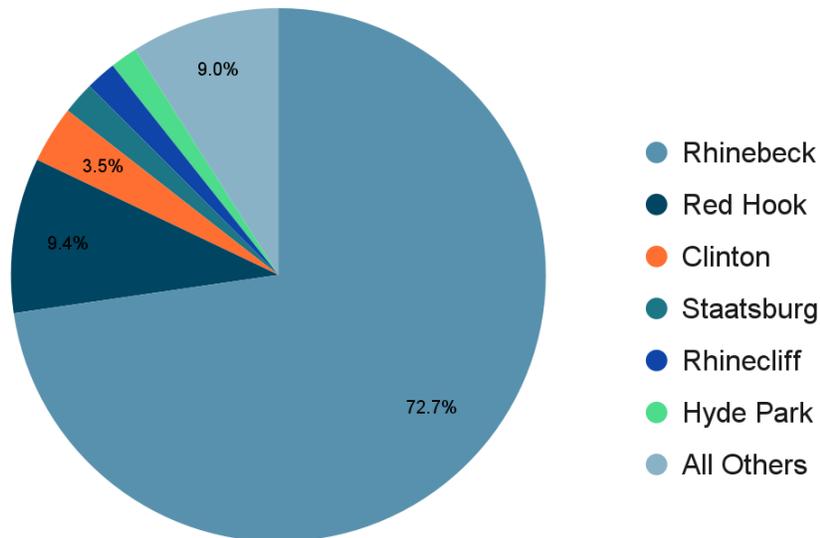
- Adult and Juvenile Fiction circulate more than twice any other category. Video has been outpaced by Adult Non-Fiction. Juvenile Video and Sound are extremely low.

RHB Materials Borrowed by RHB Patrons - July 2022



- We will likely eliminate the Music CD collection because circulation is so low.
- In August, we eliminated the MP3 collection because of almost non-existent activity.
- DVDs still circulate but in low numbers.

Transactions in RHB by Patron Home Library - July 2022



	All Transactions	Rhinebeck	Red Hook	Clinton	Staatsburg	Rhinecliff	Hyde Park
July 22	10,591	7700	995	367	207	195	175

- “All Transactions” includes check-outs, check-ins, renewals, and holds.
- More than a quarter of the transactions that take place at the Rhinebeck circulation desk are for patrons coming to us from other towns, with the largest share being from Red Hook. This suggests that users from neighboring districts value our library. It would be interesting to figure out why.
- Running a reverse query to see where else Rhinebeck patrons check out materials shows that Rhinebeck patrons do about 84% of their borrowing at home, 6% at Red Hook, 3% at Staatsburg, 2% at Stanford, and 1% or less at all other libraries.

PROGRAMMING

Attendance	July 2022	Total 2022 YTD
All Programs	389	1381
(Excludes Scrabble, Starr Stitchers, Mahjong, outside groups)		(Missing some info which I hope to correct)

July Programs

- 7/8 Art opening featuring 3 artists - 10 people
- 7/12 Lunchtime Learning at Beatrix Farrand Garden - 30 people (partner with Staatsburg and the Farrand Garden Association)
- 7/16 Benji Kaplan Brazilian Music - 30 people
- 7/25 Starr Book Club - 20 people
- 7/25 Abandoned America: Hudson Valley Edition - 80 people (Oblong, Upstate, and Morton partnered)
- 7/27 Paper Marbling with Rec Camp - 80 people
- 7/30 Brad Shur Puppet Show - 35 people
- Other July programs: Qigong, Chair Yoga, Lego Hour, Hands-on Handwriting, Storytime, Music and Movement, Secret Garden Walk, Otis Karson Music
- Two programs had to be rescheduled due to weather.
- August attendance was very strong. Details will be in next month's report.

SUGGESTED FOCUS THEME FOR THE BOARD FOR SEPT.

- I offer a suggestion to the board that every month the members use their social media and community connections to promote a shared theme or particular event. It would also be great if board members could aim to come to at least one event every month or two.
- **This upcoming month, it could be Climate Solutions Week (Sept 17-25) and/or Library Card Sign-up Month.**