



## ***Montgomery Town Library***

*Librarian's Report for November 2020*  
*Submitted to Board of Trustees January 11th, 2021*  
*Marlene S. Hambleton*

- The month of ***November*** resulted in 42 patron visits.
- Total of 227 Circulation Transactions took place, 14 DVDs, 54 Adult Books, 21 Children's Books, 23 YA and Juvenile books. 30 E-books and 89 Audiobooks were checked out through OverDrive. There were 16 movies streamed through Kanopy.
- Donations Y-D is \$ 5,135
- Books, DVDS & Subscription Y-D is 6,155.13
- Programming Y-D is \$203.73
  
- During the month of November the library did not host any programs or meetings.

### ***News and Activities***

#### ***Library Director Family Leave:***

The Library Director took a brief family medical leave which started on November 23<sup>rd</sup> and ended on December 7<sup>th</sup>. The Library Director was able to work from home to answer emails, order items to be cataloged and came in during the week to fill curbside book orders and catalog items as needed.

#### ***Library Re-opening by Appointment:***

The proposed re-opening date for *By Appointment Only*, was to be November 30<sup>th</sup>. The timeline needed to be extended through the New Year. The re-opening date will be moved forward, once the building is cleared to reopen to the public.

The library is set to re-open! The re-opening plan, regarding safety measures and how the process will be implemented has been included in the last three Librarian Reports and can be referred if needed.

#### ***Curbside Pickup:***

Curbside pickup has been a popular and well used service. Many days we have to use both shelves of the book cart to accommodate patron requests. We will not discontinue this service with the re-opening of the Access by Appointment service. The library has delivered 16 books/DVDs to patrons who prefer no contact delivery to their homes in this month.

Respectfully submitted,  
Marlene S. Hambleton