



Montgomery Town Library

Librarian's Report for April 2021

Submitted to Board of Trustees May 10th, 2021

Marlene S. Hambleton

The month of **April** resulted in 18 patron visits.

Total of 244 Circulation Transactions took place, 12 DVDs, 53 Adult Books, 7 Children's Books, 32 YA and Juvenile books. 30 E-books and 86 Audiobooks were checked out through OverDrive. There were 18 movies streamed through Kanopy. 6 pairs of snowshoes were borrowed from Jay Cloud Cyclery Shop.

Donations Y-D is \$ 5,470

Books, DVDS & Subscription Y-D is 6,187.74

Programming Y-D is \$655.66

During the month of **April** the library did not host any programs or meetings.

News and Activities:

Changes to our Overdrive Account for Patrons:

The migration to the new log in protocol has gone off without a hitch. I have received emails from patrons who needed help logging into their accounts. In changing the log in system, we were able to set parameters to the application that flag and hold accounts under two circumstances, the first being if someone has long overdue books, over a month, and the second circumstance is when their library card needs to be renewed. In the last month, we have a received a lot of overdue books. We also were able to flag three patrons who now live across the country and no longer are Vermont state residents, in those cases, we did not renew their card. We may consider asking for a donation from patrons who move out of state, in order to keep their card current. There are other libraries that charge a flat fee to patrons who would like to keep their card, after they have moved.

Curbside Pickup:

Curbside pickup continues to be a popular and well used service. Here is how curbside pickup works. Once a patron has chosen an item they would like to borrow, they contact us. Patrons often use voicemail, email, and messenger apps to request items, those requests are most often are answered outside our Open hours. Once we receive the request, we check the item out, place it in a brown paper bag, then inside a two gallon sealable plastic bag to weatherproof the package. Once the bag is ready to go, it is placed on the book cart, outside the building door, right next to the book drop box. Patrons can locate items in our catalog by visiting <https://montgomery.kohavt.org/>. Patrons can search

for items by title, author, subject, or keyword. We are open Monday through Friday, by appointment only. We will continue this service to our patrons indefinitely, even after we fully re-open in June.

Library Re-opening:

The library is now open to patrons by *appointment only*. We have made this announcement on all our social media outlets, Facebook, Instagram, Twitter and our website. Appointments are available from 10:00 AM until 3:00 PM, Monday through Friday. The library is closed from 3:30pm – 7:30pm Monday through Friday.

We are expecting all but one of our volunteers will return to their shifts, response to email inquiries as to intentions of returning to the library was positive, people are ready to re-open. Anyone who volunteers will need to be fully vaccinated at the time they begin their first shift. I have reached out to folks in town who have not previously volunteered here at the library before, to see if they might like to volunteer once we re-open. I have had many positive responses. It is possible with the huge response to the call for volunteers, that we may end up being able to provide more open hours to patrons than we had before the shutdown. New volunteers would begin their shifts after July 4th, this would give me time to train people and figure out the best schedule to provide continuity and consistency for open hours.

Respectfully submitted,
Marlene S. Hambleton