

BLACKWATER REGIONAL LIBRARY BOARD OF TRUSTEES MEETING

Franklin Branch
Wednesday
February 21, 2024
Board Meeting —3:00 pm

Budget & Finance Committee *will NOT* meet



**Blackwater Regional Library
Franklin Branch**

**280 N. College Dr.
Franklin, Virginia 23851**



Franklin, Isle of Wight, Southampton, Surry, and Sussex
www.blackwaterlib.org

Please notify Amy at 757-653-0298 x 304 if you are unable to attend or need directions.

Board Packet Contents

February 21, 2024

- Agenda – February 2024
- Minutes – January 2024
- Library Director’s Report
- Personnel and Policy Committee Notes – February 2024
- Recommended Circulation Policy Changes
- Library Bills
- Monthly Statistics Report – January 2024
- Staffing and Workshop Report

**Blackwater Regional Library
Board Meeting
February 21, 2024**

Agenda

Franklin Branch

Call to Order

Adoption of Agenda – February 2024

Approval of Minutes – January 2024

Public Comment

Correspondence

Director’s Report

Committee Reports

- Budget and Finance
- Personnel and Policy
 - Recommendation to make changes to Circulation Policy

Review of Approval of Accounts Payable and File for Annual Audit

Unfinished Business

New Business

Board Member Comments/Announcements

Announcement of Next Meeting

- March 20, 2024

Adjournment

**BLACKWATER REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
January 17, 2024**

Present

Ora Briggs – Sussex County
Sylvia Claggett – Isle of Wight County
Deborah Dawson – Surry County
Rita Gibson – Isle of Wight County
Terri Hedgepeth – City of Franklin
Pam Lease – City of Franklin
Michelle Manfred – Isle of Wight County
Jessica Moore – Sussex County
Pam Vaughan – Isle of Wight County
Bill Worsham – Southampton County
Ben Neal – Library Director
Bonnie Lauver – Assistant Library Director
Debbie Carter – Budget & Finance Manager

Remote (via Zoom)

Absent

MeChelle Blunt – Southampton County
Jennifer Cuthbertson – Southampton County
Connie Henderson – Isle of Wight County
Judge Alfreda Talton-Harris – City of Franklin
Denise Tynes – Isle of Wight County

Chair, Bill Worsham called the meeting of the Blackwater Regional Library Board of Trustees to order at 3:02 p.m. at the Franklin Branch.

Agenda

Ms. Manfred moved, and Ms. Hedgepeth seconded that the agenda be approved as presented. The vote was unanimous.

Consideration of Remote Meeting Participation Requests

None

Minutes

Ms. Moore moved, and Ms. Lease seconded the minutes be approved as presented. The vote was unanimous.

Public Comment

None

Correspondence

None

Library Director's Report

Central/System-wide Updates

There is one part-time Library Assistant vacancy in Wakefield/Waverly.

All regular staff completed at least one self-appointed training by December 31, 2023. A total of 32 trainings were completed in November/December.

The Holiday Food Drive was successful for all branches; fines waived to encourage generosity. Donations were distributed to appropriate partners throughout the service area.

Four staff members are scheduled to attend the LibLearnX conference in Baltimore later in the month.

Committee Reports

Budget & Finance – Ms. Moore – The committee did not meet. Ms. Moore reminded Trustees that it is budget season and of the importance of citizen advocacy. Mr. Neal encouraged Trustee advocacy as meetings and hearings are scheduled. Fiscal year 2025 funding requests have been sent to Surry, Southampton, and Isle of Wight Counties, and the City of Franklin. A packet has not yet arrived from Sussex County.

Personnel & Policy – Ms. Vaughan – no report

Accounts Payable

Ms. Moore moved, and Ms. Hedgepeth seconded that the accounts payable be filed for the Annual Audit. The vote was unanimous.

Unfinished Business

None

New Business

Mr. Worsham – Please check your handouts for updated Trustee and Board Committee lists.

Board Member Comments/Announcements

Ms. Hedgepeth – Rawls Museum Arts is currently operating under winter hours. They are open Thursdays, Fridays, and Saturdays. She will have an article published in American Military Anthology in May 2024!

Mr. Worsham – Please try to attend any budget meetings/hearings in your localities.

Ms. Moore – The General Assembly is in session, hopeful for full or over-funding of State Aid. Please advocate for this. Wakefield and Waverly resumed book clubs, Craftsy, and kids programming in January.

Mr. Neal – will be in touch as budgets progress with advocacy needs. There is no real legislation aimed at libraries this session. The minimum wage bill (HB-1 & SB-1) has passed both houses, waiting to see what the Governor does once it reaches his desk.

Announcement of Next Meeting

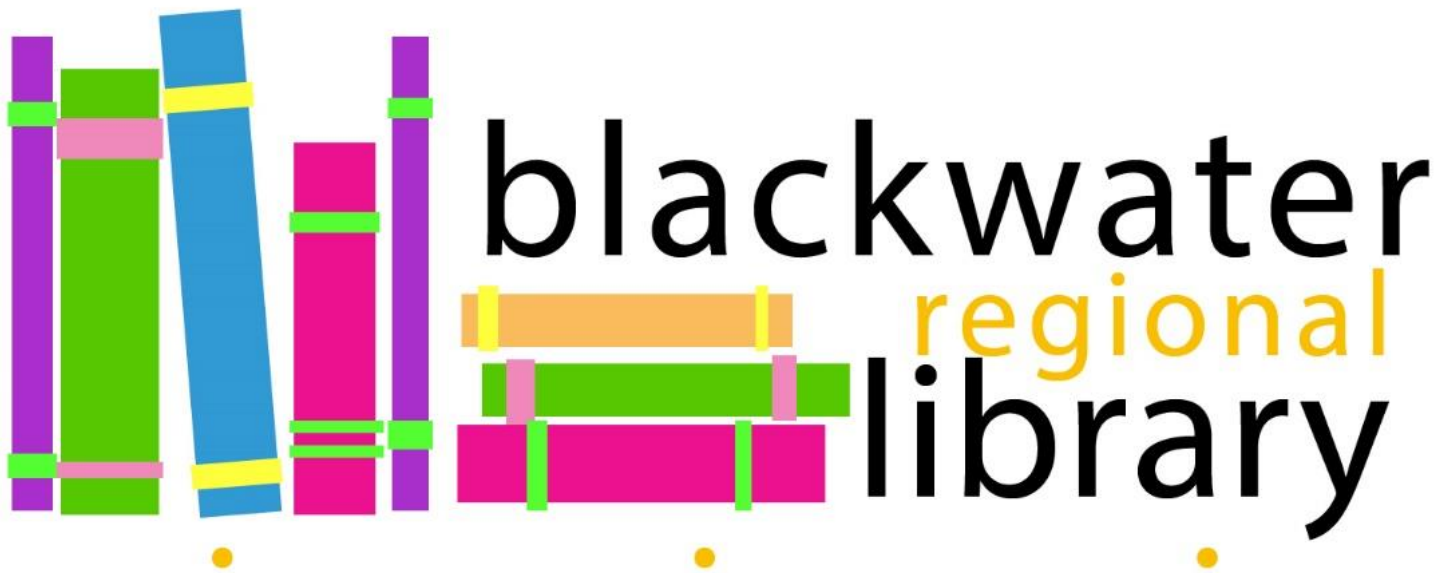
The next Blackwater Regional Library Board of Trustees meeting will be on February 21, 2024 at 3:00 p.m. at the Franklin Branch.

Adjournment

Ms. Briggs moved, and Ms. Manfred seconded the meeting be adjourned. The vote was unanimous. The meeting was adjourned at 3:47 p.m.

Respectfully submitted,

Debbie Carter for
Sylvia Claggett, Secretary



Franklin, Isle of Wight, Southampton, Surry, and Sussex
www.blackwaterlib.org

Director's Report

February 2024

Admin Updates

- BRL sent four staff members to national conference LibLearnX in Baltimore, learning about library trends and ideas for innovation; overall over 35 trainings were done by staff system-wide
- As of 2.13.24, BRL is fully staffed
- Circulation is month-to-month/YOY (+26% over previous January) at highest point since pre-pandemic, and has slightly outpaced late 2019-early 2020 numbers
- BRL partnership with Kiwanis' IsleREADS tutoring program has led to 9 point increase in test scores in affected classrooms at Hardy Elementary



Photo from LibLearnX learning session

Impactful Community Programs



MLK StoryWalk in Smithfield
in collaboration with
IOW/Smithfield Tourism and
NAACP



Outreach event at
Community Harvest Food
Bank in Windsor

Other Key events

- Outreach at Sussex Central Elementary School's PTA Night
- Events at various daycares and after-school events

14 Outreach Programs and Events in January reaching over 300 people

City of Franklin



- 24 programs provided in the City, both out in the community and at the Franklin branch, including the pictured Adult Craftsy program
- 48% year-over-year increase in circulation over previous January
- Continued deposit collections and activities to the residents of East Pavilion

Isle of Wight County

- Carrollton branch held a variety of programs ranging from non-traditional book clubs like Chapter Chat (Teens) and Death & Donuts (Crime), to the Spice of the Month kit program
- Smithfield hosted many programs including the Disaster Island Lego program as part of their After School program
- Windsor branch has a busy and full month of activities ranging from the popular Craftsy program to Stamp Club to a variety of children's programming!



Spice of the Month

Please enjoy a monthly kit featuring a spice or herb, information, history, and fun facts, recipes, and a small packet of the featured spice. While supplies last! Available first Monday of the month.



Carrollton Branch Library 757-238-2641
14362 New Towne Haven Lane www.blackwaterlib.org



54 in-house or outreach programs in Isle of Wight County reaching over 700 people

Southampton County

- Southampton County Pre-K students from Meherrin, Capron, Nottoway & Riverdale Elementary Schools visited the Courtland branch for a special program with the Snow Queen. They learned about North & South Poles, Polar Bears, and Penguins.
- Hosted the 4-H Extension Office's Model Horse Clinic. Participants learned about model horses, basics of showing model horses and rules.



Surry County

- The Lego Club is a big hit at the Surry branch, especially among young men. The club is a fun place to gather and build their STEAM skills.



- 36 other programs provided in the county during January, including PAWS to Read which helps encourage the confidence of our young readers.

Sussex County

- Both branches had fun Craftsy programs from making glass marble magnets to other exciting crafts.
- Local homeschool groups continue to visit the Waverly branch where the new STEAM Library of Things kits have proven to be a huge hit. The kits allow students to do hands on problem solving at the library and then check them out.



Blackwater Regional Library
Personnel and Policy Committee Meeting Notes
Franklin Branch
February 7, 2024

Present

Michelle Blunt – Southampton County
Ora Briggs – Sussex County
Terri Hedgepeth – City of Franklin
Pam Vaughan – Isle of Wight County
Ben Neal – Library Director
Bonnie Lauver – Assistant Director
Amy Fisk – Administrative Services Coordinator

Remote (via Zoom)

Absent

Sylvia Claggett – Isle of Wight County
Connie Henderson – Isle of Wight County
Alfreda Talton-Harris – City of Franklin

Reviewed policies:

- Circulation

Changed the following verbiage in the circulation policy:

- The policy will refer to the procedure policy instead of being specific. This also makes it easier to make quick changes when needed.
- Allow patrons to bring in any proof of address when registering for a library card.
- “Fines and fees” was changed to “charges” since we are going fine free but there will be charges for things such as lost materials, faxes, copies, etc.
- Collections threshold was changed from \$25.00 to \$30.00.
- There will no longer be a \$3.00 charge to get an Interlibrary Loan but the patron may need to pay an institutional fee from the lending library.
- “By the bank” was removed from the return check verbiage because there are other sources for people to have an account.

Even though we are budgeted to go fine free on July 1, we are able to move the date up to May 1 so that the changes happen before Summer Reading.

Changes after going fine free:

- All fines and charges for lost materials that occurred before 2020 will be waived.
- Registration cards will be destroyed after the patron’s information is put into the system.
- A patron can check out material or a computer with either their library card or an ID card.
- Library card renewal will change from 1 year to 5 years.

All changes are to make it easier for the patron and to make the library more customer friendly.

Ms. Briggs moved, and Dr. Blunt seconded to make the recommendation to the Board to adopt the amended policy at the next Board meeting. The vote was unanimous.

Request for reconsideration

A patron asked for the book “Everything’s Possible” by Fred Small and Alison Brown to be reconsidered due to LGBTQ+ characters in the book. Mr. Neal has drafted a letter with the policy enclosed citing, “The library does not act in loco parentis regarding the selection or display of library materials. Library materials are not marked or identified to show approval or disapproval of the contents.”

Justification: In November 2023, the Board of Trustees passed a budget inclusive on Fine-Free policies. The below edited circulation policy changes verbiage to reflect that change, clarifies and simplifies the identification requirement, and excises some language that is duplicative or procedural in nature.

P&P committee unanimously recommended these policy changes for adoption with an effective date of May 1, 2024.

Circulation Policy

Patron Registration

Applicants for a library card must provide identification according to library procedure and must agree to abide by all library rules and regulations and to give immediate notification of any change of address.

~~Applicants for a library card must provide proper identification and address, and must notify the library when there is a change in address. All patrons must register in person and provide a photo ID and current proof of address for a full-service library card. Acceptable identification should have a photo of the person signing the application, confirm the address on the application, confirm the signature on the application, have a date to show it is current, and have confirmation of a state Division of Motor Vehicles or a Social Security number. In the absence of a valid driver's license, the library requires one photo ID and one address ID. If the photo and address are on separate pieces of ID, the person's name must be on both. These photo IDs may include employer identification or work badge, Social Services ID card, military ID, passport, or school identification and must be currently dated. The address may be verified from one of the following: utility bill, checks and bank statements, lease, tax assessment, recently postmarked letter or voter's registration.~~

~~No one is denied a library card on the basis of race, creed, national origin, disability, political affiliation, marital status, age, gender or sexual orientation. Cards allow access to materials and resources (including computer access) of the Blackwater Regional Library. Initial library cards are free of charge.~~

Applicants for full-service cards must sign an agreement to abide by all library rules and regulations. Serious abuse of library rules and regulations may result in the revocation of a ~~library card~~ library card privileges

Virtual, or E-cards are available without identification. Patrons may be issued e-cards that will allow access to digital materials and online resources by registering online or over the phone. E-cards are for online materials and databases only. To upgrade, a virtual card to a full service card, any patron can come into any BRL location or service point, provide aforementioned ID and sign a registration card to receive full-service library card privileges.

A parent or guardian must sign the registration form for persons under 18 years of age. In doing so, the parent accepts responsibility for the child's use of the library, and agrees to pay ~~fines and/or fees~~ charges incurred for misuse of library materials. If a library patron under the age of

18 loses their borrowing privileges as a result of ~~lost materials~~ ~~materials overdue longer than six weeks and/or~~ accumulated ~~finer~~ ~~charges~~ in excess of the maximum amount allowed (See the General Library Fees chart available in the branch and on the website for a list of charges), the responsible party who signed the registration card on behalf of the minor will also be blocked from borrowing and computer privileges until all materials have been returned and the account balances have been paid in full.

Furthermore, when any juvenile (17 years old and under) turns 18 they are eligible to create a new card and be their own responsible party. Their card will be created without any ~~finer~~ ~~or~~ ~~fees~~ ~~charges~~ incurred when they were considered a juvenile by Blackwater Regional Library. All ~~finer~~ ~~and~~ ~~fees~~ ~~charges~~ incurred when the juvenile was under 18 will be transferred to the card of the responsible party.

Lost cards should be reported immediately. There is a charge for replacement cards. See the General Library Fees chart available in the branch and on the website for a list of charges.

Loan Periods, Renewals and Returns

There is no restriction on the total number of items that an individual may borrow, although restrictions may be placed on materials in high demand

Materials in the circulating collection generally may be checked out for two weeks and may be renewed three (3) times if there is no waiting list.

~~Materials may be returned to any library within the system. Book drops are available after hours at all locations. Renewal may be done in person, by phone, or on the Internet at the library home page (www.blackwaterlib.org).~~

~~Fines and Overdue Materials~~

Charges

The library issues charges for lost and damaged materials, as well as fees for certain services with associated costs. See the General Library Fees chart available in the branch and on the website for list of charges.

Charges may be collected by personal check, cashier's check, money order, and/or cash. Credit/debit card payments can be made through a patron's online account only. When a personal check is returned by the bank for any reason to the library, there will be a returned check fee added to the patron's account.

Blackwater Regional Library will only allow two returned checks per patron. After two returned checks, the patron will no longer be eligible to write checks to pay account debt.

In an effort to bring overdue items back to the library in a timely manner, the library uses a collection agency that specializes in recovering long overdue library materials. Accounts with charges of \$30 or more will be given to this collection agency. In addition, a collection fee will be added to each account.

~~Materials are overdue on the 15th day after checkout. Fines are charged on all materials not returned on the 15th day and there is a maximum amount recorded for each item. See the General Library Fees chart available in the branch and on the website for list of charges. Accounts with materials overdue longer than six weeks and/or fines in excess of the maximum amount allowed will be blocked from borrowing and computer privileges until all materials have been returned and the account balances have been paid in full.~~

~~Charges may be collected by personal check, cashier's check, money order, and/or cash. Credit/debit card payments can be made through a patron's online account only. When a personal check is returned by the bank for any reason to the library, there will be a returned check fee added to the patron's account.~~

~~Blackwater Regional Library will only allow two returned checks per patron. After two returned checks, the patron will no longer be eligible to write checks to pay account debt.~~

~~In an effort to bring overdue items back to the library in a timely manner, the library uses a collection agency that specializes in recovering long overdue library materials. Accounts with items 60 days past due and/or fines reaching the maximum amount allowed, Accounts with charges of \$30 or more will be given to this collection agency. In addition, a collection fee will be added to each account.~~

~~The library will observe Fine Free Week periodically, on a schedule determined by the library's administrative staff, to forgive fines on current overdue items. Accounts in collection will not qualify to have fines waived.~~

Bankruptcy Notices:

When a patron's account is included in a bankruptcy proceeding, and the library receives notice from a United States Bankruptcy Court of that proceeding, that patron's account is frozen (i.e., Restricted). No further collection attempts will be made by the library until the bankruptcy proceeding is completed, and if that patron's obligations to the library are discharged by Court Order, no collection efforts will be made. However, the patron must return any materials secured from the library. Those materials are property of the library, not the patron, and are therefore not subject to protection in Bankruptcy Court. Accordingly, the patron's account will remain in a "Restricted" status until the materials have been returned to the library. When the materials have been returned, and assuming the Bankruptcy Court enters an Order discharging the patron's obligations to the library, the charges to that patron will be removed from his/her account and the account will be restored to "Active standing" status.

Notifications:

The library notifies patrons about overdue items and charges on a regular basis.

~~The library notifies patrons of overdue materials in writing or by email. Patrons having materials overdue for longer than six weeks will be denied borrowing and computer privileges until the materials are returned and the fines and fees charges have been paid. Non-receipt of those notifications does not clear late fees.~~ It is the responsibility of the patron to notify the library of any change of address or phone number on their account to ensure the proper delivery of

overdue notices.

Damaged and Lost Materials

Borrowers who have lost or damaged library materials belonging to Blackwater Regional Library, or who have items overdue for six weeks or more will be charged the current list price of each item plus a processing fee. The original cost to the library plus a processing fee will be charged for out-of-print materials. See the General Library Fees chart available in the branch and on the website for a list of charges. Replacement copies provided by the borrower will not be accepted in lieu of payment.

Interlibrary Loans (ILL)

Items not available in our collection may be available through Interlibrary Loan from a library outside the Blackwater Regional Library system. Interlibrary borrowing and lending are made possible through cooperative agreements in which participating libraries permit the use of their collections as a library-to- library transaction. ~~There is no cost for Interlibrary Loans, but patrons may be asked to pay institutional fees charged by the lending library. A cost recovery fee will be charged for each item to cover the cost of return postage. See the General Library Fees chart available in the branch and on the website for a list of charges.~~

Overdue ILL materials will be subject to existing Blackwater Regional Library policies ~~regarding Fines and Overdue Materials~~ on Damaged and Lost Materials will be charged for replacement at the cost dictated by the Lending Library which may exceed the current list price.

Approved 10-19-05; Revised 11/19/08; Revised 2/17/09; Revised 6/17/09; Revised 4/21/10; Revised 2/16/11; Revised 5/18/11; Revised 10/19/11; Revised 11/14/12; Revised 1/16/13; Revised 10/16/13; Revised 03/18/16; Revised 04/22/16, Revised 2/17/21

Blackwater Regional Library

Library Bills

January 2024

Type	Date	Num	Account	Amount
360IT Partners				
Bill	01/31/2024	MSP242954	205 · Accounts Payable	-5,386.65
Bill	01/31/2024	CW242410	205 · Accounts Payable	-750.00
Bill	01/31/2024	MSP243972	205 · Accounts Payable	-924.30
Bill Pmt -Check	01/31/2024	10820	126 · Operating TowneBank	-7,060.95
AFLAC				
Bill	01/31/2024	912643	205 · Accounts Payable	-1,134.70
Bill Pmt -Check	01/31/2024	10821	126 · Operating TowneBank	-1,134.70
Amazon Capital Services				
Bill	01/31/2024	1PCN-37GV-CG94	205 · Accounts Payable	-301.95
Bill Pmt -Check	01/31/2024	10822	126 · Operating TowneBank	-301.95
Anthem Blue Cross/Blue Shield				
Bill	01/17/2024	000768694F	205 · Accounts Payable	-15,199.00
Bill Pmt -Check	01/17/2024	10797	126 · Operating TowneBank	-15,199.00
AT&T				
Bill	01/31/2024	1278511348	205 · Accounts Payable	-3.20
Bill Pmt -Check	01/31/2024	10823	126 · Operating TowneBank	-3.20
Baker & Taylor				
Bill	01/17/2024	5018700792	205 · Accounts Payable	-3,786.03
Bill Pmt -Check	01/17/2024	10798	126 · Operating TowneBank	-3,786.03
Bill	01/31/2024	5018716042	205 · Accounts Payable	-8,320.78
Bill Pmt -Check	01/31/2024	10824	126 · Operating TowneBank	-8,320.78
Baker & Taylor - Laminate				
Bill	01/17/2024	5018698487	205 · Accounts Payable	-481.24
Bill Pmt -Check	01/17/2024	10799	126 · Operating TowneBank	-481.24
Bill	01/31/2024	5018723278	205 · Accounts Payable	-771.08
Bill Pmt -Check	01/31/2024	10825	126 · Operating TowneBank	-771.08
Balloon Creatures By Susan				
Bill	01/17/2024	10406	205 · Accounts Payable	-180.00
Bill Pmt -Check	01/17/2024	10800	126 · Operating TowneBank	-180.00
Ben Neal				
Bill	01/31/2024	LibLearnX expenses	205 · Accounts Payable	-953.72
Bill Pmt -Check	01/31/2024	10826	126 · Operating TowneBank	-953.72
Bethany Hardy				
Bill	01/31/2024	LibLearnX expenses	205 · Accounts Payable	-711.22
Bill Pmt -Check	01/31/2024	10827	126 · Operating TowneBank	-711.22
Blackstone Publishing				
Bill	01/31/2024	2136763	205 · Accounts Payable	-29.96
Bill	01/31/2024	2136767	205 · Accounts Payable	-36.24
Bill Pmt -Check	01/31/2024	10828	126 · Operating TowneBank	-66.20
Cengage Learning, Inc./Gale				
Bill	01/31/2024	83186157	205 · Accounts Payable	-31.99
Bill Pmt -Check	01/31/2024	10829	126 · Operating TowneBank	-31.99
Center Point Large Print				
Bill	01/31/2024	2073201	205 · Accounts Payable	-354.75
Bill Pmt -Check	01/31/2024	10830	126 · Operating TowneBank	-354.75
Charter Communications				
Bill	01/17/2024	177213501010724	205 · Accounts Payable	-3,146.00
Bill Pmt -Check	01/17/2024	10801	126 · Operating TowneBank	-3,146.00
Daily Press				
Bill	01/31/2024	270002414 1.19.2024	205 · Accounts Payable	-64.99
Bill	01/31/2024	22008674 1.17.2024	205 · Accounts Payable	-162.21
Bill Pmt -Check	01/31/2024	10831	126 · Operating TowneBank	-227.20
Demco, Inc.				
Bill	01/31/2024	7420203	205 · Accounts Payable	-714.80
Bill Pmt -Check	01/31/2024	10832	126 · Operating TowneBank	-714.80
Dodson Pest Control				
Bill	01/17/2024	956630516	205 · Accounts Payable	-46.00
Bill Pmt -Check	01/17/2024	10802	126 · Operating TowneBank	-46.00
Dominion Energy Virginia				
Bill	01/31/2024	3233130008 1.31.2024	205 · Accounts Payable	-1,264.32
Bill Pmt -Check	01/31/2024	10833	126 · Operating TowneBank	-1,264.32
FranklinSo. Chamber Commerce				
Bill	01/17/2024	3306	205 · Accounts Payable	-142.00
Bill Pmt -Check	01/17/2024	10803	126 · Operating TowneBank	-142.00
H2O To Go				
Bill	01/31/2024	Acct 7825 1.31.2024	205 · Accounts Payable	-40.00
Bill Pmt -Check	01/31/2024	10834	126 · Operating TowneBank	-40.00
Library Ideas				

Blackwater Regional Library Library Bills January 2024

Type	Date	Num	Account	Amount
Bill	01/31/2024	110152	205 · Accounts Payable	-6,585.00
Bill Pmt -Check	01/31/2024	10835	126 · Operating TowneBank	-6,585.00
Megan Wilson				
Bill	01/31/2024	LibLearnX expenses	205 · Accounts Payable	-630.99
Bill Pmt -Check	01/31/2024	10836	126 · Operating TowneBank	-630.99
Midwest Tape				
Bill	01/17/2024	504871374	205 · Accounts Payable	-661.12
Bill Pmt -Check	01/17/2024	10804	126 · Operating TowneBank	-661.12
Bill	01/31/2024	504900827	205 · Accounts Payable	-2,979.97
Bill Pmt -Check	01/31/2024	10837	126 · Operating TowneBank	-2,979.97
Overdrive, Inc				
Bill	01/17/2024	03100CO24009241	205 · Accounts Payable	-2,332.04
Bill Pmt -Check	01/17/2024	10805	126 · Operating TowneBank	-2,332.04
Bill	01/31/2024	03100DA24014378	205 · Accounts Payable	-348.72
Bill	01/31/2024	03100DA24021484	205 · Accounts Payable	-570.88
Bill	01/31/2024	03100DA24028360	205 · Accounts Payable	-181.22
Bill Pmt -Check	01/31/2024	10838	126 · Operating TowneBank	-1,100.82
Petty Cash				
Bill	01/17/2024	1.17.2024 Petty Cash	205 · Accounts Payable	-568.96
Bill Pmt -Check	01/17/2024	10806	126 · Operating TowneBank	-568.96
Bill	01/31/2024	1.31.2024 Petty Cash	205 · Accounts Payable	-716.38
Bill Pmt -Check	01/31/2024	10839	126 · Operating TowneBank	-716.38
Queen B's Cleaning Service				
Bill	01/31/2024	1501	205 · Accounts Payable	-1,096.50
Bill Pmt -Check	01/31/2024	10840	126 · Operating TowneBank	-1,096.50
QuickBooks Payroll Service				
Liability Check	01/11/2024		126 · Operating TowneBank	-38,046.99
Liability Check	01/30/2024		126 · Operating TowneBank	-40,023.55
Selective Insurance Company				
General Journal	01/31/2024	11624	7400M70 · Insurance	1,270.70
Sentara Health Plans				
Bill	01/31/2024	8603904	205 · Accounts Payable	-10,206.00
Bill Pmt -Check	01/31/2024	10841	126 · Operating TowneBank	-10,206.00
Southampton County				
Bill	01/31/2024	Acct 46 1.18.2024	205 · Accounts Payable	-55.00
Bill Pmt -Check	01/31/2024	10842	126 · Operating TowneBank	-55.00
Southampton County (1)				
Bill	01/31/2024	2024-01 (Jan gas)	205 · Accounts Payable	-485.50
Bill Pmt -Check	01/31/2024	10843	126 · Operating TowneBank	-485.50
Southampton Cty Treas, Cynthia J. Edwards				
Liability Check	01/12/2024	10795	126 · Operating TowneBank	-1,801.61
Liability Check	01/12/2024	10796	126 · Operating TowneBank	-25.00
Liability Check	01/31/2024	10817	126 · Operating TowneBank	-1,801.61
Liability Check	01/31/2024	10818	126 · Operating TowneBank	-25.00
Liability Check	01/31/2024	10819	126 · Operating TowneBank	-12,802.20
Southside Gas Service, Inc.				
Bill	01/17/2024	18130	205 · Accounts Payable	-991.10
Bill Pmt -Check	01/17/2024	10807	126 · Operating TowneBank	-991.10
Bill	01/31/2024	18727	205 · Accounts Payable	-1,252.37
Bill Pmt -Check	01/31/2024	10844	126 · Operating TowneBank	-1,252.37
Spectrum Enterprise				
Bill	01/17/2024	089740301010124	205 · Accounts Payable	-947.90
Bill Pmt -Check	01/17/2024	10808	126 · Operating TowneBank	-947.90
SWANK Movie Licensing USA				
Bill	01/17/2024	3545583	205 · Accounts Payable	-4,407.00
Bill Pmt -Check	01/17/2024	10809	126 · Operating TowneBank	-4,407.00
T & A Repairs, LLC.				
Bill	01/31/2024	33685	205 · Accounts Payable	-118.17
Bill Pmt -Check	01/31/2024	10845	126 · Operating TowneBank	-118.17
The Library Corporation				
Bill	01/17/2024	11001105	205 · Accounts Payable	-5,104.00
Bill Pmt -Check	01/17/2024	10810	126 · Operating TowneBank	-5,104.00
The Virginian Pilot				
Bill	01/31/2024	596384600 1.8.2024	205 · Accounts Payable	-169.49
Bill Pmt -Check	01/31/2024	10846	126 · Operating TowneBank	-169.49
TowneBank/Card Services				
Bill	01/17/2024	6457 0001 1.12.2024	205 · Accounts Payable	-8,424.77
Bill Pmt -Check	01/17/2024	10811	126 · Operating TowneBank	-8,424.77
General Journal	01/31/2024	11724	6200M70 · Adult BooksSA	2.38

Blackwater Regional Library Library Bills January 2024

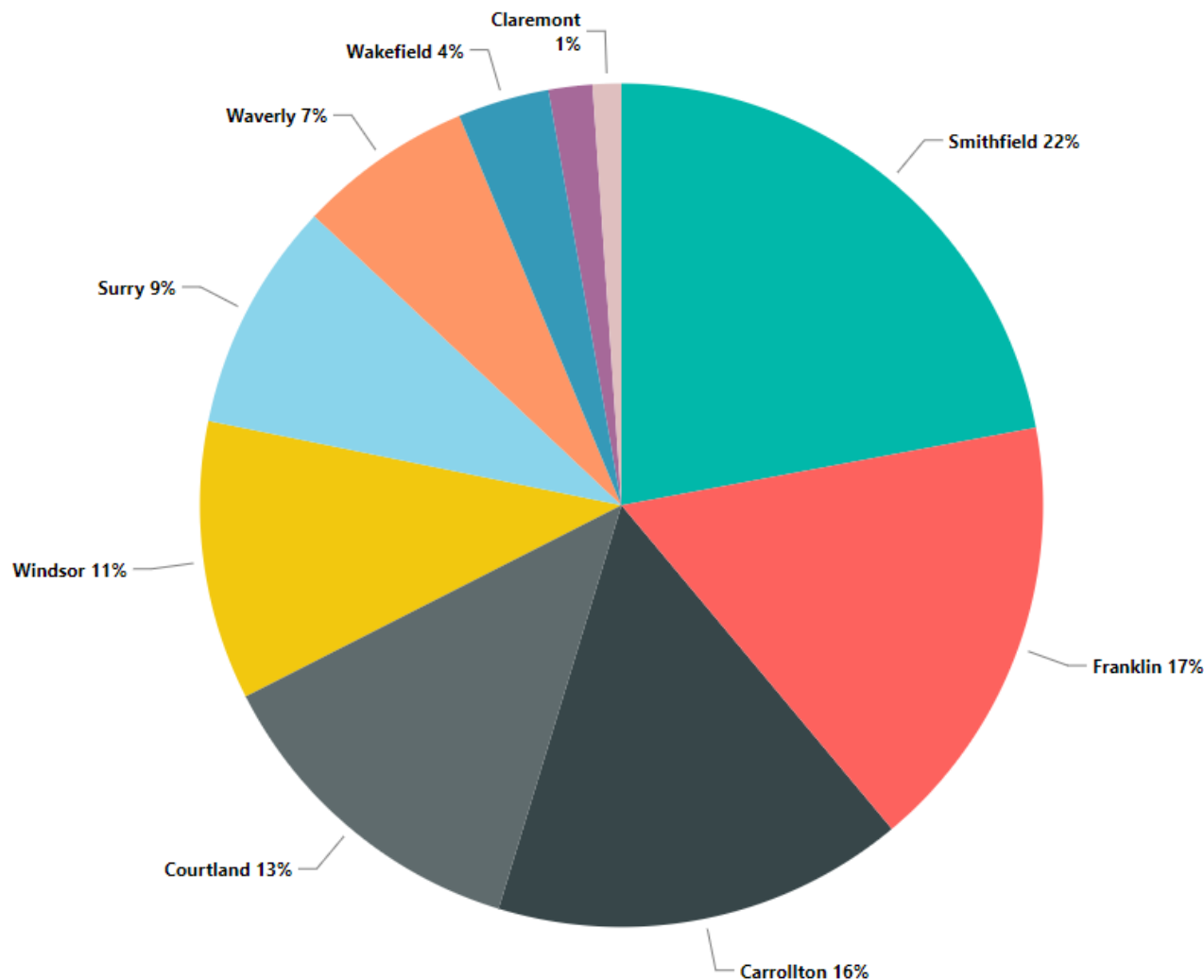
Type	Date	Num	Account	Amount
Treasurer of Virginia (1)				
Bill	01/17/2024	8103094 Y Edwards	205 · Accounts Payable	-45.00
Bill Pmt -Check	01/17/2024	10812	126 · Operating TowneBank	-45.00
Unique Management Services, Inc.				
Bill	01/17/2024	6120764	205 · Accounts Payable	-279.60
Bill Pmt -Check	01/17/2024	10813	126 · Operating TowneBank	-279.60
Verizon (1)				
Bill	01/17/2024	961660704 1.9.2024	205 · Accounts Payable	-159.90
Bill Pmt -Check	01/17/2024	10814	126 · Operating TowneBank	-159.90
Bill	01/31/2024	624106825 1.22.2024	205 · Accounts Payable	-57.72
Bill Pmt -Check	01/31/2024	10847	126 · Operating TowneBank	-57.72
Verizon Wireless				
Bill	01/17/2024	9953749626	205 · Accounts Payable	-2,840.71
Bill Pmt -Check	01/17/2024	10815	126 · Operating TowneBank	-2,840.71
Xerox Financial Services				
Bill	01/17/2024	5265978	205 · Accounts Payable	-1,598.72
Bill Pmt -Check	01/17/2024	10816	126 · Operating TowneBank	-1,598.72



Franklin, Isle of Wight, Southampton, Surry, and Sussex
www.blackwaterlib.org

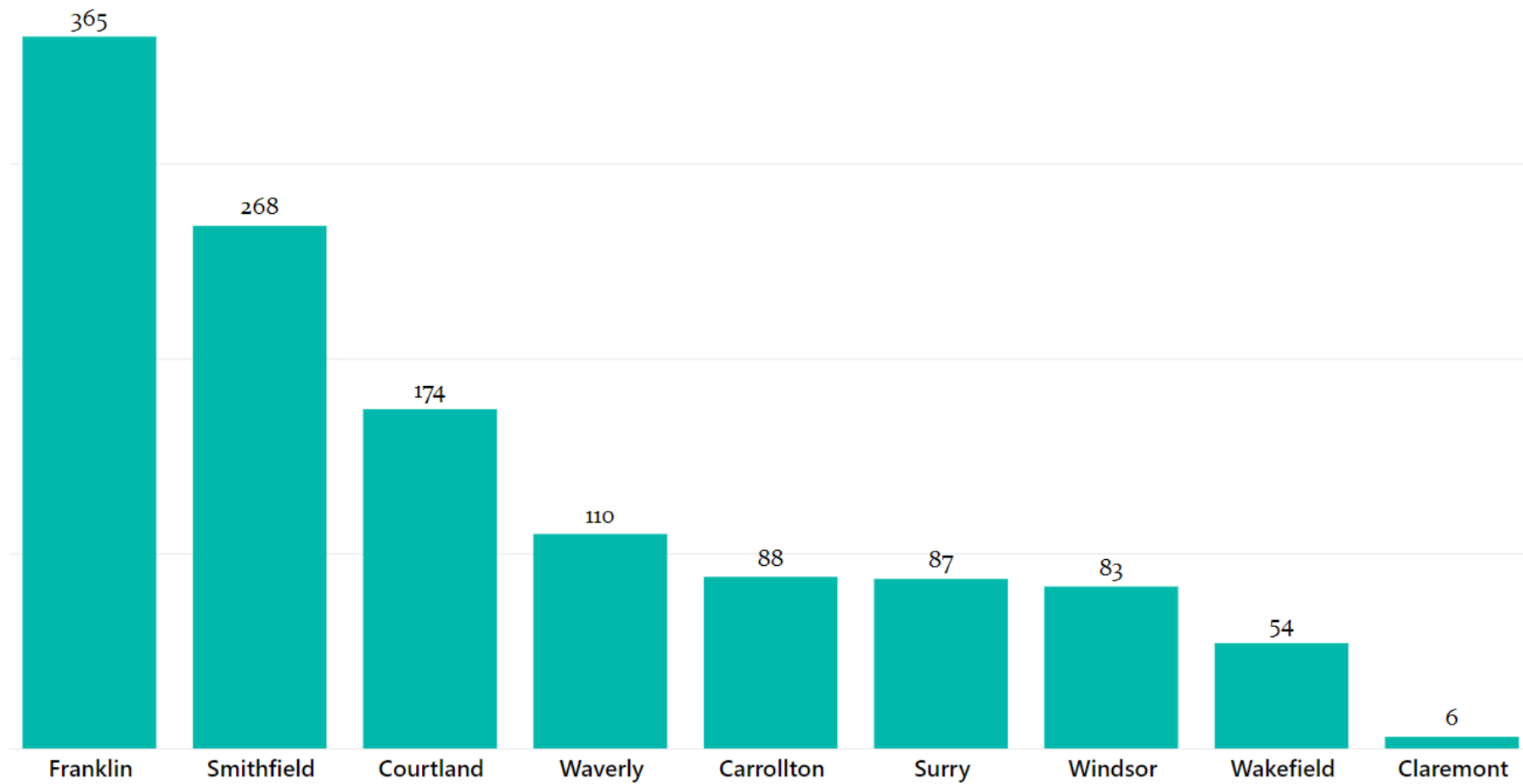
January 2024 Statistics

Monthly Report: Patron Count

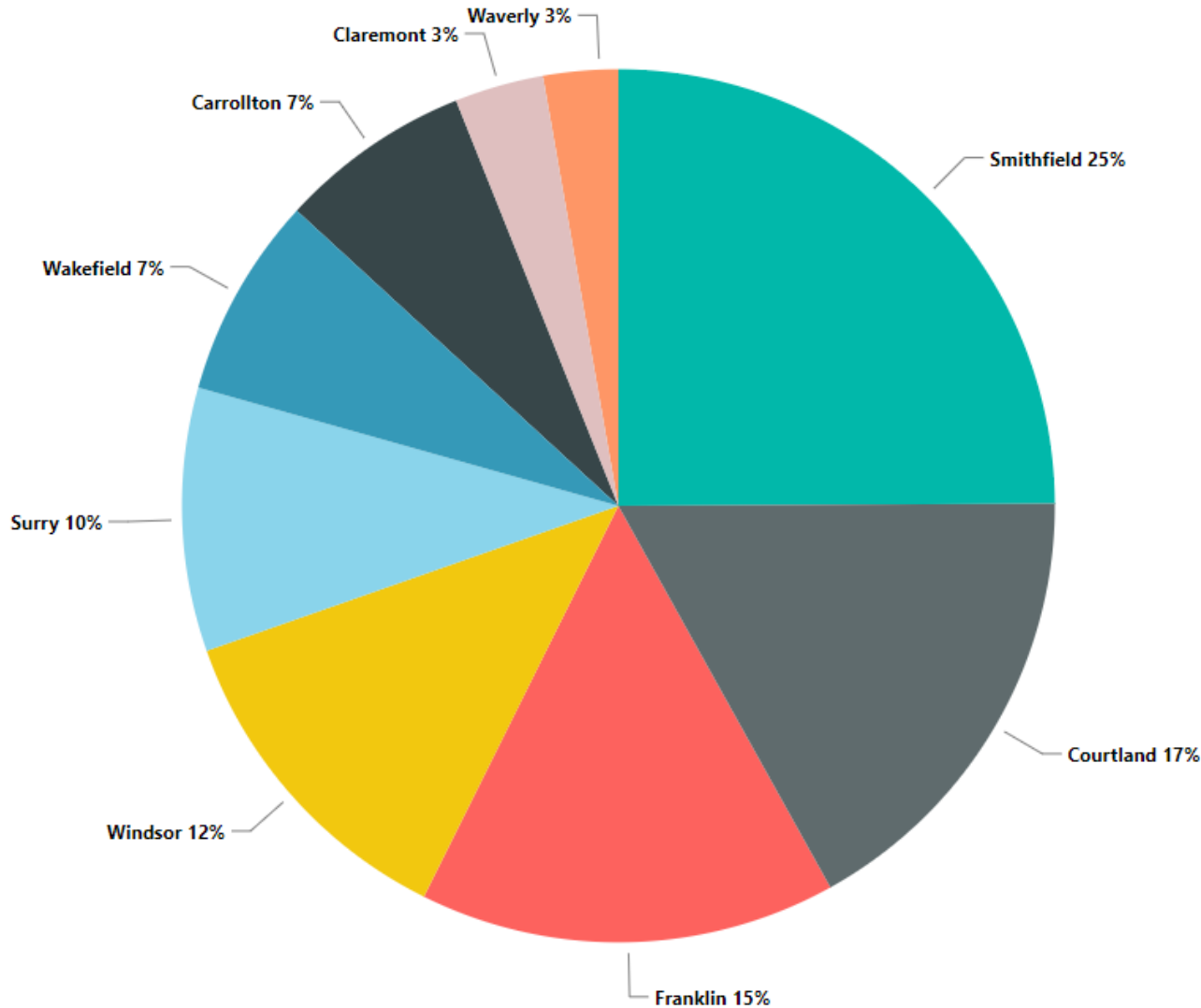


Branch	Patron Count
Bookmobile	235
Carrollton	2203
Claremont	153
Courtland	1786
Franklin	2354
Smithfield	3077
Surry	1229
Wakefield	489
Waverly	935
Windsor	1493
Total	13954

Monthly Report: In-House Internet



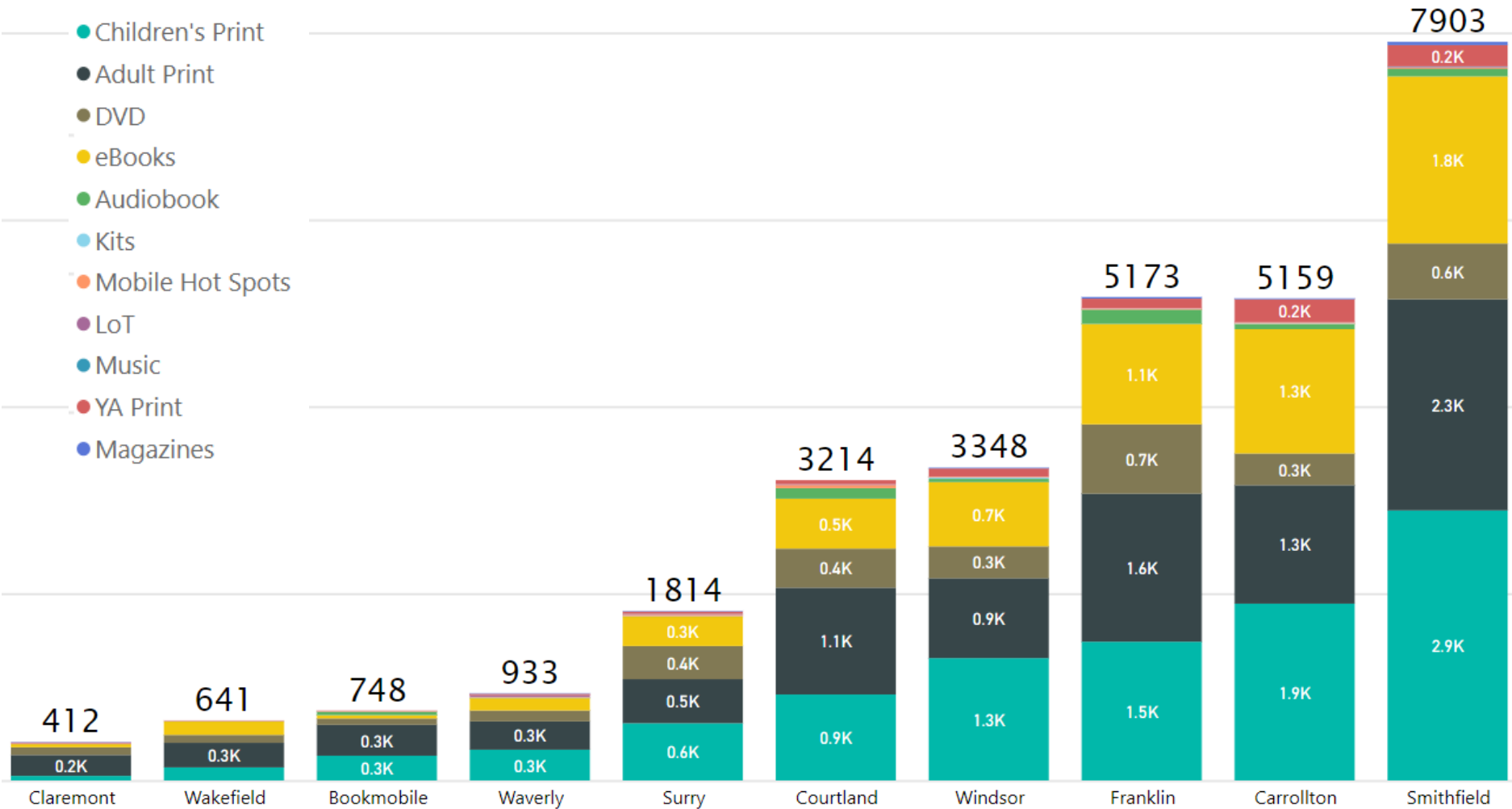
Monthly Report: WiFi Use



Branch	Wireless Internet Usage
Bookmobile	0
Carrollton	108
Claremont	50
Courtland	258
Franklin	234
Smithfield	378
Surry	148
Wakefield	113
Waverly	42
Windsor	186
Total	1517

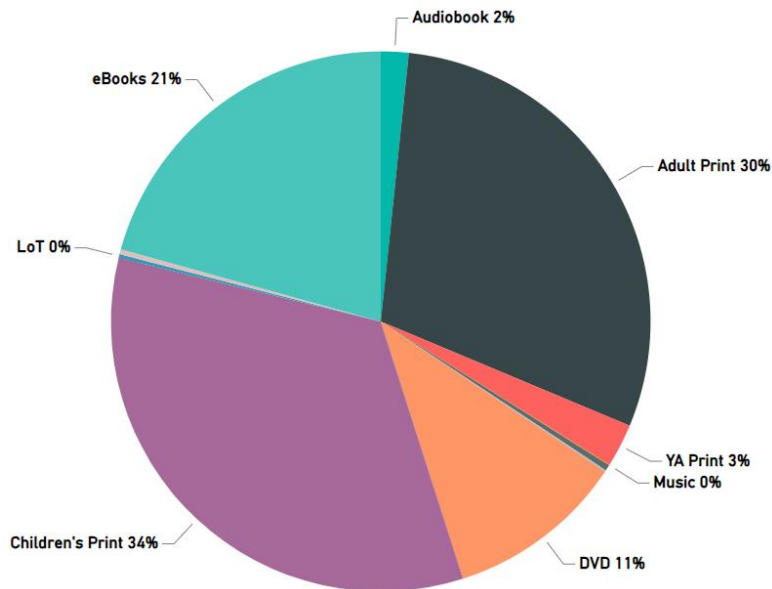
Circulation Report: By Branch

- Children's Print
- Adult Print
- DVD
- eBooks
- Audiobook
- Kits
- Mobile Hot Spots
- LoT
- Music
- YA Print
- Magazines

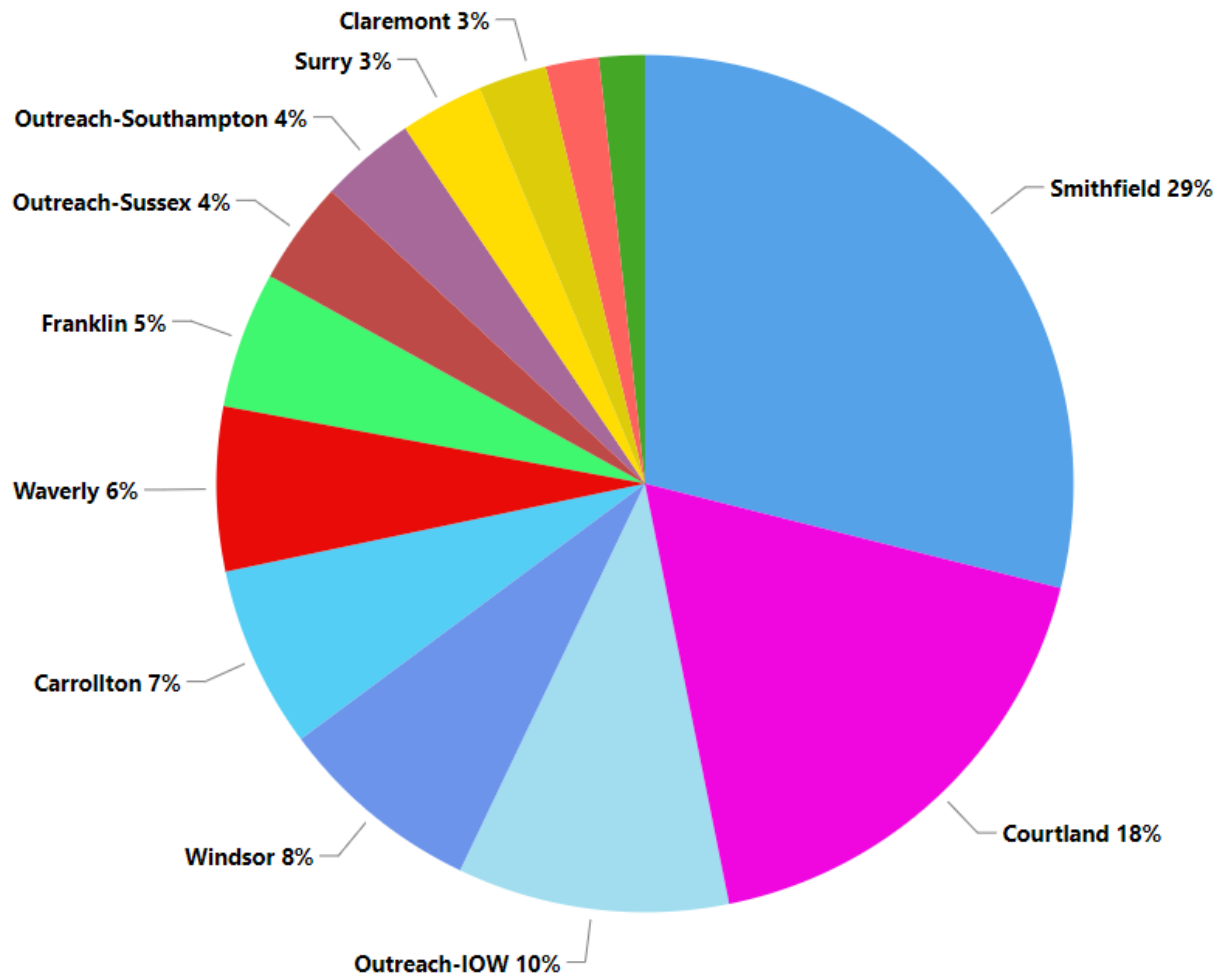


Circulation Report: Type by Branch

Location	Adult Print	Children's Print	DVD	Audio-book	Kits	YA Print	Music	LoT	Magazines	eBooks	Mobile Hot Spots
Bookmobile	330	265	69	36	0	5	0	2	0	35	6
Carrollton	1268	1892	339	56	4	243	0	6	10	1330	11
Claremont	224	49	82	1	0	11	0	4	5	35	1
Courtland	1143	920	418	113	0	44	0	8	0	534	34
Franklin	1584	1485	742	154	0	101	0	5	17	1074	11
Smithfield	2259	2890	597	81	0	227	5	10	34	1788	12
Surry	471	613	355	5	0	24	2	8	7	314	15
Wakefield	263	140	85	2	0	6	0	1	0	143	1
Waverly	303	329	117	5	1	15	0	20	6	131	6
Windsor	855	1309	341	34	15	89	0	1	9	688	7
Total	8700	9892	3145	487	20	765	7	65	88	6072	104

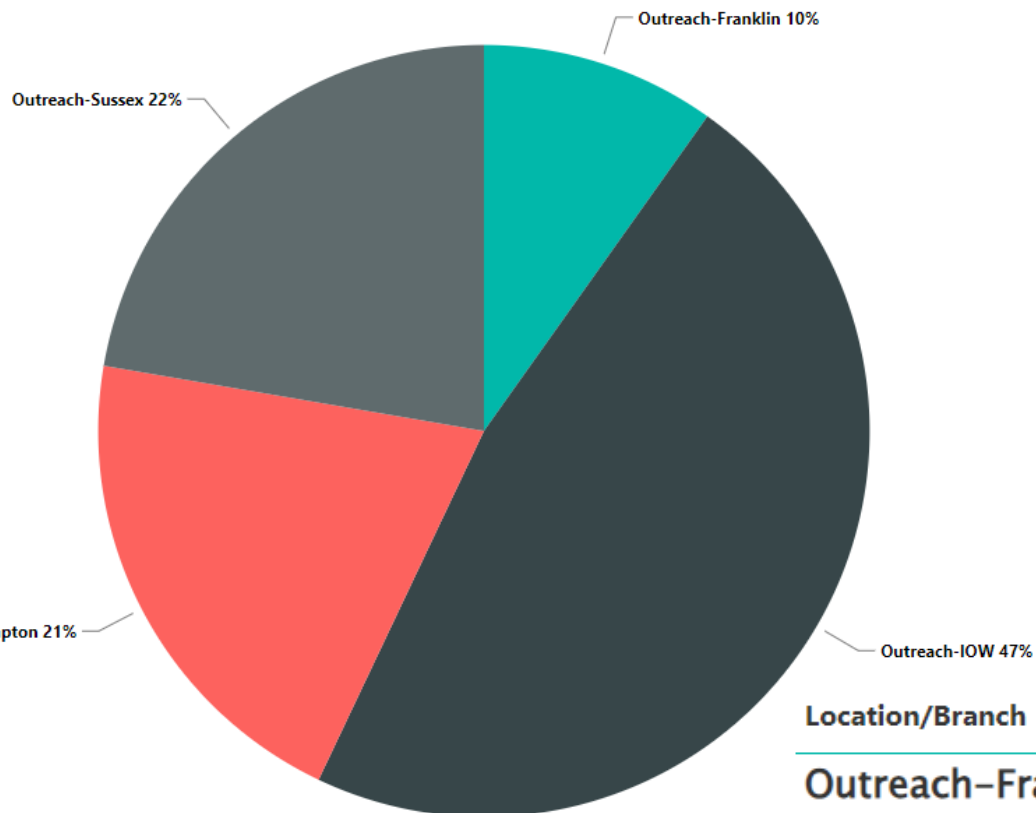


Program Report: Total Participation



Location/Branch	Count
Carrollton	120
Claremont	45
Courtland	313
Franklin	90
Outreach-Franklin	30
Outreach-IOW	179
Outreach-Southampton	63
Outreach-Sussex	68
Smithfield	505
Surry	55
Wakefield	35
Waverly	108
Windsor	135
Total	1746

Outreach Report: Programs



Location/Branch	Outreach Programs	Attendance
Outreach-Franklin	1	30
Outreach-IOW	7	144
Outreach-Southampton	4	63
Outreach-Sussex	2	68
Total	14	305

STAFFING AND WORKSHOP REPORT

Staffing Update February 2024 Blackwater Regional Library

New Hires

- Darby Lindsay hired as Library Assistant – Wakefield and Waverly branches

Promotions

Transfers

Separations

Vacancies

STAFFING AND WORKSHOP REPORT

LibLearnX-January 2024 report



Blackwater Regional Library was fortunate enough to send four staff members to the American Library Association's LibLearnX conference in Baltimore. Conference description: "LibLearnX will offer innovative session design concepts on the program to help you learn, network, and find solutions. Participants can expect a combination of different formats geared toward higher-level education conversation, hands-on interaction, and trend-scanning information."

While a myriad of individual trainings from the conference are listened in the workshop, below are some broader thoughts from a couple of our attendees:

"LibLearnX 2024 was a great weekend spent learning, connecting, and exploring! LLX, for me, is an opportunity to learn from other librarians through workshops and conversations, about books, programs, and initiatives.

In addition to the breakout sessions, large group presentations are held on the Main Stage. This year's opening session featured a conversation between ALA President Emily Drabinski and Michelle Norris, former host of NPR's *All Things Considered*. In her years since being a daily voice on NPR, she is the founding director of The Race Card Project – a Peabody Award-winning narrative archive where people around the world share their reflections on identity – in just six words. The conversation centered on her new book based on the responses received – ***Our Hidden Conversations: What Americans Really Think About Race and Identity***.

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I attended several sessions, but do not have space to tell you about all of them, so I will highlight a few –

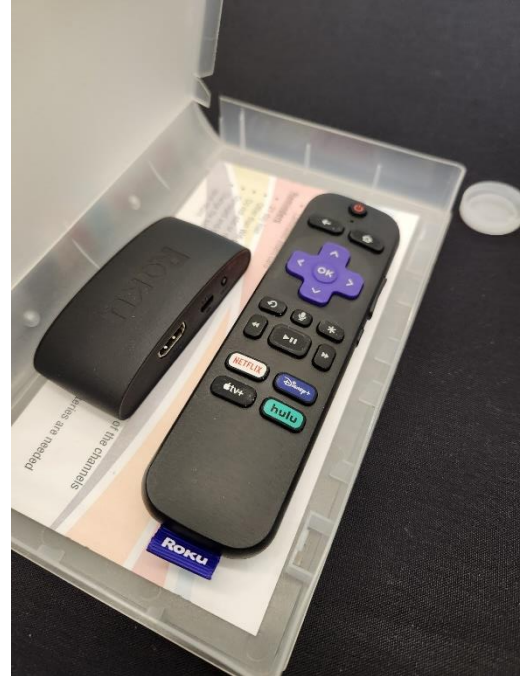
First – *The Book Crawl: Engaging Adult Customers Through Pop-Up Programming*, presented by librarians from Prince George’s County Memorial Library System in Maryland. This program is similar to a “Pub Crawl” but features books and book related activities. PGCML was tired of doing the same programming for adults. They were looking for a way to engage the millennial population. Out of their brainstorming, came the Book Crawl – working with local businesses and bars, they offer programs that you might find in those locations – Trivia Night at a local bar (with book related questions), Name That Tune at a local Brewery and Paint and Sip at a local winery. All the programming is book related in some way, and during the evening, the host (a library staff member) will have library “commercials” featuring programs and resources available at the local library. PCGML discovered what worked best was to embed themselves in what the businesses were already doing – if a pub has trivia night regularly, they offer to host it – they come with questions and commercials ready to go! The local businesses supply prizes. This was a great program with all kinds of potential!!

STAFFING AND WORKSHOP REPORT



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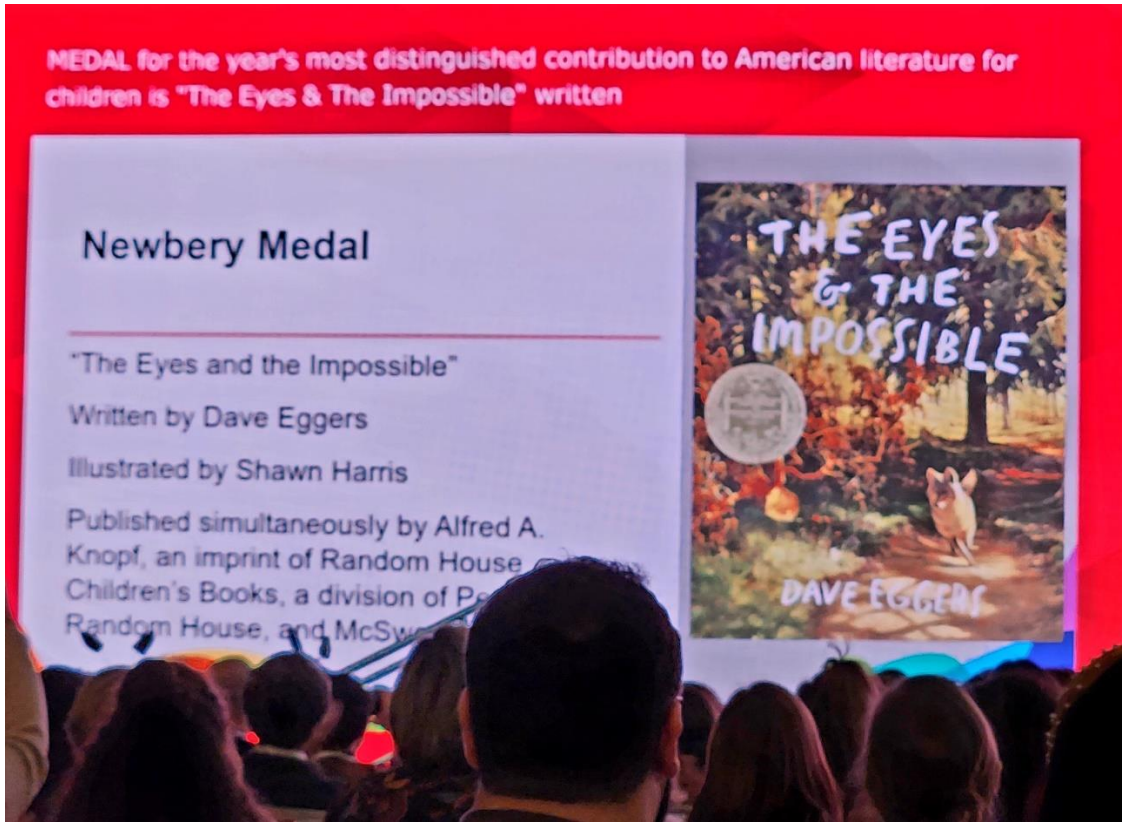
Another session that was incredibly interesting to me, and helpful, was presented by the Dayton Metro Library from Ohio – *Circulating Roku Devices with Premium Subscriptions*. They currently circulate 216 Roku devices with everything from Apple+, to Max, to Acorn, to Disney+ (and many more!) activated on the devices. (Each device only has 1 of the premium services activated, and all of the free ones from Roku.) The patrons request the devices by what service they want to use. This is something that I am interested in doing at BRL, and it was so helpful to hear what works, and what has not worked at another library. I definitely will be following up with the presenters, if we move forward with this type of offering.



And finally, one of the highlights of LLX – the ALA Youth Media Awards are presented. This year they announced 24 awards, with the culminating awards being the Newbery Award Honorees, and Winner and the Caldecott Award Honorees and Winner. I'm happy to say we have both of these titles in our collection!

Newbery Award – *The Eyes and the Impossible* by Dave Eggers

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And the Caldecott Award – **Big** by Vashti Harrison



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And yes, we were really there! – Waiting on the Youth Media Award celebration to start!



L-R – Elizabeth Qualls, Collection Development Manager; Megan Wilson, Carrollton Branch Manager; Bethany Hardy, Senior Library Assistant, Smithfield Branch

“First off, I'm so grateful for the opportunity to attend LLX! The first day was cold and snowy, but Elizabeth, Megan and I were able to walk around the city on Friday afternoon.

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Babe Ruth statue near Camden Yards and a ship that was in the Inner Harbor

Friday night was the “I love my librarian” awards. One of the honorees likened the event to the Oscar's for librarians and I couldn't agree more with this statement. The honorees were truly inspiring and I left with a sense that they love their community. They inspire me to go above and beyond in my role in the library.



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The first session on Saturday was a book discussion with Michele Norris about her new book, *Our Hidden Conversations*. I was awestruck of the author's confident presence on stage. After the discussion, Michele Norris had a book signing and I'm so proud to have her book on my shelves.

I attended several of workshop sessions, but the one that stood out to me the most was on Programming for Emerging Adults. The speaker was from the local Library Enoch Pratt Free Library in Baltimore MD. While her library has more resources, one thing I think is applicable for our system is to consider, "what do I want to do after work and what are my interests?" and then take that thought and turn it into a library program tailored to young adults.

On the last day, I went to the ALA Youth Media awards. I had never been in a room where books were cheered on as the honorees and winners of various youth awards were announced. Once again, it kind of felt like an award show, but for books. It was such a unique event.



Youth Media Awards Presentation. Pictured, Emily Drabinski, ALA President, along with a panelist of various speakers announcing the awards

Overall, LLX was such an awesome experience and I'm thankful for Blackwater Regional Library offering the opportunity!"

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Training Sessions – January 2024

Isle of Wight County staff completed a total of 17 trainings

Southampton County staff completed a total of 1 training

Sussex County staff completed a total of 1 training

Central Office staff completed a total of 17 trainings

1/9/2024 – New Year, Balanced Life – We learned how to organize and create a work/life balance in the new year.

1/10/2024 – Canva 2.0 for Libraries – This webinar gave tips on using Canva for marketing material. Most of the information was targeted toward librarians who are not tech savvy. It broke down formatting for social media versus print, how to create social media post with Canva, etc.

1/10/2024 – NoveList Plus – Helps to match readers to books. Offers read-alikes by title, author or series. Searches can be saved and folders can be created for individual patrons. I had forgotten about this option on the BRL website and appreciated the refresher.

1/11/2024 – Simplifying the Adventure of Summer Reading: Observations from a Seasoned Storyteller – This webinar was a very beneficial insight into the 2024 Summer Reading Program. Executive Director, Dawn Krause, discussed the resources that are available via the CSLP Manual and Facebook group (cslp.planning). Ms. Krause introduced the excellent keynote speaker, Jen Strauss, and highlighted the typical struggles that affect libraries in today's world, such as recovering from COVID restrictions, book banning, and political conflicts, which together can cause burnout. Ms. Strauss also discussed her childhood and what inspired her love of reading and libraries. She encouraged webinar participants to think about two topics – who in our background inspired us to do what we do as a librarian, and who have we inspired over the years? For me, my childhood librarian instilled in me a deep love for reading as well as encouraging literacy for others, and I like to think that I have passed that passion along to our patrons as well! Ms. Strauss mentioned that the topic of this year's SRP is "Adventure Begins at Your Library" and spoke about how adventure involves encouragement to try new things, along with creating an inclusive space where everyone feels a sense of community. Libraries are lifelong learning hubs, and combined with adventure, can stimulate curiosity and help develop personal growth and self-discovery! Another key highlight that was mentioned was the importance of collaborating with your community for programming, including but not limited to local historical societies, parks and rec, department of wildlife, 4H, and local zoos. You can also use various marketing techniques such as local radio and TV, mass emails, and social media to spread the word about Summer Reading. The three final takeaway highlights were:

1. Good programming is important
2. Simple is best
3. Community partners are key.

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This webinar was a great introduction to CSLP's 2024 Summer Reading Program. It provided attendees with beneficial information to gear us up for this year's theme, "Adventure Begins at Your Library!"

1/16/2024 – Social Media 101 – This webinar taught its viewers how to make the most out of social media, from Tik-tok to Facebook. How to use these free apps to create great marketing.

1/18/2024 – Adult Library Programs That Work – Jenn Carson is the speaker for this webinar and she is full of great ideas for programs for adults. She rarely stopped talking for the whole time.

She started by telling you to make a big list of all things people in your community might like. Talk to all you have contact with and listen: volunteers, patrons, friends, community leaders, etc. She had seven categories listed: Food and Drinks, Arts and Crafts, Health and Wellness, Nature and Gardening, Books and Writing, Tech and Media and Business and Finance.

Talk with your boss and board of directors and reveal your proposal of how you plan to do the programs. Start compiling costs. Money for the programs could be provided by grant funding, partnership with volunteers, creative fundraisers and increasing donations.

Other things to consider would be legal issues (insurance, food handling, liability waivers, photo/video release forms). Consent from participants and presenters should be obtained, if needed. The where, when, who and target demographics is needed. Accessibility to places that would be large enough to accommodate those who would be attending is important. What kind of outreach and offsite considerations would be needed? Do the staff and volunteers need training? When the program is finished there should be evaluations done.

Large libraries should be able to implement many if not all of these programs. Small libraries can pick and choose the ones they feel they can do.

1/19/2024 – Public Library Leaders Luncheon Roundtable– OCLC hosted a select group of public library leaders for a roundtable discussion luncheon where Directors brainstormed and shared on challenges that they face and pathways forward. This was a wonderful discussion and one of the more educational and helpful sessions I've attended in a while.

1/20/2024 – Building Joy-Centric Libraries: An Experiential Experience – Library burnout and staff retention are real challenges facing every library in the nation. Positive psychology is shown to improve staff and customer retention and improve workplace morale and impact not only our bottom lines but customer engagement. Experiential design of our interactions both with staff and customers is a key strategy to empower and enhance library spaces. This is an interactive workshop for library leaders seeking joyful practices to combat work fatigue. Bring more joy to the day-to-day of your work life! Positive psychology is shown to improve staff and customer retention, build customer engagement, and improve workplace morale. This

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workshop offers practical tools for work teams of all sizes and can be adapted for in-person or virtual environments.

1/20/2024 – Building Community through Personalized Reading Recommendations –

Providing exceptional customer service is key to staying relevant and fostering a strong connection with patrons. One powerful tool that libraries can employ is the art of book recommendations. This session aimed to explore the significance of connecting readers with books they'll love as an integral part of excellent customer service in libraries.

During this session, they delved into the various ways working with readers will positively impact library services. We discussed how personalized book recommendations not only cater to individual preferences but also foster a sense of community engagement. By understanding the unique interests and needs of each library user, we can create a more inclusive and enriching reading experience for all. This session equips library staff at all levels at any size library with the knowledge and tools needed to provide outstanding customer service through personalized book recommendations.

1/20/2024 – Book Crawl: Engaging Adult Customers Through Pop-up Programming –

Prince George's County Memorial Library System's (MD) Book Crawl is a series of pop-up outreach programs created to engage the adult population, local businesses, and community partners in Prince George's County. Many library programs target youth and families with children, often creating a gap in services for emerging adults, new adults, and families without children. The Book Crawl brought drag bingo to breweries, crafting to coffee shops, trivia to restaurants, and Name That Tune to bars in the hopes of filling that gap and creating new library users while promoting and strengthening relationships with small, local businesses. This session covered what made this program work, what setbacks they had, what lessons they learned, and how others can replicate and scale this program to meet the needs of their communities and library systems.

I thought this session was very interesting. The presenters, Isaiah West and Sara McDonough, went through ways that their library system, Prince George's County Memorial Library System, created a summer program series called Book Crawl with the goal to draw in young adult patrons. Book Crawl is a four program event that is hosted at different local businesses. They did a variety of programs, but book trivia, Name that Tune and craft activities were the ones that stood out to me. I hope to take the tips and ideas and plan a similar program for my library.

1/20/2024 – Library in a Box – 'Spreading Literacy, No Walls Needed': Empowering Communities through the 'Library in a Box' Initiative addresses the pressing issue of literacy access within underserved communities, both at home and abroad. This session introduces an innovative project that amalgamates physical and digital resources to fabricate portable, compact libraries. These can be conveniently deployed in low-income areas where resources for education and literacy are frequently sparse.

The session provides a deep dive into the creative process that gave birth to the 'Library in a

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Box' concept, challenges met along the way, and the innovative solutions employed to overcome them. This idea sprouted from a fusion of digital advancement and traditional library services, ensuring the availability of resources even in areas plagued with limited connectivity. The ambition of this initiative is to empower communities by furnishing them with knowledge access, thus nurturing education, promoting self-sufficiency, and encouraging sustainable growth.

Aligning with the core values of access, diversity, and sustainability, this initiative embodies the very essence of the ALA's mandate. The 'Library in a Box' concept dismantles barriers obstructing literacy access and promotes inclusivity and diversity by reaching out to communities typically marginalized or overlooked due to their socioeconomic circumstances. By deploying reusable and sustainable resources, the initiative also accentuates the significance of sustainability in library services.

Participants are invited to delve into this groundbreaking solution to an enduring issue and partake in a vibrant discussion about scaling, replicating, or adapting such projects to various community settings. This interactive session does more than provide an inside look into the 'Library in a Box' project; it challenges attendees to contemplate innovative solutions to amplify library services within their unique community contexts."

Learning Objectives:

- Identify and Understand the unique challenges of providing library services in underserved communities, and the role of initiatives like 'Library in a Box' in addressing these challenges.
- Evaluate the innovative strategies and technologies used in the 'Library in a Box' initiative to increase access to information and promote literacy in low-resource environments.
- Design tailored, sustainable library services based on the 'Library in a Box' model, considering the specific needs and contexts of their own communities.
- Formulate plans for implementing similar initiatives in their communities, including potential partnerships, resource allocation, and project management.
- Engage in critical discussions about the future of library services, particularly in the context of access, diversity, and sustainability, and brainstorm innovative solutions to persistent barriers in their communities.

1/21/2024 – Collaboration and Learning Strategies for Turnaround Libraries – You may have heard about turnaround schools. Schools that are low-performing and need dramatic, comprehensive interventions for a quick turnaround. But what do you do when a library is low-performing? This is a case-study of a low usage, urban, and Title 1 school library in Virginia. This session will address what a new library coordinator and the school division's first male, black librarian did to increase usage and circulation in a single year, after the library was essentially closed for two years. Strategies that will be examined involve microcredentialing for classified staff, authentic professional learning, resource solicitation, and collaborative programming. We want you to come away with ideas focused on growth and hope for your libraries because we all know THAT library for whatever reason has high turnover and low usage.

Learning Objectives:

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Adapt training and professional learning ideas to their library or staff

Conduct an analysis of library needs and develop targeted approaches to address those needs

Examine a growth-model development plan for an urban school library

1/21/2024 – 5 Pet-Friendly Program Models – More than half of U.S. households now include pets and most pet-owners consider their animals as part of the family. Pets provide vital emotional support and companionship for their humans. Libraries can include those non-human family members in library experiences with these five successful program models. From hosting kitty cafes or dog-friendly events to a library-wide pet pfest there are a myriad of ways to support your local animal population, as well as your pet-loving patrons. This session gave flexible ideas for simple and inexpensive ways to include pets in programming, both inside and outside the library.

Margaret Miller with the Pflugerville Public Library went over five pet friendly program models, DIY Cat Condos, Pawesome Storytime (a storytime for adult patrons and their fur child), Kitty/Puppy Café in partnership with local animal shelter, Pet Pfest (patrons bring their pet to the library) and Pawject Runway (costume contest). While unfortunately, Isle of Wight County doesn't permit animals in the buildings, I did think I could use the idea of DIY Cat Condo program in the future.

1/21/2024 – Creating Connections: Hosting Intergrational Book Clubs with Middle Schoolers and Retirees – Begun in the summer of 2020 and continuing quarterly, virtual multiweek book discussions are co-sponsored by the library and a local nonprofit that recruits retirees to volunteer in schools and libraries through a variety of service programs. Participants are drawn from middle schools and retired adult volunteers, with the goal of creating meaningful cross-generational connections through the shared reading and discussion of a middle grade book. Students gain group discussion skills, exposure to books they might not choose on their own, and the opportunity to speak as equals with adults not related to them. They earn 6 student service learning hours through participation. Adults also gain from the books read as well as building relationships with young community members. During the last session, everyone presents a short reflection piece, which allows for a creative and individual response to the book.

1/21/2024 – Embracing Neurodiversity in Youth Services – Neurodiversity is becoming more recognized and mainstream, especially with the increase in diagnoses related to telehealth during the COVID-19 emergency, as well as the spread of information on social media, and libraries are beginning to design ways to encourage more participation. The presenters, with research from their upcoming book, shared redesign space ideas, successful interaction methods, reference support, resources and activities for children and young people, and a book list of titles to include in collections.

1/21/2024 – Be Prepared: Program Challenges at Your Public Library – Are you prepared to handle a program challenge in your library? Do you worry about having the right policies and procedures in place? Public library directors Sukrit Goswami (Haverford Township Free Library, Freedom to Read Foundation President) and Amanda Sand Vazquez (Dubuque County Library

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District, Intellectual Freedom Round Table President) shared their personal experiences with intellectual freedom challenges of programs, including best practices and strategies, and community organizer Betsy Gomez (Unite Against Book Bans, Banned Books Week) will discussed leveraging community relationships to prepare for and respond to program challenges.

1/21/2024 – Emerging Adult Enigma: Programming for Attracting and Retaining Emerging Adults – How do we get Emerging Adults to come to the library? Why is it important to engage them? Libraries are increasingly looking to create space for Emerging Adults as the future of library involvement. This conversation explored the innovative ways that libraries can and are facilitating non-traditional programming for Millennials and Gen Z patrons in order to attract, retain, and nourish patrons who will soon be the face of continued support of the public library. Whether it be Speed-friending Happy Hours, Live Comedy Performances, or Plant Swaps, we discussed how innovative use of library resources for programming can bring fresh patrons in the door to ensure public support for libraries in our communities for more generations to come.

Emily Levine with the Enoch Pratt Free Library discussed ways she, as well as community partners, hosted programs to attract Gen Z and Millennials to the library. My key take-away to approach creating programming for Gen Z and Millennials is to consider, “what would I like to do in my free time and what kind of program(s) would I want to go to?”

1/21/2024 – Circulating Roku Devices with Premium Subscriptions – As more films and television shows bypass physical release and are made available only through streaming services, libraries need to find ways to get their patrons the content they're demanding. By circulating Roku devices pre-signed in to specific premium streaming platforms, specifically Acorn TV, Apple TV+, BET+, Discovery+, Disney+, Hulu, Max, Paramount+, Peacock Premium, and Prime Video, libraries can bring this much hyped content to their communities. This learning session and accompanying handout described how the Dayton Metro Library designed and implemented their Roku program that launched in March, 2022.

Nearly two years after the launch of the Roku collection, it can be called a success. Currently, the Dayton Metro Library circulates 216 Roku devices, each logged into one of 10 premium streaming services. Total collection circulation stood at 3,309 checkouts in the first year. Each device is in constant circulation and those results come without a single flyer, press release, or advertisement about this collection. Word of mouth has been the positive driving force behind this explosive circulation.

This collection could be scaled up or down depending upon the budget and size of the library. Staff at the Dayton Metro Library have answered questions and helped mentor other library systems of all sizes who wish to launch similar collections all across the United States.

1/21/2024 – Oh Crab! I’m a Director, Now What?! – The landscape of higher education is constantly moving, changing, and evolving. And as library professionals, we don’t always have control in these times of flux. In fact, all too often we are thrust into unexpected situations,

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particularly unanticipated leadership positions. But, how do we manage the move from staff to supervisor? From colleague to direct-report? What does it mean to manage? From managers who survived baptism by fire, discover how to use management strategies and develop a leadership philosophy around your personality type; identify tangible tools to grow into a successful, capable leader; and create initiatives to build, motivate, nurture, and empower the staff around you. In this interactive workshop, learn how to appreciate professional growth opportunities, develop into a strong, effective leader in your library, and support your professional and student staffs.

Learning Objectives:

- Identify management styles, and determine a personal leadership philosophy.
- Develop strategies and skills to react and adapt as a manager in a fluctuating environment.
- Learn from other leaders in education, empowering yourself to develop and lead a successful team.
- Explore and emulate innovative and unique opportunities to motivate, empower, and nurture student and professional staff within a library workplace.

1/21/2024 – Stuck in a Routine: Staff Challenges – Ever find yourself stuck in the routine work of librarianship? Do library routines ever make you uncomfortable or frustrated? While routines can help us get things done and make the library more efficient, they can also represent significant barriers for some library staff. This is especially true for staff with certain identities, including staff of color, LGBTQIA+ staff, and staff with disabilities or mental health challenges. That's because routines are built around what is normal and familiar, and the further you are from normal, the more likely it is that library routines will exacerbate existing challenges or suggest the need to hide parts of who you are. The good news is that, while the blueprints of library routines make suggestions about what you do and how you do it, they can never tell you exactly what to do. Instead, you work much of that out as you perform the routine. This means that, as you perform routine work, you have the capacity to shift, revise, and even reject these routines.

In this interactive session, you will hear directly from public library staff as you learn the results of preliminary research that uncovered problematic routines, the effects of those routines, and how staff responded to them. You will then be invited to tell your own stories of problematic routines and what you do to work around or revise them. Together, we will critique those routines, dream of a workplace free of these challenges, and develop a concrete plan for achieving that dream. You will leave with tools to revise routines in ways that increase equity, diversity, and inclusion in the workplace. Because, while routines can often penalize staff for who they are, staff can also use who they are to shift those routines.

Learning Objectives:

Describe how routine blueprints are developed by various actors in the library work system. Analyze existing library routines for barriers that negatively impact BIPOC staff, LGBTQIA+ staff, and staff with disabilities or mental health challenges. Develop solutions for performing routines in ways that work around and shift problematic standards and expectations.

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Design contextual supports that libraries can put in place to support the routine work of library staff.

1/22/2024 – Why Your Annual Report Should be a Marketing Tool and Not a Snooze Fest

– Is your annual report a real bore? A good annual report goes beyond pages of financial data and compels your audience to take action. In this session you will discover:

- What an annual report is and what it isn't.
 - How to determine whether you need one.
 - The best way to write the report for your target audience.
 - The most common mistakes to avoid.
 - Tips for creating an engaging annual report.
- You'll walk away with all the tools you need to create an annual report that spotlights your organization and energizes your donors.

1/22/2024 – Public Relations Save the World – Making the most out of the resources at our disposal. Another Webinar geared toward using social media as a way to gain involvement within the library system and build engagement with citizens in our area.

1/23/2024 – Fighting Censorship in a Changing Landscape – This session covered the trends in book challenges and censorship from the ALA Office of Intellectual Freedom, did an overview of current and proposed legislation that's concerning to public and school libraries, gave references for handling challenges and covered the resources the ALA has to support libraries during potential legal action.

1/23/2024 – Crowdsourcing and Community Engagement – This session covered using crowdsourcing platforms for programming. These programs include citizen science programs, community transcribing programs, and other types of community data collection. The presenters talked about many different resources for finding these programs. To be completely honest, I thought this panel was going to be on *crowdfunding*, not crowdsourced programming (I wasn't the only one, lol), but it was still very interesting and gave me some new ideas for programs.

1/23/2024 – The “Haunted Library Tour” as a Community Outreach and Engagement – The librarians from Denison University presented about the Haunted Library Tour they hold in their main library. The tour is a library orientation that is wrapped up in a spooky theme. The librarians decorated the library, created scenes and fun activities, and held a costume contest in this by-registration-only event. The concept looks AWESOME and I think it would be fun to try at Carrollton in October.

1/23/2024 – Engaging Adult Customers Through Pop-Up Programming – The presenters talked about their Book Crawl program, a summer program aimed at millennial patrons. The librarians partnered with local businesses to offer events off-site that appealed to community members aged 25-45. The events included trivia nights, name that tune nights, paint and sip

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events, and more. The presenters covered their planning process, how they ran the events, and the results.

1/23/2024 – Building Community through Personalized Reading Recommendations – This session covered reader’s advisory and different strategies to identify different types of patrons and what their reading interests might be. The session was interactive with lots of discussion between the attendees. The presenters also covered different strategies for helping the different types of readers.

1/23/2024 – Upholding Trans Patron Privacy & Information Access – This interactive session covered important topics and terms related to trans patrons, current and potential legislation that may affect trans patrons, and what are best practices as far as data collection and privacy. There was a lot of discussion included and many great ideas were shared.

1/30/2024 – Building Authentic Relationships – This webinar was extremely helpful in breaking down how to be active in underserved communities without coming off as performative. One of the best parts of this webinar was when one of the commentators said “If we have underserved communities, then we have overserved. We cannot make changes until we acknowledge that.” They offered ideas to become more inclusive with all the communities in the areas and how to slowly remove ourselves from situations where we may be overserving a certain group.

1/31/2024 – Storytelling with a Purpose – This was not what I was expecting it to be which, my fault for not paying attention is completely. This was more guided toward telling other peoples stories, whereas I thought it was about “story-times”.

1/31/2024 – Safe Lifting Techniques in the Workplace – The video reviewed lifting techniques to help prevent back injuries in the workplace. Get as close to the object as possible, bend your knees, pivot to turn, slowly lower the object are the suggested practices for safe lifting.