

Staff and Volunteers:

Veronica Reynolds, Head of Community Relations, chaired an Adult Programming Outreach Committee (APOC) meeting for RCLS libraries. The committee regularly meets to share programming ideas and best practices. Veronica has been accepted to speak at the NYLA annual conference in the fall. Her topic will be creating YouTube videos for libraries.

Kathy Bachor, children's librarian, has come up with a fun project for staff and possibly patrons with collection of plastic wrap and bags to submit to the Trex plastic lumber company in exchange for a Trex park bench. 50lbs of plastic=one bench!

Collections:

Support Services is working on creating a form and procedure to provide **proxy holds pickup** for authorized patrons. Patrons who wish to have family members or friends pick up their holds would first have to complete and sign a form authorizing identified persons to do so.

RCLS-generated emails concerning holds pickup and overdue notices are now provided via **MessageBee**, a mass mailing software that provides templates to brand emails with our logo and other customizable information. Mark Gervino, Head of Support Services, and Veronica Reynolds and Karen Vetrano of Community Relations were trained to use the software to the Library's advantage.

Programs:

Local History Librarian Joe Barbieri led a **trip to Rockland Cemetery** on May 24 that had 10 participants. Several people shared stories about their families and people they visited at the cemetery.

Thursday afternoon films draw the most attendance for the Library's in-person programs. Zoom sessions like **History of Marriage** and the **Life of William Shakespeare** continue to do well.

Building and Facilities:

The remaining **bookdrop** at the 220 North Main location was removed on May 11. It was decided that there would be a safety issue if drop-offs were continued during construction.

Acquiring a **building permit** from the Town for the renovation has taken longer than anticipated. Consigli Construction has used the time for prep work and safety training.

Technology:

The Director continues to meet with other RCLS Directors, RCLS Administration, staff, and our IT consultant to discuss and evaluate our options for the upcoming **ILS/IT split** by RCLS. The Board will need to vote on the contract(s) by September 1. The RCLS Board of Trustees will be voting on the contracts at their June meeting.

A contract with USIS for **AV systems** for the two new meeting rooms and a **security camera system** for the building was signed at the end of the month. USIS drafted the designs and bids were sought.

Miscellaneous:

Some noteworthy patron comments:

“You have been doing a great job dealing with all the changes and keeping services going. We really appreciate it.” – Facebook comment

“Excellent....lifesaving..” – Thursday film attendee talking about last winter’s Zoom programming.

Respectfully submitted,
Marianne Gallagher, Director
NEW CITY LIBRARY
June 9, 2022

MG/kc