

Library Director's Report March 2021

Statistics for Physical Library Materials for February 2021*

- Total number of curbside appointments: 1,290
- Total circulation: 3,420
- Number of "Library to Go" book bundle requests: 93

*Current circulation activity is down 57.7 % from February of 2020

Statistics for Digital Services

1. Kanopy Streaming Service, current month, plus comparisons

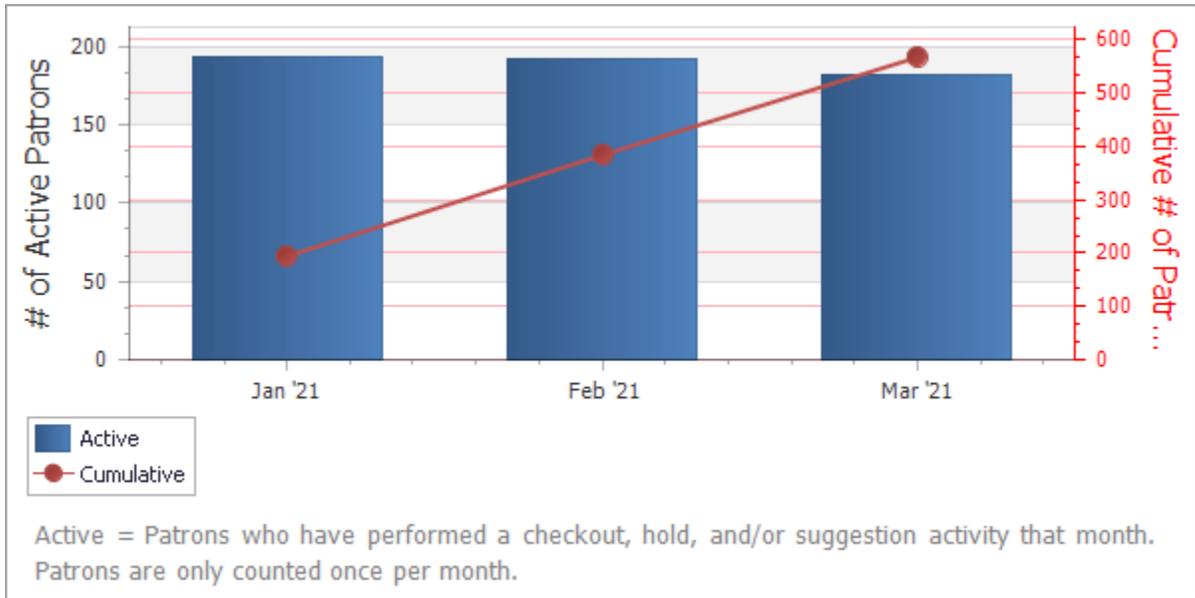
- February, 2021:
 - Number of patrons using the service: 51
 - Number of plays: 255
 - Number of minutes viewed: 8,949
 - Monthly cost: \$313.00, or \$6.38/user
- February, 2020:
 - Number of patrons using the service: 29
 - Number of plays: 169
 - Number of minutes viewed: 6,551
 - Monthly cost: \$225.00, or \$7.76/user
- Highest use month: April, 2020:
 - Number of patrons using the service: 78
 - Number of plays: 987
 - Number of minutes viewed: 38,753
 - Monthly cost: \$508.00, or \$6.51/user

2. Tumblebooks Library (K -12 ebooks)

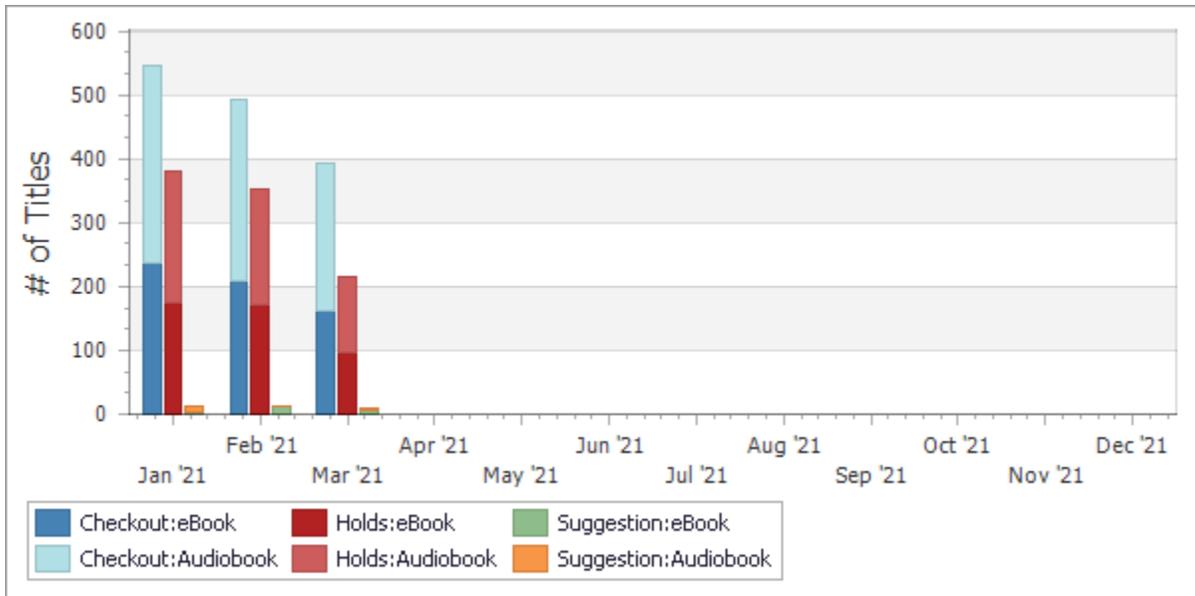
- Number of book views for January, 2021: 114
- Number of book views for February, 2021: 79

3. Cloud Library ebooks & eaudiobooks, January - March 24, 2021

Number of Users

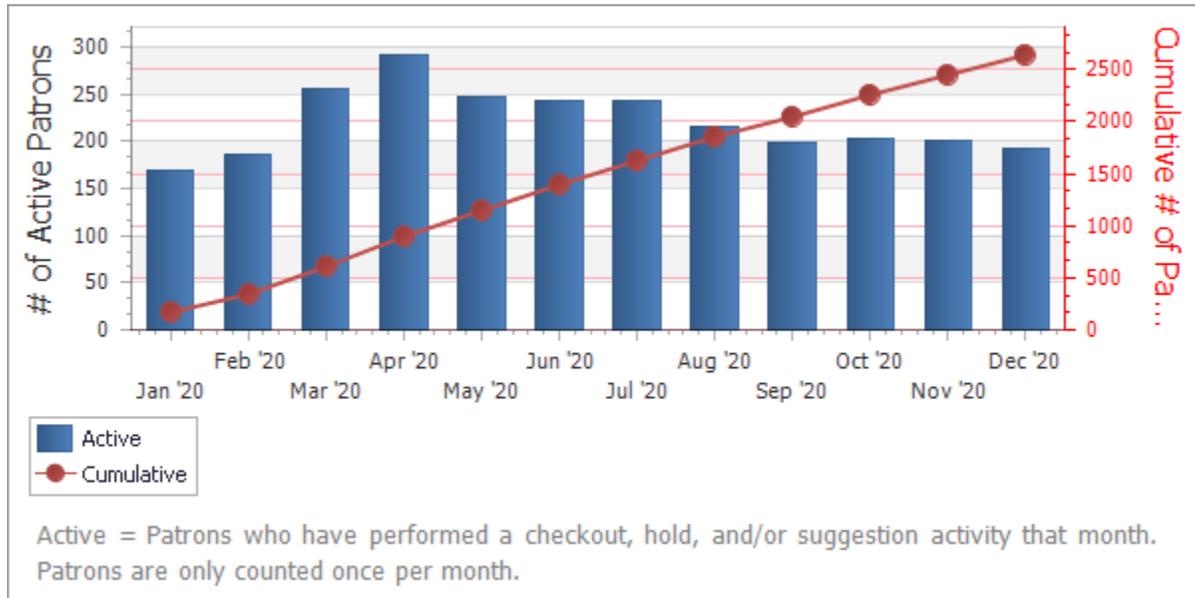


Number of Materials

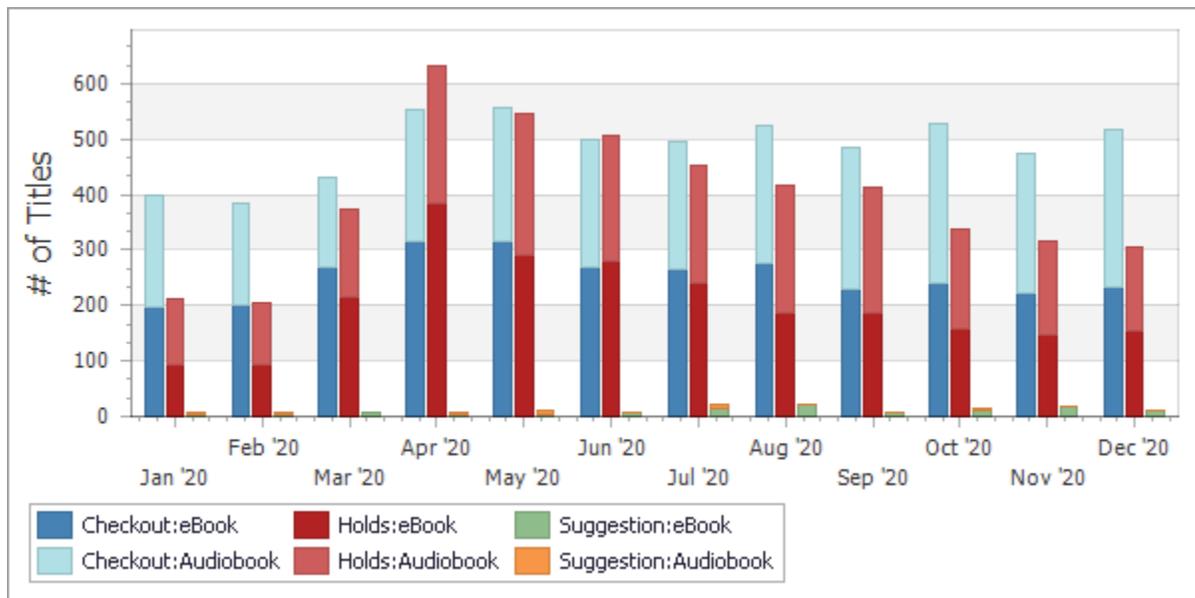


Comparison to 2020:

Number of Users



Number of Materials



Program Statistics

- Number of virtual programs: 41
- Total attendees: 703
- Take and Make Kits: 45 craft kits
- Art Adventures: 40 kits
- Blind Date with a Book: 18 - 20 books borrowed; 11 participants filled out comment cards to win a prize

Reopening Update

As reported last month, we are basing our decision-making on four factors. Here are updates:

- Our ability to fill open positions:
 - 4/9/21: Advertise for open positions with a two week application window
 - 5/7/21: Interviews will be completed
 - 5/10/21: Town Council votes on the budget
 - 5/11/21: Assuming the budget is approved as submitted, chosen candidates will be offered positions
 - 5/24/21: New employees will be onboarded (two weeks after the offer of hire, unless they are able to start sooner)
- CDC guidelines: Guidelines for Public and Community Buildings have not changed; currently 5 people per 1,000 square feet of public usable space.
- Removal of seating and computers: All furniture items to be moved have been flagged and will be removed by facilities into the Community Room
- Vaccination status of staff and general public: Younger staff are not yet eligible for vaccinations, but will be very soon. Assuming a timely vaccination schedule is possible, all staff should have been vaccinated and passed the two week period after the second vaccination by 5/24/21

A Look at Other Area Libraries

Maine Regional Library System, District 1, meeting, 3/19/21: The following items were discussed by library directors at regional libraries:

- Popular services like curbside, print-to-go, and window pick-up are here to stay.
- Some libraries looking at patron self-service kiosks to take the pressure off the service desk staff while they manage in-house circ and curbside.
- Directors are trying a variety of flex scheduling and staff placement to maintain health and safety of all.

- Some have dropped late evening hours as patrons have more flexible time to stop into the library during the day. This will be tracked to see if the need for evening hours becomes necessary again in the future.
- Some libraries are using software like Remote PC and Google Remote Desktop to offer remote computer assistance.
- A few directors are being pressured to resume in-library group programs but ME CDC guidance still recommends 6-ft. spacing, 5 people per 1000 sq. ft. and masking. There is more guidance at MSL Coronavirus webpage <https://www.maine.gov/msl/libs/services/Coronavirus.htm>.

Portland Public Library, main library only, is opening on March 31 on a very limited basis: “This first phase of re-opening will allow people (wearing masks and adhering to distance requirements) to come inside the Library for 30 minutes at a time to pick up requested items, browse selected mini-collections, or use a computer. For this first phase, 12 people can enter the library at a time. Staff will lend items and answer questions, and a self-checkout station will be available... The Children’s and Teen sections will not be open. Children will be counted as part of the 12-person limit.”

South Portland Public Library, will be open for limited browsing time beginning May 24.

***Lewiston Public Library**, opening for limited browsing time one hour at a time, several times per week; limited number allowed in the building for no more than 30 minutes at a time. Continuing curbside when the library is not open for browsing.

Scarborough Public Library: Currently open for browsing and computer use. Contact-free pickup is available as are 30-minute appointments in the Computer Lab.

*We are considering the feasibility of instituting a model similar to this one prior to our full staff/full vaccination target date, perhaps in late April or early May.