I. PUBLIC COMMENTS

Corcoran

II. ACTION ITEMS

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2. Claims
   Jackson page 5
3. Recommendation for NYS Library Construction Grant Funding
   Smathers page 7
4. 2024 MCLS Board Meeting Dates
   Uttaro page 7

III. REPORT/DISCUSSION ITEMS

1. Liaison to Rochester Public Library Board
   Stockman
2. Liaison to Rochester Regional Library Council
   Knapp
3. Friends and Foundation of the RPL
   Borgus
4. Staff Reports
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   b. MCLS Services
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IV. OTHER BUSINESS

V. ADJOURNMENT

Next Meeting:
November 20, 2023, 5:00 p.m.
Board Room, Rundel Memorial Library Building
Meeting of the MCLS Board of Trustees  
Board Room, Rundel Memorial Building  
September 18, 2023  
Minutes

Trustees Present: Christopher Corcoran, Emily Hessney Lynch, Peter Knapp, Amy Moffitt, Marjorie Shelly, Erick Stephens, Suzanne Stockman (quorum present)

Trustees Excused: Gary Brandt, Kimberly Brown, Mack Smith

Trustees Unexcused: None

Staff and Guests: County Office Liaison, BJ Scanlon; staff members, Emily Clasper, Brie Harrison, Shareka Jackson, Debi Mansour, Jennifer Smathers, Patty Uttaro

Call to Order  
Mr. Corcoran called the meeting to order at 5:02 p.m., welcomed trustees, staff, and guests, and confirmed a quorum was present.

Public Comments  
There were no members of the public in attendance who wished to address the board.

Meeting Minutes  
The minutes from the August 21, 2023, meeting were APPROVED AS PRESENTED.

Mr. Stephens joined the meeting at 5:04 p.m.

Claims  
Ms. Jackson reviewed the financial claims with the trustees and offered to answer questions. The claims were APPROVED AS PRESENTED.

Monroe County Capital Improvement Program (CIP) 2025-2030 Request  
Ms. Harrison presented the item to the trustees and offered to answer questions. Dr. Knapp MADE A MOTION to approve the 2025-2030 County CIP Request. THE MOTION PASSED UNANIMOUSLY.

Board Committee Assignments (Corcoran)  
Mr. Corcoran drew everyone’s attention to the Committee Assignments document. Ms. Stockman MADE A MOTION to appoint Marjorie Shelly and Mack Smith to the Executive Committee. THE MOTION PASSED UNANIMOUSLY. Rev. Smith MADE A MOTION to appoint Marjorie Shelly, Gary Brandt, and Peter Knapp to the Nominating Committee. THE MOTION PASSED UNANIMOUSLY.

The Presidential committee and liaison appointments were listed in the accompanying document as follows:

Finance Committee: Christopher Corcoran (Chair), Suzanne Stockman, Amy Moffitt  
Personnel Committee: Peter Knapp (Chair), Gary Brandt, Erick Stephens  
Liaison to the RPL Board: Suzanne Stockman  
Liaison to the RRLC Board: Peter Knapp  
Liaison to the FFRPL Board: Marjorie Shelly
Advocacy & Public Relations: Emily Hessney Lynch (Chair), Erick Stephens, Kimberly Brown

**Rochester Public Library (RPL) Liaison**
Mr. Stephens shared the addition of Emily Clasper as the new Associate Director for the Central Library and the retirement of Derrick Coley after many years as the Head of the Safe to be Smart Program.

**Rochester Regional Library Council (RRLC) Liaison**
Dr. Knapp reported that the RRLC Board will have its first meeting of the new fiscal year on Thursday. He also shared that eliminating the funding for the Novel Database is on their agenda to discuss.

**Director’s Report**
Ms. Uttaro offered to answer questions about the written report. Dr. Knapp commented on how much he appreciated the recommended reading on banned books.

Ms. Uttaro reminded trustees about the upcoming 4-board reception on Wednesday evening organized by the FFRPL.

Next, she reported that she had been invited to speak to two different groups about book-banning efforts. She is presenting on incidents happening in Monroe County. In response to a question, she shared that in Riga, when the library board met and was expecting members from the group who brought the book challenge to attend the meeting, what they learned later was that the group instead attended the Town Board meeting and asked that the library have their funding cut.

**MCLS Office**
Ms. Smathers offered to answer questions about the written report. She shared that the MCLS Office staffed an outreach table at the recent Comic Con event.

**Central Library**
Ms. Clasper offered to answer questions about the written report. She reported that she recently met with someone from the University of Rochester’s Enrollment Services Office and was able to promote the RPL in a compare-and-contrast way to the libraries at the University.

Dr. Knapp asked if there were any reports on the Fringe Festival. Ms. Uttaro shared that the FFRPL had been responsible for hosting events in the past, but they did not host any this year.

**Other Business**
Ms. Moffitt shared about her company participating in a giveback day and that she and several co-workers did work on garden beds at the Phillis Wheatley Community Library. She suggested that the MCLS Board could organize something similar. Several trustees indicated their willingness to participate.

Ms. Smathers then shared about the Great Give Back which is a community service initiative providing a way for library patrons to participate in meaningful, service-oriented experiences. This year, MCLS participating libraries are asking for items to assist the asylum seekers who were recently relocated to downtown Rochester.

**Adjournment**
The meeting was adjourned at 5:33 p.m. without objection.

*Patricia Uttaro, Secretary*
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**Total:** $188,212.36
TO: MCLS Board of Trustees  
FROM: Patricia Uttaro, Director  
DATE: September 16, 2023  
SUBJECT: Monthly Report–October 2023

**Action Items**

**Recommendation for NYS Library Construction Grant Funding (Smathers)**
Each year, the MCLS is awarded a set amount of funding to allocate to member libraries for eligible construction projects. This year, the construction program is the same as last year, with $1,358,344 available for MCLS. Only three applications were received this year. Two were from Rochester Public Library, and the other was from Greece Public Library.

The recommended allocations are:
- Greece Public Library–Renovations, $752,154 towards the total project of over $4 million.
- Rochester Public Library–Charlotte Branch Roof Replacement, $171,190 of the total project at $342,380
- Rochester Public Library–Rundel North Elevator Replacement, $435,000 of the total project at $580,000

**Board Action Requested:** Approve recommended allocations of library construction funds.

**2024 MCLS Board Meeting Dates (Uttaro)**
The proposed Monroe County Library System Board meeting dates for 2024 are:

- January 22 (one week late due to MLK Jr. Day)
- February 28 (9:00 a.m. on a Wednesday, joint budget meeting with RPL)
- March 18
- April 15
- May 20
- June 17
- No Meeting in July
- August 19
- September 16
- October 21
- November 18
- No Meeting in December

All meetings are held on Mondays at 5:00 p.m. unless otherwise noted. Most meetings are held at the Central Library, with the occasional meeting scheduled at a Member Library.

**Board Action Requested:** Approve the proposed schedule of 2024 MCLS Board meetings.
Report & Discussion Items

MCLS Director Patricia Uttaro reporting

Recommended Reading & Viewing

- Updated Book Banning Data from American Library Association - https://www.ala.org/advocacy/bbooks/book-ban-data
- Fairport Closed Due to Infestation - https://www.wxxinews.org/local-news/2023-09-12/maggots-close-fairport-public-library

Upcoming Events

- Saturday, October 28 – MCLS Staff Association Book Crawl – visit four local bookstores and enjoy lunch with MCLS staff. Trustees interested in this, see Patty.
- Friday, November 17 – Regional Library Legislative Breakfast, 8:30-10:30 a.m. at the Henrietta Public Library. Register here: https://rrlc.org/event/library-legislative-event-2023/

Tech Awards – MCLS/RPL won a Tech Rochester GREAT award in the category of Technology for Good for the Mifi program. Rochester City Council provided $150,000 to keep the program running for FY23-24, but there continues to be an unmet need in the town libraries. Expanding the visibility and awareness of this critical program could help MCLS find funding to expand to the towns.

Take It Down Session for Boards – Twelve members of the RPL and MCLS Boards gathered September 28 at Rochester Museum & Science Center for their educational program “Take It Down” which tells the story of the removal of the racist panel from the historic Dentzel carousel at Ontario Beach Park. It seemed this was the first session in the Fall series and the instructors had some issues getting the program started. A key instructor was missing who provided information on segregation and redlining in Rochester and the Charlotte area particularly. However, the instructors provided a broad overview of the activism that led to the removal of the racist imagery in general. Trustees who were not able to attend in September are invited to join the Finger Lakes Emerging Library Leaders class on October 19 from 9:00 a.m. to Noon for a repeat presentation. If you would like to participate, please let Debi Mansour know.

Gates Staff Day – I spent an enjoyable morning speaking with the staff of the Gates Public Library on their annual Staff Training Day. As many of you know, I started my library career at Gates as a Library Page. I also met my husband there and worked there when my children were born, so Gates holds a special place in my heart. It was energizing to meet so many new staff there who were eager to hear about everything happening in MCLS.

Digital Equity Summit – Monroe County held a Digital Equity Summit on Friday, October 13 where County representatives gathered with community leaders to learn more about the work being done towards achieving digital equity in the region. Monroe County is exploring the concept of community broadband and has a task force researching equity and need. I attended and was joined by Laura Osterhaut, Executive Director of the
Rochester Regional Library Council, and Josh Stapf, Executive Director of Literacy Rochester, our community partner which provides digital literacy navigators in many local libraries.

**MCLS Member Libraries**

*Jennifer Smathers reporting*

Many thanks to our partners at the County for continuing to work with libraries to share resources. In September, Monroe County sent 22,000 Covid test kits to Central Library for distribution to member libraries. This was in response to the recent Covid surge in the region. The county’s press release was effective in getting the word out. After the release, libraries reported lines at their door with significant demands for the tests continuing throughout the day. Our members appreciate this partnership with the County.

**Brighton Memorial Library**

Health Care Bag Kits are now available. Five kits are geared towards stroke rehabilitation and six kits assist with memory care. Each kit contains games and tasks to assist in cognition and/or dexterity, including games to play with others or by oneself. Some game examples are large-piece jigsaw puzzles, word searches, Rubik’s Cube, Connect4, Match games, prompting games, hidden objects, and brain games, etc. Task examples are working on fasteners, practicing writing, and holding small objects. Kits can be checked out for 3 weeks.

**Chili Public Library**

The Striving/Struggling dyslexia training institute reader simulation event was eye-opening. Designed to increase awareness, empathy, and understanding, it showed patrons what reading and writing might feel like for those with dyslexia or other conditions that affect learning.

**East Rochester Public Library**

A series of Teen/Tween Improv Classes taught by Joanne Brokaw were held on Wednesday afternoons. The Improv sessions let participants get social interaction with their peers, explore a creative outlet, be part of a team, and gain life skills all while developing their performance.

**Fairport Public Library**

The library closed for two days due to a fly larva infestation caused by the failure of the plaza refuse company to empty the dumpster outside the rear doors. The area was vacuumed and treated. For the health and safety of patrons and staff, the biannual carpet cleaning was rescheduled to occur during the closure. Local news picked up the story: [https://www.wxxinews.org/local-news/2023-09-12/maggots-close-fairport-public-library](https://www.wxxinews.org/local-news/2023-09-12/maggots-close-fairport-public-library)

**Gates Public Library**

A patron remarked about our International Talk Like a Pirate Day party, “This was such a fun event with so many cool activities - Thank you Gates Library.” The stories, songs, crafts, and treats were enjoyed by scallywags and parents alike.
**Greece Public Library**
Miss Karen hosted a class from Greece Christian School for a library visit and story time. Lots of fun and learning was had by all!

**Hamlin Public Library**
The Tech Exploration program for homeschooled students was a lot of fun! All the tech kits are available for checkout through the Monroe County Library System and can be reserved.

**Henrietta Public Library**
Welcome to our new Board of Trustees member, Sandra M. Vallot. Sandra and her husband Ronald moved to Henrietta from Chicago and have resided in Henrietta for over 50 years because of the welcoming diversity of the community. She is a retiree of the Allstate Insurance company after a 40-year career. In addition, she attended the Rochester Institute of Technology part-time for many years and received a BS degree in Business Administration and General Management and an Associate degree in Applied Science. Sandra has a lifelong love of books, and reading, and a commitment to continuous learning. She participates in several book discussion groups; she is also a member of the Osher Lifelong Learning Institute at RIT as a participant and course facilitator. This organization offers a wide range of academic, cultural, and social programs that inspire adult learners. Libraries have been and will always be important to Sandra. She looks forward to the privilege of serving as a member of the Board of Trustees at the Henrietta Library.

**Irondequoit Public Library**
The staff’s ongoing efforts to increase accessibility in the library building received media attention. Beth Adams of WXXI did a feature on the changes such as adjustable computer and search stations, walkers, and staff training. The complete article is available at: https://www.wxxinews.org/local-news/2023-09-25/irondequoit-public-library-wanted-to-be-more-inclusive-so-it-went-all-in-from-equipment-to-training

*Mendon Public Library*
Fourth graders through high school students, joined us on Tuesday afternoons to learn the basics of hand sewing with Miss Jane. During the series participants made needle/pin holders, carry bags, mice toys, and felt monsters.

*Newman Riga Library*
A display provided by the Monroe County Department of Public Health about Childhood Lead Poisoning Prevention will be up until October 2, 2023. It has lots of informational pages, brochures, and safety checklists but also goodies like coloring books with crayons, jar grippers, and ice cream scoops!

*Ogden Farmers’ Library*
Members from the Rochester Chapter of the America Sewing Guild have shared their work with us for September. Their amazing work and fascinating tools were sew worth seeing.

*Parma Public Library*
It was a gorgeous day to be outside with the Parma Hilton Historical Society and Museum for the Sage-Knapp Family Pioneer Cemetery Tour. Information was shared about Parma and Clarkson residents, including two Civil War veterans, two veterans of the War of 1812, and even a Revolutionary War veteran. We had a wonderful group of attendees and a big thank you also to the students who recorded much of the information that was shared.
**Penfield Public Library**
To mark September as National Preparedness Month, Tim Henry, Deputy Director of Public Safety and Emergency County Manager (Office of Emergency Management - Monroe County, NY), discussed Monroe County, NY’s plan for disaster relief before, during, and after any type of disaster or a wartime situation. Winter is coming and this was a great chance to get some advice on how to safely weather (pun intended) snowstorms, ice storms, windstorms, etc.

**Pittsford Community Library**
The Fisher Meeting Room was filled up with patrons eager to learn about the Moon Festival, a holiday that is observed in many countries in Asia. They learned about the importance of the festival, saw musical and dance performances that celebrated the holiday, and made several traditional Chinese crafts.

**Rush Public Library**
Rush Library patrons now have access to Kanopy - the movie streaming service for library users. If patrons choose to watch scary movies during the spooky season, they might benefit from the garlic available at the Seed Library. There are also native plant seeds available on the second floor in our new Seed Library space.
Seymour Library
Super Librarians have been spotted at Brockstock. They were also mentioned among patron artistic responses to the question, “How Do You Library?” Many entries are available to read on our Facebook page. Children to adults noted they use the library for books, movies, entertainment, activities, playing with friends, puppet shows, and learning about life through adventures. Perhaps the service dogs and librarians are part of what makes the library, “a chill place to read.”

Webster Public Library
The first-ever Readers, Writers, and Connections event, targeted at aspiring writers, featured local history authors, publishers, and a keynote speaker. The incredible Edward Ashton delivered an engaging keynote session all about his science-fiction books and his writing process. Mickey 7, based on his book, is set to be released in theaters in March 2024. One participant won a gift basket donated by The Wild Rose Press. Thank you to everyone who participated in the program.

MCLS Office Updates
Jennifer Smathers reporting

- September saw intensified activity regarding events and media relations. Plans for run-of-show documents and event flow are subject to a series of changes that require reworking and communications.
- Alicia Gunther and other MCLS staff hosted an MCLS table at the 2023 Flower City Comic Con. Staff interacted with hundreds of community members registering people for library cards, assisting with Libby and library account questions, and sharing information about library services and resources. MCLS also participated in the Comic Con scavenger hunt where participants had to take a photo at each participating vendor table and post it to social media with a hashtag. 12 participants visited the MCLS table, and the system gave out a prize to a participant from Honeoye Falls.
- Gunther, Cynthia Dana, and MCLS Associate Director Smathers hosted an MCLS/RPL table at an Interrupting Racism event at the Riverside Convention Center. At the table we shared information about System-wide services like the Empire and VIP Passes, RPL going fine free, and passed out copies of the most recent “In This Moment” Chapbooks.
• Gunther assisted the Rochester Museum and Science Center on behalf of MCLS during their AstroFringe event on September 22. She brought a telescope out to the event helping participants to view the moon up close as they talked about the workings of the telescope. Gunther also spent time talking with participants about the upcoming eclipses and how the library is providing relevant programming.

• Over the Summer 10 MCLS Member libraries collected food and hygiene items for the Willow Domestic Violence Center. Gunther delivered 6 boxes of donated items collected through the member libraries from that collection drive.

• Gunther met with representatives from the Rochester Americans Hockey team to start planning for the 2023–24 Amerks Reading Power Play series. This season, players will once again visit ten library locations to present a storytime, player demonstration, and host trivia. At the same time, MCLS member libraries will be offering the Hat Trick Reading challenge where school-age children will be allowed to enter a drawing for suite tickets for every three books they read. This series will run from November 2023 through January 2024. MCLS also plans to promote the reading power play through MCLS tables at 3–4 Amerks games during the season.

• Gunther met with the Rochester Anti-Semitism Association to discuss plans for an Antisemitism reading series in 2024. The organization is planning to purchase titles for the library to either add to their collection or give away to participants as well as host 6 virtual book talks throughout the year. The MCLS Adult Services Librarians are currently working on a related book list brochure that will come out at the launch of the series.
Social Media

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Constant Contact Newsletter
Central/RPL Newsletter (1 Sent)
- Subscribers who opened newsletter – 4,596
- Click through – 82
New subscribers – 15

OverDrive
- Total Checkouts - 82,728
- Lucky Day Checkouts - 647
- Simultaneous Use Checkouts - 8,860
- SORA Checkouts - 940
- Great Courses - 96

Library Automation Services, Brenda LaCrosse reporting
- The department closed 161 helpdesk tickets in September.
- Jim Whittemore updated patron and staff PCs at Lincoln, Lyell, Maplewood, Monroe, Sully, and Wheatley. He also cleaned up unused cabling in the data center.
- Tristan Young configured and replaced two central LAN switches.
- Mary Royce began revision of menu layouts on the MCLS website, and continued cleanup of website templates and content. Continued conversion of pages compiled with the legacy editor to the current editor on the RPL site.
- Martha Ruggeri configured 10 pcs to loan to the Fairport library during the instability of their network disruptions.
- Brenda LaCrosse attended webinars on disaster recovery risks and the new TLC helpdesk overview.
Technical Services, Dee Mrak reporting

New Titles added to CARL
Total = 2672
Towns = 1927
RPL = 745
(Central = 281)
(Branches = 464)

No Hit Email Requests
Total = 2866
Towns = 2281
RPL = 585
(Central = 25)
(Branches = 560)

Outreach Department, Amy Discenza reporting

In-Home Library Service
• Home Deliveries: 18 patrons received a home delivery of physical library materials and/or Braille and Audio Reading Downloads (BARD)
• Braille and Audio Reading Downloads by Mail: 3 patrons received a cartridge loaded with digital audiobooks from the NYS Talking Book and Braille library by mail (each cartridge included 15-25 titles selected and downloaded by Outreach staff)
• Outreach staff mailed out three reference packets to in-home patrons.

Reentry support at Monroe County Jail
Amy Discenza and Wes Becker presented to a group of men enrolled in the GED program at the Monroe County Jail about local library and reentry services. Becker kicked off the presentation with a rich and well-received discussion of reentry resources, beginning with steps one can take while still incarcerated—such as demonstrating evidence of rehabilitation, crafting a personal statement, and getting a copy of your RAP sheet—before working his way through a variety of educational, job training, and reentry programs, as well as legal and health-related resources available in our community that folks can take advantage of upon their release. Discenza followed with an engaging sampler of library services: discussing the abundance of libraries in Monroe County; how to get a library card or a fresh start; collections and services for job seekers and aspiring small business owners; valuable library partnerships and collaborations; digital library resources; untraditional library collections; free events; and more.

Outreach
Outreach staff kicked off a presentation series with a new community partner, Delphi Rise, presenting to three separate substance abuse support groups about essential library services. In their presentations, Discenza and Maren Kyle discussed the abundance of libraries in Monroe County; how to get a library card; collections and services for job seekers and aspiring small business owners; valuable library partnerships and collaborations; digital library resources; untraditional library collections; free events; and more. The series will continue in October.
Veterans Stand Down
The Outreach Department tabled at the 2023 Veterans Stand Down event at the Rochester Public Market, along with over 100 other local employers and service providers. The library staff provided 115 participants with various MCLS brochures, gave away 75 books, promoted the unique physical and digital collections and programs of MCLS member libraries, and answered questions (How do I get a library card? Where is my nearest library? How do I read a book online?) and provided information and referrals to veterans inquiring about positive steps to reduce problems and barriers faced because of a criminal conviction.

Now a model replicated in most major cities across the U.S., Veteran Stand Downs are typically one to three-day events during which staff and volunteers from the VA and veterans’ advocacy organizations provide food, clothing, health screenings, and more to homeless and at-risk Veterans. Rochester’s 2023 Stand Down was sponsored by the Veterans Outreach Center (VOC) with help from the US Department of Veterans Affairs & the Monroe County Veterans Service Agency.

Shipping Department, Michael Ekiert reporting

Delivery & Sort:
The department processed 738 Hold totes and hauled 5,788 total totes in September. This is a 13.5% decrease in overall tote volume and a 13% decrease in Hold volume when compared to the amount processed in August of 2023. The decrease is due to the number of delivery days–20 in September compared to 23 days in August. During September, the department distributed 22000 COVID-19 test kits to MCLS libraries. The stock room had 60 stock requests.

Interlibrary Loan:
Lending: Requests Received - 574 Requests Filled - 179
Borrowing: Requests Received - 42 Requests Filled – 38
Central Children’s Center & MCLS Children’s Consultant, Tonia Burton reporting

Programs

- Storytime returned to the Secret Room in September. Some of the families who attended storytime in Highland Park now attend in the library, bringing new families into our space. Katie Powell has added activities to the end of each session to expand on the concepts families learn in storytime, including a sensory bin activity and Play-Doh emotions mats. Two mothers, who have been attending storytime regularly, told Powell that they read and talk to their children at home in Spanish and bring them to storytime to expose them to English. Because of the training the department received in early literacy, Powell was able to assure them that reading to a child in whatever language they are most comfortable with is research-based. They were pleased to know that they are supporting their child’s development at storytime and home.

- The Draper Center for Dance offered free introductory dance classes for children ages 3-4. This was a terrific way for parents and children to experience a dance class before registering for classes.

- Little Movers is offered on Saturday mornings to meet the request of working moms. The program offers music, stories, and playtime with Kate Lynch, a music therapist. This program helps fill the need for children waiting for speech and music therapy.

- Miranda Hazen took the quilt squares that kids and families made over the Summer and sewed them together into a double-sided quilt that will soon hang on the glass wall near the Children’s Center entrance so that both sides will be visible. It is Hazen’s first quilt!
Community Outreach/Meetings/Training

- Hazen visited TLC Adventures in Childcare for storytime and to lend books to the classroom teachers. TLC is our longest-running childcare collaboration. During the summers they walk older children from their sites on State Street to the library and during the school year, Hazen visits each classroom.

- Burton attended the parent orientation for Rochester Jewels. She shared library resources and programs, and handed out library card applications, and free books.

- Burton continues to work with DocGo and the WNY Coalition of Migrant Farmers to serve newly arrived families. Through the MCLS Great Give Back we have collected and donated over $300 in underclothes for the families. Burton is working to schedule visits to Central for bilingual storytime. The storytimes are being offered with Margarita Chaves (Raising A Reader), Hannah Baumgartner and Ketsia Mari (Webster), and Rosa Diaz (Lincoln). More bilingual staff is needed so we can offer this regularly.

- Burton and Chaves attended the Book Bash at the Avenue D Rec Center. The Book Bash focused on the book Should I Share My Ice Cream by Mo Willems. Chaves shared storytime in English and Spanish with families, there were Elephant & Piggie puppets and a Puppet Stage for performing, Elephant & Piggie Toss Across, an Ice Cream Scavenger Hunt, shirt decorating, and of course free books and Ice Cream. The event was a collaboration with the Rochester Education Foundation, Central Library, and the Avenue D R- Center.

- September is Early Intervention Awareness Month. The Golisano Autism Center hosted a playdate for families to learn about all the organizations providing enrichment activities throughout Monroe County. Burton and Jennifer Silsmer (Gates) hosted a table at this year’s event. Burton’s son Andrew joined to earn volunteer work and served as ambassador. He welcomed County Executive Bello to the library table and had fun stuffing tote bags for families with copies of Bear Sees Colors, color activities, and library information.

- Burton participated in the National Association for the Education of Young People’s Annual Play Date at Seneca Park. The theme was Color Your World. Julie Rapp (Penfield) joined Burton. The library
offered a color sorting activity and color sensory bins. Families were given a Talk Read Sing tote bag with library information,

Anecdotes/Other

• Grupo Cultural Latinos en Rochester has once again filled our display area for Hispanic Heritage Month!

• Back to school season usually brings a slowdown to Children’s but this year we have not experienced it. Our Monday and Wednesday evenings continue to be busy with families playing and using our space. There are still families looking for housing and staying here throughout the day. We have started offering diapers, wipes, and hygiene kits which have all been popular.

Raising a Reader

Chaves and Burton have been working on creating and putting together Fall packets for RAR sites this month. They have been created in both Spanish and English. The goal is to share the fall packets with families during fall celebrations. Chaves and Burton have also been working on scheduling training for sites so that the RAR program can begin for families. MCLS Board note: Tonia Burton recently submitted a report on the Raising a Reader program to the RPL Board. If you would like to see it, please let Debi Mansour know. This is a Rochester Public Library program so isn’t normally shared with MCLS.

Central Library Updates

Emily Clasper reporting

• Representatives from the Monroe County Board of Elections and the League of Women Voters held an event in the Central Library on National Voter Registration Day on September 19. This effort, organized by Cynthia Dana, resulted in the registration of 29 new voters, information updates for 2 registered voters, and recruitment of 15 individuals interested in serving as poll workers. Dana also set up a book display to promote the event.
• Emily Clasper attended the New York Alliance of Library Systems (NYALS) Advocacy Launch in Guilderland, NY. This event was attended by representatives from library systems across New York State. Information about statewide library programs and initiatives was shared with the attendees, and the new NYLA Advocacy strategy was unveiled for feedback. This year, NYLA Advocacy Day will take place in Albany on February 7, 2024. Messaging will revolve around the phrase “Fund. Protect. Empower.”

• The Foodlink Curbside Market was at the Central Library on September 15, giving library staff and members of the local community a chance to purchase fresh, healthy food at affordable prices. Library staff were offered $5 vouchers toward their purchases.
Arts/Literature, Robert Scheffel reporting

Programs

• For the seasonal change to fall, the Arts division had ‘Cyanotypes for the Equinox’ presented by Donald Hyatt. After an introduction to the Cyanotype process, patrons created their cyanotype prints by using images from the local history ‘Rochester Images’ collection, from waterfalls and early depictions of Rochester, to canals and historical figures. Mixing these images with organic materials such as flowers and leaves, patrons made collages to celebrate the season change. Hyatt explained the simple print frames made from books and old plexiglass, to show how reusing materials can influence the artistic process while increasing accessibility to this printing technique. The afternoon’s direct sunlight provided a perfect opportunity to be outside and celebrate the seasonal change to fall.

• In a workshop led by Sigriet Ferrer, owner of Prismatic Gardens, patrons built bright, colorful, attractive, and low-maintenance succulent terrariums. Ferrer brought her expertise and knowledge of succulents and taught patrons how to create and care for these terrariums as a way to relax and manage stress. Patron creations ranged from serious to whimsical. Succulents have seen an extraordinary rise in popularity in the last few years, especially when used in terrariums, and we have had patron feedback indicating that they enjoy and want more programs centered around plants and nature. We have learned from our patrons that they enjoy and want more programs that are centered around nature. Comments from participants in this workshop included: “I enjoyed learning about a new plant and how to care for it and it was fun building our terrariums to take home!” and “I enjoyed being creative. I took the class with a friend which was fun and I enjoyed seeing what other people created and how everyone was so different even though we all had access to the same supplies.”
Outreach/Meetings/Training

- Melissa Manczuk of the Arts and Literature Division hosted a craft class at Lifespan. The group of talented crafters created origami samurai helmets, butterflies, and fox puppets. The participants were very enthusiastic about learning this new craft. One lady loved how Manczuk showed how to turn a samurai helmet into a goldfish and inquired about learning more about the craft. Another lady asked for a copy of the directions so she could make more of the fox puppets.

Business Insight Center (BIC), Jennifer Byrnes, reporting

Programs

- Business First Wednesday: Veteran business certifications with Matthew Lostaglia. During this webinar, Matthew shared the prerequisites for starting the Service-Disabled Veteran-Owned Small Business (SDVOSB) Certification application process. He also discussed the application process itself, special considerations, operational requirements, and the difference between VOSB and SDVOSB. He shared resources for how to apply for both the Federal SDVOSB as well as New York SDVOSB and conducted a question and answer period for participants.
- Central hosted the Social Equity Empowerment Network Collective Action Tour, a series of workshops and panels throughout the state designed to be a learning and relationship-building space for people interested in doing cooperative business in the emerging cannabis market.
- The first session of the Get Weeding @ RPL program was held. This five-session series prepares students to become budtenders. At the end of the five weeks, they receive a certificate from the Cannabis Workforce Initiative. 67 participants attended the first session.
Outreach/Meetings/Training

- Jennifer Byrnes judged a pitch competition for an entrepreneurship class at the Rochester Institute of Technology.
- Byrnes presented to the Small Business Development Center’s Fast Track program.
- BIC had a table at the Friends and Foundation of the Rochester Public Library Board Meeting
- Melissa Cobo and Lily Anthony gave a presentation at the Rochester Economic Development Corporation (REDCO).

Anecdotes

- Byrnes received this message via LinkedIn from Barbara Ellen Wilcox: “Thanks so much for the Business Insight Center offerings! I’m a new small business owner who first spoke with Melissa and found the support so helpful, I left a comment with Central Library. Much appreciation for your time, resources, and expertise!”
- Byrnes was awarded a 2023 Employee Recognition Award for Innovation by the City of Rochester.

Consulting

- Hours of in-depth market research: 41
- The Carlson Center for Intellectual Property assisted:
  - In person: 12
  - Email: 27
  - Mail: 0
  - Phone: 3
  - Zoom: 4
- 3D Printer: 0 (printer is currently broken, needs to be replaced)
- Webpage views: 76
- Requests Outside Greater Rochester Area: 16

Database Usage Statistics (August)

- Frost & Sullivan: Downloads: 8  Value: $26,650
- IBISWorld: Page views: 155  Value: $62,885
- InnovationQ: Logins: 40 Searches: 205
- Mintel: 17 sessions.
- PitchBook: Logins: 25
- Statista: The reporting feature not working at present.

Circulation/Information, Chad Cunningham reporting

Outreach

- Chad Cunningham attended the Flower City Comic Con to staff the MCLS table. A person stopped by and told Cunningham that he loves the library. He borrows audiobooks from Libby and has listened to more than 50 books this year. He tells everyone he knows about how cool the library is.

Statistics

- Curbside Pickup Appointments-2
- New Borrowers-214
Anecdotes
- Cunningham issued a card to a patron who is coming back to reading after a lengthy absence. She now has time to read and is very excited to use her library card.
- Cunningham created a Circulation table display for the Friends and Foundation of the Rochester Public Library Board Meeting this month. The table focused on the history of library cards in Monroe County from the 80s to today. In addition to examples of library cards throughout the years Cunningham also set up travel books from countries where patrons have purchased Out of County cards. (Mongolia was the most unexpected by most people who stopped at the table.)

Local History & Genealogy, Christine L. Ridarsky reporting

Programs
- Emily Morry hosted a walking tour of the Washington Square Neighborhood. This was the last of five monthly tours the division scheduled for this summer. It was a very successful series that the division intends to offer again next summer.
- Mario Castillo hosted the first two of a series of five reading and discussion sessions on the theme “Rights and Recognition: The Haudenosaunee in the New Nation.” In this program series, Castillo is leading participants through a close examination of the book Peacemakers: The Iroquois, the United States, and the Treaty of Canandaigua, 1794 by Michael Leroy Oberg, a professor of Native American history at SUNY Geneseo.

Outreach/Meetings/Training
- Ridarsky and Morry hosted a meeting of the Rochester History Journal editorial board. Finn attended the meeting as a member of the board. The group discussed materials for the upcoming print and digital issues of the journal, suggestions for future content, and the latest submission, “Birth Control on a Local Level: Rochester’s Maternal Health Clinic,” which will require extensive revision before being published in Fall 2024.
- Ridarsky attended several meetings of Cugini di Roc's Cultural Heritage Committee and Storytelling Sub-Committee this month in preparation for an oral history gathering event to be held at the Rochester Public Market during Italian Heritage Day on October 1. The interviews collected that day will be added to the library's collections.
- Antoine McDonald and members of the Archive of Black History & Culture Community Advisory Board presented on the project as part of the virtual offerings of the Urban League’s Interrupt Racism Summit this month.
There were two new posts to the Local History ROCs! blog in September: “What the Heck is That? An Architectural Mystery” by Chris Brennan and “A Mixology Mystery: Tracing the Origins of a Turn-of-the-Century Cocktail” by Emily Morry. The former post elicited the following feedback from the woman who writes the “Day Trips Around Rochester” blog: “I wanted to let you know that I enjoy these stories from Rochester’s history, and I appreciate you and the research you do to make them come alive. I always learn something new about Rochester. Thank you!” The new posts received 132 views. In addition, readers from 31 countries revisited 174 previously published posts for a total of 1,908 views in September. All blog posts can be read online at www.rochistory.wordpress.com.

Exhibits

Dick Campbell, a patron who uses the Local History & Genealogy Division to research his family history and other local historical topics that interest him, volunteered to create an exhibit in the display case on the second-floor landing of the Rundel Memorial Building. Historical Druggists of Rochester ca. 1870-1920 features items from Campbell’s collection of measuring cups, spoons, and medicine bottles from the turn of the twentieth century. The artifacts are supplemented by trade cards, advertisements, photographs, and information about some of the leading figures in Rochester’s druggist industry, including Amy and Isaac Post, R.J. Strasenburgh, Richard Curran, and George Goler. The exhibit will be on display until February 2024.

Hope Christansen created a new table display in the division this month. Celebrating Hispanic American Heritage Month features a selection of items from the Local History & Genealogy collections, including photographs of Carifest and the Puerto Rican festival, newspaper articles, books, periodicals, and write-ups on “How Rochester Became Home to Thousands of Puerto Ricans,” “Hispanic and Latino Heritage and Culture,” and Rochester’s Ibero-American Action League. The display will be up until the middle of October.

Digital Projects

Contractor Lisa Buda continued creating item-level metadata for the digital surrogates of the library’s postcard collection. This project is funded through a Rochester Regional Library Council Collections and
Access grant. It will run through December 31, 2023. When completed, the postcard collection will be added to New York Heritage alongside the other collections from Rochester Images.

- The division is still waiting for FamilySearch to assign a replacement volunteer scanning team to the FamilySearch digitization project. Meanwhile, digital products from this project continue to be made available through the FamilySearch site, which now features an institutional portal that links directly to the content contributed by the Rochester Public Library. There were 120 items from the Rochester Public Library added to the FamilySearch site in August, with 50 views of RPL content reported on the site that month.
- The division continues to contribute digitized content to a handful of online platforms, increasing discoverability and access to these materials. There were 1,623 page views of content available through the library’s Rochester Voices site (http://www.rochestervoices.org/) in September. Unfortunately, the September statistics for New York Heritage and New York State Historic Newspapers were not available at the time of this report.

Anecdotes
- The division received a very pleasant surprise this month in the form of a letter Brandon Fess received from the Baptist Temple. Having dissolved its corporate existence and seeking to disperse its remaining assets, the Baptist Temple wished to provide a gift of $10,000 to the Local History & Genealogy Division! Over the past 18 months or so, Fess has had several conversations with members of this congregation seeking advice and assistance with their archives. (Most have been sent to the American Baptist Historical Society; some may still come to the Rochester Public Library.) Mention had been made in more recent conversations that a financial gift to the library would probably be forthcoming, but nothing concrete had been said until now. Fess has turned over the letter and other documentation to the Friends and Foundation of the Rochester Public Library so that this most generous gift can be properly received.
- The Local History & Genealogy hosted a table at the Four Boards Reception sponsored by the Friends & Foundation of the Rochester Public Library. The event was a nice opportunity to showcase the division’s collections and services and to connect with library board members both new and longstanding.

Upcoming Events/Programs
- Saturdays, October 21, November 18, and December 16, 10:30 am-12:00 pm, “Family Finders Genealogy Club,” facilitated by John D. Caufield, Rochester Genealogical Society. A new monthly genealogy group that will meet in person in the Local History & Genealogy Division every third Saturday beginning in October.
Reynolds Media Center, Joseph Born reporting

Reference
RMC handled 776 reference questions and 739 non-reference transactions for a total of 1015.

Programs
- See It First Saturday Matinee was Guardians of the Galaxy Vol. 3
- The Summer Concert Series in the Doris Carlson Reading Garden averaged 30-40 patrons per concert.
  - Amanda Ashley – September 5
  - Submarine School of Music – September 13
  - Zimbabwean Music at the Library – September 20
  - Roisin Dubh – September 28
- Brown Bag Book Discussion: The Marriage Portrait by Maggie Farrell
- RMC performed 24 A/V setups for programs in Central Library.
- 1 Books Sandwiched In program streamed via YouTube Live

Displays/Exhibits
RMC posted 3 stories to Facebook, prepared 1 new brochure, and created 3 displays in the RMC division showcasing materials from the collection.

RMC Circulation
- RMC loaned 7 pieces of equipment and 403 Mi-Fi units in addition to the regular collection, for a total of 3,927 items.
- Total circulation of RMC materials, including those that occurred at other libraries was 8,808.
- RMC materials accounted for 37% of the overall Central Library circulation (before renewals).

Hoopla
Circulation
- Audiobooks – 1131
- Binge Pass – 40
- Comics – 133
- eBooks – 349
- Movies/TV – 267
- Music – 71
- Total Circulation – 1991

Users
- New users – 44
- Patrons using all 7 borrows – 113 (20%)
- Total users – 577

Cost
- Total $4,576.24
- Per item – $2.30
Anecdotes

- The Reynolds Media Center staff received a City of Rochester Team Meritorious Service Award for our work on the Mi-Fi collection!

![Image of award recipients]

- Diane Premo published a book review in Audiofile Magazine for the book *The Whole Animal* by Corinna Chong

**Science and History, Gabe Pellegrino reporting**

Programs

- NASA’s Planetary Missions, presented by NASA Ambassador Jim Porter. The program was well attended. The participants were engaged throughout the program and several questions were asked! Mr. Porter is an animated presenter and is enthusiastic throughout his presentations. This series of NASA programs is in preparation for the 2024 Total Solar Eclipse that will occur on Monday, April 8, 2024.

![Image of NASA Ambassador Jim Porter presentation]

- Got Health? Online video series, presented by and in partnership with the Center for Community Health and Prevention at the University of Rochester Medical Center, resumed for the fall with Warning Signs of
Alzheimer’s & Other Forms of Dementia. The Central Library promotes the program through its Facebook page, by creating an event for each month’s presentation, and sharing the video once it has aired live.

- Last month’s Zoom program, Fruit & Vegetable Program Introduction, presented by Iluminada Vilca, SNAP-Ed Bilingual Nutrition Educator from the Cornell Cooperative Extension of Monroe County, continues to resonate as attendees received $15.00 food vouchers for attending the program. Some of the attendees picked up their vouchers from the Science, History, and Social Sciences Division. An option to mail the vouchers to participants was also offered. Renee Kendrot sent a follow-up email message to the participants containing information to register for further programs as part of the Fruit & Vegetable Program Series offered by Iluminada.

- LROC (Library Resource Outreach Center) visitors remained at a high number for September, despite one cancellation from Legal Assistance of Western New York. The Division continues to see private appointments taken at the library on non-LROC days from Person-Centered Housing Options. This indicates the need is higher than what can be provided during the regular LROC schedule.

**Outreach/Meetings/Training**

- As part of the Central Library’s partnership with the University of Rochester Medical Center (which includes the Health Central office), the Science, History & Social Sciences Division was chosen to host a CPR-training kiosk, provided by an additional partnership with the American Heart Association. The Central Library was chosen because of its community resources available to the public, aligning with URMC’s aim of connecting with local underserved populations. The kiosk has attracted the attention of many patrons, including several teens. While easy to use, we have asked the American Heart Association for some additional support materials. The Science Division thanks Central Library Automation Services for their assistance in the proper setup and installation of the unit. The kiosk displayed prominently in the center of the Science Division, will remain at the library through December.

- Renee Kendrot met with Melissa Manczuk of the Arts & Literature Division to discuss the reactivation of the Lego Club, which was a popular program that was curtailed due to COVID-19. It is hoped that the program can be revitalized. Kendrot and Manczuk are in the planning stages to restart the Lego Club in February 2024.

**Grants**

Lily Anthony assisted patrons with grants in subjects such as job creation and theatre.

**Anecdotes**

- Florence Morris helped a patron last week. Morris frequently used to help this patron when working in another division a few years ago. This time the patron called to say she was looking for research on bees. A nest in some goldenrod was disturbed and the patron had gotten stung. The patron wanted to know about bees, and Morris suggested that she could look up more information. The patron let Morris know that she was parked outside in front of the Rundel Memorial Building and had a brace on her leg, so getting in and out of her vehicle was difficult. Morris offered to check the catalog and pull a few books on bees for her,
finding three recent titles. Morris thought about how to get the books to the patron, so she took the books over to Rundel and then went outside to get the patron’s library card. Morris then went back inside, checked the books out on the patron’s library card, and brought the books out to her vehicle. The patron was incredibly grateful to be able to get some books on bees and their behavior. Morris said it was nice to see the patron again.

- The Science, History & Social Sciences Division, along with other Divisions, Departments, and Branches, created a table display of the Division’s activity, as part of the Friends of the Rochester Public Library Board Meeting. The Friends have been invaluable in their generous support of the library. The Science table included various handouts and displays of the Division’s collections. In addition, the table featured a fanciful art creation, a bookcase that has been converted into a display on the evolution of subjects that can be found in the Division. Alaikia Miller created this artwork, which has a brief discussion on each subject with the appropriate Dewey Decimal number assigned.

Technology Center, Jay Osborne Reporting

The Technology Center’s computer use has declined slightly from August’s all-time highs of computer sessions and total time of computer use. Through a longer lens, the overall shifts in computer use are easily appreciated; September’s 2023 computer sessions increased 20% over September 2022 total use, but oddly the total computer time used in the month increased only slightly with the average session length decreasing from 70 minutes to 60 minutes.

Programs

- Pedro Nunez continues to infuse more technologies into the gaming experience he provides to the TableTop Gaming Group. Currently, he is working with AI-generated voices to allow players to express themselves more fully through their characters. The integration of this technology creates a more enveloping experience for the players. This is an especially helpful tool for several members of Pedro’s gaming partners. Pedro’s creation of a welcoming and inclusive environment has attracted several players who are transgender. For some of these people, the sound of their voice is something they are not comfortable with as they transition. By offering the option of having their characters speak in a voice of their choosing, these individuals can more comfortably express themselves and grow more comfortable with their shifting identities. Customizing the relevant software is not a trivial task, but the benefits are well worth the extra effort.

- During September, Ginger Brewer continued to teach the Computer Tutor program at Central Library. The staff and she continue to schedule one-on-ones with individuals needing assistance in understanding the basics of Microsoft Word and their cell phones. Patrons are shown skills repeatedly until they are confident that they can do it on their own. The Tech team utilizes a great deal of patience and empathy when interacting with patrons.
Anecdotes

- We often talk about the digital divide. Generally, the term is used to refer to the wide gaps in access to technology regionally, locally, or as a function of socioeconomic strata. The Reynolds Media Center's wildly successful MiFi program underscores the reality of the digital divide in our community. The staff of the Technology Center have a unique opportunity to directly address another form of the digital divide. This month two older men came in on different occasions. Their histories were remarkably similar. They had both had successful careers starting and operating restaurants in Rochester and other cities and other states. Both are now retired and were looking for something to fill their time. Neither wanted to see the inside of a restaurant again. One had never touched a computer in his life because he "had people for that." The other had retired from the business before using computers was a basic requirement for operating a restaurant. Neither man had an email account. It took a few hours over a few visits in each case, but staff worked in tag team mode to transfer the needed skill sets. Both men left with basic email accounts, an introduction to Indeed, and a path to the future. The digital divide isn't always something that hardware and fiber optic cables can solve. In cases like these, it takes a team of patient, talented people, who understand the impact they can have on a community, one person at a time.

*Teen Central, Shetora Banks reporting*

**Programs**

- **ESPORTS MONTH:** The 585Fighterz hosted a 16 teen Mortal Kombat 1 tournament this month. The winner not only got a $25 gift card, but his mother also bought him the game! More kids have joined the team. The Liberators will be promoting with business cards soon.
• GRAPHIC DESIGN: One of our patrons utilized our Udemy classes and Adobe software to design t-shirts. She was able to get them printed this month.

• AI COMIC BOOKS: This month the media lab hosted its first AI Comic Book Lab for kids. Six kids were able to work through the lab utilizing their verbal literacy skills to prompt images for their inspiring stories.
Summer Reading winner: Jayden has been an avid library visitor since he was a child. He enjoys the programs and services provided for teens. He completed The Demon Slayer Manga series over the summer which catapulted him to the Teen with most entries for Summer Reading.
## MCLS Circulation Statistics

<table>
<thead>
<tr>
<th>Town Libraries</th>
<th>Sept 2023</th>
<th>Sept 2022</th>
<th>+/-</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brighton</td>
<td>39,491</td>
<td>37,954</td>
<td>1,537</td>
<td>4.0%</td>
</tr>
<tr>
<td>Seymour</td>
<td>10,222</td>
<td>10,631</td>
<td>(409)</td>
<td>-3.8%</td>
</tr>
<tr>
<td>Chili</td>
<td>15,540</td>
<td>15,937</td>
<td>(397)</td>
<td>-2.5%</td>
</tr>
<tr>
<td>East Rochester</td>
<td>3,086</td>
<td>3,513</td>
<td>(427)</td>
<td>-12.2%</td>
</tr>
<tr>
<td>Fairport</td>
<td>44,924</td>
<td>45,651</td>
<td>(727)</td>
<td>-1.6%</td>
</tr>
<tr>
<td>Gates</td>
<td>18,011</td>
<td>18,110</td>
<td>(99 )</td>
<td>-0.5%</td>
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<tr>
<td>Greece</td>
<td>39,448</td>
<td>39,087</td>
<td>361</td>
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<tr>
<td>Hamlin</td>
<td>3,947</td>
<td>3,881</td>
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<tr>
<td>Henrietta</td>
<td>33,062</td>
<td>34,818</td>
<td>(1,756)</td>
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<tr>
<td>Irondequoit</td>
<td>30,376</td>
<td>32,488</td>
<td>(2,112)</td>
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<td>Mendon</td>
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<td>6,930</td>
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<tr>
<td>Newman Riga</td>
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<tr>
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<tr>
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<td>Scottsville</td>
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<td>Webster</td>
<td>32,555</td>
<td>33,112</td>
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<tr>
<td><strong>Town Total</strong></td>
<td>370,348</td>
<td>370,211</td>
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<td><strong>RPL Total</strong></td>
<td>64,890</td>
<td>62,143</td>
<td>2747</td>
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<td><strong>MCLS Total</strong></td>
<td>435,238</td>
<td>432,354</td>
<td>2884</td>
<td>0.7%</td>
</tr>
</tbody>
</table>
### CIRCULATION
- 2023: 410,230
- 2022: 399,685
- 2021: 337,581

### LIBRARY CARDS
- 2023: 2,236
- 2022: 1,850
- 2021: 1,025

### SERVICE HOURS
- 2023: 2013.5
- 2022: 1,813.0
- 2021: 1,423.0

### VISITS
- 2023: 37,003
- 2022: 35,956
- 2021: 32,016

### REFERENCE QUESTIONS
- 2023: 5,806
- 2022: 22,191
- 2021: 37,003

### NON-REFERENCE QUESTIONS
- 2023: 18,107
- 2022: 22,191
- 2021: 5,806

Note: Rundel Building door counter is missing data for February 2023.
RPL Central Statistics YTD
Jan–Sep

### NOTARY

- **2022**: 2,626
- **2021**: 1,992
- **2020**: 420

### COMPUTER HOURS

- **2022**: 25,543
- **2021**: 18,127
- **2020**: 8,353

### WIFI USES

- **2022**: 38,944
- **2021**: 29,727
- **2020**: 17,285

### GROUP PROGRAMS

- **2022**: 627
- **2021**: 520
- **2020**: 646

### PROGRAM ATTENDANCE

- **2022**: 14,224
- **2021**: 11,454
- **2020**: 11,903

### DEFINITIONS

- **Circulation**: Includes the circulation of all library materials both over the desk and virtual/e-content.
- **Library Cards**: New patron registrations. Excludes renewals.
- **Service Hours**: Hours the library is open to the public.
- **Visits**: Door count of persons entering the library.
- **Reference Questions**: Questions requiring staff to recommend, interpret, evaluate, instruct, etc.
- **Non-reference**: Directional questions. E.g., What are the hours? Where is ___?
- **Notary**: Notary Public acts. Each signature counts as one act.
- **Computer Hours**: Hours patrons used the public PCs.
- **WiFi Uses**: Number of log-ins to the public WiFi.
- **Group Programs**: In-person and online programs. Excludes one-on-one programs and take-n-make.
- **Program Attendance**: Attendance at Group Programs. Excludes staff and presenters.