

**REFERENCE DEPARTMENT – Carey C.**

**Ongoing Projects**

- We are in the process of weeding the last section of shelving in non-fiction. We will begin shifting the collection downstairs as soon as possible. The goal is to provide more shelf space for genealogy and the young adult fiction collection.
- We have finished re-barcoding items on the main floor. Items we could not locate after several searches have been marked as missing.

	Ancestry	EBSCO Sessions	EBSCO Searches	Chilton
<b>Sep-22</b>	564	59	341	21
<b>Oct-22</b>	411	19	140	19
<b>Nov-22</b>	491	72	312	7
<b>Dec-22</b>	730	154	732	19
<b>Jan-23</b>	917	34	104	19
<b>Feb-23</b>	750	11	72	35
<b>Mar-23</b>	1110	17	44	19
<b>Apr-23</b>	1381	14	41	5
<b>May-23</b>	736	19	47	30
<b>Jun-23</b>	1226	35	129	12
<b>Jul-23</b>	664	52	176	7
<b>Aug-23</b>	2287	65	250	
<b>Total</b>	<b>11267</b>	<b>551</b>	<b>2388</b>	<b>193</b>

**ADULT PROGRAMMING – Jeanne M.**

**Completed Projects**

- An Evening With- Bigfoot.
- Author- Janet Smart.
- Adult Board Games.
- The True Crime Book Club visited Crime in Vermont, Nebraska.
- Puzzles for passive programming continue to be very popular.
- Random Readers Book Club.
- Adult Reading Challenge.
- Adult Craft- I know what you did on your summer vacation diorama.

**Displays Included**

- End of Summer Reads.
- Downstairs – American Art.
- Amanda had a cookbook display.
- Jeffrey did a spreadsheet reading map.
- Robin did an extraordinary job creating a display on the Wetherall Clock.

**Ongoing Project**

- Book clubs continue.
- Evening With events are planned through December, as are adult crafts.
- Board Games has plans for expansion.

## DEPARTMENT ACTIVITIES – August 2023

- Strategizing for increasing craft programs. Jeanne will do crafts through December. One of our dedicated crafters will be doing a program in January. The time has been changed to 5:00 p.m.
- Emma is now doing the marquee!
- Monthly postings of WV History, Deep Dive WV History on Facebook.
- August featured 3 planned programs including a local author, WV Bigfoot, and craft.

### YOUNG READER'S ROOM – Charley J.

#### Completed Projects

- Our Summer Library Club has been a blast! We met so many amazing children and their families this summer. Our program officially ended on August 19<sup>th</sup>. We rounded out the program with 899 children participating, which is 173 more children than we had last summer. We were also able to give away 2,651 books through this program.
- Took inventory of leftover backpacks, patches, and pins, so we know what needs to be ordered for next summer.
- Created and distributed a summer survey to everyone who participated in the Summer Library Club. We got feedback that will help us in planning next year's program.
- Took down decorations from our summer program. The room looks bare, but we plan on adding new décor and other furnishings to make the space more welcoming throughout the year.
- We are now looking ahead to fall programming. We have created the September calendar of events and are happy to report that our classes are already filling up!

#### Ongoing Projects

- Researching and ordering books for our children's collection.
- Weeding nonfiction books from WX (Storage).
- Displaying books throughout the room keeps children interested in new series/subjects.
- Creating passive activities for families to enjoy when they visit the library.
- Preparing for September events.
- Planning a meeting with Lisa, Lisa, and Dawn to discuss the summer program and how to improve for next year.

### Young Adult- Edain C.

- Most of Augst was spent recovering from summer reading
- We had one make-up program that had been rescheduled from July – Beautiful Space Pirates in the Galaxy's Most Dangerous Funeral
- Prepared displays throughout the teen section. Displays included Back to School, Duologies, a summer reading theme display, Hobbies, and Golden Ticket books for high school.
- Reading challenge/TBR ideas are on one of the high tables.
- Self-directed programs: Positivity post-its are a fixture now. More post-it notes are available! The kids continue to leave sweet messages.
- Magnetic poetry continues to be a draw.
- We had session zero for our fall D&D club at the end of the month. Mostly returning kids with one new face – exciting!
- We also have coloring sheets and origami.
- I am beginning to see increased traffic in the YA (Young Adult) section. It is slow, but it is happening. About once a week I will get to talk to a kid or a parent or both and help them find books in our collection.

**TECHNICAL SERVICES DEPARTMENT – Mindy M.**

New Books Cataloged	704
New Audiobooks Cataloged	0
New Video Games Cataloged	12
New Music Cataloged	0
New DVD's Cataloged	100
New Blu-Rays Cataloged	7
New Board Games/Puzzles	10
Total Cataloged	833

**MAINTENANCE & JANITORIAL DEPARTMENT – Brian H.**

- Hung fire escape route at South.
- Cleaned roof drains.
- Cleaned foyer drain.
- Cut down weeds at the entrance at South.
- Sprayed hornets in Arboretum.
- Installed new plumbing at Emerson.
- Shampooed the main floor carpet at Emerson.
- Repaired fence in Arboretum.
- Repaired AC unit on Bookmobile.
- Put up a split rail fence at Emerson.
- Cut walnut limbs in the Arboretum.
- Moved new shelves to Williamstown and old shelves to Emerson.
- Trimmed trees at the front of the building at Emerson.
- Replaced capacitor on AC at Williamstown.

**GENEALOGY – Jim M. and Robin Y.**

<b>Number of Walk-ins</b>	<b>256</b>		
<b>Number of Emails</b>	<b>9</b>	<b>Individual Lookups</b>	<b>25</b>
<b>Number of Microfilm Reader Users</b>	<b>38</b>		
<b>Number of Genealogy Computer Users</b>	<b>6</b>		
<b>Total</b>	<b>309</b>		

### Completed Projects

- The research and cabinet display about James A. Wetherell and the City Clock has been completed for the Wood County Historical & Preservation Society. The research and display complete another one of the History & Genealogy Department's Rolodex file topics. The display will stay in place until December 2023 when it will be replaced with another topic from the History & Genealogy Department's rolodex file. The items from the "Wetherell" display will be placed in our online Rolodex file as well as in our vertical file for future reference.
- Completed the request from a state official for copies of newspaper articles pertaining to the homecoming of Pfc. Jessica Lynch in 2003. The completed materials have been placed in our vertical files as well as our on-line Rolodex file for future reference.
- Research and a narrative Genealogical Proof Statement (GPS) for the referral that was received from the Washington County Library in Ohio, has been completed. The research involved a prominent man from Princeton, New Jersey, whose great-grandchild relocated to the Little Hocking, Ohio, area in the late 1900s.
- Helped a lady from Ohio searching for her relatives buried in and around Wood County, WV. Also helped when she came to town with maps and information to find the cemeteries she was looking for.

### Ongoing Projects

- Search for marriage and birth records for a family that has hit a brick wall in their family record for a child born in 1801-2 at Wood County, West Virginia. The child married a doctor and the couple resided in Athens County, Ohio, until their death. Our hunch is that the child was an indentured servant in the home of her soon-to-be husband. Therefore, our research has shifted to activities surrounding the child's father-in-law during the time and place of the couple's suspected date of marriage; continued research is temporarily on hold.
- Genealogical research for the place of death for a man who lived in Wood County, West Virginia, in the late 1880s. Death is suspected to have occurred at White Oak (Volcano), West Virginia. However, the family is hoping to determine the cause of death and location of his burial; continued research is temporarily on hold.
- The History & Genealogy Department have met twice with the participants of the Mid-Ohio Valley Healthcare's "Genealogy Club." The club members have fascinating stories to tell. They get excited when we can show them (from our research materials that are brought to the meetings) their name highlighted in one of our county history books. Our next "Genealogy Club" meeting is scheduled for Tuesday, 12 September 2023.
- Ongoing sorting of recent books, magazines, newspaper clippings and scrapbook donations.
- The History & Genealogy Department's volunteers are making valuable progress towards the digitization of our collection as well as the indexing of the Parkersburg News' obituaries.
- Progress is being made towards genealogy staff's professional certification.
- Shelf-reading in the history and genealogy collection is ongoing.
- Helped circulation and workroom as assigned.

### New Incoming Projects

- Research begins on a "Smith" family line. Very little is known currently, except for the full name and death date of the individual.
- Preparation for the History and Genealogy Department's presentation for the upcoming WVLA Fall Conference in Huntington, WV, 11-13 October 2023.

## DEPARTMENT ACTIVITIES – August 2023

- Preparation for the History and Genealogy Department’s program at the Library entitled “An Evening with Your Hysterical Historians and the Groups They’d Love to Join.” The program is scheduled at the Library for Wednesday, 18 October 2023 from 12 Noon to 7 p.m.
- Assisted various walk-in family researchers.

### **TALKING BOOKS DEPARTMENT – Janet M. and Olivia J.**

We printed, bound, and mailed July/August Talking Books Topics catalogs to 25 patrons requesting Large Print copies. Sent extra catalogs and applications to branches to use for outreach and interested patrons.

We attended a Zoom meeting with NLS to explore changing from a Subregional to an Advisory and Outreach Center for Talking Books since Emerson no longer has physical book cartridges. The next steps involve NLS detailing what software changes would be needed.

### **BRANCHES - South Parkersburg – Olivia J.**

#### **Statistics Narrative**

There were no weekly programs for the Summer Library Club in August, but kids were still able to win prizes for visiting and checking out books for most of the month. Dawn continued her toddler and preschool story times throughout the month. On one Monday there was a tornado warning as well as severe storms. We postponed a book club that was scheduled to meet that evening and closed early. The staff that was scheduled to work at South that evening worked at Emerson instead. I appreciate both the flexibility of the staff and our patrons.

#### **Completed Projects**

- Olivia visited the Wood County Technical Center on Blizzard Drive to talk to a nursing class about the resources they have available to them through the library databases, as well as what it takes to get a library card, and the possibility of getting materials through Inter-Library Loans. As she was leaving, she heard someone remark, “I’m definitely going to use that!”
- The Esoteric Escape (a Series of Unfortunate Events-themed escape room) finally took place and was enjoyed by several groups. There was a decent mix of people who escaped and people who did not. Apryl made a few fake book covers for props in the escape room which were great. A cryptex had been purchased for use in this escape room, and while it did add a fun element, it was regularly broken by participants, so we may not use it in future escape rooms.

#### **Ongoing Projects**

- Kristy made a Max Brand author of the month display.
- Ashley made a Summer Books display.
- Dawn and Olivia hosted 4 different story times this month.
- Dawn was in contact with someone from Franklin Elementary School about starting Read Aloud visits this fall.

#### **Maintenance**

After the storm that took place this month, the internet stopped working. It came back but then stopped again the next day. We found out our router was broken. We thought the state would take care of that, but they only gave us the specs to replace it at the Library’s expense. We were without internet for three days. I am thankful for the help Emerson offered in processing our checkouts and holds during that time. It is my understanding that we currently have a rental router, and we need to figure out if we are keeping it or buying a new one.

### **BRANCHES – Williamstown – Lisa H.**

## DEPARTMENT ACTIVITIES – August 2023

August 2023 – August at Williamstown Public Library saw the end of the Summer Library Club and the return of the after-school crowd. It was so wonderful to work so closely with both new and returning children and their families over the summer.

### Completed projects:

- We planned and held our Summer Library Club pool party for those children that achieved their reading goals. We had well over 100 in attendance. The weather and facilities were perfect!
- Through August 18, we tracked our Summer Library Club's participants, marked each visit in Teams, and assisted kids with spinning the wheel, and getting free books, patches, and pins.
- We partnered with Bee City of Williamstown to present the Flower Power Pollinator Program. Our little library was jammed packed full of excited kids. We enjoyed learning from Miss Joyce from Bee City. We painted pots, planted flowers, enjoyed donated bee/flower/butterfly snacks, and passed out free Bee City t-shirts. Unfortunately, we had to cut the scavenger hunt at Armstrong Garden short due to an approaching thunderstorm.
- Decorations were taken down from our summer program. We put up our butterfly habitat where patrons can observe a caterpillar (or multiple caterpillars) build a chrysalis and emerge as a beautiful monarch butterfly.
- Weeded new adult fiction, nonfiction, picture books, and children's nonfiction books.
- Miss Edie took the month of August off due to vacation and planning for her fall story times.

### Ongoing Projects:

- Planning for fall programs.
- Assist patrons of all ages with projects, copies, faxes, notaries, reference questions and research, checking out and shelving books and DVDs, and doing anything else that is needed on a daily basis.
- Daily watering/weeding of the pollinator garden and flowers by the back door. This will ensure that the life cycle of the monarch butterfly will continue at the library.

### Maintenance

- Added a wire and helped install a third computer to prepare for the afterschool teens.
- Set up and returned four extra tables for the pollinator program.
- Continued the installation and moving of the adult fiction books onto our new shelving units.

### BOOKMOBILE – Lisa H.

#### Statistics Narrative

The Bookmobile served 874 patrons in August through regular stops and events.

The Wood County Senior Citizen Center was added as a regular stop on August 18<sup>th</sup>. The Bookmobile is on a two-week rotation for the center.

There were many public events for the Bookmobile this month. We attended Parkersburg Homecoming's Kids Fest. The Bookmobile was invited to several Back-to-School parties. These include a backpack giveaway at City Park, Discovery World on Market's Back to School Bash, Gihon Elementary School's pool party, and an open house at Jefferson Elementary School.

#### Completed Projects

- Summer programming wrap-up.
- Event preparations
- Prepared for the new school year by shelf reading, weeding, and rearranging the collection.
- Curated a small collection of back-to-school-themed books.

#### Ongoing Projects

- Meridith – book deliveries to Senior Living facilities.
- Create book displays.

## DEPARTMENT ACTIVITIES – August 2023

- Weed/withdrawal books.
- Repair books as needed.
- Place holds.
- Replenish shelves as needed.

### **Maintenance**

- Sanitized, vacuumed, and disposed of trash daily.
- Fueled and washed the bus as needed.