

## DEPARTMENT ACTIVITIES – July 2025

### REFERENCE DEPARTMENT – Carey C.

#### Ongoing Projects

- Rebarcoding project: We've moved on to rebarcoding the WV collection and the genealogy section.
- Weeding of the fiction collection continues.
- At the end of last year we started a project to keep patron applications digitally instead of saving the hardcopies in the filing cabinets, but this quickly became a lot of effort for little reward. Our plan going forward is to keep the applications **for children** and **patrons who owe \$100** or more in fees. We may scan these applications to keep them digitally. Other applications would be discarded once we've checked that the information has been entered into Sierra accurately.

	Ancestry	EBSCO Sessions	EBSCO Searches	Chilton
<b>Aug-24</b>	804	9	31	7
<b>Sep-24</b>	433	16	275	11
<b>Oct-24</b>	646	30	85	14
<b>Nov-24</b>	424	16	63	23
<b>Dec-24</b>	334	2	10	7
<b>Jan-25</b>	707	27	546	9
<b>Feb-25</b>	595	15	69	7
<b>Mar-25</b>	416	5	22	11
<b>Apr-25</b>	376	13	31	18
<b>May-25</b>	386	35	67	7
<b>Jun-25</b>	697	34	111	4
<b>Jul-25</b>	480	27	110	9
<b>Total</b>	<b>6298</b>	<b>229</b>	<b>1420</b>	<b>127</b>

- **ADULT PROGRAMMING – Jeanne Michie – July Completed Activities**
- Adult Board Games after hours.
- Random Readers Book Club- Topi Music or Musician: with 6 in attendance
- Saturday, July 12<sup>th</sup>- Author Melissa Deserio had 3 attendees
- Tuesday, July 15<sup>th</sup> – Music of the Women of the Civil War with Steve Ball- 18 attended
- Tuesday, July 15<sup>th</sup>- Soda Bottle Lantern Craft- 6 attended
- Thursday, July 17<sup>th</sup>- General Moses Harriet Tubman Part 2 CANCELLED DUE TO PLUMBING ISSUES. This event is rescheduled for September 17<sup>th</sup>.
- Thursday, July 24<sup>th</sup>- Soda Bottle Lantern Craft 12 attendees.
- Displays\_ Guess The Theme- Pulitzer Prize Winners, Solar Punk, Books to give you chills in the hot summer weather, July is Disability Pride Month, Random Readers- Music or Musicians
- I am working on programming for the rest of 2024, with a Birding Event for September, and a presentation on the Harvest and its importance past and present for November. We will reprise the Old -Fashioned Tree Trimming for December as well as an ugly Grinch stocking craft. We will be hosting a local author showcase in October, featuring 8 local authors, including our own Jessica Todd.
- Interlibrary loans have held steady with 63 incoming and 65 outgoing. Postage is getting pricey.

**YOUNG READER'S ROOM – Charley J.**

**Completed Projects**

- Our Summer Library Club is about to wrap up for the summer and we are thrilled with the community participation this year. We are currently sitting at 1,209 children in the Summer Library Club with 300 visiting 8 times throughout the summer! It has been a wonderful summer and we are already talking about plans for next year! The theme next summer will be “Unearth a Story”, with activities focused on paleontology and archaeology. We already have some dinosaur program ideas that we are excited about!
- We have also given away over 4,631 books thanks to generous funding from the Henry Logan Foundation. We also received a generous donation of new Scholastic books from the organization Greater Purpose. These books will also be given away through the Summer Library Club.
- The first week of July, we held our annual summer scavenger hunt. This year, we had an Art Museum Scavenger hunt where kids found pictures of famous art around the library. When they found all of the art, they received a pack of art supplies to take home. We had 253 children participate in this event in one week!
- The next week, we made music with the help of my elementary music teacher, Sandy Laird. She helped us plan our music week where kids got to make their own rain stick, then learned rain-themed songs. Not only did kids get to play their rain sticks, but we also had drums, glockenspiels, and bass bars for them to play. The kids did such a great job, I told them we should start a library band and go on tour!
- The next week, we had the library set up for video game-themed art activities. Kids could come anytime throughout the week to make Pokémon keychains, Minecraft art, and Mario art. We prepared for 250 kids and used up most of our prepared supplies.
- We welcomed the Watering Can Art Studio to the library to host a ceramic painting class for kids. Every kid got to paint a ceramic cup that was then fired in the kiln, so it is food safe for future use. We had a huge wait list for this program but ended up getting everyone into a class that wanted to attend!
- During the last week of events, we had dragon crafts for kids to come in and make throughout the week. Kids could use clay to form their own dragon egg, paint a wooden dragon and make fire breathing dragon art. Dragons are a beloved creature in many stories, so the crafts were a huge hit!
- We also hosted story times for ages birth-2 years old and ages 3-5 years old. We always look forward to story time and have enjoyed seeing some new faces throughout the summer. In story time, we sing, dance, play and read together! We try to take the activities we are doing with the older children and do something similar for the younger children.
- In addition to attending events at the Emerson Avenue branch, I was grateful to have the opportunity to help at Williamstown's events on Mondays. We added extra spots to their classes this year and filled almost every spot at every event! I really enjoyed spending my Mondays there!

**Ongoing Projects**

- Managing our Summer Library Club is an ongoing task that takes up much of our time in the summer. When kids check out a book, we check off their visit for the day and give them a prize. Each time kids check out, they get to pick a free book from our cart. They also get a token to our vending machine and get a button for their library backpack. Kids love the vending machine!

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This act of checking kids out and giving out prizes takes up much of our time. We typically have lines of kids waiting to check out on our busiest days!

- We are also partnering with Wood County Schools for their annual Golden Ticket Program. Wood County students come into the library to find books to read on their reading lists. We help them find books and when they finish reading them, we also give them tickets. Kids can then take those tickets to a WCS book fair where they get free books to complete their reading lists.
- Researching and ordering books for our children's collection.
- Displaying books throughout the room to keep children interested in new series/subjects.
- Creating a monthly calendar to advertise our events for children aged 12 and under.
- Creating graphics for social media to highlight our upcoming events.
- Relabeling and organizing the children's chapter book collection.
- We are actively planning events for the upcoming school year. School year programming runs from September through April.

### Young Adult- Abigail H.

#### Completed Projects

- Teen Summer Library Club *Color Our World 2025* had a wonderful community response with excited participation! There was a lot of interest in these programs; most sign-ups for events were completely filled with many waiting lists throughout the summer. There was a total of **351** Teens who participated in the Summer Library Club this year. For the month of July, we had a total of **174** teens attend programs!
- We hosted two events each week, each based on a different creative or artistic theme. Tuesdays were our high energy events; Fridays we had Hyper-fixation Club: Craft & Chill. A sensory-friendly program available with a fun come-and-go crafting session with something new to create each week!
- There are no reading logs this year, just hands-on fun and participation rewards! We aimed to focus on creative engagement and were overwhelmed with such enthusiasm!
- Teens got to pick out a free book to keep at each event on Tuesdays and could roll for a prize at those events. Every event attended earned them entries for grand prizes that we drew for at the Summer Wrap Up Party August 5th.

Grand Prizes included:

Kawaii Stationary Set  
Artist Drawing Bundle  
The Ultimate Scribe kit, with leather journal, quill and ink  
Library Merch with a 25\$ gift card to Jeremiah's Coffee House  
Foodie Gift Cards

- Thanks to the generous funding from the Henry Logan Foundation we were able to give away over **200** books to Teens throughout the summer!
- **Forged in Clay: Mystic Dragons Clay Class had 24 attendees!**  
Teens were taught basic clay sculpting skills and created their very own dragon companions in an enchanting clay workshop using polymer clay. They had a chance to create lore for each of their newly made companions and wrote background stories with details about their dragons.

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- **Messy Art Madness had 31 attendees!**

This was an outside event where teens let loose, got messy, and made something totally one-of-a-kind. This hands-on art session was about going along with the creative flow, with many different supplies available to make unique textures and designs on canvases. It was creative chaos in the best way, with splatters, smears, lots of paint, bubble wrap, and whackers! Teens also had a chance to participate in a collaborative art project together on a few large canvases, we will hang these up in the Teen area.

- **Hyper-Fixation Club: Craft & Chill, Eco Crafts had 20 attendees!**

Teens repurposed everyday recyclables like cardboard, egg cartons and soda tabs into creative, upcycled crafts. They made beaded soda tab buddies, mushrooms, animal portraits, and we also had many cardboard swords, and one duel.

- **Mood Mobs Monster Makers had 12 attendees!**

Teens were taught sewing skills and guided through basic hand stitching to make their own emotional support monsters, using felt, buttons, fur and **teeth**! All sorts of quirky creatures were made and given major personality. Complete with names and a birth certificate.

- **Hyper-Fixation Club: Craft & Chill, Self-Portrait Album cover Art had 20 attendees!**

Teens got expressive and designed their own personalized album covers that reflected their unique vibes and personality, then created custom playlists to match and decorated a CD.

- **Off the Wall: Graffiti-Inspired Art had 24 attendees!**

Teens went full street mode at this graffiti-inspired street art program! They learned about pseudonyms and how to create their own and the reasons why they are used. We did a short presentation on graffiti legends, tagging, and how to get involved in community art in a fun, legal, and safe way. Then, teens dropped their real names to invent personalized pseudonyms, explored bold colors and different lettering styles to design their own unique tags and original sticker art. We took the program outside and experimented with spray paint like renegade artists and created chalk murals on the wall outside. This program was all about self-expression and street culture, and the kids really brought the energy and creativity.

- **Hyper-Fixation Club: Craft & Chill, Collage Coasters/ Posters had 22 attendees!**

Teens cut, layered, and glued their own custom coasters and posters using magazine clippings and newspapers. The parmesan themed coaster reigned supreme!

- **Intergalactic-Craft had 21 attendees!**

Teens created glowing space-themed terrariums in jars using fairy lights, aliens, sand, crystals and Lots of GLITTER! They also crafted colorful DIY geodes using egg cartons, Epsom salt and more glitter...

- Colleen put together an International Day of Friendship display, featuring books centered around friendship with friendship bracelets out of heishi beads that patrons could have.

### Ongoing Projects

- Jess and I have planned what the programming for the upcoming school year will look like; we are excited for what's going to come as we bring back Hype Club, and a few new surprises, plus starting a middle grade meet up every month!
- The Positivity wall has gotten it's much needed attention, with a new sign and fresh sticky notes. It's just a little space in the teen area for patrons to drop kind words, hype notes, fandom quotes and funny things for others to see.
- The passive art installation featuring cascading rainbow hearts, where patrons are invited to "build the vibe" by writing their names on a rainbow heart continues. Every name added is a

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reminder that everyone matters, everyone belongs, and together we make the world more vibrant. As the installation grows, so does the collective expression of celebrating creativity and community.

- We have displays throughout the teen area to keep patrons interested in new and trending series/subjects.
- Blind date with a book display continues thanks to Colleen, with increased checkouts!
- Michael's displays including Summer-ween, and Magic vs. Science continue.
- We are creating monthly calendars to advertise our events for teens ages 12 to 19.
- Graphics for programs are made to be put on Facebook, the Library website, other social media platforms, as well as the screens that display upcoming events.
- We have also decided to spearhead much of our social media presence for Instagram and Facebook by creating reels and highlights of programs specifically for and of youth services.
- The Young Adult team hopes to focus on creating a more inclusive space, and that includes neurodivergent youth. We are working on brainstorming more sensory-friendly areas, specialized programs, and tailored support to ensure every teen feels welcome and supported with their unique learning and social needs at the library and in the Teen area.
- We have had some interest in starting a book club, we are looking into options that would interest the majority, perhaps a BYOB (Bring your own book) book club.
- The Discord server has been popular with teens. They share their art, lift each other up and communicate when they can't make it to programs. We use it to spread the word on upcoming events and programs, and we hope to explore ways to use this resource to encourage engagement with the library in the future, as well as passive/ online events and programs.
- We have information on joining the Teen library discord server on flyers that are available to pick up for patrons. These admission slips outline the rules of joining the server. Patrons must be 13 years old to be added, if they are under 16 they need a guardians signed permission.

### TECHNICAL SERVICES DEPARTMENT – Mindy M.

New Books Cataloged	356
New Audiobooks Cataloged	0
New Video Games Cataloged	34
New Music Cataloged	0
New DVD's Cataloged	77
New Blu-Rays Cataloged	2
New Board Games/Puzzles	5
Total Cataloged	474

### MAINTENANCE & JANITORIAL DEPARTMENT – Brian H.

- Cleaned out lower-level drain.
- Installed new grate.
- Trimmed shrubbery at entrance at Emerson.
- Trimmed shrubbery at entrance at South.
- Cleaned drains in the parking lot weekly at Emerson.
- Cut low-hanging limbs at Emerson.

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- Shampooed Carpet at Emerson.
- Weed eaten landscapes at Emerson.
- Fixed yellow pole in parking lot at Emerson.
- Trimmed lower-level at Emerson.
- Patched concrete holes at Emerson.
- Installed new faucet in Young Readers.
- Put down carpet squares at Emerson.

### GENEALOGY – Jim M.

<b>Number of Walk-ins</b>	<b>120</b>		
<b>Number of Emails</b>	<b>5</b>	<b>Individual Lookups</b>	<b>8</b>
<b>Number of Microfilm Reader Users</b>	<b>17</b>		
<b>Number of Genealogy Computer Users</b>	<b>2</b>		
<b>Phone Contacts</b>	<b>60</b>		
<b>Total</b>	<b>204</b>		

### **Completed Projects**

- Completed various obituary requests; and
- Assisted various walk-in family researchers.
- Finished another GPS (Genealogical Proof Statement) for a patron, in hope it accepted, into the Sons of the American Revolution (SAR) due to my work

### **Ongoing Projects**

- Ongoing sorting of recent books, magazines, newspaper clippings, and scrapbook donations.
- Thanks goes out to Risa for her weekly scanning of materials.
- Shelf-reading in the history and genealogy collection is ongoing
- Worked in circulation and workroom as assigned.

### **New Incoming Projects**

- Genealogy continues to participate in continuing education through online seminars offered by various genealogical institutions.
- I am currently working on 4 projects for patrons.
- I continue working on having an intermediate class in genealogy investigation techniques, Graphs, tables and Genealogical Proof Statements (GPS), etc. to solve problems with family relationships
- Was invited to again and accepted to do a genealogy class at the Creative Camp put on by CEO's at Butcher Bend, 4H campgrounds each year.

### TALKING BOOKS DEPARTMENT – Michal Ann L.

*Thank you for taking the time to read this July 2025 Update!*

*The server that Charleston/NLS & PWCPL Talking Books use went through a massive update beginning 7/31 to 8/3/2025. These numbers are going to reflect that very welcome upgrade to show numbers in our system as they are, and not by location. If you have any questions – please let me know!*

- Local Recovery Center/Jail Book Donation Delivery/Local Schools – Number of Boxes: 15
- New Applications Approved: 1



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- Patron Emails: 3 sent: 2
- Calls Received: 5 Calls Made: 13
- Packets mailed out to prospective patrons: 3
- Walk-In Patron Contacts: 2
- **Active Patrons: 388**
- **Patrons Added: 25**
- **Patrons Suspended: 11**
- Talking Books Reference Questions: 2
- Processed Patron Materials: 278      Items returned: 18
- Volunteer: 1 Hours: 4
- Scheduling Events calls: 3
- Current Patron Outreach: 0      Birthday cards: 3      Sympathy Cards:
- Other Applications Approved: 0
- Total Events for the Month: 1 Total Attendees: 0
- Newsletters: 178 total printed. 20+ put out at the Front Desk.
  - Continued Projects: Refining Janet's handwritten notes into a TB's Procedure's Manual
    - Researching a Summer Reading Program/Winter Reading Program for Talking Books patrons.
    - Getting items ready for another Doctor's office mailing, as well as an In-home Health center mailing.
    - Working on a "Community Resource" option for patrons with disabilities of all kinds to be able to get help and find things to purchase for their individual needs.

The first Book Club meeting since 2020 was a mini bust, however, there has been interest from other patrons. More research and data collection will be needed to see how this proceeds in the long term. I was also able to order from the National Library Service some very attractive folders to give to prospective patrons. The folder has ALL the information, application, and flyers that I would hand to a prospective patron – now in a little packet!

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

#### **Statistics Narrative**

July featured more passive weeks for the Summer Reading Program, where kids could complete a variety of crafts at their own pace during any time in the week. The tables with crafts and supplies were set up in the South Meeting Room for the entire week. There was no noticeable drop in attendance during these weeks, and sometimes there seemed to be even more. Dawn was very diligent in getting the room set up so that it was ready for the patrons. Olivia took vacation time at the end of the month, which was when there were some technology difficulties, but the staff rolled through the problems and managed the library very efficiently while she was gone.

#### **Ongoing Projects**

- The July Author of the Month was Charles Martin. This author went over particularly well with patrons.
- The main display on entering the building was a "Books are Art" featuring books about artists, art, and art thieves.

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- Book End Cap displays in non-fiction were Disability Pride Month, with memoirs and biographies about people with various disabilities, and Art History books.
- End Cap Displays in Fiction were “Judge a Book by its Color,” where Apryl selected books with one strong prominent color on the cover. July 30<sup>th</sup> is National Paperback Day so one end cap just featured paperbacks from a variety of genres. The YA End Cap had books with characters with disabilities.
- Dawn had a summer display in the kid’s area and then smaller displays centered around Summer Reading themes for the weeks.
- Apryl had her second Novel Book Club and is becoming more comfortable with the process.
- The Watering Can Painting Program for adults was very well received and everyone left with their own personal painting.
- Teens joined Ashley to paint terracotta flowerpots for a craft afternoon one Saturday.
- The final Teen event was the end of summer party.
- Olivia worked a bit more on the Escape Room.
- Dawn usually alternates her programs in a week. Meaning that if she has Small Fry Story Time in one week, she will have Wee Be Jammin’ the next week. To ensure that there was the same level of story times available to all age groups, she modified this schedule to include all story times and program days took place in the same week so that the meeting room could be reserved for the passive program weeks.

### Completed Projects

Summer Reading Program ended with in person and passive programs. Kids are still able to spin the wheel for prizes and pick out books until they get eight visits. At which point, they received an invitation to one of the pool parties.

### Maintenance

- Our front doors have had a problem with the lock pin sticking or dropping when it is supposed to be unlocked. It’s usually noticed when someone tries to use the automatic doors. The company that installed the doors came out and took a look at it and tightened up the lock a bit.
- On July 26, there was a storm that swept through and knocked out power at the library and with it, messed up several pieces of technology. Angela Graham worked two days to get the patron computers functioning again. Faxing was also lost.

### BRANCHES – Williamstown – Lisa H.

July was extremely busy at Williamstown Public Library. Summer Reading Program was in full swing, featuring programs at the church and crafts at the library.

### Completed projects:

- Set up our Art Scavenger Hunt during the first week of July. Students searched the library for great works of art and earned a pouch full of art supplies and a Wendy’s ice cream coupon.



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- Hosted Summer Library Club Event #3 “Music Makers Week” at Williamstown First UM Church. Students created and decorated their own rain sticks and learned a fun song while playing not only their rain sticks but other instruments provided by our guest teacher.
- Hosted Summer Library Club Event #4 “Ceramic Painting Week” at Williamstown First UM Church. The children painted their ceramic cups in different ways, including bushes, sponges, rubber bands, and even bubbles! MJ from the Watering Can Art Studio did a great job overseeing this program.
- On the weeks between the church events, the library hosted crafts for “Video Game Art Week” and “Dragon Art Week.”
- Oversaw counting visits, spinning the wheel, handing out backpacks, giving away free books each day for the Summer Library Club.
- Oversaw the Wood County School’s Golden Ticket program.
- Hosted our Mystery Book Club meeting.
- Hosted two Story Times, ages 3-5. One of them featured a snack and dragon craft.
- We continued our monthly estimation contest. In July, we estimated how many red, white, and blue M & M’s were in a jar. The winner was announced on the last day of the month and received the jar and all of the candy inside.
- We hosted our monthly meeting of “Coffee, Cards, and Conversation.”

### Ongoing Projects:

- Continued to monitor the Williamstown Library Facebook page and post upcoming Story Times and programs. Pictures of programs are posted as soon as possible after each event.
- Continued to assist patrons of all ages with projects, copies, faxes, scanning, notaries, reference questions and research, checking out and shelving books and DVDs, and doing anything else that is needed.

### Maintenance

- I appreciate “the guys” so much! With all of the foot traffic and crafts this month, they have worked very hard keeping WL clean and tidy!

### **BOOKMOBILE – Lisa H.**

#### **Statistics Narrative**

The Bookmobile served 379 patrons in July. We have brought the Summer Library Club to our Rockport and Waverly stops. We are serving the Wood County Parks and Rec’s Adventure Camp again this summer, providing story time and the weekly SLC activities for nearly 50 campers. We participated in the Wood County Society’s Sensory Camp Resource Fair.

### Ongoing Projects

- Lisa – setting up stops for events and additional locations.
- Lisa – create book displays.
- Lisa – seasonal books and decorations.
- Lisa -- weed/withdrawal books.
- Lisa – collection development.
- Diane – book deliveries to Senior Living facilities.

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- Diane – repair books as needed.
- Diane – assists with decorating.
- Diane – assists with preparing crafts and giveaways for events.
- Bert – manages stop evaluation form and spreadsheet.
- Everyone – places holds.
- Everyone – replenish shelves as needed.
- Everyone – regular stops to preschools, private and public K-12 schools, afterschool centers, and senior citizens facilities.

### Maintenance

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