

## DEPARTMENT ACTIVITIES – September 2025

### REFERENCE DEPARTMENT – Carey C.

#### Ongoing Projects

- Weeding of the fiction collection continues. We have begun weeding duplicate copies of books that we will place into storage.
- Patron applications have been weeded and shredded. Going forward, we will keep applications for children and patrons who currently owe us a substantial amount for replacement items.
- I've extended the table below of database usage. It was showing only twelve months but will now show thirteen months so we can analyze usage from the previous month to the same month from the previous year.

|               | Ancestry    | EBSCO<br>Sessions | EBSCO<br>Searches | Chilton    |
|---------------|-------------|-------------------|-------------------|------------|
| <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>Aug-25</b> | 675         | 23                | 97                | 14         |
| <b>Sep-25</b> | 539         | 30                | 154               | 5          |
| <b>Total</b>  | <b>6708</b> | <b>273</b>        | <b>1640</b>       | <b>139</b> |

### ADULT PROGRAMMING – Jeanne Michie – September Adult Activities

- Adult Board Games after hours.
- Puzzles for passive programming . It seems as if we have thousands now. Board and Video Games are very popular as well.
- Saturday, September 13th- True Crime Book Club- Reader's Choice. 4 attended
- Wednesday, September 10<sup>th</sup>- Healthy Living With Rachel- 2 attended
- Wednesday, September 10<sup>th</sup> -Random Readers Book Club- Comedy/Humor- 3 attended
- Tuesday, September 16<sup>th</sup>- Junk Journals 5 attended.
- Wednesday, September 17<sup>th</sup>- History Alive Harriet Tubman part 2- 14 attended
- Thursday, September 18<sup>th</sup> – Birding in the MOV 18 attended
- Wednesday, September 24<sup>th</sup>- Healthy Living With Rachel- 2 attended
- Thursday, September 25 - Adult Craft Junk Journals-12 attended

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- Displays\_ Guess The Theme-, Creative Crafts, September is Disaster Preparedness Month, Can You Pick a book by its Title? Staff Picks, Random Readers-Comedy
- Programming for October is set up and will be chock full of fun things. The Crafts will be the Tin Can Owls and Spooky Mirrors. Lawrence Greene will visit in November with insights on the importance of the harvest in culture and possibly some hints on fall foraging. We will be hosting a local author showcase in October, featuring 7 local authors, including our own Jessica Todd. Rachel Dickel will be continuing a four-part series on health management, starting on September 10 and ending in October. Tom Moore will talk about local hauntings and Skeptic Daniel Reed will talk about the traditional Appalachian Ghost Stories.

### YOUNG READER'S ROOM – Charley J.

#### Completed Projects

- Fall programming is in full swing, and we are excited to get settled into our school year schedule!
- Each week, we hosted two story times for ages birth through three years old. This is definitely our most popular story time, with us averaging about 35 people per week. Becky and I thoroughly enjoy this story time and getting to know the families that attend. We sing a lot of the same songs each week and it is so sweet hearing the kids' sweet little voices sing the songs. It's precious!
- We also have story time for preschool students on Fridays. We can usually read a longer book in this story time, so it is fun watching the kids react to the stories we read!
- Our You Choose Book Club has started up again and has become a staple of our school year programming. I can't believe it's already been four years of hosting this book club! We read *Can You Nab the Mothman*, which took us to Point Pleasant on a hunt for Mothman. The ending we chose did not lead us to Mothman, but the kids still had fun following the story!
- Camp Half-blood is now on book three of the Percy Jackson series: *The Titan's Curse*. We have added some new members and now have 9 kids actively participating in the club. I have never read the series, so it has been fun to read along with the kids. Kelsey is our resident mythology expert and always shares cool stories from our book that tie into famous Greek Myths. I've learned a lot from her! We've had the kids annotate as they read, and it's really led to some great discussions!
- Each month, we host a scavenger hunt for kids to enjoy. In honor of Library Card Sign Up Month, we did a scavenger hunt where Pigeon (a famous book character by Mo Willems) lost his card in the library, and the kids had to help him find it. The clues took them around the library and helped kids learn about all the different types of books and materials we have available to check out. When the kids completed the hunt, they got a goody bag that included a library card lanyard, bookmark, stickers and buttons. We had 105 kids complete the scavenger hunt for September!
- Lego Club is another staple of our school year programming. Kids are given a challenge and have to build based on that challenge. This month, they had to build their dream playground. Some kids' playgrounds included swimming pools, chocolate fountains, and more. I am always impressed by the creativity of these kids!
- A new program that we have added is a biweekly homeschool music class. My elementary music teacher, Sandy Laird, leads the class, and it has been a joy working with her! She hosts two classes: one for kindergarten through second grade and a class for third through fifth grade. In September, the kids learned about beat and rhythm.

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- We hosted a woodland critter craft event where we read a story, then kids got to make a variety of crafts based on some of our favorite forest friends. This was a new program for us, so we were surprised to have over 40 people in attendance.
- Our furry friends from the Tail Waggin' Tutors were back for our reading with the therapy dogs event. We do this each month, and it is a great opportunity for kids to practice reading out loud in a calm, safe environment. We are grateful to the dog handlers who have helped us host this program since 2017.
- During the last week of September, we hosted a craft event called "Crafty Bookworms Unite". At this event, families could visit us anytime throughout the day to make book related crafts. Kids got to paint their own book ends, make book page flowers, and decorate their own acrylic bookmarks. As book lovers ourselves, Becky and I had a lot of fun planning and prepping for this event. We had over 150 people in attendance!
- I had the opportunity to meet with a sales rep from Apple Books to look at materials to order for our collection.

### Ongoing Projects

- Researching and ordering books for our children's collection.
- Displaying books throughout the room to keep children interested in new series/subjects. This month we did a back-to-school display and later in the month we displayed a variety of fall books.
- Creating a monthly calendar to advertise our events for children aged 13 and under.
- Creating graphics for social media to highlight our upcoming events.
- Relabeling and organizing the children's chapter book collection. We have finished labeling mystery books and will be moving on to scary stories. This project is taking us longer than expected, but we are getting a lot of positive feedback from patrons about how they like the new labelling system.
- Each week, Becky reads to a second-grade class at Madison Elementary, and I read to a kindergarten and both first grade classes at Criss Elementary. We both enjoy being at Wood County Schools each week to encourage a love of reading amongst their students!
- Due to the number of participating children and the workload, we have decided to start preparations for our summer program much earlier this year. We have spent the month of September researching program ideas and will meet at the beginning of October to solidify our plans and start prepping the programs. Our theme for next summer is "Unearth a Story", so we will be focusing on archaeology and paleontology for our activities.

### YOUNG ADULT- Abigail H.

### Completed Projects

- Hyper-fixation Club for teens has begun this school year with great participation. We had three meetings this month with one being Sensory Friendly. Many continuing club members returned, with several new and welcome faces! Teens enjoy this time together to share their interests, work on hobbies, and of course enjoy snacks, and the tea bar. A low-key activity or craft is available on most of the days that members can enjoy. Pearler Beads, DIY buttons and stickers, customizing pencil pouches, embroidery and drawing. For the Sensory friendly Hyper-fixation Club, the volume and energy level are encouraged to be kept low, and many enjoy these weeks because it caters to the needs of our teens who are easily overwhelmed or prefer quieter gatherings but still want to socialize. **25 Members**

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- Portal Nook Creations had **15** attend. Teens crafted portals to tiny worlds for their bookshelves. Using recycled food boxes, miniatures, moss, wallpapers, and fairy lights. Their creations were very detailed and inventive, with haunted graveyards, enchanted forests, fairy raves, and dream rooms, everything giving... magical and miniature!
- Marionette Mayhem: Puppet Workshop had **11** attend. Teens designed their own marionette puppets based on Albrecht Roser's design of a scarf marionette. They learned the basics of puppet making, designing unique characters, learning how to sting them up (And tie knots) and how to handle the controller to animate their creations. There is an interest in puppeteering, so we might revisit this in the future with another workshop that's more in depth. There were cute puppets, cursed puppets, and some that were in between. Afterwards, for those interested, we filmed a mini clip starring their creations and put together a video compilation.
- Middle Grade Meet up FNAfternoon for ages 10-13 had **11** attend. Themed after the popular video game *Five Nights At Freddy's*, kids got to stop by to make their own character keychains, design spooky pizza place posters, fold animatronic origami, and show off their trivia skills in a game of Kahoot! All players got to keep custom fandom buttons, and mini Funko Pop collectables.
- Thanks to Colleen the friendship display had 5 book checkouts and approximately 50 bracelets taken by patrons.

### Ongoing Projects

- 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, as well as Protagonists with disabilities and magical schools thanks to Micheal.
- 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.
- 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.
- The Discord server continues to be popular. 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 had many new members to the server! This is a safe space where we foster respect, safety, and friendship for teens of all types of backgrounds. Mods are all members of our Youth Services staff!
- Information on joining the Teen library discord server are on flyers that are available to pick up for patrons. These admission slips outline the rules of joining the server. Patrons must be 13 to be added, if they are under 16, they need a guardian's signed permission.
- Plans for Teen Summer Library Club 2026 are in the works!

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### **TECHNICAL SERVICES DEPARTMENT – Mindy M.**

|                           |     |
|---------------------------|-----|
| New Books Cataloged       | 620 |
| New Audiobooks Cataloged  | 0   |
| New Video Games Cataloged | 9   |
| New Music Cataloged       | 8   |
| New DVD's Cataloged       | 87  |
| New Blu-Rays Cataloged    | 2   |
| New Board Games/Puzzles   | 15  |
| Total Cataloged           | 741 |

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

- Hung shelf in technical processing at Emerson
- Put up new emergency lights at South
- Replaced door closure at Williamstown
- Hung board on wall at Emerson
- Clean glue off windows and walls in the Young Reader's Room at Emerson
- Changed bulbs in lights at front of building at Emerson
- Worked on water fountain at Emerson
- Treated drains in restrooms at Emerson for fruit flies
- Put up bulletin board at Williamstown

### **GENEALOGY – Jim M.**

|                                    |     |                    |    |
|------------------------------------|-----|--------------------|----|
| Number of Walk-ins                 | 100 |                    |    |
| Number of Emails                   | 7   | Individual Lookups | 10 |
| Number of Microfilm Reader Users   | 20  |                    |    |
| Number of Genealogy Computer Users | 5   |                    |    |
| Phone Contacts                     | 45  |                    |    |
| Total                              | 177 |                    |    |

#### **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 It was!!!! 9/11/2025

#### **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.

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- I am currently working on 2 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. Planning for November.
- 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. class will be Friday October 25 at Butcher Bend 4H Grounds this event was cancelled by the CEO's

### TALKING BOOKS DEPARTMENT – Michal Ann L.

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

- Local Recovery Center/Jail Book Donation Delivery/Local Schools – Number of Boxes: 35  
Total deliveries to other facilities in WV – 124
- Patron Emails: 0 sent: 0
- Calls Received: 10 Calls Made: 5
- Packets mailed out to prospective patrons: 0
- Walk-In Patron Contacts: 3
- **Active Patrons: needs more research**
- **Patrons Added: :)**
- **Patrons Suspended: :)**
- Talking Books Reference Questions: 15
- Processed Patron Materials: 127                      Items returned: 20
- Volunteer: 1 Hours: 12
- Scheduling Events calls: 2
- Current Patron Outreach: 0                      Birthday cards: 18                      Sympathy Cards: 0
- Other Applications Approved: 0
- Total Events for the Month: 1 Total Attendees: 0
- Finished In home Health Agencies, and Doctor's office mailing 151 total mailers done! I could not have done this project without the tireless help of my volunteer!
  - 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.
    - 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.

During my yearly evaluation with Jeffrey, we came up with a game plan of my priorities since my personal schedule is going to be up in the air beginning January 1<sup>st</sup>. My husband is getting a service dog from Canine Companions for Independence in Medford, NY. This will require 2 separate trips to New York, one trip being nearly 3 weeks long. Our timeline is very ambiguous, but I felt the Board should be made aware as I will not be packing out my schedule like normal after the first of the year. I will definitely keep the Board updated as I can!

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

**Statistics Narrative**

There is something about September that feels like a start of things, or perhaps it is the harvest season sense of seeing planning coming to fruition. In any case, several programs resumed at the library in September as well as other new starts occurring. Michael Haverty joined the South staff, coming from Emerson and essentially switching positions with Sandy Bode. He fits in well with the staff and has already engaged in different book displays and other creative ideas.

**Ongoing Projects**

- The September Author of the Month was Don Winslow. A few books went from this display, but was not as popular as the previous few months.
- Ashley's main display featured "Book Re-tellings" meaning books that were reimagined stories of classic literature, fairy tales, greek myths, etc.
- "As Seen on TV" was an end cap display featuring memoirs of various actors and television personalities from TV shows. Also in non-fiction was a True Crime end cap display.
- In fiction there was a theme that came about rather naturally without discussion. Olivia had an end cap display of "Books about Books" and Apryl made a display of novels with themes of Academia. Both seemed to be going for "How do adults do Back-to-School?"
- In YA, Ashley had books with a Romantasy theme.
- On the Orange wall in the Young Readers section Dawn had fall books. On the out facing shelves she had books by/about Latinx people (September 15-October 15 is Hispanic Heritage Month). Finally and a little shelf on the South wall were books all about voting/government.
- Apryl's book choice for the September Book Club was *A Dog's Way Home* by W. Bruce Cameron.
- Ashley had another teen painting program which featured some recent middle grade "graduates" who were excited to attend their first teen program.
- Olivia has finalized the Agatha Christie Escape Room and this may end up being the most challenging one yet.
- Apryl has been working on the decorations for the Escape Room, which will involve a train.
- Story Times resumed. It is always fun to see new faces at things like Wee be Jammin', the story time for birth-3. The Small Fry Story time, for preschool kids, is a bit more hit or miss with so many kids going to preschool these days.
- Dawn continued read aloud at Franklin.
- Tail Wagging Tutors snuck in at the end of the month, it was a small group of readers, but they sincerely loved the dogs and the smaller group mean each kid was able to spend with every dog instead of just one.
- The book Dawn will be doing with the group from Martin has already been distributed and Dawn will begin visits in October for discussions on *Efrèn Divided* by Ernesto Cisneros.
- Dawn and Olivia have been in the planning stages of an art installation hosted at South Library during the month of October. The paintings are from a collection called Americans Who Tell the Truth by Robert Shetterly. The installation is provided by a grant acquired by the Mid-Ohio

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Valley Climate Action Group and will feature people who speak out about environmental justice.

### Completed Projects

The Agatha Christie Escape Room went very well and looked great thanks to Apryl's decorations. This has probably been the hardest Escape Room done at the library since their inception, with only 3 groups escaping. Even so, everyone commented on how much fun they had when trying to figure out the puzzles.

### Maintenance

In preparation for the art installation, The Guys are making sure the South Wall will be presentable by removing certain items like an unused hand sanitizer dispenser and patching places that need it.

### BRANCHES – Williamstown – Lisa H.

September at Williamstown Library was back to our school time routine. We have been having a large number of after school kids waiting on rides and just "hanging out." We are brainstorming about how to handle the numbers and decided to add a series of art classes after school in addition to game days.

### Completed projects:

- Hosted Teen Game Day. We had two groups of students to try to alleviate the problem in the past of having to wait too long between turns.
- Hosted our Mystery Book Club meeting.
- After a few weeks off, Edie started back with her fall Story Times.
- We continued our monthly estimation contest. In September, we estimated how many lollipops 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."
- We took down summer decor and decorated for fall.
- Put up a new Story Walk in Fenton Park entitled, "Peppa's Windy Fall Day."
- Hosted a Williamstown Library Committee meeting where we discussed fall programming ideas, the homecoming parade, and general library news.
- Completed weeding the Easy books.

### 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.
- Continued to plan for fall programming.
- Daily watering and occasional weeding of the flowers out front.

### Maintenance

- Got out our reading carpet and put it away for Teen Game Day.

- Trimmed bushes

### **BOOKMOBILE – Lisa H.**

#### **Statistics Narrative**

The Bookmobile served 1439 patrons in September. We added several locations to our rotation of stops for the new school year. Washington Bottom Head Start, Good Shepherd Head Start, Wood County Christian's after school program, and the Westbook Mental Health Clubhouse program are the new additions. We also brought Barnabus to the Discovery World career day event to talk about working at a library.

#### **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.
- 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.