

REFERENCE DEPARTMENT – Carey C.

Ongoing Projects

- Usage statistics for the Chilton database for December have been updated on the chart below.
- Graphic novels have been moved from their former location on the shelves near the children’s room to temporary shelving near the mysteries. We will soon begin shifting the fiction collection forward.
- Volunteers and circulation staff have finished the fiction portion of the list of problem items. The children’s collection and adult non-fiction remain.

	Ancestry	EBSCO Sessions	EBSCO Searches	Chilton
Jan-25	707	27	546	9
Feb-25	595	15	69	7
Mar-25	416	5	22	11
Apr-25	376	13	31	18
May-25	386	35	67	7
Jun-25	697	34	111	4
Jul-25	480	27	110	9
Aug-25	675	23	97	14
Sep-25	539	30	154	5
Oct-25	448	25	85	10
Nov-25	656	45	198	12
Dec-25	530	38	115	11
Jan-26	452	72	128	9
Total	6957	389	1733	126

ADULT PROGRAMMING – Jeanne M. –January 2026

- Adult Board Games after hours Friday.
- Puzzles for passive programming.
- Tuesday, January 13 Painting Club- Online Tutorial Valentine
- Thursday January 29- Snow Man Lantern-10 attended plus 2 staff.
- Displays_ Guess The Theme, Science Fiction Reads for Winter, New Year Self Help display of books, Staff Picks, “New Year, New You”

Anticipatory programming for the New Year is in the works, with events booked from January through June for An Evening With Events. I have secured a woman who has a doctorate from University of Michigan, who will discuss Sundown Towns for Black History Month. Very excited about this!

YOUNG READER’S ROOM – Charley J.

Completed Projects

- We hosted three story times a week for ages birth through 2 years and ages 3-5 years.
- We had our first session of Camp Half-blood Book Club for the year and started book four, *Battle of the Labyrinth*. The kids got to make their own mini labyrinth/maze using Lego bricks. It was a great time!

DEPARTMENT ACTIVITIES – January 2026

- Homeschool Music Class continues to be a popular event. Our homeschool families are appreciative of the program.
- In You Choose Book Club, we read about becoming a video game programmer. After we read the story, the kids got to invent their own game characters. They were quite creative! We had a robotic pig and other interesting creations!
- In Lego Club, kids built a snowman and built his life using Lego bricks. We had a circus snowman, an outer space snowman, and even a melted snowman in front of a fire. Their pictures are up in the back of the room for everyone to enjoy.
- We held our monthly scavenger hunt at the end of January. The kids had to help our mascots, Bookley and Paige, collect supplies to build a snowman. These scavenger hunts are always a hit, and many kids look forward to participating each month.
- I hosted a large group of 40 people from Mount Pleasant Preschool for a tour. It was a blast and we made around 20 new library cards for their students!
- We spent any free time we had in January working on the 2026 Summer Library Club. We spent January making moss-covered displays for our dino dig program that will take place in July.

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 featured winter stories and Chinese New Year stories.
- Creating a monthly calendar to advertise our events for children aged 13 and under.
- Creating graphics for social media to highlight our upcoming events.
- Planning out our programs through the end of the school year. We are looking forward to February and our upcoming Stuffed Animal Sleepover. This will be our fifth year hosting this event!
- Relabeling and organizing the children's chapter book collection. Kira has done a great job leading this project!
- 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!

Young Adult- Abigail H.

Completed Projects

- **Hyper-fixation Club** for teens had two meetings this month with one being Sensory Friendly. Teens came after school to share their interests, discuss current hyperfixations of the month, work on hobbies, and of course enjoy snacks and the tea bar. **20 Members this month.**
- **Punk Yo Stuff** had **11** in attendance. We encouraged the kids to bring old clothes, bags, or anything on hand that needed a little attitude! We broke out the paint, denim scraps, spikes, studs, safety pins, and patches for them to make one-of-a-kind gear. We taught them how to make bottle cap pins/buttons and provided beanies to accessorize and grunge up. They left with customized and distressed battle jackets, pants and hats.
- The Rat Oracle book display, with paper fortune tellers to help patrons determine what books they should read was a hit thanks to Emily.
- Anti Romance books on display thanks to Emily.

DEPARTMENT ACTIVITIES – January 2026

Ongoing Projects

- Winter books on display that either take place in winter or have a "wintery" title, like snow, cold, etc. Thanks to Emily.
- "Book Pairs" with real topics for teens and fictional stories to pair with them on display thanks to Emily.
- Blind date with a Book display continues thanks to Colleen.
- 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 are working on brainstorming more sensory-friendly areas, specialized programs, and tailored support to be inclusive of our neurodivergent youth.
- The Discord server continues to be popular. We use it to spread the word on upcoming events and programs. 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 finalized, with the theme "Unearth a Story". Unearthed treasures, Jurassic Park, lost worlds, A steampunk (life size) game of life, cryptid taxidermy, Curiosity cabinets, Cyber punk RPG, alien specimens and more!
- Funding assistance from the friends of the library for Teen Summer Library Club 2026 was approved, we will have our order in for supplies soon, and we will begin prepping for all the fun activities!

TECHNICAL SERVICES DEPARTMENT – Teresa W.

New books cataloged	519
New audiobooks cataloged	0
New music cataloged	0
New DVDs cataloged	72
New Blu-rays cataloged	
New video games cataloged	20
New board games/puzzles	30
Total items cataloged	611

MAINTENANCE & JANITORIAL DEPARTMENT – Roy W.

- Backflow valve test – annual, both Emerson and South
- Exit sign lights checked; two signs replaced and backup batteries replaced
- Roof drains cleaned
- Lower level drains cleaned
- Deep clean of bathroom floors
- Patch parking lot holes

DEPARTMENT ACTIVITIES – January 2026

- Setup shelving units for shifting
- Winter storm maintenance

GENEALOGY – Jim M.

Number of Walk-ins	50		
Number of Emails	9	Individual Lookups	6
Number of Microfilm Reader Users	11		
Number of Genealogy Computer Users	4		
Phone Contacts	40		
Total for January 2025	114		

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)

Ongoing Projects

- Ongoing sorting of recent books, magazines, newspaper clippings, and scrapbook donations.
- Shelf-reading in the history and genealogy collection is ongoing
- Worked in circulation and workroom as assigned.
- Thank You Kate for learning how to do some things in Genealogy, she's a great addition to the department

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.

TALKING BOOKS DEPARTMENT – Michal Ann L.

- Local Recovery Center/Jail Book Donation Delivery/Local Schools – 0
- Patron Emails: 8 sent: 11
- Calls Received: 19 Calls Made: 16
- Packets mailed out to prospective patrons: 0
- Walk-In Patron Contacts: 8
- **Active Patrons: 166**
- **Patrons Added: 7**
- **Patrons Suspended: 18**
- Talking Books Reference Questions: 3
- Processed Patron Materials: 207 Items returned: 9
- Volunteer: 1 Hours: 8
- Scheduling Events calls: 0
- Current Patron Outreach: 0 Birthday cards: 13 Sympathy Cards: 0
- Other Applications Approved: 0

DEPARTMENT ACTIVITIES – January 2026

- Newsletters sent out to patrons & Other Libraries: 159
- Total Events for the Month: Book Club cancelled for Snow & Icy conditions
 - 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.
 - Currently working on July 2026 Newsletter.
 - Working on a church mass mailing about Talking Books/NLS

BRANCHES - South Parkersburg – Olivia J.

Statistics Narrative

Apryl and Olivia had a conversation this month about how library users make the library as important a stop before a predicted snow storm as the grocery store. The storm that came through certainly impacted the library, but it still mostly ran as usual in January. Many people were in looking for tax forms, which have been displayed as they came in.

Ongoing Projects

- By the tax books, an interactive sticker mural was put up for patrons to participate in over the winter months.
- The author of the month was Deborah Crombie.
- Kristy resumed leading the Novel Book Club.
- Olivia finished the GBYT book for January in two meetings.
- Teens were able to participate in a Northern Lights painting activity with Ashley.
- Dawn and Olivia continued Read Aloud visits to Franklin where there weren’t snow days or other difficulties.
- The Non-fiction end cap displays featured books about different hobbies like beekeeping and woodworking. There was also an On the Ice display featuring different winter athletes and sports.
- In fiction, there was an Ice display, with books with the word “ice” in the title featured.
- Apryl had a “Bright Rays for Cold Days” display featuring summer and beach vacation books for people who wish to escape the winter.
- In YA, Ashley displayed graphic novel adaptations of YA books.
- Apryl decorated the front desk with a “Dashing through the Books” display.
- The Main Display featured Christmas books.
- Winter books were on display in the children’s area.
- Tail-Waggin’ Tutors came at their new times, a half hour later.
- Hygge Club began, but one session was cancelled with the library being closed. The people who came were eager to pursue the spirit of the club. For those still in question about what happens, it’s the camaraderie of a Book Club, without the pressure of needing to read or be able to discuss a book.

Completed Projects

Maintenance

There were several days closed with the snow storm that came through, the plowers left the employee parking lot be.

There was an issue with the staff wifi being spotty, on which the Square device is hosted. Scott poked around and realized there was something with the new camera set up that was blocking it, but he was able to fix the problem.

BRANCHES – Williamstown – Lisa H.

With only 13 days of school all month due to holidays and snow days, and with a few of our regularly scheduled groups being cancelled, patron visits to the library in January were slightly lower than in recent months. The quieter period allowed time for valuable long-term planning and preparation for future programming.

Completed projects:

- Created three new winter crafts for our craft table, suitable for all ages to enjoy.
- Hosted “Teen Game Day at the Library” for grades 4-8. With the large number of teens that attended, we decided to split them into two groups so that everyone could play without waiting too long between turns. Denette and Tia were amazing helpers!
- Took down all Christmas decorations and put up winter decorations.
- We enjoyed Story Time with Ms. Edie, including stories and cookies with Edie and a winter craft with Lisa.
- We continued our monthly estimation contest. In January, we estimated how many pieces of snowman chocolates 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.
- Created a winter display, complete with decorations, coloring activities, books and snowflake lights.

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 planning for January – June 2026 programming, crafts, and activities.

Maintenance

- Lots of snow removal
- Brought winter decorations to WL and took away many totes of Christmas decorations

BOOKMOBILE – Lisa H.

Statistics Narrative

The Bookmobile served 801 patrons in January. The lower numbers reflect several holidays, school delays and closings due to snow, ice, sub-freezing temperatures, and poor road conditions.

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.