Booth & Dimock Memorial Library

Director's Report September 2025

I. *Circulation* – Items that have been checked out, renewed, or loaned/borrowed through inter-library loan.
- Total – **6,449** (2024: 6,034) (2023: 6,671)
- Type (included in total)
  - Books & Serials – **4,837** (2024: 4,621) (2023: 5,198)
  - Video – **288** (2024: 375) (2023: 488)
  - Audio – **63** (2024: 64) (2023: 81)
  - Electronic – **1,158** (2024: 882) (2023: 789)
  - Other – **103** (2024: 92) (2023: 115)
- Age (included in total)
  - Adult – **2,303** (2024: 2,151) (2023: 2,438)
  - Young Adult – **342** (2024: 272) (2023: 358)
  - Children – **2,630** (2024: 2,698) (2023: 3,056)
  - Not Assigned – **16** (2024: 31) (2023: 30)
- Inter-Library Loan (included in total)
  - Borrowing – **586** (2024: 575) (2023: 663)
  - Lending – **457** (2024: 357) (2023: 335)
    - ***Lending requests have increased, suggesting a strong physical collection being utilized by other libraries.***

II. *Library Visits* – People walking through the door as tallied by an automatic door counter.
- **2,876** (2024: 2,500) (2023: 2,769)

III. *New Library Cards* – Individuals who registered for a Coventry library card for the first time.
- **49** (2024: 39) (2023: 55)
  - ***We had a successful Library Card Sign-Up Month, sponsored by Wicked Slice, Dunkin, and Woke. We extended the program from September 1 – October 5, and issued a total of 64 new library cards. Woke donated two $25 gift cards for our prize drawing, and staff tabled at:***
    - **Wicked Slice on 9/20 where they issued 5 new library cards and gave out 26 slices of free pizza to library card holders.**
    - **Dunkin gave on 10/5 where they issued 6 new library cards and gave out 20 free donuts to library card holders!**

IV. *Reference* – Questions staff answered regarding library services, library catalog, local area, research, genealogy, homework help, and more.
- **585** (2024: 497) (2023: 934)

V. *Internet* – Use of library wi-fi and desktop computers.
    - Desktop Computers
        - Total Users – **170** (2024: 159) (2023: 121)
    - Wi-Fi
        - Total Sessions – **8,954** (2024: 4,019) (2023: 1,967)
        - Total Devices – **317** (2024: 316) (2023: 192)
            - ***The number of people coming in with their own laptops and tablets is seeing a sustained increase.***
        - Average clients per day – **31** (2024: 38)

VI. *Programs* – Events, activities, workshops, or lectures offered by the library.
    - Programs – **34** (2024: 23) (2023: 21)
    - Participants – **904** (2024: 971) (2023: 1,081)
        - ***Arts on Main brought in 282 visitors and 65 people participated in our "Mini Canvas" program.***
        - ***Thread City Classical Dance did a Sleeping Beauty storytime with dance demonstration that 27 people attended.***
        - ***19 teens have signed up for Teens Build PCs programs, funded by a $4,000 American Savings Foundation Grant. The program kicked off on September 19, and teams will meet weekly until their builds are complete.***

VII. *Online presence* – Activity tracked on our Facebook, website, and Google Profile.
    - Facebook
        - Posts – **27**
            - Views – **16,428**
            - Reach – **13,481**
            - ***A post featuring our partnership with Wicked Slice for Library Card Sign-Up month reached over 5,400 people!***
    - Google
        - Profile Views – **665**
        - Business Profile Interactions – **461**
        - Website Visits – **297**
    - Website
        - Site Visits – **1656**
        - Page Visits – **2,705**

VIII. *Library Facilities*
    - Absolute Alarm replaced the standby battery on the burglary alarm system.
    - Elevator inspection was completed and two simple follow-up items were noted.

IX. *Library Staff & Professional Development*
    - Margaret and Kayla attended the Town/BOE Technology Infrastructure meeting on 9/4.
    - Margaret attended Bibliomation's Finance Committee meeting on 9/9.
    - Jennifer attended "Morning Book Buzz" through Penguin Random House on 9/10.

- Margaret and Kayla attended Bibliomation's Strategic Planning Committee meeting on 9/16.
- Multiple staff members attended an information session on the new library legislation hosted by the CT State Library on 9/17.
- Margaret attended CLA's monthly meeting on 9/18.
- Christa attended the CLC Children's Services Roundtable on 9/25.
- Jennifer attended the CLC Adult Services Roundtable on 9//29.
- Kayla attended a workshop "Restorative Justice 101" on 9/30 hosted by the CT Youth Services Association, part of her training required for the Coventry Youth Diversion team she is serving on.
- Margaret attended CEN's Engagement & Development Advisory Council (EDAC) meeting on 9/30.

X. *General Updates*

- Windows 10 is reaching end of life on October 15, which will affect some staff computers and most public computers. Library computers with Windows 10 were not compatible for the Windows 11 upgrade. Kayla determined the best course of action would be to switch existing computers from Windows operating system to Linux operating system.
  - Linux is free (as opposed to individual Windows licenses we would have to purchase), provides more security for our patrons, and is easier to maintain.
  - Microsoft Office is not compatible with Linux, so the library has switched to LibreOffice for public computers – a free and closely identical product to Microsoft.
  - Kayla's solution saved the library approximately $4,000 in updated machines and licenses.
- One of the library's primary book vendors, Baker & Taylor, is going out of business. Through CLC Baker & Taylor offers meaningful discounts on new books. CLC is helping libraries explore other options and utilize other discount contracts. Library staff are setting up accounts with Ingram and investigating Amazon book ordering.
- The Community Room was used 4 times by outside groups.

Messy Munchkins are especially messy!