STEVENS COUNTY RURAL LIBRARY DISTRICT Board of Trustees Public Regular Meeting May 15, 2025 Kettle Falls Library

Chair Lisa Wolfe called the regular meeting of the Stevens County Rural Library District Board of Trustees to order at 10:07 am. In attendance were Lisa Wolfe, Chair; Josie Darst, Vice-Chair; Joann Caruso, Trustee; Jennifer Miller, Trustee (via Zoom); Sue Poe, Trustee; Amanda Six, District Director; Jessica Varang, Deputy Director and Janet Eide, Business Manager. Becca Moore, Office Manager was absent from the meeting.

VISITORS – Gene Sementi and Cynthia Balzarini from OAC as well as Amy Browne-Minden from Design West joined the meeting via Zoom and shared updates on the Facility Building Projects.

GREETINGS – Lisa welcomed everyone.

PUBLIC COMMENT — Gene, Cynthia and Amy shared updates on the Facility Building Projects (Unfinished Business #1).

AGENDA CHANGES – Table Meeting Room Policy & Resolution 01-2025. Discuss last month's public comment in Reports.

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of April 17, 2025, were reviewed.
- (2) The minutes from the Board of Trustees Conference Call of May 7, 2025, were reviewed.
- (3) The following vouchers and warrants were approved for payment:
 Accounts Payable 4/10/25 5/1/25 39 Vouchers total \$379,229.82.
 Payroll Warrants April 2025 33 Direct Deposits for a total of \$100,326.29.
- (4) The Director's April 2025 timesheets and accumulated vacation & sick hours were reviewed.
- (5) Detailed Revenue & Budget Status Reports for April 2025.

Motion made to accept the Consent Agenda.

Motion made: Sue Motion seconded: Josie All in favor: Unanimous

UNFINISHED BUSINESS

(1) Building Project Updates & Snapshot -

- a. Report from OAC Gene shared an update.
 - (1) Northport: Gene will be visiting Northport hopefully for the last trip tomorrow to make sure everything is acceptable and owner stock has been dropped off. We will inventory that as part of the contract. We still have the retainage for Welch. Cynthia shared that we have one more LCIP claim for Northport.
 - (2) Chewelah: Amy shared that Welch still has about \$30,000 worth of contract work to bill for as well as retainage but there is a lot of closeout paperwork that needs to be completed.
 - (3) Loon Lake: Gene shared an update from Loon Lake electricians are working today and should have the building energized by the end of the week, sewer system just needs to be inspected, inside plumbing is almost complete. Tony rejected the flooring in the bathrooms and they are working to correct it. Cynthia shared that we submitted our last claim for LCIP for the Loon Lake project and just submitted another CDBG claim. Amy shared that once the punchlist is complete, it will start a 30 day countdown.

- (4) Colville: Cynthia has been communicating with the City of Colville to be prepared when/if the State budget is approved. When that happens we can get the ball rolling again.
- b. 2021-2023 Loon Lake, Chewelah, and Northport nothing in addition to information shared earlier by OAC.
- c. 2021-2023 Colville Amanda presented to the City Council this week to clarify what Libraries are about. Twenty-two people attended in support of the Library. Several people spoke as well. Trustees Lisa and Josie thought the presentation to the City Council should have focused on the issues with the City's lack of support for the Library renovation project, rather than being a sales pitch. They would have liked a public statement that would have gone on record. Amanda saw her presentation as a starting point to build on. Amanda suggests that the next step be to invite public comment during the City Library Board meeting. Keep the momentum going! Everyone should have the same message. Another option is to break ties with the City and establish a separate Colville Library. As soon as the Governor approves the budget we will reconvene with the City of Colville. Lisa encouraged Amanda to let the Trustees know when they should be at a meeting and offer support. Josie is the liaison to the Colville Library Board and will confirm she is getting the meeting information as well.
- d. 2023-2025 Hunters The Library staff person who works in Hunters has taken another job. Amanda would like to use the summer to re-evaluate what that community needs.
- (2) Advocacy to the State Legislature Federal money was reinstated to the Washington State Library, through the fiscal year. It will now end on September 30, 2025. But the State had already cut 6.7 million dollars for Library services from their budget meaning that approximately fifty State Library employees are losing their jobs. The State Library is going to be closed to the public for the first time since Territorial days.
- (3) Capital Campaign/Legacy Project At the last meeting they decided to roll these meetings into the regular Foundation meetings. Waiting to hear from Innovia, Avista, STCU, Lowe's and TEDD regarding grant applications. Debra and Amanda are hoping to meet with Providence again soon too. The Go Fund Me page is live.
- (4) Staff Reorganization Staff are in the process of reviewing job descriptions and recently updated the Library Assistant I job description. We have decided to hire a Library Manager for Loon Lake once the new library opens. In addition, the new library will be open five days a week.
- (5) Policy/Procedure Review
 - a. Meeting Room Policy Draft Table until next month.
- (6) 2024 Trustees Year in Review Sue is working on it.
- (7) Resolution 01-2025 Supplemental Appropriation to the 2024 Budget Authorizing Amendment to 2024 Budget table

NEW BUSINESS - none

REPORTS

- (1) Director's Report:
 - a. Library Happenings (attached)
 - b. Statistics and Reporting
- (2) Trustee/Liaison Report:

- Kettle Falls Friends purchased the shed from the Library and will be using it for storage. They
 plan to re-roof it this weekend. Friends Annual Tea was a great success. Pie & Booksale during
 Town & Country Days is coming up.
- Loon Lake Friends are moving their bookstore back to Loon Lake. Tomato sales are happening now.
- Trustees discussed changing the locations of monthly meetings. Perhaps rotate between Colville, Kettle Falls, Chewelah and Loon Lake. Revisit this conversation next month at the meeting in Hunters.
- (3) Others: Trustees have decided they will not send a response to the Public that visited during the March meeting since they did not submit their questions in writing as specified.

ADJOURNMENT

The meeting of the Board of Trustees was adjourned at 12:48 pm.

Chair adjourned the meeting.

Respectfully submitted:

Date

06.18.2025

Amanda Six, Secretary, SCRLD

Lisa Wolfe, Board Chair

STEVENS COUNTY RURAL LIBRARY DISTRICT Board of Trustees Conference Call May 7, 2025

The meeting was called to order at 9:03 a.m. by Lisa Wolfe. Present were Lisa Wolfe, Chair; Josie Darst, Vice-Chair; Jennifer Miller, Trustee; Sue Poe, Trustee; Amanda Six, Library Director; Janet Eide, Business Manager; Jessica Varang, Deputy Director and Becca Moore, Office Manager. Joann Caruso, Trustee was absent from the meeting.

AGENDA

- OPENING Lisa welcomed everyone.
- o PUBLIC COMMENT none
- o AGENDA CHANGES none
- o ACTION ITEMS none
- DISCUSSIONS
 - May 15th Regular Board Meeting Agenda Changes none
 - Response to Public Comment and Questions from March Trustees discussed public comments from the March Board Meeting. Trustees requested that the patron email their requests for response to the Board email. They did not receive an email. They will discuss further at the regular meeting next week.
- NEW BUSINESS none
- ADJOURNMENT Meeting was adjourned at 9:20 am.

Respectfully submitted:

Amanda Six, Secretary, SCRLD

Accepted By:

05.15.2025

a Wolfe, Board Chair [

Date

District Status Report Director's & Tech/Educ & Staff Support Specialist April 2025

Director District Highlights Submitted by: Amanda

April arrived with the news that President Trump signed an executive order to eliminate the Institute of Museum and Library Services (IMLS), and specifically that funding for the remainder of FY24-25 would be eliminated on April 1, 2025 for Washington State. There is a lot of uncertainty about what this will mean for public libraries in the state. We know that the state will lose nearly \$4 million in money that has been used to support training, statewide database access, and broadband access.

This has also been a tense, and busy, month with regards to the creation of the new state biennium budget. There are massive cuts in play, as the state faces a nearly \$15 billion budget shortfall. The State Library will also see big cuts from this funding stream.

My work on the statewide Digital Equity Forum has continued with a six-part training on *Aligning and Strengthening Our Digital Equity Efforts*. Much of the training focused around bias awareness and managing change.

Our spring All-Staff Day was a highlight for me. I always love seeing the staff together. We had a very hurried pace (and will take that on board for planning next time), but it also was wonderful to see so many staff participate.

Deputy Director/Tech/Educ Highlights Submitted by: Jessica

April saw the speed up of many library functions and projects. Things began moving quickly towards Staff Day, especially with a Spring Break for many employees and families in the middle of the month and then Easter. For Programming, they have been hard at work wrangling presenters, trying to accommodate branch time preferences, and more. There were some communication snafus but with apologies and a clear process presentation at Staff Day to address some concerns, we are moving forward in a unified way.

Nellie has been so busy with Marketing tasks, between Summer Reading graphics, mailers, programs, and more, she's been a busy bee. Her social media calendar is busy busy busy with all the fun and exciting things we are doing.

Thea from ExBabylon has told us that they are going to be merging with Greystone fully in the next few months. This means tickets will have longer numbers and billing will have two company names, etc. They will also limit us on how many and who can contact the support teams for assistance so that not all 30 people can call in. We have already streamlined this to some degree. One thing I appreciate about them is that they do listen to us; Thea has asked for feedback as they transition throughout the merge and they also reevaluated some charges in April for firewall related visits and operations. I challenged that our Field are charged monthly as a service and should not be billed outside that recurring charge; they agreed and credited us about \$800.

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
	Chewelah	Matt	April	

STEVENS COUNTY	Chewelah	Matt	April	
Branch Highlights		(can include	stories to share/quotes/tidbits)
The kids are enjoying the scavenge Lindsey is working on starting a bro the remodel, I think it went very we	er hunts. I didn't say it in March, but we eakout box program geared towards kid: II.	had a leprechaun one for the kids. Wiss and a trivia program geared towards	e are planning another one for adults. CH hosted our first s	May aswell. taff day here after
W				

Statistics to Report		
	Notes:	Notes:
Head Count/Door Count:	1501	Computer Sessions: 236
Avg Daily Visitor Count:	71.48	Length of All Sessions: 170 hrs 17 mins
		WIFI Stats - Users: 483
Ref Questions:	19	WIFI Stats - Total Data Used: 506.01
Tech Ref Questions:	15	
Tech Reference - Libby:	1	Volunteer Hours
Circulation Stats:	2,839	
New Library Cards:	29	
		Locker Deliveries @
Take Home KITS Given Out:		Locker Deliveries @
TNMake Kits:	40	Locker Deliveries @
STEM Kits:		Locker Deliveries @
TNCreate:	29	
TNTry Kits:		
	otal: 69 If together, divide by 2, then times by # of di	WiFi Stats by Month from ExBabylon Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	13			9	22	N	CH
Storytime Week 2:	14			12	26	N	CH
Storytime Week 3:	7			7	14	N	СН
Storytime Week 4 (&5):	19			13	32	N	СН
TOTAL	S:				94		
Tech Help with LOSC Week 1:				2	2	N	AD
Tech Help with LOSC Week 2:				3	3	N	AD
Tech Help with LOSC Week 3:				1	1	N	AD
Tech Help with LOSC Week 4 (&5):				3	3	N N	AD
TOTAL	S:				9		
Program: Firewise				7	7	N	СОМ
Program: Waldo Scavenger Hunt	9	18	9		36	N	СН
Program: Brick Builders		4		3	7	N	СН
Program:					0	Y/N	CH/TN/AD/COM
Program:				·	0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	
Program:					0	Y/N Y/N	CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
TOTALS	S: 9	22	9	10	153		CH/TN/AD/COM se circle or bold**

LIBRARIES	Branch	Submitted By	Month/Year 2	
STEVENS COUNTY	Colville	Lisa Vos	April	

Branch Highlights

(can include stories to share/quotes/tidbits)

We just got back form an 8 thousand mile trip! In a car!!! We went to 2 Laura Ingalls Wilder museums. I thought "I wish I could read the little house books" and then I remembered Libby! "Libraries for the win!"

Patron called to say that Lisa and someone else had suggested creating a free card at Sno Isle Library for access to their Libby catalog, and she was able to find all the books she was looking for there. She was extremely pleased and wanted to thank us for giving her that information

I saw Debbi helping a disabled patron. Debbi checked her out and then asked the patron if she needed help to ger car. She said "I wasn't going to ask, but I really do need help." She was so grateful for Debbi

A homeless patron has been coming in daily to get work done. He has a job in town and had told us that he is moving soon. He came in today and said he was grateful for all our support over the winter and he is off to a better place thanks to our assistance

Statistics to Report		
	Notes:	Notes:
Head Count/Door Count:	5,142	Computer Sessions: 364
Avg Daily Visitor Count:	245 21 days open	Length of All Sessions: 187.5 hours
		WIFI Stats - Users: 929
Ref Questions:	36	WIFI Stats - Total Data Used: 915 GB
Tech Ref Questions:	132	
Tech Reference - Libby:	29	Volunteer Hours 123.75 hours
Circulation Stats:	4,926	
New Library Cards:	33	
		Locker Deliveries @ Colville 2
Take Home KITS Given Out:		Locker Deliveries @
TNMake Kits:	120	Locker Deliveries @
STEM Kits:		Locker Deliveries @
TNCreate:	75	
TNTry Kits:		
	Total: 195	WiFi Stats by Month from ExBabylon
Ref Q, Tech Ref: record two days - a	dd together, divide by 2, then times by # of days open	in month Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats							
Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:						.,,,,	Children/Teen/ Adult/Community
Storytime Week 1:	16	4		11	31	Y/N	CH/TN/AD/COM
Storytime Week 2:	11	3		10	24	Y/N	CH/TN/AD/COM
Storytime Week 3:	15	1		11	27	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):	13	1		14	28	Y/N	CH/TN/AD/COM
TOTALS:					110		CH/TN/AD/COM
Tech Help with LOSC Week 1:				2	2	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:				2	2	Y/N	
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS:	· · · · · · · · · · · · · · · · · · ·				4	1 / N	CH/TN/AD/COM
Program: Book Club				11	11	V//N	
Program: VR appointments			3		3	Y/N	CH/TN/AD/COM
Program: Scavenger Hunt					45	Y/N	CH/TN/AD/COM
Program: Discoverable	· · · · · · · · · · · · · · · · · · ·					Y/N	CH/TN/AD/COM
Program: FireWise Landscaping				4	98	Y/N	CH/TN/AD/COM
Program: Bright Beginnings storytime	31			14	4	Y/N	CH/TN/AD/COM
Program:				14	45	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Outreach: Parkview					0		CH/TN/AD/COM
Outreach: Cascadia				16	16		CH/TN/AD/COM
Outreach: Buena Vista				2	2	Y/N	CH/TN/AD/COM
Outreach: Recovery Cafe		-		10	10	Y/N	CH/TN/AD/COM
TOTALS:	24				0	Y/N	CH/TN/AD/COM
TOTALS:	31	0	3	57	348	**Pleas	se circle or bold**

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
	Hunters	Rilev J. Brunson	Apri	il

Branch Highlights	(can include stories to share/quotes/tidbits)
	(Particular de Contraction de Contra

There were 7 patrons that showed up for the first Firewise program, unfortunately, the presenter did not show up so we rescheduled and we had 3 patrons come to the rescheduled program. It went alright.

I have been organizing both Library rooms at Hunters, trying to do a little deep spring cleaning and going through all of the materials that we have. I know our patrons like to see the library kept clean and tidy.

One patron came in with her family to get the monthly teen craft kit, she said that her family is always so excited to see what crafts we have every month.

	Notes;		N-4	
Head Count/Door Count:	74	Compu	Notes: 4	
Avg Daily Visitor Count:	8	Length Session		
			ats - Users: 28	
Def Overtiers	_	WIFISt	ats - Total	
Ref Questions:	5	Data Us	ed: 189.73	
Tech Ref Questions:	1			
Tech Reference - Libby:		Volunte	er Hours	
Circulation Stats:	45			
New Library Cards:				
		Locker @Fruitl	Deliveries and	
Take Home KITS Given Out:		Gifford	Deliveries @ 3	
TNMake Kits:		Locker	Deliveries	
		@Hunte	rs 6	
STEM Kits:	5	Locker	Deliveries @	
TNCreate:	5	-		
TNTry Kits:	5			
Tot	al: 15		s by Month from ExBabylon	
Ref Q, Tech Ref: record two days - add		vviri siai.	S DV Month trom EyRahulon	

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/
Storytime Week 1:	· · · · · · · · · · · · · · · · · · ·						Adult/Community
Storytime Week 2:					0	Y/N	CH/TN/AD/COM
Storytime Week 3:					0	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTAL:	e.			·	0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 1:	J				0		
Tech Help with LOSC Week 2:			,		0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS	<u> </u>				0	Y/N	CH/TN/AD/COM
Program: Firewise	<u> </u>				0		
Program:			2	11	3	N	СОМ
Program:					0	Y/N	CH/TN/AD/COM
· · · · · · · · · · · · · · · · · · ·					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
Outreach;					0		CH/TN/AD/COM
TOTALS	: 0	0	2	1	3		e circle or bold**

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	202
	Kettle Falls	LTL	Apri	I

Branch Highlights

(can include stories to share/quotes/tidbits)

A patron utilizing the Interlibrary Loan services requested multiple books on Bohemian Glass to research into her family's personal collection. We managed to find 4 different books on the topic, and after returning all of the loans she expressed immense thanks to the library for saving her from buying an over two hundred dollar book (that didn't even have good information in it)! One of the books in particular was so insightful that she told us she's going ahead and buying her own copy. Another great day in ILL!

A young patron took home one of the April Teen Take-n-Trys and found a passion for embroidery! She checked out some books on the topic after finishing her kit and has even been making her own embroidery patterns.

April 29 marked our final Afterschool Art of the school year and as per tradition Donna and the volunteers put on a pizza cleaning party. Many of our afterschool regulars were excited to clean up all the paint buildup from throughout the year to earn their pizza prize. One patron in particular brought her friend along, proudly explaining to her friend that we *always* clean on the last day of art. A few boys even brought flowers and cards for Donna as thanks for the program.

Statistics to Report							,,,,	·	
The state of the s		Notes:				Notes:			
Head Count/Door Count:		2	199	Open 21 days		Computer Sessions:	366		
						Length of All			
Avg Daily Visitor Count:			105			Sessions:	259.72		
						WIFI Stats - Users:	335		
						WIFI Stats - Total			
Ref Questions:			65			Data Used:	530.5628456		
Tech Ref Questions:			100				· · · · · · · · · · · · · · · · · · ·		
Tech Reference - Libby:			8			Volunteer Hours	89		
						Community service			
Circulation Stats:		- 1,	520			hours	6.5		
New Library Cards:			12						
						Notary	2		
Take Home KITS Given Out:									
TNMake Kits:		78	/90)					
STEM Kits:									
TNCreate:	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					**			
TNTry Kits:		40	/40)					
	Total:	118				WiFi Stats by Month from	ExBabvion		
Ref Q, Tech Ref: record two days	- add togeth	er, divide	by 2, the	n times by # of days	open in month	Circ Stats & New Library		a's Circ State Shoo	s+

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:						771	Children/Teen/
Storytime Week 1:	40			15	55	Y/N	Adult/Community CH/TN/AD/COM
Storytime Week 2:	25			10	35	Y/N	CH/TN/AD/COM
Storytime Week 3:	36			7	43	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):	59			16	75	Y/N	CH/TN/AD/COM
TOTALS):			10	208	1714	CH/TN/AD/COM
Tech Help with LOSC Week 1:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:					0	Y/N	
Tech Help with LOSC Week 3:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):			······································	2	2	Y/N	CH/TN/AD/COM
TOTALS	:		***		4	1 / N	CH/TN/AD/COM
Program: Art 4/1		27	13	10	50	Y/N	
Program: Art 4/15		16	5	3	24	Y/N	CH/TN/AD/COM
Program: Art 4/22		20	7	12	39		CH/TN/AD/COM
Program: Art 4/29		25	5	10	40	Y/N	CH/TN/AD/COM
Program: Music 4/2	***************************************	1	4	1	6	Y/N	CH/TN/AD/COM
Program: Music 4/9			2	3	5	Y/N	CH/TN/AD/COM
Program: Music 4/16			2		2		CH/TN/AD/COM
Program: Music 4/23		1	4	2	7		CH/TN/AD/COM
Program: Music 4/30			6	1			CH/TN/AD/COM
Program: Writer's Group 4/10				5			CH/TN/AD/COM
Program: FOL Movie Night 4/18				12	5		CH/TN/AD/COM
Program: WSU Firewise 4/3				7	12		CH/TN/AD/COM
Outreach:				- 1	7		CH/TN/AD/COM
TOTALS	. 0	90	48	66	0 416	Y/N	CH/TN/AD/COM

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
>> STEVENS COUNTY	Lakeside	Amanda Smith	April	

	Lakeside	Amanda Smith	April			
Branch Highlights		(can include stories to share/quotes/tidbits)				
December and of the state of th		W				
One teen told us she was so grateful	without internet for a few days. During because she couldn't participate in her	that time we had multiple patrons come ronline college courses at home with the	in explicity to utilize our internet a e internet down.	access.		

Statistics to Report				
		Notes:	- Ti	Notes:
Head Count/Door Count:	1.	168		Computer Sessions: 91
Avg Daily Visitor Count:	5	5.6		Length of All Sessions: 37.05
				WIFI Stats - Users: 216
Ref Questions:		103		WIFI Stats - Total Data Used: 678.0464129
Tech Ref Questions:		84		
Tech Reference - Libby:	30		_	Volunteer Hours 12
Circulation Stats:	1,980			
New Library Cards:		28	_	
				Locker Deliveries @ Lakeside 16
Take Home KITS Given Out:				Locker Deliveries @
TNMake Kits:	55	all taken		Locker Deliveries @
STEM Kits:	-		_	Locker Deliveries @
TNCreate:	37	/50		
TNTry Kits:	-		_	
	Total: 92			WiFi Stats by Month from ExBabylon
Ref Q, Tech Ref: record two days -	add together, divide b	y 2, then times by # o	f days open in month	Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offeito?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	14	0	0	9 .	23	Y/N	CH/TN/AD/COM
Storytime Week 2:	-	-	_	-	_	Y/N	CH/TN/AD/COM
Storytime Week 3:	10	0	0	9	19	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):	28	0	0	20	48	Y/N	CH/TN/AD/COM
TOTALS:	52	0	0	38	90		OTT THE COLUMN
Tech Help with LOSC Week 1:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS:	0	0	0	0			CH/TN/AD/COM
Program: Firewise Landscaping	0	0	0	8	8	Y/N	CH/TN/AD/COM
Program: Computer Skills Workshop Wk 5	0	0	0	4	4	Y/N	CH/TN/AD/COM
Program:			****			Y/N	CH/TN/AD/COM
Program:			···		0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:		****			0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:				· · · · · · · · · · · · · · · · · · ·	0		CH/TN/AD/COM
Program:							CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
TOTALS:	52	0	0	50	0 102		CH/TN/AD/COM se circle or bold**