

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Public Regular Meeting
February 19, 2026
Loon Lake Library

REGULAR MEETING

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

VISITORS – none

GREETINGS – Josie welcomed everyone.

PUBLIC COMMENT – none

AGENDA CHANGES – Table Policy Review from the agenda for today.

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of January 15, 2026, were reviewed.
- (2) The minutes from the Board of Trustees Conference Call of February 11, 2026, were reviewed.
- (3) The following vouchers and warrants were approved for payment:
Accounts Payable 1/13/26 – 2/8/26 – 72 Vouchers total \$103,959.81.
Payroll Warrants January 2026 – 30 Direct Deposits for a total of \$98,146.35.
- (4) The Director’s January 2026 timesheets and accumulated vacation & sick hours were reviewed.
- (5) Detailed Revenue & Budget Status Reports for January 2026.

Motion made to accept the Consent Agenda.

Motion made: Lisa

Motion seconded: Sue

All in favor: Unanimous

UNFINISHED BUSINESS

- (1) **Building Project Updates & Snapshot** –
 - a. Loon Lake, Chewelah, and Northport –
 - Northport: Nothing new to report. Josie has a couple of neighbors that are bonded. She will share their information with Clifford and Amanda.
 - Loon Lake: Large meeting room accordion door has been turned around.
 - Chewelah: Nothing new to report.
 - b. Colville – The City had the goal of February 13th to go out for bid. Met and went over some drawings from the architect. The City of Colville does not want to change anything in the plans but has options of add-ons. There are a lot of current issues that are not being addressed in the plans as they are now. Amanda has encouraged the City to reapply for LCIP and apply for CDBG and build a new library since the current building does not meet the needs and once it has been worked on will have to remain a library for 10 years. The City should reevaluate if the Colville Library building is worth locking into for 10 years with the grant funds. LCIP is open for applications through April 15th.
 - c. Hunters – Still on the lookout for a building. Holy Grub is for sale. Amanda is looking into whether it could even be considered. We would most likely need to re-apply for the LCIP grant since the scope

of work would be so different. Josie cautioned about the work needed when you purchase an old building.

- (2) **Advocacy to the State Legislature** – This is the 2nd half of the biennium - there is very little legislation currently being discussed that would impact libraries. Keeping an eye on one that might crossover into library land: TIF (Tax Increment Financing) Legislation may impact libraries but not necessarily our District. It gives incentives for development. At the Spring Director’s Meeting they will discuss legislation to propose next year.
- (3) **Staff Reorganization** – Amanda shared a staffing memo with two new potential job positions/descriptions. After spending the last six months evaluating the best way to replace the Business Manager position the District feels the solution would be to divide the tasks between two positions with overlap. Lisa voiced her concerns with how the process is happening. Trustees discussed and will review this further and discuss more next month. Becca will send the Collection Development job description with next month’s packet.
- (4) **Levy Lid Lift, April 28, 2026** – We have been doing a lot of work putting together the website and information for the public. Amanda has been visiting groups around Stevens County to share information about the Lid Lift and how libraries are funded in the State of Washington. The District is working on identifying the voters pamphlet “For” and “Against” committees.
- (5) **Policy/Procedure Review - Volunteer Policy** - table this month
- (6) **2025 Trustees Year in Review** - Lisa only received one suggested edit. Trustees will review and let her know of any other edits. Becca will include it in next month's packet for approval.
- (7) **Plan 2026 Board Retreat** - Tentatively scheduled for Friday, May 29th at Josie’s. The primary focus of the retreat will be for making plans for the library district after the Levy results are in.

NEW BUSINESS - none

REPORTS

- (1) **Director’s Report:**
 - a. **Library Happenings (attached)**
 - b. **Statistics and Reporting**
- (2) **Trustee/Liaison Report:**
 - Kettle Falls Friends –2026 Booklovers Tea Date May 9th. Tina Wynecoop, Washington State Poet Laureate Derek Sheffield and Jackie McGregor are scheduled to speak. Hosting monthly movie tomorrow.
 - Loon Lake Friends – Great book sale last weekend with some new volunteers.
- (3) **Others:**

The regular meeting of the Board of Trustees adjourned at 12:38 pm for Executive Session ending at 1:56 pm.

EXECUTIVE SESSION – Library Director’s Evaluation – The Board adjourned to Executive Session beginning at 12:38 pm ending at 1:56 pm. The session was held to review and evaluate the performance of a public employee (Library Director) per RCW 42.30.110.g. No items were voted on during the Executive Session.

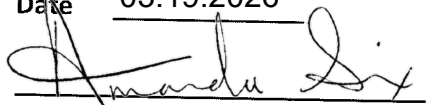
ADJOURNMENT

The meeting of the Board of Trustees was adjourned at 1:56 pm.

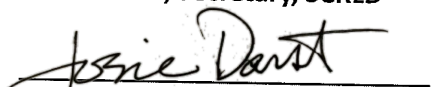
Chair adjourned the meeting.

Respectfully submitted:

Date 03.19.2026

A handwritten signature in cursive script, appearing to read "Amanda Six", written over a horizontal line.

Amanda Six, Secretary, SCRLD

A handwritten signature in cursive script, appearing to read "Josie Darst", written over a horizontal line.

Josie Darst, Board Chair

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Conference Call
February 11, 2026

The meeting was called to order at 9:01 a.m. by Josie Darst. Present were Josie Darst, Chair; Joann Caruso, Vice-Chair; Jennifer Miller, Trustee; Lisa Wolfe, Trustee; Amanda Six, Library Director; Jessica Varang, Deputy Director and Becca Moore, Office Manager. Trustee Sue Poe was absent from the meeting.

AGENDA

- **OPENING** – Josie welcomed everyone.
- **PUBLIC COMMENT** – none
- **AGENDA CHANGES** – none
- **ACTION ITEMS**
 - **Resolution 01-2026 Levy Lid Lift** – Trustees discussed the Resolution which requests an election be called for a levy lid lift increasing the tax levy rate to \$.44 per \$1,000 of assessed value. The current rate is \$.27.

Motion made to accept Resolution 01-2026 Levy Lid Lift.

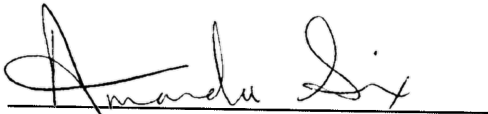
Motion made: Lisa

Motion seconded: Jennifer

All in favor: Unanimous

- **DISCUSSIONS**
 - **February 19th – Regular Board Meeting – Agenda Changes** – none
- **NEW BUSINESS** – none
- **ADJOURNMENT** – Meeting was adjourned at 9:07 am.

Respectfully submitted:



Amanda Six, Secretary, SCRLD

Accepted By:



Josie Darst, Board Chair

02.19.2026

Date

District Status Report

Director's & Tech/Educ & Staff Support Specialist

January 2026

Director District Highlights Submitted by: Amanda

January has been a very busy month with numerous staffing changes and preparing the official paperwork for the lid lift in April. In addition, due to some staffing shortages because of family medical issues and a nasty round of flu, staff have been spread thin, covering at multiple locations in order to keep services going.

Deputy Director/Tech/Educ Highlights Submitted by: Jessica

This last month has been inundated with levy mailer prep, Greystone (ExBabylon) meetings and navigation, staffing shifts and coverage, and more. Some highlights:

- On the backend, we've cleaned up and removed several computers that no longer need monitoring. This saves us some \$\$.
- Weekly deposits were a challenge at first but we've gotten into a rhythm and the branches are becoming more efficient. It is (surprisingly) easier in admin to do the weekly deposits than it was for monthly!
- We've been working through some collection procedures, ensuring processes are working and consistent at each branch and talking through sticking points. The different perspectives are always helpful!
- Ella had her first delivery to Summit Valley School this week - yay! She is rocking the Hunters branch.
- With the loss of Amber in Lakeside at the end of January, we are working through some programming ideas to try to get through summer plans (and the levy vote) before installing someone into the second programming specialist position. I will help Christine and fill the gap. Thankfully, Amber and Christine had scheduled well into the year.
- Christine's grant application for the Vinson Fund was approved by the Vinson Fund Committee, but still needs to be approved by City Council on February 24. This grant will support programs at the library that are taught by local artists to adults (adult art classes, such as stained glass, mosaic, ceramic painting, etc.) These grants are only able to cover programs from Chewelah north due to Vinson Fund rules; Loon Lake and Lakeside will need alternate funding or alternate programs.

Staff Support Specialist Highlights Submitted by: Anja

January was a busy month!

- The normal administrative tasks like payroll, timekeeping, and benefits management kept us busy.
- Additionally, we had two staff move on to new opportunities, so there were offboarding processes to complete.
- We have a manager out on leave to care for a family member. We have been navigating leave and support options, and filling in to help as needed. The branch has really rallied and stepped in to fill in the gaps, not to mention sending their love and support to the manager that all is well and in-hand. The surrounding branches have been incredibly supportive, as well.
- We interviewed for a 20 hour per week Library Assistant 1 to be shared by Colville and Kettle Falls. The candidate pool was very strong! We hired a fantastic LA1 for the Colville and Kettle Falls role.
- The interview also presented a standout candidate who was a perfect fit for a staffing need at the Lakeside Library. Both new employees are already settling in well and proving a great addition to our team.
- After months of learning the ins and outs of the business manager role, and assessing how we could improve processes for the future, we decided it was time to add some additional help. We opened an internal position for an 8 hour Administrative Assistant 2 role. After interviewing, our LS LA2 Elisha joined the admin team. She is already proving very helpful!
- With a number of transitions happening, Amanda, Jessica, Becca, and I felt it was important to meet and intentionally review and plan for current and anticipated district and staffing needs. The meeting was very productive.

Branch Status Report

HARDCOPY FOR DESK STATS

Branch Chewelah	Submitted By Melissa Searle	Month/Year JAN	2026
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Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

January was a fun month of various programs, but overall attendance and circulation was down. Door count was slightly up though and we have noticed more teens coming in in the later afternoon hours just hanging out. The Friends have resumed their book sales in their new location and had their first sale since moving on 1/29. The Winter Reading program continues to be popular.

Statistics to Report

Notes:		Notes:	
Head Count/Door Count:	1350	Computer Sessions:	292
Avg Daily Visitor Count:	67.5	Length of All Sessions:	180.72
Ref Questions:	23	WIFI Stats - Users:	586
Tech Ref Questions:	19	WIFI Stats - Total Data Used:	552.5232438
Tech Reference - Libby:	3		
Circulation Stats:	2,335		
New Library Cards:	18		
Take Home KITS Given Out:			
	<i># Received</i>	<i># Given Out</i>	
TNMake Kits:	80	80	
STEM Kits:	50	50	
TNCreate:			
TNTry Kits:	30	30	
	<i>Total:</i>	<i>160</i>	<i>160</i>

Locker Pickups @ Chewelah

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
<i>example: Storytime 1</i>	5	2	0	4	11	Y / N	CH/TN/AD/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 1:	5			4	9	Y / N	CH/TN/AD/GEN
Storytime Week 2:	11			7	18	Y / N	CH/TN/AD/GEN
Storytime Week 3:	9			5	14	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):	4			2	6	Y / N	CH/TN/AD/GEN
TOTALS:	29	0	0	18	47		
Tech Help with LOSC Week 1:				1	1	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:				0	0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:				0	0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):				0	0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	1	1		
Program: Getting started with GIS				6	6	Y / N	CH/TN/AD/GEN
Program: Getting started with GIS				1	1	Y / N	CH/TN/AD/GEN
Program: Getting started with GIS				1	1	Y / N	CH/TN/AD/GEN
Program: Getting started with GIS				2	2	Y / N	CH/TN/AD/GEN
Program: Scavenger Hunt		30			30	Y / N	CH/TN/AD/GEN
Program: Podcraft				2	2	Y / N	CH/TN/AD/GEN
Program: Bedazzled Bookmarks				1	4	Y / N	CH/TN/AD/GEN
Program: Trivia in the stacks		2		12	14	Y / N	CH/TN/AD/GEN
Program: Brick Builders Wk 1-4		5			5	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	29	40	0	44	113		**Please circle or bold**

Branch Status Report

HARDCOPY FOR DESK STATS

Branch Colville	Submitted By	Month/Year 2026
		JAN

Branch Highlights - things to share, shout-outs, etc *(can include stories to share/quotes/tidbits/photos)*

*Chelsea spent at least 20 minutes helping a non-tech saavy patron find the legal paperwork they needed, referring him to both online and offline resources to help him with his legal issue. She was patient, helpful, and was able to find out the "question behind the question" and get him what he really needed.
 *Thank you so much for use of the meeting room! The space was perfect for what we needed. It is so nice there wasn't a cost. We really appreciate it
 *A woman tracked Lisa down to gush about our library and the help she received from Emily and said Emily did a fantastic job! She is always astonished with the amount of help we give the community on very little resources (her words) I told her it was absolutely lovely to hear and asked she take home a comment card to fill out, as she did not have time to do so today.

Statistics to Report		Notes:	
Head Count/Door Count:	4,584	Computer Sessions:	489
Avg Daily Visitor Count:	230 20 days open	Length of All Sessions:	289.32 hours
Ref Questions:	53	WIFI Stats - Users:	899
Tech Ref Questions:	204	WIFI Stats - Total Data Used:	1067.5 GB
Tech Reference - Libby:	49	Volunteer Hours:	129.75 hours
Circulation Stats:	4,738	Locker Pickups @ Colville:	0
New Library Cards:	27		
Take Home KITS Given Out:	<i># Received</i> <i># Given Out</i>		
TNMake Kits:	120		
STEM Kits:	70		
TNCreate:			
TNTry Kits:	75		
<i>Total:</i>	265		

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

WIFI Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
<i>example: Storytime 1</i>	5	2	0	4	11	Y / N	CH/TN/AD/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 1:	0	0	0	0	0	Y / N	CH/TN/AD/GEN
Storytime Week 2:	10	0	0	8	18	Y / N	CH/TN/AD/GEN
Storytime Week 3:	14	0	0	10	24	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):	15	2		11	28	Y / N	CH/TN/AD/GEN
TOTALS:	39	2	0	29	70		
Tech Help with LOSC Week 1:				2	2	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:				2	2	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:				3	3	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):				5	5	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	12	12		
Program: Music Makers x 4	68			51	119	Y / N	CH/TN/AD/GEN
Program: Scavenger Hunts	18	58		1	77	Y / N	CH/TN/AD/GEN
Program: I Spy tank					0	Y / N	CH/TN/AD/GEN
Program: Bedazzled Bookmarks	3	1	2	5	11	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	128	61	2	98	289		

Please circle or bold

Branch Status Report

Branch Hunters	Submitted By Ella	Month/Year JAN	2026
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Branch Highlights - things to share, shout-outs, etc *(can include stories to share/quotes/tidbits/photos)*

Patron reported that due to my help with learning how to move files on her laptop she was able to make a photo slideshow for her husband's birthday, which was successful and wildly appreciated! A woman in the community is losing her sight, and a patron asked for help with finding resources to help her still enjoy reading. She plans to give her a ride to the library soon to learn all we have to offer. Helped a woman make a flyer for her new business, we were able to finish it just in time to hang it up for the weekend. Another patron has spent multiple days here working on continuing education for her job. An email from a teacher at Columbia School: "Boozhoo Ella, Thank you SO much for the time, energy, and enthusiasm that you invest in our community, school district, and county. You are such a resource to our library system and I hope you know how appreciated you are."

Statistics to Report		Notes:	Notes:
Head Count/Door Count:	91	open 9 days	Computer Sessions: 25
Avg Daily Visitor Count:	10.1		Length of All Sessions: 25 hrs 7 min
Ref Questions:	7		WIFI Stats - Users: 36
Tech Ref Questions:	20		WIFI Stats - Total Data Used: 174
Tech Reference - Libby:	0		
Circulation Stats:	223		
New Library Cards:	2		
Locker Pickups @ Hunters:			9
Take Home KITS Given Out:	<i># Received</i>	<i># Given Out</i>	Gifford: 14
TNMake Kits:	10	6	Fruitland: 7
STEM Kits:	5	3	Addy: 6
TNCreate:	0	0	
TNTry Kits:	5	0	
	<i>Total:</i>	20	9

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

WIFI Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
Programming Spreadsheet 2026							
<i>example: Storytime 1</i>	5	2	0	4	11	Y / N	CH/TN/AD/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 1:					0	Y / N	CH/TN/AD/GEN
Storytime Week 2:					0	Y / N	CH/TN/AD/GEN
Storytime Week 3:					0	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Winter Reading	0				0	Y / N	CH/TN/AD/GEN
Program: Bedazzled Bookmarks	1	1		1	3	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event: Columbia School Delivery					28		
Outreach Event: Evergreen School Delivery					23		
Outreach Event: Summit Valley School Delivery					0	Y / N	CH/TN/AD/GEN
Outreach Event: Columbia School teacher training				18	18	Y / N	CH/TN/AD/GEN
TOTALS:	1	1	0	19	72		**Please circle or bold**

Branch Status Report

Branch Kettle Falls	Submitted By Wright Halbert	Month/Year JAN 2026
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Branch Highlights - things to share, shout-outs, etc *(can include stories to share/quotes/tidbits/photos)*

1. Meghan had a couple of patrons sit down with the LOT book and were amazed at what we have in our collection; they wound up going home with a radon detector. Also said that the current library matched their dreams of what the old library here could become. 2. Meghan wanted to pass along a comment that I received from a patron: she said that she had the pleasure of witnessing one of us managing the afterschool crowd all by themselves. She said that there was a crowd of kids at the front desk asking for snacks, help, etc. all at once and she was so impressed how you handled it so well and with a great attitude. Well done! 3. A patron came into our library and exclaimed that it was so great to visit our library because of the vast amount of ever-changing art. Later in the month we had another say the same thing pretty much. 4. Christine had one of her writers finish her book and publish it on Amazon, Kindle and Paperback (89,000 words). 5. Meghan's baby storytime has found it's footing and now has a rotating group of about 20 babies, mostly through word of mouth. Some families are changing their schedules in order to make it.

Statistics to Report		Notes:	
Head Count/Door Count:	4939	Computer Sessions:	439
Avg Daily Visitor Count:	247 20 Days Open	Length of All Sessions:	332:25:00
Ref Questions:	200	WIFI Stats - Users:	437
Tech Ref Questions:	144	WIFI Stats - Total Data Used:	524.1
Tech Reference - Libby:	5	Volunteer Hours	88
Circulation Stats:	1,300	Afterschool Snacks	473
New Library Cards:	7	Locker Pickups @ Kettle Falls	
Take Home KITS Given Out:	<i># Received</i> <i># Given Out</i>		
TNMake Kits:	80 80		
STEM Kits:	54 54		
TNCreate:			
TNTry Kits:	30 30		
	Total:		

WIFI Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
<i>example: Storytime 1</i>	5	2	0	4	11	Y/N	CH/TN/AD/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 1:	34			6	40	N	CH
Storytime Week 2:	33			5	38	N	CH
Storytime Week 3:	26			4	30	N	CH
Storytime Week 4 (&5):	16			4	20	N	CH
TOTALS:	109	0	0	19	128		
Tech Help with LOSC Week 1:					0	N	GEN
Tech Help with LOSC Week 2:				1	1	N	GEN
Tech Help with LOSC Week 3:				1	1	N	GEN
Tech Help with LOSC Week 4 (&5):				1	1	N	GEN
TOTALS:	0	0	0	3	3		
Program: Things With Strings Week 1		2	4	2	8	N	GEN
Program: Things With Strings Week 2		1	4	2	7	N	GEN
Program: Things With Strings Week 3		3	4	3	10	N	GEN
Program: Things With Strings Week 4		4	6	1	11	N	GEN
Program: Every Child An Artist WK 1		43	2	8	53	N	CH
Program: Every Child An Artist WK 2		41	2	9	52	N	CH
Program: Every Child An Artist WK 3		42	2	10	54	N	CH
Program: Every Child An Artist WK 4 Cancelled					0	N	CH
Program: Baby Storytime	8			7	15	N	CH/TN/AD/GEN
Program: Baby Storytime	6			5	11	N	CH/TN/AD/GEN
Program: Baby Storytime	13			13	26	N	CH/TN/AD/GEN
Program: Bedazzled Bookmarks 1/23			3	7	10	N	TN/AD
Program: New Year, New Novel				7	7	N	TN/AD
Program: New Year, New Novel				8	8	N	TN/AD
Program: New Year, New Novel				8	8	N	TN/AD
Program: New Year, New Novel				5	5	N	TN/AD
Program: Movie and Crafternoon		21	5	3	29	N	GEN
Program:					0	Y/N	CH/TN/AD/GEN
Program:					0	Y/N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y/N	CH/TN/AD/GEN
Outreach Event:					0	Y/N	CH/TN/AD/GEN
TOTALS:	136	157	32	120	445		**Please circle or bold**

Branch Status Report

Branch Loon Lake	Submitted By Mary Klabenes	Month/Year JAN	2026
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Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

The scavenger hunts were a huge hit this month and the kids are always excitedly coming in and running right over to the sheets to start their hunt for dragons.

The Winter Reading Program this year is also a huge hit and I have had many mothers come up and ask who created the images for the dragons, asking more about it, and many hoping we will do something like this again. The consensus has been that everyone loves them. Even those who aren't interested in doing it for themselves are excited for other people and kids to enjoy it.

We ended up not having a huge turnout for the Bedazzled Bookmarks, but we have had a lot of people comment that day didn't work for them and they weren't able to make it and that they hope we have the program again sometime in the future.

Statistics to Report

	Notes:	
Head Count/Door Count:	1086	
Avg Daily Visitor Count:	54.3	20 days open
Ref Questions:	326	
Tech Ref Questions:	99	
Tech Reference - Libby:	7	
Circulation Stats:	2,251	
New Library Cards:	20	
Take Home KITS Given Out:	<u># Received</u>	<u># Given Out</u>
TNMake Kits: Paper Bag Dragon	45	45
STEM Kits: Dragon Flight	45	45
TNCreate:		
TNTry Kits: Dragon Eye	25	25
	<u>Total:</u>	<u>115</u>

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

	Notes:
Computer Sessions:	122
Length of All Sessions:	61.85
WIFI Stats - Users:	269
WIFI Stats - Total Data Used:	470.1037959

Locker Pickups @
Loon Lake 24

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	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/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 2: Library closed 1/1	15	5		11	31	Y / N	CH/TN/AD/GEN
Storytime Week 3:	10	3		7	20	Y / N	CH/TN/AD/GEN
Storytime Week 4:	4			3	7	Y / N	CH/TN/AD/GEN
Storytime Week 5:	5	2		3	10	Y / N	CH/TN/AD/GEN
TOTALS:	34	10	0	24	68		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:				1	1	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	1	1		
Program: Resume Help				0	0	Y / N	CH/TN/AD/GEN
Program: Kid's Bookclub		6		4	10	Y / N	CH/TN/AD/GEN
Program: Friends Meeting				11	11	Y / N	CH/TN/AD/GEN
Program: Book Club				8	8	Y / N	CH/TN/AD/GEN
Program: Bedazzled Bookmarks		1	2	1	4	Y / N	CH/TN/AD/GEN
Program: Dragon Egg Scavenger Hunt					49	Y / N	CH/TN/AD/GEN
Program: Reading Dragons Scavenger Hunt					60	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	34	17	2	49	211		**Please circle or bold**

Branch Status Report

Branch Northport	Submitted By Wright Halbert	Month/Year 2026 JAN
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Branch Highlights - things to share, shout-outs, etc *(can include stories to share/quotes/tidbits/photos)*

1. For the Bedazzled Bookmarks program, I had 2 teens (and later a mother) who were remarkably well-behaved and neat. They hadn't been into our library before, and told their mother they wanted to come in EVERY day we are open after school. They expressed keen interest in our future re-imagined YA room. Their mother loved our cozy library, and is interested in possibly doing tech-related programming with us in the future, as she is getting her masters in cyber security and computer programming. Great connections! 2. Wright had a patron come into the library to get masks and Narcan; they were cleaning a house that had drug paraphernalia and were worried about exposure; they thanked us for looking after the community and possibly saving lives through these items. 3. Clifford had a patron check out a radon detector, they were upset with us (in jest) because they discovered that their basement was full of radon (Wright had a similar complaint).

Statistics to Report			Notes:		Notes:	
Head Count/Door Count:	174		Computer Sessions:	36		
Avg Daily Visitor Count:	14	13 Days Open	Length of All Sessions:	38:42:00		
Ref Questions:	26		WIFI Stats - Users:	45		
Tech Ref Questions:	13		WIFI Stats - Total Data Used:	131.4		
Tech Reference - Libby:	2					
Circulation Stats:	337					
New Library Cards:	4		Locker Pickups @ Northport	18		
Take Home KITS Given Out:			O.C. LOCKER	42		
TNMake Kits:	10	10	ECHO LOCKER	0		
STEM Kits:	10	10				
TNCreate:						
TNTry Kits:	5	5				
Total:						

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

WIFI Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats							
Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
<i>example: Storytime 1</i>	5	2	0	4	11	Y / N	CH/TN/AD/GEN
ALL PROGRAMS:							Children/Teen/Adult/General Int
Storytime Week 1: NP	10			1	11	Y / N	CH/TN/AD/GEN
Storytime Week 2: NP	10			1	11	Y / N	CH/TN/AD/GEN
Storytime Week 3: NP	10			1	11	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5): NP					0	Y / N	CH/TN/AD/GEN
TOTALS:	30	0	0	3	33		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Bedazzled Bookmarks			2	1	3	N	TN/AD
Program: OC Outreach 1/7		21			21	Y / N	CH/TN/AD/GEN
Program: OC Outreach 1/14		16			16	Y / N	CH/TN/AD/GEN
Program: OC Outreach 1/21		18		2	20	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	30	55	2	6	93		**Please circle or bold**