

# Donald W Reynolds Community Center & Library

October 2020

Library is open w/limited access, services, & hours

## Statistical Report

Attendance monthly total -----	<i>only 8 computers open &amp; up to 30 in library to check out</i> -----	3,470
<i>We were open only 25 ½ days this month due to closing for 1 ½ days on 10/28 &amp; 10/29 for lighting install.</i>		
Attendance daily average -----		133
Circulation monthly (physical units)-----		4,529
Circulation average daily -----		174
Computer usage total -----		412
Computer users average daily-----		16
Computer usage average time-----		38 min
Computer guest passes-----		200
Computer guest passes average daily-----		7
New Library card holders-----		84
Materials donated -----		704
		( 68 put in collection )

## Interesting Statistics

**Attendance:** We have one entrance open, the west one, and are only allowing a limited amount of people in the library during the day. We have modified our hours to M-FR 9:00am to 6:00pm and SA 10:00am to 2:00pm. There are 8 computers open still and we've not had anyone who needed to wait to use a computer. The community center saw several events in October. Patrons must check in at the west desk to gain entrance into the library and all the tables and chairs are available for patrons who need to work on laptops or use the wifi. Areas are sanitized after use. The statistics do not include the traffic at the drive thru window. Many are requesting copies, faxing, and scanning to email through the window as well as picking up request/hold items.

**Revenue:** \$1607.30 for Oct. There were two payments for meeting rooms (\$250 for the Webstaurant meeting (prepaid) and \$1750 (to be billed) for a trainings in the theater on 10/10 & 10/17 with the final date being moved to November due to COVID exposure of attendees); \$342 in copies, \$100 in faxes, \$382 in fines, \$35 in notary charges, \$63 in replacement cards, about \$100 in lost items, and \$300 from the coin op (copies & prints).

## What's Happened

-The library continued handing out the "take away" program bags in October. There were **80** bags given out to Early Childhood patrons (ages 2-4), **208** bags to School-Aged patrons (ages 5-12), and then **5** books given out to the teens for the book club this fall (ages 13+). This makes almost **300** young patrons served in the month of October. The "Very Hungry Reader" food program resumed evening meals (M-F from 4:00pm to 6:00pm) w/a total of **487** for the month with an average of **22** meals per day.

- The local 19<sup>th</sup> Amendment Commemoration Committee gave funds to the library so that we could make color copies of licenses and put postage on all absentee ballots brought by the library, either in person or the drive thru. They also paid for the voter registration paperwork for those who needed to register. These statistics will be available in November.

- There was a paying event in the theater: a Webstaurant hiring event. There was foster parent training in October and that payment will come in Nov/Dec and be reflected on that report. The group had to postpone their 3<sup>rd</sup> training date as they had a couple of attendees who tested positive for COVID. Their final date will be on November 7<sup>th</sup>. There were court ordered mediations, literacy sessions 4-5 days per week, a Heritage Quilters meeting in the café area, a Lighthouse Behavioral Health Center meeting, and a FOL meeting in the month. There were several events that cancelled due to COVID.

## What's Coming Up

- The "Blankets for Shelter Pets" project helped keep the kids engaged with their community while performing outreach in a time where they cannot volunteer in person. This program was supported by the Friends of the Library & local businesses. Community members also donated pet items to be distributed to local rescue agencies in early November.
- The FOL's annual book sale has been cancelled for this year. They hope to be back with this event in 2021. The Holiday Craft Show was also cancelled and will return in 2021/. The Murder Mystery Dinner Theater will not happen in February as planning for it needs to happen in October through January. Local businesses usually donate for this program and this just won't be feasible for most businesses due to drops in revenue because of COVID.
- The library has been extended as an evening food site through 12/31/20, and possibly through the end of the school year in 2021. These meals and snacks are provided by the Oklahoma Food Bank program and are a part of the library's "Very Hungry Reader" program. The meals are picked up in the drive thru and are available from 4:00-6:00pm weekdays.

## Projects

- The library wrapped the west covered entrance to cover flaking paint. The wrap has books on it and be a vinyl wrap designed for the "elements." The same company made the COVID shields for the library.
- The library had new security cameras from Secure Oklahoma installed. Funding came from the library's building & maintenance fund. The cameras can be monitored at the front desk through tablets, through an app on a cell phone, in the tech room on a monitor and later on in the work area on a large monitor.
- The library has new fans installed in the theater from Big A\$\$ Fans. These four fans will help with circulation in the room for events. The fans were installed in late October by a subcontractor out of Missouri.
- The city installed a new kiosk for water bill payment inside the library, in the circulation area outside the computer lab entrance. The library will also be able to take water bill payments through the drive thru window later in the fiscal yr.

## Library Promotion

Library Website – [www.donaldwreynolds.okpls.org](http://www.donaldwreynolds.okpls.org)

Donald W Reynolds & Donald W Reynolds Friends of the Library- FACEBOOK FOR PHOTOS AND INFORMATION

<http://www.facebook.com/home.php?#!/rlwpubliclibrary>

**"Check it out at the Library"** - weekly column with the Sunday edition of the Durant Daily Democrat. *Currently on hold.*