# April 2014 Usage

* Circulation of print materials: 1685
* Circulation of eContent: 61
* Website visits: 3084 *\*There may be some inconsistency with website visits because we are using a different tool to measure this with the launch of the newly designed site.*
* Public access computers: 150 sessions
* 103 people attended the 15 Library programs

# Collection Management

* Items added: 69 / Items withdrawn: 173
* Collection snapshot: 74% of the items checked out at CPL were CPL items. Of the 1685 items circulated, 442 were borrowed from another library in UHLS while CPL loaned 501 items to UHLS member libraries. Adult DVDs was the highest circulated collection, Adult Fiction was the second and the third was Juvenile Fiction.
  + Juvenile Fiction, the third highest circulated collection in April, made up 18% of the total circulation. 86% of these items were CPL items checked out at CPL. 14% of the circulation was of items from another UHLS member library.
  + The top three circulating categories account for 60% of the total circulation.

# Upcoming Program Highlights

* Teen Club: Book Night! Read the book, seen the movie? Which is better!? Let’s discuss! Sign-up now and join us on May 21 to eat some pizza and discuss Veronica Roth’s Divergent! (*Wednesday, May 21 at 5:30 PM)*
* Parent + Child Book Club: Join us for...Grilled Cheese and Chocolate Milk!  How it works...Come by or call the library to register and pick up a copy of Flora & Ulysses by Kate DiCamillo.  Take the book home so you and your child can read it together.  Then come to the library for some lunch and a fun discussion! (*Saturday, May 31 at 12:30 PM*)
* The Friends of the Library will host Family Movie Night on Friday, June 6 at 6:00 PM.
* Through the Heartland on U.S. 20: Join us for an informative and entertaining presentation by Bill and Mary Lewis about U.S. 20, the longest federal highway, traveling 3,365 miles from Boston to Newport, Oregon. They wrote a three volume series, *Through the Heartland on U.S. 20,* in which they trace the road’s development through the area and the community’s development through landmark events and unique stories. *(Friday June 20th at 6:00 PM)*

# Marketing and Resources

* Website changes and improvements: ‘Local Links’ was added to the home page of the website to include local government websites and local media. A new page, ‘News and Resources,’ went live in early May. This is a blog page that contains posts relating to new reference tools, services and information. Using a blog style page rather than a static page allows us to organize relevant information timely as it relates to current needs and trends. It also allows users to comment on the posts and share it easily through their social networks. Natalie is working on the Kids and Teens section of the website to offer information about programs, book reviews, book trailers and other information that specifically relates to those audiences.
* E-Newsletter and Social Media: In April, we sent the electronic newsletter three times to about 340 recipients, sent 10 tweets, shared 11 posts on Google+ and 10 posts on Facebook.
* Media Outlets: We sent information about CPL events and services to The Advertiser (weekly) and Our Towne (monthly).

# Continuing Education

* I will attend two workshops over a three day period (June 4-6) as I work to complete the requirements for the Leadership and Management Academy through NYLA. The workshops are: Budgeting and Finance Part I and II; and Partnerships, Collaborations and Relationships Part I and II.

# News and Updates

* Public Access Computers: CPL has been the test for SoftGuard, time and print management software. We’ve used the software at no cost and have worked with the company to make adjustments that will better accommodate the small library environment. While working with SoftGuard, Rawdon and I continued to assess other solutions including the following: PC Reservation, a product of Envisionware; CASSIE a product of Librarica; and Re’Quest, a product of iTeam. The best option that provides a solution at a reasonable price for smaller libraries is iTeam. CPL along with three other UHLS member libraries will collaborate to purchase the software as a group for a reduced rate. The total initial cost for CPL will be $730.50. The annual maintenance fee will be $108.99.
* Streaming Video: CPL now offers streaming video service to patrons through the UHLS digital collection: <http://digitalcollection.uhls.org/>.

# Meetings (April 1-May 3, 2014)

* April 3: Met with the representative from Eastern Print Management to get a software update for the equipment.
* April 3: ILS Subcommittee meeting at UHLS
* April 4: Attended Director’s Association, Automated Services Committee and a subcommittee of the Directors Association to discuss circulation parameters at UHLS.
* April 9: Attended the collaborative meeting with representatives from the East Greenbush Community Library, Nassau Free Library and Supervisor Dowd from the Town of Schodack.
* April 12: Attended a volunteer luncheon at Riverside
* April 14 Attended the Village of Castleton-on-Hudson Trustee meeting
* April 16: Met with Gene Lawler and Vice President Truesdell to go over the scope of the renovation project.
* April 16: Met with President Karis-Nix
* April 23: Attended the eContent Committee meeting at UHLS
* May 2: Attended the Directors Association meeting at UHLS