

EDISON PUBLIC LIBRARY
DIRECTOR'S REPORT

JUNE 13, 2023

These past few weeks have been those of completion and restart for the Library. Yes, it's still spring but we try and fall ahead with new ideas.

John has been working with the community to get the Bookmobile routes restarted. It's much harder than one would think. Robbie and I went out one afternoon in the van to chart the public sites. John has been making phone calls and visits to get approval for the Bookmobile to stop in community developments. We have determined that we are finalizing the routes that we have for now and will officially launch the Bookmobile on July 10th. Routes will be published and flyers distributed to help get the word out.

It's that time again, Summer Reading! Summer Reading is basically a 10-12 week time period of active programming in the Library from June thru August. It's our busiest time of the year with all hands on deck. Carolyn and the staff have done a great job in getting this to happen. Programs will be happening at all three branch locations and the Bookmobile. More details to come out shortly.

We are very excited about the newly envisioned Friends of the Edison Public Library. Plans are to schedule the first official meeting in July.

Pat Massey and I attended the Clara Barton Neighborhood Association Meeting. There are still lingering issues regarding the closing hovering over the community. We expect to attend this meeting once a month to help promote the Clara Barton Library to the neighborhood. Michael is working on a poster on the Clara Barton Library that we plan to "post" all over the neighborhood.

The self-check machines and security gates have been delivered. We expect that these will be installed in late July as we begin the process of tagging the collection for inventory control and RFID self-check-out.

The long awaiting project of upgrading the server and upgrading the network is scheduled for July. We may be down internet-wise for a day or two but we plan on compensating with the hot spots that we currently have. No exact date is set as of yet.

Staff Development Day went well. We discussed First Amendment Audits (filming in the Library) and we had a presentation from the Edison Police Department on Active Shooter Training.

We are in the process of upgrading the emergency telephone service network in our two elevators, communications with our alarm systems and ensuring that all of our HVAC systems are in working order as we start the summer season.

The Library has been selected as one of 10 in a pilot project sponsored by the NJ State Library. We will have a Social Work Intern starting in September for the entire year to work with staff and public. This is an exciting opportunity for us.

The New Jersey Library Association Conference this year proved to be excellent with much food for thought. The theme was Sustainability. That words means more than just conserving energy it about everything we do as Libraries from how we operate internally to our external communication. I hope to review some of the data that we talked about at conference and see how we can translate that here at the Library. Besides several library staff members attending the conference this year, Pat Massey represented the Library Trustees.

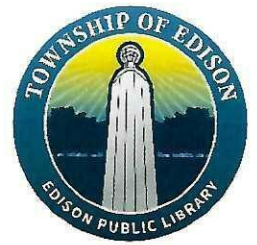
We continue to work through the North Edison construction project. Our next meeting with SAGE Arch is this Friday, June 16th.

Our lucky day collections for children were such a hit that there were no books left in 2 days anywhere! More titles to come.

We expect our 2021 audit to be completed shortly. Suplee, Clooney was waiting for the return of funds from 2020 and 2021 to be added to the balance sheet and reviewed again capital expenditures and the capital plan. The Township has alerted us that we will be getting a check for any outstanding purchasing orders from 2021 and we will be working on ensuring that we are up-to-date with any outstanding invoices. They will then begin the 2022 audit once the Township has completed their audit.

Debra has been working to ensure that all our information is correct and up-to-date on staff and retiree health plans as we move forward with continuing to work with the Township on the Shared Services Agreement.

Respectfully submitted,
Allan M. Kleiman, MLS
Library Director



Edison Public Library Assistant Director's May Report

June 13, 2023

Assistant Director:

We are busy!

May included researching potential training sessions for staff through LinkedIn, Niche Academy, and other possible outside resources. Last month all of the staff were asked to watch a recording of Disney Customer Service best practices. I also confirmed the Active Shooter Training date with Lt. Corforte from the Edison Police Department.

I also researched and finalized a list of museums for the library's museum pass program; see attached list for recommended museums.

Allan and I interviewed three potential librarians for a youth services, teen services, and older adult services position. Additionally, we shifted around some of the librarians' locations to continue to promote cross training and understandings of each branch's workflow. We also participated in two Biblioteca self-check and cash management trainings. I also attended the Trustee Check-In which was about First Amendment Audits in public libraries and an OCLC virtual training and discussion on Library Safety and Security.

Patron Services and Programming:

Jessica, Michael B., Radha, and John attended NJLA.

The Summer Reading Challenge is right around the corner!

Caroline continues to work with staff on streamlining the programming process and upcoming programs. She is also continuing to fill in as the teen services librarian for the system.

John has been working with Caroline on program ideas for Clara Barton. He continued working on the bookmobile schedules. He has also begun working in all three branches to further learn about the library system's work culture.

Claire continued her successful book discussions. She has been weeding the collection and creating summer reading programs. She has also been working ahead on the publicity of her upcoming events.

Lonnie has been working at the Clara Barton Branch. He has also been working on September programming ideas.

Michael B. has been working with Caroline on programs for Pride Month and Hispanic Heritage Month. He has also been working at all three of the branches.

Jenna has been working on the suggested reading lists for various grades as well as a Fathers' Day take and make craft. She is also working at the three branches.

Jessica hosted three storytimes and order youth books.

Claire will be leaving the Library in June. It's been such a pleasure working with her. She is a very hard worker and Edison was lucky to have her. We wish her continued success and she will be missed.

Buildings and Grounds:

Robbie has been maintaining and replacing items as needed. He has also contacted and followed up with vendors when needed. He and Tyler continue setting up rooms for inhouse presentations. Finally, he cleaned two storytime rugs for the library.

Circulation:

The circulation staff were very busy during May. In addition to their ongoing duties, they completed their monthly training of a review of Disney customer service practices.

Sandra has been attending the LMxAC monthly circulation meetings. She and Zenaida will participate in the June Circulation Summit Meeting in Sayreville on June 14th. The Main Library's circulation staff was particularly busy pre-Memorial Day Parade. Many people came to wait in the library and a band photocopied sheet music and practiced on the lawn in preparation for the parade.

The North Edison Circulation Department continues to discard outdated materials. Zenaida, as the treasurer of the Library Foundation, noted the Clara Barton Branch collected about \$250.00 from their book sale. Zenaida attended NJLA.

The Library would like to extend a big thank you to all that attended and to the teen volunteers.

The Library would also like to thank Diane Cifelli for her years of service and wish her well in all her future endeavors.

Communications and Marketing:

Michael W has been very busy working with Caroline on upcoming events and ongoing programs. He is also working on replacing signage throughout the building.

Michael is closely with Allan on the Friends of the Library; including attending meetings and creating publicity as needed.

Technical Services:

The library has created a Lucky Day Collection for children's books and we cannot keep them on the shelves. Our readers are insatiable!

Radha, in addition to being the North Edison Branch Manager, has continued filling in as Department Head of Collection Services.

Radha, Caroline, Jessica, Michael, and John have all been ordering materials. Some are also weeding with Claire. Heather sorts and organizes the materials as they come in

and notes if there are any issues. She has also been working on book repairs and discarding materials in addition to her scheduled time at the desk.

Radha and Michael attended the NJLA Conference.

Technology and Innovation:

Kevin and Priti continue working on upgrades and fixes. Kevin has some major projects coming up such as the RFID installation and the server move at Main. He also set up a Synology NAS to sync storage throughout the network.

The Makerspace team has been working with Caroline to prepare for summer programming. Erin and Kitty are still running their open hours, although attendance is decreasing slightly due the nice weather. Both are working on upcoming program ideas with Kevin and Caroline.

Respectfully Submitted,

Debra Sarr, MSLIS
Assistant Director

Edison By the Numbers May 2023

Borrower Services

Physical Items Borrowed:

Total: 38,953

Main Library 15,743

North Edison 20,579

Clara Barton 2,631

Bookmobile 0

Downloadable Items Borrowed:

Ebooks & Audiobooks
4,468

Hoopla Digital Magazines
1,206 372

Kanopy
Users: 3,551 Items Streamed: 387

Library Cards Created

298

Information Queries

1,350

Library Programs

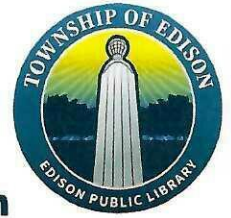
Total: 111

Virtual Attendance	In-Person Attendance
6	664

Teen volunteers: 34/ 88 hours

Meeting Room Usage:

Outside Group Meetings
3
Attendance
34



Website Visitors

Visits 5,734;

Page views
16,644



Databases

Users
537

Database Searches
2,718

Social Media



Subscribers 152



Followers 1,916



Followers 794

Main Library

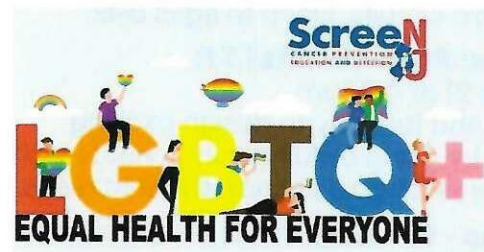
Father's Day Take and Make | Y,F,SP
Monday, June 12 (While supplies last)
Assemble a trophy for Dads special day!

Family Storytime | Y,F,R
Wednesday, June 14 at 11:00am
Songs, rhymes, and stories introduce our youngest family members to the library and early literacy skills.

Secret History of Slavery in New Jersey | A,S,R
Monday, June 19 at 7:00pm
Join us for an informative presentation by Timothy Hack, Chair of History and Social Sciences at Middlesex County College.

Transgender Mental Health Awareness and Education | A,R,SP
Wednesday, June 21 at 7:00pm
Adaryll Moore will discuss mental health issues affecting the transgender community, as described in her award-winning books.

LGBTQ+: Equal Health for Everyone: Introduction to Health Disparities in the LGBTQ+ Community | A,R,SP
Thursday, June 22 at 7:00pm
Ashley Purper, MPH will discuss common health disparities and barriers to care for the LGBTQ+ community.



2023 Summer BABES | Y,S,R
Monday, June 26 at 9:30am
Beginning Awareness Basic Education Studies (BABES) Program. For students who have completed 2nd or 3rd grade in June 2023.

The Bookies Book Club | A,R
Tuesday, June 27 at 1:30pm
This month's selection is *The Family* by Naomi Krupitsky.

North Edison Branch

Teen Advisory Board (TAB) | T,R
Tuesday, June 6 at 7:00pm
The starting point for teen volunteering at the Library. Ages 14 – 18.

Father's Day Take and Make | Y,F,SP
Monday, June 12 (While supplies last)
Assemble a trophy for Dads special day!



Family Storytime | Y,F,R
Tuesday, June 13 at 11:00am
Songs, rhymes, and stories introduce our youngest family members to the library and early literacy skills.

Managing Hypertension | A,S,R
Thursday, June 22 at 12:45pm
Learn how to manage your blood pressure through lifestyle changes.



WeMake 4H Class - C++: Day 1 | T,R
Tuesday, June 27 at 2:00pm
WeMake 4-H has created excellent material to introduce C++ in a fun and engaging manner. For grades 6 and up.

Event Key

A	Adult	IGL	Instagram Live
Y	Youth	M	Maker
T	Teen	R	Registration required to attend in-person
TW	Tween	S	Sensory
E	Exhibits	SP	Special Event
F	Family	Z	ZOOM
FBL	Facebook Live		

Clara Barton Branch

Clara Barton Knitting Circle | A,R
Every Thursday at 1:00pm
Do you knit, crochet, or do needlework? All experience levels are welcome, please bring with you your supplies, patterns, etc.



Father's Day Take and Make | Y,F,SP
Monday, June 12 (While supplies last)
Assemble a trophy for Dads special day!

Family Storytime | Y,F,R
Thursday, June 15 at 10:00am
Songs, rhymes, and stories introduce our youngest family members to the library and early literacy skills.

2023 Summer BABES | Y,S,R
Monday, June 26 at 11:30am
Beginning Awareness Basic Education Studies (BABES) Program. For students who have completed 2nd or 3rd grade in June 2023.

Food, Fashion and Tea from Jane Austen to Queen Victoria | A,S,R
Tuesday, June 27 at 7:00pm
Learn about tea, food, fashion, and more in both the Regency Era and the Victorian Era.



Attention Adult Patrons:

You do not have to be an Edison resident to attend our Adult programs. All Are welcome!

Sign up for our newsletter at edisonpubliclibrary.org to find out about upcoming events!

VIRTUAL PROGRAMS

Monday Morning Book Club | A,R,SP,Z

Monday, June 5 at 10:00am on Zoom
This month's selection is *Me* by Elton John.

Credit Scores and Reporting | A,R,SP,Z

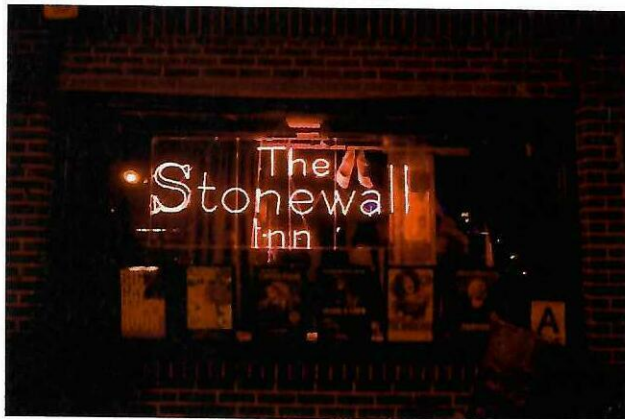
Friday, June 9 at 11:30am
Hosted by the Middlesex County Office of Workforce and Career Development

The Page Lovers Book Club | A,R,SP,Z

Wednesday, June 14 at 7:00pm on Zoom
This month's selection is *The Life Intended* by Kristin Harmel.

Stonewall National Museum Presentation | A,R,SP,Z

Thursday, June 15 at 7:00pm on Zoom
Led by Robert Kesten, Executive Director of the Stonewall National Museum Archives and Library.



MAKERSPACE

Main Library

Paint with Diamonds | A,TW,T,M,R

Thursday, June 1 at 3:30pm
Diamond Painting is a craft hobby that's a mix between Paint By Numbers and Cross Stitch. For ages 8 and up.

K'nex Workshop | A,Y,TW,T,F,M,R

Wednesday, June 14 at 3:30pm
Build whatever comes to your imagination.

WeMake 4H Class - Coding in Python: Day 1 | T,M,R

Saturday, June 17 at 2:00pm
Students will get a quick, easy-to-understand introduction to Python with engaging material. For Grades 6 and up.

WeMake 4H Class - Coding in Python: Day 2 | T,M,R

Saturday, June 24 at 2:00pm
For Grades 6 and up.

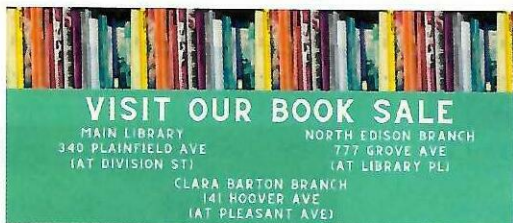
Bullet Journal - Summer Edition | A,Y,TW,T,F,M,R

Wednesday, June 28 at 3:30pm
Plan the best summer ever with your Bullet Journal.

Clara Barton Branch

STEM 4-Her - Finch Robotics | T,TW,M,R

Thursday, June 29 at 4:00pm
Students will learn icon-based and block-based coding, outputs on the Finch Robot. For girls in grades 5 and up.



All proceeds go to the
Edison Public Library Foundation

Sign up for our newsletter at edisonpubliclibrary.org to find out about upcoming events!

Edison Public Library programs and events are free and open to the public.
Registration may be required. See Event Key for details.
Our mission is to ensure that Edison Public Library is welcoming, inclusive, and dedicated to excellence.
Board President: Patricia Massey | Library Director: Allan Kleiman

North Edison Branch

Crochet a Snowflake Blanket | A,M,R

Friday, June 2 at 3:00pm
Join us for a crochet fun to make a crochet snowflake project. Supplies will be provided. For beginners 18 and up.

Paint with Diamonds | A,TW,T,M,R

Tuesday, June 6 at 3:30pm
Diamond Painting is a craft hobby that's a mix between Paint By Numbers and Cross Stitch. For ages 8 and up.

Children Makerspace: Snap Circuits | T,R

Wednesday, June 7 at 4:00pm
Join us for a safe and fun way to design projects and toys using building components with snaps to assemble electronic circuits. Open to ages 6-12.

Teen Makerspace: Snap Circuits | T,R

Wednesday, June 21 at 4:00pm
Join us for a safe and fun way to design exciting projects and toys by using building components with snaps to assemble electronic circuits. Open to teens.

WeMake 4H Class - C++: Day 1 | T,R

Tuesday, June 27 at 3:00pm
WeMake 4-H has created excellent material to introduce C++ in a fun and engaging manner. For grades 6 and up.

WeMake 4H Class - C++: Day 2 | T,R

Wednesday, June 28 at 3:00pm
For grades 6 and up.