

Bertha Bartlett Public Library

Board Meeting–

Join Zoom Meeting

<https://us02web.zoom.us/j/83666881293?pwd=aitPN3INdzlSeUxOL3dmR1YrdUhRUT09>

Meeting ID: 836 6688 1293

Passcode: 552502

Thursday, March 25, 2020

6:00 p.m.

Opening of Meeting: Chris Feil, President

Approve Agenda: Additions or alterations

Approval of Minutes

Citizens' Appearance:

Board Training – Continuing Education for staff & board, Use of Iowa Learns

Treasurer's Report: Duane Fournier –

- P& L Expenses
- March bills

Circulation Report: Duane Fournier

Correspondence/Communications:

Gilbert Update

New Business:

- U.S. Cellular offer about hotspots
- Future hours and services at library
- Using Annex
 - Workday needed at library

Old Business:

- Architect – next steps

Adjournment

Next meeting: Thursday, April 22, 6 p.m.

Staff Report

March 2021

As you can see from the bills, we are pulling in items to use for the summer reading program. Maria has been going through the items we didn't use last summer, and working with Caitlin, working on programming that will start with preschool up to Teens. We are really guessing at the numbers to expect as so many habits have been broken over the last year, and we don't know what to expect if we don't have any programming until June.

With most of our programming offered online, and since there are many ways to experience it, I'm attaching a separate google report which we are using to include all the different ways we are presenting our programs. Unfortunately, the number of people accessing them are very low, but the best response is usually the Preschool Story time, which is usually recorded and people can view at their convenience. The STEM program which was offered each Wednesday afternoon is going to be discontinued after this week, due to low participation between the Roland, Story City and Gilbert libraries. Roland has been doing in-person programs for the past few months, so their patrons can come to the library and interact with staff and each other, so their involvement has gone to a minimal level.

We have seen very positive results from dropping our appointments. We are seeing more consistency in library use since we dropped the appointments. We rarely have over 5 people in the building, and it also is helping spread out computer and copier usage, so we have overall seen an improvement in managing the time people are spending in the building. We continue to have people asking when we will resume programming, and our reply is that we are focusing our efforts on summer programming. We are discussing the need to rebuild the support and use of our programs, so we are considering as many opportunities for outreach as possible.

I'm hoping at this meeting we can discuss candidly the expansion project and hiring of an architect. Once we hire someone, we can start moving forward with evaluating what is needed and what the space needs to look like. Once the architect is hired and we have some drawings outlining how the building will change, we can start the grant process, and once we have construction costs, we can finalize a lot of grant opportunities. The critical next steps are dependent on the architect. I personally felt we will get more from the Novak firm that we need, than the others. We will be starting with their original design and I'm sure they don't want to do anything that will detract from their original work.

For now, we are struggling to keep things organized and to set up the Summer Reading program. Our meeting room area is currently our quarantine area, the staging area for SRP, and also has the Fran Kinne materials there that I feel the library board and foundation members need to view to discuss how to handle them. The staff is confused as to how long we can utilize the space in the annex and and reluctant to move a lot over there if it will have to be moved again. We need some thoughtful discussion on these issues during the board meeting.

Bertha Bartlett Public Library

Board Meeting

Thursday, February 25th, 2021

6:00pm

Meeting held via Zoom

Present: Chris Feil, Lynn Cummings, Matt Emerson, Duane Fournier, Teri, Mary Kay Solberg, Jessica Hensch (Secretary) and Kolleen Taylor (Director). Gary Landhauser, Dave Morris, Shelley Hart, Rod Bohner, Shelley Hart, Dean Vande Griend, Alaina Christian

Called to Order: 5:59p

Changes to and approval of the Agenda:

No additions

Approval of Minutes:

- Change the heading "September Bills" to "January Bills".
- Motion to approve the January 2021 minutes by Fournier, seconded by Cummings, approved unanimously.

Citizen's Appearance:

Because Novak Architects are speaking, the steering committee and the foundation committee members are going to be joining the meeting. Dave Morris – treasurer for the foundation and on steering committee; Rod Bohner – Steering committee member and foundation member; Shelley Hart – president of library foundation; Dean Vande Griend – foundation board member and Alaina Christian, foundation board member

Board Training: TABLED UNTIL MARCH

Treasurer's Report

P and L:

Story City: No issues with budget. Slightly underspent for this time of year.

Gilbert: Slightly underspent, as well.

February Bills:

- \$2000 new automation setup charge – to switch systems, which is needed due to the fact that the current one is degrading. Simple contract. Lots of work for the first few months to move the materials to the new system from the old. This will eat up a lot of the "underspent" budget.
- Fournier reports that the board is no longer getting Black Hills Energy bills – they are going directly to the city. Will need to approve without these invoices.

- Fournier motions to approve February bills. Hensch seconds. Approved unanimously.

Circulation:

Slow month due to frigid temperatures and COVID. The staff are doing a great job!
Nothing is currently being documented for programming since it is all done virtually.

Correspondence/Communications:

None

Gilbert Update –

Gilbert is still doing pretty well. Numbers are comparable to last year.
State Library asked for verification to be done on everyone's library numbers. Difficult for Gilbert because some of the patrons have Ames addresses.

New Business**Meet with Gary Landhauser, Novak Architects – PowerPoint Presentation**

- Discussed specific needs for library in the future.
- Discussed the design process and possible elements to include in design.
- This is the first library they've renovated that they originally designed.
- The annex should be reviewed whether or not to keep the building. May be less expensive to demo and start again.
- Will provide drawings of design for \$8-10,000. Will get this back if chosen to proceed with the project. Novak reports flexibility with billing on the project.
- Mr. Landhauser reports he will plan to be on site throughout the construction period.
- There will be an estimate of amount of money needing to be raised when the renderings are provided.

Aureon – Contact up this spring

Taylor needs to write a letter to cancel this spring. Hardly being used at all at the moment. In a contract and will keep as a phone service but not as an internet provider. Stratford Telephone has been very kind to the library for their internet. Motion to cancel/not renew the Aureon internet contract by Fournier, seconded by Hensch, approved unanimously.

Appointments

- Patrons are having to have appointments to come in. It's difficult for the staff to maintain.
- Would it be possible to get rid of the appointments requirement? All other methods of prevention would remain.

- Representative Solberg mentions that she will discuss this possibility at the City Council meeting on Monday.
- The rec center is open for more than one family at a time and at the rec center people are touching the same ball for basketball and aren't wearing masks and breathing heavily. This isn't the case at the library.

Concrete Sidewalks – ½ inch to ¾ inch gaps

Would it be possible to shave down the concrete out front?

Furnace replacement – see proposals

Taylor presented estimates from O'Connor Heating and Cooling and Converse Conditioned Air. O'Connor is around \$700 cheaper than Converse.

Motion to hire O'Connor for the furnace. Emerson will second. Approved unanimously

Old Business

Update on progress with Insignia software for automation – software upgrade for server (Microsoft SQL)

There is a contract needing to be signed saying Taylor has the authority to change things over. Server library has should be adequate. They will provide SQL and install remotely.

Update on Baker and Taylor program for recycling/reselling withdrawn books.

Currently a credit of over \$200. Working really well!

Adjournment: Motion to adjourn Cummings, second Fournier. Approved unanimously at 6:49p.

Next Meeting: Thursday, March 25th at 6pm.

Jessica Hensch
Secretary
Board of Trustees

Bertha Bartlett Public Library Cash Flow
February 2021

<u>Acct #</u>	<u>Story City Expenses</u>	<u>2020-2021 Budget</u>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget remaining</u>	<u>% of funds Remaining</u>
001-4410-6010	Salaries: Full Time	\$ 48,500.00	\$ 3,484.96	\$ 29,622.21	\$ 18,877.79	38.92%
001-4410-6020	Salaries: Part-time	\$ 59,750.00	\$ 3,927.12	\$ 29,035.92	\$ 30,714.08	51.40%
001-4410-6110	FICA/Medicare	\$ 8,280.00	\$ 554.92	\$ 43,925.23	\$ 3,887.77	46.95%
001-4410-6130	IPERS	\$ 10,220.00	\$ 699.71	\$ 5,540.63	\$ 4,679.37	45.79%
001-4410-6150	Insurance - Group Health	\$ 4,800.00	\$ 413.01	\$ 3,227.98	\$ 1,572.02	32.75%
001-4410-6230	Travel/Training	\$ 1,300.00	\$ -	\$ 255.91	\$ 1,044.09	80.31%
001-4410-6320	Building/Grounds	\$ 9,050.00	\$ 9.32	\$ 1,488.52	\$ 7,561.48	83.55%
001-4410-6350	Equipment repair/Maint.	\$ -				
001-4410-6371	Utilities	\$ 1,900.00	\$ 383.34	\$ 1,259.83	\$ 640.17	33.69%
001-4410-6373	Telephone	\$ 4,800.00	\$ 407.23	\$ 3,204.19	\$ 1,595.81	33.25%
001-4410-6408	Insurance-General	\$ 2,100.00	\$ -	\$ 165.00	\$ 1,935.00	92.14%
001-4410-6490	Professional Services	\$ 2,000.00	\$ -	\$ 1,035.00	\$ 965.00	48.25%
001-4410-6499	Miscellaneous					
001-4410-6500	Programming	\$ 2,500.00	\$ -	\$ 710.13	\$ 1,789.87	71.59%
001-4410-6501	Building Supplies	\$ 800.00	\$ -	\$ 208.55	\$ 591.45	73.93%
001-4410-6502	Technology	\$ 3,000.00	\$ -	\$ 390.06	\$ 2,609.94	87.00%
001-4410-6505	Cataloging Supplies	\$ 1,500.00	\$ -	\$ 116.06	\$ 1,383.94	92.26%
001-4410-6506	Office Supplies	\$ 2,500.00	\$ 136.38	\$ 1,107.18	\$ 1,392.82	55.71%
001-4410-6507	Misc. Operating supplies	\$ 200.00	\$ -	\$ -	\$ 200.00	100.00%
001-4410-6727	Capital Equipment	\$ -				
001-4410-6508	Petty Cash/Postage	\$ 800.00	\$ -	\$ -	\$ 800.00	100.00%
001-4410-6770	Magazines	\$ 1,500.00	\$ 98.80	\$ 1,120.18	\$ 379.82	25.32%
001-4410-6771	Audio	\$ 1,000.00	\$ -	\$ 13.50	\$ 986.50	98.65%
001-4410-6772	Books (+\$5000)	\$ 12,000.00	\$ 1,018.22	\$ 7,992.42	\$ 4,007.58	33.40%
001-4410-6773	Video	\$ 1,000.00	\$ 32.92	\$ 493.31	\$ 506.69	50.67%
001-4410-6774	Online Databases	\$ 1,000.00	\$ 2,000.00	\$ 3,074.22	\$ (2,074.22)	-207.42%
		\$ 180,500.00	\$ 13,165.93	\$ 94,453.03	\$ 86,046.97	47.67%
Deposits to: **						
001-4410-1-4580	General Fund	\$ 4,000.00	\$ 220.60	\$ 1,259.25	\$ 2,740.75	68.52%
001-4410-1-4470	General Fund	\$ 23,000.00				
031-4410-2-4705	Donations	\$ -	\$ 15.00	\$ 555.00	\$ 555.00	0.00%
031-4410-4-4300	Interest on Deposits	\$ -	\$ 126.55	\$ 2,679.07	\$ 2,679.07	0.00%
	Total Deposits		\$ 362.15	\$ 4,493.32		
B. Trust Fund Deposits/Balance						
031-	Trust in General Fund	\$ 332,259.71	\$ 1,686.57	\$ 333,946.28		
031-4410-2-4404	Local Grant					
	ASB Savings Account	\$ 2,078.84	\$ 5.50	\$ 2,084.34		
031-0950-4-4300	Interest (CD's)	\$ 210,000.00		\$ 210,000.00		
031-4410-4-4799	Misc. Receipts	\$ -				
				\$ 546,030.62		
Library Trust Expenses						
031-4410-6230	Travel & Training					
031-4410-6320	Building & Grounds					
031-4410-6490	Professional Services					
031-4410-6507	Misc. Operating	\$ -				
031-4410-6727	Capital Equipment					
031-4410-6672	Books					
031-4410-6798	Capital Project					
	Total Library Trust Exp					

Bertha Bartlett Public Library

March 2021 bills

Code	Written To	Date	Amount	Comments/Mileage @ .56/mile
001-4410-6150	Wellmark	02/02/21	\$381.54	Health Insurance - Kolleen
001-4410-6320	Early Bird Window Washin	03/09/21	\$60.00	Window cleaning - exterior
001-4410-6320	O'Connor Heating & Coolin	03/22/21	\$2,575.00	New Furnace for offices (southern unit)
001-4410-6320	American Business Phones	03/09/21	\$55.00	Answering Machine fix
001-4410-6371	Aspen Waste Management	not received	\$30.00	Trash removal
001-4410-6371	Black Hills Energy	Have not received		
001-4410-6371	Black Hills Energy	Have not rece	\$136.67	509 Broad Street heat
001-4410-6373	Aureon	03/01/21	\$407.38	Telephone & internet
001-4410-6490	Computer Resource Spec.	03/10/21	\$135.00	Troubleshooting Server issues for upgrade
001-4410-6500	Amazon Capital Services	03/01/21	\$59.96	SRP prizes
001-4410-6500	Amazon Capital Services	03/08/21	\$44.97	SRP prizes
001-4410-6500	Amazon Capital Services	03/15/21	\$65.73	SRP prizes
001-4410-6500	Visa	03/09/21	\$15.04	SRP prizes
001-4410-6506	Access Systems	03/22/21	\$136.38	Copier
001-4410-6506	Amazon Capital Services	03/15/21	\$3.29	Highlighters
001-4410-6772	Visa	03/09/21	\$6.01	LP Book used - Thriftbooks
001-4410-6772	Amazon Capital Services	03/08/21	\$17.34	Books
001-4410-6772	Amazon Capital Services	03/09/21	\$14.99	Books
001-4410-6772	Baker & Taylor	02/25/21	\$169.18	Books
001-4410-6772	Baker & Taylor	3/8/2021	\$ 48.70	Books
001-4410-6772	Baker & Taylor	03/22/21	\$150.08	Books
001-4410-6772	Baker & Taylor	03/16/21	\$78.79	Books
001-4410-6772	Ingram	02/23/21	\$170.21	Books
001-4410-6772	Ingram	03/16/21	\$118.60	Books
001-4410-6772	Centerpoint	03/01/21	\$135.42	Books
001-4410-6772	Centerpoint	02/09/21	\$56.00	Books
001-4410-6772	Gale/Cengage	02/19/21	\$14.29	Books
001-4410-6772	Gale/Cengage	03/04/21	\$14.29	Books
001-4410-6772	Gale/Cengage	03/11/21	\$172.88	Books
001-4410-6772	Gale/Cengage	03/16/21	\$51.32	Books
001-4410-6772	Gale/Cengage	03/17/21	\$77.97	Books
01-4410-6772	Gale/Cengage	03/17/21	\$60.72	Books
01-4410-6772	Gale/Cengage	03/18/21	\$18.84	Books
001-4410-6773	Amazon Capital Services	03/08/21	\$73.86	DVDs
001-4410-6773	Amazon Capital Services	03/09/21	\$14.89	DVDs
	TOTAL - Story City		\$5,570.34	
	Gilbert Bills			
033-4410-6500	Amazon Capital Services	03/01/21	\$59.96	SRP prizes
033-4410-6500	Amazon Capital Services	03/08/21	\$36.98	SRP prizes
033-4410-6500	Amazon Capital Services	03/15/21	\$5.73	SRP prizes
033-4410-6772	Amazon Capital Services	03/08/21	\$57.91	Books
033-4410-6772	Amazon Capital Services	03/15/21	\$12.96	Books
033-4410-6772	Ingram	02/23/21	\$51.14	Books
033-4410-6772	Ingram	03/16/21	\$116.47	Books

Bertha Bartlett Public Library
March 2021 bills

033-4410-6773	Amazon Capital Services	03/08/21	\$14.96	DVDs
	Total - Gilbert		\$356.11	

Approved on this day _____ by _____

Bertha Bartlett Public Library
2020-2021 Statistics Report

	July 19	July 20	Aug. 19	Aug. 20	Sept. 19	Sept. 20	Oct. 19	Oct. 20	Nov. 19	Nov. 20	Dec. 19	Dec. 20	Jan. 20	Jan. 21	Feb. 20	Feb. 21	Mar. 20	Apr. 20	May 20	June 20
City	3029	2072	2600	1585	2461	1694	2528	1651	2063	1375	1886	1487	2073	1334	2003	1375	2539	600	590	1574
County	641	383	419	301	412	333	515	330	486	358	332	325	413	258	391	261	380	74	180	221
Other	953	916	954	615	912	791	1008	690	880	576	1016	726	937	581	887	666	1003	240	372	688
Gilbert	388	289	343	195	270	332	331	287	229	259	165	226	219	249	226	249	250	74	134	257
Total	5011	3660	4316	2696	4055	3150	4382	2958	3658	2568	3399	2764	3642	2422	3507	2551	4172	988	1276	2740
Open Access	953	916	954	615	912	791	1008	690	880	576	1016	726	937	581	887	666	1003	74	372	688
Adult	1455	1254	1365	910	1188	1051	1394	1135	1208	957	1183	1015	1391	953	1133	948	1460	391	469	998
Young Adult	335	381	291	231	183	226	221	190	141	158	178	209	150	161	214	166	240	71	123	226
Juvenile	2079	1565	1779	1149	1740	1439	1833	1132	1507	1106	1233	1137	1358	943	1411	1021	1640	366	509	1137
Video	0	0	8	0	5	1	4	1	5	2	2	3	3	1	4	3	1	2	2	1
DVD	848	375	672	333	742	357	675	294	563	267	546	313	523	247	530	271	587	96	120	292
Audio	20	6	7	10	14	1	9	4	18	0	25	1	5	6	9	8	12	6	0	4
CD	39	3	17	3	12	2	7	4	24	3	38	14	8	16	17	14	8	1	1	0
CD book	138	56	96	45	85	38	115	53	125	22	126	48	118	41	114	50	132	35	26	48
Magazines	60	9	49	11	37	19	56	24	28	19	27	16	43	36	23	41	34	9	20	21
Puzzles	27	10	24	1	34	8	58	13	31	10	24	6	25	16	35	25	39	10	6	9
Puppets	9	0	7		11	0	10	0	6	0	8	0	7	0	3	0	2	1	0	0
Other	1	1	1	3	4	8	0	8	2	2	9	2	11	2	14	4	17			4
Total	5011	3660	4316	2696	4055	3150	4382	2858	3658	2546	3399	2764	3642	2422	3507	2551	4172	988	1276	2740
E-books	320	497	336	462	324	396	320	414	319	412	330	409	429	374	350	418	382	484	530	461
Downloaded Audio	372	390	343	348	327	315	337	310	319	303	307	321	398	267	347	292	376	387	368	391
Ref.? Asked	158	126	112	114	103	132	161	115	140	120	114	139	136	103	82	81	136	150	114	172
Ref.? Answered	158	126	112	114	103	132	161	115	140	120	114	139	136	103	82	81	136	150	114	172
Reference-Gilbert	58	83	59	40	32	86	39	58	25	45	20	42	25	72	36	27	39		36	55
<u>PATRONS</u>																				
Programs - children	7	5	0	6	13	3	11		13		8		11	4	10		4	0	4	1

Bertha Bartlett Public Library
2020-2021 Statistics Report

Attendance - children	131	105	0		132	77	129		155		91		105		78		36	0	8	2
Attendance - adults	53	??	0		47		40		61		46		22		18		12	0	7	2
Programs - StoryX	0	0	0		5		3		3		0		0		0		1	0	0	0
Attendance - children	0	0	0		45		27		24		0		0		0		4	0	0	0
Attendance - adults	0	0	0		8		8		9		0		0		0		2	0	0	0
Programs - Teen/Tweens	6	0	0		2		2		1		1		2		2		0	0	0	0
Attendance - teens	51	0	0		14		24		8		23		20		11		0	0	0	0
Attendance - adults	9	0	0		2		4		2		2		4		2		0	0	0	0
Programs - Adult	5	1	6	1	7	1	5		13		5		6	1	6		3	1	1	1
Attendance - children	0	0	2		0		0				0		0		0		0	0	0	0
Attendance - adults	32	7	39	7	49	4	27		234		36		42	4	43		17	9	8	8
Total Programs	18	6	6	7	22		21		27		14		19		18		8	0	5	2
Total Attendance	277	112	41		241		259		498		198		193		148		70	0	23	14
Gilbert Programs	7		2	5	5		7		5		4		6		4		4		4	1
Attendance	210		32		62		71		57		48		69		53		46	0	8	2
Attendance - Adults	61		9		28		24/2T		23		11		19		16		14	0	7	2
Hours - Gilbert	72.5	65.75	73	65	64	63	78	66	56.5	54	54.5	58.3	67.5	60.0	65	56.0	60	293	55.5	64
Total People	554	153	403	123	384	147	428	147	224	110	189	93	259	118	222	163	182	N/A	62	116
People/hour	7.6	2.3	5.52	1.9	6	2.3	5.5	2.2	4.9	2	3.5	1.6	3.9	2.0	3.4	3.6	3	52	1.1	1.8
Gilbert Site Circ.	626	619	581	383	507	613	559	520	350	474	336	419	434	404	399	430	418	293	274	477
Hours - Story City	221	161	228	149	220	157	247	164	224	164	222.5	171.5	235.0	168.0	227	163.0	213	147	147	154
Total People	3778	1219	3229	1215	3122	1515	3636	1821	3613	1077	2355	1097	2379	757	2631	1156	2020	35	89	1031
People/Hour	17	7.6	14.2	8.15	14.2	9.6	14.7	11.1	16.2	6.6	10.6	6.4	9.8	4.5	11.6	7.1	10.1	N/A	0.6	6.7
CARDS																				
Issued - Story City	12	4	4	3	22	7	5	10	10	6	9	1	6	10	11	4	9		1	20
Issued - Gilbert	4	2	0	0	3	5	1	1	1	0	0	0	2	0	1	1	1		1	1
Withdrawn	0	0	0	0	0	0	0		0	0	0	3	0	0	0	9	2		0	0

Bertha Bartlett Public Library
2020-2021 Statistics Report

renewed - Story City	12	4	13	8	3	6	8	7	1	4	5	7	14	15	12	21	13		1	1
renewed - Gilbert	4	6	3	5	1	1	7		1	0	2	2	4	2	0	1	4		1	2
Meeting Room Library	12	0	2	1	10		14		16	1	10	0	14		11	0	4	0	0	0
Meeting Room Other	2	0	4	0	9		8		8		9	1	4		11	0	4	0	0	0
Computer Use	681	211	461	106	402	108	430		481		547		472		521	99	279	0	0	62
Test Proctoring	2	0	4						0		0	0	0		0	0	0	0	0	0
Interlibrary Loans	15	10	12	25	5	9	16	14	24	10	9	13	22	15	19	15	24	0	0	16
Interlibrary Loans Sent	33	27	25	16	29	20	31	24	4	32	31	15	34	22	23	29	20	0	2	20
Book Club Sets	0	1	2	1	4	3	3		3	1	2	1	3	2	1	3	3	0	0	1
Microfilm Use	0	0	0	0	0	0	0		0		0	0	0		0	0	0	0	0	0
Gilbert Computer use	37	17	26	12	28	23	23		29	18	25	23	25	13	8	23	7	0	0	7
In House Use - Gilbert	58		64		30	89	58		37		22	48			25	73	33	0	0	49

In House Use - Story City

Monthly Program Statistics: July 1, 2020 thru June 30, 2021

Date	Program title	Type of Program	Target audience			# of attendees (Live-virtual or in person)			If recorded, # of views by end of month	If outreach, # of patrons reached	BBPL, G or both?	Program Manager
			Adult	Teen	Children	Adult	Teen	Children				
7/2/2020	Timberland Book Club	Outreach	X				5		5	BBPL	Angie Stover	
7/2/2020	Storytime Express:	Outreach			X				5	BBPL	Angie Stover	
7/3/2020	Kimberley Chelsvig	Outreach				X		0		both	Maria	
7/10/2020	Storytime	Live-virtual				X		0		both	Maria	
7/17/2020	Storytime	Live-virtual				X		0		both	Maria	
7/17/2020	Storytime	Live-virtual				X		0		both	Maria	
7/17/2020	Storytime: Trees	Recorded - Facebook				X				both	Maria	
7/24/2020	Storytime	Live-virtual				X		0		both	Maria	
7/24/2020	Gilbert Days SRP promotion	In person	X	X	X	X	15	6	21	G	Maria	
7/28/2020	Bartlett Book Club - Talking to Strangers	Zoom	X				6			BBPL	Kolleen	
7/31/2020	Storytime	Live-virtual				X		0		both	Maria	
8/4/2020	Storytime Express:	Outreach				X				BBPL	Maria	
8/4/2020	Kimberley Chelsvig	Outreach				X			5	BBPL	Angie Stover	
8/6/2020	Timberland Book Club	Outreach	X				5		5	BBPL	Angie Stover	
8/7/2020	Storytime	Live-virtual			X			0		both	Maria	
8/14/2020	Storytime	Live-virtual			X			0		both	Maria	
8/21/2020	Storytime	Live-virtual			X			0		both	Maria	
8/27/2020	Bartlett Book Club - Ordinary Grace	Zoom & in person-Annex	X				7			BBPL	Kolleen	
8/28/2020	Storytime	Live-virtual				X		0		both	Maria	
8/28/2020	Storytime: Bubbles	Recorded - Facebook				X				both	Maria	
9/2/2020	Storytime Express:	Outreach				X			5	BBPL	Maria	
9/2/2020	Kimberley Chelsvig	Outreach				X			5	BBPL	Angie Stover	
9/3/2020	Timberland Book Club	Outreach	X				5		5	BBPL	Angie Stover	

9/17/2020	STEM program: pH	Live-virtual			X	3	3		both	Maria
9/21/2020	Storytime: Princesses	Recorded - Facebook			X			?	both	Maria
9/22/2020	Bartlett Book Club- I'll Be Gone in the Dark	Zoom & in person-Annex	X			4			BBPL	Kolleen
9/24/2020	STEM program: Surface tension of water	Live-virtual			X	3	1		both	Maria
10/1/2020	STEM program: pH	Live-virtual			X	3	0		both	Maria
10/1/2020	Timberland Book Club	Outreach	X			5			BBPL	Angie Stover
10/7/2020	Storytime Express:	Outreach			X				BBPL	Maria
10/8/2020	Kimberley Chelsvig	Live-virtual			X	2	1		both	Maria
10/14/2020	STEM program: Fall harvest	Live-virtual			X	3	0		both	Maria
10/16/2020	Storytime: Pumpkins	Recorded - Facebook			X			?	both	Maria
10/20/2020	Book Review (YouTube)	Recorded	X	X	X			4		Caitlin
10/21/2020	STEM program: Sugar	Live-virtual			X	3	1		both	Maria
10/22/2020	Bartlett Book Club-When Breath Becomes Air	Zoom & in person-Annex	X			5			BBPL	Kolleen
10/28/2020	STEM program: Pollination	Live-virtual			X	3	1		both	Maria
10/30/2020	Storytime: Halloween	Recorded - Facebook			X			?	both	Maria
11/4/2020	STEM program: Seed dissection	Live-virtual			X	3	1		both	Maria
11/5/2020	Timberland Book Club	Outreach	X			5			BBPL	Angie Stover
11/6/2020	Storytime Express: Kimberley Chelsvig	Outreach			X				BBPL	Maria
11/11/2020	STEM program: Magnets	Live-virtual			X	3	4		both	Maria
11/13/2020	Storytime: Fall Homeschool Writing	Recorded - Facebook			X			?	both	Maria
11/13/2020	Workshop	In Person		X	X	2	2	4	Both	Caitlin

11/18/2020	STEM program: Static electricity	Live-virtual							1			both	Maria
11/20/2020	Grab & Go Craft Kit: Turkey	Outreach								18		BBPL	Maria
11/21/2020	Grab & Go Craft Kit: Turkey	Outreach								11		G	Maria
11/24/2020	Bartlett Book Club - Sold on a Monday	Zoom	X					6				BBPL	Kolleen
11/25/2020	Storytime: Firefighter's Thanksgiving	Recorded - Facebook								?		both	Maria
11/25/2020	Storytime: Bear Says Thanks	Recorded - Facebook								?		both	Maria
11/25/2020	STEM program: Catapult	Live-virtual							3			both	Maria
12/3/2020	Timberland Book Club	Outreach	X					5				BBPL	Angie Stover
12/4/2020	Storytime Express: Kimberley Chelsvig	Outreach										BBPL	Maria
12/9/2020	Grab & Go Kits: Gingerbread House	Outreach										G	Shelly/Maria
12/9/2020	Grab & Go Kits: Gingerbread House	Outreach										BBPL	Shelly
12/9/2020	STEM program: Gravity & Friction	Live-virtual							3			both	Maria
12/11/2020	Homeschool Writing Workshop	In Person						2	2	4		Both	Caitlin
12/16/2020	STEM program: Straw rockets	Live-virtual										both	Maria
12/18/2020	Book Review (Instagram)	Recorded								57			Caitlin
12/18/2020	Book Review (YouTube)	Recorded								11			Caitlin
12/22/2020	Bartlett Book Club-Book Woman of Troublesome	Zoom											
12/23/2020	STEM program: Parachutes	Live-virtual										both	Maria
1/2/2021	Grab & Go Craft Kits: Snowman	Outreach										BBPL	Maria
1/4/2021	Timberland Book Club	Outreach	X					5				BBPL	Angie Stover

1/5/2021	Grab & Go Craft Kits: Snowman	Outreach									10	G	Maria
1/8/2021	Storytime Express: Kimberley Chelsvig	Outreach									5	BBPL	Maria
1/8/2021	Homeschool Writing Workshop	In Person										Both	Caitlin
1/8/2021	Grab & Go Craft Kits: Snowman (2nd batch)	Outreach									16	BBPL	Maria
1/9/2021	Grab & Go Craft Kits: Snowman (2nd batch)	Outreach									6	G	Maria
1/13/2021	STEM program: Origami	Live-virtual										both	Maria
1/13/2021	Storytime: First Day of Winter	Recorded - YouTube										both	Maria
1/20/2021	STEM program: Chomatography	Live-virtual										both	Maria
1/26/2021	Bartlett Book Club-The 7-1/2 deaths of Evelyn	Zoom		X								both	Kolleen
1/27/2021	STEM program: Tangrams	Live-virtual										both	Maria
2/3/2021	STEM program: Mistake to Masterpiece	Live-virtual										both	Maria
2/3/2021	Books to Ruth Shickell	Outreach										G	Maria
2/4/2021	Timberland Book Club	Outreach		X							5	BBPL	Angie Stover
2/5/2021	Storytime Express: Kimberley Chelsvig	Outreach										BBPL	Maria
2/5/2021	Grab & Go Craft Kits: Puzzle piece snowflake	Outreach									26	BBPL	Maria
2/6/2021	Grab & Go Craft Kits: Puzzle piece snowflake	Outreach									12	G	Maria
2/10/2021	Books to Mary Lou Mumm	Outreach									1	G	Maria
2/10/2021	STEM program: Paper spinners	Live-virtual										both	Maria
2/12/2021	Storytime: A Gnome Story	Recorded - Facebook										both	Maria
2/12/2021	Grab & Go Craft Kits: Valentine gnome	Outreach									10	BBPL	Maria

2/12/2021	Storytime Express: Kimberley Chelsvig	Outreach			x					6	BBPL	Maria
2/13/2021	Grab & Go Craft Kits: Valentine gnome	Outreach			x					7	G	Maria
2/17/2021	STEM program: Hoop gliders	Live-virtual			x	4		2			both	Maria
2/23/2021	Grab & Go Craft Kits: Elephant & Piggie puppets	Outreach			x					14	G	Maria
2/23/2021	Bartlett Book Club: Finding Dorothy	Zoom	X			6					BBPL	Kolleen
2/24/2021	STEM program: Tech contraptions	Live-virtual			x	2		1			both	Maria
2/26/2021	Grab & Go Craft Kits: Elephant & Piggie puppets	Outreach			x					25	BBPL	Maria
2/26/2021	Storytime Express: Robin HInk	Outreach			x						BBPL	Maria
2/26/2021	Homeschool Critique Group	In Person		x	x	2	2	3		7	Both	Caitlin
3/3/2021	STEM program: Simple machines	Live-virtual			x	2		1			both	Maria
3/4/2021	Timberland Book Club	Outreach	X			5				5	BBPL	Angie Stover
3/5/2021	Storytime Express: Kimberley Chelsvig	Outreach			x					6	BBPL	Maria
3/12/2021	Storytime: Bark, George	Recorded - YouTube			x				?		both	Maria
3/10/2021	STEM program: Coding	Live-virtual			x	3		1			both	Maria
3/19/2021	Homeschool Critique Group	In Person		x	x	2	2	3			Both	Caitlin
3/23/2021	Bartlett Book Club-The Five Wishes of Mr."	Live-virtual	x			7					BBPL	Kolleen
3/24/2021	STEM program: Foil boats	Live-virtual			x						both	Maria
4/1/2021	Timberland Book Club	Outreach	X			5				5	BBPL	Angie Stover
5/1/2021	Timberland Book Club	Outreach	X								BBPL	Angie Stover

In February, 67 unique patrons used your library WiFi. On average, these patrons visited to use the WiFi on just under 3 individual days.

Change from prior month



231 ↓ -41.96%

Monthly Sessions



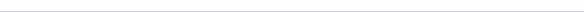
189 ↓ -40%

Total Visits



67 ↑ 11.67%

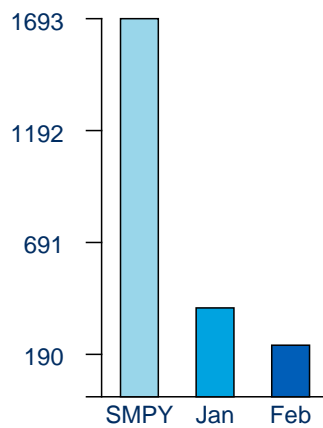
Unique Visitors



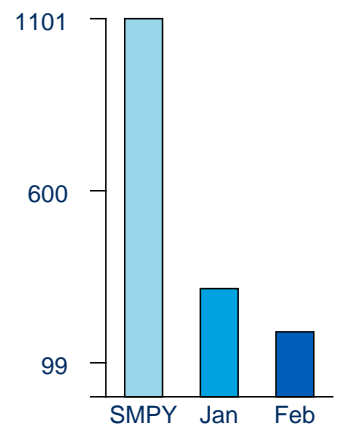
2.82 ↓ -46.29%

Average Return Rate

Total Monthly Session Count

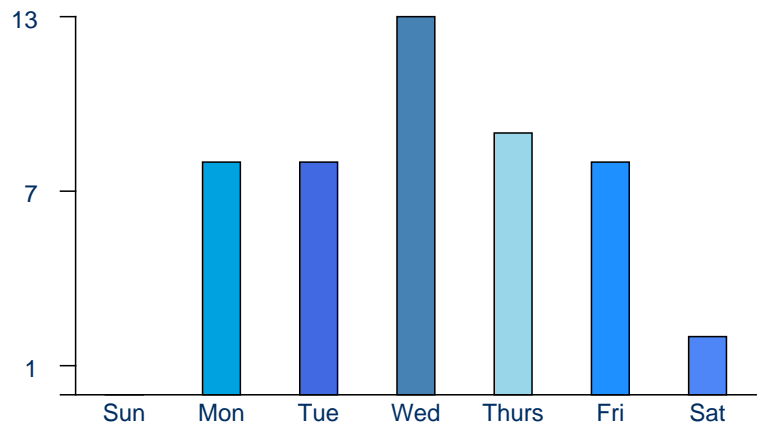


Total Monthly Visits



*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly

