

Lisle Free Library – Director’s Report

Reporting: June 2020

COVID-19 Re-opening:

Within FCLS roughly half of all member libraries are now offering curbside service. Some libraries are offering limited public access by appointment only. FCLS delivery service resumed on Monday, June 1st, with the reintroduction of the interlibrary loan and some circuit rotations.

Here is where the Lisle Free Library is in its preparations to reopen:

- Staff received health and safety training on June 4th and returned to work on June 8th
- PPE (mask, gloves), hand sanitizer, and Lysol wipes are on site
- Three "quarantine" bins for circulation items were purchased (72 hour retention before being released into circulation)
- Finalized Reopening Safety Plan per NYS reopening requirements
- Finalized Curbside Retail Master Guidance for compliance
- Submitted Affidavit of Readiness to start curbside service to NYS on June 25th
- Gary Ellis installed the circulation desk sneeze shield on June 26th
- Curbside Pick-Up service began on June 29th
- Pending Board approval for Patron Code of Conduct Addendum (modified from ALA template)
- New Cleaner contact needs to be secured

Donations & Grants:

This month we received a \$1,000 donation from the Village of Lisle and \$500 mini grant from Community Foundation for South Central New York for the purchase of PPE and other protective equipment.

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| MONTH | BOOKS IN | | | | ATTEND | ? | MAT'L | BOOKS OUT | | | | AUDIO | | | TOTAL | ILL STATS | | TECHNOLOGY | | |
|------------------|----------|----|-----|----|------------|------------|-----------|-----------|----|-----|-----|-------|-------|------|------------|-----------|-----|------------|------|-----|
| | AN | JN | AF | JF | | | | AN | JN | AF | JF | MAGS | ADULT | JUV. | | IN | OUT | COM | WIFI | WPV |
| Jun 2019 | 14 | 0 | 138 | 37 | 425 | 87 | 63 | 26 | 3 | 207 | 81 | 14 | 12 | 10 | 353 | 43 | 242 | 57 | 180 | 179 |
| Jul 2019 | 19 | 8 | 159 | 62 | 793 | 166 | 75 | 16 | 19 | 228 | 77 | 9 | 21 | 4 | 374 | 47 | 289 | 62 | 248 | 268 |
| Aug 2019 | 16 | 5 | 169 | 97 | 639 | 122 | 73 | 14 | 19 | 234 | 127 | 18 | 18 | 11 | 441 | 37 | 279 | 56 | 279 | 279 |
| Sept 2019 | 16 | 3 | 139 | 32 | 409 | 91 | 90 | 11 | 5 | 167 | 62 | 9 | 52 | 1 | 292 | 36 | 241 | 61 | 330 | 224 |
| Oct 2019 | 12 | 3 | 167 | 47 | 465 | 73 | 63 | 9 | 1 | 191 | 32 | 4 | 41 | 5 | 274 | 41 | 264 | 45 | 279 | 238 |
| Nov 2019 | 14 | 3 | 171 | 55 | 313 | 81 | 41 | 22 | 1 | 175 | 113 | 6 | 22 | 2 | 341 | 37 | 201 | 33 | 240 | 143 |
| Dec 2019 | 8 | 0 | 178 | 39 | 353 | 75 | 35 | 8 | 12 | 220 | 78 | 8 | 14 | 3 | 343 | 67 | 259 | 25 | 155 | 115 |
| Jan 2020 | 9 | 2 | 209 | 69 | 311 | 67 | 40 | 4 | 2 | 236 | 115 | 3 | 23 | 1 | 384 | 429 | 346 | 32 | 124 | 191 |
| Feb 2020 | 7 | 0 | 156 | 56 | 293 | 74 | 53 | 11 | 2 | 166 | 53 | 10 | 10 | 3 | 255 | 322 | 324 | 29 | 116 | 250 |
| Mar 2020 | 5 | 5 | 72 | 34 | 227 | 44 | 33 | 7 | 13 | 111 | 85 | 10 | 13 | 6 | 245 | 250 | 165 | 20 | 136 | 307 |
| Apr 2020 | - | - | - | - | 0 | 0 | 0 | - | - | - | - | - | - | - | 0 | - | - | 0 | 60 | 151 |
| May 2020 | - | - | - | - | 0 | 0 | 0 | - | - | - | - | - | - | - | 0 | - | - | 0 | 62 | 174 |
| June 2020 | - | - | - | - | 0 | 0 | 0 | 1 | 0 | 49 | 45 | 1 | 3 | 1 | 100 | 100 | 89 | 0 | 90 | 172 |