

Lisle Free Library – Director’s Report

Reporting: November 2020

COVID-19 Re-opening:

Within 4CLS most member libraries have fully resumed in-person services and building access. All library materials are being quarantined for at least 3 days before being shelved or placed into the transit system.

Here is where the Lisle Free Library is in its reopening plan:

- Currently open to the public for browsing, contact-free office services, and essential computer use from 2-5 Monday through Friday, 9-12 on Saturday, or by appointment
- Staff submit health and safety forms at the start of every in-house shift
- PPE (mask, gloves), hand sanitizer, and Lysol wipes are on site and available for both staff and patrons
- Workstations and high traffic areas are sanitized at the end of each shift

Per new state requirements, each library must now have a Pandemic Plan Policy in place by April 1, 2021. I will be drafting a plan for review by the Board based on a 4CLS template released earlier this month.

Also 4CLS has released a “COVID Cluster Action Plan” with suggested system-wide protocols for handling a COVID Cluster designation in our immediate service area. This document is not intended to dictate our operations but to provide guidance on translating NYS COVID Cluster designations into actionable plans for the libraries.

Sexual Harassment Training:

For any trustees or staff still requiring their 2020 Sexual Harassment Prevention Training certification, 4CLS is offering four live webinar sessions this month. You must pre-register for your desired session. Please contact me if you have any questions.

Community Based Strategic Plan:

Based on current data and Board guidelines, I have prepared a first draft of our 2020-2025 Community Based Strategic Plan less timeline information. This draft is attached for review.

Upcoming Events/Meetings:

- Book Club: Thursday, December 10th at 6:00pm (Zoom)

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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
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
Jul 2020	-	-	-	-	20*	0	0	4	0	41	6	2	10	0	63	60	227	0	124	171
Aug 2020	0	0	37	13	58*	30	0	5	1	70	16	0	8	0	100	62	217	0	124	158
Sept 2020	4	1	24	2	110	40	0	17	6	70	15	2	11	6	127	96	217	0	150	119
Oct 2020	4	1	74	15	127	33	8	18	1	157	31	10	9	4	230	166	256	3	155	187
Nov 2020	15	1	93	26	152	33	4	22	5	179	47	3	15	14	285	205	281	2	150	131

*Curbside Pick-up