**Director’s Report, December 2016**

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<th>December 2015</th>
<th>December 2016</th>
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<td>Children’s books and magazines</td>
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<td>Children’s media</td>
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<td>Young adult books</td>
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<td>Microfilm use</td>
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<td>Adult Internet Usage</td>
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<td>Children’s Internet, iPad, Game Computers, Word Processing Usage</td>
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<td>JPL’s wireless usage (reports from our routers, hand devices too)</td>
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<td>Children’s program attendance, includes guitar classes/concert, and class visits</td>
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<td>YA and Adult Program attendance (Library &amp; Community)</td>
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<td>Young Adults Programs+Outreach</td>
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<tr>
<td>Electronic Door Counter (half of entries recorded)</td>
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<td>15,325</td>
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**Adult Program Highlights**

*Winning Team!*

**Holiday Pub Trivia at Pointin Still**  
**Tuesday, December 20 at 7:00 p.m.**  
**Facilitators:** Genesis Jais, Mari Zigas, Gladys Cepeda, Braison Travis  
**Attendance:** 38  
I believe this is a good attendance for Christmas time. We had our “regulars” and about two new tables of teams. The staff did a great job of creating good feelings all around with clever questions about holiday movies, books, tv shows, and general holiday facts. There was even a music portion! Listening to about 10 seconds of instrumental music and
then guessing the title. My table was the only one that guessed correctly on “Dominic the Donkey” and “The Dreidel Song”. Tyrone Novillo, the manager, told me he would ask the owner about buying a paver for the front of the library.

Open Mic Night – Featured Headliner: David Podles
Thursday, December 15, 7 to 9 pm.
Facilitator: Manuela Miracle
Attendance: 20

David Podles was an excellent violinist whom I would consider booking again as a stand alone program. We only had three performers other than David.

Howdy Stranger’s “Peter” did an excellent job as emcee. He helped us to turn away a gentleman who just wanted to play a CD of music. We let him know that should his friend wish to play live we would gladly welcome him.

We had a patron attend who on the spur of the moment teamed up with one of the Open Mic guitarists and they performed together one of her poems set to his improvised music. (Manuela Miracle)

Dealing with Change
Monday, December 12, at 7:00 p.m.
Presenter: Sabrina Coppola, LCSW
Facilitator: Catherine Folk-Pushee, Librarian
Attendance: 9

Sabrina began the program by asking the audience in their experience what motivates change. Right from the beginning attendees were eager to be involved in the conversation and offered several good reasons. Sabrina noted that everyone has the capacity to change, but that every person’s process is different. She gave out a handout detailing the steps one progresses through when experiencing change and the rest of her talk focused on that process. Sabrina spoke about the importance of a positive attitude and adjusting your own mindset when going through change. Another important point she made was that it is OK to relapse, to accept it as just another part of the process. Each time it happens it is easier to get back into action and to maintain yourself after any changes you go through. She ended with suggestions from the audience and a few of her own on how to support yourself through the process of change.

One challenge Sabrina dealt with very well was an attendee who was almost treating the program like an individual therapy session. She tended to try to dominate the conversation with her own issues and experiences. Sabrina would let her go on for a minute or two before redirecting the conversation or using something the woman said to tie it back into the topic as a whole. (Catherine Folk-Pushee)

Other Events, Clubs, etc.:
Book Clubs and Cookbook Club: 17
Movies: 4
Expungement Seminar: 3
Coloring Club: 7
Monday Morning Music concert: 15

**Computer Skills, Job Search, and Inspect Your Gadget:** Genesis Jais, Catherine Folk-Pushee
Total Attendance: 12

Job Search, Applications, and other assistance occurs daily at the reference desk (see statistics on page one). Individual computer instruction is for Hackensack residents only. This month: Power Point, Resumes, Cover Letters, Job Search, Basic Internet searching, Email.

**Inspect Your Gadget (Genesis Jais)**
*We only had two patrons for the month of December. One of them wanted help with his Macbook – specifically with his browser settings and using Hoopla on his computer. He also had questions about syncing library eContent between all his devices. The second patron wanted help with his smartphone. He wanted to know how to take pictures, videos, and how to see the pictures and videos he has taken.*

**English Conversation, Computer Assistance in Spanish and English, and Bilingual Outreach.** Michelle Acosta, Bilingual Library Associate
Attendance: 70

Spanish Computer class - 5
- Job search 2 people
- Job and career accelerator - 2 people
- Computer assistant - google calendar 1 person

English computer class -1
- Tablet assistance
  - A patron is getting to know her tablet. How to download apps. How to use facebook app. Messenger app.

ESL Conversation class = 30
Citizenship class = 39

**Report by Keri Adams, YA Librarian, Head of Periodicals**
Attendance: 22

JerseyCat – 5 received

YA Books for Adult Readers Book Club – The Memory of Light by Francisco X. Stork – 9

Teen Tuesday
12/13/16 - Video Games / Board Games / Minecraft - 11
12/20/16 - Lego Head Jars - 6

**Children’s Program Highlights, by Mari Zigas**

Although weekly programs ended on the 9th, the Children’s Room was still a busy, happening place this month!
We were sad on the last day of *The Young & the Restless for Preschoolers*, but everyone is super excited for it to return in January. Staff is extremely proud of this new program that has blossomed into a true following where kids and parents have become great friends and look forward to seeing each other every week.

Another popular program that has allowed parents to not only network with but also become close friends with each other is *Rhythm & Rhyme*. Moms and dads (and grandmas) who started off as strangers now have a meeting place every week and everyone has such a good time at this musical program - staff included!

On the last day of *Bilingual Art Study* Gladys prepared a wonderful art show for the kids and parents, where she served lemonade and cookies. The kids had made adorable invitations to give to mom and dad, and they were thrilled to see all the art pieces the kids had made these last couple of weeks. Parents were begging Gladys to make sure she does another program like this!

During these weeks that we are taking off to prepare for the next session of programs, not a day goes by where kids don’t ask us to hold *Video Game Club* downstairs. This program is an absolute favorite and no one gets tired of it.

*Read With a Teen* has shown us how great our volunteers are. They are so kind and patient with the kids when reading with them, and we are all beyond proud of not only them but of the younger kids whose reading skills have improved within these last couple of months. Although it seems like such a simple program, parents have thanked us up and down for organizing something so helpful and educational.

On the last day of *Crafternoon*, I let the kids decide what we should do and it was a unanimous vote for slime - I can’t say I was surprised. I love my crafts group because the kids that come every week are not just kids who love art and making things - they’re also kids who want to try different things and sometimes even discover a hidden talent.

We ended *Tiny Tots Story Time* with adorable penguins. Even parents love Gladys’ crafts and the kids always want to make more than one to give to a sibling or relative. The books that Gladys picks out are always engaging, sweet and so much fun to read. We can’t wait to start up again in January!

We are lucky enough to book our wonderful therapy dog through May, as *Reading with Rodney* is definitely a favorite. Kids never get sick of reading to him, giving him treats and just hanging out with a buddy who is patient and loving. I can’t imagine this program with any other dog.

Another program that the kids can’t wait for us to start again is *Lego League* - so simple yet it makes them so happy. It really makes you wish you invented legos. We can’t wait to see what the kids build in the new year!

Because we were able to have a larger holiday tree this year, the kids made paper ornaments and decorated them with flashy sequins. They had a blast at the *Tree Decorating* and what I thought would be a couple kids getting crafty, I actually ended up having more than thirty stop by to make their own personalized ornament. The tree looked beautiful and the kids were so proud to see their names on it every time they walked into the room. So many people stopped by to tell us how great it looked!

The Hackensack Cultural Arts Center had organized an *Elephant & Piggie* (from the fabulous Mo Willems
series) play and offered to come and do a meet and greet for the kids while they had the costumes. Of course I immediately said yes because I knew the kids would love it. Greg Liosi did a wonderful story time (he read *I Really Like Slop!* and *We Are in a Book!* and then brought out Elephant and Piggie who had been hiding in the back closet so the kids and parents could take pictures with them. The kids literally started screaming out of pure joy because Elephant and Piggie are pretty much the Beatles to them. It was such a great event and I even got my own picture with them :)

For the first time ever we organized a **Winter Reading Club** this year - just something to keep the kids reading during their break and offer them incentives. At our kick-off party we showed the movie, *Elf*, and served hot chocolate. We gave out logs and suggested reading lists which the parents greatly appreciated. Kids have to read a certain amount of books on their reading level and hand in their reading logs by January 6th to receive a prize. Over thirty kids are signed up and we will definitely be doing this again next year! Great job to all the kids who kept up with their reading!

In early December I went to Fanny Meyer Hillers’ **Literacy Night** where I set up a table with registration cards, program brochures, and gave out free books that were generously donated by a retired teacher. So many parents asked us about what we offer - not only in terms of programs but computers and resources as well - and I am looking forward to an even higher attendance number in 2017. It was a great night and extremely kind of the teachers to invite me!

Gladys, Masshiel and I (along with our ESL coordinator, Michelle Ferreira) went to Hackensack’s annual **Tree Lighting** where we gave out over 300 kids’ books along with brochures and pamphlets. Many kids and parents were grateful and it was a pleasure to represent JPL.

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**Outreach and Publicity**

**Report from Manuela Miracle, Public Relations/Government Documents Librarian:**

**Bergen Resource Net**
I attended a training on how to input information into the website used by case managers in Bergen County to connect clients to community services. We are now inputting our events and services into the site.

**New Initiative to Reach Businesses:**
Cathy Folk Pushee and I are working together to inform business owners about the benefits available to them through Johnson Public Library. We are reaching out to new Hackensack businesses and businesses whose owners are Hackensack residents (via email if we have access to it) with resources specific to their needs and to let them know that we have a Business Librarian eager to meet with them for one-on-one assistance in navigating our resources.

**BCCLS PR Committee**
I’ve been asked to co-chair the BCCLS public relations committee.

**Government Documents Update:**
I have been clearing out only what Sunil marked to be cleaned out. The GPO tells us we have to keep items that are under 5 years old. I spoke extensively to Laura S. at Newark Library about what I need to do and once items cross the 5 year threshold I just need to email her to offer anything else we want to get rid of before throwing it out. The items Sunil marked for discard had already been offered to Newark and it was not needed which is why it's ok to throw out.
Email Sign-up Raffle
We held two raffles so far, Summer and Fall. We’ve added 601 Hackensack resident emails, and our total email list is now 6,577, includes adults, teens, and children’s event list. Pictured here is our happy raffle winner ($100 Visa Card):

Note from Manny:
She was so happy. She said she’d been having a really bad patch and winning this raffle was the first good thing to happen to her in some time and it gave her just the moral boost she needed. A frequent patron she lives right down the street and loves to read science fiction. I gave her a Hoopla handout and she was pretty thrilled by it.

Gladys and Michelle

Tree Lighting on the Green
Monday, December 5
Staff present: Mari Zigas, Gladys Cepeda, Michelle Acosta, Masshiel Barrios
Michelle Acosta pre-filled 200 gift-type tote bags with the JPL brochures, flyers for the month of December, and pencils and pens with the JPL logo. Mari Zigas gave away 300 books for the children so she could tailor the book to their age range.

Building and Grounds

Basement Sprinkler System - Capital Project
On December 16, 2016, Project Manager Wayne Vriesma brought George Bender, of Millenium Fire Protection, to view our situation so he can prepare specifications for a bid packet.

Freight Elevator (Sidewalk Lift)
We have made every effort to get a third quote. The City project manager called Arrow Elevator several times. Standard Elevator, who was recommended by the CFO, came and investigated, but failed to send a proposal. They sent only a maintenance contract. Pete spoke to Amanda, asking for a power unit replacement proposal. I followed up with a phone call on December 29th to the office manager, Diane. No response as of January 4th. Since this has basically stopped our ability to clear out magazines, old government documents, and unwanted books, we need to accept one of the proposals we have. Because United States Elevator, after several calls, did not send references, we chose our maintenance provider, Thyssenkrupp. The proposal amounts were similar. Thyssenkrupp’s proposal was $24,588.

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Passenger Elevator
Our passenger elevator got stuck between floors on Monday night. Thyssenkrupp came to repair it the next day. The electrical contacts were malfunctioning. No one makes these anymore. Thyssenkrupp is performing what Statewide used to do with our HVAC system, miracles on an old system.

Sound System
Associated Sound Systems plans to start the project in February 2017.

2015 – 2016 Statistical Comparison

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<th>2016</th>
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<td>eContent and Database Usage</td>
<td>12,875</td>
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<td>Young adult books</td>
<td>5,705</td>
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<td>3,570</td>
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*December eContent from BCCLS statistics not available as of January 6, 2017

Respectfully Yours,
Sharon Castanteen