<table>
<thead>
<tr>
<th>Metric</th>
<th>January 2019</th>
<th>January 2020</th>
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<tr>
<td>Children's books and magazines</td>
<td>3,742</td>
<td>3,133</td>
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<td>Children's media</td>
<td>225</td>
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<td>Adult books and periodicals</td>
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<tr>
<td>Adult media</td>
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<tr>
<td>eContent (Hoopla limit: 4 per mo.)</td>
<td>1,010</td>
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<td>Young adult books</td>
<td>375</td>
<td>413</td>
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<td>Microfilm use</td>
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<td>Reference Questions</td>
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<td>Computer Assistance at Reference</td>
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<td>Adult Internet Usage</td>
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<tr>
<td>Children's Internet, iPad, Game Computers, Word Processing Usage</td>
<td>767</td>
<td>511</td>
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<tr>
<td>JPL's wireless usage (reports from our routers, hand devices too)</td>
<td>2,300</td>
<td>3,232</td>
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<tr>
<td>Children's program attendance</td>
<td>461</td>
<td>422</td>
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<tr>
<td>YA and Adult Program attendance (Library &amp; Community)</td>
<td>Adult: 185, Teen: 55, Community: 28</td>
<td>Adult: 234, Teen: 58, Community: 54</td>
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<tr>
<td>Young Adults Programs, incl. Outreach</td>
<td>127</td>
<td>133</td>
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<tr>
<td>Electronic Door Counter</td>
<td>17,667</td>
<td>17,617</td>
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**Newsletters:**

Adult: https://conta.cc/2R2ltu9  
Teen: https://conta.cc/2RJ1SiW  
Children’s: https://conta.cc/2G9BIPB
Finding Myself-An Introduction to Ayurveda-January 14 and 21
This intro to ayurveda was very well received. Aruna Rao, the instructor was very knowledgeable and personable. She explained the principles behind ayurveda and how it can be used to improve your mood and your health. Aruna even brought in a typical ayurvedic tea for everyone to try and take home a sample. At the end of the second session attendees wanted to come back the following week to learn more!

Hackensack Creates...Mandala Rock Painting-January 15
Mandala rock painting was a big program last year and got a lot of buzz this year as well. For whatever reason attendance wasn't as high as I expected, but those who showed up really enjoyed it. I briefly explained the painting process then, while attendees were painting I talked about the symbolism behind mandalas and their original intent.

Open Mic Night Featuring Howdy Stranger-January 30
There was a very good vibe for open mic this month. We had so many people sign up to perform we couldn’t get to all of them! Howdy Stranger put on a very entertaining and funny show and the audience loved it. Ryan from Howdy Stranger came up to me afterwards and mentioned that they really enjoyed performing for us because the crowd was so responsive and energetic.

Cookbook Club - Report by Gladys Cepeda
This month’s selection was Something Old, Something New: Classic Recipes Revised by Tamar Adler. The cookbook was received as well as I would have hoped; the book itself was misgiving since it did not look like a cookbook but rather a regular book, it was small and had no pictures, just some illustrations smattered about. We nibbled on such tasty dishes such as Italian creamed spinach, Riz Au Fromage, Pate d’Oeuf, Cranberry Meatballs, Buttered Zucchini, Corn Pudding, My Mother’s Rice Pilaf, Pickled Shrimp, Orzo, Crispy Rice Croquettes, and Chocolate Mousse. Since our December meeting was cancelled we decided to combine it with this month's meeting. For our annual Cookie Exchange we shared such delicious cookies as Chocolate chip cookies, sugar cookies, smores cookies, Glazed eggnog madeleines, and an assortment of cookies.
For February we’re trying a first, we are bringing in our favorite recipes. We will be meeting on Monday February the 10th at 7:00pm in the auditorium.

**Individual Assistance**

Computer Skills, Job Search, and Inspect Your Gadget:
*Genesis Jais, Catherine Folk-Pushee, Laurie Meeske*

Total Attendance: 15

Excel-2, PowerPoint-1, Word-2, resume-2, basic-4, email-1, computer maintenance-2, Craig’s List-1

I had a review session on how to send resumes through email with a student I had not seen in a while and he mentioned he had gotten a job. It was part-time, but with his other part-time job he felt some of the pressure was off regarding his income. I also just received a LinkedIn direct message from a previous student I had not heard from in a while. He has begun working full-time at Kessler and wanted to thank the people in his life whom he feels have helped him get there.

**English Conversation, Computer Assistance in Spanish and English, and Bilingual Outreach**

*Michelle Ferreira, Bilingual Library Associate*

Spanish Computer Classes - 9
- 3 people who wanted to print out their transcripts from the IRS from past years.
- 1 person who wanted to print the w2 from IRS
- 2 people needed to print their w2 from their work website
- 2 people needed to create an email address to apply for a job
- 1 person needed help with navigating the internet
- 1 person needed to apply for unemployment and did not know how.

English Conversation- 1
- One person needed help adding hoopla to their iPad.

Citizenship Mock Interviews- 4 people
- I usually see people once a week. However, when I know the person is not prepared at all I give them two appointments per week. So for the whole month I see them about 8 times.
- One person passed the citizenship test.
Young Adult Highlights

Keri Adams, YA Librarian, Head of Periodicals

Young Adult Attendance: 58 at Teen Tuesday, 75 at Outreach = 133 Total

Teen Tuesday continued to be popular this month. We held an 8 Player Smash Bros. Event, a Half Day movie showing of Spider-Man: Far From Home, a meeting of our Anime Club where we watched Dr. Stone based on the teens’ recommendation and had an UNO Tournament. Everyone had a great time.

At our booktalk event this month, 75 students attended over four lunch periods. We had a number of new faces thanks to English teacher Ms. Panuccio who offered extra credit for her students to attend. We had our highest number of students who checked out this year as well (33%).

Children’s Program Highlights

Mari Zigas, Children’s Librarian

This month we introduced two new monthly programs: Inclusion Game Day and Graphic Novel Book Club, both organized and run by Gavin Godbolt.

Inclusion Game Day consisted of laying out board games (Candyland, Feed the Woozle, Snakes and Ladders, etc.), card games (UNO), and construction toys such as blocks and Strawbees. We had two families attend the event and each stayed for the entire duration of the program. Gavin is going to incorporate some video games (i.e. Mario Kart Racing on Nintendo Wii) in February.

I’m so happy that Gavin started a Graphic Novel Book Club. Our book collection keeps growing and is extremely popular with the kids. The club meeting this month centered around introducing the members to one another, talking about some of our previous favorite graphic novels, and voting on the first book to discuss at next month’s meeting: The Witch Boy by Molly Ostertag.

We also brought back Sensory Story Time (one of my personal favorites), this time a monthly Saturday morning event. For every song/story/rhyme, I had a manipulative that the kids could interact with, along with schedule cards so the kids knew what was coming next and fidget toys laid out on the floor. The attendance was a mix of families who used to come when this was a weekly program and some new kids, both of which are great.
Sensory and Inclusive programming is a personal passion of mine, and I’m proud that we now offer several of those programs.

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**January 2020 Social Media Statistics**

**Twitter:**
- Impressions: 2,168
- Profile visits: 12
- Mentions: 8
- Followers: 810

**Facebook:**
- Post reach: 2,354
- Post engagement: 339
- Page views: 252
- Page likes: 1,586 (+5)
- Page followers: 1,895

**Instagram:**
- Impressions: 369
- Reach: 200
- Followers: 386 (+10)
Outreach and Public Relations

Outreach and Community Relations Librarian, Laurie Meeske

PR, Marketing, & Sponsorship

PR

- Live social media coverage of events
  - We have added an option to our overall programming submission form that will allow the various departments to request live social media coverage of special events. Gen will cover as many events as she can, and I will provide backup coverage for some events that she is unable to be physically present at. Gen will continue to be the one who posts content to our social media channels so that we can maintain a consistent voice - many thanks to Gen for helping provide such coverage even from off-site!

- Museum passes
  - We released additional publicity on the new museum passes, including a new flyer.

- Bulletin boards
  - The materials were purchased to create fabric-colored bulletin boards to promote library events throughout the library. I began work to create these custom bulletin boards that coordinate with our branding. In January, I completed three of the eight bulletin boards currently purchased. Two of the completed bulletin boards have been posted in the lower level hallway; the flyers that previously were taped to the wall are now being displayed on the bulletin boards. Two bulletin boards will be placed in the auditorium, one in the periodicals section, one outside of the Children’s Room near the Moore St. entrance, and two on the main library level.

- PR mailings
  - This month, along with our regular PR mailings, we included a half-sheet with instructions on how they can update or discontinue their “subscription” for physical mailings from JPL. So far, we have only heard from one organization that confirmed that they would like to continue receiving the mailings.

- Social work intern
Paul Nickels, a local advocate who distributes the HRG Community Resource guide (which provides information on local resources for folks facing low income and homelessness) highlighted our social work intern program on his website and in his email newsletter.

- Kumon
  - Kumon continues to distribute flyers for our events at their Hackensack location.

**Sponsorship**

- An email was sent out to our sponsors mailing list to try to obtain support to purchase additional equipment for the sensory programs being run by the Children’s Department. This email template will be used to create future email blasts to publicize new sponsorship opportunities, as well.

**Outreach**

**Library Awareness Day - 1/15**

- I staffed a table at the Ciarco Center; classes visited and I promoted library services, registered eligible students for library cards, and helped students install the Rosetta Stone app (a language-learning tool) on their devices.
- Spoke to: 63
- Newsletter sign-ups: 12
- New cards: 3

**Library Tour with Class from BCC’s Ciarco Center - 1/30**

- A class from the Ciarco Center came to the library for a tour. I showed them around the library and explained our services. 18 people participated.

**Friends Update**

- The Friends met on Wednesday, January 29th.
- The Friends are now officially registered with the NJ Division of Consumer Affairs.
- The Friends are again recruiting Board members.
- They have collected over $1,500.
- The next Friends meeting is scheduled for Tuesday, February 25th at 9:15am.

**Miscellaneous**

**Government Documents**

- I have continued to decommission materials as Newark approves their removal and as time allows.
- To date:
  o We have discarded 434 entries
  o We have sent out 46 entries that Newark has requested for their collection
Newark has requested an additional 2 entries for their collection
Newark has approved the removal of an additional 3,292 entries
1,752 entries are still awaiting regional review by Newark

Closet Cleaning

- On January 17th, we finished organizing the closets in the auditorium and the meeting room. We finished inventorying all of the programming supplies in both closets, then reorganized and labeled the shelves so that supplies will be easier for programmers to find when needed. Many thanks again to everyone for helping out.

Professional Development

**Name:** Michelle Ferreira  
**Sponsored by:** REFORMA and Penguin Random House  
**Title:** Annual Book Buzz: What’s New in Spanish Books  
**Dates:** January 10, 2020  
**Time:** 9-4:30 pm

- The morning session was presentations of Children’s and Young Adult Spanish books.  
- Afternoon session was presentations about Adult Books  
- Publishers such as Spanish Publishers and the above were present to promote Spanish books.  
- I won a tote bag of new Spanish books. It contained 10 new Spanish books and they were added to the library’s Spanish language collection. It had one Children’s Spanish book, it was given to the children’s department to add to their collection.

**Name:** Keri Adams, Mari Zigas, Gladys Cepeda  
**Sponsored by:** BCCLS  
**Title:** Mock Awards  
**Dates:** Friday, January 10

- Discussed books that the BCCLS Youth Services Committee nominated for the Mock Caldecott (illustrated book), Newbery (Children’s Book) and Printz (Young Adult Book)  
- Mari and Gladys were part of the committee and presented two of the books

**Name:** Mari Zigas  
**Sponsored by:** ALA  
**Title:** ALA Midwinter Conference  
**Dates:** Friday, January 24th - Monday, January 27th, 2020

**January 24th:**

- ALA Opening Session with Wes Moore  
  - Author of *The Other Wes Moore.*
Talked about his new book, *Five Days: The Fiery Reckoning of an American City*, and what it was like writing about the five days in Baltimore after Freddie Gray’s death.

**January 25th:**
- Panels for new books:
  - Amazon Publishing and Little Bee Books Children's and YA.
  - World Citizen Comics with First Second Books.
  - The Penguin Random House Joint Children’s and Teen.
  - Norton Young Readers, Sterling, and Ingram: New titles for Children and Teens.
- Recording Graphic Novel Audiobooks
  - Victoria Jamieson (author of *Roller Girl*) discussed the process with her editor and narrator.
- Attended the following workshops:
  - Partnering with Librarians for Better Research Discovery, Impact, and Insight (presenters did not show up).
  - Diversity, Equity, and Inclusion in Action: Creating Customer Journeys to Generate Equitable Communities—How to Use Asset Framing to Design Experiences for Social Impact.
    - Discussed problems and solutions for why programs don’t always bring in patrons.
  - Designing for the “Other”: Understanding the Library Space Needs of Minoritized Users in Academic and Public Libraries.
    - Space and how we can make libraries welcoming and inviting.

**January 26th:**
- Panels for new books:
  - Simon & Schuster's Children's Books.
- Vote Fiction, Fearless, and Female: A Conversation with Authors + Editors
  - Celebrated the 100th anniversary of women’s right to vote with female authors and their new books.
- Books in Our Age of Anxiety: Using Literature to Help Kids Navigate Their Lives
  - Fantastic panel with a mental health professional and four authors discussing their new books that span the developmental spectrum of mental health.
- Not-Quite-Banned: Combating The Invisible Censorship of LGBTQIA +Stories
  - Discussion on visibility, representation, and censorship and how libraries can get involved.
- Attended the following workshops:
  - Navigating Queer Realities in School Libraries
    - Explored effective practices in terms of collection development, online resources, programs and exhibits.
  - Toxic Stress, Early Brain Development, and What Libraries Can Do to Support Young Children Experiencing Adverse Childhood Conditions
    - Talked about library-based programs for families to support brain development and early literacy with a heavy emphasis on outreach.

**January 27th:**
- Panels for new books:
  - What’s New for Kids and Teens from Sourcebooks and Charlesbridge
- ALA Youth Media Awards
  - Book winners for Newbery, Caldecott, Printz, etc.
- Overcoming Real World Challenges through Comics and Graphic Novels
  - Authors Marieke Nijkamp and Dustin Hansen talked about their upcoming graphic novels.
  - Representation and visibility in graphic literature.
- Worlds of Fun: New Series for Middle Grade Readers
- ALA Closing Session with Chanel Miller
  - Great Q&A where the author talked about her book, *Know My Name*, and her experience in dealing with the Brock Turner assault case.

**Name:** Keri Adams
Opening Session featuring Wes Moore: Heard him talk about his prior work The Other Wes Moore (which I have read in its young readers incarnation) and his new book, Five Days: The Fiery Reckoning of an American City, which is coming out in April.

Graphic Novel and Comics Round Table Coffee and Comics: “Speed dating” with 8 different comic book publishers and a few authors. Was able to hear about their upcoming books as well as talk to them about libraries’ issues with buying comics. Two authors we read previously in our YA Books for Adult Readers Book Club were there: Marieke Nijkamp and Sabaa Tahir. Garth Stein, the author of the Art of Racing in the Rain, was also there discussing his upcoming graphic novel series.

Attended numerous publisher previews to hear about upcoming books and figure out which we should purchase for the library. Publishers included:

- Chronicle Books and Levine Querido (Children’s/YA)
- Penguin Random House (Children’s/YA)
- Macmillan (Children’s/YA)
- Macmillan/Tor (Adult/YA)
- Inkyard Press (Children’s/YA) - Also discussed trends in Young Adult Literature
- Penguin Random House (Adult)
- Simon and Schuster (Children’s/YA)
- Scholastic and We Need Diverse Books (Children’s/YA) - discussed the history of the We Need Diverse Books organization and their accomplishments

Attended the Best Fiction for Young Adults Teen Feedback Session - A YALSA committee nominates a long list of the best fiction for teens. During midwinter, teens are invited to attend to let the committee know which books they enjoyed and which ones they did not. In year’s past, the list would be voted on in its entirety after hearing feedback from teen readers. Because the committee is now virtual, the final list had already been selected before the conference but they use feedback from the teens to select the Top Ten. It was both helpful and interesting to hear the teens’ opinions on the books and it gave me a few ideas on books to booktalk that I wouldn’t have thought of myself.

Attended a YALSA “Happy Hour” and ended up giving advice to a library school student and two newer YA Librarians on programming ideas and structure, including Teen Tuesday and Laser Tag.

Attended a session called Reading Beyond: Advanced Reader list I thought would give you a list of books to recommend to kids who read beyond their age group, but the panel didn’t hand out a list or even point us to a URL. I was able to find the list when I returned home although the annotated list has not been posted yet. I will give a copy to the Children’s Room staff because it only goes up to 4th and 5th grade, though I was hoping Middle School would be included.

Attended FUTURE-READYing Your Library: Preparing for the Future Today which was presented by Marcellus Turner, the Executive Director and Chief Librarian of the Seattle Public Library. I know Hackensack Schools have been doing a lot of work in the Future Ready movement so I wanted to see how it applied to libraries. His presentation was thought-provoking though it raised more questions than answers. He shared their “Strategic Direction” which is not a plan because people feel they can’t deviate from plans, which is only for three years instead of five because things are changing too rapidly for a five year plan. He identified nine disruptors that are going to affect libraries in the future:

- Emerging Technology
- Future of Work and Education
- Changing Demographics
- Financial Sustainability
- Corporate Influence and Consumer Expectations
- Climate Change
- Growing Inequality and Inequity
- Urban and Density
- Institutional Trust and Privacy and Big Data
He said we need to look at all of these with a race and social justice lens and identify how they will interrelate which each other to create issues for libraries. Are we ready to change the concept of libraries? Do staff have the skills to respond and adapt? Can our structure handle it? Corporations are forcing customers into digital spaces. As they get more comfortable, we will need to meet them there.

Evaluate your library for future readiness:
- Mission
- Policies
- Operations
- Spaces
- Technology
- Staff, Training and Recruitment
- Patron Needs

It was a really interesting presentation and I got a lot out of it.

- Attended the 2020 ALA Youth Media Awards. I watch the webcast of the award announcements every year and was so excited to be there in person. I hadn’t read any of the Printz (Young Adult) Winners and Honors so that’s something I’ll have to get to.
- Attended the YALSA Morris (debut author) and Non-Fiction Award presentation. Two committees pick a five book shortlist in December and all the authors are invited to attend the ceremony and make a speech. I had read and enjoyed the Morris winner’s book, The Field Guide to the North American Teenager. Publishers donated copies of the books and we were able to have them signed and bring them back to our libraries.

Name: Gladys M Cepeda
Sponsored by: ALA
Title: ALA Midwinter Meeting & Exhibits
Date: Friday the 24th to Monday the 27th

FRIDAY JAN 24th
- ALA Opening Session featuring Wes Moore
  - Wes Moore was the keynote speaker; His first book, The Other Wes Moore, he portrays two individuals with the same name but in completely different situations. He spoke of the social inequality that has not only existed for a while but has become more prevalent.

- ALA Midwinter Library Reception 8:00pm - 10:00pm
  Pennsylvania Academy of the Fine Arts Historic Landmark Building
  - The reception was a great place to connect with fellow librarians; The art building, the architecture as well the art on display was breathtaking.

SATURDAY JAN 25th
- Book Buzz attended:
  - Amazon Publishing and Little Bee Books Children’s and YA Book Buzz
  - Chronicle Kids and Levine Querido Book Buzz
  - New From DC Books for Young Readers
  - The Penguin Random House Joint Children’s and Teen Book Buzz!
  - Buzz About Children’s Books with Bloomsbury, Disney, HarperCollins, and Macmillan Children’s
  - Norton Young Readers, Sterling, and Ingram: New titles for Children and Teens

- Workshops attended:
  - Partnering with Librarians for Better Research Discovery, Impact, and Insight (presenters did not show up).
o **BOOM! Studios: Creating Bold New Worlds**
  - Several different authors discussed how they went about writing the diverse worlds their books are set in.

o **Meeting Communities at Their Point of Need: Libraries as Trusted Partners**
  - Presenters discussed how they turned their libraries into trusted spaces, much of what they spoke about has been implemented at JPL (everyone in the children’s room attended and is certified in mental Health First Aid; we have a thriving citizenship class and have held a naturalization ceremony)

o **Designing for the “Other”: Understanding the Library Space Needs of Minoritized Users in Academic and Public Libraries**
  - Discussed ideas and ways that libraries can be made to make the patron feel more welcomed.

**SUNDAY JAN 26th**
- **Book Buzz attended:**
  - PRH Library Book Buzz Presentation
  - Simon & Schuster’s Children’s Book Buzz
  - The Quarto Group Children’s Book Buzz
  - Introducing Random House Graphic featuring Gina Gagliano and Lucy Knisley
  - Scholastic and We Need Diverse Books Present

- **Workshops attended:**
  - **Vote Fiction, Fearless, and Female: A Conversation with Authors + Editors**
    - Female authors came to talk about their empowering stories to celebrate the 100th anniversary of women’s right to vote.
  - **Books in Our Age of Anxiety: Using Literature to Help Kids Navigate Their Lives**
    - This panel consisted of authors whose characters deal with mental health issues, where they drew inspiration from how to work towards destigmatizing mental health issues.
  - **Navigating Queer Realities in School Libraries**
    - This session presented a lot of resources available to librarians to help adequately support emerging interest and legislation recognizing the varied contributions of LGBTQ individuals and groups.
  - **Toxic Stress, Early Brain Development, and What Libraries Can Do to Support Young Children Experiencing Adverse Childhood Conditions**
    - This session focused on how the presenters created a neuroscience-informed, library-based program for families to support brain development and early literacy.
  - **Not-Quite-Banned: Combating The Invisible Censorship of LGBTQIA+ Stories**
    - This was an open discussion on visibility, representation, and censorship; it focused on the authors’ personal experiences and it opened discussion on how to best protect intellectual freedom and access to authentic LGBTQIA+ stories and characters.

**MONDAY JAN 27th**
- **Book Buzz attended:**
  - Dreaming Big: What’s New for Kids and Teens from Sourcebooks and Charlesbridge

- **Workshops attended:**
  - **ALA Youth Media Awards**
    - The winners for Newbery, Caldecott,Printz, and Coretta Scott King Book Awards were announced.
  - **Writing to Protest: Authors Advocating Conversations on Equality, Anti-Racism, and Social Justice**
The conversation centered around the lack of #ownvoices representation, and how authors can reclaim their power and offer jumping off points for conversations around inclusivity.

- **Worlds of Fun: New Series for Middle Grade Readers**
  - This panel introduced 4 new authors and their brand new series for middle schoolers; they shared how their ideas grew into several books.

- **Overcoming Real World Challenges through Comics and Graphic Novels**
  - The authors in this panel discussed representation in graphic novel literature and how not all populations are always represented equally and fairly.

- **ALA Closing Session featuring Chanel Miller**
  - Chanel Miller is most famously known for her victim impact statement, at the time the world only knew her as Emily Doe; she has released a self titled autobiography in hopes to change the way we think about sexual assault, challenge our beliefs about what is acceptable, and speak truth to the tumultuous reality of healing. What struck me the most was how she spoke about libraries, referring to them as sanctuaries, empathy centers, brain feeders, and heart shelters.

### General Updates

#### Construction grant

I am working through the sections of the grant application that the library is responsible for. This includes a community analysis. Since the grant is competitive, I am doing my best to capture information that shows the anticipated growth in Hackensack as well as community need. This includes working with the Redevelopment Manager to obtain projections on population growth based on new residential units that have been planned/approved by the city, as well as pulling information from the Census as well as the United for ALICE (Asset Limited, Income Constrained, Employed) Report, compiled with our usage statistics. I have also been seeking out state-contract fire sprinkler installers to obtain an updated estimate for the lower-level sprinkler system, which we should include in the grant application.

It seems as though proof of funding needs to be presented within three months of application approval. Once we have final plans, estimated costs, and updated rendered drawings, all well as all other materials from the architect, I suggest then presenting our proposal to the City.

#### Performance Evaluations

I am changing the way that the library writes performance evaluations. Instead of a static rubric, each supervisor will work with their staff members to write individual work plans that will include specific tasks and goals for the year. Work plans are based on Civil Service job descriptions and then tailored to each employee. Mid-way through the year, they will meet again for an update/mid-year review. The final evaluation will include a brief written narrative for accomplishments and suggestions for improvement (if any) to be incorporated into next year’s plan.

#### Unified Loans and Automatic Renewals

Beginning on February 14th (another reason to love your library!) all BCCLS libraries will use the same loan periods for various materials and materials with automatically renew at the end of their loan period if a renewal is available. Laurie and Gen put together some information for the public about this change:

**Starting February 14th, all BCCLS libraries are making two exciting changes:**

**All BCCLS libraries will have the same loan periods for their collections.**
WHAT THIS MEANS FOR YOU: When you check out an item from any BCCLS library, you will have it for the same amount of time no matter what specific library you checked it out from.

*Please note that there are some exceptions to this rule - special collections such as summer reading books, high-demand materials, etc. may have different local loan periods.

Here’s a handy guide on the new loan periods:

<table>
<thead>
<tr>
<th>Item Type</th>
<th>NEW ITEMS</th>
<th>ALL OTHER ITEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audiobooks</td>
<td>2 weeks, 1 renewal</td>
<td>4 weeks, 2 renewals</td>
</tr>
<tr>
<td>Books</td>
<td>2 weeks, 1 renewal</td>
<td>4 weeks, 2 renewals</td>
</tr>
<tr>
<td>CD/DVD/BLU RAY/Game/Magazine</td>
<td>1 week, 1 renewal</td>
<td>2 weeks, 2 renewals</td>
</tr>
<tr>
<td>Kit</td>
<td>2 weeks, 1 renewal</td>
<td>4 weeks, 2 renewals</td>
</tr>
<tr>
<td>Preloaded Device</td>
<td>2 weeks, 1 renewal</td>
<td>2 weeks, 2 renewals</td>
</tr>
</tbody>
</table>

Eligible items checked out to library cardholders will automatically be renewed.

WHAT THIS MEANS FOR YOU: When you have an item checked out, it will automatically be renewed for you as long as it is eligible for renewal - you won’t have to call or go online to renew it yourself.

**Which items are “eligible” for automatic renewal?**

An item will be automatically renewed as long as:

- You have renewals left for that item
- Another patron isn’t waiting for the item.
- You have a valid library card in good standing (your card isn’t expired or blocked).

**How do Automatic Renewals work?**

Eligible items will automatically be renewed 3 days before their due date - you’ll have them for an additional full loan period (for example, if you renew a standard book, the due date will be extended by 4 weeks).

If you receive email or text notifications from the library, you will receive a notification via email or text letting you know which items were renewed and which items could not be renewed. (Notifications are only sent via email or text, so please make sure that you are signed up for email/text notices if you would like to receive notifications.)

You can still manually renew eligible items at any time through your account at bccls.org or at any BCCLS library.
Building and Grounds

The on-going process of obtaining quotes for the camera system continues. In addition, we are working with an electrician to have the wiring completed in the Children’s Department (which we will need before setting up the new/additional computers). Furniture will be ordered shortly.

There are no other building issues to report.

Respectfully Submitted,
Tara Cooper