



October Reports


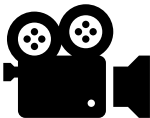

Presented to the Board November 2023




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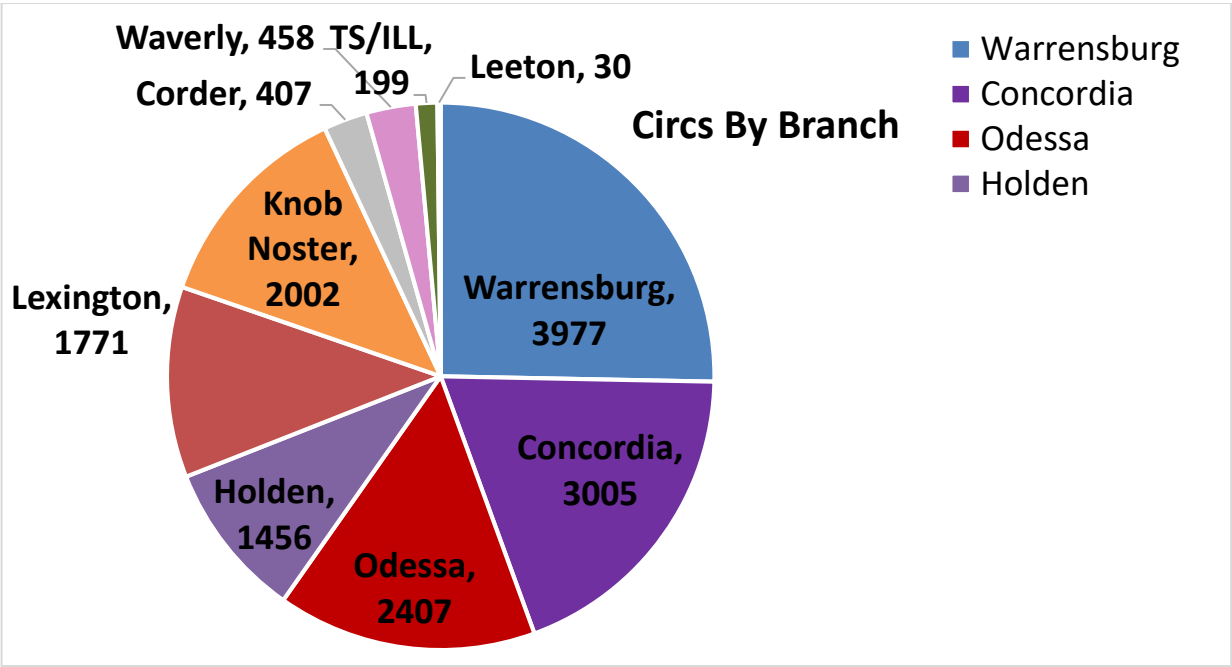
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Circulation, Physical Materials

October Circulations

			
	Books	Media	Hotspots
Monthly	12,650	2,772	38
YTD	58,092	11,472	147

		
Trails Circulations	Non-Trails Circulations	Self-Check Circs
12,258	3,202	1,459



Circulation, Digital Materials



	eBooks	eAudio	Video	Music
Month	392	878	115	18
YTD	1,596	3,539	464	96

What is it?

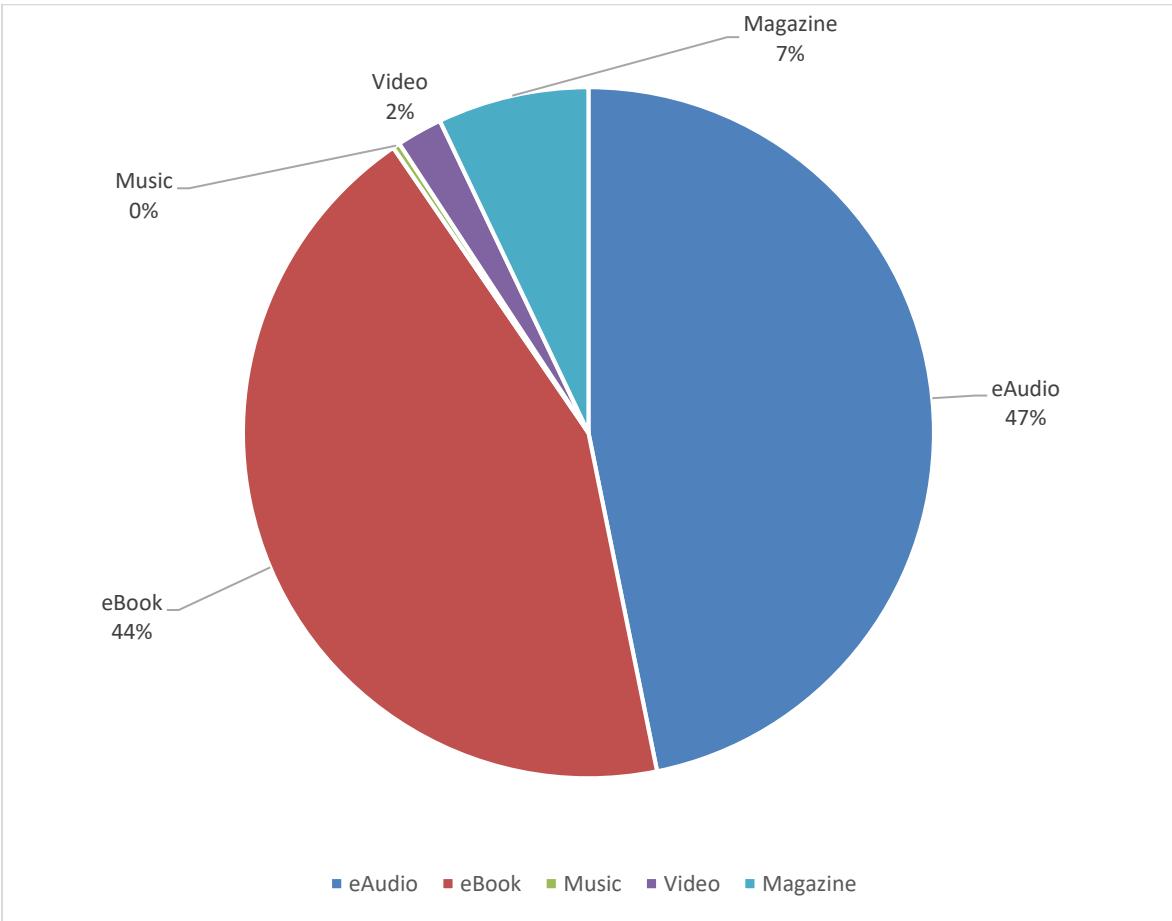
Cost-per-circ, no wait times, smaller collection, max 10 check-outs per month



	eBooks	eAudio	Magazines
Month	1,945	1,630	379
YTD	8,152	6,458	937

What is it?

Consortium funding, more \$ per title, Kindle-compatible



Usage, Computer & WiFi Internet Access

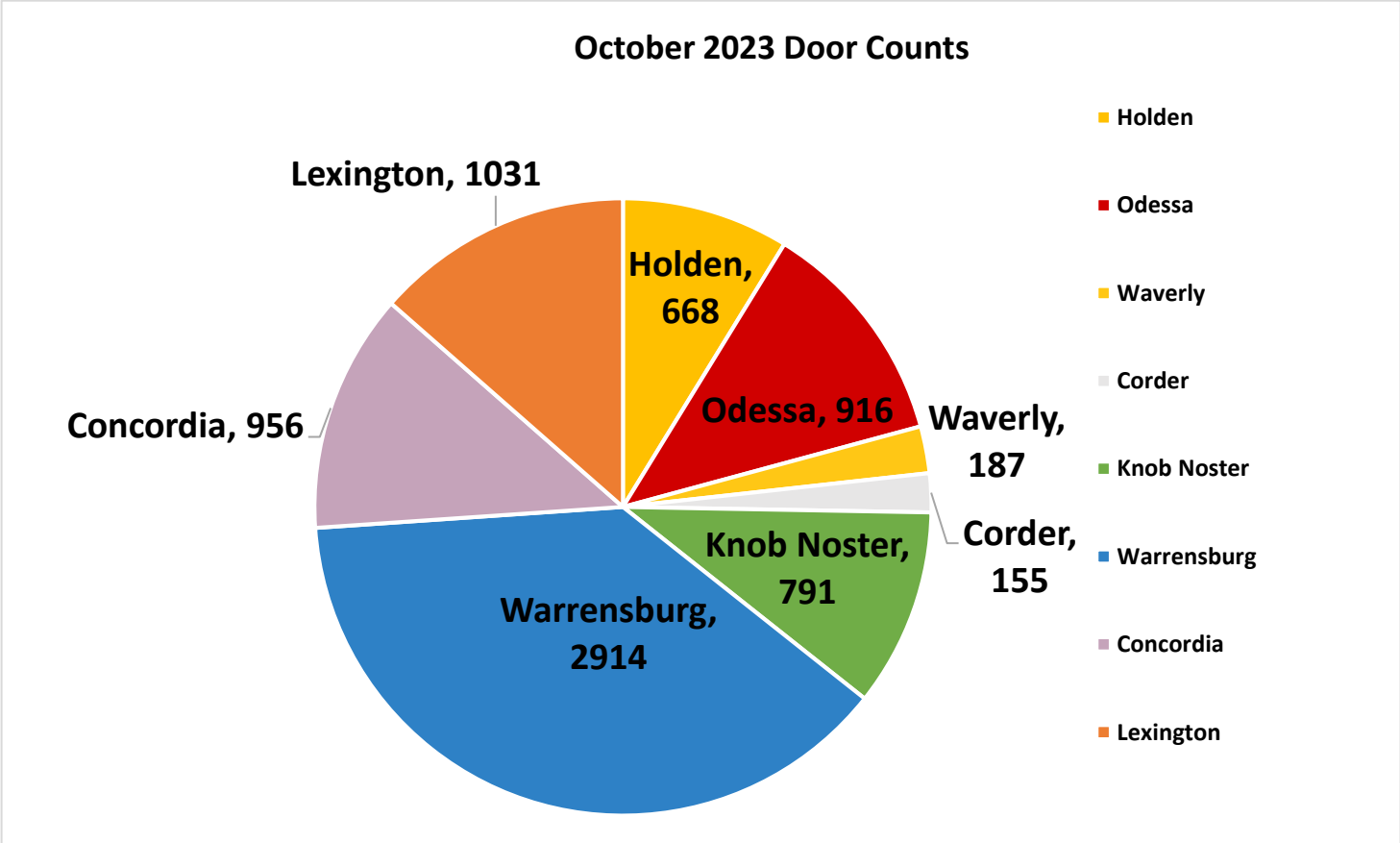
Computers:

District: Current Month	
October	Total
2023	3,175
2022	1,201
2021	890
2020	262
2019	2,020
District: Year to Date	
FY 2024	4,806
FY 2023	4,577
FY 2022	3,477
FY 2021	489
FY 2020	9,256

WiFi:

District: Current Month	
October	Total
2023	1,047
2022	1,202
2021	-
2020	-
2019	-
District: Year to Date	
FY 2024	5,208
FY 2023	5,083
FY 2022	0
FY 2021	0
FY 2020	0

Usage, Door Counters:



Collections

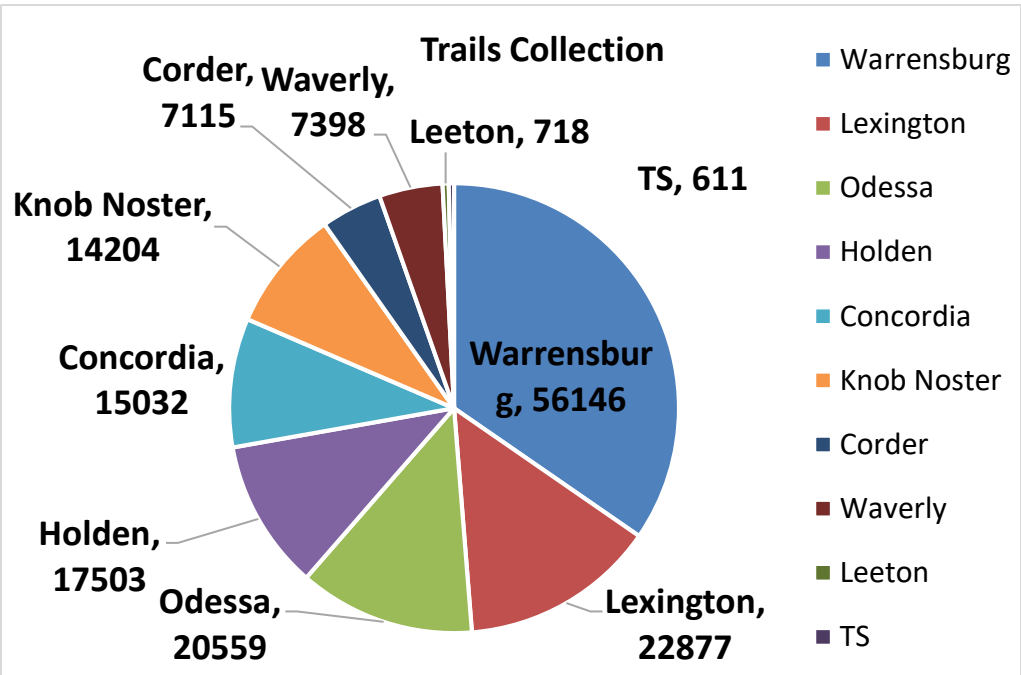
October FY24
Collection

162,163

Total Collection

771
Added

3,687
Removed



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Director's Report

Director: Jackie Hawes:

Wow 2023 is just soaring on by!!! October started off with 8 of us attending the MO Library Association (MLA) annual conference Oct. 4-6. This year the conference theme was "Culture of Care." Several of us attending the Performer's Showcase to see a variety of short performances and be able to meet the performers. The Performer's Showcase gives libraries a chance to see potential performers for Summer Reading Program (SRP) all in one spot. Catie will be working with the branch managers and programmers to determine which performer/s we may bring to Trails for SRP 2024! We're looking at one in particular that we're super excited about, but I don't want to ruin the surprise! Next, we attended the Opening Keynote from the new ALA (American Library Association) President, Emily Drabinski. I attended several wonderful sessions including: The Care and Feeding of Performers; Diversity, Equity, and Inclusion: Building Employee-Driven Initiatives in Public Libraries; Developing Social Media Strategies That Benefit You and Your Audience; Creating a Culture of Compassion; Building the Library's Brand Using Marketing Magic; Growing a Healthy Library Culture; and The Current State of Libraries and MLA Advocacy in Missouri. Michael Brown gave the closing keynote address, Breaking Down Barriers: Building Inclusive and Equitable Libraries through Identity Literacy. Both the MLA and ARSL annual conferences were amazing this year, and I came back refreshed, hopeful, and excited! The Creating a Culture of Compassion session presented by Brandy Sanchez, Librarian & Leadership Coach with Soulfire Collective and April Roy, Director of Employee Success with Kansas City Public Library was absolutely WONDERFUL!!! This session was on the Kansas City Public Library embarking on a year-long training and coaching initiative for managers and supervisors. The presentation outlined the three-pronged approach taken to address compassion fatigue and burnout among staff while also enhancing library leaders' ability to build trust, inspire action, and navigate challenging situations. This is the session that was the inspiration for the direction that Susan and I would like to take Trails. At our December Admin Retreat, the admin team will be working on revising the strategic plan to make sure that we can fully focus on our year-long initiative!!!! Our leadership team is SUPER EXCITED about this opportunity!!! On October 24th, Susan and I met with Brandy Sanchez with Soulfire Collective, to have a preliminary discussion on our vision for Trails. Brandy has sent me a proposal, but I haven't had a chance to really go over it yet. One good thing is that the cost will be spread out over 2 fiscal years.

On October 9th, we had our All Staff Day, and it was all about self-care. The day was a HUGE hit with all Trail-blazers!!! Susan and I plan to incorporate something similar with all of our training days moving forward. On October 11th, we all got together for the Board Retreat which I thought was a huge success! On November 14th, Gloria Fordyce, the Library Administration and Management Consultant with the MOSL, will be coming to visit with me about how our Board Retreat went and to see the Board Manual that we created. She's hoping to use our orientation as the framework for statewide Board orientation...ya'll are true Trail-blazers!!!!

On October 17th, I attended a Crossroads exhibit meeting at the Knob Noster Branch to finalize branch and exhibit hours, staffing concerns, promotion, etc. Knob Noster Branch Manager Laura Parent has worked extremely hard on getting not only the exhibit here but a variety of presenters lined up while the exhibit it here!!!! Our Program & Publicity Manager,

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Catie McLaughlin, has been busy working on an invitation to our VIP Grand Opening event and the promotion leading up to and during the event!!!

On October 20th, Catie and I interviewed applicants for the Program & Publicity Assistant position. So far, things are going just as expected with the change to the program & marketing positions.

On October 31st, I began my quarterly branch visits and my 1-on-1 chats with all staff. This year, Susan and I sent out a staff questionnaire, and we're getting great feedback on the questionnaire and while I'm conducting my visits. The 1-on-1 visits always take me longer. The staff is our greatest asset, so these visits are extremely important and well worth the extra time!!! I'm hoping to complete all of these before Christmas.

Assistant Director: Susan Kromie

I do not know where this year has gone! Teresa Opoien and I interviewed people for her 19-hr. position and selected Deborah Green. Deb has settled into her role and is doing well, saying how much she likes her job with us.

Anita Love helped me pull off all-staff day with food, set-up, and just making sure things went smoothly. We discussed the 7 Pillars of Self-Care and then broke off to put it into practice. I heard lots of positive remarks, but was really drained from running around all day teaching and making sure things were going ok.

In addition to my regular meetings with branch managers, admin, and Jackie, Anita and I got together to go over the Technical Services bills. I was still doing them while Anita was getting TS squared away, but she felt ready to add that task to her plate. Since it would be a whole new learning curve, I said I would continue to order and submit the Overdrive portion. I have also started meeting weekly with Jae Steinkuhler and Sandra Chapman to work with them on integrating management styles and working through some issues.

At the end of the month, I did my branch visits, and they were, as always, fun and helpful.

Department Reports:

Human Resources: Tessa Moulton

October was a very busy month. It started with All-Staff Training Day on Monday, October 9. We focused on self-care for everyone. There were some really great responses from employees about the learning, creative, relaxation, and movement opportunities during the day. In addition to the self-care and learning opportunities, Jae Steinkuhler explained the new Excel Adult High School program that will be coming to Trails, I discussed insurance information and our Employee Assistance Program (EAP), Catie McLaughlin provided information about ReaderZone which will be replacing Beanstack, and the programmers had their monthly meeting. We had a full agenda with excellent sessions all day!

October had two days of orientation. Julia Hurley completed orientation on Tuesday, October 10. She is the new Library Clerk I in Warrensburg. The second set day of orientation was on Monday, October 23 with Haley Crane (Alford) and Deborah Green. Haley is working in

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Warrensburg as part of the administrative team as the Library Programs & Publicity Assistant with Catie McLaughlin. Deborah (Debbie) Green is the new 19-hour Library Clerk I in Holden. We are excited having all three people working at Trails!

We have finished open enrollment for all insurance. Assured Partners' representatives, Savanna Job and Cal Taylor, attended the All-Staff Training Day in October and recapped the benefits available for benefit-eligible employees at Trails Regional Library through Principal. They explained that the only rate increase that we are experiencing for 2024 is dental insurance, and that increase is less than \$2 per pay period for the employee. The Assured Partners' representatives explained that open enrollment was going to close Friday, October 20 and that employees should visit the Employee Navigator portal to check their benefits and beneficiaries to guarantee all of their information is correct. All benefit-eligible employees were given open enrollment forms for MCHCP (health insurance) to complete by October 31. Now I am working on updating deductions for November and then December.

October 26-27 was the LAGERS Annual Meeting in St. Louis. I was able to attend and really enjoyed all of the information. Thursday morning started with the Board of Trustees meeting at 8:30 a.m., Registration at 10:00 a.m., the Legislative Advisory Committee Meeting at 11:00 a.m., and then the Business Meeting at 2:00 p.m. Jamey McVicker was awarded the Local Government Hero Award and then given a reception afterward. Friday was filled with Educational Breakout Sessions that were amazing. I learned more about becoming a Certified Lagers Administrator and found out about a LAGERS training in May 2024 where I could earn the certification. The LAGERS Annual Meeting was a great experience, and I am excited to continue learning more about our retirement system.

Support Services: Roger Dumas

Support Services consists of the IT, Facilities, Courier, and Custodian here at Trails Regional Library. Our purpose is to support the branch and circulation staff in being able to carry out their jobs and duties in a timely and efficient manner. The following is a look at some of the projects and needs this team has assisted with during the month of October. Support Services fielded 229 calls in the month of October 2023.

- Conferences: October was a month of conferences for me. I attended the MLA conference October 4-6 and the Morenet conference October 11-12. I tried to use the time at each event to attend sessions that would be of value not only to the library in general, but also to the support services group in particular.

During the MLA conference I was able to attend a session that was about how to repurpose space to help reach the patron who is not coming to the library. The teachers of this break out work specifically with libraries who are renovating, and attempt to help them do it with as little to no actual construction involved. A few of the tips they shared that stood out the most to me was for us to get a better idea of how the current traffic in our buildings currently flow. They talked about using "heat maps" to see what areas get higher rates of visitors and which ones don't. We need to evaluate why people use some areas and not others, and work on the natural flow of people to help get them to the areas that will work best for what we are doing. They also shared that some areas in a library will just lend themselves more naturally to certain uses than others. For example: if we want to set up a quiet reading area for

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people to look over magazines and newspapers, we don't want to place it near the area we hold story time for the little kids.

Also, at the MLA conference I attended a session from a library who has created a "book store" to help take better advantage of weeded books and donations. Instead of giving our good weeded books we spent money on to another company like Thriftbooks to make profit, they suggested we rethink the way we approach book sales, and instead setup an ongoing store, so that they library can raise extra funds to use in other programs. The person presenting used to be a book seller before getting his job with the library. He is now their volunteer liaison and manages the book store with all volunteer help. He suggests having someone with this back ground on staff to know which books will sell, and which will not, is a great advantage when doing something like this. You don't have to start with a full-blown store (which is what this particular library had next door to the library), but just a small display in a corner of the branch to start with and grow it from there. He suggested that we could make as much as 3 to 5 times as much doing it this way than we do by doing a book sale every now and again throughout the year.

At the Morenet conference I had Luke, our computer tech, with me. We attempted to split up the sessions we went to so we could get information from as many sources as possible. I tended to gravitate more toward sessions that talked about project management to see if I could find something that would be a benefit to support services in that capacity. I was able to attend a few sessions that talked about a service called Monday.com that helps with planning and running projects that was very interesting.

Overall the conferences were a great opportunity to meet some new contacts, both vendors and other library staff, as well as reunite with fellow library workers from past conferences.

- The start of a few projects: October saw the start to two of the three projects that are being worked on by Support Services, The Knob Noster parking lot and the Concordia North Wall.

Knob Noster Parking lot began on October 9th. Advanced Asphalt started work on the parking area itself first with plans to follow up later in the month with the curbing that needed fixed. Upon inspection of the new parking lot being put down we had a few concerns with the job done. On the area where the employees park against the building a machine had rubbed against the building and left tar marks on the wall. A drainage pipe that is used for the sump pump was cut off. A few areas on the asphalt looked as if the asphalt was not properly heated before being tamped down. And there were seams that were showing where different areas joined together. Later in the month when they came back out to start work on the curbs, we were able to address all of these concerns with them. They repainted the wall for us and dug up the pipe to repair it and give us an outlet for the water. They also used blow torches to reheat the areas we were concerned about and re press them back down. As for the seams, they say that is normal and over time they will wear down and not be as noticeable. At the time of writing this report we are waiting on Advanced Asphalt to come back and paint the curbing that they have already repaired.

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Concordia North Wall also began work during October. As of the time when writing this report, they have installed smart siding to the outside of the north wall, complete with wrapping it around the edges. They have matched the existing paint color of the building and painted the new siding and the base of the building. They have repaired the damaged sheetrock around the windows inside the building. The last thing to be completed is replacing the roof caps along that wall to better seal in the wall completely.

The Annex Front Skirting project has not started actual production as of this report. We have been able to get a contract finalized that both the library and Cale Seymour Construction were happy with. Cale came by the Annex a week ago and looked over the area and got some more detailed measurements to start the project. He hopes to be able to start work by the end of November. At the time of looking over the area Cale informed me that he had some drainage pipes being delivered that he thought was going to work for diverting the runoff water from the front of the building instead of running into the parking bays.

- Other projects working on: In addition to the three projects above, Support Services has also started working on a few in house projects as well. Billy has gotten supplies ready and started the process of repainting the Knob Noster meeting room and public restrooms in anticipation of the "Crossroads" exhibit coming in December. He has also started gathering supplies to replace the guttering on the Waverly branch building. This will take place after the Knob Noster painting is finished. Luke has been working on cleaning up and updating the data closets in each branch. Over the last month he started work on the secondary data closet in Warrensburg which is also going hand in hand with a project to change the work flow in the work room for the Warrensburg Branch.

IT Department: Luke A. Ciccone

In October 2023 the IT department took care of many issues across the two counties. Including:

- Attended MoreNET annual conference. This year held in Columbia, Missouri. Had many interesting and enlightening breakout sessions this year. Topics ranging from Cybersecurity, AI, Group Policy, Switching/Routing, and Phishing. Worked with Roger to spread out attendance of sessions to be sure we had Trails members at as many beneficial sessions as possible. Networked with other technical resources from our surrounding library systems. Renewing those connections has long term benefits for our district.
- Created new user accounts for our new hires in Holden and Admin.
- Consulted Barbara, Lexington Branch manager, about google calendars. The way that Trails tries to utilize the resource and the unique ways her branch incorporates the asset.
- Worked with Teresa to get first time profile configuration setup for her new circulation user. Verified VNC remote connection to the public computers, RFID mat software functionality, CybrariaN Remote list, CybrariaN PrintDesk station, and Evergreen print templates with hatch configuration.
- With the assistance of Billy, ran new cabling from Warrensburg's secondary data closet to the Warrensburg workroom in preparation for the workflow adjustments in Jae's vision.

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- Worked with Sandra, Warrensburg's Assistant Branch manager, to troubleshoot a display issue with the televisions mounted next to her desk. At certain points during the day, sunlight would infringe on her ability to monitor certain camera feeds that are higher priority. Relocated Displays to accommodate this concern.
- Assisted Billy to bring computer carrels from Holden to the Lexington branch.
- Assisted Billy to install new exterior lights along the back side of the Warrensburg branch.

Facilities: Billy Stone

Completed 21 submitted work orders.

CC – Multiple trips, phone calls, and meetings with the Wilson Group for progress updates, electrical needs, etc., regarding the work being done on the north wall. Replaced multiple bad aerators.

CD – Replaced broken lock on OPAC cabinet. Repaired damaged section of the drop ceiling.

HD – Replaced rotten exterior door on storage shed with new one. Moved empty study carrels to upstairs at LX.

KN - Met with Laura, Jackie, and Roger to go over the repaving job on the parking lot.

OD – Repaired interior vestibule door weather-strip.

WB – Replaced exterior dusk-to-dawn light (above meeting room entrance door, northwest corner of parking lot). Repaired end table in meeting room. Assisted in moving all furniture to allow the carpet cleaners access to the carpets. Moved shelving from breakroom to east lobby area for upcoming Foundation Book sale. Upgraded west exterior lighting from halogen to LED.

Office Manager: Karen Churn

The month of October was what I call "The Big Purge." I was able to finally get rid of all of the FY22 financials and move the FY23 financials out of my office. I also purged all of the documents from previous years that we no longer need to keep.

The quarterly reports for the Bureau of Labor and Statistics and the Missouri Department of Revenue were prepared and submitted.

In the next couple of months, I will be buying bank boxes and transferring all of the previous years' payroll journals as well as all of the PTO slips that need to be kept for 75 years. I'm running out of room keeping all of that stuff in my office. We will start keeping them stored in the maintenance building.

Technical Services: Anita Love

The Technical Services Department continues to march forward. I'm sure folks have noticed that the number of new materials added during the month of October was down just a bit

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compared to the last two months. The drop is due to our main cataloger, Alicia McSwain, working hard on items needing original cataloging. Most of the items that are published through independent publishers or small presses do not already have catalog records available for download and therefore must have their catalog records created from scratch. Cataloging from nothing to something is a time-consuming process for each item. Alicia is doing a great job getting new items cataloged and out to our patrons.

The department held an organizational meeting in October to discuss the re-alignment of job duties to begin in November. Our newest co-worker, Emily Luebrecht, will be starting on November 20th and we needed to re-distribute job responsibilities. We also decided how the training would be approached as Emily gets assimilated into the department. The team also worked out how each position would be backed up when one of us goes on vacation. Training for backups have already begun.

I have taken over more of the responsibilities of double checking and approving payment of invoices. There is an issue with the Baker and Taylor invoicing of DVDs and audiobooks on CDs. I am working with Samantha, a B&T Sales Representative, to get this resolved as soon as possible. Trails is also trying to get more invoices sent via email as opposed to paper invoices sent by the physical mail.

Naturally the weeding process continues with averaging 100 items per day being removed from the database. An interesting bit of fallout from the weeding project is that front line staff are more discerning about the condition of the materials that are checking out in the branches. The number of damaged books that are sent into TS for repair or replacement has increased. Staff is sending in items with faded spine labels, broken spines, ruffled or torn dust jackets, small tears in the pages and the like. TS repairs what we can and whenever possible we purchase replacement items. I look forward to going out to the branches and see the improvements to the maintenance of the different collections.

Program and Publicity Manager-Catie McLaughlin

I attended the MLA conference in Columbia at the beginning of October. There were several great sessions including the Presenter Showcase. There were several great options for the library to consider hiring for this coming summer. The rest of October flew by with keeping the branches supplied, flyers created, and trying to find the library's "voice" on social media. Warrensburg's post about Banned Books week earned the library 167 reactions and 27 comments are highest rated post to date. Haley began as the Library Program and Publicity Assistant on October 23. She has been an invaluable asset for the library already. She has worked with me to explore the library's voice and presence on social media. We are looking forward to what the next month brings for Trails on social media and in programming.

Branch Reports:

Concordia: Debbie Kirchhoff

Type of program	Name of Program	Age group	Number attending/ using
Program	Storytime (5)	0-5	65
Program	Diabetes Support Group	18+	0
Program	Cartoons & Pancakes	All ages	0

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Program	Book Club	18+	5
Program	Air Fryer Snacks	18+	1
Program	Afterschool Snacks	13-17	0
Program	Halloween Sports	6-12	300
Passive	Question of the Month	6-12	14
Passive	Coloring & activity pages	6-12	62
Passive	Halloween treat bags	0-5, 6-12	450
Take & Make	Pipe Cleaner Pumpkins	6-12	14
Take & Make	Five-eyed Monster	6-12	22

Outreach activities: Flyers shared to community Facebook pages

New cards issued: 5

Meeting room usage: 3

Other Questions: 24

Reference Questions: 107

Highlight: The work began on the north exterior wall. It looks really great and seems like a good first step towards fixing the persistent problem of water damage. The interior work around the windows also looks great. We are feeling very hopeful.

Corder: Shelly Blackburn

Type of program	Name of Program	Age group	Number attending/ using
Adult	Needle Stories	18+	2
Adult	Book Club	18+	3
Family	Saturday Matinee	All Ages	0
Kids	Storytime	0-5	27
Passive	Take & Makes	0-12	8
Passive	Color Sheets	All Ages	15

Outreach activities: Notices of all programs are posted in our local post office, bank, and on our community board. We also send program information to be featured in the Corder Newsletter.

New cards issued: 0

Meeting room usage: Corder Community Group Used the Library on one Thursday a month with approximately 8 members attending.

Other Questions: 30

Reference Questions: 23

Highlight: We have a brand new storytime member, born at the beginning of this month!! She is so cute!!

Holden: Teresa Opoien

Type of program	Name of Program	Age group	Number attending/ using
passive	guess how many crayons in a jar	all ages	52
passive	coloring sheets	preschool	50
passive	tech tues	preteens and adults	22
passive	crossword puzzles	adults	50
programs	Super Saturday	preschool and preteens	0
programs	coffee connections	Adults/ teens	23/2
passive	knitters club	adults	18
passive	book club	adults	5
passive	crossword puzzles	preschool	50
passive	learning worksheet	preschool	35
Program	Fall candle	Adults/teens	14/3
Passive	Super Saturday	All ages	2

Outreach activities: Holden Daycare - 15

New Cards Issued: 17

Reference Questions: 65

Other Questions: 23

Highlight: Looking forward to Trick or Treaters! Gave out 75 Halloween bags. Having new patrons come into the branch.

Knob Noster: Laura Parent

Type of program	Name of Program	Age group	Number attending/ using
Take and make	Franken Shape craft	pre/child	20
Take and make	Eye Monster	pre/child	17
Take and make	Yarn wrapped mummy	pre/child	15
Take and make	Monster puppets	pre/child	15
Take and Make	Bag Superhero	pre/child	20
Passive	Coloring sheets/activities	pre/child	30
Program	Cinema Saturday	family	0
program	Storytots x 4	preschool	28
program	storytime x 4	preschool	42
program	Kids Connection x 4	preschool	33
program	Wild Edibles	adult	8
program	Ancestry Class	Adult	4
program	Lego Club	family	0

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program	Night Predators	family	23
program	Cook the Book Book Club	adult	9
Program	Halloween Wreath	adult	7
Program	Figure it out Fridays x 4	adult	13
Program	Native American Storytelling	family	24

Outreach activities: Coloring sheets/calendar to local restaurants and businesses. Swing sign outside. Attended Town Hall meeting.

New cards issued: 17

Meeting Room Usage: 24

Reference Questions: 42

Other Questions: 215

Highlight: Although the parking lot isn't perfect, it still looks so much better than before. I hope that the issues can be resolved easily. We kicked off our Crossroads speaker lineup with Native American storytelling that was a lot of fun and well attended. Starting in December, we have many more to come.

Lexington: Barbara Seitter

Type of program	Name of Program	Age group	Number attending/using
Passive	Color sheets	0-5	57
Passive	I spy aquarium	All ages	37
Passive	Halloween Card	T(w)een	10
Program	Story time	0-5	65
Program	Stay and play	0-5	75
Program	Kids Club	6-12	10
Program	Air Fryer	18+	3
Program	History Roundtable	18+	6
Program	T(w)een Time	13-17	3
Program	Yoga	18+	19
Program	Friends, Flicks and Fun	Family/all	0
Outreach	Wild West Octoberfest	all	80
Outreach	Story time @ Wellington School	0-5	50

Outreach activities: Rebecca did two story times at the Well/Nap school for Parents as Teachers. We are planning on visiting again in December.

New cards issued: 19

Meeting room usage: 24

Reference Questions: 313

Other Questions: 266

Highlight: This month we participated in the Lexington's Wild West Octoberfest. We offered book marks, event sheets, informational brochures and candy on a coloring book mark. Catie

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designed the book mark for coloring and along with volunteers who attached the candy. What was not given out at the festival was passed out for Halloween to children in the branch. (We had 125 treats total, 65 went out at the festival) We would also like to thank the board for voting to cover the employee health insurance 100%.

Odessa: Kendra Redden

Type of program	Name of Program	Age group	Number attending/ using
Program	Kids in the Kitchen	9-12	17
Program	Storytime	0-5	66
Program	Preschool Play and Learn	0-5	17
Program	Spooky Storytime	0-5	40
Program	Adventures with Moonlight	5-8	8
Program	All in a Gamer's Afternoon	13-17	2
Program	Book Lover's Book Club	18+	5
Program	Who Dewey Done It	13-17	13
Program	Nightmare Before Craft Time	9-12	7
Program	TAG	13-17	0
Program	Feature Friday	All	0
Program	Bunco	18+	8
Program	Well-read Poet's Society	13+	2

Outreach activities:

Noelle Postlethwait visited the Odessa R-VII - Early Childhood Development Center for the first time this month to present a storytime to 40 preschoolers.

Noelle Postlethwait presented storytimes for 95 children ages 0-5 at Bright Beginnings Academy for Early Childhood.

The Odessa branch partnered with Helping Hands of Odessa and the Journey to participate in the Odessa Downtown Trick or Treat on Saturday, October 28th. We handed out to over 600 participants.

New cards issued: 38

Meeting room usage: 45

Reference Questions: 402

Other Questions: 394

Highlight:

Kendra Redden went to her first MLA conference and learned some great information.

The Odessa staff enjoyed dressing up for Halloween and the patrons enjoyed the costumes.

Warrensburg: Jae Steinkuhler

Type of program	Name of Program	Age group	Number attending/ using
Program	Libraries Got Game (4)	All Ages	4

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	Get Hooked (2)		5
	Pop Up: Halloween Bingo		0
	Beginner Woodcarving		15
	Wild Edibles		25
	Flapjacks & Funnies		12
	Yoga For All (2)	Ages 13+	9
	Preschool Storytime (5)	Ages 0-5	137
	Preschool Craft Time (5)		134
	Music & Movement (4)		121
	Stay, Play, Learn (4)		125
	Storytime with Granny		6
	Full STEAM Ahead		6
	Good Night Storytime		14
	STEAM for T(w)eens	Ages 10-15	0
	Bead It	5-18	0
	Coffee & Connections (4)	Ages 18+	17
	Novel Tea Book Club		5
	3R Book Club		7
	Kinship Connection		2
	Ghost Hunt		26
	Craftastic		5
	Yardzee		0
	DIY Spa Series		2
Passive	Would You Rather?	All Ages	

Outreach activities: Storytime at Headstart, Burg Fest, Trunk or Treat at Twister Sports, Warrensburg High School Library

New cards issued: 80

Meeting room usage: 15

Study rooms usage: 44

Reference Questions: 406

Other Questions: 546

Highlight: Having the paranormal investigators in for a program was a real treat. Learning about their equipment, listening to their experiences at famous paranormal hotspots, and talking with each member about their beliefs in the paranormal was extremely exciting. And, yes, they did contact a staff member's long-lost great uncle who used to run mules on the property the library sits on. Really, really cool experience!

Waverly: Amy Boland

Type of program	Name of Program	Age group	Number attending/ using
Passive	Coloring pages	0-12	15
	Halloween Treat Bags	All	20
Take and Make			

Statistical Reports

Program	Storytime (4)	0-5	8
	Adult Circle	Adult	5
	Kids' STEAM	All	2

Outreach activities: Flyers posted, programs shared to Community page

Meeting Room use: 0

New cards issued: 2

Reference: 10

Other questions: 15

Highlight: We have once again finished weeding a couple areas that were still full.

Leeton: Deanna Schuler:

New Library Cards in October: 4

Week 1: **October 3, 4, 6, & 7**

Community Patrons (in library)	10	Our guessing jar is really starting to bring a lot of attention to the library. I allow MS and HS students to guess during the day... However, elementary kids must visit with parents to guess as a community patron. This has brought in a couple of new families to our community hours. We were competing with Burg fest for our First Saturday Story and Cinema... so no one came.
Student Patrons	15	
Trails Checkouts	5	
Leeton Checkouts	8	

Week 2: **October 10, 11, 12**

Community Patrons	12	
Student Patrons	15	
Trails Checkouts	12	
Leeton Checkouts	10	

Statistical Reports

Week 3: October 17, 18, 19

Community Patrons	10	3rd Thursday: This occurred on Parent / Teacher conference night and also during the Spring Literati book fair. We had several literacy stations set out that students could complete with their parents. Although Boys & Girls Club did not attend this time... I still had 20 participants.
Student Patrons	20	
Trails Checkouts	10	
Leeton Checkouts	20	

Week 4: October 24, 25, 26, 31

Community Patrons	8	We were unable to be open on Halloween as planned, the Halloween book marks and suckers were handed out to all the elementary classrooms during their Halloween parade. The remaining treats were handed out during MS and HS lunch shifts... and several students were reminded that we are open 3 nights a week. Our scheduling conflict turned into a good advertising opportunity. I have had 3 different HS students show up during November hours that haven't previously visited.
Student Patrons	12	
Trails Checkouts	15	
Leeton Checkouts	25	