

ACDL

The Month In Review

LIBRARY EXPERIENCES / TESTIMONIALS / REPORTS – January 2024

“Love this place!! It was very nice coming in, for copies of pages, and then fax’d those pages off... Really could not have done it without you Karen as I know nothing about running any of the machines, Thank-You for professionalism working with us. And also to Stephen for going thru it with us last evening. This might seem little to some – But to us... Very nice to not feel as we bothered, needing much help, to get all info. From start to finish :) And a Receipt!

~ *Ashtabula Patron, Jeannie*

During one recent morning, a frequent library visitor of about six years in age, used the Geneva Library treehouse as a stage for an impromptu concert. She entertained all of us with her version of Smash Mouth's song “All Star” singing, “Hey now, I’m a rock star...” We were all in stitches watching the performance.

~ *Lauren, Geneva Branch Manager*

“It is so pretty in here - so nice and clean! I love coming in.”

~ *Ashtabula Patron, Cindy*

The staff is always so friendly and welcoming when I come here, it's the highlight of my day!

~ *Ashtabula Patron, Doris*

“This is my first DIY class and I loved it! I learned a lot and I will be signing up for next month. Great Job!”

~ *Ashtabula Patron, Mike*

“These lawn games will be great for our holiday gathering!”

~ *Ashtabula Patron, Shelly*

“This library has great programs for kids! Keep up the good work!”

~ *Parent of Ashtabula STEAM program attendee*

“This library is so welcoming. You don’t encounter customer service like this in many places any more.”

~ *Ashtabula Patron, John, using fax service*

Are you sure it’s free? REALLY? That is amazing!

~ *Ashtabula Notary Patron*

“Thank you so much for what you do for me and the community throughout the year!”

~ *Geneva Patron via Holiday Card*

“In recognition of the light that you bring to our community, I would like to present you with a small gift from the UPPERDec program at Lakeside. We would like for you to have this small battery-operated candle.”

~ *to Dwight from UPPERDec teacher, Lakeside H.S.*

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PUBLIC SERVICE

- On December 12, the new Digital Branch (ACDL website) launched. Working through the Summer and Fall, Mike, Rebecca, and Dwight met with vendor, Library Market, to design and build the site from the ground up. It is constructed with Library Market's in-house spin on the Drupal CMS which includes several public library-specific modules and capabilities, and incorporates the Library's events calendar as a part of the whole, allowing us to market events side by side with information about our services and collections.

It is also designed from the ground up with ADA (Americans with Disabilities Act) accessibility compliance in mind and general patron usability at the forefront. The new site requires much less technical overhead and knowledge from library staff as Library Market is on hand continuously for technical updates and support. ACDL can now transition to a role more focused on content creation and enhancement.

In the weeks since the launch, Mike has been delighted with the simplicity of making both large and small changes to the site. We anticipate that the new site will offer a platform that will be much more responsive to our efforts to serve patrons with excellence.

- 71 documents were notarized at the Ashtabula Library in December.
- In December, Austin began and is still working on scanning *Gladys' Ashtabula Postcard Collection*. He also scanned the 1919 *Ashtabula Dart English Number* and the 1912 *Ashtabula High School Senior Book*. He edited the 1919 *Ashtabula Dart English Number*, the 1919 *Ashtabula Dart Valentines Number*, portions of *Large's History of Ashtabula County Vol. II*, and the *Ashtabula County Directory 1898-1899*. He completed five (5) research requests, 22 obituary requests, and processed the September 2023 obituaries.
- Carrie finished the year-end reconciliation/inventory for the Edith R. Morrison & Mary W. Morrison Genealogy and Archive. There were 57 new additions to the room encompassing items such as: local authors, family genealogy and history, local history, African American history, directories, state records, yearbooks, etc.
- For the year 2023, the Ashtabula Memory Page, hosted by the Ohio History Connection, saw more than 2600 users from around the world. There were almost 4000 sessions and nearly 104,000 items viewed.
- Carol continues to work on photo metadata. She also scanned the February 1918 *Ashtabula Dart* and the October 1918 *Ashtabula Dart*, about 150 pages.
- COVID test demand increased dramatically in Ashtabula with 480 kits distributed during December. Front Desk also distributed 15 gun locks and three (3) Deterra drug disposal bags during the month of December.
- Geneva Library distributed 200 free COVID tests and seven (7) free gun locks to local community members.

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- The Ashtabula Library started collecting donations of hats, scarves, and gloves for a Warming Wall which is the fence between Library property and First Presbyterian Church. This is a cooperative program led by Ashtabula County Job & Family Services.
- Ric is creating “How to...” guides to assist patrons in the use of their small electronic devices. So far, he has completed one for Android phones and one for iPhones.
- The community organizations that used the Robert S. Morrison Foundation Room, the Ashtabula Foundation Room and other spaces in the Ashtabula Library in December included: AFSCME Local 1197, Ashtabula County Alzheimer’s Association, Ashtabula County Beekeepers Association, Ashtabula County Genealogical Society, Ashtabula County Prevention Coalition, Ashtabula Metropolitan Housing Authority, Buckeye Online School for Success, Building Resiliency Together, Cleveland Rape Crisis Center, Community Action, Community Leadership Group, Gateway Academy, Kids For Positive Change, Legal Aid, LGBTQ Coalition, NEO Fund, Second Chance Citizen’s Circle, Signature Health, Youngstown Business Incubator, and Zonta.
- More than 400 people utilized the Geneva Library meeting spaces. Community groups which used space included: OHDELA, Geneva Country Quilters, Aspire, Ohio Nurses Association, Friends of Geneva Library, Help Me Grow, Ohio Rise, and the Platt R. Spencer Historical Society. Geneva Library spaces were also frequently utilized for quiet study and tutoring.
- Geneva staff Tiffany, Mallory, and Corrine created festive holiday decorations to make the building feel merry and bright. Young patrons also had opportunities to create decorations to hang throughout the building.
- Codi completed 10 Tech Help appointments at Geneva, providing instruction on photo printing, computer & tablet operation, and setting up digital resource such as Libby on their devices.
- Outreach staff completed 22 House Calls and 33 Express Deliveries in December, totaling nearly 220 items that were delivered to area patrons. Staff also added 205 items to Bookdrop Collections throughout the ACDL service area.
- The Bookmobile provided service to area residents in Ashtabula, Ashtabula Township, Geneva-on-the-Lake, Dorset Township, and Pierpont. Cold weather and holidays impacted the number of patrons who visited the vehicle.
- The Bookmobile added a new community stop this month on Resolution Ave. in Ashtabula near Terra Quest and Resolution Family Apartments. Nearby residents were excited to take advantage of service so close to their homes.
- Due to the holiday schedule and inclement weather, the Bookmobile visited fewer school stops in December. More than 300 students from Superior Elementary, Austinburg Elementary, Happy Hearts/Building Bridges, and St. John School came aboard to browse for new books.

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- Hannah received a collection of Talking Book Program reader devices and cassettes from the Ohio Library for the Blind and Physically Disabled. These items will be used to initiate and maintain service for qualifying residents with vision impairments.
- Just before winter break, several English classes had a project where students were asked to read and evaluate children's picture books that focused on multicultural holidays and celebrations throughout the year. This project brought in a great number of resources on the subjects of Hanukkah, Diwali, Eid, and Ramadan.
- Mark made some significant updates to the Cisco Umbrella (filter) to ensure all was working as designed. In addition to some enhancements to content filtering, the updates notably include some enhanced phishing protection which will hopefully help our patrons stay safe online.
- Mark has started our annual year-end system audit to ensure we have the best and most current information on all of our systems, and that he has a complete record of our current devices, their capabilities, and any other vital data. This sort of audit/inventory is essential as ACDL maintains a significant fleet of devices for staff and patrons, so current and actionable information is essential to effectively respond to needs and anticipate issues and areas of focus in the new year.

PROGRAMMING

- **Local author** Linda Porcello held a book launch for her latest title at the Ashtabula Library. The Amazing Monarch Butterfly, aimed at readers of all ages features the life cycle of monarchs highlighted by pictures of Linda's own monarch sanctuaries.
- **Holiday Art Lab for All Ages** drew 14 participants, ages 3 to 83, including two families who were new to the library. They made 3D ornaments, cards, paper snowmen and reindeer as they listened to festive holiday music.
- **Tech Tuesday** had three (3) patrons this month, two who discovered how to use their cell phones more effectively and the other received help with his laptop software.
- **DIY Ashtabula** had 15 patrons in attendance. Participants made holiday gift jars with dried soups and drinks. Everyone loved creating their gifts!
- In partnership with Ashtabula County Board of Developmental Disabilities, Stephen hosted a **Sensory Movie Night**. Approximately 45 attendees enjoyed a showing of *The Polar Express* and snacks.
- Ashtabula Youth Services hosted a **Holiday Party** for families, attracting more than thirty celebrants. Guests enjoyed pizza and snacks and created crafts representing Hanukkah, Christmas and Kwanzaa while watching *A Muppet Christmas*.
- During the week between Christmas and New Year, Ryan and Public Services staff hosted a program called **Matinee Theater** in which patrons viewed afternoon matinee movies for all ages. Popcorn and hot chocolate were served, and Lyn and Teresa provided crafts for the children.

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- Teresa's **Storytime** program in Ashtabula followed the theme of Winter Wonderland. Winter stories, including stories about winter holidays such as Christmas, Hanukkah, Kwanzaa, and New Years were shared. Marco the Polar Bear encouraged the children to practice naming their colors, and Five Little Snowmen had children working together to countdown from the number five.
- **Rhythm Band for Preschoolers** participants learned *Bread and Butter*, a warm-up chant using rhythm sticks. They also practiced musical techniques like tempo and beats vs. rests. *Jingle Bells* and playing maracas were highlights of the month.
- This month's **Art Literacy** programs in Ashtabula featured artists Kehinde Wiley and Gustav Klimt. Students learned a little about the artists and discussed some of their work, then created artwork inspired by the artists.
- Ashtabula **STEAM Engine** program participants discussed winter science and engineering through creating baking soda snowmen and learning about insulation by creating a container that could keep an ice cube from melting. Students built igloos out of sugar cubes and learned how the structure of an igloo helps to keep its inhabitants warm. They also started to learn about hydrology through the use of COSI Connects Water Kits.
- Tina led Geneva Library's annual **Holiday Bingo** event in mid-December. More than 70 people enjoyed filling their bingo cards, winning holiday prizes, and snacking on their candy bingo markers (M&Ms).
- Tina also provided entertaining and educational **Storytimes at Geneva**. Read-aloud books covered topics including winter holidays and snow. Following the program, little ones had a chance to play and interact with one another in the Children's Area.
- Mallory led a family-friendly **Holiday Celebration** at Geneva Library where families learned about Kwanzaa, Hanukkah, and Christmas traditions. Attendees enjoyed creating holiday crafts, sipping holiday punch, and munching on snacks.
- Tina hosted a **Holiday Gift Making** program at Geneva where young patrons had the opportunity to create gifts to share with others. Attendees especially enjoyed creating holiday-themed suncatchers.
- Codi hosted the **Geneva Book Group's** discussion on Twilight Before Christmas by Christine Feehan. The book follows a family of witchy sisters who open a bookstore in a historic, but haunted, mill building. The group enjoyed a lively discussion centered on this holiday romance with a paranormal plot.
- An average of 78 students visited the Geneva Library each day during after-school hours throughout December.
- Students in Tina's Geneva **Stir It Up** program enjoyed making hummus with fresh tortilla chips, and yogurt parfaits.
- Teens in Teresa's **Teen Art Club** at Geneva enjoyed creating collage art and bookpage snowflakes.



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- Stephen led teams of Geneva teens and tweens in competitive **Holiday Trivia** weekly. An average of 20 youth participated in each session.
- **Art & Music With Codi** program participants enjoyed creating expressive art and composing after-school tunes.
- Students continue to line up for VR headset games during weekly **Gadgets, Gizmos & Games** programs.
- Tiffany's after-school **Teens Create** program attendees in Geneva made colorful Perler creations and festive holiday decorations.
- Participants at Teresa's **Homeschoolers @ the Library** program in Geneva learned about the science of snowflake formation and arctic animal adaptations. Mallory also led the group in an introductory microscope activity.
- Jim's **Rae Ann Reading Circle** enjoyed holiday readings, including passages from [A Christmas Story](#) by Jean Shepard.
- Hannah's **Saybrook Landing Reading Circle** enjoyed [The Secret Santa](#) by Robert Tate Miller and Beth Polson.
- The **Holiday Karaoke** program was GREAT FUN! We had several families who were excited to sing Christmas songs, one young man who sang wanted to practice for his school program and gave us a preview of that performance, and Dwight sang a duet of "You're a Mean One, Mr. Grinch" with a boy who was a little shy, yet still had a great time with the event.
- **The Writers' Group** gained a new member who is interested in the topic of self-publishing. This sparked a nice conversation as one of our long-time members is nearly finished with the process of getting his first book to a local publisher.

COMMUNITY INVOLVEMENT & OUTREACH

- Ryan attended monthly meetings for "Building Resiliency Together" (whose members packed goodie bags of candy and promotions geared toward "front line" staff for an upcoming Trauma-Informed Care classes sponsored by CCC) and Head Start Policy Council (which focused on submission of the upcoming fiscal grant application).
- Lauren traveled along with LEADERShip Ashtabula's Youth Program on their local history day in December. She presented for the group on Ashtabula County's contributions to both the abolition and women's suffrage movements.
- Tiffany decorated the ACDL Van so that Jim could drive the vehicle in the annual Geneva Christmas Parade.
- Youth Services staff provided outreach Storytimes at multiple Head Start locations throughout the area as well as at Austinburg Elementary and Ontario School. Over 200 youth were active participants in stories and songs celebrating winter and the holiday season.



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- Mike attended two Lions meetings (business meeting and Christmas party) and fulfilled his duties as club secretary.
- The **UPPERDec** program at Lakeside continues to focus on Digital and Media Literacy. One session was on Media Bias and the other on the question, Are Teens Addicted To Tech?

MARKETING

- The social media post with the most traction in December was a post sharing our partnership with Ashtabula County Job & Family Services as a collection and distribution point for their Warming Wall project. This post had a reach of **11,738** including 119 shares. That was closely followed by a humor post with **11,154** reach. These combined with our other efforts to make December a standout month for social media.
- Book display themes in Ashtabula included: All Things Ashtabula; Learn a Foreign Language Month; International Human Rights Day; Believe in the Magic of the Season (holiday display and winter sports).
- Geneva Library displays highlighted holiday book and movie selections, celebration cookbooks, and cozy cold weather reads.

PROFESSIONAL DEVELOPMENT

- Ryan attended the NEO-RLS hosted webinar, *Management in Harmony*, which explored tactics for improving group communication and team building in an equitable manner.
- Ryan attended *Bed Bugs: How to Prevent and Handle Outbreaks* facilitated by Ryan Dowd.
- Karen, Ric, and Lyn attend the webinar, *Patron Bashing in Public Libraries: Its Effect on the Professional and the Profession*, hosted by NEO-RLS.

VOLUNTEERS / LIBRARY FRIENDS

- Friends of Geneva Library met for their annual holiday potluck meeting. Members enjoyed sharing food and discussing their fundraising efforts in 2023. Friends of the Year Sue Tucker and Marsha Vandervort were presented with a plaque honoring their contributions to the group.
- Archives/Local History:
 - Char L. learned from Carrie how to navigate land records via Family Search to better assist patrons, as property history is one of the more common requests in the Local History/Genealogy Archive. She also finished organizing, labeling, and logging in 110 photo images.
 - Duane B. covered the Local History/Genealogy Room each Saturday in December.



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- Marilyn S. entered the December obituaries into RB Hayes Obituary Index. She also finished editing and correcting the data entered into the RB Hayes index for two binders of obituaries.

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