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**Library Department Head Report**  
**October FY23**  
**Submitted by: Rachel Martinez**

**Programs/Events**

- **Halloween Pumpkin Carving**
  - We had a RECORD turnout for our Halloween Pumpkin Carving event on October 15th! There was a total of 115 pumpkins carved and just under 200 community members who participated! A special thanks to our volunteers Nancie and Lydia who helped that day! The event wouldn't have gone as smoothly as it did without them! We also had about 50 entries into our pumpkin carving contest. Anyone who wanted to enter their pumpkin let us take photos of it before taking it home. We displayed the photos of all the entries in the library and on Facebook for a week, and let people vote for their favorite pumpkin! First, second, and third place winners received some Halloween goodies!
- **Family Story Time**
  - We began having Family Story Time again on October 12<sup>th</sup>! Families and children of all ages have been joining us to have fun in an interactive environment, reading stories, learning early literacy skills, crafting, and MORE! Family Story time is offered biweekly on Wednesdays and Saturdays at 11am. Our patrons who have other obligations on Wednesday mornings are extremely happy we are offering it on Saturdays as well. Dates and themes for each Storytime can be found on the library's webpage.
- **Halloween Trunk or Treat**
  - The library participated in the Town of Edgewood's Halloween Trunk or Treat on October 29<sup>th</sup>. Our booth's theme was friendly monsters. We handed out candy and monster themed bookmarks. We also set up a monster themed cardboard cutout photo booth for the children and had a prize wheel the children could spin to win a prize!

**Stats**

- **Monthly Averages**
  - Daily Patron Count: 46
  - Daily Internet Uses: 4.5
  - Daily Questions: 6
- **Busiest Day**
  - Patron Count: 203
  - Internet Uses: 8
  - Questions: 24
- **Slowest Day:**
  - Patron Count: 16
  - Internet Uses: 3
  - Questions: 2
- **Circulation and Acquisitions**
  - New Library Cards Issued: 63
  - Materials Added to Collections: 121
  - Checkouts: 2,132

## Current Projects

- **Relabeling Youth Series**
  - We are currently in the process of relabeling all of our youth fiction series to make it easier for our youth patrons to determine the order of books in a series.
- **Relabeling Adult Fiction Section**
  - We are currently getting feedback from patrons and volunteers to determine if we should leave the adult fiction section as is or separate it into sub-genres (i.e., mystery, romance, science fiction, western, etc.) Once we have determined what will work best for our community, we will relabel the entire collection to reflect those needs.

### Finding Missing Books

- We are currently going through our entire collection and searching for areas in which it is lacking. We are looking for series in which we are missing certain books, classics we do not have, popular bestsellers we do not have, and subjects we have a limited amount of or no books on.

## Other News

- The library currently still has two vacant positions on the Library Advisory Board.
- The “Friends of the Library” group desperately needs volunteers to help in the book barn. Anyone interested in volunteering should contact the library to get the group directors contact information.
- Professional Development: Librarian Brandyn Burke attended the New Mexico Library Association Conference from October 26<sup>th</sup> through October 28<sup>th</sup> to get ideas and collaborate with other libraries and organizations.
- Edgewood Community Library received an extension from the NM State Library to spend our remaining ARPA Grant funds. The deadline to spend the funds is now June 30<sup>th</sup>, 2023. So far, the grant funds have been used to revamp our learning backpacks, add more learning manipulatives to the Children’s Area, pay for a large amount of our annual catalog and museum pass subscriptions, purchase event and programming supplies, add and renew a significant number of eBooks and audiobooks to our digital collection that had previously expired, and purchase several large book orders to add to our adult and youth collections. A countless number of patrons and community members have requested we put up signage to make it easier to find the library, so we plan on using the remaining funds for that purpose in the coming months.

## Coming Soon

- **Holiday Cookie Decorating**
  - This is another one of Edgewood Community Library’s extremely popular events! We are anticipating the turnout to be like our pumpkin carving event and are currently planning accordingly. It will take place on December 10<sup>th</sup> from 10:30am to 2:30pm. Patrons and community members can come enjoy a fun morning/afternoon with us decorating cookies for Santa!
- **Winter Reading Program**
  - Registration for our Winter Reading Program begins December 1<sup>st</sup>! Participants can register online via the Beanstack app or in person via paper reading trackers at the library! The program will run December 10<sup>th</sup> through January 21<sup>st</sup>. Participants will be able to complete reading and activities for entries into the prize drawings of their choice.

## Stay Engaged in Your Library!

Cardholders still have 24/7 access to the library’s digital collection and public Wi-Fi. More information about these and other municipal services can be found at [www.edgewood-nm.gov](http://www.edgewood-nm.gov) . Want to receive automatic text and email notifications about newsworthy items, alerts, and posted agendas? Subscribe from the bottom of the homepage! You can also follow Town events and happenings from Facebook too! Just select the Facebook icon in the upper righthand corner from the homepage!