**DEPARTMENT/BRANCH REPORTS**

**APRIL 2021**

**REFERENCE DEPARTMENT REPORT**

By Desirée Funston

* Designed and implemented a family history scavenger hunt with weekly research clues for registered participants.
* Continued Community Webs training.
* Mailed prizes and certificates to writing contest winners.
* Presented a workshop on free genealogy resources at the Montana Library Association (virtual) annual conference. Attended several other conference sessions.
* Trained Library Assistant Is on shelving in the new building.
* As staff liaison for 2nd Wednesday Book Group, set-up Zoom meeting, checked-in with group, discussed changes to Friends of MPL's book purchases, and updated their schedule of titles through May 2022
* Recertification approved by MSL
* Cohosted discussion for Virtual World View Film Series
* Participated in Virtual Library Tour of MPL for MLA Conference
* Participated in staff tech training for new building
* Served on interview committee for Reference Librarian
* Organized MPL sponsored blood drive held at Missoula Red Cross Donation Center

**MAKERSPACE DEPARTMENT REPORT**

By Ira Sather-Olson

During the month of April, I spent time doing various activities including:

-3D printing various items for patrons and delivering them during our curbside service hours. Some of these items included puzzle pieces, as well as small parts for prototyping purposes.

-I continued to help a patron use our Cricut Maker die-cut cutting machine for a large project to cut out custom made printable vinyl stickers that the patron created at home to give to her son’s teachers at St. Joseph Elementary School.   
  
-I also continued to learn the ins and outs of the new laser cutter and engraver by running various test projects on the machine.

-During the last weeks of March and the first few weeks of April, I created a video for our YouTube channel on our new laser cutter. During this introductory video, I go over the various parts of the machine, as well as run through a few example projects. The video can be viewed here: <https://www.youtube.com/watch?v=PFm80IDK55E>  
  
-I worked on repairing one of our 3D printers so it would be ready for when we open to the public

-I’m still working on the super 8mm/8mm digitizing project that a patron is having me work on.

-I also helped MPL's circulation department with coverage during the month of April by answering phones as well as delivering library materials to patrons through curbside service on an as-needed basis.

-I was also asked by MPL’s Assistant Director Elizabeth Jonkel to help conduct interviews for our Library Assistant 4 position in the Circulation Department. I previously worked in a similar position when I worked in Circulation, and enjoyed helping out with this task.

**FACEBOOK**

By Mary Wooldridge

**IMPORTANT TO NOTE THE AMOUNT OF PEOPLE WHO VIEWED OUR PAGE THIS MONTH:**

OUR APRIL TOTAL ORGANIC REACH WAS **11,549,160**! The number of people who had any content from our Page or about your Page enter their screen through unpaid distribution. This includes posts, stories, check-ins, social information from people who interact with our Page and more. (Unique Users)

**BIG SKY BRANCH REPORT**

By Joleen Jin

April was consistent with the past few months, with just 1 book bundle sign up in April. We did receive a few more comment cards back from patrons who collected their book bundles, with some very nice comments about the bundles and the Big Sky branch in general-see attached to read.

I have been given official permission to reopen to the public starting Monday, June 14th, with the plan of operating Monday-Thursday from 2pm-6pm through the summer months, although there is going to be a new branch librarian by then so that will ultimately be up to who that will be.

**FRENCHTOWN BRANCH REPORT**

By Jane Guest

We returned to our normal/regular open hours – Monday thru Thursday from 4:30 to 8 pm. on the 6th of April.

Planning for summer continues. Look forward to seeing faces in the library and in the drive during lunch time. Slowly our numbers are going up. Nice to see regulars and new faces.

**LOLO BRANCH REPORT**

By Erin Casey

During the month of April, I continued to process holds for the community and Lolo students and staff. Community holds continue to be delivered curbside. I have emailed the superintendent at Lolo to see if he has an idea of when I can resume in library services to the public. At this time, I have not received a response.

I wrote a grant to Town Pump Foundation to request funds for programming and summer reading prizes. In addition, I spoke with the young woman who has taught tai-chi classes during the summers, in the past, and she is willing to teach these classes again. These classes have been held in the cafeteria on bad weather days or outside, both will be conducive to social distancing and all participants would be expected to wear masks.

Last, I attended a staff training at the new library on the 26th and served as a volunteer to ask and submit questions of the staff in anticipation of the opening on May 3rd.

Thank you and hope you are enjoying these nice spring days.

**POTOMAC BRANCH REPORT**

By Kirk Vriesman

Librarians continue to staff the Potomac Library Branch on Wednesdays for public hours from 1-4pm, with volunteers staffing the library on Tuesdays for students. Grades 7 & 8 use the library on Wednesdays as well.

Potomac School has recently received another literacy grant, with money to be used this summer for the purchase of library books for grades pre-K to 8.

The library was open for 12 hours this month.

**SEELEY LAKE BRANCH REPORT**

By Susan Stone

The library continues to be open for curbside service on Saturdays from 10am-4pm.

Had a discussion with Honore about opening the library to the public in June once school gets out.

**SWAN VALLEY BRANCH REPORT**

By Colleen Kesterson

More patrons are coming in. Some newcomers to the valley have come to see the library. Storytime is going strong with some lively youngsters attending. They also do a craft with our Story Time volunteer, Emma Smith.