**DEPARTMENT/BRANCH REPORTS**

**DECEMBER 2021**

**REFERENCE DEPARTMENT REPORT**

By Desirée Funston

**LRP Objective - Collect & disseminate quality literature in various formats for all users**

- Display Pods- Nearly New Fiction, Just Deserts/Just Desserts, Capitalism, RIP Anne Rice, Holiday Fiction, Missoula Reads Health

- Collection development & maintenance (ordering, weeding, mending, donations, memorials, requests)

- Every two weeks, sorted repair items with patron holds for staff and volunteers to mend more quickly

- Evaluated rush mending items for volunteer menders

- Provided readers’ advisory assistance and personalized reading lists

- Provided information on book chat bags

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- Facilitated the 3rd Wednesday Book Group – *Olive Again* by Elizabeth Strout

- As staff liaison for 2nd Wednesday Book Group (*The Secret Lives of Church Ladies by* Deesha Philyaw) set-up Zoom meeting, checked-in with group, and welcomed new attendees

- Organized MPL sponsored blood drive held at MPL, our first one in the new building!

-Big Read 2022 Planning and book title selection

-Contacted outside organizations for Spring quarter adult programs and Memory Cafe

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- Provided reference research; ILL assistance; proctor, passport & notary services

- Provided home delivery services for seniors and trained volunteers for homebound assistance

- Interviewed, trained and supervised volunteers

- Created display highlighting MTR materials on Christmas in Montana

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- Meetings- Reference, Steering, Adult Programming, Public Relations, All Staff, Circulation

- Responded to inquires through the refdesk email account

- Website administration – various updates and change requests

- Wrote news briefs promoting World-Wide Cinema for the library’s newsletter

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**LRP Objective – Participate in statewide and national collaborative projects**

-Big Read 2022 planning committee meeting

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**LRP Objective - Administer information literacy tools and instruction to all staff and users**

- Database administration

- instructed patrons on use of databases, on access to MtLib2Go and other electronic content

**MAKERSPACE DEPARTMENT REPORT**

By Ira Sather-Olson

-During the month of December, I had 577 patron interactions in the Makerspace.

-Many of these interactions and visits included tours of the space where I would highlight some of the equipment and tools—including our 3D printers, CNC router, laser engraver, Cricut cutting machine, and other tools and technologies—that patrons could use for personal, creative, or educational projects.   
  
-*Other visits included patrons who used our equipment for educational and creative projects including:*

**-Printing a variety of 3D models for kids and adults. This is still a popular service and the 3D printers are usually running each day we are open.**

-Some of these printing projects included printing a dice tower for gaming, a ceramics tool for a local artist, and football trophies for a patron to give to his fantasy football league.

**-3D scanning items for patrons to replicate real world items for 3D printing**  
-These items included scanning small figurines for a UM student for a Media Arts animation project, as well as 3D scanning small toy figurines for a patron who wanted to replicate the items to 3D print at a larger scale.

**-Laser cutting and engraving various items for patrons. This is still one of the most popular pieces of equipment in the Makerspace.**   
*Some examples of what patrons have used the laser cutter and engraver for include:*  
-Creating custom Montana shaped keychains out of plywood  
-Creating a variety of Christmas presents by laser engraving images and text on things like wooden and granite cutting boards  
-Creating custom-made Christmas ornaments using free images and shapes found online

**-Using our 8mm and Super 8mm film digitizer to digitize home movies.**   
-Also using our VHS digitizer software to digitize VHS films to digital movie file formats.

*Other Makerspace happenings:*  
-I taught two classes during the month of December:  
 -The first class was titled “Intro to the Laser Engraver: Christmas Edition” and 5 patrons attended. During this class, I covered how the laser engraver functions and how the software that runs it works. I then showed attendees how they could make custom laser cut and laser engraved ornaments using shape tools in the laser engraving software coupled with free Christmas-themed images found online from websites like [www.pixabay.com](http://www.pixabay.com) and [www.freesvg.org](http://www.freesvg.org)

-The second class was titled “3D Printing 101 Workshop” and was attended by 7 patrons. During this class I went over a number of things including the parts of a 3D printer and how these machines work, where patrons can find 3D models online for printing, resources for getting started with 3D modeling for 3D printing, and I then finished the class with demos of two of our printers using 3D models that I downloaded from the popular 3D model database [www.thingiverse.com](http://www.thingiverse.com)

24 people stopped by to watch MS equipment demos during First Night.

-MPL’s Rob Peltzer continued to teach his popular Watercolor Painting Class at the library, which hosted three classes in December and had 67 participants in total.

**BIG SKY BRANCH REPORT**

By Brian Doyle

Changed out NaNoWriMo display for Thrills and Chills winter themed movie display. No attendees for writers’ program again this month, may cancel in Spring quarter and try out some different programs. Not as many people coming in during the last two weeks due to winter holiday break.

**FRENCHTOWN BRANCH REPORT**

By Jane Guest

Closed while the school was off for winter break except for one day to serve those who came.

Night activity increases in December as the school holds all types of concerts and gatherings. Some of the younger crowd come in when they get bored. See this most when there is a big wresting match.

Looking forward to the return to family movies in the first part of the year.

**LOLO BRANCH REPORT**

By Erin Casey

For December, I continued to tutor students as they asked for assistance. This is not a structured or planned event but more of an opportunity to help some Lolo kids who are struggling during this pandemic. In addition, there were two teacher meetings in December with a total of 56 in attendance.

We also began to show movies on Thursdays at 4:15. There were two sessions and 12 Boys and Girls Club after school kids came to watch a viewing of Walt Disney's Treasure Island. The second Thursday session was Polar Express and there were 8 children that joined us in the library.

Last, I am assisting the Lolo school librarians with a call number project. We are replacing nonfiction call numbers with numbers that are easier to read because of the size of type and placement along the book spine.

Thank you and blessings to you in 2022.

**POTOMAC BRANCH REPORT**

By Joleen Jin

Cataloging of new school purchased materials for Potomac continues. Potomac school volunteers received additional training on Workflows and cataloging records have been cleaned up and are now consistent with the rest of MSLA items. The branch adult collection is being weeded and new materials brought from the main branch. Starting in January, Potomac’s public library hours will be 1:30-4:30 instead of 1-4 in order to accommodate after school parents and students (school lets out at 4pm). This information will go out in the school’s newsletter, as well as the Seeley-Swan Pathfinder.

**SEELEY LAKE BRANCH REPORT**

By Carrie Benson

Coming in to the main library was super helpful. Robert M. worked with me in expanding my Workflows knowledge: finished reports; managing on-shelf items. Robert also provided the sharing links to keep learning more about workflows (I didn’t know these existed!)

It’s been exciting seeing new books that were ordered by Sue and me arrive (and patrons are checking them out!).

Patrons are asking me to swap out the whole DVD collection! They claim they’ve seen it all.

**SWAN VALLEY BRANCH REPORT**

By Jenny Kauffman

We had a nice book discussion this month discussing *The Weight of Night,* written by Christine Carbo. We had 15 participants and hope to add to our number for our January discussion of *On Earth We Are Briefly Gorgeous.* We combined our book chat with a farewell party for Colleen. She didn’t want a big send off so we kept it low key. We had 2 days of not being opened for the holidays.