**DEPARTMENT/BRANCH REPORTS**

**OCTOBER 2023**

**FACILITIES DEPARTMENT REPORT**

By Robert Peltzer

**SCHEDULED ACTIVITIES**

Office work live and remote. Live and remote monitoring of HVAC, lighting, key card, and generator systems (sprinkler system in summer) HVAC maintenance, monitor cleaning, field patrons emails, AMH maintenance and cleaning, maintain parking lot and grounds, maintain Montana room, maintain troffers, registers and walk in plenums, weekly meetings, prep and teach painting class.

**UNSCHEDULED ACTIVITIES**

Disassemble and remove media banks to recycling/IT, check elevators/Amanda, meet with Kone, chore/Elizabeth, check odor/Amanda, deliver funds to Leslie, chore/IT, learn about elevator power outage reactions/Elizabeth, refresh doors/security, meeting/security, fabricate keys for comfort room/Elizabeth, meeting with IT, store tools, communicate incident to Puritan, chore/Dave, chore/County, check odors in AM, remove and replace plaque/Karl, chore/Spectrum, locate webcam/Amanda, hang signage/Amanda, work on broken trim/Puritan, clean off window adhesive/Karl, temp adjustments and infrared heater test/Slaven, work on double entry bay door, recycling, tool clean up, vacation, check new key in fire alarm pulls, contact JC/TJ, check on broken glass in YA/Pam, check on door strike plate/Ref, locate missing screw in ref, store shipment/Puritan, gum patrol, recycling, work on gates remotely/Jon, turn off spr sys., vacation, repair floor tile/Robert M., reattach sharps container/security, install signage/Karl, recycling, work on 3F bathroom door/security, work on electrical room, work on patron query, work with Creative Glass, chore/Amanda, Prep new, repair chair/Robert M., vacation, work on gates recycling, meet and tour/Conley Construction, work in electrical room, store spare lighting and other items, vacation, separate trash bins/Selya, work on elevator doors, consult with Overhead Doors of M., recycling/Amanda, check bathroom door/security, transient mess clean up, contact fire extinguisher company/ Amanda, contact JC to no avail, meet with It, chore/Slaven, repair cabinet lock/Will, check outlet/security, meet with fire inspector, repair flooring/maintenance David, recycling, vacation, recycling, chore/Brian, chore/Leslie, chore/Elizabeth, Meet with Summit fire extinguisher company and facilitate annual inspections, hardware store, meeting with FF representative, check on Lyngsoe’s work, search for missing vac component, chore/Elizabeth, winterize water lines, purge sprinkler system for winter, meeting with IT about lighting and other systems, scour facility for furnishings/Elizabeth, clean off debris on 3F roofing gravel, remove and shut off water lines for winter, drain and service compressor, chore/IT, chore/Kayla, meeting/David, order supplies/Robert M., vacation, recycling, hardware store, discards/Amanda, recycling prep and stow umbrellas, card board recycling, store vac, receive and organize shipment, answer patron inquiries, study podcast/Elizabeth, make power outage preparations, vacation, tighten door stops/security, check lock/Dave and Robert M., check ice maker/David, Dismantle stools/Levi, copy and engrave keys/Elizabeth, chore/Christine, repair light/Robert M., vacation.

**BIG SKY BRANCH REPORT**

By Brian Doyle

Continued low attendance for weekly programming. Several patrons emailed expressing interest in Big Sky Writers’ Group, but none have shown up so far. Planning some arts & crafts events for next quarter. Working on deciding what to purchase in Baker & Taylor with this year’s budget.

**FRENCHTOWN BRANCH REPORT**

By Jane Guest

Lego Build night is Wednesday from 4:30 to 5:30 pm. It has been very well attended by students and their parents. Have enjoyed watching them doing free play. They are all ages from about 2 years to 5th grade.

Have started working on advertising for students to take part in the Democracy Project. All PR was done thru the teachers up until mid-October. Met with Key Club and Student Council last week. Hope to have the working group formed and a project picked out by them by the end of December.

**LOLO BRANCH REPORT**

By Erin Casey

During the month of October, we had six requests from patrons for public computers and a printer. We did receive two laptops for the Lolo Branch in October, but are still waiting for a printer for the public to use. As I type this, another person has just come in and asked for the use of a copier or printer.

Last month, I reached out to a couple of local women to see if they would like to facilitate a knitting and sewing group. I will place a request on the Lolo Community social media page for those wishing to use the library for meetings and for those who would be interested in joining a knitting or quilting group this week.

I planned on facilitating a book discussion in October but the book kit ordered the second week of October still has not arrived. I improvised with an informal book discussion on genre choices and a discussion of past books read and interest in future reads. One participant has completed the MPL 50 book reads and had a lot of recommends.

There were two battle of the book groups with 24 young adults attending in two sessions. In addition one staff/faculty meeting with 18 adults and a children's program with 27 children in attendance.

**POTOMAC BRANCH REPORT**

By Kayla Whitaker

This month was the first time I had Saturday hours at the branch. It was fairly successful, mainly because there was a community dinner/fundraiser across the street at the community center that aligned well with the hours. I’m doing one Saturday a month until the end of the year; my goal is to have Saturday hours every other week.

The second book club meeting went really well; we had all new people, and more folks than last time showed up which was great. We had a lively discussion on Killers of the Flower Moon. People appreciated the availability of copies of the book via the Book Chat Kit I checked out.

The Little Free Library has arrived, but with the weather we are going to have to wait to get it installed. I’m planning a “grand opening” event to let the community know about Potomac’s first (but hopefully not last) LFL.

**SEELEY LAKE BRANCH REPORT**

By Carrie Benton

Our podcast interview with Jess Walter is now available on SoundCloud (also working with Joel at MCAT to distribute through Spotify and iTunes) – MCAT paid the fee, just working out the logistics. Per Slaven’s suggestion I sent it out to all the staff.

The Book Club discussion on *The Cold Millions* had the highest attendance of any Book Club here since we started back up in the spring of 2022. It was clear during our discussion that people had a lot of differences of opinions – but the amazing thing to witness was that people treated one another with kindness, respect and genuine listening (rather than disdain or eye-rolling or that kind of thing). It was beautiful to behold! People certainly made the connection that Jess was hoping for about the income disparity/union membership of 1909 being on par with what it is today.

The one participant that I mentioned last time (regarding the Murderbot Diaries Series) reported back and shared some of the plot questions that were addressed in subsequent books in the series (Yay! People loved this). This person has also been bringing treats – the day we met was her birthday and she brought brownies!!

Plans are shaping up for a Reading Challenge Party. We have set a date for Thursday, November 9th at 5:30 p.m.

We are also connecting this with a celebration of the 35th Anniversary of the School-Branch partnership here (Oct. 4th is the anniversary). I’ve connected with the librarian (Loretta Cooper, age 84) who was instrumental in getting this original partnership up and running. She has consented to doing a podcast interview and now I’m working the details out – most likely via telephone.

**SWAN VALLEY BRANCH REPORT**

By Jenny Kauffman

Our book chat for October was on the book *The Personal Librarian* by Marie Benedict and Victoria Christopher Murray. It was a group favorite. After last month’s book, it was much more liked. We were able to reschedule the program that was originally supposed to happen in August. Sandy Hilderman came from Jefferson City, MT to talk to us about her brother’s book *Into the Flames.* It was the first day of snow in the Swan Valley so we probably did not get as many people as would have come in the summer, but it was an informative talk and Sandy and her husband, Paul, were very nice people. (They even hit a deer on the way here and took 4 hours of driving instead of just 2.5 because of the snow.) We had our bi-yearly Swan Valley Library board meeting in October.