



Director's Report – submitted by Cathy Ching

Rather than sum up December I will do the entire year. We were open to the public for only 51 days at full capacity in 2020. Branches began closing on March 16th and remained closed until June 1st (another 51 days). Once we were able to reopen under the restricted guidelines, the Branches adapted quickly to the new normal and we were able to operate as best we could. When Code Red was implemented again in November, employees adapted quickly and were able to move back to contactless pick-up without missing a beat. Everyone has done an incredible job in keeping books moving and patrons happy. We have proved how vital our libraries are to the communities we serve. With the increase in families doing home schooling there has been a noticeable increase in large collections going out to patrons. A quick comparison from 2019 to 2020 shows our circulation was down by only 49,200 items. That is incredible considering the logistics of the year. The largest increase in library usage was our online databases and social media accounts. Overdrive saw an increase of 27,000 uses and Kanopy use doubled from the previous year.

It has been encouraging to know that our services are valued and the SCRL employees are resilient. I am looking forward to the New Year and know that whatever challenges we face, we can do so with confidence and a teamwork attitude. We could not have managed this year without all pulling together and I want to thank everyone for persevering during these strange times.

Cataloguing Technician Report – Office – submitted by Joanna Dueck

December was less hectic for cataloguing; we only had a few shipments of new books so I was able to catch up on cataloguing and clear up lots of space on the shelves. I expect to have any remaining books from 2020 catalogued and out of the office before we start receiving books from our 2021 winter order.

I ordered books for 10 more story kits so I will be working on getting those kits ready in January. We already have a few holiday-themed kits so I decided to create additional kits for other popular holidays (Easter, St. Valentine's Day, Halloween, etc). For some holidays, such as Ramadan, Diwali, Hanukkah, and Lunar New Year, we have almost no books in our collection so I'm assembling story kits to help patrons searching for those topics.

Programmer Report – submitted by Tetiana Miminoshvili

Taking into consideration COVID-19 providing restrictions and prohibited patron access, library life is rich in events and up-coming Christmas holidays.

I have finished my work with the 12 Crafts for Christmas video series. I would like to emphasize that the Youtube channel activity increased gradually and some videos have more than 100 views. Some patrons sent Cherie positive feedback that their kids were active and interesting to do the 3D Paper Ornament Craft project. Personally, for me, it was a pleasant experience. Besides, I was given a small interview for the Pembina Valley Newsletter and expressed my sincerest attitude to the idea of creating these videos and share with our community. I hope that everyone will have an opportunity to read it.

Also, I am working on creating a January newsletter and I am planning to include all branches' information provided to me.

In cooperation with Rachael, I have made photos for READSquared grand prizes to post on the website.

To sum up, I would like to congratulate everyone on Merry Christmas and wish you Happy Holidays! Stay safe and enjoy reading!



Altona Branch Administrator's Report – submitted by Rachael Friesen

Contact-less pick up has been going strong through December. Patrons are very happy to still be able to use library services even though they cannot physically come into the branch.

We collected \$67.45 for the Rhineland Empty Stocking fund during our food for fines event. Normally we also collect non perishable items but because of restrictions this year we just collected money.

Our Christmas library poem made it into the South Central Post; we also shared it on our social media.

We had a realtor in to take measurements and pictures so the town can list our current space for sale; we take this as a good sign and are hopeful that this means we will be moving to a new space!

For January we anticipate keeping very busy with pickups and other jobs in the library.

Manitou Branch Administrator's Report – submitted by Angela Lovell

Throughout December, Manitou branch continued to receive many calls and emails for information, to arrange contactless holds pick-ups, ask staff to pick books or assist with holds. Interestingly, our gate count (of all these requests, contactless visits) was higher than in June and August of this year.

We also assembled 12 special family Christmas sets that included books, DVD's, Read-alongs for different ages, as well as a craft package with all materials. All but one went out, and we received very positive feedback from our patrons about these sets.

We were also delighted to receive many drawings and colouring pages from our young patrons to fill our windows with Christmas cheer.

We have promoted the Winter Fun READSquared program heavily and hope for good participation from our patrons. The book club held its second Zoom meeting in December with two attending online.

Miami Branch Administrator's Report – submitted by Cherie Debreuil

Miami had a good response to Fines for food this year and although we only collected a few dollars from late fees, we had about \$60.00 in straight donation. Christmas Cheer was happy to get it.

Miami Patrons enjoyed the 12 crafts of Christmas videos and I got some nice comments. I even had one patron send me photos of a craft that her daughter and friends made following the instructions in the video! They were very proud of how nice it turned out.

I attended a branch zoom meeting December 14. We discussed rotating blocks, upcoming grants, and upcoming READSquared Winter Fun Reading program, and employment agreements. I am grateful that we can hold branch meetings safely using zoom!

I took some vacation time in December and Donna was able to cover all shifts.

Holds pickup appointments are still popular in Miami, with late afternoons and evenings clearly being the busiest. In the New Year, we are planning on switching the Tuesday shift from 10am – 5pm to 2pm - 8:30pm to better accommodate patrons' needs. (Tuesday was normally an evening shift before Covid started)



Morden Branch Administrator's Report – submitted by Linda Funk

In some ways, December has been a quiet month in Morden, with a number of people taking vacation time, as well as the changes due to Covid-19 restrictions. The patrons have adapted well to contactless hold pickup, and we noticed a post-Christmas surge in online hold placement. Patrons have been appreciative of the services we can continue to offer. The staff has developed an efficient process for processing hold requests, and that end of things is going very smoothly.

We have a number of signups for the Winter Fun program on READSquared, and I think that will increase now that we're putting a Winter Fun handout into every hold pickup bundle, as well as promoting it on social media.

The Family Fun packs did well for their first introduction – we had requests for four. As the concept becomes better known, we will probably circulate more of them.

The City of Morden has been doing some minor renovations to the Branch Administrator office, as well as potentially removing some built-in benches that no one ever seems to sit on. The end result should allow us to use our space more efficiently.

I wish Gail all the best as she takes on the Branch Administrator role in the New Year.

Winkler Branch Administrator's Report – submitted by Jess Martens

December was a quiet month in our branch. Patrons are still not able to come in and browse and as a result we have been quite busy preparing holds for contactless hold pick up. On the average day we have several hundred holds to prepare so we have been staying busy. In addition to holds we have continued working on shelf reading and prepping the library for reopening. Several of the staff were on holidays over Christmas and the remaining staff did an excellent job keeping up with the holiday rush. I have started on the staff's yearly reviews and will be working on reviewing our newer staff members over the coming month. Once again we have some staff changes, Gail one of our clerks will be moving to the Morden Branch and taking over as Branch Administrator there. We will be welcoming back Linda, she is one of our former clerks and has been working in Morden the last three months. We will miss Gail in Winkler but are certain that she will do an excellent job in Morden. We have also begun loaning puzzles to patrons and so far the response has been positive and everyone is enjoying the variety available. Overall December was a rather quiet end to what has been a chaotic year full of its own unique challenges.

In January we will be working on changing blocks, sending the 2020 block back to the owning libraries and preparing the 2021 block. We will also be looking at ways we can hold our annual Family Literacy Night Pajama Party, while remaining within Covid regulations. Other than that we will be continuing our contactless hold pick up services and helping our patrons in whatever way we can.
