



**DATE:** April 18, 2015  
**TO:** Manchester Friends of the Library  
**FROM:** Susan Lavin, Branch Manager, Manchester  
**RE:** April Monthly Report

**Facilities:** We held a “surprise” earthquake drill on Friday, April 17. The county-wide drill was the previous day but we would not have had more than one person on site. Fortunately, John Winslow was here during the time of the drill, so he was able to join us. We learned about the gas valve that turns off during an earthquake. We looked for the water turn off on the street and did not find it. (Dennis was here for a meeting and promised to have his crew clean up the vegetation so that the valve is less elusive.)

**New Brand:** We have launched the new brand for Kitsap Regional Library. An Open House was held for the public complete with refreshments provided by the Friends – thank you!

**Programs/Services:** Eight programs for children were held in the month of March, with one hundred and sixty-one attending. A highlight this month was the visit from the third grade classes from Manchester Elementary, who came for a *To The Library* program. Serena first visits the school and then the students are bussed here for a special field trip. They leave with a personalized goodie bag that contains a pencil, a paperback, and also a letter for their parents describing the library card and services the students now own.

Serena put on her bunny costume for the Spring Fling Family Night. Twenty nine people came to listen to stories, decorate Easter egg cookies, and craft a butterfly, kite, or snail.

The Bookworms met on March 16 to discuss [The Great Gatsby](#).

**Meeting Room:** Nine community groups had reservations for the meeting room in March, totaling 233 people. Nine Library events were also using the meeting room space. Our door count for the Library space was 2802.

Our staff does a great job of gathering numbers from both library and non-library events. It might be interesting to add a people counter in the meeting room space at some point to collect those figures.

**Upcoming Events:** Summer Learning is just around the corner! We will be making some changes in how we roll the program out for youth this year. Registration will be done online and at the schools before the academic year ends. There will be an adult component this year. We will be compiling pictures for a program called “Humans of Kitsap.” This is similar to something on the east coast – Humans of New York. Take your own pictures and post them to your social media with a caption: #humansofkitsap.

Kingston Library will have a ground breaking on May 3.

Our system won a grant from the Institute of Museum and Library Services to help bring STEM learning to all of our locations in the coming year.