

DATE: March 10, 2020

TO: Shannon Peterson, Public Services Director

FROM: Kathleen Wilson, Manchester Branch Manager

RE: February 2020 Activities Report

Community

YS Librarian Nell Secor is now a member of the SK Early Learning Coalition. She reports: "I joined the "conversation" regarding a grant the school district received to address preschool inclusion. At this meeting, the focus was to define what inclusion looked like. We had primarily SPED teachers/admin, but some were speaking as mothers of SPED kids, too. It was interesting to hear, and participate as a community professional who works with children and as a mother myself (having had a preschool SPED child). At the next meeting, the information gathered will be drafted into a few statements—which will be fine-tuned. This will lead to how to most effectively direct the grant money to improve inclusion in the district."

I'm really impressed with how Nell is continuing the relationship with 3rd grade students to follow up on "To the Library." She reported about her visit to South Colby Elementary: "I reached out to South Colby 3rd grade after their TTL to give them another lesson with the Ozobots in their classroom. The students were absolutely thrilled to see me and have that opportunity to take their work with Ozobots a step further. Because 2 (of 3) of the classes were small enough (or kids were absent), each of the students had to opportunity to work with their own Ozobot—thrilling for them! I introduced the classes to coding, and they had the opportunity to incorporate the coding in a path of their own design. The teachers were appreciative, one of them noting they didn't get to do as many STE(M) activities with the increased focus on ELA and Math." This follow through is such a great way to strengthen the connection to KRL, and I'm hoping that we can implement some element of this at Port Orchard next year.

I have really enjoyed meeting members of the Manchester community. I attended the "Manchester Community Association" or MCA meeting on February 12th. This is a group Jenny Bloom was very active in, helping to plan large community events. The next event is the Earth Day Celebration, I was given several tasks and worked with Nell to create a fun plan for library participation in this event.

I popped into the Port of Manchester meeting and met several members of this board; I'll be attending their meetings as needed, they meet monthly at the Manchester library.

Branch Operations

After some wrestling with the new automatic doors, KRL facilities and Doormakaba worked together and now have them working really well.

Nell Secor and I walked through Qa'Qad park to determine where our performers will set up this summer, including the power situation, etc. Nell worked with the County Parks Department to secure our reservations of the park for the summer program dates.

We had our first joint Manchester/Port Orchard staff meeting which was held at Port Orchard, the March meeting will be held at Manchester. I'm hoping to include some team-building activities at these meetings to strengthen our relationships.

Susan Lee and I have both taken several weekly regular Manchester shifts in order to assist with coverage and have a presence in the library. Susan is now regularly scheduled on Tuesdays and I am working at MA on Wednesdays and Friday afternoons as well as whenever I am there to attend meetings and programs. The ability to schedule other Port Orchard staff at Manchester when needed and to fully utilize our shared subs has been helpful. I will be working with Leigh Ann Winterowd to strengthen my understanding of the When to Work scheduling software that Manchester recently began using.

Programs and Services

Nell had a "To the Library" invite visit to Olalla Elementary, with the fieldtrip coming up in March. Olalla will complete the TTL fieldtrips for Manchester for this school year.

Nell is working on strengthening the relationship with John Sedgwick middle school, which has been notoriously difficult to establish. She reports: "I met with Rebecca Schmuck (MS Librarian @ Sedgwick) twice. We agreed I should focus on sixth grade to start. No interest in a book group at this time, but she is interested in having me come in maybe once a month with a STEM material during the lunch periods. So, I plan to bring Little Bits there on March 16—and she's going to advertise it with a slide during the lunch periods leading up to that time. There are 2 teachers interested in having me come in to teach about databases, perhaps in coordination with an assignment. She also said she'd let me know if there was a good school event for me to set up a booth. I dropped off a stack of Spring "Inspire" at her request, too." I was thrilled to hear that Nell has renewed this relationship, has the support of the librarian (a familiar name - she was formerly at Manchester Elementary) and that Nell will soon become a regular face at Sedgwick.

The “Art in Residence” program for this quarter featured mixed media artist Anna Oskrinski Maddox and was a very well attended series. Over the course of four Thursdays Anna led the class through a variety of artistic media, resulting in a completed project each night. It was interesting to me to listen in on the program from the manager’s office and hear attendees asking about Anna’s potential to have a program in Port Orchard. I was able to schedule her for a series in August at Port Orchard, which I’m sure will fill up instantly.

I hosted the “One Book” book group at Manchester which was a nice size group. We had an interesting discussion that I finally had to end after 2 ½ hours. I definitely think *Evicted* was successful in sparking meaningful community conversations.

Friends

I met with several of the FOML board members the first week of February, just to familiarize ourselves and to discuss any pressing issues which include re-keying the building and the upcoming fundraisers. They also gave me a complete contact list and a quick rundown of each board members responsibilities.

I participated in their monthly meeting at the end of the month, giving the “librarian update.” I was really excited to hear their plans for the addition to the current building, and they updated me on their budget and funding. I also got to hear about the upcoming plant sale and the plans that are forming for the 51st annual salmon bake.

March Notes:

Due to the Covid-19 outbreak business in March has been anything but normal. Following recommendations from the CDC and the WA Health Department, KRL staff began taking extra precautions with cleaning and personal protection on March 6th – and Monday, March 9th changes were implemented to our home delivery services. Due to the quick-thinking leadership of Jill Jean, the KRL Board of Directors held an emergency meeting to approve a Pandemic Policy to help guide decision making during this unprecedented time. By that Wednesday, March 11th it had become clear we would need to cancel all meetings and programs – at that time we thought through March 31. While we were working on the logistics of this, we were also welcoming Manchester Librarian Peggy Branaman to Manchester, to work a planned shift here every Monday during the Poulsbo remodel closure.

On March 13th, with the Covid-19 Crisis quickly developing, all SKSD schools, and schools around the state, were closed. At this time it became apparent that KRL would need to close. We planned for modified use on Saturday 3/14-Tuesday 3-17, where patrons could come in to pick up holds or grab items for check-out. The plan was in place to

keep to our regular hours through the end of business Tuesday, with staff working through Friday 3/20 to finish projects and prepare for a long closure. The plan was (and still is) to close through April 19th, with staff returning on April 13th to prepare.

However, with the seriousness of the health crisis becoming more apparent by the hour, KRL leadership made the tough choice to close all KRL buildings at 5pm on Monday – this decision was made around noon on Monday upon the recommendations of Governor Inslee. There was quite a bit of work to be done in order to prepare for the closures – and Manchester staff were amazing and flexible and really “rolled with the punches” during that tumultuous week.

All staff are now on “emergency leave” and we’re waiting with the rest of our state and nation in a place of uncertainty but absolute gratefulness to work for an organization that had the foresight to adopt policies that will allow staff to be safe and be paid while we wait out this crisis.