

REPORT TO THE COMMUNITY 2019-2020

MAHOPAC PUBLIC LIBRARY

YOUR HOME. YOUR TOWN. YOUR LIBRARY.



Mahopac Public Library cards through the years. The "punch" card indicated the year in which the card expired; the Endless Opportunity card was designed following a re-branding effort in 2014; the card was revised in 2016 featuring the tag line "Your Home, Your Town, Your Library". In 2019, the Library invited local artist, Jean Tock, to create a limited edition card as a colorful alternative to the MPL logo card. Tock's card features an original artwork entitled "Traveler", an assemblage work that included pages from a vintage atlas and a bird image from a children's book.

A year of transition and creativity

How our year began

The summer of 2019 began with a great deal of excitement. The Children's Summer Reading Program kicked-off with a high-energy performance by Jester Jim. Children and teens gathered at the Library for exciting summer events which concluded with the much-loved annual End of Summer Reading Ice Cream party.

Library staff members and volunteers created balloon animals for children at the Putnam County 4-H Fair and at the Chamber Park for the Evening in the Piazza.

BAMM2019 presented **Back to the Garden 1969** - a 50th Anniversary Woodstock Concert which was attended by over 130 patrons wearing 60's outfits and enjoying Ben & Jerry's Ice Cream refreshments!

The fall and winter months featured numerous outreach events including a **New York Blood Center Blood Drive**, **NARCAN Overdose Prevention Training**, a **Mahopac Central School District Administrators breakfast**, as well as participation at the **Mahopac Street Fair**.

The **Teen Library Council** initiated a World Homeless Day with support from the Friends of Mahopac Public Library, as well as donations from several local businesses. The teens put together over 50 bags of essential items (toothbrushes, floss, lotions, socks and more) which were donated to the Brewster Emergency Shelter Program (BESP).

A **Fine Amnesty Week** was held during the month of January to encourage patrons to return long-overdue items without a penalty. And the **AARP Tax Assistance** volunteers began to make appointments to provide tax preparation services to community residents.

MPL by the numbers

Mahopac Library welcomed **146,890** visitors this year



Our free Wi-Fi was accessed **10,657** times



29,927 reference questions were answered



144,496

items were loaned by Mahopac Library.



The **A.R.F. program** builds confidence & makes reading fun. Reading to an animal provides children with a positive reading experience.



Mahopac Library by the numbers FY2019-2020

40,588

items were downloaded from Overdrive, Hoopla, Zinio, and Kanopy



32,021

holds were filled from other libraries



11,901

is the number of times our public computers were used



289,689

visits were counted on the Mahopac Public Library Facebook page!



The Library's website was accessed



100,031

times via computer and digital devices.

1,419



programs for adults, teens, and children were held onsite and virtually this year.

Mahopac Library provided space for

1,558

meetings held by local not-for-profit organizations and businesses.



Transition to our building closure

PPE, sanitizing and quarantining, pandemic protocols

On Monday, March 16, 2020, Mahopac Public Library, along with the 66 libraries in the Mid-Hudson Library System, closed its facility to the public due to the COVID-19 pandemic. Following guidelines from the CDC and Governor Andrew Cuomo's office, the Library remained closed throughout the spring and summer months.

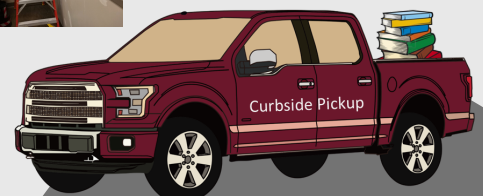
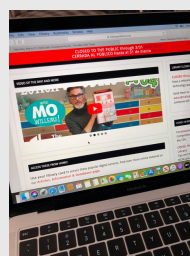
This was an unimaginable time for our Library and our staff. During weather-related emergencies or power outages, Mahopac Library is usually one of the first businesses to open its doors – providing a warm, safe space to gather, charge electronic items, enjoy a hot cup of coffee, or use a computer.

Instead, **staff members participated in PPE training**, developed a work-at-home schedule, attended virtual webinars and staff meetings, and began an intensive effort to thoroughly sanitize the facility. Circulating items were either cleaned (children's kits and toys) or quarantined, meeting rooms were closed, and the number of staff members entering the building at any one time was limited.

It didn't take long for our creative team of staff members to re-boot and discover new ways to reach our community members. **Miss Cindy and Miss Gail** videotaped story times with the help of IT staff member **Louis Crisci**.



Librarian **Emily Wierzbowski** hosted the Monday Evening Book Group on GoToMeeting; virtual adult Yoga classes were held on Zoom; and "coach" **Paul Murphy** kept the Battle of the Books Teams going with virtual book discussions and competitions with other Putnam County libraries.



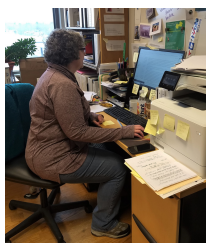
From top left, clockwise: Curbside pickup bags ready to go; intensive cleaning of the building begins with sanitizing all surfaces; Miss Gail & Miss Cindy offer story time craft material and free books in the Adult Garden; Curbside Pickup begins on June 15; the Little Book Cart provided free books and videos (courtesy of the Friends of MPL) plus sidewalk chalk, and Mother's Day/Father's Day craft packets; a virtual drawing activity with Mo Williams.

Staff Training

Keeping Staff and Patrons Safe

Library Director Michele Capozzella

was designated as the Library's COVID-19 coordinator. This required daily updates and management of services with the Mid-Hudson Library System, the New York State Governor's office and the CDC. Workplace safety protocols were developed, and staff PPE training became a priority.



A work-from-home schedule was established for staff members; during this time they attended numerous webinars and virtual tutorials that help them stay current in various aspects for their jobs; they were also assigned several training opportunities including: Workplace Safety, Communication During a Pandemic, Using PPE, COVID-19 Response Training, Mental Health Matters & COVID-19, and the Librarian's Guide to Homelessness series.

Detailed COVID-19 information and resources were added to the Library's website. Digital options were expanded so that patrons could continue to enjoy reading material via Hoopla and Overdrive. Budget resources were shifted to support the need for online employment resources and education assistance; access to tutoring and homework help for students in grades K through college was made available through **Brainfuse/HelpNow**.

Weekly e-alerts featured tips on virtual resources provided by the Library including Creative Bug, Kanopy, Universal Class, Mango, and the MPL Buzz - Book Blog.

Staff member **Mary Ann Kohan, a Notary Public**, was able to offer virtual notary services, free of charge, for our community members. Principal Library Clerk, **Donna Vetrone**, worked with Assistant Director, **Rita Covelli**, to research and order PPE and recommended cleaning supplies.

An electrostatic disinfectant mister was purchased to sanitize high contact areas throughout the building. And the Library's Continuation of Service Plan was developed to ensure the health and safety of staff and the public, while providing operational guidelines during the pandemic.

The Friends of Mahopac Public Library

A valued source of support and advocacy



During our extended building closure, the "little book cart" was placed outside the Library entryway and was stocked with free books and DVDs for all ages courtesy of the Friends of Mahopac Public Library. Craft supplies, games, puzzles, coloring pages, and sidewalk chalk were also offered to keep our community members connected and engaged.

Engaging Our Community

Virtual programs, curbside pickup, online resources

Utilizing many of the online and social media platforms, we held book club meetings and initiated the **Caffeinated Librarian** chat featuring librarians **Amy Schapiro and Simona Torregrossa**. Emerging Technologies Department Head, **Laura Crisci**, established the "askus" email address so that patrons had one direct access for their questions or concerns during the building closure.



Cheryl Harlen, Head of Reader's Services, created enhanced output on the Library's Facebook, Twitter, and Instagram sites. The response from the community was overwhelmingly appreciative.

"Thanks for all the wonderful help the library always gives us! We are lucky to have all the devoted and caring staff we do! Hope to see you all soon."
-E

We became *relatively* proficient at using Zoom and GoToMeeting, hosting adult yoga classes, Battle of the Books discussions, and Board meetings. The **MPL YouTube** channel was initiated, bringing weekly videos of children's activities which were supplemented with craft packets that patrons could pick up in the Library's adult garden.

Curbside Pickup at our building began on June 15, initiating a safe, contactless way for staff to deliver collection items to our patrons. Returned items were quarantined for the recommended 72 hour period, and fines and late fees were waived.



Maintaining a safe and healthy community was our primary objective. But we also missed our patrons, and the energy and activity that inspires us everyday. With change comes resilience, and we challenged ourselves to serve our community with creativity and compassion, and to continue to enable patrons to learn, connect, and pursue their dreams.

"Hopefully you will remain well during this time. It is times like these that make us appreciate many things taken for granted, including libraries." Anonymous note found in a returned Mahopac Library book.

The Friends of Mahopac Public Library manage and maintain the **Book Barn**, an outstanding community resource for gently-used books, CDs, DVDs, and audiobooks for all ages. **Staffed by a dedicated group of welcoming volunteers**, the monies raised in the Book Barn, and by the Friends of Mahopac Library at other events, support many worthwhile Library activities and resources. These include: Summer reading programs for all ages, The Battle of the Books Middle & High School Teams, Virtual Reality technology equipment, High School Senior Volunteer Awards, Museum passes, and much more!



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***Library hours:**

Monday-Thursday
 9:30 am – 9:00 pm
 Friday
 9:30 am – 7:00 pm
 Saturday
 9:30 am – 3:00 pm
 Sunday
 1:00 – 5:00 pm
*(closed Sundays:
 July 1 – Labor Day)*
**Opening hours during
 the pandemic may vary*

PRSRT STD
 ECRWSS
 U.S. POSTAGE
 PAID

LOCAL
 POSTAL CUSTOMER

POSTAL CUSTOMER

Annual Report to the Community July 2019-June 2020

Mahopac Public Library endeavors to inspire creativity, encourage life-long learning, and strengthen our community by providing access to information, education, culture, and recreation.

Mahopac Public Library Board of Trustees

Joseph Tock, President
 Elizabeth Costello, Vice President
 Joseph Montuori, Secretary
 Scott Weiss, Financial Director

Stephen Baranowski
 John Battista
 Eugene Boesch
 Irene Cassetta
 Frank Del Campo

Michele Capozzella
 Library Director and CEO

Friends of Mahopac Public Library Executive Board

Karen Kellogg, President
 William Stein, Vice-President
 Susan Grant, Treasurer
 Kim Doyle, Recording Secretary
 Sandra Kamelgarn, Corresponding Secretary

Leadership News

We Welcomed new Board & Staff Members



Beth Vredenburg (left) was welcomed as the new Head of the Youth Services Department in July 2020.

Library Director and CEO, Michele Capozzella was selected, by the Italian American Club of Mahopac and Columbus Day Festivities Committee, to serve as a 2019 Honorary Grand Marshal for the Columbus Day Parade.

Irene Cassetta (right) was elected as our newest Board member; **Eugene Boesch** and **Stephen Baranowski** were re-elected to serve a three-year term.



Hilary Albert, Head of the Library's Reference Department and Vice-President of the Rotary Club of Lake Mahopac, assisted the United Way and Rotary at the food distribution center in Carmel.



Reference Department departures: **Barbara Cacciapaglia** retired, and **Tom Brown** resigned to pursue other interests - we wish them all the best.