

Submitted 11.8.24

Circulation Statistics

		Overdrive	Grand total circ
total circulation	434	107	541
circulation other materials	60		60
Number of library visits	443		
number of ref. questions	38		
WiFi	11		

Overdrive/Libby had 21 unique (different) users in October

Inventory of Holdings

American Library Association suggests that large libraries should inventory materials every 5 years and small libraries every 7-10 years. Inventory consists of scanning the barcode in each book (movie, CD...), pasting it into the KOHA Inventory software and running a report. From there we determine the results, search for anything labeled as "Missing", check the cataloging of items listed as "Shelved in Wrong Area" and look for any item the report lists as "barcode not found". The whole procedure is very time-consuming. We began to inventory our holdings in late September with the Paperback section. It was a small section and allowed us the ability to practice. We moved on to, and completed, the Christian Fiction. I plan to get the smaller collections completed before moving onto the larger Adult Fiction and Adult non Fiction. I have three volunteers (Kim Meckley, Cheryl Harriman, and Gretchen Benson) trained to scan materials

I have also been cleaning up the way our materials are cataloged so that everything is consistent in appearance in the catalog (eg. CHRISTIAN FICTION AUTHOR NAME; LARGE PRINT FICTION AUTHOR NAME...). These are good winter tasks for staff and volunteers.

Super Saturday Science Programs

The last of SSS of 2024 is on Saturday, November 16 at 10:30. As of this date, we have no one registered. These have not been well attended and will not continue in the new year.

Adult Craft Program

We have an adult craft program scheduled for Saturday, November 23 at 11 am. As of this date we do not have anyone registered.

Holiday Open House

Our annual open Holiday Open House is Friday, December 13 from 11-3. A sign-up sheet for snacks is on the circulation desk.

Closed Dates

Monday, November 11 – Veterans Day

Thursday, November 28 – Thanksgiving

Tuesday, December 24 – Christmas Eve

Wednesday, December 25 – Christmas

Please note that the CCLS Library System will follow these dates but will also be closed on

Friday, November 29 – Black Friday

Tuesday, December 31 – New Year's Eve Day