



Staff Report—Autumn Baumann, Circulation Services Supervisor

Thank you all for having me at the August meeting! It was very encouraging to me to hear you all talking about ways and ideas to better support the staff at the library.

Angelina Reynolds started her training August 28, and Irelynn Stewart has completed her initial training and has begun regular shifts.

Circulation Data				
Year	Items Loaned	Items Borrowed	Total Circ.	Library Cards
2025	2,717	2,533	7,693	38
2024	2,751	2,716	8,786	48

Community Rooms August				
Meeting Room	Number of Meetings	Number of Attendees	Study Rooms	Number of Uses
Sanderson	8	73	Left	45
Bidwell	2	9	Right	42
Teen	6	51	Children's	15

August's highest traffic day of the week was Tuesday and the highest traffic time of day was 12:00 p.m. – 1:00 p.m. Our busiest day of the month was Monday, August 11.

Trafsys Door Counter	August 24	August 25
Front Door	5,947	5,719
Children's Door	1,157	1,186
Total	7,104	6,905

Staff Report—Ann Vickman, Youth Services Librarian and Technology Coordinator

There was a lot of cleaning, weeding and prep work done in the month of August. We are all set for the September programs and I'm feeling confident that I'll have a positive report about the new and returning offerings for the October board meeting.

August was also the month for all things school-related. We had the new teacher visit to the library the morning of August 14, and I attended the luncheon for new district staff that same day. This year I was invited to have a table at both the John Muir and Bartels open house meetings. Both events were great opportunities to touch base with some of the community members who aren't regular library users yet. I also was able to talk to a few community organizations and discuss some potential new partnerships.

On August 28 SCLS tech Emily Peterson installed four new staff computers. Two of the retired staff computers will undergo a factory reset and then be imaged to replace the public card catalog computers on the library floor. Those four computers were the next in the rotation on the schedule that SCLS oversees for the library. Emily made quick work of the change-outs and other than a few minor tweaks everything went smoothly.

Enjoy these last days of summer that are trying to hang on.

Staff Report—Whitney Parrillo, Adult Services Librarian

The Main Street Refresh Project is finally kicking off in September! I've spent the last year working behind the scenes on this project and I'm so excited that it's finally happening! Our new custom shelves will be arriving in the next two weeks and will be installed by Library Furniture International. Library staff will be helping me to move materials and disassemble current shelves that will go into storage. We will also have to assemble three bookshelves that we bought from the Merrill Library. When it's all done, there will be new shelving and display units for large print, movies, video games, audiobooks, and new materials. There will be new shelving for thematic and seasonal book displays as well. I'm hoping that this project will increase accessibility to our large print collection and encourage exploration and movement around our other collections. It will take some muscle and time to complete the project but we have lots of staff pitching in to help! I very much appreciate everyone's help.

September is Library Card Sign-Up Month and we're using the month to also celebrate 30 years in our library building on Edgewater Street! To celebrate the milestone and promote circulation, we're running a 30-item checkout challenge for the month of September. Anyone who checks out at least 30 items during the month and fills out a checklist will be entered into a drawing for a library-themed prize. We're thanking everyone for being a part of our story for 30 years!

September is a busy month with back-to-school, new staff, an in-service day, and lots of projects, but we're working together to get through to the other side!

**The Portage Public Library aspires to be community's social and learning hub,
improving the quality of life for everyone.**