



Staff Report—Autumn Baumann, Circulation Services Supervisor

Angelina has successfully completed her training and has begun her regular shifts at the library. She is fitting in well and has been a great addition to the team. The Circulation Department has also been very busy helping with the new furniture remodel project, which has involved a lot of coordination and effort from staff. Overall, things are going smoothly, and we're excited about the positive changes happening in the space. I am also happy to report that library card signup month was a success, we out did last year by 29%.

Circulation Data				
Year	Items Loaned	Items Borrowed	Total Circ.	Library Cards
2025	2657	3025	8456	63
2024	2,719	2741	8439	49

Community Rooms September				
Meeting Room	Number of Meetings	Number of Attendees	Study Rooms	Number of Uses
Sanderson	3	20	Left	49
Bidwell	3	23	Right	40
Teen	3	22	Children's	13

September's highest traffic day of the week was Tuesday and the highest traffic time of day was 10-11 a.m. The 4-5 p.m. time was the second highest traffic hour of the day.

Trafsys Door Counter	24	25
Front Door	5,409	5,124
Children's Door	1,126	1,416
Total	6,535	6,540

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

The programs in the Children's Department have gotten off to a strong start. The decision to combine programs and offer one Kinder - Fifth Grade program appears to have been a good move. There were 26 attendees at the first *After School Blast* program at the beginning of September, and we already have 18 registered for the October program. We

have some large groups (29-36 people) at most of the *Toddler Tuesday* sessions, and *Preschool Story Time* has been pretty steady with 26-32 attendees on most Thursdays. The Play Day for Homeschool Families was also quite popular, with 29 people joining me at Pine Meadows Park for a very warm afternoon on Tuesday, September 16. Most of the adults found a shady spot to sit while the kids enjoyed the playground equipment and Pickleball courts.

On September 17 I attended a webinar hosted by Envisionware, which is the company that supplies our self-check machines. We received an email from Envisionware stating that some versions of their X11 machines were going to reach their end-of-life (EOL) on September 30, 2026. Envisionware was showcasing the new X25 self-check machine that is taking the place of the X11. The X25 has many updated features that make it more user-friendly for patrons and staff alike. Another nice feature of the X25 is that all the internal components of the machine are modular, so if something goes out, just that one part can be sent to the library and replaced. On the X11 machines, when something would go out, an entire new computer would have to be sent and installed. The two tabletop X11 machines in the main library were part of the EOL notice, and Self-Check #2 (right side machine), consistently has tech issues. Based on all of that, and taking into account the almost \$800 discount that Envisionware was offering to current X11 customers, the Leadership Team made the decision to purchase one new X25 self-check machine. The X25 is scheduled to be installed on October 10. The self-check kiosk in the Children's Department will be supported until June 30, 2028.

I enjoyed the opportunity to hear from the library staff at the In-service on September 26. It is easy for all of us to get caught up in our day-to-day routines, so it is nice to get a chance to sit down and get some input from everyone. A huge thanks to Karl for the delicious main lunch entree, and to Debbie for all the other food and snacks that day.

Staff Report—Whitney Parrillo, Adult Services Librarian

If you've visited the library lately you may have noticed some changes in the middle of the library. A few weeks ago, we started the project by moving materials onto carts and taking apart shelving. It was a loud couple of days as we broke down metal shelving! New furniture arrived from Library Furniture International and was assembled by a crew with the exception of one mobile unit that was missing two pieces. Earlier in the year, we bought three shelving units from the Merrill Library for the large print collection. With the help of volunteers, the shelves were built over the course of several days. We are still in the process of shifting collections around and labeling everything with signage, but we are nearing the finish line of the project! I am waiting on the final pieces to arrive so that the assembly crew can come out and finish the last shelving unit for the audio books.

I'm so pleased with the new furniture and the new layout for displays and new materials. I'm very happy that the new furniture is on casters and can be moved around to create a more flexible space. Things are still moving around a little as we figure out where everything will fit. I definitely think the new shelves and arrangement are doing a great job at showing off our materials and increasing accessibility. We are still shifting the fiction collection but we've been able to shift so that we no longer have to use the top shelf, making our collection easier to reach!

In addition to new shelves, we also have a new collection of launchpads! Launchpads are tablets that are pre-loaded with memory games and brain boosting games and are available to checkout for two weeks. I also purchased some language learning launchpads, as well to replace an older collection of language CDs. They are great boredom busters and great for anyone who doesn't want to install an app on their phone! New launchpads have also been added for children and teens. Ann and I are excited to see how these new collections circulate and serve our patrons!

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