

Norton Shores Branch
Muskegon Area District Library

Norton Shores City Monthly Report
June 2020

Due to the fact that the Norton Shores Branch Library staff returned to the building in June 2020 but the branch did not open to the public, I thought I would provide a slightly different report this month.

The first week of June branch leaders reported back to our respective Muskegon Area District Library (MADL) buildings and on the week of June 8, MADL moved into phase 1 of the reopening plan—which was unsealing book returns and allowing materials to come back to the branch libraries. Returned materials sit in quarantine for three (3 days) before being handled by staff.

On Thursday, June 11th, the new carpet and renovation project for the Norton Shores Branch began. Three staff members remained at the branch working out of the community room to handle the incoming returned materials, receive new materials and answer calls, while remaining staff were relocated to work at other MADL branch locations for the duration of the renovation. The carpet project was completed by June 22nd. Work continued on through the end of the month for the service desk reconfiguration and other aspects of the renovation project, along with unpacking and shifting materials in collections impacted by the renovation. The Norton Shores Branch did not move out of Phase 1 of MADL's reopening plan for the month of June 2020, which explains why physical material circulation numbers, card registration and computer use numbers are minimal or non-existent.

The Muskegon Area District Library's phased reopening plan includes keeping library programming virtual right now—either through live streaming Facebook or Zoom events or original prerecorded content created by MADL staff and then posted on MADL's Facebook page (<https://www.facebook.com/MuskegonAreaDistrictLibrary/>) and YouTube channel (https://www.youtube.com/channel/UC3p73nXZ_UJBCLvmNkns5gQ). The number of programs offered during the month are listed on the branch total report, and parameters for attendance statistics are still being determined.

Respectfully submitted,

Alison Purgiel
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NORTON SHORES BRANCH**Muskegon Area District Library**

Lead Librarian: Alison Purgiel

Monthly Branch Totals

Month Year: JUN 2020

Library Use

Circulation & Use	Circulation	971
	Microfilm	0
	Computer Use	0
	New Registrations	0
	Patron Count	0
Reference Questions	1135	
Machine Assistance	13	
Total	1148	

Additions to Collection

		Adult	Juvenile	Total
Hardcover	New	140	69	209
	Gift	0	0	0
	Total	140	69	209
Paperback	New	13	26	39
	Gift	0	0	0
	Total	13	26	39
DVDs	New	0	0	0
Audiobooks	New	4	0	4
Music CDs	New	0	0	0
	Total	4	0	4

Conference Room Use

	Usage	Attendance
Individuals	0	0
Groups	0	0
Total	0	0

Program Attendance

	# Programs	Attendance
Virtual Children	5	
Virtual Teens	1	
Virtual Adults at youth programs		
Virtual Adults	5	

Exhibitors: