

2017-2018

### Annual Report for Emanuel Synagogue Library

As the Emanuel Synagogue Librarian this year, 2017-2018, I worked on average 3 hours a week from September 2017 (after Labor Day) through May 31, 2018, except for school vacations in December, February and April and Jewish holidays. This year, I was asked by Barbara Fink, the Religious School Principal to read to the Kindergarten, First and Second Grade classes on Sunday mornings from about 9:20 a.m. until 10:30 a.m. Then, most Sundays I completed the remainder of my 3 hours in the library maintaining the collection. Throughout the year, I also received a few emails from the older elementary grade teachers requesting I set aside certain books for them. I put aside various titles about Bar and Bat Mitzvah for the 7<sup>th</sup> grade debate that was held in May 2018. The Kindergarten, First and Second Grade students borrowed a lot of books throughout the school year. Many students took out a new book every week after returning the book that he or she borrowed the prior week. A few books remain out of the library.

Also, I continued to highlight on the top of the books shelves, where the children's books are located in the Library, titles pertaining to an upcoming holiday or Torah portion, so that the children had easy access to the books on these topics. I also continued placing some children's books out in the lobby by the Religious School office for those families and children waiting to take their children home. I started doing this last year, with the assistance of Gail Mackey.

During July and August, 2017, Debbie Mehlman and I met a couple of times to alphabetize by author the children's books within holidays to make the books easier to locate. This continues to be an ongoing project.

I also organized and staffed the Emanuel Book Fair at Barnes and Noble in Blue Back Square in early December 2017. We received a percentage of the sales for that day that were made using the coupon we distributed to congregants. We received almost \$400.00 from Barnes and Noble in December 2017. Part of that money was also raised through giftwrapping during the Book Fair. Some parents of Religious School students volunteered two hours of their time to help with the giftwrapping. Congregants also helped to staff the information table at Barnes and Noble and gave out the coupons, so we could receive a percentage of the sales from that day. I plan on organizing the Book Fair again this coming December with the giftwrapping, since we were so successful the past year.

Thank you to those congregants who donated books and made monetary contributions to the Library throughout the year. These donations were very much appreciated. If I was aware of the donation made to the Library, I acknowledged the donation by sending a note to the family that made the donation, no matter the monetary amount. In the future, I would like to be notified of all donations made to the Library Fund, so that I can personally acknowledge the donation. Some individuals contacted me directly about obtaining certain titles and paid for those titles as a donation to the library.

Also, thank you specifically to the Magalhaes family, who donated many new children's books to our Library throughout the year. Many of these books were used by our teachers, librarian and taken out by the students in the Religious School.

As of May 31, 2018, the ending balance in the Library Fund is \$2,715.00. Activity from July 1, 2017 through May 31, 2018 in the Library Fund: \$772.00 of donations received and \$553.00 of purchases made. We do have a year subscription with the Jewish Ledger which will expire on December 31, 2018. I also needed to purchase some library book pockets and cards to put in new books this year. Recent Jewish Ledgers were placed in the new magazine rack located in between the sanctuary and chapel for congregants to read.

I also continued to submit a newsletter article bimonthly for the Emanuel Newsletter, except for during the summer months of July and August.

Sincerely submitted by:

Beth Katten

Librarian