



Director's Report

October 2018

Submitted to the Library Board of Trustees, 11/13/2018

Self-Directed Education

Our diverse collections and computers- timeless; not tied to any particular format; represented all formats including these yet to be invented and will develop over time. Through our collections and technology, we provide access to information.

Information Equalizers

More than ever before, we are the only place where people of all ages and background can find and freely use a diversity of resources, along with the expert guidance of librarians.

Patron usage of Gale Databases (+171.8%) and check-outs of Overdrive Digital AudioBooks (+29.4%) and Overdrive EBooks (24.2%) continues to increase. Meanwhile, usage of Ancestry, Heritage Quest, Flipster Digital Magazine, and Streaming Video checkouts continue to decline. We are considering replacing Heritage Quest Database with Novelist, a Readers Advisory Database available for patron and staff use.

Access to Technology

Affordable internet access is important to level the playing field for students, job seekers, those needing to take advantage of eGovernment services, or even communicate with distant relatives over social media.

Technology use at the Library continues to grow. Year-to-Date, Wi-Fi usage is up 10.2% and Computer use is up 10.1%, and Laptop checkouts are up 26.4% over YTD, October 2017.

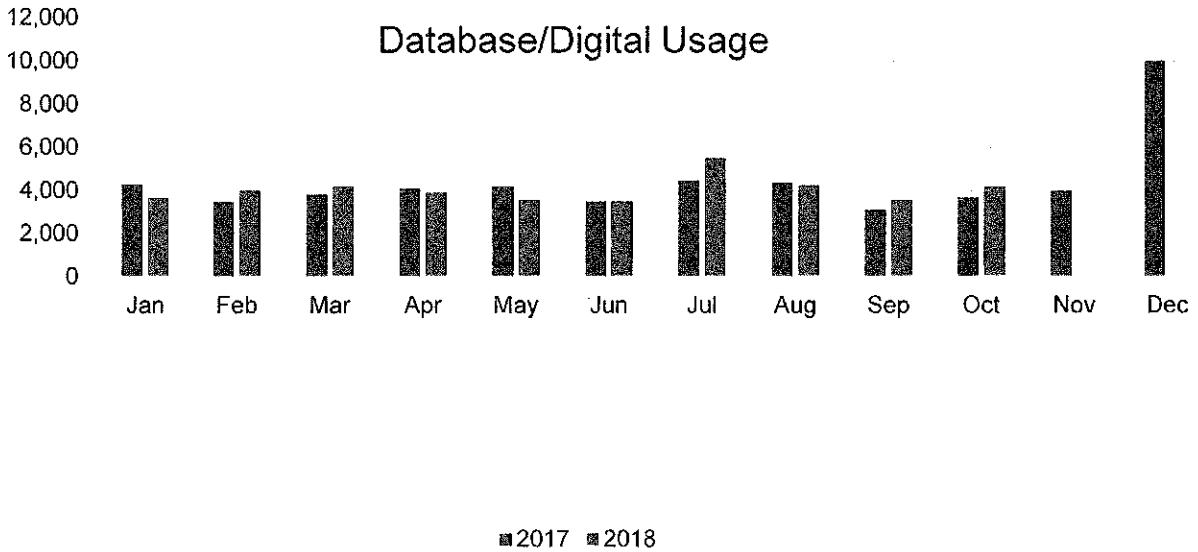
Technology Usage	Yearly Comparisons					
	Previous YTD January-October 2017	Current Year YTD January-October 2018	% Change YTD	October 2017	October 2018	% Change October
Website Sessions	77,502	81,015	4.5%	7,760	7,721	(0.5%)
Wireless Usage	20,311	22,382	10.2%	2,294	2,511	2.8%
Computer Usage	14,027	15,450	10.1%	1,508	1,708	13.3%
Laptop Checkout	515	651	26.4%	49	66	35%



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Chart Includes: Ancestry, Heritage Quest, Encyclopedia Britannica, Gale, Flipster, Number of Overdrive Users (the chart does not include Overdrive Checkouts). Chart does not include Mango Languages (statistics are kept by UHLS system-wide; and are not differentiated by library).



Research Assistance and Instruction

We have two very important things the Internet doesn't have: one is quality control and the other is our librarians! The Internet is a vast resource and a great convenience, but it can be very confusing and has a lot of junk. We help residents save time and money by helping them find the best, most accurate and complete information, whether it's in print, online, or video.

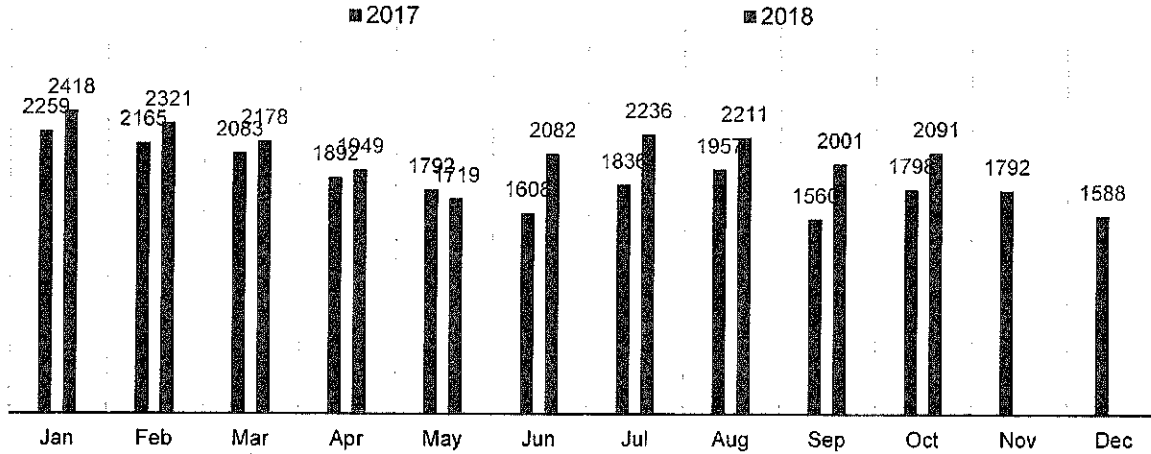
Referral Centers

We often act as referral centers, directing individuals to other community agencies and direct community members to various support services (legal, health, housing, social services, etc.). We also provide a home-base for unemployed to explore employment opportunities, receive phone calls about job interviews, practice self-guided instruction, skills upgrades and reorientation to new realities for unemployed. 21st Century Career Preparation, Secure Emotional Growth, and School Readiness are all critical components of our educational offerings.

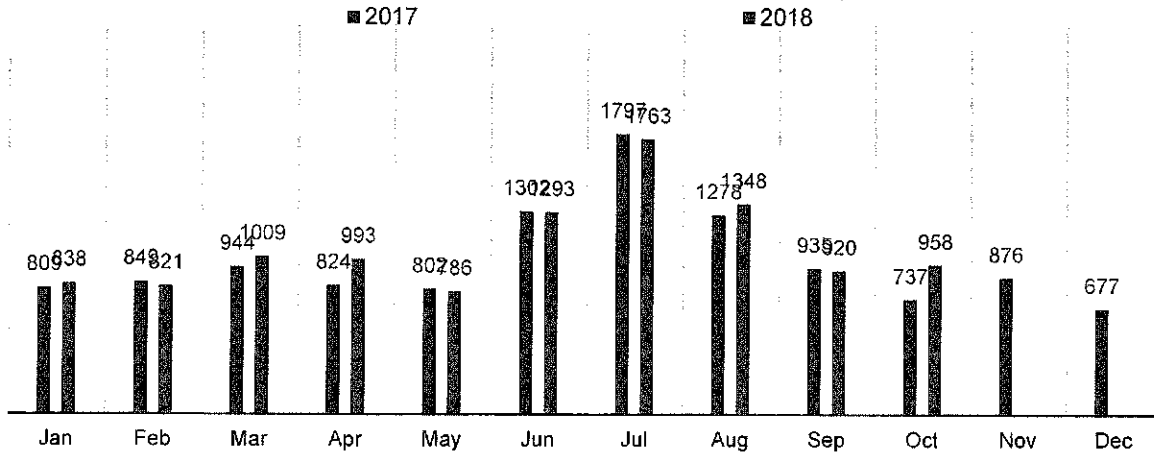
In October, Youth Services Librarians provided answers to 958 questions; a 30% increase over last year (737). Adult Services Librarians provided answers to 2,091 reference questions; 16.3% more than October 2017 (1,789).



Adult Research Assistance/Referrals Questions



Youth Research Assistance/Referrals Questions



Classes, Seminars, and Workshops

As highly trained information professionals we provide critical access to information and resources. Information is an important component for dealing with problems of crime and disease as well as supporting an informed and democratic society. We guide and teach students of all ages how to find the best sources of information, whether they are in print or online and connect/refer individuals to community resources.

As educators, in October 2018, 75 classes, seminars, and workshops were taught by library instructors for 1,701 individuals and groups.

During our 21 story hours we held in October, 984 children and their adult mentors (parents, grandparents, childcare providers) came together with the primary goal of creating a community of readers. By coming together in a fun way, we provide a sense of connectedness which ultimately will impact individuals "desire" to



read, which in turn leads to choice reading, vocabulary increase, higher fluency, and the ability to demonstrate those skills in a variety of ways.

Classes, Seminars, Workshops: October 2018		
Department	Number Held	Number of Attendees
Adult (includes 12 one-on-one sessions)	42	509
Teen	6	69
Children	27	1,133
TOTAL	75	1,701

Instructive, Enlightening Experiences

Reading Initiatives

Through cultural and community center concepts, events, and partnerships; bringing people together enable experience and exchange of ideas—we are social beings who benefit from in-person interactions. Our numerous reading initiatives encourage children, teens, and adults to read and read often. Research has shown that the amount of time children spend with books is crucial to their reading achievement, and ultimately school success.

1000 Books Before Kindergarten

In October, 3 new children registered for the reading program and 1,900 books were recorded! We were also happy to recognize one child who completed the program this month, reading 1000 books!

Director Activities

- 2019 Acquisitions and Programming Budgets are in draft form and will be finalized in November as soon as Schodack contract is finalized.
- Farmers Market participants have been surveyed. After an evaluation which included patron feedback, vendor feedback, and staff feedback; we have decided to hold the Farmers Market again in 2019. However, we are looking for a volunteer Farmers Market Coordinator to assist with the large staff demand.
- We will be posting the open part-time Adult Services Librarian I position in November. For the last several months, we have used substitute staff to help cover the reference desk.
- 2019 planning and project timelines are almost complete. Departments are working on individual activities/goals for 2019. Readers Advisory will be a priority for the Adult Services department.



- We have seen an increase in adults with disabilities, most often during group home visits using the children's room. Unfortunately, due to the lack of space we have been encouraging adults to use the main library space so that children and their families can use the tables and seating after story-times.
- Policy/Procedures: We have been actively planning the transition to the new meeting room policy (target date January but may need to be moved to February) and are in the middle of developing procedures and a PR plan. The new internet policy requires several procedural changes and the policy will officially go into place after NYLA. The new sexual harassment policy, revised internet policy, and new teen space policy have been distributed to all staff. I am also working on updates to the video loans to juveniles policy, laptop loan policy, and credit card transaction policies.
- A new facilities staffing plan was developed, which will include transitioning one part-time position to full-time and temporarily replacing part-time openings with an outside cleaning service.
- I have worked on the following skills through Lynda.com training videos: Project Management and Email/Calendar Organization. In October, I attended the following webinars: Enhancing Patron Service Through Optimized Collection Management; Increase Donor Engagement Through Social Media; and How to Use Storytelling to Super Charge Year End Fundraising.

Please take some time to read the attached department reports; which go into more details regarding programming and services to the community.



Respectfully Submitted,

Jill Dugas Hughes

Library Director



Reference Department Report - October 2018

Submitted by Elizabeth Putnam

Program Highlights

- In October, we offered 42 program sessions with 509 attendees and an average attendance per program of 12. Of programs that required pre-registration, 42% of registrants were residents of East Greenbush and 10% were residents of Schodack.
- The biggest program of the month was a Thursday evening music performance by Joe Jencks, an award-winning songwriter and vocalist based in Chicago. The nearly-full performance attracted 83 attendees, some from as far away as Saugerties, NY.
- Adult afternoon chess, a monthly program that began in September, is growing nicely; this month, eight players were paired up for an afternoon of friendly competition.
- The Great American Read series concluded on PBS with *To Kill a Mockingbird* voted in as America's best loved novel. Our counterpart, The Great East Greenbush Read, concluded with a finale book discussion on our community's selected book, *The Book Thief* by Markus Zusak. Eleven readers attended the event, which also featured trivia, clips from the PBS series, and special guest Danielle Sanzone from WMHT.

Services

- Elizabeth worked with Karrie and Jill to research calendar and scheduling options for the high-demand, highly attended TaxAide tax preparation program that runs from February through mid-April. Feedback from other Upper Hudson libraries (APL and Guilderland) helped us identify United Way's 2-1-1 call center as an efficient and low-cost scheduling option that should help ease tax-time congestion at the reference desk.
- Inspired by a training session she attended several months ago, Catherine has been working to ensure that our library can respond to the needs of patrons with visual impairments or other conditions that limit their ability to use print reading materials. She has educated herself on the services offered through the Talking Book and Braille Library (TBBL), which provides free audiobook equipment and content, and WMHT's RISE, which broadcasts audio readings of local daily and national newspapers. Catherine has made sure that the library has updated sample equipment for each service that we can use for demonstration and to assist potential users.

Collections

- We weeded outdated and low circulating books in Nonfiction and Large Print.
- We combed through the book sale shelves and selected approximately 40 items to add to adult collections.
- With the assistance of the Circulation Department, Catherine is nearly done shifting the Large Print and Mystery collections so that each is in clearly delineated, adjacent shelving. With her prior weeding and shifting of General Fiction, Fantasy, and Science Fiction, the fiction collection has never been tidier or more browsable!



Reference Department Report - October 2018

Submitted by Elizabeth Putnam

Professional Development and Training

- Laurie attended the training session, “Addressing Domestic Violence: Issues for Public Libraries” at Albany Public Library (10/11/18; 2 hours)
- Catherine attended a training session for Library Moonwalk, a grant-funded health program presented by UHLS and neighboring library systems MVLS and SALS. Included in the training session was the National Network of Libraries of Medicine’s workshop, “Caring for the Mind” (10/15/18; 4 hours)
- Elizabeth attended the Adult Services Advisory Committee meeting at UHLS (10/18/18; 1.5 hours)
- Catherine attended the webinar, “Beyond an Apple a Day: Providing Consumer Health Information,” from the National Network of Libraries of Medicine (10/25/18; 2 hours)
- Catherine began the 4-week course, “Stand Up for Health,” through the National Networks of Libraries of Medicine. Upon completion, she will earn Consumer Health Information Specialist certification (10/29/18)

23 Programs (42 sessions) – 509 Attendees

Average attendance per session: 12

Date	Program Title	Category	Attendance
10/1/2018	Writing Session with Sisters in Crime	Books & Writing	6
10/1/2018	Monday Evening Book Discussion	Books & Writing	9
10/1/2018	ENL: English as a New Language	Education & Employment	3
10/2/2018	Tuesday Ramblers	Music & Performances	15
10/2/2018	Drop-In Tuesday Tech Time	Computers & Technology	2
10/3/2018	30-minute Genealogy Appointments	History & Genealogy	3
10/3/2018	ENL: English as a New Language	Education & Employment	2
10/4/2018	Society for Creative Anachronism Rapier Fencing Practice	Music & Performances	8
10/4/2018	An Evening Concert with Joe Jencks	Music & Performances	83
10/5/2018	American History through Poetry	Books & Writing	7
10/6/2018	Free Flu Shot Clinic	Health & Wellness	39
10/8/2018	AARP Smart Driver Course	Legal & Financial	28
10/9/2018	Tuesday Ramblers	Music & Performances	13
10/9/2018	Drop-In Tuesday Tech Time	Computers & Technology	0
10/9/2018	Trip Home Buyer Orientation	Legal & Financial	35
10/10/2018	Legal Project Free Legal Consultations	Legal & Financial	2
10/10/2018	Society for Creative Anachronism Bardic Practice	Music & Performances	5



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Reference Department Report - October 2018

Submitted by Elizabeth Putnam

Date	Program Title	Category	Attendance
10/10/2018	ENL: English as a New Language	Education & Employment	4
10/11/2018	Society for Creative Anachronism Rapier Fencing Practice	Music & Performances	7
10/11/2018	Downsizing with Cindy McMahon	Health & Wellness	8
10/12/2018	American History through Poetry	Books & Writing	7
10/14/2018	Greenbush Historical Society hosts author Kelly Grimaldi	History & Genealogy	40
10/15/2018	Writing Session with Sisters in Crime	Books & Writing	4
10/15/2018	Monday Morning Book Discussion	Books & Writing	13
10/15/2018	Crafter Eve	Arts & Crafts	10
10/15/2018	ENL: English as a New Language	Education & Employment	3
10/16/2018	Tuesday Ramblers	Music & Performances	21
10/16/2018	Adult Afternoon Chess (2pm)	Movies & Games	8
10/16/2018	Drop-In Tuesday Tech Time	Computers & Technology	1
10/16/2018	Adirondack Place Names: Why is that Thing over There Called That?	History & Genealogy	13
10/17/2018	30-minute Genealogy Appointments	History & Genealogy	2
10/17/2018	Free Monthly Movie - Ocean's 8	Movies & Games	46
10/17/2018	ENL: English as a New Language	Education & Employment	3
10/22/2018	ENL: English as a New Language	Education & Employment	4
10/23/2018	Drop-In Tuesday Tech Time	Computers & Technology	2
10/24/2018	ENL: English as a New Language	Education & Employment	7
10/29/2018	The Great East Greenbush Read Book Discussion and Finale Party	Books & Writing	11
10/29/2018	ENL: English as a New Language	Education & Employment	3
10/30/2018	Tuesday Ramblers	Music & Performances	11
10/30/2018	Drop-In Tuesday Tech Time	Computers & Technology	4
10/30/2018	SCA presents: Spooky Tales, Songs, and Poems from Days of Yore!	Music & Performances	17
10/31/2018	ENL: English as a New Language	Education & Employment	4
Total			509



Resource Sharing & Access Report - October 2018

Submitted by Dawn Geurds

Highlights:

- Attended a Department Heads Meeting on Tuesday October 9.
- The temperature reached 81 degrees on Tuesday October 9.
- The temperature reached 83 degrees on Wednesday October 10.
- Attended a webinar, Product Insights Resource Sharing, on Wednesday October 17.
- Helped hand out goodies for the four children's Halloween Parades on October 30 and October 31.
- Attended Schedule3W Training on Wednesday October 31.

Statistics:

- Answered 15 reference questions by e-mail.
- Requested 25 ILLS
- Received 14 ILLS
- Sent out 19 ILLS
- 1,362 items requested within UHLS.
- 5,136 items were placed on the Hold Shelf.
- 2,606 items were pulled from our shelves and sent to other libraries within the UHLS, to fill requests for their patrons.
- 445 expired holds were not picked up by the patrons that requested them.
- 5 items were found on the library's shelves that were marked lost in transit.
- 31 items were found on the shelves from the Unfilled But Available Item-Level Requests Report
- Library was open 31 days / 308 hours

Youth Services Report - October 2018

Submitted by Molly Chatt

HALLOWEEN:

The highlight of October was our annual Halloween parades! We held four parades at the end of the month. Jen read a few Halloween stories, sang monster songs, and then led the costumed kids around the library for a trick-or-treat parade.

VISITS & OUTREACH:

- This month the preschoolers at Doane Stuart visited Miss Molly for a storytime and to learn about the library.
- We collaborated with Genet Elementary and lent them LEGOs to use in their October after-school enrichment programs.
- On October 29th, 31 students from Goff Middle School visited the library to learn how to use Overdrive and download e-books and e-audiobooks. 18 students registered for their first library cards and received them that day. We also showed them both the Teen and Children's Room and told them about our tween/teen programs and available volunteer opportunities. Jenna and Jen did a great job preparing and conducting this presentation!
- Grand Opening Celebration at the East Greenbush Town Park — Jill and Molly represented the library on Saturday, October 13th at the Town Park's grand opening of the Red Barn building. Unfortunately, the weather did not cooperate, and turnout was low. The families that did attend though enjoyed crafts with us at the library table, as well as music, free food, and pumpkin painting.



Kids having fun at the library craft table at the Town Park Celebration





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Youth Services Report - October 2018

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MEETINGS & CONTINUING EDUCATION:

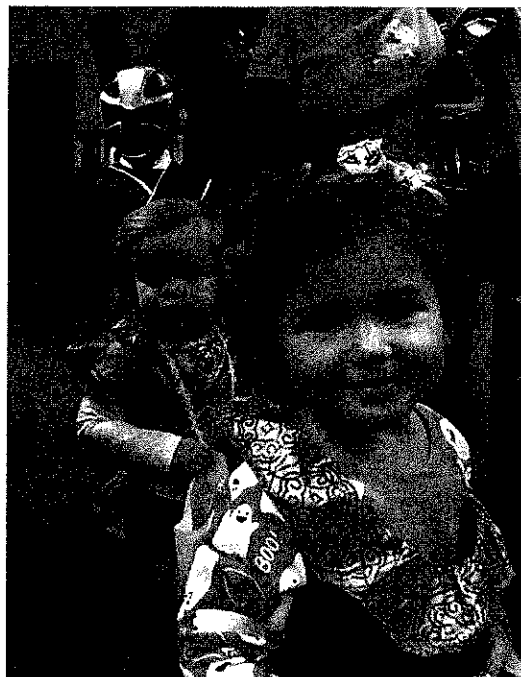
Jenna attended the Massachusetts Teen Services Summit on October 4th in Worcester. She attended sessions on reader's advisory and LGBTQ services for teens. Jen attended the workshop "Thinking Outside: Linking the World of Books to Nature Through Environmental Programming" on October 11th to learn about do-it-yourself nature programming at the library.

1000 BOOKS BEFORE KINDERGARTEN:

3 new children registered for the 1000 Books Before Kindergarten program this October. There were 19 check-ins this month to record another 100 books read, and 1 child finished the program this month.

NEW TEEN PROGRAM:

There were 9 teens at the first meeting of our new Teen Volunteer (TV) Club. The goal of this new teen-led club is to plan and complete service projects both in the library and out in the community. The teens had tons of ideas for future projects, and several of the attendees have already begun volunteering in the Children's Room helping with shelving and program preparation.



*Halloween parades
at the library!*



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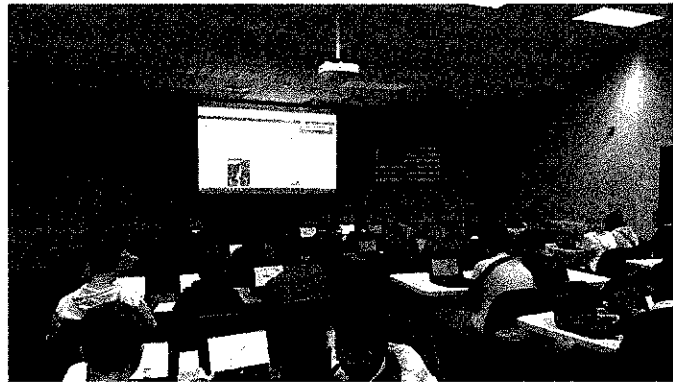
Youth Services Report - October 2018

Submitted by Molly Chatt

Children's Programs

PROGRAM	AGE	# SESSIONS	# CHILDREN	# ADULTS
Baby Bookworms	0-18 mos	3	41	43
Toddler Storytime	19-36 mos	6	180	160
Preschool Storytime	3-5	6	118	77
Saturday Storytime	0-5	2	46	38
Building Club	All Ages	1	9	5
Halloween Storytime & Parade	0-5	4	147	134
Yoga w/ YMCA	3-5	1	7	8
Zumba w/ YMCA	3-5	1	14	11
Look w/ Pride Center (parenting program)	Parents	1	0	2
Doane Stuart Preschool (VISIT)	3-5	1	8	6
EG Town Park Celebration (OUTREACH)	All ages	1	40	35
Total Children's Programs		27	610	523

Middle Schoolers from Goff visit to get library cards and learn about downloading ebooks from Overdrive!



Reference questions -- children's & teen desks	958
Computer Assistance	59
Miscellaneous questions -- program signups, board games, directional, meeting rooms	128
Games Computer Sessions	535
Volunteers	11 volunteers worked 16 hours

Youth Services Report - October 2018

Submitted by Molly Chatt

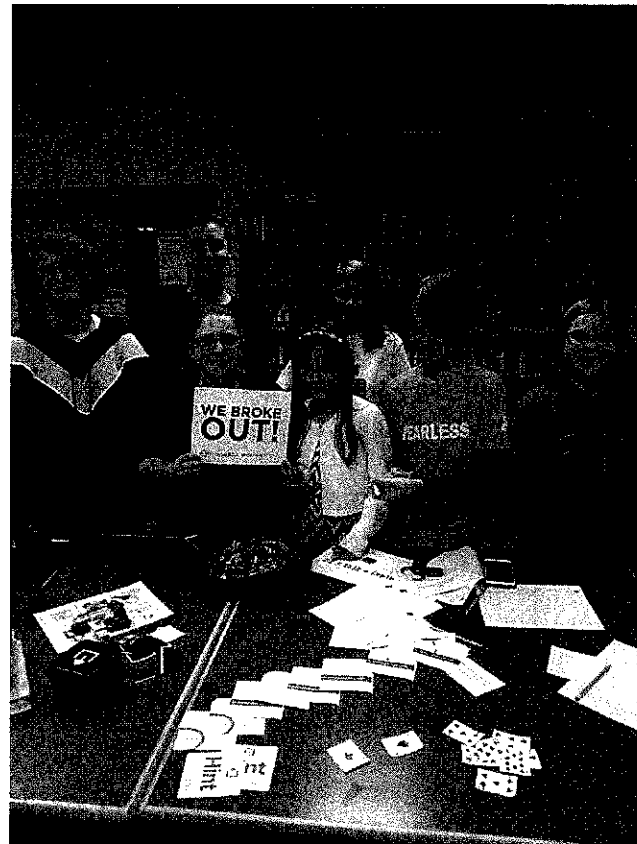
Tween/Teen Programs

PROGRAM	# SESSIONS	# TWEENS/TEENS
Anime Club	1	8
TV (Teen Volunteer) Club	1	9
Teen Mashup	3	21
Goff Overdrive (VISIT)	1	31 (plus 4 adults, included in adult tally in children's stats)
Total Teen Programs	6	69

TEEN ROOM USAGE: There were 262 teens in the teen room during the 22 days librarians staffed the area.



Painting spooky rocks for Halloween



Teens worked together to solve the Break Out game!



Technical Services Report - October 2018

Submitted by Susan Dague

The cataloging advisory council met on the 4th. Renewed discussion of whether to maintain the format designation in the title field in bibliographic records such as [sound recording (CD)] or [large print] as these subfields are no longer required in RDA (Resource Description and Access) and most of the records we bring in are cataloged using RDA standards. Therefore, extra editing on our part is usually required which isn't always being done. We reaffirmed our commitment to add the format designation as we feel patrons prefer this added information.

I attended OCLC's AskQC (Quality Control) webinar on the 10th. The focus this month was parallel records and language of cataloging.

Kathy attended the NYSLAA executive committee meeting on the 19th.

I attended the CATS (Cataloging and Technical Services) Interest Group meeting at CDLC on the 23rd. We discussed what libraries do for authority control to maintain authorized title, author and subject headings in bibliographic records – outside vendor or in-house maintenance? If they do anything at all, it's in-house.

- Number of items processed: 609 (total – unknown)

Audio (adult + YA + juvenile)	18	
Juvenile Fiction	283	
Juvenile Nonfiction	46	
Electronic (adult + YA + juvenile)	8	
Fiction (adult + YA)	99	
Miscellaneous (equipment)	0	
Unknown (on order records)	236	
Nonfiction (adult + YA)	12	
Print Subscriptions (adult + YA + juvenile)	116	
Video (adult + juvenile)	27	

= 845

- Number of items withdrawn: 1,534

Added for the year to date: 7,522

Withdrawn for the year to date: 7,581

Total items: 96,215



Digital Services Report – October 2018

Submitted by Karrie McLellan

Online Presence:

- **Library Market Calendar:**
 - Gathering information to configure e-commerce to work with meeting room reservations.
 - Discovered branch image on event pages displays at incorrect size in IE, covering program description. Library Market has already fixed it.
 - Due to an issue with auto-posting (next bullet), submitted an enhancement request that would allow us to schedule social media posts about events at the point of event creation.
- Dlvr.it, the service that auto-posts our events to Twitter, has been inexplicably double-posting some events. Hootsuite can no longer post to Twitter using an RSS feed. Tested If This Then That (IFTTT) to see if it could auto-post reliably. It did post, but the links to events didn't work. I noticed that IFTTT also double-posted, and it turns out that if an event is edited, it is republished with a new shortlink. Reinstated Dlvr.it.
- Received a report of an email that was received by one person in our organization that was CC'd on the email, but the primary recipient didn't receive it. There was no record in the email server that it was sent to her. Accu-Networks could not find a reason, either. Opened a ticket with Microsoft to identify the cause in case other emails are disappearing into cyberspace, and it turns out the sender did not remove the quotes from a copied email address.
- Schedule 3W (staff calendar) is configured and training of schedulers has started. General user training is expected to be completed in November. In December, we will soft launch and use both the online schedule and the paper schedule. If all goes well, we will start using the online schedule exclusively in January.
- UHLS launched fine payment through Encore with PayPal, and it appears to be very straightforward to use.
- Setmore calendar will not be needed for TaxAide, as we are moving to the 211 service for taking appointments.
- Exploring a feature in Square that would allow us to accept donations (and possibly payment for event tickets and library swag) online.
- Set up a test sub-intranet that may facilitate communication with the Board.
- We have been using goo.gl to create short links and QR codes and their corresponding stats. Google announced that they will be discontinuing this service. Because we rarely create QR codes, our new short link service, Bit.ly, does not have that feature built-in. However, we can customize the text of the link, which will be handy for staff and patrons to remember. Let me know if you need access to the Bit.ly account.

Sierra/Encore:

- On 10/25, the Meraki security appliance blocked the downloading of jar files to Sierra, causing the client to fail on all computers. Disabled security until all computers got the updated jar files, and then re-enabled security. In the future, this can be resolved by me, Marion, any of the IT staff at UHLS, or Jeff from Accu-Networks.
- UHLS is scheduling a Sierra upgrade for Mid-November.

Library Computers/Hardware:

- Added a link to adult public desktop and laptop computers to an online PDF editor.
- Worked with Jill to create a tech deployment schedule for 2019 that would avoid conflicting with other major library events as much as possible.



Digital Services Report – October 2018

Submitted by Karrie McLellan

- Copier contract was approved, and the new staff copier was installed. The saved items in the custom box would not transfer, so I spent the day reloading them on the new copier with the correct print settings.
- Preparing the print release station to function properly as a reservation station in anticipation of increased demand with free guest passes. Though the laptops will have PC Reservation installed, they cannot be reserved at the reservation station.
- Worked with Adult Services staff to determine new procedures considering changes to the Internet Use Policy.
- Resolved an issue that prevented Vicki from logging into QuickBooks.
- The reference office printer had not been working for quite some time. The power plug had become loose.
- Selena has begun to check our inventory to make sure items are where they should be.

Meetings/Workshops Attended/Taught:

- 10/31: Taught Staff Calendar Intro training for schedulers

Statistical Notes:

- October had our highest people count and wireless usage so far this year!
- October also saw our second-highest number of wired computer sessions this year.

Current/Upcoming Projects:

- LibraryAware subscription drive
- Schedule 3W software
- E-commerce for meeting room requests
- EnvisionWare/MobilePrint upgrade (scheduled after-hours on 11/3)

Back-Burnered Projects:

- Website
 - HTML 5 compliance testing
 - New business hours plugin
 - Considering slider replacements
 - Migration to new host
- Investigate consistently subpar fiber internet speed



Circulation Report - October 2018

Submitted by Marion Pierson

I attended the Circulation Advisory Council meeting on October 3rd. Discussion centered around implementing the online fine payment option in Encore, and how libraries would address the issue of billed items that were lost in Horizon (our previous ILS) as they do not come off the patron's account automatically when paid and must be manually removed by staff.

On October 15th Holly Huzar hosted *Crafter Eve*. Thanks to Leeann Cullum for creating 18 library cards and welcome packets for students from Goff Middle School who enjoyed a field trip to the library on October 29th

Statistics

Patrons: 114 new patrons registered at the East Greenbush Community Library in October 2018.

East Greenbush Residents	57
Schodack Residents	11
Other	45
Out of System	1

Checkouts: According to the UHLS monthly report there was a 4.4 % increase in circulation.

October 2018	32,267
October 2017	30,922

Volunteers: 17 volunteers worked 56.75 hours.

Outreach volunteers	11
Adult	5
Court Ordered	1

Notary Services: Marion and Roseann notarized 18 documents for community members.



Outside Groups – October 2018

Submitted by Kathy Rossello

Date	Attendance	Organization
10/3/2018	50	Capital Area Beekeepers
10/3/2018	25	Capital View Toastmasters
10/8/2018	8	Annapurna Dance
10/8/2018	80	The History of Hampton Manor
10/9/2018	20	Social Anxiety Support Goup
10/10/2018	8	Annapurna Dance
10/10/2018	14	East Greenbush Ski Club
10/13/2018	30	Capital Region Romance Writers
10/13/2018	20	MLP Episode Watch
10/13/2018	20	East Greenbush Amateur Radio
10/14/2018	16	Card Makers
10/15/2018	20	Cross Stitch Plus
10/15/2018	20	Fearless Fretters
10/15/2018	15	Mindful Eating Intensive: Information Session
10/15/2018	10	Good Buy Book Club
10/17/2018	10	Girl Scout Troop 1111 Lew Dubuque
10/17/2018	25	Capital View Toastmasters
10/17/2018	20	Governor Square East Homeowners Association
10/18/2018	15	Illiteri Book Club
10/22/2018	12	MED-EL Mingle
10/29/2018	10	Girl Scout Meeting Laurel Plante
10/29/2018	10	Girl Scout Meeting Tara Laurange
10/30/2018	8	The Writer's Bloc
10/31/2018	8	Annapurna Dance

Cancellations

10/3/2018	Flying Knights Model Aircraft Club
10/29/2018	Travel Buddies
10/31/2018	Homeschool Halloween Party

Exhibits

Capitolers
Debbie Shaw