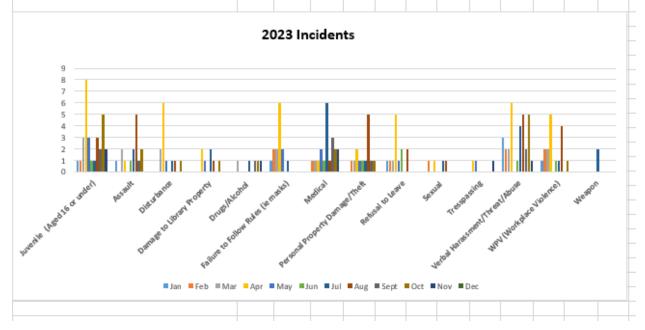
## Operations Report to the Board – December 2023

Submitted by Rebecca Maguire

# **Security**

Security statistics for November – 7 incidents

| Jan | Feb     | Mar                       | Apr   | May   | Jun   | Jul   | Aug   | Sept  | Oct   | Nov   | Dec   |
|-----|---------|---------------------------|---|---|---|---|---|---|---|---|---|
| 1   | 1       | 3                         | 8   | 3   | 1   | 1   | 3   | 2   | 5   | 2   |   |
| 1   |         | 2                         | 1   |   | 1   | 2   | 5   | 1   | 2   |   |   |
|     |         | 2                         | 6   | 1   |   | 1   | 1   |   | 1   |   |   |
|     |         |                           | 2   | 1   |   | 2   | 1   |   | 1   |   |   |
|     |         | 1                         |   |   |   | 1   |   | 1   | 1   | 1   |   |
| 1   | 2       | 2                         | 6   | 2   |   | 1   |   |   |   |   |   |
|     | 1       | 1                         | 1   | 2   | 1   | 6   | 1   | 3   | 2   | 2   |   |
|     | 1       | 1                         | 2   | 1   | 1   | 1   | 5   | 1   | 1   |   |   |
| 1   | 1       | 1                         | 5   | 1   | 2   |   | 2   |   |   |   |   |
|     | 1       |                           | 1   |   |   | 1   | 1   |   |   |   |   |
|     |         |                           | 1   | 1   |   |   |   |   |   | 1   |   |
| 3   | 2       | 2                         | 6   |   | 1   | 4   | 5   | 2   | 5   | 1   |   |
| 1   | 2       | 2                         | 5   |   | 1   | 1   | 4   |   | 1   |   |   |
|     |         |                           |   |   |   | 2   |   |   |   |   |   |
|     | 1 1 1 3 | 1 1 1 1 1 1 1 1 1 1 1 3 2 | 1 1 3<br>1 2<br>2 2<br>1 1 1<br>1 1 1 1<br>1 1 1 1<br>3 2 2 | 1 1 3 8 1 2 1 2 6 2 6 1 1 1 1 1 2 2 6 1 1 1 1 1 1 5 1 1 1 3 2 2 6 | 1 1 3 8 3 1 2 1 2 6 1 2 6 1 1 1 2 1 1 1 2 2 6 2 1 1 1 1 2 1 1 1 2 1 1 1 1 1 5 1 1 1 1 1 3 2 2 6 | 1     1     3     8     3     1       1     2     1     1       2     6     1       1     2     6     1       1     2     6     2       1     1     1     2     1       1     1     1     2     1       1     1     1     2     1       1     1     1     5     1     2       1     1     1     1     1       3     2     2     6     1 | 1     1     3     8     3     1     1       1     2     1     1     2       2     6     1     1       2     1     2     1       1     2     6     2     1       1     1     1     2     1     6       1     1     1     2     1     1     1       1     1     1     5     1     2       1     1     1     1     1       3     2     2     6     1     4       1     2     5     1     1 | 1     1     3     8     3     1     1     3       1     2     1     1     2     5       2     6     1     1     1       1     2     1     2     1       1     1     1     1     1       1     1     1     2     1     6     1       1     1     1     2     1     1     1     5       1     1     1     1     1     1     1     1     1       1     1     1     1     1     1     1     1     1       3     2     2     6     1     4     5       1     2     2     5     1     1     4 | 1     1     3     8     3     1     1     3     2       1     2     1     1     2     5     1       2     6     1     1     1     1       1     2     1     2     1       1     1     1     1     1     1       1     1     1     2     1     6     1     3       1     1     1     1     1     1     5     1       1     1     1     1     1     1     1       1     1     1     1     1     1       3     2     2     6     1     4     5     2       1     2     2     5     1     1     4     5     2 | 1     1     3     8     3     1     1     3     2     5       1     2     1     1     2     5     1     2       2     6     1     1     1     1     1       1     1     1     1     1     1     1       1     2     6     2     1     1     1     1       1     1     1     2     1     6     1     3     2       1     1     1     1     1     1     1     1       1     1     1     1     1     1     1     1       1     1     1     1     1     1     1     1       3     2     2     6     1     4     5     2     5       1     2     2     5     1     1     4     5     2     5 | 1     1     3     8     3     1     1     3     2     5     2       1     2     1     1     2     5     1     2       2     6     1     1     1     1     1       1     1     1     1     1     1     1       1     1     1     2     1     1     1     1     1       1     1     1     2     1     6     1     3     2     2       1     1     1     1     1     1     1     1       1     1     1     1     1     1     1       1     1     1     1     1     1       3     2     2     6     1     4     5     2     5     1       1     2     2     5     1     1     4     5     2     5     1 |



|           | Incidents  |           |                                  |             |            |                           |
|-----------|--|-----------|----------------------------------|-------------|------------|---------------------------|
| 1/3/2023  | CN - refusal to leave                                | 5/6/2023  | HZ - Rules                       |             | 8/23/2023  | CN - 911 call/Juv         |
| 1/7/2023  | MU - harassment/fighting                             | 5/6/2023  | CN-Distubance                    |             | 8/23/2023  | MU - Assault/Juv          |
| 1/13/2023 | BC - verbal threat                                   | 5/12/2023 | PN-Refusal to leave              |             | 8/23/2023  | MU - Assault/Juv          |
| 1/19/2022 | BC - rules/verbal abuse/threat                       | 5/15/2023 | BCTresspass                      |             | 8/28/2023  | MU - Assault              |
| 1/25/2023 | CN - V - verbal threat/abuse                         | 5/25/2023 | WH-Medical                       |             | 8/28/2023  | CN - V - Threat/Damage    |
| 2/11/2023 | CN - Medical   | 5/26/2023 | MU-Rules                         |             | 8/29/2023  | BC - Personal Prop. Damas |
| 2/13/2023 | WH - Personal property theft                         | 5/26/2023 | WH-Medical                       |             | 8/31/2023  | MU-V-Threat               |
|           | CN - V - verbal abuse and harrasment                 | 5/27/2023 | WH-Damage Lib Prop               | perty       |            | CN - Medical              |
|           | CN - V - Failure to follow staff instructions        |           | BT - Verbal Abuse                | ,           |            | MU - Animal Attack        |
| -,-,      | CN - Violation of personal space                     | -, -,     | WH - Theft                       |             |            | MU - Verbal/Juv           |
|           | WH - Failure to follow staff instructions            |           | MU - Refusal to leave            |             |            | BC - Personal Prop. Damas |
|           | CN - Disturbance, 911 request                        |           | CN - Medical                     |             |            | MU - Assault/Juv          |
|           | CN - Alcohol   |           | CN - V - Assault                 |             |            | CN - Threat               |
|           | CN - Physical Assault                                |           | MU - Refusal to leave            |             |            | CN - Medical              |
|           | MU - V - Verbal harassment                           |           | WH - Weapon, threa               |             | 9/26/2023  |                           |
|           | CN - Physical Assault                                |           | BT-Verbal                        |             | -,,        | WH-Medical                |
|           | BT - Failure to follow rules                         |           | BC - Personal Prop. D            | )amage      |            | WH - Drugs                |
|           | BT - V - Disturbance, Verbal                         |           | CN - Dist/Ref to leave           |             |            | CN - Verbal               |
| 3/27/2023 | ,  |           | MU Assault/Pers. Pro             |             |            | CN - Verbal               |
| 3/29/2023 | CN - Disturbance                                     |           | PN - V - Threat/Refusal to leave |             | 10/4/2023  | CN - Verbal               |
| 3/29/2023 | CN - Medical   | 8/17/2023 | HZ-Theft                         |             | 10/7/2023  | MU - Medical              |
| 4/4/2023  | MU - V - Rules, Verbal threat, Refusal to I          | 8/17/2023 | CN - V - Threat/Assau            | ilt         | 10/7/2023  | MU-V-J-Threat             |
| 4/4/2023  | 4/2023 SL - V - Rules, Verbal threat, Refusal to lea |           | CN-911 call                      |             | 10/10/2023 | MU-J-Theft                |
| 4/6/2023  | CN - V - Disturbance, cursing, rule                  | 8/17/2023 | CN - Medical                     |             | 10/14/2023 | WH- Drugs                 |
| 4/7/2023  | MU-911 call  | 8/17/2023 | CN - Sexual/Verbal               |             | 10/18/2023 | MU - J - Verbal threat    |
| 4/8/2023  | SL - Damage to library property                      | 8/22/2023 | BC-Theft                         |             | 10/21/2023 | MU - J - Assault          |
| 4/10/2023 | WH - Personal Property theft                         |           |                                  |             | 10/25/2023 | CN - Disturbance          |
| 4/11/2023 | MU - Disturbance/Refusal to leave                    |           |                                  |             | 10/25/2023 | HZ - Assault              |
| 4/12/2023 | WH - Refusal to leave/Treasspass/Failur              |           | 10/26/2023                       | BT-J-Damage |            |                           |
| 4/15/2023 | MU - Verbal Harassment/Assault                       |           |                                  |             | 10/30/2023 | CN - Medical              |
|           | WH - Medical   |           |                                  |             | 11/7/2023  | WH - Medical              |
|           | CN - V - Disturbance/ Verbal Abuse                   |           |                                  |             |            | WH-J-Drugs                |
|           | CN - Property Theft & Damage                         |           |                                  |             |            | MU - Tresspass            |
|           | BC - Failure to Follow Rules/Refusal to Le           | ave       |                                  |             | 11/18/2023 |                           |
| , - ,     | MU - Failure to Follow Rules                         |           |                                  |             |            | MU-J-Threat               |
|           | PA-V-Harassment                                      |           |                                  |             |            | MU - Medical              |
|           | PT - Disturbance                                     |           |                                  |             | 11/21/2023 | MU-911                    |
| 5/3/2023  | HZ - Personal Property Damage                        |           |                                  |             |            |                           |

### **Facilities**

I've begun preliminary meetings with René, Lauren and Creative Library Concepts about the plan for the upgrade to Hazard branch.

#### **MISC**

I've been doing Safety Training at all the branches. I covered the following topics: Fire safety, including evacuation procedures; health and safety – including Narcan training as well as information about our new AEDs and County CPR training; Workplace Violence Prevention procedures, including our incident reports and patron guidelines; and our emergency closing procedures.

### **Training/Meetings**

- 11/2 Admin meeting
- 11/2 Hazard visit with René
- 11/6 Member Services meeting with Amanda and René
- 11/7- Member Council meeting
- 11/14 Safety Training @ Betts
- 11/15 Safety Training @ Mundy
- 11/15 Board Meeting
- 11/16 Safety Training @ Paine
- 11/28 Safety Training @ White
- 11/29 Safety Training @ Petit
- 11/29 Meeting with Dawn
- 11/30 Meeting with Creative Library Concepts
- 11/30 Admin meeting