

Delivery Report for SCLS Board of Trustees September, 2024

Prepared by: Corey Baumann - Delivery Services Coordinator

Metro South Route -- Restart:

At the most recent Delivery manager meeting on 9/18, it had been resolved that we would re-start what we referred to as the Metro South route some years ago. This route was a daily route that departed our old Gilson location mid-morning and included Monroe Street Branch, South Madison Branch, and Fitchburg. The route was discontinued as we attempted to consolidate materials onto fewer trucks as volume suffered through the pandemic days and soon after.

Currently, at our Pankratz location on the near north side of Madison, we have been observing concerns regarding where 2 of these locations currently exist on the route schedule: Monroe Street on the Metro West morning run and Fitchburg on the Metro East morning run. Both routes were getting back later than we like to facilitate our route to Madison Central. Additionally, the volume of the South Madison Branch was the heaviest location (sometimes significantly) on the Green County route. This van route was problematic both for safety and comfort in operating for that driver.

With the re-introduction of this route, we believe that we can comfortably staff it as well as fit it in with our fleet deployment successfully.

The planned introduction of the Metro South route may take a month or two and could possibly involve the configuration of other libraries. Hawthorne Branch is one of those that might work well to be included. In the meantime, we are plotting out the staff schedule and route directions and trip sheets to have as a foundation before we permanently transition officially. This may include piloting some demo runs on a day-to-day basis. My direction to our staff is to make sure we give plenty of advance notice of time changes for anything that may be impactful to library staff timing and expectations.

COVID Testing Distributions:

Approximately a month ago, I had placed an initial order for about 2500 COVID testing kits to distribute to our member libraries for patrons to obtain. Unsure of how this would go, I opened up a request email to our members (Madison excluded) which I facilitated. In doing so, the 2500 kits went out in less than two days. This prompted an immediate order for another 3000.

After about 10 days, the next order of 3000 had arrived and I opened up the request line for additional test kits. On this order, my estimates were low compared to what demand actually was. We will send out all request for this batch by the end of 9/19 and a follow-up order will take place again next week.

A few notes on my considerations with this project:

- Madison is not included because there is already a distribution plan for them via the Madison Public Library.
- I was attempting to control and track the distribution to maximize security and simplicity of the exchange. I did not want to create a burdensome task for our organization or anyone at the library level. However, it needed to be controlled so the distribution was equitable and broadcast to as many requesting locations as possible.
- Further, SCLS does not have a lot of available floor space to hold large quantities. As such, the distribution is going out in quick bursts that are short in duration but also fit our late-week volume reductions.
- This all stems from a research project that may soon be ‘piggy-backed’ with the distribution. As soon as I get some documentation from the project, each delivery will have a packet of information for users to participate and populate their results quickly and easily to build a pool of data to help track the evolution of the virus and where it may be at a moment in time. The data collection will be voluntary alongside free access to the test kits themselves.
- This project is fluid and I will be making adjustments to channel these as quickly and efficiently as we can to our wide pool of patrons from all 7 of our counties.

- What I recognized immediately was our unique position to be the conduit as a daily connection to 55 different communities in a centralized and efficient means to meet a valued need.