

TO: Melody Pittman
FROM: Emily Baker
DATE: August 8, 2012
RE: After Action Report for Read! Germantown Book Club – FY 11-12

Purpose

o What did we set out to do?

Host a book club on a monthly basis, to be mediated by Germantown Community Library staff.

o What was supposed to happen?

Interested library patrons could register for each meeting. Upon registration, participants holding a valid library card may check out a copy of the month's book club book on a first come, first serve basis. On the third Thursday evening of each month, registrants should attend a scheduled meeting to discuss the book and share reading recommendations.

o Is there a process or procedure in place for this activity?

This activity falls under the library's Programming Policy.

Executive Summary

o What actually happened?

Attendees were successfully engaged in discussion about titles from varying genres, with most book club attendees returning on a regular basis.

o What worked well that needs to be sustained?

With staff moderation, each attendee at book club meetings was ensured an opportunity to share their thoughts and present points for discussion. Many members share recommendations about recent reads from both the library collection and their personal collections at each meeting.

o What did not work well and needs to be changed?

The book club has developed a steady base of participants who attend as regularly as their schedules allow. However, the number of participants each month could be greater.

Lessons Learned

o What can we do better next time?

Inform a larger portion of library patrons about book club meetings.

Action Items

o Develop a list of the actions to fix specific needs

Partner with library staff to more frequently promote book club selections and meetings, and maintain closer contact with current attendees between meetings.

o Timelines and responsibilities

Beginning before the September 2012 meeting, email a synopsis of the current selection to reference and circulation staff prior to the first day of registration to increase staff awareness. Ensure wider distribution of signs and flyers for each meeting and place list of titles in the events notebook. Include links to the book club blog in each email that is sent to current participants, and meet with other book club staff to discuss mailing list frequency and content by October 2012.