



UMATILLA COUNTY SPECIAL LIBRARY DISTRICT

Strengthening our community libraries

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Early Literacy Outreach Take Off! Program Manager Monthly Report

Date: July 13, 2026
Staff Name: Monica Hoffman
Time Period Report Covers: June 2026

Position Purpose Statement:

The Program Manager creates and implements outreach services to childcare, preschool, and public library sites throughout the county, fostering a love of reading and promoting kindergarten readiness through the development of early literacy skills targeting children birth to six.

Statistics:

Attendances at Library Storytime's are kept separately as Take Off! Childcare/preschool Storytimes so the libraries can count those attendees for their statistical reports.

Book Box Statistics	Boxes/kits	Books
Book Boxes Delivered	36	720
Storytime/ Specialty Kits Delivered	0	0
Total	36	720
Storytime Statistics	Library Storytimes	Childcare Storytimes
Storytimes Provided	6	23
Adults in Attendance	33	42
Children in Attendance	74	195
Total Attendance	107	237

Meetings and Site Visits:

Monday June 1, 2026, Hermiston

- Hermiston Oregon Child Development Coalition (OCDC) materials exchange.
- IMESD Home Visiting program at Hermiston BMCC materials pickup and gift book delivery with Marisol, Becca, Jenn, Deb, Liza, Ruby

Tuesday June 2, 2026, McNary

- Teen intern grant meeting via Zoom
- IMESD EI/SE at McNary morning class Storytime and gift book delivery with Katy
- IMESD EI/SE at McNary afternoon class Storytime and gift book delivery with Katy

Wednesday June 3, 2026, Umatilla

- Umatilla Morrow Head Start (UMHS) at Pine Tree Early Head Start Storytime and gift book delivery with Favi
- UMHS at Pine Tree Early Head Start Storytime, materials exchange and gift book delivery with Rhonda
- UMHS at Pine Tree Early Head Start Storytime and gift book delivery with Tina
- UMHS at Umatilla Head Start Storytime and gift book delivery with Janie

Thursday June 4, 2026, Hermiston

- UMHS at CWELC Storytime and gift book delivery with Early Head Start 3 Class
- UMHS at CWELC Storytime and gift book delivery with Early Head Start 4 Class

- UMHS at Rocky Head Start 1 Storytime and gift book delivery
- UMHS at Airport Way Classroom 3 Storytime and gift book delivery with Heather

Friday June 5, 2026, Athena

- Athena Public Library Storytime and gift book delivery with Stephanie

Monday June 8, 2026, Pilot Rock

- Pilot Rock Elementary Preschool material pick-up with Marcy

Tuesday June 9, 2026, Helix

- Helix Public Library Storytime and gift book delivery with Annette
- Staff Safety Meeting Heat Illness Prevention

Wednesday June 10, 2026, Milton Freewater

- UMHS at Milton Freewater materials pickup with Amy
- Walla Walla YMCA at Freewater material exchange and gift book delivery with infant/toddlers
- Lily's Kids Academy Storytime and materials exchange with Lily
- Little Ardo's Academy Storytime and materials exchange with Maria

Friday June 12, 2026, Weston

- Weston Public Library Storytime and gift book delivery with Heather

Monday June 15, 2026, Pendleton

- Elsie's In-home Childcare Storytime and materials exchange
- Lil' Sprouts Childcare Storytime and material exchange
- Mindy's Daycare and Preschool material exchange

Wednesday June 17, 2026, Pilot Rock

- Pilot Rock Public Library Storytime with Susan

Thursday June 18, 2026, Hermiston

- Misty's In-home Childcare materials exchange
- Angie's Kid Kare In-home Childcare Storytime and materials exchange
- UMHS Victory Square material pick-up

Monday June 22, 2026, Pendleton

- Pioneer Relief Nursery PreK Storytime, gift book delivery and material exchange
- Pioneer Relief Nursery Preschool Storytime, gift book delivery and material exchange
- Pioneer Relief Nursery infant/toddler material exchange and gift book delivery
- UMHS at Pendleton Early Learning Center Storytime and material pick-up with Cami
- Teen Intern Onboarding: Grace Warner

Tuesday June 23, 2026, Pendleton

- Teen Intern mentoring, planning for Connected Learning Project

Wednesday June 24, 2026, Stanfield/ Hermiston

- UMHS at Patriot Heights Early Headstart Storytime and materials exchange with Clarissa
- Stanfield Public Library Storytime with Cicilli
- Hermiston OCDC Gift book delivery with Sandy

Thursday June 25, 2026, Milton Freewater

- Milton Freewater OCDC Preschool Storytime with Angelica and Anel
- Milton Freewater OCDC Preschool Storytime with Blanca and Lupe
- Milton Freewater OCDC Preschool Storytime with Maricela and Maggie
- Milton Freewater OCDC Preschool Storytime with Erika and Vanessa
- Milton Freewater OCDC materials exchange and gift book delivery with Martha



Friday June 26, 2026, Adams

- Adams Public Library Storytime and gift book delivery with Amanda

Monday June 29, 2026

- July prep teaching Grace about collecting and updating slides of library program fliers and event announcements for the office window and creating a YouTube video.

Tuesday June 30, 2026

- Teen Grant midway report submitted

Ongoing Projects and Progress:

- Oregon Ready to Read 2026 Grant 50%
- Created and adjusted Take Off schedule to meet needs.
- Collection development/box revisions for requests and quality.
- Collect and update slides of library program fliers and event announcements for office window and YouTube
- Submitted Monthly Take Off! Report

Upcoming Projects and Activities:

- Parades and Farmer's Markets with Grace as she has decided to focus on marketing for her connected learning project.
- Stanfield 4th of July Parade
- Athena Caledonian Parade
- Pilot Rock Community Day Parade