

Director's Report to the Board of Trustees

July, 2018

- **SERVICE AND SERVICE PROMOTION**

GOAL #1: To maintain regular and open communications with all governing bodies, boards, librarians and the general public regarding the operations of the Suring Area Public Library.

- ❖ We will be reviewing the Trustee Essentials (16-18) and Library Policies (XVI-XVIII).
- ❖ There will be another Staff Inservice on Tuesday, August 7th, from 9 AM – Noon. We will be discussing any updates that have occurred with the computers as well as discussion on rearranging some of the shelves in the library for better visibility as well as physical access.

GOAL#2: To create, implement, and evaluate a wide range of programming for all segments of the population with an emphasis on children, teens, families, and senior citizens.

- ❖ Nursing home visits: the last visit to the Nursing Home brought 17 residents in to peruse some of the collection that I brought and 20 items were checked out. I will be going again this Thursday (7/26/2018).
- ❖ On Thursday, July 12th we showed the movie, "Coco". There were 8 people in attendance. On the 26th, I'll be showing "The Incredibles". The movie starts at 2 PM.
- ❖ On Thursday, August 9th, at 2 PM, the library will be showing the movie, "I Can Only Imagine" in the Learning Center.
- ❖ We had Knit and Hook on Monday, July 9th at 1 PM. There were 3 people in attendance. The next time will be Monday, August 6th.
- ❖ The Summer Library Program ended 7/24/18 on a high note. We went to Veterans Memorial Park to scatter the rocks that the kids painted a couple of weeks ago. A story was read, we had a pizza party and gave away some prizes. The bigger prizes will be drawn for toward the end of August as we want the kids to continue reading and keeping track on their reading logs.
- ❖ The Adult Summer Library Program is going very well. We have adults turning in their Bingo's, at which time they are able to pick out a prize from our goodie tote. A reminder that the Adult Bingo runs through the end of August and we'll be drawing for 2 grand prizes after Labor Day.
- ❖ The 3 book clubs continue to meet on a monthly basis. The 2 book clubs on the 2nd Tuesday of the month average 6 people. The Young at Heart book club averages 8.
- ❖ On Tuesday, August 7th, from 6 – 8 PM is Suring's National Night Out Event. The library will be setting up a Make and Take Craft table.
- ❖ Beginning next Tuesday, there will be no Storytime until after Labor Day. To offset the numbers we'll be losing because of this, the Library will have a Make and Take Craft area set up for the month of August.

- **ADMINISTRATIVE SERVICES**

GOAL #1: To nurture the Friends of the Library organization.

- ❖ A third order of Vande Walle's Candy Bars has arrived. The Friends and Library staff will continue to sell them. This has become a great and easy fund raiser for the Friends Group.
- ❖ The Friends of the Library had their annual Pie and Ice Cream Social on Sunday, July 22nd, down on the old Suring Bridge. The Suring Area Historical Society sold Brats along with

the Pie and Ice Cream. There was music and conversation. The 2 organizations did very well and a huge Thank You to those that contributed to this event.

GOAL #2: To create and implement a long-term plan for the Suring Area Public Library.

- ❖ A Long Range Planning meeting will be scheduled for August.

• **COLLECTION MANAGEMENT**

GOAL #1: To review collection development options that include both traditional and non-traditional materials.

- ❖ The August Book Page has come in. Pick one up to see what's new!
- ❖ I've ordered a few more books for our Genealogy Section.

GOAL #2: To develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.

- ❖ We won't be weeding again until next year.

• **FACILITIES MANAGEMENT**

GOAL #1: To actively assess the care and maintenance of the library building and grounds.

- ❖ Mary Smith (Ag Teacher at Suring School is watering and managing the gardens outside of the Library. She has talked to myself as well as Carol as to changes that she and her class would like to make to the gardens. They would like to create a wildflower area instead of having the boxes that are there now.

GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.

- ❖ Staff has already planned for display changes through the fall. The areas of display are the 2 tables in the library as well as one display case in the entryway to the building.

The Suring Area Public Library connects people with information, ideas, and experiences to provide education and enjoyment.