

# Director's Report to the Board of Trustees

## September & October, 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 (22-24).
- ❖ I attended the ARSL Conference in Springfield, IL, September 12-15. What an amazing experience. Breakout sessions I attended were: "Size Doesn't Matter"; "Library Signage"; "Increase Circulation"; "Staying Positive in Negative Times"; "Usability and Workflow"; "Low Cost/No Cost Ways to Reward Your Staff"; "Big Programs Little Budget"; "30 Ways to Make Your Small Library Extraordinary". A lot of the focus was how small rural libraries can do big things to help their patrons and communities.

**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.**

- ❖ The Annual Halloween Party will once again be held at Red Maple Golf Course on Saturday, October 27<sup>th</sup>, from 2-4 PM. The library received a Thrivent Card from the Friends of the Library which will be used to purchase kid's books through Scholastic.
- ❖ Trick or Treating will take place on Saturday, October 27<sup>th</sup> from 4-7 PM.
- ❖ The Oconto County Reads event that was held on September 30<sup>th</sup> (Author Patricia Skalka spoke), was again a success. There were 25-30 people in attendance.
- ❖ On October 4<sup>th</sup>, "Halloweentown High" was shown at the Library/2 people. "The Book Club" was on Thursday, October 18<sup>th</sup> at 5 PM/20 people. "Hocus Pocus" will be shown on Monday, October 29<sup>th</sup> at 1:30 PM.
- ❖ Kids Fall/Halloween Make and Take crafts will take place the week of October 22<sup>nd</sup> – 26<sup>th</sup>. This will be in the library.
- ❖ Knit and Hook will be put back to its original schedule (first and 3<sup>rd</sup> Thursdays of the month at 5PM in the library beginning in November. This time seems to work better for most people.
- ❖ Storytime annual trip to Delzer's Pumpkin Patch will be Tuesday, October 30<sup>th</sup>. We will meet there at 9:30 AM.

### • ADMINISTRATIVE SERVICES

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

- ❖ The library had its annual Friends Appreciation Dinner in the Learning Center on October 1, 2018 at 5 PM. There were 25 people in attendance. We have this dinner each year to thank the Friends of the Suring Area Public Library for all they do for us.
- ❖ Candy Bar sales are still going on and likely to on a regular basis.

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

- ❖ We will have a meeting in November before the Trustee meeting.

### • COLLECTION MANAGEMENT

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

- ❖ I've added new board books to our collection. We've been receiving a lot of movie donations which were also added to the collection.

**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.**

- ❖ Nothing out of the ordinary to report.

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

- ❖ The library will be purchasing a desktop computer to replace one of the older public computers. This will be done the beginning of next year.

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