

Director's Report to the Board of Trustees

June, 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 (13-15) and Library Policies (XIII-XV).
- ❖ A Budget committee meeting needs to be scheduled for July.
- ❖ The library has a very basic laminator. That being said, we will offer laminating services to the public for a fee. We don't get too many, but since we've had a few, the staff and myself thought it would be an easy service for us to offer. It will cost \$2.00 per page.

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 10 residents in to peruse some of the collection that I brought and 17 items were checked out. I will be going again in July.
- ❖ On Thursday, May 17th we showed the movie, "Jumanji, Welcome to the Jungle". There were 9 people in attendance. On the 24th, we showed the movie, "Peter Rabbit". There were 13 people in attendance.
- ❖ We had Knit and Hook on Monday, June 4th at 1 PM. There were 5 people in attendance. We will continue with it in July.
- ❖ The Library will be showing the movie "Coco" on Thursday, July 12th and "The Incredibles" on Thursday, July 26th. Both movies will begin at 5PM.
- ❖ The Summer Library Programs are going very well. There are 40 kids registered so far and 30 adults registered. The first day of the kids program, Lane Ludtke (aka Lane Lee), performed some songs for us as well as showing the kids his 2 guitars and banjo. After that, we broke into 2 groups and I took the older kids into the library. I explained to them what we would be doing, we talked about music and the different instruments and the kids read for the rest of the time. This past Tuesday, Carol Heise came in and taught the kids exercises and dance moves to music. We then split the groups again (Tina and Barb taking the younger kids and myself taking the older kids). We did some research on the computer and picked three instruments that we are going to be making on Tuesday, June 26th. There will be no Summer Library Program on Tuesday, July 3rd. We'll resume again on the 10th, when we will be painting rocks. The adult program is again BINGO. The only difference being that we are giving out small prizes throughout the summer and will draw 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.
- ❖ A patron of the library has a son that made a sample pallet (to paint on) for us for our next class. I think I will have him make the pallets from now on. He did a fantastic job. They are a lot smoother and will be easier to paint on.

• ADMINISTRATIVE SERVICES

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

- ❖ The second order of candy bars have arrived and are selling quickly. The library will be purchasing some to give away as prizes for the Summer Library Program.

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.

- ❖ We have moved the Adult Fiction books around in order to make more room for our Large Print collection that continues to expand.

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.

- ❖ The toilet in the women's bathroom is installed. There is a slight issue with wobbling which I will speak to Jeff about and see what can be done.

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

- ❖ I will have people counter numbers for the July meeting.

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