

August, 2022 Director's Report to the Board of Trustees

- **SERVICE AND SERVICE PROMOTION**

Maintain regular and open communications with all governing bodies, boards, librarians and the general public regarding the operations of the Suring Area Public Library.

- I attended the Town of Maple Valley meeting on August 11th. I reported on what we do at the library as well as upcoming events. I also brought our August Newsletter for people to take.
- I received word from Nicolet Federated Library System that the Innovation and Improvement Grant that I applied for was approved for 100% of the funds that were requested. Our mobile hotspots will now be covered by the grant monies. Laurie, Tina and I will be attending online training of the Hotspots on September 8th at noon.

Create and implement a wide range of programming for all segments of the population with an emphasis on children, teens, families, and senior citizens.

- Children's Summer Reading Program concluded August 16. There were over 45 kids registered, 50 reading logs completed and over 21,000 minutes read. There were 3 grand prizes awarded: the New Zoo, Luv to Play, and a Timber Rattlers package. The Adult Program will run through Labor Day with the final gas card drawing taking place September 6. There are over 40 adults registered.
- Randy Peterson performed at Veteran's Memorial Park on Wednesday, 7/27/22 at 2 PM. There were 32 people in attendance. There was lots of music and audience participation.
- We will be having an Essential Oil Roller Ball program on Thursday, August 8th in the Learning Center. Pam Nelson will be conducting the class. There will be 2 options to choose from: Restful Sleep and Uplifting. People that come will pay Pam for the cost of supplies.
- The library will start showing movies again. We have decided to get a movie license for the next year. It will begin in September.
- National Night Out was Tuesday, August 2nd from 6 – 8 PM at Veteran's Memorial Park. The library had a table set up with a craft, and there was information on the library available. There were over 150 people in attendance.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The Friends of the Library generously gave the library \$2,400: \$1,000 for office supplies, \$1,000 for Katie for craft supplies and \$400 for our movie license.
- The Friends have also paid for a new disc resurfacer for the library. We were able to trade in the old one and received \$2,000 off on the new resurfacer. Thank you Friends!
- The Friends have put a box in the library to collect donations of school supplies for Suring School.
- Donated books will be sorted in preparation for the little libraries.
- The Friends Raffle takes place Labor Day, September 5th at Veteran's Park at noon. The proceeds will go toward special programs down at the park.

- The Friends Book Sale takes place Thursday, September 1st through Saturday, September 3rd from 9 AM – 5 PM. There are many items for the sale (books, DVD's, music CD's and more). Laurie, Tina and I will help set up for the sale that Thursday morning at 7 AM.
- The next Friends meeting will be September 12th at 5 PM.
- **To create and implement a long-term plan for the Suring Area Public Library.**
 - The Library Survey is ready to go on our website. All that is left is to make paper copies for people that want to fill one out by hand and working on advertising.

- **COLLECTION MANAGEMENT**

Review collection development options that include both traditional and non-traditional materials.

- I have sent in an order for Playaway audiobooks and kids Wonderbooks.

Develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.

- Laurie and Tina have finished weeding. Those items that have been weeded will go into the Friends Book Sale Labor Day weekend.

- **FACILITIES MANAGEMENT**

Actively assess the care and maintenance of the library building and grounds as well as evaluate the functionality of the library and recommend and/or make changes as needed.

- I am compiling a list of painters to contact. I will be asking them to come in and give me a quote for any repairs and painting the inside of the library.

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