

## ***August, 2023 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 gave Director's Report to the Town of Mountain on August 8th. I plan on giving reports to the Towns of Brazeau and How in September, which will be all of the Municipalities for 2023.
- Samantha is doing a great job of posting happenings at the library on our Facebook page.

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

- We will start showing movies again in September.
- Bug Tussel will be holding 3 more classes to take place in September, October and November. They are: Is Tech Safe? How Technology Affects Your Health on September 8; Email Basics on October 5<sup>th</sup>; Info is Out There! How to Search for Information Online on November 2<sup>nd</sup>. The classes will be held at 1 PM.
- We still have WI State Park passes available. This program runs through the end of the year. Patrons can receive a FREE WI State Park Pass that is good for a day.
- The Kids Summer Library Program ended Friday, August 18<sup>th</sup>. There were 70 kids registered. Winner of the Middle Schoolers drawing will receive tickets to Bay Beach. Older kids drawing will be an Amazon Gift Card. The young kids will receive a board book. 36 Adults registered for the Adult Program. The Adult Program ends after Labor Day. There will be gas cards issued to the winners of the drawing.
- National Night Out was Tuesday, August 1<sup>st</sup>. It was a huge success. We handed out over 50 crafts for the kids to make. We also had free bookmarks, stickers and talked with people about what is happening at the library.
- Jurassic World Live will be at the Resch Center for six performances from October 26 – 28. The tour partnered with local public libraries to give kids the opportunity to earn a free ticket by reading 5 books and redeeming the stamped Reward Club Card for the ticket. The program is for kids age 2 – 12 and begins in September.

- **ADMINISTRATIVE SERVICES**

**To nurture the Friends of the Library organization.**

- The Friends Annual Book Sale will be held Thursday – Saturday, August 31<sup>st</sup> through September 2<sup>nd</sup>. Thursday and Friday will be 9 AM – 5 PM and Saturday will be 9 AM – 2 PM.
- The Friends have a new brochure that Sam designed and the Friends approved.

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

- There were 2 meetings for the Access Committee to discuss library hours. Library hours, at this time, will remain 9 – 5 Monday through Friday. There was 1 Staff Committee meeting to discuss the new Clerical/PR position that was set up (number of hours, pay rate).

- **COLLECTION MANAGEMENT**

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

- I've started adding more Large Print books to our Young Adult collection. Youth large-print books make the process of visualizing information easier for readers, which can lead to reading more often and for longer periods of time. Large print is also beneficial because of its simplicity and accessibility.

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

- Weeded books are ready to be set up for the Book Sale.

- **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.**

- The Village and Library have hired new custodians. They work 3 days a week, shampoo carpets and wash windows once a year.

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