

February, 2024 Director's Report to 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.

- The person who was volunteering through the Forward Services Program out of Shawano is continuing to volunteer even though the program is done.
- I am serving as a mentor to Wabeno Public Library Director, Jasmine Hansen. I will be going up to visit the Wabeno Library in March. We have been in touch via email and everything is going well.
- I have completed the Annual DPI Report. We will approve at the Trustees meeting and sign off on it.

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

- The Library has started up an informal exercise get together on Thursdays at 4 PM. We play exercise routines from You Tube whether it be walking in place, walking outside, Yoga or targeting certain areas of the body. So far there have been 2 people exercising. We also have them sign a waiver.
- Maker Monday (2/12/24) had 12 in attendance. There was a Valentine's paper plate craft. The next Maker Monday will be 3/11/24 at 2 PM.
- We have had several people attend Hook & Knit on the 1st & 3rd Wednesday of the month.
- There will be Bug Tussel programs coming up in March & April. On 3/7/24 will be News Literacy, which will teach us how to identify reliable sources of information, determine which news reports are credible and understand what hidden agendas might be present in media you consume. On 4/25/24 will be Smartphone Basics, which will include how to turn your device on and off, answer and make calls, read and send text messages and more.
- Sam and I have started discussing the Summer Reading Program and some of the things we'd like to do. There are 3 entertainers lined up, and we would like to set up a "Tail Trail" where we would set up pages of a story in local businesses and parents and their kids would go around town reading the story. They would get a card stamped at each business and earn incentives. We will send out sponsor letters the beginning of April.
- We tried having a movie on 2/19/24 but no one showed up. The weather is just too nice. We will have movies in March.
- Book Clubs are still going strong.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- There are tentative dates for Friends fundraisers for 2024. The first event will be Chocolate and Cheer which will take place in April.

- **To create and implement a long-term plan for the Suring Area Public Library.**
 - Always a work in progress.
- **COLLECTION MANAGEMENT**
Review collection development options that include both traditional and non-traditional materials.
 - One of our patrons donated a lot of DVD's to the library. We have at least 75 on our shelves and the rest for the book sale Labor Day Weekend.
 - One of our patrons has made a monetary donation to start a Native American collection in our library. I have put in an order for books for the collection.

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

- Weeding has started. DVD's, music cd's and audiobooks are being weeded. Laurie and our volunteers have weeded the DVD collection to make room for more new DVD's as well as any that are donated.
- **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.
 - Since the inside of the library was painted a little over a year ago, we have wanted to get the trim inside the library done. A local painter, Sarah School, has given us an estimate and it will be discussed at the Trustees meeting.
 - I will be talking to Mary Smith (Ag teacher at school) in March about our flower garden and what needs to be done.

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