

Director's Report to the Board of Trustees

May, 2019

• 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.

- ❖ There was a staff meeting on Wednesday, May 1st, from 9-Noon. Besides discussion on the latest news, we also rearranged some shelving to create more space. Stop in and take a look.
- ❖ I attended the Village of Suring board meeting on Tuesday, May 14th. I told them about our Wi-Fi installation, the Friends Rummage Sale, the ARSL conference in September as well as other happenings in the Library.
- ❖ The Oconto County Library Services Board met again Tuesday, May 7th (see attached Minutes). The previous allocation percentages: Circulation-45%; Circulation to Non-Residents-20; Program Attendance-15%; Total Collection-10; Total Service Population-10%. The new percentages: Circulation-30%; Circulation to Non-Residents-15%; Program Attendance-20%; Uses of Public Internet-20%; Total Service Population-15%.

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.

- ❖ To date, we have received \$700 in donations from area businesses toward the Summer Reading Program.
- ❖ "Ralph Breaks the Internet" will be shown Thursday, May 16th at 4PM.
- ❖ Paint and Pallet will be held Thursday, May 30th at the Town of How Community Building at 6:00 PM. We do need more people to sign up.
- ❖ We are still doing Maker Monday's the 2nd Monday of the Month, Hook and Knit the 1st and 3rd Monday's of the month as well as our Monthly Books Clubs and Storytime on Tuesday mornings.
- ❖ The Summer Reading Program will begin the middle of June. Newborn to Pre-K will be Tuesday mornings (in place of Storytime) from 9:30 – 11:00 AM; K-2nd grade will be Friday mornings from 9:30 – 10:30 AM; 3rd-5th grade from 11:00 – Noon. The program runs for 5 weeks. There will also be an Adult Program taking place through August.
- ❖ On Friday, July 12th at 4:30 PM, there will be a special presentation called "Incredible Bats" put on by Daniel and Sharon Peterson. They will be bringing their Egyptian Fruit Bats and African Straw-Colored Bats to show everyone. This event is open to the Public and FREE.

• ADMINISTRATIVE SERVICES

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

- ❖ The Friends Rummage Sale was a huge success. Their next big event is the Pie and Ice Cream Social.

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

- ❖ Nicolet Federated Library System has created a grant from monies left over from last year. Gillett, Lena and Suring Libraries are collaborating on the grant application. The three Oconto County libraries wish to partner together to bring virtual reality to our communities. We hope to introduce our County to a new technology that allows them to explore and learn in-house in a fun and interactive way. VR is a great way to provide news, information, and educational content to our library users. We are also planning outreach programs to our local senior centers, daycare facilities (and possibly the schools). We would like to purchase 2 Virtual Reality headsets for each library (6 total), along with storage containers for each. These 6 sets could be shared amongst our three libraries in case of a special program at any one library (special programs may need all 6 sets on-hand). Our three libraries plan to work together on a Virtual Reality Kick-off event to showcase and demonstrate this technology. We will also reach out to our local talent first, and will pick a targeted group of patrons (possibly teens) who may be interested in being testers for this new program at our libraries. We will ensure that our staff are trained in how to use the equipment, so they can best promote it among library users; and they will be invaluable support as we take this new programming on the road.

• **COLLECTION MANAGEMENT**

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

- ❖ We are adding more books to our Genealogy Section.

GOAL #2: To develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.

- ❖ The library is looking into purchasing a scanner that we would be able to use when weeding. The scanner would be plugged into a laptop and the person weeding would then just be able to go along the shelves, scan the item to discard and pull it from the shelf to store in the back room. This scanner would also be used with the second circulation desk (we do need a new one as the old one is an original).

• **FACILITIES MANAGEMENT**

GOAL #1: To actively assess the care and maintenance of the library building and grounds.

- ❖ Mary Smith has been bringing her classes over and started digging up the gardens next to the library.

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

- ❖ Our wireless has been installed and is working beautifully. The staff and myself have been promoting our wireless to patrons who use the library.

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