

September, 2020 Director's Report To the Board of Trustees

- **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.

- The library continues to be very busy. I believe it's safe to consider opening 2 days a week from 9am – 2pm. So far, school is moving along as well.
- Learning the new circulation system is moving along at a steady pace. We continue to submit questions to OWLSnet on a regular basis. We are learning as we go.
- I attended the Oconto County Library Services Board Meeting on September 2nd. The Board approved the Joint Library Agreement. It now moves on to the Finance and County boards for final approval. I was told by Kevin Hamman that it was not necessary to attend these meetings.

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.

- We're working on getting our Young at Heart Book Club going again. We would be able to have it and still be socially distanced. Everyone will be encouraged to wear masks.

- **ADMINISTRATIVE SERVICES**

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

- The Friends annual Book Sale on Labor Day Weekend raised over \$500.00. They also sold \$136.00 worth of candy bars.

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

- I have started receiving signed copies of the edited Joint Library Agreement. There have been no questions at this point regarding the edits.

- **COLLECTION MANAGEMENT**

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

- Even though we have been closed, I continue to order new items for our library. Our book budget is spent at this point. There is a little money left in donations.

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 will do some weeding next year. We have yet to learn how to do it with the new system.

- **FACILITIES MANAGEMENT**

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

- Justin School has not been to the library to start repairs on the roof yet.

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

- Our newest scanner had to be sent back as it's not working right.
- When we are open, we also have computers available for patrons to use.

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