

February, 2021 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.

- Library staff have discussed and agreed that we are going to try opening on Fridays (1-5 PM), beginning Monday, March 1st.
- Laurie, Tina and I have finished Compassion Resilience Facilitator Training (through the DPI). This training looked at academic scholarship, ancient wisdom traditions, and personal creative practices for strategies that will help us stay true to ourselves in times of stress. In particular, we looked at practices that will help us accept, and even embrace, discomfort, messiness, and vulnerability in our lives and work.
- I attended the Wild Wisconsin Winter Web Conference. This conference is held each year and is all held online. Some of the sessions were: Emoji's: What are they and how they help with Marketing; The Accidental Library Marketer; Introduction to Inclusive Marketing; Connecting the Community-Digital Inclusion; Library Director Jenga: The Perpetual Challenge; Decreasing Barriers to Library Use; Libraries Lift Limits on Learners; Rejuvenate Your Team with Compassion Resilience; Staying True to Yourself in Times of Stress.
- The Annual DPI Library Report is complete and will be approved by the Trustees at the February meeting.
- We need to replace 2 computers this year, as well as upgrading to Windows 2019 on 5 of the computers. The cost will be more than what was budgeted for computers/software for 2021. I am waiting to receive a quote.

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

- There were Valentine Take and Make Crafts on the bench in the hall for children to take home and do. There will be St. Patrick's Day Crafts for March.
- I am setting up an entertainer for this summer to coincide with our Summer Library Program. It will be an exotic animal presentation that we will do down at Veterans Park. I have also set up a "Mysterious Creatures of WI" program to take place October 21st. Whether that program will be in person or virtual will depend on where we're at with COVID. I'm looking for more entertainers to schedule throughout the year.
- The Annual Art Show that takes place at the library and is sponsored by the Suring School will be held virtually this year. The art teacher will be sending me a link to put on our Facebook page for those that would like to see the talented art students' work.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The annual Pie and Ice Cream Social will take place July 18th.
- The annual Rummage Sale will take place April 29th & 30th, May 1st, and May 6th – 8th at the Town of How Community Building.

- The annual Book Sale will take place September 2 – 4 in the Learning Center.
- It was recommended that at Christmas, the Friends will put blue lights on the bushes (as well as the red and green) to honor police officers.

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

- New committee members will be appointed at the February meeting.
- The by-laws were updated and changed by myself and Candie Lehto. We will approve changes at the February meeting. I will then retype the new document for final approval at the March meeting.

• COLLECTION MANAGEMENT

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

- We continue to order new items for our library.

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

- I've just printed the 5 year no circulation list so that staff can begin weeding. The discarded items are put in the Friends annual 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.

- Everything is running smoothly when it comes to maintenance of the building and grounds.

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