

February, 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.

- On Wednesday, March 15, Laurie and Sam will be doing in person training in Gillett for our circulation system. They will be splitting the day.
- I have completed the Annual DPI Report. It will need approval at the February Board Meeting.
- I am again applying for the Youth Service Support Grant and the Library Services Grant through NFLS. The YSS Grant has increased from \$150.00 to 375.00 and the Library Services Grant from \$488.00 to \$508.00. I would like to use the funds for more Large Print Books and to add to our Playaway Collection.
- I received an email from a gentleman at Bug Tussel University. He is interested in setting up a technology class here this summer for Senior Citizens. He gave me a list of the classes, so I will be in touch with him to discuss the options.

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 Suring School will be having their Annual Art Show in the Library on Wednesday, March 1st, from 4:30 – 6:00 PM.
- The library has Story Time on Tuesday mornings from 9:30-11 AM.
- Hook & Knit takes place the 1st and 3rd Wednesday's of the month at 2:00 PM.
- Maker Monday takes place the 2nd Monday of the month at 2PM. We will be crocheting shamrocks.
- We have started work on this years' Summer Reading Program. I have 2 entertainers lined up and will be getting in touch with a 3rd within the next week.
- We will be showing 2 movies in March. Bandit will be shown on Monday, March 13th at 5 PM. I have not decided on the 2nd movie but it will take place Monday, March 20th.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The Friends had their January meeting on 1/9/23. They were able to put a tentative schedule of their fundraisers together for 2023: Chocolate and Cheer on 4/27/23 at Randy's Place Bar and Bowl, Annual Rummage Sale, Annual Pie and Ice Cream Social and Annual Book Sale on Labor Day Weekend. Dates have not been determined yet for the Rummage Sale and Social.
- The Friends will also be helping with the cost of the entertainers for the Summer Library Program again this year.

- **To create and implement a long-term plan for the Suring Area Public Library.**
 - This will be discussed at the Board Meeting.
- **COLLECTION MANAGEMENT**
Review collection development options that include both traditional and non-traditional materials.
 - We have added 3 more Stay Sharp Kits to our collection.
 - We are thinking of putting our games and puzzles into the system for people to check out.

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

 - Laurie and Tina will be weeding our collection within the next couple of months.
- **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 library is now hooked up to the generator.
 - The gentleman that put our sign up will be coming to the library within the next couple of weeks to replace some parts that are not working.

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