June, 2026 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.

  - On Thursday, June 11th, we had "Trustee Training 101" in the Learning Center. Tracy Vreeke from Nicolet Library System and Kristin Laufenberg from Outagamie-Waupaca Library System talked about Trustee rules and responsibilities and answered questions from those present.

  - Trustee Essentials and Policies will be reviewed.

  - Each year I apply for the Innovation and Improvement Grant through Nicolet Library System. It's a grant that Nicolet provides to any the libraries in the system if they want to apply for something that is within the grant guidelines. The proposal that I had to submit to NLS (due to the amount requested is over $5,000) was approved and I have submitted the grant application. As you recall, the grant is for a privacy booth to install in the library.

  - Our new circulation system will start to be installed August 19th. This process will take 5 days which means all libraries in the system will be closed August 19 – 23 (Wed. – Sunday). There will be no resources available for patrons or staff to use during this time. The staff and myself plan to come in and do some purging and cleaning during this time.

- **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 2026 SRP began June 8th in the Learning Center at 9:30AM. The theme is "Unearth a Story" and we have some great things planned. On Tuesday, June 16th Madison Circus Entertainment performed. There were 50 people in attendance. Our next show is July 7th and will be Magic and Science, at 10 AM; July 21st will be Stuart Stotts/Author, Storyteller, Educator and Songwriter, 2 PM; August 7th will be Dino Dimensions at 2 PM and the SRP closing event on August 11th will be a Dino Dig at 10 AM. All of these events will be held at Veteran's Park in Suring and are FREE of charge. There will also be arts and crafts as well as stories to read to the kids throughout the summer.

  - Through the County, the Library is having a Foot Clinic the first Thursday of the month from 8 am – 3 PM in the Learning Center. This is done by appointment.

  - Oconto County Public Health has received a grant to establish an Air Quality Flag Program throughout the county. We have received our flags and information to start the program. The goal of the Air Quality Flag Program is to keep Oconto County residents aware of the county's air quality and the health impacts of air pollution. This program relies on 5 physical flags that will represent the air quality within the county. The library will be taking part in this program.

  - Our State Park Pass Program is again going on. Come into the library and pick up a free day pass to any State Park in WI. You need to know the date that you are going and the pass is for 1 day. This is FREE.

- **ADMINISTRATIVE SERVICES**
  To be a liaison between the Friends of the Library organization and the Library.

  - The Friends next event is their Annual Bridge Social on Sunday, July 26th from 9 AM – 2 PM. There will be brats, hamburgers (supplied by the Suring Area Historical Society), Pie, Ice Cream and more.

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

  - As per the library's Long Range Plan, we are reviewing and updating Library Policies as needed.

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

  - We are getting more jigsaw puzzles to put into circulation.

  - All of our Phonics Kits are complete and ready to be checked out.

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

  - We are heavy into weeding of our collection at this point. We also have books that have not circulated but we have not deleted. They are on display to encourage patrons to check them out so we don't have to get rid of them.

- **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 Village and Library have hired a company to clean the library. They are very reasonably priced and have other businesses they clean for which include the Oconto Falls Library. They will start the beginning of June. Our high school students that have been cleaning have become too busy with sports during the school year and other jobs in the summer.

  - We have asked our cleaning service to give us a quote to wash our windows instead of paying someone else to come and do it and probably charge more.