

March, 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 I did in person training in Gillett for our circulation system. A lot of the training was review and there were also some useful tips and shortcuts in the system when checking materials in and out.
- Candie and I are going to be working on the policies Wednesday, March 29th.
- The Suring Police Chief will be giving us all ALICE Training on Wednesday, April 19th.

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 had their Annual Art Show in the Library on Wednesday, March 1st, from 4:30 – 6:00 PM. There were over 100 people in attendance and it was a huge success.
- I received a call from Bug Tussel University. We have set up classes to take place the first Wednesday of the month in June, July and August. The classes are: Wednesday, June 7, Fun With Photos 10:00-11:00 a.m., Tech Help 11:00 a.m.-12:00 p.m.; Wednesday, July 5, Keep Your Tech Appy 10:00-11:00 a.m., Tech Help 11:00 a.m.-12:00 p.m.; Wednesday, August 2, Remove the Hassle from Passwords 10:00-11:00 a.m., Tech Help 11:00 a.m.-12:00 p.m. These classes are open for everyone and are FREE of charge.
- 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. New View from Gillett will start bringing kids again.
- We have started work on this years' Summer Reading Program. I have 3 entertainers lined up throughout the program: June 13 at 2 PM, Jeff McMullen/Magician; June 21 at 1 PM, Jim Lenz/Magic and Science Guy; July 10 at 10 AM, Dinosaur Dimensions with Curt Strutz. Sam has sent out sponsor letters as well.
- "Bandit" was shown on Monday, March 13th at 5 PM with 5 people in attendance. "The Hustle" will be show Monday, March 27 at 5 PM.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The Friends 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 the Annual Book Sale will be 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.**
 - The Long Range Plan was discussed at the February Board Meeting. A few corrections and the Plan will be good to go.
- **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.
 - We have started hanging things back up in the library.

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