

October, 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.

- Our Nicolet Advisory meetings are still taking place every other Thursday online. We all continue to monitor the latest news regarding Covid and what each library is doing in response to that news. As of right now, most libraries have canceled in person programming for the time being.
- I am attending this years' ARSL conference virtually. Their breakout sessions can be listened to on demand. November 16 – 19, I will be attending the annual Wisconsin Library Association conference in Green Bay at the KI Center. I will be attending breakout sessions in person. I will have more information about the breakout sessions when both conferences are done.

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

- I have another email out to Jill Cholewa from UW-Extension regarding programming. I'm assuming there are no in person programs at this point due to the high numbers of Covid. I will continue to keep communications open with Jill.
- After school programming starts back up the beginning of November. Kids will come over 3 days a week from 4:00-4:45pm. Three separate age groups: K-1st, 2nd-3rd, and 4th-5th. No more than 10 kids per group. The first couple of times, I will teach the kids about coming to the library; they will get a registration form to take home for them to get a library card. Eventually, the kids will check out books and each week, bring them back, check out more, and I will read a story to each group. Prep time and reading will average 3 hrs.a week.
- Kim Gruetzmacher is having another demo for Color Street Nails in November. We will have a date next week.
- I'll be starting our Hook and Knit sessions back up in November instead of this month. They will take place on the 3rd Monday of the month at 1 pm in the library by the fireplace. Anyone can come with their project they're working on (knitting, crocheting, needlepoint, etc.). This is an opportunity for people to talk and share their craft.
- I'm looking at starting up our Maker Mondays the end of November or beginning of December.
- Taking books to the Nursing Home is temporarily stopped due to a change in activity director (previous director passed away). I hope to start back up soon, as I continue to keep in touch with them.
- There are Halloween Take and Make crafts that the kids have been picking up.
- Suring Halloween Kids Party is Saturday, October 30th, from 2-4 PM at the Suring Fire Department Garage. The library and Friends group donated candy bars for the goody bags.
- Village of Suring Trick or Treating takes Place Saturday, October 30th, from 3-6 PM.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The money that the friends made from their Labor Day raffle was donated to the library. The funds will go toward our collection.
- There was no Friends meeting in October. The November meeting is the 1st.

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

- Questions are being compiled for the library survey and the Long Range Planning Committee will be having a meeting to fine tune the survey and go over the questions.

- **COLLECTION MANAGEMENT**

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

- I have purchased Wonderbooks from Playaway. Wonderbook is a print book with a ready-to-play audiobook inside. Kids will press play to read along with their favorite books and then switch to learning mode for literacy learning and fun. I have also ordered more adult Playaway audiobooks for our collection.

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

- The staff has been weeding some of our old DVD's that haven't been checked out for 3 years or better. We need to make more room for new DVD's.

- **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 is in the process of looking for a custodial person to take over once Anita is done in December. She has talked to one agency this week and is waiting to hear back from another agency to set up an appointment.

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