

September, 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.

- Director's Report to the Town of How was given by Kate Mikle as I had an emergency to tend to. I also gave Directors Report to the Town of Brazeau on Tuesday, September 19th. All Municipalities have been covered this year.
- On Labor Day, the foyer was open and we gave out free water and coffee that was donated by the Trochtas. The bathrooms were also available for those that needed to use them and people came in just to cool off. The whole thing was well received.

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 library showed "Book Club the Next Chapter" on Monday, September 18 at 1 and 5.
- Bug Tussel will be holding 2 more classes to take place in October and November. They are: ; Email Basics on October 5th; Info is Out There! How to Search for Information Online on November 2nd. The classes will be held at 1 PM.
- This month is National Library Card Signup month. There is Library Trivia for adults and kids, Take and Make craft for kids, Oops! Cards and fines are waived on past due materials. There will be a drawing for 1 adult and 1 child for those that participate in the Trivia Contest will be entered into a drawing.
- Hook Knit will be starting up again in October. Maker Mondays are going very well. There are usually between 10-15 adults in attendance. Myself, one of our patrons and Katie (brings the adults from New View) take turns with the crafts. Storytime is also going well. Sam averages between 12-15 kids each week. The kids have started working on Fall crafts.
- Jurassic World Live will be at the Resch Center for six performances from October 26 – 28. The tour partnered with local public libraries to give kids the opportunity to earn a free ticket by reading 5 books and redeeming the stamped Reward Club Card for the ticket. The program is for kids age 2 – 12 and begins in September.

- **ADMINISTRATIVE SERVICES**

To nurture the Friends of the Library organization.

- The Friends Annual Book Sale was held Labor Day Weekend. There was a great turnout of customers and the Friends made over \$900 which is a first for the group. There is no October meeting. The Friends will meet back up on November 6th.

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

- Sam will be attending the September Library Board Meeting as she has some questions regarding the Clerical/PR position and how it will work.

- **COLLECTION MANAGEMENT**

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

- I've started adding more Large Print books to our Young Adult and Adult collection. Youth large-print books make the process of visualizing information easier for readers, which can lead to reading more often and for longer periods of time. Large print is also beneficial because of its simplicity and accessibility.

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

- Weeding is complete until next year, although we will pull an item here and there if need be before then.

- **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.

- I have ordered new storage shelving for the store room in the Learning Center. Staff and myself will be rearranging the room to make room for the shelving as we want to store the book sale books in that room from now on. We need the shelf space in the library store room that was used to store the books on. Also having the books stored in the Learning Center is much closer when the time comes to set up for the book sale.

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