

# Director's Report to the Board of Trustees

## May, 2018

### • SERVICE AND SERVICE PROMOTION

**GOAL #1: To maintain regular and open communications with all governing bodies, boards, librarians and the general public regarding the operations of the Suring Area Public Library.**

- We will be reviewing the Trustee Essentials (10-12) and Library Policies (X-XII).
- Plates for the Shadow Box Endowment are in for Leslie Suring and Susan Moore. Jeff will be putting them up as soon as he's able. We'll also be getting a plate in memory of Charles and Dolores Pendl by the family.
- On March 14, 2018 Governor Walker signed Assembly Bill 572 into law. The bill expands eligibility in the Technology for Educational Achievement program (TEACH) to include certain rural community libraries. TEACH provides information technology grants to school districts to improve technology infrastructure and technology training grants for educators. The current state budget Governor Walker signed into law increased funding for TEACH by \$22.5 million.

That being said, our Library is eligible to receive funds from this grant. The purpose of this grant is to improve information technology infrastructure for eligible school districts and eligible libraries. I turned in the application to NFLS and will hear a response by June 4. Suring Library was not the only library in our county to be eligible for this grant. Gillett, Lakewood and Lena are also eligible. We would have to use the monies for technology training so Gillett, Lakewood, Lena and Suring are working on some sort of training that we would all be able to do (staff included) together. I will know more about the dollar amount and what we are going to do with it by the June meeting.

**GOAL#2: To create, implement, and evaluate a wide range of programming for all segments of the population with an emphasis on children, teens, families, and senior citizens.**

- Nursing home visits are going well, average of 6 people each time, and most times I'm there every 2 weeks. I will be going again on the 24<sup>th</sup> of May.
- On Thursday, April 19<sup>th</sup>, we showed "The Greatest Showman" at 5PM in the Learning Center. There were 5 people in attendance. Thursday, May 17<sup>th</sup> we're showing the movie, "Jumanji, Welcome to the Jungle". On the 24<sup>th</sup>, we'll be showing the movie, "Peter Rabbit".
- We had Knit and Hook on Monday, May 7<sup>th</sup> at 1 PM. There were 5 people in attendance. On May 21<sup>st</sup> will be another session.
- Another Paint and Sip event was held on Wednesday, May 9<sup>th</sup> at the Town of How Community Building. There were 8 people in attendance. We are planning a painting event on wood pallets in late Fall.
- The library is still collecting non-perishable food items. We've gotten a few more items in.
- The library has received \$525 so far, for the Summer Library Program. We are getting funds from the Friends of the Library as well as the money that was made selling candy bars.

### • ADMINISTRATIVE SERVICES

**GOAL #1: To nurture the Friends of the Library organization.**

- The Friends asked if I could order ten more totes of Vande Walle's candy bars. They would like to extend this fundraiser, as sales are good and it is an easy fundraiser to handle. The next order will be in by the end of May.

**GOAL #2: To create and implement a long-term plan for the Suring Area Public Library.**

- A Long Range Planning meeting will be scheduled for August.

• **COLLECTION MANAGEMENT**

**GOAL #1: To review collection development options that include both traditional and non-traditional materials.**

- I have added to the Child Fiction, Young Adult and Picture Books
- The staff and I have started a separate Genealogy Section in the library

**GOAL #2: To develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.**

- We won't be weeding again until next year.

• **FACILITIES MANAGEMENT**

**GOAL #1: To actively assess the care and maintenance of the library building and grounds.**

- The toilet in the men's bathroom is installed. The toilet for the women's bathroom was delivered smashed. The second one ordered also came smashed. We are now getting one for half price. Keep your fingers crossed.

**GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.**

- Laurie and I check the people counter on a daily basis to make sure it is working.

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