

Library Director's Report

Prepared by Director Susan Getty
February 7, 2017

Monthly statistics: Please see attached statistical summaries for the month of January.

Financial/Donations:

- See invoices and report provided by Kathy Chambers.
- We have received the grant (\$450) requested from the Shoppe Off Broadway (thrift store). This provides funds to buy an iPad for kids and load it with quality educational apps. Karen and I will be purchasing this soon and getting it set up. I will need to write a policy to govern its usage, and will submit this policy to the Board.
- We have submitted a Stewart's Holiday Match Grant application. This was written to provide funds for an expansion of our Storytime Bags project.
- Karen is planning to apply for a NASA @ My Library grant. This is "a STEM education initiative that will increase and enhance STEM learning opportunities for library patrons throughout the nation, including geographic areas and populations currently underserved in STEM education."
- We will be receiving the yearly invoice for Overdrive (digital materials) soon. I have a copy of the chart listing the fees across the library system which I can share with the Board. We have been asked to consider the idea of writing the check for more, given how popular the digital materials are to patrons, and the extensive wait lists. (If this can't be done now, maybe we can sometime in the future?)
- I would like to have the ability to have Karen come in to the library to work on an as-needed basis, for an hour or so here and there, so that we can offer appointments to patrons to get assistance with technology questions. We need to have two staff available when this is occurring.
- I have priced desk chairs at Staples, so far. More shopping is needed. The Friends may be willing to help with the cost of replacing the chairs at all of the public computers.
- Does the Board want me to renew the LTA membership?

News/Issues:

- Annual report to the state is nearing completion. Board will need to approve.
- Proudfit Hall policy approval : I have copies with most recent (minor) changes for all to look at.
- Did a policy for the safety of employee records get put into the policy manual? I know this was discussed, but I don't remember seeing it.
- Meetings: today I attended a meeting of local directors at the Argyle Library; tomorrow afternoon (2/8) I will be having a meeting with Chrys Nestle of Cornell Cooperative Extension/4-H about starting a 4-H group at our library.
- The Kindle e-readers are available for patrons to borrow.
- The February email newsletter went out this past weekend.
- Peg C. has been working hard on sorting items in storage in the basement. Peg U. has been assisting.

Programs:

- Rachael, Karen, and I all met to discuss upcoming programming. We gathered input from various patrons. So far, we have a LEGO club in the works, programs in place for the February school break, adult crafting programs lined up, another smartphone workshop scheduled, and

various other ideas in the works. If anyone has other thoughts/ideas, I am happy to hear them.