

Library Director's report

Prepared by Director Susan Getty

July 10, 2018

Monthly statistics: statistical summaries for the month of June 2018 will be available at our meeting.

Financial/Donations:

- JA (Joint Automation at SALS, responsible for computer system, etc.) has published the 2018 and 2019 fees. This is the amount that we pay in monthly to the library system. I'll have these numbers available at our meeting.
- The books that were sold to Edie Brown of Owl Pen Books were delivered, and a check was received in the agreed upon amount as payment.
- I have finished working on the Washington County Home for Aged Women grant and will be mailing it out, with a copy already emailed to the contact provided on the application. This is the grant that we typically use to supplement our budget for purchasing large print books and audiobooks.

News/Issues:

- Three new public computers (funded by the Friends) have been installed as replacements for old machines that needed to be retired. One of these old computers has been reformatted to be used as a catalog computer, to replace the current one. The other two have been disposed of as per JA policy to protect privacy.
- I would like the Board to consider approving the expenditure of funds for moving two drops (hard-wired internet access points) from the children's area where they are not being used, to locations where they are needed, and repairing a non-functional drop that is behind the desk. Additionally, I'd like the approval of funds to purchase a new staff computer to be used in our office. I will have quotes for these expenses available at the meeting.
- The Lunch, Learn, and Play program will be bringing groups of children to the library this summer. The kids will be those in grades 1 - 4, according to Herb Perkins. The first day they arrived (7/3) we had no prior notice and the group was large (16 small children plus two teen counselors). They stayed for over an hour. I have since talked with Herb, and the groups are supposed to be smaller starting immediately.

Programs:

- I will have a copy of our Summer Programs flyer to share at the meeting.
- The Washington County Office for the Aging will be offering another lunch for seniors on Wednesday, July 18th at noon.
- Together with Sarah McFadden (Cornell Cooperative Extension Rensselaer County), we will be offering a Craigslist workshop on July 12th at 6 PM, and a Google Drive class on

July 26th at 6 PM. These classes already have many people signed up. We have plans for several other workshops later in the summer: social media marketing, online security, and email newsletters.

*Added later and discussed at the board meeting:

- Meeting with Erica Freudenberger from SALS on 7/6/18
 - Long Range Planning feedback
 - Kanopy program
 - Libraries Mean Business initiative
 - Keeping track of my actual hours worked
- Ideas for thanking Mark C.