

# Director's Report to the Board of Trustees

## March 20, 2016

### 1. SERVICE AND SERVICE PROMOTION

- a. **GOAL #1: To create, implement, and evaluate a wide range of programming with an emphasis on adult programming.**
  - i. We have started some very strong programming for adults with the kick off being over the summer. This gives us enough time to fully plan out and promote the events.
  - ii. Summer reading is well on its way and we are looking forward to all the fun that SRP brings to the library and community.
- b. **GOAL #2: To foster and maintain open relationships with businesses and organizations in and around the Algoma community.**
  - i. I spoke with the St. Paul's Women Group this month. I spent a half hour telling them about what the library has to offer, our programming, and more. They had good questions that I was able to answer for them and I feel they learned as much as I did. I look forward to doing more of these in the future.

### 2. ADMINISTRATIVE SERVICES

- a. **GOAL #1: To foster, promote, and maintain the endowment program at the Algoma Public Library.**
  - i. We have the numbers as they stand, but are waiting for the auditors before moving forward.
- b. **GOAL #2: Facilitate and oversee the goals found in the short and long term plans for the Algoma Public Library.**
  - i. We continue to work with the goals to help make the library a wonderful place for everyone.

### 3. COLLECTION MANAGEMENT

- a. **GOAL #1: To review collection development options that includes both tradition and non-traditional materials.**
  - i. We continue to add to our collection. As we have been shifting we are seeing areas of the collection that we can add to. We look forward to creating a more well-rounded collection.
- b. **GOAL #2: To develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.**
  - i. We have started the shifting project in the nonfiction department. This project will take multiple months to finish but once complete it will be a benefit to everyone.

### 4. FACILITIES MANAGEMENT

- a. **GOAL #1: To actively assess the care and maintenance of the library building and grounds.**
  - i. Things have been going good this month (knock on wood). ☺
- b. **GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.**
  - i. We are working on selling the printers now. If, for some reason, we are unable to sell them now, we will put them out during the book sale in August. Currently, we have sold 2 of the 5 printers.
  - ii. We are working with the Friends to find a foldable/moveable table to use as a portable circulation desk. This would allow us to have a staff member in the children's department during the very busy times.