

# Director's Report to the Board of Trustees

## June 20, 2016

### 1. SERVICE AND SERVICE PROMOTION

- a. **GOAL #1: To maintain regular and open communications with all governing bodies, boards, librarians and the general public regarding the operations of the Algoma Public Library.**
  - i. We are doing our best to get a lot more information about the library out in different ways. We have purchased some advertisements on Facebook, we have posters going out for the Outdoor Movie, and we even use Instagram now. We are working on every stream we can think of.
- b. **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.**
  - i. Summer Reading is in full swing and has had very positive responses so far. We are starting to plan our Autumn programs and back to school things already.

### 2. ADMINISTRATIVE SERVICES

- a. **GOAL #1: To nurture the Friends of the Library organization.**
  - i. The Friends are in full swing work on the Book Sale. They are also working on a Memorial Garden for by the library.
- b. **GOAL #2: Facilitate and oversee the goals found in the short and long term plans for the Algoma Public Library.**
  - i. Using the library's goals helped to work on the budget. We are working toward all the goals as we go.

### 3. COLLECTION MANAGEMENT

- a. **GOAL #1: To review collection development options that include both tradition and non-traditional materials.**
  - i. We recently received a donation from the Algoma Lion's Club that we will be using to purchase a Large Print Standing Order Plan. This will get us 2 new (and popular) Large Print Titles every month. If this goes well, we will look at expanding the standing orders later this year or next year.
- 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 continue to work on weeding the library. The staff have been amused with some of the items we have found (travel guide for Vermont from 1985) and found some items they thought were amazing and didn't know we had. They have started curating display ideas due to this. Patrons have also commented that things look nice and it is easier to select materials in certain areas that were over crowded before.

### 4. FACILITIES MANAGEMENT

- a. **GOAL #1: To actively assess the care and maintenance of the library building and grounds.**
  - i. We are waiting to hear from the school as to when they have removed the radiators and we can get them. Then we will be able to work on getting the one in the library replaced.
- b. **GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.**
  - i. Cathy used an ipad in story time for the first time and the children loved it. While it was not perfect due to having to remove the ipad from the case, and only have the current apps to choose from, it was a good first attempt. The staff have expressed interest in purchasing an ipad specific for programing. This would not be public use and would have the applications the staff needed for the programs.
  - ii. Using our technology budget we have purchased the two computers we need to get our library up to where it needs to be. The technology man from NFLS is installing them as soon as they are ready.
  - iii. We are still working with NFLS on ways we can reduce the number of printers in the library.