

# Director's Report to the Board of Trustees

## September 18, 2017

### 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. Monthly Programs: Anime Club, Teen Advisory Board, Chat & Chew Book Club for teens, Adult Book Clubs, After School Movies, and Afternoon Matinees. Crazy 8 Math Club will start in October and will run once a week for 8 weeks. We have a local artist coming in to guide patrons in rock painting. We have also started planning our annual Halloween Party.
- b. **GOAL #2: To foster and maintain open relationships with businesses and organizations in and around the Algoma community.**
  - i. Library staff have been reaching out into the community for outreach programs. Dylan has outreach programs with the Algoma Elementary School, Wings of Eagles Child Care, and Kidz Zone Day Care in Casco. Katie continues outreach at the Long Term Care Unit, and Sammy is working with possible programming there as well with teens. We will be going to NWTC in Luxemburg to give people access to sign up for library cards.

### ADMINISTRATIVE SERVICES

- c. **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.
- d. **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.

### 2. COLLECTION MANAGEMENT

- a. **GOAL #1: To review collection development options that includes both tradition and non-traditional materials.**
  - i. We will continue to add to our collection. As we are now finished shifting we are seeing areas of the collection that we can add to. We look forward to continuing 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. Staff are working on weeding their individual sections to continue to make room for new items. With a focus on Easy Readers and Board Books.

### 3. FACILITIES MANAGEMENT

- a. **GOAL #1: To actively assess the care and maintenance of the library building and grounds.**
  - i. Everything looks good at this time.
- b. **GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.**
  - i. Everything looks good.