

# Director's Report to the Board of Trustees

## October 16, 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. Besides our monthly programs, we have many other programs planned for October. Crazy 8 Math Club started this month and will run 8 weeks. Other programs in October include Rock Painting, Pumpkin Carving and Painting, Superhero Training & a Movie, Monster Making Lab, My Education, My Way and our annual Halloween Party.
- b. **GOAL #2: To foster and maintain open relationships with businesses and organizations in and around the Algoma community.**
  - i. We went to NWTC to sign people up for Library Cards. We will go to Luxemburg again next month. Our Teen Advisory Board made Halloween decorations and delivered them to the residents of the Long Term Care Unit. Katie continues to read and color with the residents once a month at the Long Term Care Unit. Hillside Apple Orchard donated 35 pumpkins for our Pumpkin Carving and Painting Program. Sammy is working on a program at Clay on Steele with the Teens. Planning a dance with Parks and Rec Department. We are also planning coding programs for home school families.

### 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 will continue to build 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 continue working on weeding their individual sections to continue to make room for new items. We working on making more room for our Easy Readers and Chapter Books.

### 3. FACILITIES MANAGEMENT

- a. **GOAL #1: To actively assess the care and maintenance of the library building and grounds.**
  - i. More light bulbs have been replaced. We will recycle the old at the Algoma Utilities.
- b. **GOAL #2: To evaluate the functionality of the library (i.e. layout, equipment, and facility), recommend, and make changes as needed.**
  - i. Looking at replacing computers next year. Everything else looks good