

Director's Report to the Board of Trustees

December 19, 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 have seen an increase in attendance at programs and events with the increase in publications. There are still gaps in coverage but we are working through them as best we can. Overall, 2016 has been successful in communication.
- 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. Winter has been in full swing and we have seen library patrons enjoying our programs. We are trying something new, with programming that is done through social media. We want to get everyone involved in one way or another.

2. ADMINISTRATIVE SERVICES

- a. **GOAL #1: To nurture the Friends of the Library organization.**
 - i. The Friends have been a great asset to the library this year. Without their continued support we would not have been able to do as many great programs. We are thankful for their support. The remainder of the year will be focused on pre-planning for 2017.
- 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 include both tradition and non-traditional materials.**
 - i. We have started our shifting project with the children's room. We have separated the child fiction from the young adult fiction collections. They are all still downstairs, but no longer mixed together. This will make it easier for teens to locate reading materials. Once this move has been completed we will move our focus to the non-fiction 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 finished the duplicate weeding and will not be doing any more major weeding until the start of 2017.

4. FACILITIES MANAGEMENT

- a. **GOAL #1: To actively assess the care and maintenance of the library building and grounds.**
 - i. Things appear to be working efficiently right now.
- 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 narrowing down the number of printers, which will free up room in different areas of the library.
 - ii. There is equipment that will need to be replaced in 2017. Some of this has been budgeted for but it will all depend on prices.