

## Library Director's report

Prepared by Director Susan Getty

January 7, 2020

Monthly statistics: statistical summaries for the month of December 2019, as well as a statistical summary for January - December 2019, will be available at our meeting.

### Financial/Donations:

- The Library received a number of year-end donations. I will have a full listing of these at our meeting.

### News/Issues:

- I am planning to stop offering drop-in hours for the information & referral services on Thursday evenings. Instead, I will make myself available in the evenings if someone makes an appointment. I feel that being at the library for two extra hours on a Thursday evening, when so few people have dropped in during that time, is not a good use of my time. The changed wording I have put on our flyer is as follows: "When? Drop-in at the library during open hours. If possible, Susan will meet with you then. Otherwise, you can make an appointment for a more convenient time. Or, call the library at 518.854.7463 to set up an appointment. Evening appointments available." (I'll have a copy of the revised flyer to share at our meeting.)
- We need to retire the computer that is dedicated to the library catalog, due to its age and the fact that it is running Windows 7 as its operating system, which will soon no longer be supported. We have a plan in place to use one of our other public computers as a catalog for the time being, until such time as we order some new public computers and can shift an older one into being a catalog computer.
- The library credit card is set to expire by the end of February this year.

### Programs:

- Regularly scheduled programs are going along as usual.
- With the new year, we will be brainstorming some new ideas, particularly in regards to the February school break.