

Library Director's Report

Prepared by Director Susan Getty

March 7, 2017

Monthly statistics: Please see attached statistical summaries for the month of February.

Financial/Donations:

- Grants: no word yet heard about the Stewart's Holiday Match Grant. I will let you all know when I hear. Karen has been pulling together the application for the NASA @ My Library grant (STEM activities), and the Pilcrow grant application(children's books) has been submitted, with the Friends' agreement for the matching portion.
- Invoice for Overdrive (digital materials) has arrived, and is in our stack of vouchers from Kathy Chambers. Was it decided to pay in more than our invoiced amount? If so, we will have to ask Kathy to re-write the check.
- Donations: J Adler (\$100), Washington Academy Teachers' Association (\$100)

News/Issues:

- Annual report to the state is completed and submitted. I emailed all board members the "2016 at Bancroft Library by the Numbers" infographic that I created for our annual report to the community.
- The new desk chairs have been purchased (they were 40% off at Staples) and received. Thanks to a group of volunteers, these were all assembled and ready to go on the very day they arrived! They are a wonderful addition to our library and we've already received much positive feedback.
- The Proudfit Hall policy has been put into place and we are having all people/groups who use Proudfit Hall sign our agreement form.
- The kids' iPad is nearly ready for use. It will be locked down, except for the learning apps that we install on it. I was able to catalog it, place a barcode on it, and it is able to be checked out to patrons in the library for one hour at a time, with one renewal. I am not sure we need an official policy for this, as I had been thinking previously, since we can treat it as a circulating item (not to leave the library, and only for one hour at a time). If a policy is needed, it can be very simple.
- As per our conversation at the last meeting about ways to get teens involved at the library, I did chat at length with Lori Linendoll (guidance office at the school). She has emailed all of the high school teachers with the idea that we are hoping to get some older kids more active in the library. I told her we'd potentially like kids involved with our board, volunteering in the library, and maybe even offering some programs.
- Peg Culver reports that the dehumidifier in the storage room in the basement is not functioning properly. She believes it needs to be replaced. This is a building fund expense, correct? How do we proceed?
- We now have 2 passes to miSci (Museum of Innovation and Science) in Schenectady, thanks to the Friends of the Library. These can be checked out by patrons, like the other museums passes we have.

Programs:

- Our February break programs went well and were well attended, overall.
- We are thinking about April break programs, and there is a potential for coordinating with the Courthouse offerings over April break.
- LEGO Club is extremely well received!
- The next Outsmart Your Smartphone workshop is coming up on March 15 at 10:30 AM.
- Adult Craft Night is March 16 starting at 6 PM.
- Our first 4-H special program will be on March 21 starting at 6 PM.