

Director’s Report

News/Updates & Issues

- **SALS INFO:**
 - **Plan of Service:** Melissa and Ed attended a zoom meeting Tuesday morning with SALS as they seek information on their Plan of Service for 2027 – 2031.
 - **New Policy Standards** – This year we need to be updating some of our policies, but Melissa is currently searching for which new policies we will be required to add. Board members, see your email for additional information.
 - **Trustees Info:** There is a new trustees webpage at SALS: <https://www.sals.edu/trustee-training/>
 - Bancroft Library received a small award for being the “The Hidden Gem” Award from the SALS/Trustees Dinner.
- **Day of Service:** We expected to have 6 – 8 students during Day of Service, and we ended up with about 20 by the end of the service day. They washed windows, dusted inside, pulled weeds, edged, mulched, place stones back along the outside walls, and wiped down computer stations.
- **Tech:** New staff laptop purchased arrived!
- **Tech:** Renewing Cassie - 7 licenses for \$198.50 for the term 7/10/2026 – 7/9/2027
- **Staffing:** See notes below.
- **Facility Concerns:** See notes in Facility and Building Report
- **Book Donation Bin Being Used** – The book bin has been filled approximately 34 times and emptied. We are currently on our 35th bin.

Follow Up from Previous Meetings

Circulation Statistics

- See website for the May Circulation report.

Program Stats

- **It’s Revolutionary** – 5 participants
- **Caffe Lena** – 20 - 40 people
- **Weekly/Monthly programs** – Book Groups, Scrabble, Tech Help, Book Club, Herbal Study Group, Homesteading Group, Mahjong, and Chess all have a consistent number of people who attend.

Upcoming Programs and Ideas

Upcoming Programs	Date	Details
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Seed Library	All Spring	Courtesy of Cornell Cooperative Extension, we will have a variety of seed packets for this spring and summer.
I Bird NY Challenge	May through November 2026	Bancroft Library will support patrons interested in completing the 2026 I BIRD NY Challenge by helping patrons get the correct forms, and loaning out the Birding Backpack from SAAS.
Homeschool Swap!	June	Same as last year, Bancroft will host a homeschool swap.
Tabling at SAW Market	June 28, 2026 July 26, 2026 August 30, 2026	Melissa (and hopefully some members of the Friends) will table at several of the SAW pop-up markets this summer. We will have books, passive programs, and info on both the Friends and the library.
Lunch, Learn, and Play	M and W (July 6 – August 7)	Lunch, Learn and Play students will come over the five weeks of LLP. K – 3 (maybe 4 th and 5 th).
Fort Ti History Talk	Wednesday, July 22	The rescheduled of the history talk from the Fall.
Read with Bianca	Saturday, July 25	Bianca the Therapy Dog will come to the library for a few hours and children can read to her.

Outreach in the Local Community (and Beyond!)

- Melissa plans to table this year at three of the SAW pop-up artisan and food markets held at Salem Art Works. The goal is to spread information about the library and the Friends, have passive programs, check out books (with our new computer!), and sign people up for a library card. If anyone would like to volunteer to help out, that would be wonderful!
 - Melissa also ordered Bancroft Library Sticker Decals to give away
 - Banner sign was ordered
 - Business Cards
 - Thank you cards with Bancroft logo on them (not for tabling)

Professional Development

- Melissa attended the Rural Library Roundtable, which was in Greenwich on May 13. It was great to get to meet many of the other small library directors. Mostly everyone talked about their new additions, new buildings, or overall building growth. There were some new ideas for grants that Melissa hadn't heard of before.

Financials and Donations

- **Glens Falls Account for Donations:** \$989.85 (Last month was \$989.95 - no change over the last month.)
- We did receive two check donations in memory of Kristine Ambrose (\$100 and \$50).

Staff & Volunteers

- Chaylyn and Melissa Curtis filled in for Melissa and Lori when both the latter were away at the end of May.
 - Koral Jean-Carpenter has been hired to help with the afternoons through the summer. She is taking over Chaylyn's old position.
 - Melissa is also planning on hiring help for Lunch, Learn, and Play.
- **Volunteers:** Here is a headcount of the number of volunteers we have currently.

Circulation Assistance	Stanley McGaughey
Circulation Assistance	Maggie Leary
Circulation Assistance	Beth Dellarocco
Book Repair	Peg Underwood
Facilities	Mark Cooney
CFC Driver	Barry and Jan Richman
CFC Driver	Brenda Levey
CFC Driver	Laura Harrison
CFC Driver	Mary Evans
CFC Driver	Glen Hayden
Book Donations	Mike Mugits

Facility Update

- **Basement Concerns:** Mold issues in the basement.
 - Melissa Curtis offered the 5 dehumidifiers from the Food Pantry to the Trust for the basement.

Technology

- **Cassie Renewal:** JA emailed to ask about renewing the Cassie licenses - 7 licenses for \$198.50 for the term 7/10/2026 – 7/9/2027. Melissa gave the okay.
- **New Staff Laptop:** Melissa ordered a new laptop for staff through the Spring JA order. The computer, an Apple Neo, comes configured for library use, it has Apple's warranty on it for 3 years, and JA will service it if needed for 5 years. The benefit of the new laptop is that we can take it to tabling events and by using LEAP, we can check out books to people and register patrons for a library card. Melissa hopes to use it at the tabling events at SAW this summer. And the Board secretary can use it for minutes as well! The cost was \$625.00.

- **Changes to the PAC:** In the coming month, you will notice that the pac (the website patrons use for finding books) is being replaced with something called Vega. SALS has switched platforms because of ADA requirements for websites.
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Submitted by: Melissa Carll, Library Director, June 2026