

## ***Director's Report***

***February 11, 2019***

### **Personnel**

- Two page positions are being advertised internally for seven days and then externally
- Michelle Parker has been selected for the Children's JLA position and has accepted. All open union staff positions have been filled.
- Moira and Priscilla attended a webinar on safety and homelessness in the library. Priscilla shared many tips with the staff at the full staff meeting on January 23<sup>rd</sup>. (please see attachment)  
Also discussed at the staff meeting was upgrading security cameras and moving to a fob key system for the entrance doors.
- Jada Maxwell started a safety committee with staff members to develop safety policies.
- Committee was formed to work with HR on updating job descriptions.
- Goal to complete the Meeting Room policy and collection development policy by July , 2019

### **Budget**

- FY19 Budget line items spending are on target
  - Library materials spent 58.68% with a May target date for 100%
  - Building repairs spent 54.61%
  - Data processing /Technology spent 92%
  - Equipment maintenance spent 51.26%
  - Light spent 64.755%
  - Gas spent 38.80%
- Ways and Means Committee meeting for Capital requests scheduled for Feb. 13<sup>th</sup> at 7pm. Jada and I will attend.

### **Programs**

- Legislative Breakfast is being held at the Holbrook Library on February 15 at 7:30. You may register for the breakfast at [links.ocln.org/register](http://links.ocln.org/register)
- One Braintree One Book will be called Braintree Reads: We can learn from one another; appreciating our differences and treating our values, beliefs, and cultures with respect. We have chosen to read Braintree author Roberta Gately. The two books highlighted are Footprints in the Dust and Lipstick in Afghanistan. Author has agreed to speak on Sat March 23<sup>rd</sup> at 2pm. (please see flyer)
- A calendar of events and a request letter will be sent to the Friends of the library at the end of February asking if they would like to support the Braintree Reads event. Also I will be submitting Summer Reading requests from Young Adult, Children's and Adult Department to the Friends. They have generously supported summer reading in the past. This year's summer reading theme is Universe of Stories
- Children's Department has school vacation programs planned. (please see attached flyer)

- Laurie Cavanaugh has organized the annual Pajama Drive in partnership with the Boston Bruins and Massachusetts Library System. TPL will collect new PJ's to benefit DCF kids and Cradles to Crayons. Goal is to reach 100 pair of PJ's.
- Thayer Public Library and the OCLN network libraries are participating in an outreach campaign ***Wired to Reach you***. The goal of the campaign is to bring awareness to the MBLC budget to library deliver and state aid resources. Patrons are asked to visit <Http://ocln.lovemasslibraries.com> and take a moment to tell how the library has impacted their life.
- Comments sent by Braintree Residents:  

***It's great to have an online catalog to see what's at my library AND what's at all the other libraries within the network. I love that I can request books and movies from other libraries and get them in a timely manner.***

***It's like I have one huge library from which to find books and movies, which makes it easier for me to satisfy my bookworm family.***

***I benefit OCLN from saving money. The ebooks I've been buying range from 3.00 to 15.00 and OCLN has been saving my money. Made it so convenient transporting and the easy access to place books on hold on the website.***

***I am able to read and watch so many items i could never afford access to. I am able to use meeting spaces and conference rooms for volunteer opportunities. When my computer is down i am able to work and use computer services, fax , and copier devices.***

***I love the huge range of services and books available, plus the different formats. Self-checkouts are helpful and speedy (though the actual staff are invaluable as well!). The network of libraries magnifies the already-awesome resources available, and inter-library lending allows even more possibilities to borrow a book or resource as needed. The databases and digital services (like academic journals, HeritageQuest, Ancestry, etc) are an unbelievable value to the public who usually just wants to look up a few things and don't have the means or need to subscribe to a range of personal accounts - The library offering these is a huge blessing and a greatly appreciated resource.***

### **Schedule of Library Bills Payable**

Warrant 1/23/19 \$4,283.09

Warrant 1/30/19 \$ 4,406.99

Warrant 2/6/19 \$ 5,748.89

Warrant 2/13/19 \$7,372.46