



Thayer Public Library

798 Washington Street
Braintree, MA 02184
781-848-0405 fax 781-356-0672
www.thayerpubliclibrary.org

Director's Report

November 19, 2018

Personnel

- Technical Services interviews are finished
- PLA position has been posted
- Connie has been filling in and will continue until January 1st.
- All personnel and Boards need to fill out the mandatory Ethics Training and return to Jada Maxwell

Programs

- Children's Superhero's program held in November was a great success
- Starting to plan programs for Winter Break in December

Building

- Circulation and the Children's Department are helping out the Weymouth Public Library during their transition. Weymouth patrons have been picking up their holds at our library and the process has been smooth.

Schedule of Library Bills Payable

Warrant 11/7/18	\$21,605.09
Warrant 11/14/18	\$32,079.28



Building Update to the Trustees

November 19, 2018

- Varrasso fixed a hanging light on the lower level and a ballast in the Children's workroom.
- Front door (right, from inside) lock was worn out and wouldn't lock. Baystate Locksmith came out and replaced the lock mechanism.
- Several parking lot lights are out. Varrasso has been contacted.
- Gutter still leaking on backside of building. DPW inspected last week and will be out this week to fix.
- Curran Flooring:
 - Chairs in Logan Auditorium, two conference rooms, and the Café have been fitted with gliders.
 - Sean Curran dropped off extra gliders.
 - Sean suggests heavy cleaning with 1 light coat on the Logan Auditorium floor every 6-8 months. It currently has 4 heavy coats.
 - He will call to schedule dates for patch tests for cleaning on the rubber stairs and floor in Reference.
- Walk-off mat for Children's room is being ordered.
- New signage will be ordered in coming weeks.
- Security cameras have been approved by the Town for purchase. BELD will order.
- Custodians are prepping for winter. Salt buckets were set out for the first winter storm on 11/15.