

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

***September 21, 2020***

### **Personnel**

- Staff are all back working in the building.
- Cathy Tomczyk is retiring and her last day will be Tuesday September 22, 2020. Cathy was a long time employee of the library and she will be greatly missed. Her position will remain vacant due to the hiring freeze.
- As of September 22<sup>nd</sup> the library has 2 position that will not be filled and 1 employee out due to the COVID pandemic.
- All the Library Departments continue to be supplied with sanitizer, disposal masks, gloves and cleaning supplies.
- Library staff continue to transition smoothly to the adjustments of hours, continued curbside service and opening to the public.

### **Summer Reading**

Summer Reading program has ended. The library purchased Beanstack which is an online program that patrons can log their reading titles, participate in reading challenges and earn virtual badges. The total participation from adults, teens and children's in all of the summer reading challenges and programs was 1244. The library offered 2 in person with social distancing ice cream truck events and outdoor story times in the park. Children only seemed to be interested in a few virtual programs we held. Elisabeth made a few adjustments at the end of the summer and we are rethinking programs for the fall.

### **Programs and Collection**

- All staff members participated in weeding the collection over the summer.
- Kerri took on the project of overhauling the CD collection which has seen a dramatic drop in usage.
- Laurie worked with staff on shifting the DVD's, removing cases and rearranging the Graphic novels. This provided space to socially distance the holds pick up for patrons.
- Christina Dufour implemented a new reading challenge on beanstack. Patrons who sign up for the challenge are encouraged to read stories and experiences different from their own.
- Library purchased the streaming movie database Kanopy. This streaming service offers documentaries, foreign films, classic cinema, and educational movies.

### **ARIS**

- Jada continues to work on the ARIS and Financial reports due in October.

- MBLC has not made adjustments to the State Aid to Public Libraries statute for the FY21 fiscal year. (Please see handout)

## **Building**

- Library opened to the public Monday, Wednesday, and Friday from 10-4 on August 8<sup>th</sup>. Curbside continues for Tuesday and Thursday 10-12. Staff work 9-5 M-F. These hours do not help working people, who may not be available to use the library during the day. The library has a plan to open the building two nights a week. The goal is for the library to slowly increase the open hours to meet State Aid for Libraries Program. In order to continue with the increase of hours the 2 open positions will need to be filled. However, there is still a dramatic drop in library usage do to the pandemic and may continue until the library can increase services. The library is still currently under limited services with 30 minute browsing, curbside, computer usage by appointment, no newspapers or magazines, and no studying rooms. Materials returned continue to have a 3 day quarantine period. The library will continue with limited services until the State either moves forward or backward with restrictions.
- Town Custodian Joe Conrad works at the library on Fridays.
- We continue to be fine free.

## **Programs**

- Librarians have been offering the routine virtual programs such as book club, writer's workshop, and genealogy during the library's open hours. The Librarians have expressed interest in moving these programs back to the evening which can happen with the increase in hours into the evening.
- Young Adult Librarian Christina Dufour will be offering short Young Adult recorded book talks once a month called "You Should Read This" and demonstrating crafts.
- Children's Librarian Elisabeth Strachan has continued with her popular "Grab and Go" crafts and virtual story times. The Children's staff worked on an interactive iSpy display in the display cabinet and will develop a different display each month.
- Due to COVID and furniture, toys and space being limited the display brings back joy and a bit a normalcy to the room.

