

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

***February 22, 2021***

### **Personnel**

- The library has 2 unfilled position a 35hr PLA and 14hr JLA. These position will not be filled at this time due to hiring freeze.
- The second 14 hours position has been filled by Ashley Perry and she has been a wonderful addition to the Children's room staff
- Kerri Donnelly will be taking Family Leaving according to the BLSA contract. Ms. Donnelly's Family Leave begins April 1, 2021 and ending March 31, 2022. We wish Kerri the best of luck and look forward to seeing her and her new baby.
- The library staff continues to do an amazing job providing support to our library patrons through reader's advisory and virtual programs.

### **Collection and Programs**

- Staff continue to be busy offering many regularly scheduled virtually monthly programs such as the cookbook club, Storytime's and songs, and book talks. The Library's Facebook and Instagram accounts are starting to see an increase in activity from patrons. The social media accounts also allows patrons to view virtual programs multiple times.
- Christina is working on a new project to highlight the Library of Things with videos. These videos will be linked from the library's website. Kerri and Christina have filmed an introduction to the library things and will continue to introduce other materials.

### **Professional Development**

- I attended an online program hosted by United for Libraries **Fighting Budget Cuts and Finding Funding**.
- Jada will be attending **Strategic Planning workshop** in March.
- Christina and Elisabeth participated in the **Tri-State Summer Summit** online brainstorming session.
- All staff continue to participate in webinars as part of remote work.

### **Building**

- Staff remain divided into A and B teams with shorter shift hours. To reduce the exposure of COVID 19 between staff. Schedule has remained the same.

#### **Open for Browsing,**

Mon: 10:00 AM - 7:00 PM

Wed: 10:00 AM - 7:00 PM

Fri: 10:00 AM - 5:00 PM

### Curbside Pickup

Tues: 10:00 AM - 7:00 PM

Thurs: 10:00 AM - 7:00 PM

- FY21 Capital requests and five year capital improvement has been submitted.
- Jada and I are still working with Bibliotheca on purchasing 3 self-checkout machines. Color of the self-checkout will be white.
- Jada and I continue to have ongoing conversations about optimizing workflow in Departments and the impact of the hiring freeze. Schedule shift changes will be necessary to reopen to 64 hours a week including nights and Saturdays.
- Jada is working with BELD to update computers for staff and public.
- We have a concern over a few regular patrons who are coming in to use the library computers. These individuals enter the library without a mask, are supplied a mask and then need continuous reminders to keep the mask on while in the library and at the computers. Thayer Public was one of the few OCLN libraries that remained open after the Holiday COVID surge and allowed computer usage. This created a challenge for the staff.

### **FY2021 State Aid to Public Libraries**

- Thayer Public Library has been certified for FY21 and will receive a total award of \$31, 281.18. (Please see attached)

### **Warrants**

Warrant 1-2-21	\$11,223.24
Warrant 2/3/21	\$12,774.20
Warrant 2/17/21	\$15,437.75