



Thayer Public Library

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

Director's Report

May 15, 2017

Building

- Sunday hours ended May 7th. To determine if it is feasible to continue Sunday hours for the town Connie and I recorded the Sunday daily activity. The daily activity captures all transactions such as check-outs/in, holds, and renewals. These transactions occur over the circulation desks on both floors. When taking into account staffing, operations of the building the statistics are low for usage vs expense.
- Town has a new facilities manager Mike McGourty.

Budget

- FY 18 Library Budget Review was May 10th at 7:30
- The Summer Saturdays was not in the operating budget however after statistics are given to Mayor's Office the money will be added in a supplemental request.
- FY17 Budget is on target.
 - Equipment maintenance spent 100.10%
 - Building repairs spent 92.70%
 - Data processing /Technology spent 98.16%
 - Library materials spent 83.22% with a May target date for 100%
 - Supplies spent 63.88%
 - Light spent 97.57%
- OCLN network is closely following MLS FY18 Budget. FY 18 budget could have a reduction in databases and deliveries.

Upcoming Programs

- Preparing for summer reading Theme is "Build a Better World"
- Lecture : A combat Experience in Vietnam 1968 given by John Olivere a Vietnam Veteran,
- Chronicle" Reporter Ted Reinstein to talk about his current book *Wicked Pissed: New England's Most Famous Feuds*.
- Tales from the Home of the World's Worst Weather

State Aid

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- Second and final payment for FY17 is 24,201.11. Total of \$47,606.87 for FY17

Children's Room Renovation Project

- We have accepted Arrow Street as the design firm. Kick-off meeting has been scheduled in June. To prepare for the design the Children's room staff has organized the back closet and removed everything from the program room closet. All pictures and posters will be removed this week and the top of the shelves have been cleared. We will also be working on a weeding program to anticipate the need to move collections and shelving.

Schedule of Library Bills Payable

Warrant 4/26/17	\$4,626.57
Warrant 5/17/17	\$5,221.73
Warrant 5/10/17	\$3,549.11



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Building Update May 15, 2017

- On Thursday, April 27, an elderly woman drove her car through the back corner of the building and right through into Reference. Luckily, no one was hurt. DPW is handling the repairs.
- P.J. Kennedy is finished reprogramming the HVAC controls. There will be training some time n this week.
- The elevator failed its inspection. Buckley Elevator is aware and will be in to correct the issues.
- On April 17, Braintree Rug came in and tore up the flooring in the Study Room on the Lower Level and glued down carpet tiles. They also fixed a few of the other areas where the carpet tiles are coming up but they need to comeback to finish the rest.
- RPC built a new counter in the same Study Room.
- The water faucet in the Ladies Room on the Main Level would not shut off because the sensor stopped working. P. J. Kennedy came in and replaced it.
- McDonough Landscaping was out on Friday and put down mulch.