

Director's Report

January 11, 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. (Letter attached)
- Longtime employee Ann Vasquez retired on December 8, 2020. Ann worked 29 years at the Thayer Public Library working full time and part time. She will be greatly missed by her colleagues and administration. We wish her all the best in her retirement.
- Interviews have been conducted for the second 14hr position and a decision will be made shortly.
- The library staff have done an amazing job of providing support to our library patrons and continue to provide consistent regularly library services safely.
- Facilities Custodian Mark Mahoney retired December 11th and he will be missed by all of us. Facilities has a custodian open the building and another custodian who comes to the library and works from 10-1:30. John Smith comes in at 1:30 for the evening shift.
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Collection and Programs

- Staff continue to be busy offer many regularly scheduled monthly programs virtually.
- Children's staff have seen an increase on grab and go crafts. Elisabeth Strachan partnered with Lyn Frano on a red ribbon grab and go craft.
- Young Adult and Children's bundle forms are online and have been used by patrons.
- Reference is still offering 45 minutes computer usage.

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

- Positive feedback from patrons has been overwhelming. The residents are extremely happy we are open for browsing.

- Library has seen an increase of monetary donations and library materials have been purchased. We are very grateful to receive donations that can be used to enhance our material collections.
- Y21 Capital requests and five year capital improvement plan are due February 5, 2021
- Jada and I met virtually with a sales rep from Bibliotheca to discuss the upgrade of our self-check machines. The timing is perfect to consider an upgrade that offers more options for patrons.
- Jada and I continue to have ongoing conversations about optimizing workflow in Departments and the impact of the hiring freeze.

State Aid Massachusetts Board of Library Commissioners

- FY20-21 (MBLC) has added language to emergency closure guidelines to include closure due to a pandemic, which will cover library State Aid requirements. MBLC continues to assure libraries that they do not need to be concerned with hours of operation and purchase of materials as they relate to obtaining State Aid, with virtual and curbside services counting toward those requirements. Due to Covid-19 related library closures. (MBLC policy attached)
- FY22 MBLC at this time has not changed the State Aid policy regarding budget, hours, and materials expenditures.

Warrants

Warrant 11/25/20	\$12,465.92
Warrant 12/9/20	\$11,480.18
Warrant 12/23/20	\$7,339.00
Warrant 1/06/21	\$13,246.69