

## **Director's Report**

**May 17, 2021**

### **Personnel**

- Christine Cloye's a part time staff member since 2009 retired on May 7, 2021. Christine started as a library page and eventually became a Junior Library Assistant. Christine will be missed by all the TPL staff. We wish her all the best.
- The newly vacated 14hr JLA position has been posted. Jada will be going through applications and setting up interviews over the next month.
- Reference Librarian Moira Cavanaugh researched digitizing newspapers, microfilm and local history books that should be rebound. We will investigate the vendors that Moira has identified and gather quotes. BPL is also starting a newspaper/microfilm project. There's pro's and con's to be discussed using a vendor or going through BPL's program.

### **Collection and Programs**



- Summer Reading for all ages has been kicked off and going well.
- Jada has finished analyzing the digital vs print, databases and museum usage. We will be meeting with the Reference Department to discuss what new materials should be added to these collections and what should be discontinued.
- Staff will be given their book budgets for the upcoming FY22 year with the expectation that e-content will be expanded.
- Circulation Supervisor Laurie Cavanaugh hosted Virtual Coffee with Local Authors on Monday June 7 and received positive feed back on the program. One attendee wrote "Laurie, Great job on the webinar last night. You do a great job introducing, moving things along and bringing up the questions. Kudos!"
- Photographer Mark Chester also received a wonderful note from a Braintree library patron on his exhibit. "Mark, I thoroughly enjoyed the exhibit of your stunning photographs at the Thayer Library in Braintree. Your work is wonderful and shines a lovely light on the diversity of the people of Massachusetts. I told the librarian how much I liked the photos in the foyer and she directed me to the rest of the display. Wow!"

Thank you so much from this first generation American!

### **Facility**

- Self-checkout machines delivery date has been delayed until August 9<sup>th</sup> . Similar to many business Bibliotheca have run into issues with availability of necessary components due to repercussions of COVID 19.
- Jada and I had a discussion with the Union in April about modifying shifts which is necessary to reopening 64 hours a week including staying open until 9pm, and opening Saturdays in the fall. We received an email that we could proceed with the adjustments.
- Coffee machine and vending machines have been removed from the café area.
- Covid 19 restrictions have been lifted and the transition has been smooth. Jada and I held a brief information meeting with staff who were available on May 26<sup>th</sup> about restrictions being lifted in Massachusetts. Almost all of the furniture has been moved back to the different areas of the library and quarantining of books has ended. All computers, The Reading Room, and Café have been reopened. Not all the furniture has been replaced in the Children’s Room because they have been utilizing the tables as display for different book collections.

### **FY21 Budget**

- FY22 budget was approved by the full council on June 1,2021. Ann Toland, Jeff Kunz, Tim Carey, Assistant Director Jada Maxwell and myself attend the meeting.
- A few of the Library accounts have been credited back funds from the COVID relief grant submitted by the Town of Braintree.

### **Warrants**

Warrant 05/26/21	\$10,045.52
Warrant 06/09/21	\$8,759.68
Warrant 06/23/21	\$11,738.03
Warrant 06/29/21	\$3,662.41