

Director's Report

July-August 2022

Schedule Sara Dallas Visit

County and State Aid

County Aid check received for \$4,476.00. \$1, 476 over what we budgeted.

State Aid Check for \$1,434. Budgeted \$1,000

Windows Project

Windows waiting for glass. Marion out, do not know status of window order

New Holiday

Juneteenth added to official holidays for staff.

System outages in June

In June, System box failed leaving us without access to our circulation system for a week while a new one was configured and delivered. A couple of weeks later it failed again and a new one had to be configured and delivered. We were without our operating system on these two occasions for a total of 2 weeks.

PROGRAMS

Upcoming:

- Summer Reading closes Aug. 20
- Somy Exhibition preview – opened in Ruplin Gallery Aug. 1.
Library will be open 9-5 for Town Exhibition on Sat. Sun Aug. 20, 21.
- Bernie McCann Author Talk Aug. 31 7pm
- Sometime in the Fall we will be collaborating with the Historical Society Program TBA.

Finished:

Library Summer Children's Programs:

7/7/2022	PuppetPeople	3 Little Pigs (38)
7/14/2022	Chris Grub	Make A Comet (25)
7/21/2022	Jim Snack	Magic Show (31)
7/28/2022	Bernadette Hoffman	No. American Animals (91)
Week of 7/18 & 7/25	Susannah Stiehm	Summer Stem Camp with Yth Comm (18)
8/11/2022	Homespun Theater	Traditional Dancing

*One program Rural Soul Drumming cancelled due to illness.

Library Story Hour Statistics (Fridays)

7/8/22-12 7/15- 7 7/22-13 7/29-5

Story Hour in collaboration with Adk YMCA Summer Literacy Camp

7/7-31 people 7/14-26 7/21-27 7/28-29

Continuing Education: We received a reminder from SALS regarding Trustee Education for 2022.

I had previously reported incorrectly that 3 hours were required. The correct requirement is only 2.

Board President is required to keep track of hours and spreadsheets were provided for this purpose which I will share after this meeting. Director is responsible for reporting these figures on the Annual Report and must give a note of explanation for each Trustee who does not complete this requirement. Beginning in 2023, if this requirement is not met, Trustee certification could be in jeopardy.

Staff has completed their continuing education requirements for 2022, but may be participating in one more.

Ethics sheets:

I have included the Ethics and Conflict of Interest Policy. Once a year staff and trustees are required to submit a signed form certifying that they have read and understand the policies. Please read the policy before the meeting and I will have the certification forms for you to sign at the meeting.

Professional use of Technology:

During the months of June and July our computer room and wifi was used four times to teach virtual classes and 3 times to complete virtual professional job interviews.

Statistics

	June 2021
Patrons in Library	314 est
Curbside Delivery	3
Computer users	40
Items checked out	1153
ILL received	240
ILL sent	360

	June 2022
Patrons in Library	848
Curbside Delivery	0
Computer users	34
Items checked out	1186
ILL received	233
ILL sent	274

	July 2021
Patrons in Library	911 est
Curbside Delivery	3
Computer users	45
Items checked out	1,745
ILL received	242
ILL sent	304

	July 2022
Patrons in Library	1,060 actual
Curbside Delivery	0
Computer users	48
Items checked out	1,499
ILL received	259
ILL sent	301

June 2022 Patron Hourly Visitation

Hours	Total Hours	Total %
9 to 10am	129	15.21%
10 to 11am	146	17.22%
11 to 12pm	163	19.22%
12 to 1pm	115	13.56%
1 to 2pm	99	11.67%
2 to 3pm	77	9.08%
3 to 4 pm	71	8.37%
4 to 5pm	48	5.66%
Total	848	100.00%

July 2022 Patron Hourly Visitation

Hours	Total Hours	Total %
9 to 10am	144	13.58%
10 to 11am	200	18.87%
11 to 12pm	269	25.38%
12 to 1pm	151	14.25%
1 to 2pm	89	8.40%
2 to 3pm	75	7.08%
3 to 4 pm	73	6.89%
4 to 5pm	59	5.57%
Total	1060	100.00%

Respectfully submitted,
Alma Alvarez, Library Director