

**DIRECTOR'S REPORT
JAN FEB 2022**

Sara Dallas has been appointed to the executive board of ALA.

Windows Project

Marion Egan (Dpty Supervisor) arranged for Jim's Glass to re-measure the windows and give us a new (hopefully cheaper) estimate. I was told that if there were no objections from the library, that the best way to proceed was to only put double hung windows in the center section and have the two outside sections with glass only. These outer two will not open, only the center section.

I have no objections as we generally only open the center section when we want air flow.

The Rep could not give me a time frame, but did say that once started it should only take 1-2 days at most to complete. He thinks they may be able to start by Spring at the latest, but he is not in charge of scheduling or pricing so he couldn't be sure. Once we get an estimate, Supervisor, Deputy Supervisor, a library board member (?) and Library Director will be getting together for a meeting.

Storybook Trail

The Storybook Trail Project we discussed in the Spring of 2021 has been initiated by the Friends and are currently looking for funding through grants and donations, a few of which have already been submitted. Active work on this will begin in the Spring.

Pearsall Children's Room Grant

The committee for this grant is, Trudy Walp, Alma Alvarez, Susannah Stiehm, and Noelle McCrum.

The committee had a preliminary meeting to discuss long-term approach and lay out future plans for the children's room. A suggestion of constructing an ADK lean-to style reading nook was discussed. It appears that the funds from this Pearsall grant will only cover a small part of the idea. A comprehensive plan will be laid out and further search for grant funds and/or donations will ensue.

Self Registration

On February 23, SALS is launching the patron online self-registration for library cards. Patrons who self-register will have 6 weeks to bring card and ID to the library and get a permanent card. Self-registered cards expire after 6 weeks.

JA Contract

The Joint Automation Agreement must be read by all, formally adopted by the Library Board, signed by the Board President and returned to SALS. Deadline for return April 1, 2022. I am hoping we can do this at our Feb.16 meeting.

2022 Conflict of Interest forms

Each year Library Trustees and Staff are required to fill out a Conflict of Interest Report.

Forms are attached. Please read and sign the signature page and return at our Feb. 16 meeting.

Trustee Terms Expiring in 2022

Ryan Hutton June 30, 2022

Noelle McCrum July 31, 2022

Vanessa Hutton Dec. 31, 2022

Annual Report

The Annual Report to the Education Dept. is not available to work on all year long. The report opened about a week ago and will shut down Mar. 1 when it is due to SALS for review. A week is not enough time for me to complete this report before the Feb. Board meeting. Historically we have never been able to complete and approve, this report in February. This is expected by the powers that be, and so there is an option on the report, where we can submit the report to SALS, and name the date of our March meeting where it will be approved and we can make changes if necessary after submission. Almost all libraries do this if their Board meeting does not line up with deadlines. This has been our usual practice in past years. I will try to complete the report and get it out to you as quickly as I can so I can answer any questions or make any changes and approve it at our March meeting. But I am pretty sure it will not be ready for overview and approval by Feb. 16 meeting.

Statistics

	Dec. 2021
Patrons in Library	305
Curbside Delivery	2
Homebound Delivery	0
Computer users	20
Items checked out	1034
ILL received	212
ILL sent	234

	Dec. 2019
Patrons in Library	590 est
Curbside Delivery	n/a
Computer users	66
Items checked out	1218
ILL received	256
ILL sent	451

	Dec. 2020
Patrons in Library	208
Curbside Delivery	40
Computer users	40
Items checked out	789
ILL received	238
ILL sent	412

	Jan. 2022
Patrons in Library	359
Curbside Delivery	3
Homebound Delivery	0
Computer users	17
Items checked out	1069
ILL received	278
ILL sent	329

<i>Before COVID</i>	Jan. 2020
Patrons in Library	620 est
Curbside Delivery	n/a
Computer users	72
Items checked out	1247
ILL received	286
ILL sent	413

	Jan. 2021
Patrons in Library	199
Curbside Delivery	18
Computer users	11
Items checked out	632
ILL received	184
ILL sent	387