

Director Report 2-27-17

Administrative

- Accepted resignation of Kate Darlington effective 2-28-17
- Conducting exit interview for Kate Darlington 2-28-17
- Developed "Technology Librarian" job description
- Attended multiple budget committee meetings
- Henney Trust Funds to be direct deposited quarterly
- Working with staff to reorganize ILL service
- Conducted research on the subject of library revenue

Professional Development

- Multiple staff members receiving ILL training through State Library NHAIS office and from fellow staff members
- Bobbi Slossar from NH State Library gave presentation to staff at February staff meeting entitled "Customer Service in the Digital Age"

Technology

- Working with Time Warner Cable to increase internet speed
- History Room catalog upgrading to Past Perfect Version 5

Outreach/Programming

- Working with Gibson Center/Meals on Wheels to begin delivering library services to homebound individuals in Conway and Albany
- Library calendar will be sent home to John Fuller parents starting in March
- Children's staff collaborating with John Fuller Librarian on "Read-A-Thon" project
- Friends/Library working with Conway Pines Senior Housing to establish a Little Free Library

Buildings and Grounds

- Library sidewalks were snow blown during recent major storms, which worked much better than shoveling
- Roof leak repaired
- Treads on steps remain a problem
- Parking on Greenwood Avenue remains a problem

Respectfully Submitted,

David Smolen