

Director Report November 13th, 2017

Administrative

- Cheryl O'Neill received her six month probationary period review. Cheryl is no longer a probationary employee.
- Staff discussed mission statement at most recent staff meeting.

Collections

- New Hampshire History Network now has 1,000 records from CPL.
- Library to begin offering online language learning software "Rocket Languages" as of December 1st
- Children's Room to update collection of country books
- New key tag library cards have been ordered

Buildings and Grounds

- Sent letter to Eversource formally requesting installation of LED light in western walkway
- Met with Paul D. and representative from Quality Insulation regarding attic insulation
- Carpet cleaning in Children's Room and computer area took place November 11th
- Wind up clocks scheduled for service with Phillip D'Avanza
- NRHP plaque has arrived
- No trespassed two people

Programs/Outreach

- One Book One Valley finale event with Monica Wood was a huge success.
- Director Smolen gave program on downloadable books to 6th graders at Conway Elementary School. Similar program at Pine Tree to be scheduled.
- Tessa giving book talks to John Fuller students on Wednesdays
- Ty Gagne Book Signing December 6th for "Where You'll Find Me"
- Miss Maybell and Slimpickins to perform December 1st

Technology

- 3 Lenovo thin clients to be ordered
- New WIFI software has improved statistical tracking of WIFI usage

Respectfully Submitted,

David Smolen