

# Director Report May 21, 2018

## Administrative

- Assistant Director Search has commenced
- Performed annual evaluation for Cheryle O'Neill
- Library now a member of the Massachusetts Higher Education Consortium ([www.mhec.net](http://www.mhec.net))
- Reference desk schedule set up until new librarian is hired
- Compiled data on 2017 library salaries in New Hampshire
- Glynis and Cheryle finished prep work for volunteer dinner
- Staff took the test *DISC Self-Assessment: An Evaluation of Behavioral Style*
- Staff investigating grant opportunities through the NH State Council on the Arts

## Buildings and Grounds

- Boiler replacement began May 14<sup>th</sup>
- Insulation install begins May 23<sup>rd</sup>
- Repair to ceiling in periodical room to be performed May 23<sup>rd</sup>
- Friends have hired landscaping company to mulch and edge the library garden beds. Cost approx. \$1,800

## Collections

- Submitted grant proposal for \$3,600 to the Gibson/Woodbury Charitable Foundation to digitize a portion of the *North Conway Reporter* newspaper collection on microfilm
- Friends of the Library have agreed to hire art conservator Martha Cox to perform treatment reports on eight paintings in Library collection at a cost of \$800.

## Technology

- Due to the catastrophic failure of the Statewide Interlibrary loan (ILL) system, CPL is no longer accepting ILL requests via telephone. Requests will be exclusively taken via KOHA login.

## Outreach and Programming

- Ona Judge program had approx. 40 attendees
- Summer Reading Program planning near completion
- Touch A Truck was May 3<sup>rd</sup> and library received front page photo
- Fake News program was May 12<sup>th</sup> with 8 attendees
- Library taking part in the Conway El "Job Hop"
- Library taking part in Career Day at Pine Tree School

## Professional Development

- Staff attended active shooter training May 11<sup>th</sup> at Town Hall

Respectfully Submitted,

David Smolen