

Director Report October 19th, 2020

Administrative

- Director met with Town Manager and Finance Director to discuss 2021 Library budget proposal
- Conducted annual review of Jeff Beavers October 8th
- An employee hit maximum ceiling for position per the salary policy. Trustees will need to review policy in 2021.
- Director working on final grant reports for NH Humanities and State Council on the Arts
- Kate Baldwin no longer working from home effective October 14th
- Director Smolen working from home on Fridays effective October 9th
- Carroll County Library Coop mtg is November 4th
- September circulation only down 6% from Sept 2019
- Library received \$100 donation from Lions Club

Collections

- Library started collection of “Vox Books,” audio books that live in print books for children.

Building and Grounds

- Walk through of building for occupancy permit by CVFD was conducted September 25th
- Pope Security installed WIFI extender wand to the east side of the building
- Boilers turned on October 5th
- Trying to replace sprinkler system air compressor for attic
- Broken window replaced by Granite State Glass
- Compost to be applied to Friends perennial garden October 16th

Technology

- Computer hardware donation day is November 7th, working with the Gibson Center
- Library receiving \$1,500 grant from Tufts Momentum Fund via Gibson for technology training for Senior citizens
- Director Smolen served as tech coordinator for Gibson Center’s candidate forum October 13th
- Members of the public can now sign up for library card through the library catalog

Outreach/Program

- “Collin's Halloween Haunt” is October 28th
- “All Hallows' Read” is October 29th
- Tara is starting “writing club” for middle school students
- Staff working on library card sign up video for elementary students
- Friends book sale is December 4th

Respectfully Submitted,

David Smolen