

# Director Report 11-18-19

## Administrative

- No trespassed Brendan Lane
- Working with Friends and Staff on FOCL 2020 Budget

## Building and Grounds

- Carpets cleaned on November 11<sup>th</sup>. Cost \$645
- Multiple HVAC issues resolved by *All Temp*
- Working on quote for new carpeting in Children's Room
- Working on quote for painting portions of building
- Working on quote to improve front steps

## Technology

- Scheduling laptops to be migrated to Windows 10

## Collections

- Met with REI to develop collection of snowshoes
- Reviewing possible digital subscription for the *New York Times*

## Programs/Outreach

- First meeting of the Middle School Book Club is Nov 25
- Cog Railway history program Nov 7 was well attended
- Hampstead Stage Company presented *Oliver Twist* to about 75 students from Conway EL
- Met with Principal Biche to discuss school/library collaboration
- Friends \$10 Bag Holiday Book Sale starts December 3
- Library staff distributed at least hundreds of books at Halloween Town Oct 26
- "Melodies and Munchkins" was well attended

## Professional Development

- Staff to receive fire extinguisher training November 20<sup>th</sup>
- CPR/First Aid training scheduled for December 16
- Attended and Hosted CCLC meeting November 13. Discussed possibility of creating "Senior Resource Center" in libraries

Respectfully Submitted,

David Smolen