

Director Report October 19th, 2021

Administrative

- Accepted resignation of Nichole Cotton
- Began hiring process for *Youth Services Assistant* position
- Created *Program Coordinator* position, working with staff and trustees
- Conducted annual review of Jeff Beavers
- Annie Wehrli will be trained to perform certain administrative tasks that will save the Director time
- Working with attorney Jason Dennis on NNHLC bylaws revision
- Met with Tom Holmes and Kathy Golding October 5th to review budget proposal
- Attended NHSL LSTA Five Year Plan review meeting
- Strategic planning process continues

Grants

- Submitted NHSL IMLS ARPA round 2 grant on September 28th for Redstone interpretive trail project in the amount of approx. \$15,000
- Submitted library technology grant to NH Charitable Foundation in the amount of \$9,995 for a privacy pod to promote telehealth, amongst other uses.
- Working with Gibson Center and C3PH on National Library of Medicine grant on health information literacy.

Technology

- Two laptops ordered for staff
- New thin client ordered for front desk area
- New job description for Youth Services Assistant will include more tech reference responsibilities

Buildings and Grounds

- Temporary fix to front stairs completed
- Walk through of building conducted by Chief Solomon on October 1st
- Working with Friends of the Library on park renovation process

Collections

- September 2021 circulation down about 11% compared to September 2020 but running 15% ahead of 2020.

Programs and Outreach

- Mad Hatter Tea Party was very successful
- CES classes have been visiting library
- *Ghosts and Legends* with Jeff Belanger is October 21st
- *One Book One Valley* finale event with Paul Doiron is October 28th

Respectfully Submitted,

David Smolen