

## FERN RIDGE LIBRARY DISTRICT

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### Director's Report to the Board of Directors For the July 8th, 2009 Meeting

#### **Administrative**

The start of a new fiscal year brings something of a clean slate to the library district. We have a new collective bargaining agreement with OSEA that will carry through 2012, the Foundation has completed the *Renovate '08* capital campaign, and I even managed to complete all staff the staff evaluations for 2008-2009. To top it all off, the Summer Reading program has now successfully come to a close. As we head into the fall, planning for next summer is already underway, renovation logistics will begin (where WILL all those books in the Chatfield room go during construction?!), and staff development opportunities will increase.

Speaking of development, I will be unable to make the scheduled date for the September Board meeting due to my participation in a conference in Portland.

After two years of ducking the camera, my picture is now up on the 'wall of Directors' at the front of the library, as are all the current board members.

#### **Youth and Teen Services**

The Summer Reading program was a great success, with total attendance in excess of 1,000. It is not lost on any staff member that though SRP days are exhausting; the benefit to these kids in terms of literacy and educational retention is immeasurable.

Please see Youth Services/Volunteer Coordinator Katie Kane's report for more information.

#### **Community Programs and Outreach**

The Community Programs committee hosted a fantastic presentation about Bonsai in the Konnie room on Tuesday, July 14<sup>th</sup>.

I met with the new Interim Superintendent of the Fern Ridge School district on Tuesday, August 4<sup>th</sup>. We discussed strengthening the cooperation between our districts, as well as ways in which the library can reach out to teen patrons at the high school level. This may include class presentations or outreach in the school library on some level.

#### **Facility/Equipment**

HVAC issues continue to pop up. These have been addressed quickly and efficiently by our maintenance vendor. Other major system issues were tested in July, as we experienced two fire alarms and two security alarms over the course of a week. It turns out there are security devices in the ductwork that had been forgotten, and thus not serviced in almost 10 years. These have been cleaned and added to the maintenance schedule moving forward.

I have contacted several companies to solicit estimates on painting the building exterior. Once these have been submitted, I will choose and schedule this work to be completed before the end of the outdoor painting 'season.' Most likely, this will happen toward the end of September.

#### **Foundation**

Representatives from the Foundation will be in attendance at the August board meeting to discuss the results of *Renovate '08*. I have also invited representatives from Robertson/Sherwood to be on hand as renovation plans now move from fundraising to design and build.

The Foundation is in the process of searching for a new administrative assistant.

### ***Friends***

The Friends have elected new officers and planning is moving forward for FriendFEST, which will be held Saturday, August 29<sup>th</sup> from 12-3pm. They have welcomed back their book sale coordinator, who is planning for a sale to coincide with FriendFEST.

### ***Materials***

**Statistics and Aquisitions** – We processed over a thousand books in July, most notably several hundred Spanish language titles for the children's department. These books were provided by the *Amo Leer* grant, and now await shelving.

**Weeding**- Weeding in July was minimal.

### ***Staff Recognition***

Youth Services and Volunteer Coordinator Katie K. passed the Frog Cup to Library Clerk Greg M. for all of the help he gave in improving the children's area. He went beyond the call of duty by dismantling the backpack rack, and mounting the wood on the wall, saving room and creating a better display. He also helped to make the children's computer area much more efficient.

### ***Technology***

Downloadable audio and other digital material is now available through the Oregon Digital Library Consortium. This access went live on July 30<sup>th</sup>. Assistant Director Laura B. will be the in-house tech support liaison for this program, and links to the service will be added to the website as soon as we are comfortable in the process. This service greatly expands the number of audio titles available to our patrons. Plans to circulate MP3 players will quickly follow. Participation in this consortium was made possible by the strong alliance of the libraries in the Lane Council of Librarians, and in particular to Springfield Public Library, who has agreed to host the server and did most of the upfront tech legwork.

The Oregon State Library has recently signed a new statewide database contract, which means the library will switch from EBSCO to CENGAGE Learning. I have included in the August board packet a spreadsheet that details the most significant changes. I served as a reviewer in the selection process, and believe the new database to be much more user friendly and appropriate for a rural library of our size.

I have ordered a small, inexpensive laptop to use in meetings and when travelling or working from home.

We purchased a new fax machine to replace our old workhorse, which finally departed this world after many years service.

Staff has been working with a new interface to the SIRSI/DYNIX ILS (Integrated Library System). We installed this new interface months before the old interface will become obsolete in order to allow all staff members to train and learn the new while still having access to the old. As such, there should be little change to our speed of service once the next system upgrade is in place.

### ***Use Statistics***

The monthly stat report is now an apples-to-apples comparison as our open hours match the prior year. Though our patron count for July was down slightly, circulation was up while program attendance was essentially flat. Technology use was also down, especially website server requests. We will investigate why this dropped significantly, but I suspect that it may be time for a redesign to the site, as it has been stagnant now for almost 2 years.

Please see July, 2009 Statistics Report for more information.