

FERN RIDGE LIBRARY DISTRICT

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Director's Report to the Board of Directors For the June 17th, 2009 Meeting

Administrative

Summer Reading (SRP) begins Tuesday, June 16th for youth, teens, and adults. Much of the last month has been preparation for this important library program. Youth Services/Volunteer Coordinator Katie Kane has been especially busy planning and marketing the SRP to children and parents in the Fern Ridge area.

I contacted the Oregon Board of Accountancy and have received a list of auditors certified to perform municipal audits. Business Manager Fred Welding and I will examine the list for possible contact (there are over 250 listed) and begin the process of inquiring into availability, fees, etc.

June is staff evaluation time, and I hope to have completed all evaluations and met with staff individually by the end of the month.

Youth and Teen Services

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

Community Programs and Outreach

Adult SRP for 2009 features a number of kits available for check out that invite patrons to explore the arts. From sketching to calligraphy to Ukulele playing, these kits will include instructional books/DVD's/ and materials needed to explore each facet of creativity.

Lauren Kessler, author of the 2009 Oregon Reads title *Stubborn Twig* will discuss her book in the Konnie Room on Thursday, June 25th at 7pm. Lauren's visit will be promoted as part of the adult SRP.

I was the featured speaker at the Chamber of Commerce lunch on Wednesday, May 13th at Dixie's Café. I presented an overview of services the library can provide for business owners and talked about upcoming events such as SRP, FriendFEST, and renovation plans. I invited all businesses in the area to adopt-a-shelf to continue support for the efforts of the Foundation.

Facility/Equipment

Our new HV/AC contractor performed a 'major' service to prepare the systems for summer cooling. The level of professionalism in our new vendor was noticeable and much appreciated. Several longstanding issues with the fans and belts have been resolved, and two new digital thermostats were installed in the back room and the adult reading area.

Yearly backflow tests have been completed for the sprinkler and irrigation systems. These tests have been performed for years by an independent contractor who is now retiring. We will use the same company that conducts testing on the fire and sprinkler system moving into the future.

After many service calls, the copier has settled down and is running smoothly. A bit of research indicates that the copy count for our machine is still relatively low, and we should expect much more life out of it. At the point we DO shop for a new machine, the ability to produce color copies, scan documents, and tie in to the network should all be considered.

Foundation

Due to a trail running misstep, I was unable to attend the only Foundation meeting in the last month, which met on Monday, June 1st. Plans for winding down *Renovate '08* were discussed, as well as the goals for the next fiscal year. Recruitment of new board members is still a high priority to keep the energy level high for the group.

The Foundation received unofficial notice from the Meyer Memorial Trust that a grant application for the amount of \$25,000 toward Renovate '08 has been approved. This grant application was specifically targeted at the Chatfield room area renovations.

Friends

FriendFEST planning is still ongoing, with Assistant Director Laura B. as staff liaison. A book sale was on June 5th and 6th during normal library hours.

Library Meetings

A staff meeting was held Friday, May 16th. A new schedule was introduced that allowed part time staff to have three days off each week. Other discussions involved a discussion of when to bend rules for patrons and the prices for sending and receiving faxes.

A safety committee meeting was held Friday, May 22nd. Issues discussed include a need for security cameras, snow and ice removal, carpet cleaning, and hygiene for public computer users.

A Lane Council of Librarians meeting was held in the conference room Friday, May 22nd. Librarians within this consortium discussed upcoming Overdrive implementation (will be up and running in August) and other ways to leverage the power of cooperation. Serious discussions into the idea of allowing patrons to use their cards at any of our libraries took up much of the meeting, and I have volunteered to work with the Springfield Library Director to take a look at the impact of such a move on the libraries involved (i.e. will this cause a 'book drain' where all the materials are sucked into Springfield or another library? How do we return books in the summer when the ESD courier is unavailable? Etc.)

Materials

Statistics – Numbers are up and down by item type, but this simply reflects how one large order can skew the stats in a month to month comparison.

Acquisitions- The Spring book release season is coming to a close, and purchases will drop to a lower level until late August, when the Fall season begins to ramp up. Catalogs, advanced reviews, and trade show buzz on Fall titles begins and builds throughout the summer.

Weeding- Numbers for May reflect the work done by volunteers in April. A significant number of fiction titles were withdrawn to make room for new titles, while a spring cleaning of the magazine area resulted in the removal of hundreds of dated periodicals.

Patron Services

Katie conducted an HTML workshop to library patrons on Tuesday, June 2nd. As with many of our computer classes, we had many people sign up but only a handful attended. This is to be expected and reflects a trend seen in the library world, and will not slow or stop our attempts to offer more and more digital training and service.

Staff Recognition

The frog cup passed from Assistant Director Laura B. to Youth Services and Volunteer Coordinator Katie K. for her work in creating a new staff schedule and circulation desk schedule.

Technology

I am considering purchasing a new laptop to allow me to work more effectively from home and while travelling. This will also allow me to be more effective in tracking projects, documents, etc, especially in the myriad meetings I attend.

Use Statistics

May shows only modest increases in categories that have been very strong during the last year. In fact, these numbers should be a bit higher given the expanded hours. Early summer weather to blame, perhaps?

Please see the May 2009 Statistics report for more information.