

FERN RIDGE LIBRARY DISTRICT

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Director's Report to the Board of Directors For the May 13th, 2009 Meeting

Administrative

April saw the beginning of several projects that will likely be completed in June and affect the future of the library both short-term and long-term. As to the former, summer reading programs for both youth and adults are in the finalization stages and the budget process for 2009-10 has begun in earnest. Labor negotiations with the OSEA Union and the likely conclusion of the *Renovate '08* capital campaign will bring changes that extend further into the future, but will require a lot of attention and work in implementation.

Along with a steady increase in circulation and patron attendance, these projects will cause staff, management, and board time will be in high demand as we head into the summer and close the fiscal year.

Youth and Teen Services

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

Community Programs

The Friends of the Fern Ridge Library presented a program on Composting on Tuesday, April 14th. Up next is a program on Local Rivers and Streams.

I have begun to pull together ideas for the adult summer reading program. I have included a draft of the brochure/handout in the May board packet that summarizes the theme and the fun planned for this year.

John Daniel read from his new book in the Konnie Room on Thursday, April 16th in celebration of National Library Week. John also sold and signed several books and donated a portion of his earnings to the *Renovate '08* capital campaign.

Facility/Equipment

Business manager F. Welding and I have finalized a change in our H/VAC vendor. The result of this change should be better and more consistent service at a lower cost.

Yearly backflow tests are currently being scheduled for the sprinkler and irrigation systems.

Our copier required service many times in April for a variety of ailments. This important piece of office machinery will be monitored closely, as it may be heading into the twilight of its career.

Foundation

I attended Foundation meetings on Monday, April 20th and May 4th. Former Veneta mayor and current city councilman Tim Brooker has been voted in as a new Foundation board director. Other names for possible new directors are being considered.

In order to manage expenses, several upcoming meetings have been cancelled as the *Renovate '08* campaign is awaiting word on several last grant requests. The next scheduled meeting is Monday, June 1st. A second June meeting will be scheduled to reach a decision about the future of the capital campaign.

Friends

Assistant Director L. Blankenship represented the staff at the FRIENDfest planning meeting on Saturday, April 11th.

Library Meetings

A staff meeting was held Friday, May 1st. YS/VC K. Kane facilitated this meeting.

The Budget Committee met on Wednesday, April 22nd. The planned budget for the 2009-2010 fiscal year is almost identical to the current budget.

The Library Phase II Renovation committee met on Wednesday, April 29th to prioritize the projects they identified as desirous in earlier meetings. I have included a copy of a memo that summarizes the decisions made during the meeting in the May board packet.

Materials

Statistics – We added fewer books in April, but will balance that out with several large orders that will arrive in May.

Acquisitions- Work continues on a Spanish language book order that will be placed before the end of the fiscal year. A quick check of forthcoming book orders shows that more than 90% of the book budget for the 2008-2009 fiscal year has been 'spent.'

Weeding- Thanks to volunteers from Key Bank (see *Volunteers* below) we have completed weeding the adult fiction section.

Patron Services

Katie will offer an HTML workshop to library patrons on Tuesday, June 2nd. This class will cover the basics of website construction and design. Originally developed for Teen Tech Week, we hope to offer this class on a regular basis.

After several monthly classes, the basic computer course will now be offered quarterly. The next class is scheduled for Tuesday, July 7th.

Staff Recognition

The last Frog Cup recipient was absent from the May 1 staff meeting, so I appropriated the cup in order to present it to Assistant Director L. Blankenship in recognition of her assistance in providing computer training classes. In particular, she has worked patiently and selflessly both in class and during open hours with a new patron who suffers from ALS, and thus requires individual attention.

Technology

Brad S. from the Springfield Library visited the library on Thursday, April 23rd to conduct a preliminary training on the new SIRS! interface. Several staff machines now have the new software installed, and this will allow us to begin to slowly learn to use this very different approach to the library catalog. Until November, our computers will be able to run both the old and new log-in screens.

Use Statistics

There are no surprises in the April stats. Circulation, program attendance, computer use, and patrons through the door continue to show a marked rise in library participation.

Please see the April 2009 Statistics report for more information.

Volunteers

The annual Volunteer appreciation party was held on Saturday, April 25th at 2pm in the Konnie room. This event, like several others over the years, has seen a decline in participation. Staff is brainstorming creative new ways to recognize and reward our many volunteers in the future.

Staff from Key Bank volunteered time at the library on Tuesday, May 5th as part of a company volunteer program. These volunteers helped complete several weeding projects and worked with YS/VC K. Kane to shift books in the adult sections of the library. Along with a thank you card sent directly to the bank, I submitted the following thank you as a Library News item for the Thursday, May 14th edition of the West Lane News:

On Tuesday, May 5th the Fern Ridge Library played host to several 'one-day librarians' as staff from Key Bank volunteered time and enthusiasm as part of the bank's **Neighbors Make the Difference**® program. Several ongoing projects were completed as a result of this volunteerism,

and the shelves in the library have never looked better. On behalf of the patrons, staff, volunteers, and library Board of Directors, I wish to thank the staff at Key Bank for their dedication to the community. Organizations throughout the Fern Ridge community rely on the civic participation of a multitude of individuals, groups, and businesses and we all live in a better place because of this altruism. You can find more information on Key Bank's community involvement at their *Community is Key* website: <https://www.key.com/html/community-is-key.html>