

Library Director's Report

January 2016

Building Project

- ~Inspection to allow for temporary occupancy (to allow for staff & volunteers to move collections and other items into the new building), occurred on Friday, Jan 15.
- ~Moving of collections began on Tuesday, Jan 19. There were some issues with collections fitting, most notably Mysteries and Fiction in the adult dept. Alternative shelving of materials was developed and in the end all of the collections were fit on the shelving. Collections were all shelved by Friday, Jan 29.
- ~The Library was completely closed, even for holds pick up, starting on Thursday, Jan 28, to allow IT, Facilities, and Library Staff enough time for the change over of all systems from the old building to the new.
- ~The majority of the work was completed in time for the Feb 2 Donor Gala.
- ~ The punch list meeting was held on Wednesday, Feb 3; the majority of the items on the list were painting and other cosmetic issues.
- ~ We were able to open as scheduled on Thursday, Feb 4.
- ~Still in the process of determining all of the new workflows and needs/opportunities the new building provides us.

Budget

- ~Meeting with Mike McGovern on Wednesday, Feb 17
- ~Two items of note:
 - Staffing levels and how to fill vacant position
 - MSLN fee increase

Other Items of Interest

- ~Policy review
 - Game room is most pressing (will bring draft of policy and procedure we are implementing)
 - Others will need changes to reflect new circumstances in the new building
- ~Programming
 - Determine level to maintain going forward
 - Determine topic wants and needs of community