

Library Director's Report

March 2016

Building Project

- The project (at least on the interior) is in the wrap up stages. Most of punch list items have been address.
- There are a few remaining outstanding items:
 - The donor sign is being reprinted
 - Additional lettering needs to be installed above the donor sign
 - Handrails in the lobby need to be restained to better match the wood panelling
 - The shelving vendor needs to correct issues
 - Gutter and drainage issues to follow up with on the front of the building by the patio
 - HVAC noise levels in the Community Room and Staff Break Area
- Landscaping work begin in April
- Now that we are more familiar with the building, I am working with Library Staff collecting issues or challenges that need to be addressed with the building. Some of the larger items to consider:
 - Acoustic issues in the lobby
 - Configuration issues with the Youth Circulation Desk
 - Lack of lighting in the Youth window seating area

Budget Update

- The proposed Town Budget for FY2017 has been submitted to Council.
- The Finance Committee will review the Library at their Monday, March 21 meeting
- I am hopeful that budget will be approved with the addition of the full time position

Programming

- The programming in February was incredible for both the number of programs offered and the attendance. Below is a summary of what was offered.
- Special New Building Programming
 - Donor Preview (estimate): 150
 - Robotics Demonstration (estimate): 50
 - Gallery Reception/Draw-Off Contest: 122
 - Ribbon Cutting: 24
 - CEMS Publication Studio: 75
 - An Allagash Haunting Radio Drama: 4
 - Valentine's Concerts (numbers estimate as event held in open areas of the library): 150

- Draw on your Creativity: 32
- Poetry Reading with Marcia Brown and Robin Merrill: 45
- Michael Beling: 36
- Wii Sports Club Playoff: 5
- Mary Irace Comedy and Music Evening: 120
- Woodblock Print Demo with Blue Butterfield: 30
- Author Talk with Maria Padian: 1
- Can We Afford (Not) to Go Green: 30
- State Street Traditional Jazz Band: 85
- Meet the Director (3 sessions) (estimate): 35
- Youth Programming
 - Musical Story Hour: 82
 - Read to Maddie (3 sessions): 8
 - Read to Winston (3 sessions): 10
 - Creativity Lab (3 sessions): 49
 - Baby Toys Workshop: 2
 - Toddler Art (2 sessions): 14
- Adult Programming:
 - Fantasy Sports with Coach Mims: 4
 - Monday Knitting (4 sessions): 25
 - Socrates Cafe: 7
 - Evening Book Group: 8
- Going forward, I'm hoping to be able to continue the momentum of the opening month of programming. I will be working with the TML Foundation on additional funding opportunities. I am also looking to form a programming committee to help guide the Library on program offerings and sources.

Workplace Culture

- Based on my one-on-one meetings with each staff member and my own general observations, I have grown concerned with staff moral, the general working atmosphere, and occurrences of unprofessional inter-staff interactions. Additionally, I am concerned about the occurrences when a negative workplace culture will bleed over into public interactions with patrons and other outside groups.
- I briefly addressed my concerns at our monthly staff meeting on Wednesday, March 2. There I outlined my concerns and stated that in the near future, I will begin working on making improvements.
- On Thursday, March 10, I met with Town Manager, Mike McGovern, to discuss my concerns. He recommended that I reach out the town's HR Consultant, Rick Dacri.
- I will be meeting with Rick Dacri on Tuesday, March 15.

- This will be a long term project, however I believe that improving the workplace culture is vital for the long term success of the Library.

Items for Future Consideration

- After reviewing the Building Use and Display/Gallery Policy with the Policy Committee, I have concerns about the overall state of our entire policy manual. While it will be a longer term project, many of our policies need to be reviewed for tone of language, accuracy, and completeness. There are also areas where we will need to add policies for complete coverage.
- A grant application for programming that I was working on asked how such programming would fit into our Library Mission. After reviewing our mission, I came to the conclusion that it is written in such a way that it's narrow scope precluded many activities and programming outside of traditional collections. Give this, I believe that we need to rework our mission statement to make it more encompassing of what a modern public library is and direction we aspire for our Library. In addition to that exercise, I believe some complimentary long range planning would be extremely useful.