

Library Director's Report

March 2016

Building Project

- Update on outstanding items:
 - The donor sign is being reprinted (waiting for Foundation and Vendor)
 - Additional lettering needs to be installed above the donor sign (completed)
 - Handrails in the lobby need to be restained to better match the wood panelling (completed)
 - The shelving vendor needs to correct issues (partly completed, most issues fixed, but some remain)
 - 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 (some measures addressed, some solutions still in the works)
- Larger Issues
 - Acoustic issues in the lobby
 - Have looked into acoustical panels to help control sound. Without consulting an expert, I'm not comfortable making decisions on what to purchase and where to place them.
 - Configuration issues with the Youth Circulation Desk
 - Testing a solution
 - Lack of lighting in the Youth window seating area
 - Will likely need to consult an electrician to see what needs to be done
 - Additional public computers needed
 - Parking
 - Existing parking for normal days is sufficient. However, during larger and popular events parking becomes a major issue. As I believe that it is everyone's hope to offer expanded programming in the new Library this may affect those efforts.

Student Art Exhibit

- We had excellent public response and comments to the February Student Art Show. I wanted to find a way to display more student art on an ongoing basis.
- To this end, I had some of the extra hanging rail installed on a largely blank wall in the Young Adult area. I have been in contact with Marguerite Lawler-Rohner, the Middle School Art Teacher and point person for the February show, about having a permanent, rotating student art exhibit in this part of the Library. She loved the idea and now that the hanging rail is up, she will be installing some student art very soon.

Budget Update

- Presented the Library's Budget at the Finance Committee Meeting on March 21
- There were a few questions about the building and the programming budget amount; I feel the overall reception was positive to our budget request.

Programming

- Adult programming was down compared to our February opening events, however we still had some solid programs. We are looking to ramp adult programming back up in the coming months.
- Children's programming was amazing in March as we got back into our Story Time and after school activity schedule.

Job Descriptions

- The job descriptions for all positions are almost universally outdated and inaccurate.
- Bringing job descriptions in line with the goals and realities of the Library will have multiple benefits.
- I have met with Arlene at Town Hall to get the process started. I have also had the Library Staff work on logging their daily activities to give me a snapshot of what each position entails.
- After reviewing the logs, I will be working with Arlene and Library Staff to refine each job description.

Vision Chart and Long Range Planning

- We reviewed the Vision Chart that I sent out to the Board at the previous staff meeting. We had a lot of good discussion, which unfortunately was cut short by the need to open the Library. I will continue to have such long range planning and vision conversations with Staff, but I also feel it is important to have them on the Board level.
- In order to make the most use of our new facility and the money from the Foundation, TML needs to have a solid vision and mission going forward into the future to help guide our spending and other decisions.