

Library Board of Trustees - Director's Report

March 17, 2020

BUILDING:

Ice removed from south and north parts of building. 2/19 snow build-up caused furnace for building addition (children's area/local history/museum space) to shut down. Josh shoveled off the roof around vents and restarted furnace/cleared codes. Contractor hasn't made any additional changes since building walkthrough meeting or roof meeting (2/5, 11).

Phone: Focus on Energy, request energy audit/discussion. Likely energy bills due to increased fresh air intake in building (cold air)

Owner's responsibility items remaining: connect furnace smoke detectors to fire panel.

3/6 Green space meeting

ADMINISTRATION:

Create "Welcome to Demmer Meeting Rooms" brochure; develop partnership agreement for programs

Update signature cards at bank

Review statistics – trends

Install security software and activate VPN access on new director laptop

3/3 Town department head meeting

STAFF DEVELOPMENT AND LIBRARY DIRECTOR CONTINUING EDUCATION:

CEUs for 2019: 40 (6 technology) CEUs for 2020:

PROGRAMS AND OUTREACH:

Read Across America – Census 2020 – Find Your Place at Your Library reading challenge: Read the population of Three Lakes - #threelakesreads1892 and #becounted. For every book checked out, get a sticker to put on the map of Three Lakes. Challenge runs March 1 – end of National Library Week, April 25.

03/06: 11th grade English – introduction to research skills

February programs/attendance:

Program/Attendance	Children	Young Adult	All ages
Regular attendance	8/148	3/24	3/18
Self-directed	1/28	0/0	0/0

Upcoming programs: Story Hour, Family Dinner and Stories, Coffee & Kids, Books the Other Channel, Library Lovers Book Club, Dungeons & Dragons, Three Lakes Genealogy Society, Women in STEM, Girls in STEM, Lego Club, Youth Art Month art classes, Soup and Stories, Snowy Owl program.

Respectfully submitted,

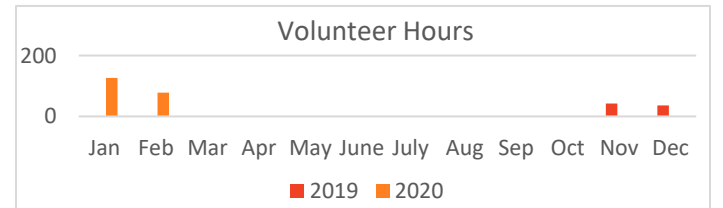
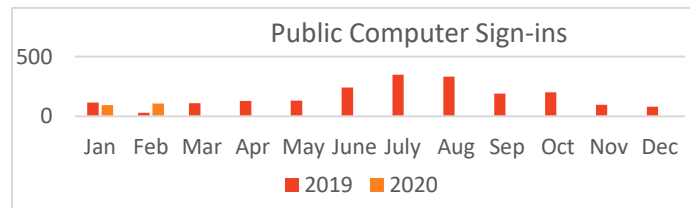
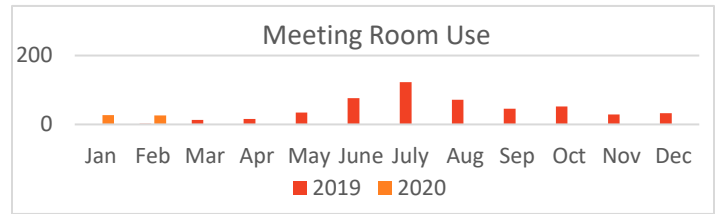
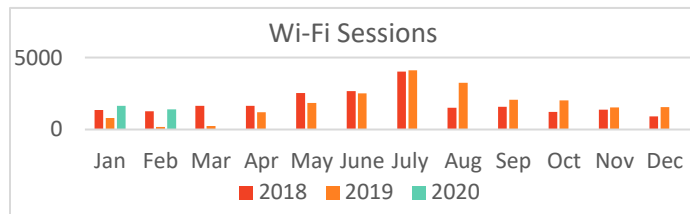
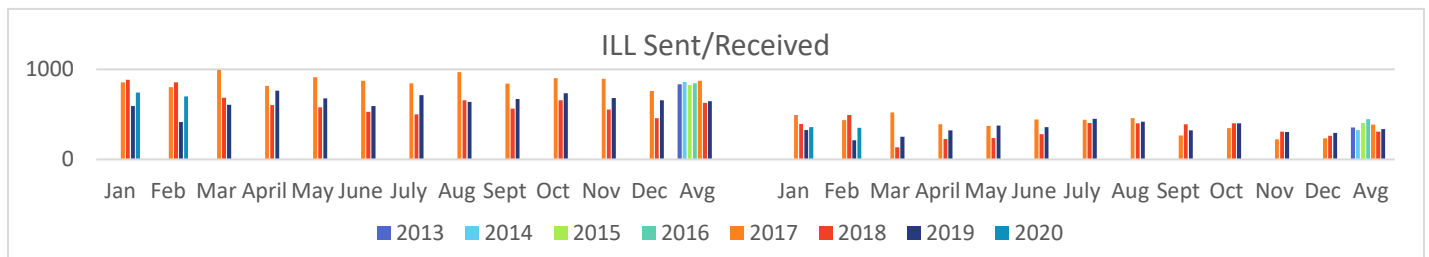
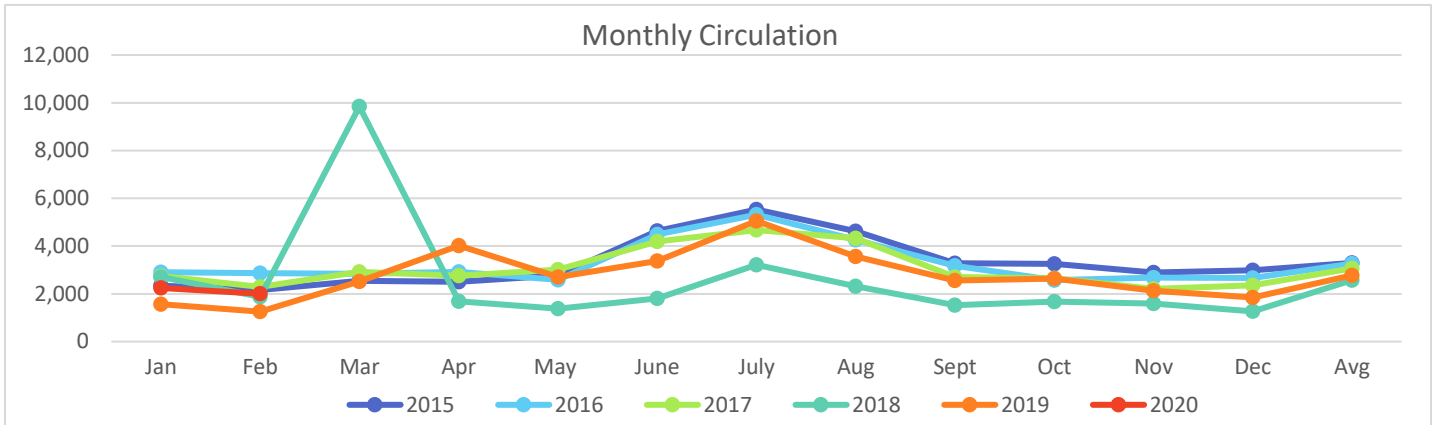
Erica Brewster – Director

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Monthly and YTD Statistics

	Feb 2020	YTD 2020	Feb 2019	YTD 2019	Jan 2018	YTD 2018
Circulation	2,003	4,248	1,255	2,822	1,874	4,576
Interlibrary loan sent	664/37	1,367/76	404/10	961/44	812/51	1,634/113
Interlibrary loan received	352	712	214	540	197	591



Library Usage - Survey 2020

	March	June	October	December	Total 2020	Total 2019	Total 2018
Library Visits	387					22,737	16,211
Reference Transactions	36					923	546
Program Attendance	59 4 programs				Avg/wk: programs	Avg/wk: 56 4 programs	Avg/wk: 30 2 programs