

March 2017 Director's Report

❖ Staff

- Completed the survey compilation.
- Leslie Hunt is our new volunteer and she is starting on the 22nd.
- We put together a proposal to the Mother's Club asking for some items to make a small reading area for kids.
- We also put together a list of unique items that we would like to check out and are asking the Friends to purchase.
- Devin and Janet continue to plan a 'Pioneer Day' during the Spring Read of *Little House in the Big Woods*. They are setting up other programs during the Spring Read, one of which will be in conjunction with the Garden Club.
- Both Devin and Janet are deep into planning for the summer reading program.
- Completed the New Hampshire State Library statistics for 2016.
- The Investment Policy that was accepted last month needs to be approved annually (RSA 31:25) so I put a note on it and will put in on the calendar so we do it each year.
- A public library in New Hampshire had this to say when they were surveyed on getting input from Community Members - *We've had great success reaching people who don't normally use the library. We've had board members stand outside the post office, the recycle center and Shaws on a Saturday morning*
- Eastwood Place can no longer send flyers. People complained that they were getting too much spam.
- Emerson Village – does anyone know the owners? I'm not getting any responses from my tries.
- On the monthly stats sheet, we added Faxes Sent and Notary. These are things we do quite a bit so I decided that we should record them.

❖ Building

- Another piece of the fascia on the side of the building came off in a high wind.
- Some of the film coating the windows on the first floor was peeling off, so it has been replaced.
- The Annual Test and Inspection of the Fire Alarm and devices was conducted on March 6th. Items tested are the Emergency Elevator Button, dialing out from the elevator, the wireless panic buttons and they replaced batteries as necessary.
- We moved the people counters to the outside set of doors. We get quite a few people who come into the lobby and never step foot into the library, so we wanted to get a more accurate count of the people using library services.