

July 2018 Director's Report

❖ Personnel

- Nancy McMullen, Kate Thomas, Merrily Samuels and Rosemary Krol met with Directors from Kingston, East Kingston and Brentwood to discuss starting our own Consortium using Atrium as the ILS. We also met with the President, Systems Librarian and Membership chair for GMILCS to discuss joining that consortium. A meeting is set up with the SNHLC group to discuss joining that consortium.
- Summer reading programs continue to keep us all busy. As of 7/10/18 these are the sign up numbers.
 - Adults – 196
 - Middle School – 71
 - Elementary School – 175
 - 1,000 Books before Kindergarten – 26
- Most of the staff continue to work on Inventory. It's the first time it's been completed on the first floor in years. There continue to be problems that need to be fixed. Once the complete inventory is done, we will start on cleanup of the data.
- Rosemary Krol completed all the reviews due until August.
- Rosemary Krol completed all new job descriptions and ratings for all employees.
- Nancy McMullen replaced \$1300 worth of donations recently all from one donation of 300 books that we received.

❖ Building

- According to Shelley Copp, Dennis Osgood told her he would do landscaping work on the garden path and not charge us for his labor.
- Rosemary Krol interviewed a couple of people about the third custodian position and neither of them could make it work.
- A sign has been purchased for the parking lot that says "Library Staff Parking Only" and it is waiting for the Town to install.
- The second floor painting will start the second week of August.
- Bob Higgins has started on the LED light conversion.
- Bob Higgins will start on the workroom renovation after Labor Day.