

Directors Report September 2022

Outreach

On Tuesday September 20th we will visits to Home Sweet Home, NaDavia Walters will be visiting there every other week.

At the library:

Starting on Thursday September 8th clients from ARC Ulster Greene have started to visit the library on a weekly basis to volunteer their time at the library. Michelle Rogers and Alice Caulfield will be working with them to find out what they are interested in helping us with.

Narcan training: Alice Caulfield and Michelle Rogers completed the Narcan training in September.

Building:

Martinez/Fernandez update: The Fernandez family has finished with one side of the front of the building and continue to work on the other. The Martinez Renovations contract is being canceled, Tino Martinez has been asked to provide us with the cost of the materials and payroll that has already been expended. It was decided that Martinez Renovations needs to complete the painting and replacement of crown moldings, otherwise the work the Fernandez family will be wasted. The second part of the contract to paint the east and south sides of the building will be either be rebid or we will consider hiring a temporary or permanent maintenance person[s].

New Hire: We have hired Dale LaGue, a full time Librarian III her first day is Monday September 26th. Dale will be helping us with Adult Programming, social media and staff support. We are excited to welcome her.

Staff meeting: We had our first staff meeting on Thursday September 15, we discussed Library Clerk staff being retrained on Sierra and customer service with Allie Rappleyea and Sebastian Sorci taking the lead. I will also be trained on Sierra, so I can help on the desk. I also talked about my plan for yearly reviews, I will speak to employees on their yearly work anniversary, discuss a goal and meet quarterly to discuss and keep in touch. We also asked staff to start to use the people counter, so we have a count of patrons.

Turning Outward: I will be reaching out to the new MHLs Sustainability Coordinator, Laura Crisi to start the Turning Outward program.

Museum Passes: Beth and Joan have successfully reached out to area museums to get passes for our patrons.

Respectfully submitted

Caroline Ford