4/21/26 Director Notes

- Library staff has both been working exceptionally hard this past month
    - Barcoding training
    - Sorting books
    - Shifting
    - The library has not had any call-offs since March 7th

- IPLAR
    - Scott and I have been meeting to work on the IPLAR paperwork together, and as of April 18th, we are about 70% complete.
    - Our goal is to be done by June 1st at the absolute latest.

- Building Maintenance
    - Fridge replacement
        - Home Depot has an option for $384, including delivery and insulation
    - Kitchenett
        - Under the sink area
    - Storage Room
        - We are due for a check-in from the fire department to make sure our building and fire hydrants are up to code
        - We need to plan a day for us to clear out the storage room; this is a project that will likely take more than one person

- I propose that we update our library hours of operation to better accommodate the community's needs for the summer.
    - The hours that I recommend are Monday through Friday, 11 AM- 5 PM. This change would move us from being open for 25 hours a week to being open 30 hours a week.
    - If we expand our hours of operation for the summer to 30 hours a week, we may want to consider increasing our employees' work hours. Currently, I am at 15 hours a week, and our other staff members are at 10 hours a week.

- Summer Programing
    - I plan to increase our programming events for the summer. I was told at last month's board meeting that the library had one event a month for the summer of 2025. I plan to have 5-8 events a month for May, June & July of 2026.
    - Our Summer Reading theme will be Dinosaurs

        - Lainee McGraw has volunteered to help me plan educational dinosaur-themed events. My goal is to have a minimum of three educational dinosaur events this summer.
        - Windy has volunteered to team up with me to decorate the kids' reading room to be dinosaur-themed.

    - I plan to do a reading chart program where every 10 books that a child reads is another entry into a raffle and a small prize (maybe a sticker or Character eraser). The raffle drawing should be at a big event at the end of July, or perhaps at our outdoor movie nights. Depending on the budget we would have, we could raffle off prizes such as dinosaur LEGO sets, Squishmallows, character backpacks full of school supplies, or posters.
    - What should our budget for summer programming prizes be?

- Reaching Forward South
    - At the Reaching Forward South conference, I went to presentations on the following topics:
        - How to use passive programming to increase library attendance
        - Sensory Inclusive Programming
        - Trading Card Programming for Preteens and Teens
        - Handling Challenging Patrons
        - Summer Programing