

Director Report May 18, 2020

Administrative

- Developing “safe building” plan in consultation with staff and other stakeholders
- Phone call scheduled with Peter Malia for May 19th, 2020 to discuss legal issues associated with the possible reopening of the building
- Attempting to learn the original amount of the Frederick Lewis Trust.

Buildings and Grounds

- All Temp in building prepping AC system for summer
- Staff rearranging furniture for “safe building” plan
- Library now working with BNI Distributors for hand sanitizer
- Purchased outdoor canopy for outdoor computer usage
- Boilers turned off May 15th

Technology

- Library to start chromebook check out service in the near future
- Staff working on setting up self-checkout

Collections

- Library to begin ordering physical materials in the near future
- Coop transfers have restarted

Programs/Outreach

- Tessa working on a “Wait Wait Don’t Tell Me” program through Zoom
- Tessa working on a “fake news” program
- Library developing partnership with Project Succeed for Summer Reading Program.
- Director Smolen appeared on “Drive Time” May 13th

Respectfully Submitted,

David Smolen