Director Report May 21, 2018

Administrative

- Assistant Director Search has commenced
- Performed annual evaluation for Cheryle O’Neill
- Library now a member of the Massachusetts Higher Education Consortium (www.mhec.net)
- Reference desk schedule set up until new librarian is hired
- Compiled data on 2017 library salaries in New Hampshire
- Glynis and Cheryle finished prep work for volunteer dinner
- Staff took the test DISC Self-Assessment: An Evaluation of Behavioral Style
- Staff investigating grant opportunities through the NH State Council on the Arts

Buildings and Grounds

- Boiler replacement began May 14th
- Insulation install begins May 23rd
- Repair to ceiling in periodical room to be performed May 23rd
- Friends have hired landscaping company to mulch and edge the library garden beds. Cost approx. $1,800

Collections

- Submitted grant proposal for $3,600 to the Gibson/Woodbury Charitable Foundation to digitize a portion of the North Conway Reporter newspaper collection on microfilm
- Friends of the Library have agreed to hire art conservator Martha Cox to perform treatment reports on eight paintings in Library collection at a cost of $800.

Technology

- Due to the catastrophic failure of the Statewide Interlibrary loan (ILL) system, CPL is no longer accepting ILL requests via telephone. Requests will be exclusively taken via KOHA login.

Outreach and Programming

- Ona Judge program had approx. 40 attendees
- Summer Reading Program planning near completion
- Touch A Truck was May 3rd and library received front page photo
- Fake News program was May 12th with 8 attendees
- Library taking part in the Conway El “Job Hop”
- Library taking part in Career Day at Pine Tree School

Professional Development

- Staff attended active shooter training May 11th at Town Hall

Respectfully Submitted,

David Smolen