

Director's Report for May 16, 2024

- The contracts for the roofing and restoration project were sent out to the contractors. We are still waiting for one to be returned. Start date for the restoration project is set for May 20. A contractors meeting was held on Friday, May 10 via a Teams meeting. We went through all the details of the project, so we are all on the same page for scheduling and expectations.
- People are still commenting on the news reports about the projects and the fundraiser. There was \$2,750 given through the donation page on our website for the month of April. Raffle tickets are done and are being sold. Donations continue to be dropped off at the library as well. We take every chance we get to talk to patrons and visitors about the project and they are all excited to see the end results.
- Melissa and I made the final arrangements for storing part of our collection in the Dutton building. The space was cleaned, locks were installed, and Melissa marked off areas for organizing the collection. We started the move on Friday, May 3. We had 7 people from the VCSU Football program, 2 elders from the Latter Day Saints Church, and 3 gentlemen from the community that began moving boxes to the building. Melissa's husband came and helped as well. We used my truck and trailer, Melissa's truck, and a couple other vehicles to move boxes. Kayln Botz's transition class came on Monday and helped move more boxes and then started to help move the fiction collection. Our library staff deserves a phenomenal amount of credit and praise for all the hard work they have done to make this move possible. We quickly found out our fiction collection was not going to fit in the space we had available, so we had to get creative. We pulled all fiction, both regular and large print, that has not circulated since 2018 and moved that to the Dutton Building. We also moved the Teen collection downstairs into the Multi-purpose room.
- We continue to shift and organize to ensure we have room for items to circulate and to make access to items logical for patrons.
- I reported the value amount of our collection that will be stored offsite to our insurance provider along with the address that they require.
- The city street project is in full swing, and we have had to deal with several issues from the very beginning. Through miscommunication between contractors and workers, they ripped out our sidewalk the very first day. They were not supposed to do that until the very end of the project, so they had to install a temporary sidewalk of crushed asphalt. Then they hit a gas line as they were tearing out the street and we were without heat for a week. They decided to change the way our sewer line runs out of the 1903 part of the building so we were on limited water usage in that part of the building for a week and a half. I am very ready for that project to be done!
- Our new library assistant Caitlyn is doing very well and has been a great help during this time of transition. Our NICOA worker did not work out so well. Her last day was Tuesday, May 7. We do hope we can find someone that wants to work through the NICOA program again.
- The Summer Reading Program Kickoff is just around the corner! We will have an adventurous time on Tuesday, May 28th from 4 – 6 pm in the library parking lot. We will serve a meal of BBQ's, hotdogs, chips, fruit & veggies, and cookies to all that participate. We are looking for volunteers to help in several areas, so please let us know if you are willing to help that evening.
- Sara has been doing a great job of promoting the Summer Reading Program. Along with welcoming elementary students to come and visit and tour the library, she visited schools as well. Everyone she has talked to seems very excited about the program.
- We received funding from the VCBC Library Foundation for purchasing our parade throws and Summer Learning Prizes. Parade throws were ordered and are here and prizes were ordered or purchased. Many of our prizes are gift certificates purchased from local businesses.

- I wrote an article for the newspaper, News Dakota, and for our Library Life newsletter that explained how our library services will be a little different in this season of construction. People are finding their way into the library and are curious and excited about what is happening.
- Hilde and I are scheduled to speak at a Lions Club meeting on May 20. We will be talking about the history of our library and the projects planned to ensure it continues to be here for another 120 years.
- Our projector decided it was past its life span and quit working, so Melissa and I did some research and ordered a new one. The old one was between 8 and 10 years old so had basically lived its life. We found one that we thought would work well in the space downstairs and did a price comparison of several different companies such as Amazon, B & H Photo Supply, Quill, Best Buy, and the SonicView company. We found the best price at B & H Photo so purchased the projector from them for \$757.60. This is a programming expense so will come out of our children's programming budget.
- Through April 30, our library has saved our patrons \$185,275 and there have been 10,185 physical checkouts so far this year. Digital checkouts through April totaled 6175 which brings our total checkouts for the year to 16,360. Approximate savings for both physical and digital media checkouts equal \$297,598 through April 30.
- We had three requests for mobile/wireless printing during the month of April.