

Director's Report for March 14, 2024

- A lot of things have started to come together in the last month!
- The first thing I want to mention and celebrate is that I received news that the Public Spaces Grant I applied for was approved. However, they received so many grant requests, that they decided they would only fund 84% of the request. This leaves us a little over \$2000 short of total completion of the project. My original request was for \$13,278 so we will receive \$11,154 of that which leaves us short \$2,124 for the whole project. I believe this space will be a great asset to our library patrons and visitors so I will be asking for the board to approve those additional funds.
- Kerry from Michael J. Burns Architects sent me the timeline for bidding and schedule for a contractor's meeting which happened today (March 14th) and a time for opening bids which is scheduled for Thursday of next week (March 21st).
- The testing for asbestos that was done came back with no big concerns. All samples that were tested were negative for asbestos. Kerry did say there was a layer of insulation in the attic space that does contain asbestos but if it isn't disturbed, it will be fine. They will make sure the contractors know these details.
- I took some time to look at the space in the Dutton building that was offered to us for storage during construction on President's Day. It looks like the upper level will be the best solution for storage so that means hauling boxes up a flight of stairs. The storage will be an in-kind gift to the library so I don't think we can complain about that. Plus, it is a huge space with plenty of room to arrange boxes for access if we need to find items.
- I had a discussion with KLJ about the project they are doing this summer. They will be tearing up the street on the south side of the library at the same time as our project will be taking place. I informed them of our construction plans and that we cannot have our handicapped access shut off at any point this summer. It will be our only access to the library once construction on the rotunda begins. I will be meeting with them further on this and make sure we have an adequate plan in place for library access.
- Melissa's office was finally painted a couple of weeks ago. It was obvious that the offices have not been painted for quite some time since they required much more paint and labor than originally projected. Unfortunately, that is reflected in the bill! The offices look amazing though and we have them pretty much put together. I invite you to come and check them out at your convenience.
- The new acoustic panels that were purchased through donations were installed in the multi-purpose room.
- The Summer Reading Workshop that Melissa hosted and led for other Summer Learning Leaders went very well. There was a nice group of people that attended from area libraries. Plans for the Summer Learning Program are coming together nicely. Sara is finalizing the details for the Summer Learning Kickoff on May 28th.
- Melissa is nearly finished with inventory. She is busy tracking down some titles that are either checked out or have been lost/weeded.
- The first issue of Library Life was published in February. If you didn't see it, we have a few copies yet and it is available on our website. It was a good overview of my first year as director and gave some good information about our library stats for 2023.
- Melissa and I will be finishing up the Public Library Survey (PLS) and will submit it before the end of March.
- The Field to Fork Webinar Watch Parties have been going well. They have some great topics which provide a wealth of information from experts around North Dakota.
- The "Light Up the Library" Fundraising Kickoff & Open House event is taking place on Saturday, March 16th, from 1-4 pm. I have been busy trying to get the word out about this important event

through posters, the Senior Report, social media, etc. I believe we have a fun day planned and hope that you all will find be able to attend. I could use some volunteers that day so please let me know if you are interested in helping.

- Hilde and I are going to the Kiwanis meeting on Wednesday, March 13, to promote the project and the library.
- We have come up with an approximate budget for supplies needed for packing and moving books to the Dutton building.
- The library did close one day, on February, 27th due to the weather.
- Through February 29th, our library has saved our patrons \$90,554 and there have been 4,823 physical checkouts so far this year. Digital checkouts through February totaled 3,225 which brings our total checkouts for the year to 8,048.
- We had two requests for mobile/wireless printing during the month of February.