

# Director's Report

July 2024

## Personnel:

- Met with Department heads to update Amy LaRocca's job description to Head of Adult Services
- Promoted Jennifer Cohen as the new Head of Adult Services
- Hired a new part-time custodian, Rodney Lee
- Hired a new part-time Reference Librarian Lenore Rotanelli
- Updated the Employee Handbook
- Staff busy training on the new ILS system KOHA, go live August 5th

## Building:

- Carpeting for the Community Room/Board Room areas has been ordered
- OLA submitted Phase 3 Design drawings, Building Committee will be reviewing
- Working on RCLS grant
- Camera RFQ was sent out on 8/15 to prospective bidders
- Shifting shelving around in Reference area
- Adding some furniture pieces to the Children's area

## Programs:

- Summer reading sign up numbers: Children 496  
Adult 89  
Teen 64

## Committee Meetings:

- Met with Personnel Committee 7/17/24

## Future

- RCLS Annual Meeting is being held on September 6. Suffern is presenting on our projects completed with visual board.
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Respectfully submitted,

Darlene Alessi  
07/22/24