

Director's Report

October 2023

Personnel:

- Audrey Tarvanian resigned effective 10/4/23
- Sean Donnelly was hired as p/t clerk for children's/circulation, start date 09/18/23
- Tracey Dunstan was hired as a SUB Librarian, start date 11/7/23

Building:

- Driveway USA Sealcoating fixed the cracks in our parking lot, \$2,200.00
- Frontline will begin the camera installation the last week of October.
- OLA will send out updated study-report next week and move to schematic phase. OLA has been in touch with both Hughes and Jersey Controls.

Programs:

- In September newsletter mailed, we placed a donation envelope. To date we have received \$3,257.00.
- October 12th held semi-annual safety training day. Discussed ladder safety, slip, trip and fall, NYS Sexual Harassment training, ladder safety, Active shooter and fire extinguisher training.
- October 19th will conduct German Mango Language class
- Author Dan Gutman had an attendance of 31 kids, 20 adults.
- October 21st is Star Wars Read Day – Come join the staff will be in costume
- Enrolled Jennifer, Nancy, Amy and myself in an online 8-week Library management training course, presented by Library Journal Professional Development.
 - Week 1 - Foundations of People Management and Equity-Centered Leadership
 - Week 2 - How to Manage People: Team Meetings, Check-ins, Reviews, and Change
 - Week 3 - How to Manage People: Difficult Conversations, Feedback, Conflict, and Resistance
 - Week 4 - Managing through Burnout and Advocating for Staff
 - Week 5 - Crisis Management and Communications: Showing Up for Your Team and Yourself
 - Week 6 - Foundations of Budget and Project Management
 - Week 7 - How to Align with Your Strategic Plan and Use Data to Make Decisions
 - Week 8 - Promoting Career Development in Your Staff and Yourself

Committee Meetings:

Future

- Monthly department head meetings

Respectfully submitted,

Darlene Alessi
10/24/23