

Director's Report

September 2024

Personnel:

- Sabrina Kowalski was hired as our new Teen/Adult Librarian
- Jennifer is hiring a new part time clerk for children's and circulation

Building:

- Outdoor lockers were "wrapped" with vinyl
- ILS upgrade went surprisingly smooth with minor hiccups that RCLS has been working on_____
- Carpet in Community Room and Board room is complete
- Weeding project is complete, will begin to shift some stacks around in preparation for adult space renovation

Programs:

- Melissa Tidd will be presenting at NYLA in November and will be working on bringing new programs to Suffern
- Miguelina is working with David Chen on the website with input from staff regarding links, what should be on the website etc.
- Nancy will be hosting a banned book discussion on Fahrenheit 451 on 9/22/24.

Committee Meetings:

- Buildings & Grounds:
Awaiting the Construction Documents from OLA. These are to be Issued (Monday 9/30)
Approved RFP for Architectural Firms. Proposals are due September 20, 2024
- Personnel:
Approved updates to Employee Handbook

Future

- Work with approved Architecture firm
- Work with OLA on hiring an HVAC Contractor

Respectfully submitted,

Darlene Alessi
09/24/2024