

October, 2024 Director's Report to Trustees

- **SERVICE AND SERVICE PROMOTION**

Maintain regular and open communications with all governing bodies, boards, librarians and the general public regarding the operations of the Suring Area Public Library.

- Any last minute changes to the 2025 Budget will be finalized at the Budget Meeting, which is being held at 4 PM on October 22nd.
- K. Gruetzmacher and I went to the Credit Union and signed new signature cards for the library accounts.
- I will be attending the Annual WLA Conference at the KI Center in Green Bay November 5th – 8th.

Create and implement a wide range of programming for all segments of the population with an emphasis on children, teens, families, and senior citizens.

- Hook & Knit has begun again. We've had low or no attendance due to the warm weather. A reminder that it is the first and third Wednesday of the month at 2 PM in the library.
- I have begun setting up entertainers for the 2025 Summer Reading Program. We are again planning on having 3 perform.
- Our State Park Pass program is still in progress. The program runs to the end of the year. The pass is good for 1 day at any WI State Parks.
- Bug Tussel had a class in the Learning Center on Thursday, October 17th at 10 AM entitled "Video Streaming". There were 2 people in attendance. There will be a class in December, "News Literacy". The class is FREE.
- The Library gave out all 25 "Science In A Bag" kits during the Wisconsin Science Festival which took place October 14-20. The families were asked to complete a questionnaire that was included and turn it in by November 1st.
- There was a Card Making class on Saturday, October 12 in the Learning Center. There were 9 in attendance and we made Halloween and Thanksgiving cards. There will be another card making class on Saturday, November 16 at 10 AM in the Learning Center.
- I am in the process of setting up a bread making class with one of our patrons, who will teach the class.
- The library has 2 Book Clubs (both are full). We are hoping to start up a third book club the beginning of next year.

- **ADMINISTRATIVE SERVICES**

To be a liaison between the Friends of the Library organization and the Library.

- The Friends are having a potluck dinner in December. They have also given the library a generous monetary donation toward books and supplies.
- Friends meetings are the 1st Monday of the month at 5 PM.

- **To create and implement a long-term plan for the Suring Area Public Library.**

- The library is working diligently to accomplish goals set forth in the long-term plan.

- **COLLECTION MANAGEMENT**

Review collection development options that include both traditional and non-traditional materials.

- We are adding Child Fiction Wonderbooks to our collection. We were just adding to our Picture Book collection but decided to also do chapter books. They have been circulating well.
- The library has purchased additional Launchpads to add to our collection. The money came from a grant through Nicolet Federated Library System.

Develop and implement a weeding schedule to keep up-to-date with the ever-changing needs/wants of library patrons.

- We have now decided to weed at least twice a year.

- **FACILITIES MANAGEMENT**

Actively assess the care and maintenance of the library building and grounds as well as evaluate the functionality of the library and recommend and/or make changes as needed.

- We are still trying to work out a time for the Library Bldg. Maint. Comm. to meet with the Village Bldg. and Grounds Committee.
- Lisowe Heating and Cooling has fixed the fireplace. It works beautifully!

The Suring Area Public Library connects people with information, ideas, and experiences to provide education and enjoyment.