

October, 2025 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.

- I attended the Town of Maple Valley Board Meeting to give a report on happenings at the library.
- The DPI's [Bureau of Libraries](#) is now seeking volunteers to assist with the review and revision of Wisconsin's Public Library Standards. They are looking for volunteers to serve on the Steering Committee or workgroups.
- Staff and I have started putting together a wish list of things for the library.
- I attended the WI Valley Library Service New Director Training in Mosinee on 9/26/25. There were Library Directors from different Library Systems. There were about 25 in attendance and we spent the day doing round table discussions: Time Management, Venting and Morale at the Library. It was a very informative day and a lot of fun.
- We're planning a library staff inservice day (per board approval) to get ready for the upcoming season. We'll be working together to organize the schedule, refresh the space to make it more welcoming for patrons, and talk through plans for library programs and support. It's a chance for us to get on the same page and make sure the library is set up to be a fun, functional, and engaging place for learning

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

- September was National Library Card Sign-up Month. There were activities going on at the library during this time (rock painting, scavenger hunt, etc.). We gave away 16 water bottles with the library logo on them. Winners were really excited to get the prizes!
- Chad Lewis will be doing a program at the library on Monday, November 3rd at 6:30 PM on Lake Superior.
- I will be showing a kids movie in November.
- Samantha has also put out Take and Make projects for the kids to take home.
- Our Maker Monday group painted crescent shaped pavers orange and decorated them to look like a pumpkin.

- **ADMINISTRATIVE SERVICES**

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

- The Friends continue to have Silent Auctions of items in the display cases.
- We have switched to selling Seroogy Candy Bars instead of VandeWalles. They are \$2 each or 3 for \$5.
- Friends Appreciation week is 10/19 – 10/25. Thank our Friends of the Library for all they do if you get the chance. They provide funding for our Summer Library Program entertainers, snacks and new toys for Story Time, donations for our collection, a week of recognizing Library Staff during Library Worker Week, they have Chocolate and Cheer, Annual Book and Rummage

Sales, and Bridge Social just to name a few events. We have put a Thank You in the Market Messenger. Be sure to take a look.

➤ Thanks Friends of the Suring Area Public Library!

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

➤ We have reviewed for the year, our Long-Range Plan for the library.

- **COLLECTION MANAGEMENT**

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

➤ We have gotten items in for our phonics kits that we can now assemble.

➤ We do not have a very big collection of Thanksgiving books so are looking to purchase some this year.

➤ One of our book vendors, Baker & Taylor, has gone out of business so I am in the process of looking at other vendors for purchasing regular print adult books.

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

➤ Our weeding process usually takes approximately a month to complete. We also do smaller weeding projects.

- **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.

➤ The windowsills in the library will be painted in October and repainting will be done by one of the library windows.

➤ The learning center will have chair rails added to the walls to help prevent nicks and gouges from the chairs and tables.

➤ Another Air Conditioning Unit for the library needed a part.

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