

August, 2026 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.

- Staff and myself completed Blood Borne Pathogen Refresher Training.
- Trustee Essentials and Policies will be reviewed.
- We just received notice that we were approved for the Innovation and Improvement Grant through Nicolet Library System. We'll be receiving the full \$10,000 that we applied for. As you recall, the grant is for a privacy booth to install in the library.
- We went live with our new circulation system on Monday, August 17. The first day we were only able to check library items out to patrons and scan items that were returned. On Tuesday, we should be able to fill holds that go out to other libraries. On Wednesday, August 19, all of the new system is working well.

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

- The 2026 SRP is coming to a close. On July 7th we had Magic and Science with Jim Lenz and we had 35 in attendance. On July 21st we had Stuart Stotts/Author, Storyteller, Educator and Songwriter with 54 in attendance. On August 7th we had Dino Dimensions at 2 PM with 52 attending and on August 11th there was a Dino Dig at. We will be drawing for prizes within the next 2 weeks.
- The library will be having a local author book signing on Saturday, September 5th, during the Annual Book Sale. There will be several authors set up next to the library to answer questions, sign their books, sell their books, etc.
- Our State Park Pass Program is again going on. Come into the library and pick up a free day pass to any State Park in WI. You need to know the date that you are going and the pass is for 1 day. This is FREE.
- National Night Out was Tuesday, August 4th at Veteran's Park. There was a slip and slide, bounce houses, games, raffles, fire trucks, first responders, DNR, law enforcement and lots of food. Eagle III even made a guest appearance. There were between 300-400 people that came for the festivities. The library had a craft table and bubble guns for the kids to play with.
- The first meeting of the Lego Club was Friday, August 7th at 3:30. There were 8 in attendance. We are hoping that this will be a successful program. One of our patrons is in charge of the Club.
- We still have: Maker Monday, Adult Game Day, Knitting Klub, Storytime, Book Clubs. We are always looking for more programs to add.

- **ADMINISTRATIVE SERVICES**

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

- The Friends had their Annual Bridge Social on Sunday, July 26th at Veteran's Park. There was pie, ice cream, ice cream floats, hot dogs, brats, and hamburgers. The Friends made just shy of

\$1,000 and there will be more discussion whether or not to have the social at Veteran's Park every year.

- The Friends Annual Book Sale will be Thursday – Saturday of Labor Day weekend. There will be books, dvds, games, puzzles and more for sale.

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

- We are reviewing and updating Library Policies and going through Trustee Essentials.

- **COLLECTION MANAGEMENT**

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

- The library is now only receiving the Oconto County Reporter as the other papers were not being utilized.
- At this time, we did not renew any magazine subscriptions as they weren't circulating. Magazines and newspapers can be gotten online.
- We're adding more adult nonfiction to our collection as some were outdated and needed to be deleted.

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

- We have completed the weeding of our library collection and are still receiving book donations from people.
- We have completed processing and covering all of the books that we received as a donation from the family whose wife, mother passed away. They are on our "NEW" shelf as you walk into the library. Come and check them out.

- **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 have been having a lot of problems with one of the library air conditioning units. There is essentially a leak somewhere that can't be fixed, we have gone through 16 pounds of refrigerant which we have used up again. At this time, the unit is turned off and not in use. A motor was replaced on the unit. I've received 3 quotes which will be discussed at the Board Meeting.
- I've started the process of obtaining quotes on the windows by the fireplace in the library. These are the ones that we have had leaking from. Dearco has given us a quote, Packerland Glass just stopped in to look at the windows and I'm waiting to hear from one more company that I've reached out to.
- During the week that we were closed, we went through training of the new system and did a major cleaning of our craft storeroom. We have also decided to put our disc repair machine in the back room as well. It doesn't get as warm as when it was on the counter behind the circ desk.

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