

July, 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.

- The library will be closed Wednesday, July 29th, in the morning for Blood Borne Pathogen Refresher Training. The training is taking place at the Fire Station.
- Trustee Essentials and Policies will be reviewed.
- Each year I apply for the Innovation and Improvement Grant through Nicolet Library System. It's a grant that Nicolet provides to any the libraries in the system if they want to apply for something that is within the grant guidelines. The proposal that I had to submit to NLS (due to the amount requested is over \$5,000) was approved and I have submitted the grant application. As you recall, the grant is for a privacy booth to install in the library. We should hear about the grant later in August.
- Our new circulation system will start to be installed and will take 5 days(tentatively) which means we will be closed August 10 – 14 (Mon. – Fri.). There will be no resources available for patrons or staff to use during this time. The staff and myself plan to come in and do some purging and cleaning as well as training during this time.

- **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 going strong. The theme is "Unearth a Story" and we have had some great entertainment down at Veteran's Park. 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 will be Dino Dimensions at 2 PM and the SRP closing event on August 11th will be a Dino Dig at 10 AM.
- Oconto County Public Health's Air Quality Flag Program has had us busy changing our flags due to the wildfire pollution that we've had. The goal of this program is to keep Oconto County residents aware of the county's air quality and the health impacts of air pollution. This program relies on 5 physical flags that will represent the air quality within the county.
- 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.
- Tuesday, August 4th, is National Night Out down at Veteran's Park. It runs from 6 – 8 PM. There will be food, fun and much more. The library will have a craft for the kids to do.

- **ADMINISTRATIVE SERVICES**

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

- The Friends have their Annual Bridge Social on Sunday, July 26th at Veteran's Park.

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

- As per the library's Long Range Plan, we are reviewing and updating Library Policies as needed.

- **COLLECTION MANAGEMENT**

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

- The Aging and Disability Resource Center (ADRC) of Wolf River Region have dropped off memory care kits for the library to process and put into circulation. These kits help those with memory problems (Dementia, Alzheimer's) to improve their cognitive ability by repetition and hands on activities. This is a great addition to our collection.

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 will be getting some quotes on 2 ac units but will see if we can get through the rest of the warm weather on just the one unit that still works. The Village of Suring is splitting the bills that we have received.
- 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 from Shawano will be stopping on Monday.

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