

Director's Report-September 2017

Building:

- with the installation of the Lake Oswego Library automated materials handler, the RFID project for LINCC is mostly completed!
- we had a leak! The roof is being checked, but the initial culprit is a clogged drain.
- We will be closed on Tuesday, October 10 for the first annual cleaning day.
- the staff parking lot has been completed. The next step is to repair the alley.
- the alley behind the parking lot also needs major repairs.
- the warranty walk-through for the Carnegie wing took place
- several small fixes and additions are in the works: more shades, more signs, floor board replacement, etc.

Staff:

- we have started the process to replace Judy Corless, who is retiring after 25 years
- we also will be hiring a few more on-calls
- we will be closed on Monday, October 9 for LINCC wide staff training
- Directors Group had a retreat and I am now the new chair

Stats:

- door count was 32,911, a healthy September number
- our circulation is very good for September
- our self-check statistic is 80.7%, up from 80.3%

Programs:

- the cutouts of Chief Band and Chief Charleton were presented at a City Commission meeting. Barratt Miller, Youth Services Librarian, presented a short PowerPoint about the youth portion of the Summer Reading Program. In return, the Library was presented with \$250 from the Police Department and the Fire District.
- the First Friday Film Series is back to first Fridays!

Strategic Planning:

- Denise and I walked through the process outlined in *Planning for Results* with Darci Hanning from the State Library. We will continue to work with her monthly though the formal group (stakeholder) process will start in February. We will collect some information from the community prior to that time. Eventually, I will be looking for a member from the Board to represent the Board to the stakeholder group.

Library Board Members:

- Lara and Eileen will be leaving us. Their last meeting is in December. Therefore, we need two new members. The form for applying to the Board is now online. Please encourage people who you think will be good to apply. <https://www.orcity.org/bc>