

SUMMARY OF DIRECTOR'S REPORT

Given to Board of Trustees March 10, 2020

DIRECTOR'S REPORT

Mrs. Brenner gave her report.

Department Heads. In the past Mrs. Brenner has invited Department Heads to attend Board meetings to introduce themselves and enlighten the Board of the responsibilities performed within their department. This month Angela Cinquemani, Head of Reference, will make a presentation to the Board.

NLS. NLS disperses funds from New York State as Local Library Services Aid. Mrs. Brenner received the final 10% payment in the amount of \$509 for a total of \$5,087.

Budget 2020/2021. Mrs. Brenner presented the 2020/2021 proposed Budget to the Board for their review and discussion.

Children's Room. Our electricians have installed outlets in the floor to accommodate charging stations on 4 tables in the Children's Room to allow patrons to easily charge their computers and phones. In addition, an outlet was installed in the "play area" in anticipation of the installation of the new Play Interactive Table.

Senator Gaughran. Mrs. Brenner sent a thank you letter to Senator Gaughran informing him of the purchases that were made for our Children's Room with the generous Bullet Aid money that he procured for the Library.

Public Library Association. Mrs. Brenner attended the Public Library Association (PLA) conference. This bi-annual conference is the only one that is exclusively for public libraries. The conference provides outstanding educational workshops, inspirational speakers networking receptions and a vendor exhibit hall. This year Jericho Public Library was honored to be one of only four libraries nationwide to be awarded a "Libraries Transform" plaque from Overdrive.

Board Policy. Mrs. Brenner reviewed the current Duty of the Board Secretary Policy and recommended no changes to the policy.

Census 2020. Libraries are anticipating assisting their patrons with the first online census. NLS staff presented a workshop on the 2020 Census for our staff on Wednesday, 3/4. As a result of this meeting our staff is preparing an informational flyer for our community. Completing the 2020 Census is a civic duty as the results determine the distribution of the \$675 billion in federal funding and our representation in Congress.

3D Printer. Our 3D printer has ceased functioning. Carlos, Head of Technology, is exploring our options for a replacement as the printer is not cost effective to repair. Once we have a new 3D printer, we will schedule workshops for our patrons.

Carpet Cleaning. On Sunday, 2/16, the Library carpets were professionally cleaned. Carpet cleaning is done periodically during the year to maintain a sanitary environment for patrons and staff.

Plumbing. On Wednesday, 3/4, as a preventative maintenance measure, Holzapple Plumbing cleansed the main sewer line in the building.

Public Computers. Mrs. Brenner upgraded the public computers to IOS Gigabit connection as recommended by Carlos, Head of Technology. Staff noticed that computer connections for our patrons have been having speed and linking problems.

Long Island Reads: One Island-One Book. The 2020 Long Island Reads pick is Erika Swyler's *Light from Other Stars*. Ms. Swyler was born and raised on Long Island, graduating from Miller Place High School. Every spring one book is chosen as an island-wide reading initiative to bring readers in Nassau and Suffolk counties together. On Tuesday, 4/21, we have scheduled a *Light from Other Stars* book discussion.

Auditor Engagement Letter. Cullen & Danowski, LLP, have forwarded an engagement letter to be signed by the Director and a Board of Trustee. Cullen & Danowski, LLP prepare the Library's annual financial audit.

Local History Display Case. The theme of our Local History Display case for March/April is How Blessed Thou Art. The display case will showcase the early houses of worship in Jericho.