

**Directors Report
May 2010**

Friends Support for 2010

I am happy to report that at the May 5th Friends board meeting they authorized funding for the purchase of 4 laptop computers, museum passes, elementary and teen summer reading programs and educational toys and snacks for the ASK program. The laptops are on order and should arrive the week of May 17th and I anticipate we can start scheduling computer workshops in June. Subscriptions to the following: Currier Art Museum, McAuliffe-Shepard Discovery Center, The Fells, Kearsarge Indian Museum, Museum of Fine Art, Boston and VINS (Vermont Institute of Natural Science) have been ordered and should be available by the end of May. Several other passes are also being considered at this time.

Summer Reading Program

The children's staff is very excited about the 2010 elementary summer reading program. They have decided on a "pirate" theme which was the very popular theme we used four years ago for the summer program. They are setting a goal of 100 children this year and we have arranged for the program to be held at the Sherburne Gym to give us additional space. Heather and Joyce have also lined up about a dozen parents as volunteers this year to help the program run more efficiently. John and Jean Wilson have volunteered to build a pirate ship out of cardboard that we will display on the front lawn in June and July. The Lions club has agreed to help serve food again during the final week beach bash. The staff will visit the elementary school during the first week of June to promote the program.

Website and Building Committee

On Monday May 10th I listed the building committee page as a private page on our website which temporarily removes it from the site. The page and information are still intact it has just been hidden from view for the time being. Since the board dissolved the building committee in March it seemed appropriate to remove the link so as not to be misleading to the public. I intend to reactive the information once I have a chance to consider how best to display the information in an archival format. I should also note that in the interim hard copies of building committee documents, minutes, and drawings are available by request in the library during normal business hours.

Action items for Director from 4-20-10 minutes

1. Strategic Plan

The final draft of the strategic plan will be ready for the June board meeting. Due to a scheduling conflict the staff and I just met on May 12th to discuss the plan and we will be meeting again on May 26th to finalize the objective that will be included in the plan.

2. Board Email Archive account

The board email account has been setup with the following email address boardarchive@abbottlibrary.org. There are currently ten emails in the account and I will transfer emails to the board email zip drive on a monthly basis. Please remember to include this email address in any correspondence to a majority of the board.

3. Digital Recording Equipment

The recording equipment the town uses for various board meetings records in an MP3 format. If we elect to use this equipment Barb at town hall will setup the equipment for us prior to our meeting and will take it down the following morning. The MP3 file can be played with Windows Media Player or by using a free service from mediafire.com. Barb can email the MP3 file to Barbara or she can upload to a free account we can setup at mediafire.com.

4. Building and Grounds Maintenance

Tony Bergeron applied some cold patch to our parking lot on May 11th. This should suffice until next spring when we can budget for a complete resurfacing of the lot.

I forwarded Barbara's questions regarding the dehumidifier to the rep at MJ Hayward Mechanical and Electrical Services and he said the unit was sized based on the amount of space to be dehumidified. He also stated fire dampers for the ductwork/grills and/or drain piping was included in the estimate. The unit will drain to the existing sump pump that was installed for the interior drainage system which was part of the mold remediation work. Controls are built into the dehumidifier and are set to a specific humidity and it cycles accordingly and we also have the option to have more precise controls installed remotely as well. The rep will also make another site visit to verify accessibility for maintenance and to discuss the location of an electrical outlet.

We have had some patron complaints about the condition of the burning bushes in front of the library due to the severe pruning that was done to them last fall. Will Leavitt, our landscape contractor was also concerned about the condition of bushes and he suggested we may want to consider digging them up because they will not look good again for at least a few years. Sharon Montambeault suggested installing a small seating area for patrons in that area instead. We have seen many people in the parking lot before and after hours using our wireless Internet and we thought a nice seating area could be utilized during the warmer months for our wireless users or anyone who might like to sit outside and read.

5. Facebook

I met with Spec Bowers on April 29th to discuss the Facebook page he developed under "Abbott library." He setup a community page which is designed to generate support for a specific topic. I discussed my concerns with Spec regarding how his page might prevent the library from setting up an "official library page" and he explained that we still had the option available and his page was just setup to generate a dialog about the future of the library. He helped me setup an official "Abbott library page" and he stated that he had shared with me everything he knew about Facebook.

Peter Urbach suggested that we may want to consider using our website for online community discussions because some residents are not Facebook users and it would exclude them from participating in the discussions. Peter also suggested using our website for online discussions could generate more traffic to the website. I agree with Peter on both these points and our current website software (Wordpress) has the ability to host a discussion thread which would be similar to the Facebook community page.

6. Trustee Handbook

I recently updated trustee handbooks for new trustees and alternates with the help of volunteer Jean Wilson. In an effort to keep all the handbooks up-to-date I would like to ask that all trustees turn in their books in March so I can update them all at once. I would also like to ask that you leave the book arranged the same way you receive it so it will be easier for us to update. Other documents or materials you receive for meeting should be maintained in a separate binder.

Pending Items from 4-20-10 Minutes

1. Community Survey

If the board is still interested in doing a community survey about library services I have learned of new online service from Google that would make this very easy to do online for free. You should all receive a copy of a test survey I put together in about a half hour using Google Docs. The survey is very easy to setup and it provides a spreadsheet of all the tabulated results that you can access at any time. The technology librarian at the State library has been using them for about a year now and they are very effective.

2. Library Telescope Project

Dick and Betsy Katz have offered to donate a telescope for any night sky programs offered through the library. I am waiting to hear back from local resident Michael Saffarewich to see if he is still interested in assisting patrons with the use of the telescope. If he is agreeable we will get the program setup ASAP.

3. Volunteer Poster

Volunteer posters for open board and committee positions were posted on both the library website and at the main desk on September 16, 2009. At that time we had an opening for board alternates and committee members. At this time all alternate seats have been filled and we have no open committee assignments so a poster is not necessary at this time.

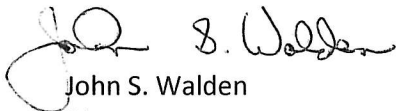
4. Museum Pass Statistics

Museum pass statistics will be included as part of the monthly library statistics starting in May. Most of the passes were inactive over the winter and renewals have been ordered and will be available very soon.

5. Toddler Group

Our toddler group was run for six weeks this spring by volunteer Shannon Martinez. The program had no more than 3 participants during this trial period and Shannon and I concluded that there was not a lot of interest in this type of program at the present time. I should also note that Shannon has just informed me that she will be out of the country for the next two years so she would not be available to run the program for us.

Respectfully Submitted,

A handwritten signature in cursive script that reads "John S. Walden". The signature is written in black ink and is positioned above the printed name and title.

John S. Walden
Director