

Director's Report
June 2010

Summer Reading Program

The theme for the 2010 elementary summer reading program is "Find your treasure in a book." Joyce, Shirley and I visited the school dressed as pirates to promote the program on Friday June 4th and Monday June 7th. The kids were very receptive the program and we have set a goal of 100 kids this year and we have 43 signups so far in the first 3 days of registration. The program is being moved the Sherburne Gym to give us additional space and it will also serve as a rain location for the final week party if we can't use Dewey beach. The program will meet for 5 weeks starting Wednesday June 30th through July 28th.

The library owes a big thank you to John & Jean Wilson for taking on the task of building the great pirate ship as well as Pat Hand for her beautiful detailed painting, Judy Kohn for the design of the mast, and Dennis Kohn and Steve Nilsen for their help with assembling the ship. We wanted to draw attention to the program with the ship and we have gotten a very positive response from patrons of all ages. We are also holding a naming contest for the pirate ship with the kids and the winner will be picked on June 14th.

We will also be offering the teen summer reading program for kids in grades 6-12 again this year. It will be the same format as the past few years, the students can submit their reading online or on a form in the library and they will get a raffle prize ticket for every 50 pages read each week. We will raffle off 3 to 4 prizes each week.

Busy Season

As you all know June, July and August are the busiest months in the library and I will have my hands full with extra work helping at the circulation desk, computer troubleshooting at public computers, helping with two summer reading programs and teaching weekly computer classes. Therefore, I would ask that we put any new board initiatives that require my involvement on hold until the fall.

Telescope Project

I heard back from Michael Saffarewich regarding his offer to help us establish a night sky program at the library and he has declined to help at this time due to the fact that he recently accepted a job offer overseas and he is leaving in August. Michael approached me 18 months ago as part of a program the NH Astrological Society was promoting to get NH communities involved with learning and enjoying the night sky. He was willing to volunteer his time to assist members of the Sunapee community with the setup and use of the telescope. Since he is no longer available I have decided not to pursue this program at this time.

Website Changes

Comments have been activated on the website for all new posts so if anyone wants to comment on a post on our site they can. The building committee info has also been added as a category on the website making it fully accessible to the public. The listing of categories can be found at the bottom right hand side of the library homepage. The building committee minutes and other documents are also searchable in the search field for the library website.

Physical Plant Issues

George Chait expects to do the final repair of the front entry area on Tuesday, June 15th. He originally scheduled the work for June 1st but it rained so we have rescheduled. The work will not interfere with the use of the front door but they are doing it on a Tuesday to minimize the traffic around the work area.

Bob Collins will also be in on Tuesday June 15th to install electrical outlets for the new dehumidifier in the boiler room and a proper outlet for the AC unit located in the reading room on the main floor. Once this work is complete MJ Hayward will schedule us for the dehumidifier installation. I expect the dehumidifier should be up and running by the end of the month.

I am also working on updating the maintenance schedule Barbara developed so we have a clear picture of what long term items will need to be addressed. Over the next two years I am going to recommend that the parking lot be repaved in 2011 since it is a safety and liability issue and then new carpeting and painting on the main floor in 2012.

Computer Classes

The laptops for staff/patron training the Friends purchased arrived the first week of June and I have them all up and running. We will start offering classes at the end of June for the summer and the schedule will include at least one evening class along with a morning or afternoon session each week. The first two subjects I will cover are "Introduction to the library website and online catalog" and "Everything you wanted to know about downloadable audio books." Other courses may be added in the future depending on what feedback I get from the public and course participants. The key to the classes is the use of the town's laptop projector. I spoke with Donna and we agreed that she would allow me to keep the town projector at the library and we will lend our laptops to the town occasionally for staff training for town employees.

Use of Volunteers

One of the programs I attended at the recent NHLA conference had to do with the role of volunteers in the library. The presenter was Lori Fisher, the library director of the Baker Free library in Bow, NH. Lori mentioned RSA 201-D: 11 Library User Records; Confidentiality. According to Lori, state librarian Michael York in consultation with the AG's office recently issued his interpretation of the RSA to mean that only paid employees were authorized to access patron records. In a nutshell this means volunteers should not be working at the circulation desk where

they could have access to patron records. This is not a big issue for us because I don't regularly schedule volunteers to work the desk but they have helped at the desk on occasion when someone is out sick or for a staff meeting. Generally our volunteers shelve books, read shelves, perform data entry, and other miscellaneous duties that don't involve patron records. It was suggested at the conference that volunteers sign a confidentiality agreement in order to work the circulation desk on a substitute basis. I am still gathering information on confidentiality agreements so at this time I am not allowing our volunteers at the circ desk until such time as they have signed a confidentiality agreement. I spoke to Donna Nashawaty and she agreed that having volunteers sign a confidentiality agreement was a practical solution.

Strategic Plan

My final draft of the strategic plan now includes objectives for each of the 5 goal statements. It will be attached to my board report email. Please review and let me know if you have any questions or suggestions on Tuesday.

Google Analytics

Heather attended a technology workshop at the conference last month and one of the items they discussed was the use of Google analytics to help track how your website is used. I contacted Steve Nilsen who helped me design our site and he assisted me with setting up the analytics for our website. We have only been tracking the site since the beginning of the month but the level of detail Google provides on our website usage is impressive. I am planning to do a quick live demo of the Google analytics site at the board meeting on Tuesday.

Respectfully submitted,

John S. Walden
Director