

## DIRECTOR'S REPORT: November - December, 2000

This Thursday's meeting at 6:00 P.M. (please note earlier time) is the third attempt at a quorum, therefore, I feel it necessary to bring some Board members up to speed. Please bring the *last mailed copy* of your Agenda and minutes to Thursday's meeting.

**HOLIDAY HAPPENINGS:** Some of you missed a great party, dubbed "An Evening of Holiday Hospitality" on December 7th. Thanks to Pam Corrado, Sheryl Inza, Evelyn Maurici and others, a really attractive buffet was mounted at reasonable cost. A very respectable turnout attended and were somewhat astonished by the spread. Three staff were publicly honored for their "above and beyond" performance, attitude and extras they do for the library and given gift certificates to a local cinema. The "Classic Blend Quartet" from the Sweet Adelines provided music. We liked them so much that we have already booked them for next year's open house. Seven pictures of this event and the November 29th *2nd Annual Polar Express Pajama Party* (in which Chair Redgrave as Santa read to 55 children) were sent to the newspaper. Nothing was printed this week. WCAT made a good take on the Polar Express, however, and the program will be running soon for all to see.

Staff will also have an informal "last working day before Christmas" party on Friday, December 22nd.

**BUILDING & GROUNDS:** Two more electrical estimates for the third floor were finally received, meeting legal procurement requirements. It has been agreed that all plaster should be removed prior to commencing electrical work. Accordingly, Chair Redgrave has sent one plasterer to survey the work, to which the Technical Services and adjacent ceilings have been added. Mr. Murphy has promised to fix the two remaining down spouts. Two more fire extinguishers have been ordered, one a replacement, one for the adult circulation area.

**PROGRAMS & SERVICES:** Two letters of intent to apply for LSTA (Library Services and Technology) grants were submitted to the Board of Library Commissioners. One grant is aimed at underscoring the library's importance in early childhood education and the other seeks to expand computer literacy to a target group of citizens. The director will be assisting two staff with the writing of these grants. The library's annual Action Plan has been approved by the MBLC.

**FY2002 BUDGET:** A draft of the FY2002 budget was prepared for the December 6th meeting, thinking it was due imminently. The deadline for submission to the Town Accountant has been extended to January 16th. The Library will be seeking additional Children's Room staff in this budget.

**HOLIDAY PRESENT:** A patron who asked not to be "made a big deal over" came into the Director's office and issued a check to the Library for \$1,000.00.