

Director's Report to the Library Commission

Date of Meeting: April 21, 2025 – 7:00 PM

Budget News

- Still in the process of learning the details of the library's budget and accounts.
- No significant updates at this time, but actively reviewing materials and gaining familiarity with the process.

Library News

- My first two weeks have been focused on catching up from where Jen left off.
- Priorities have been reading through past meeting notes, agendas, and other files to get up to speed and learning to use all the necessary applications and programs.
- Staff deserve a mention as I have found them to be extremely helpful and supportive throughout the transition.
- Holding individual meetings with staff, starting with the Library Assistants, and now working through speaking with all of the Library Associates in hopes to:
 - Understand their specific duties
 - Learn more about the team
- Discussed the idea of launching an **Annual Appeal** with John:
 - Potential to raise significant funds.
 - Could support future programming goals and community outreach.
- Have a meeting with Christine from HR this week to discuss adding an associate to fill the hours that Ray had.

Building News

- **Gales Ferry Library:**

- CO2 alarm went off last week, Stacey contacted Public Works who confirmed the alarm and although it took a few days the issue was resolved.
- **New signs put up in both Gales Ferry and Bill restrooms.**
Signs request that soiled diapers be disposed of in the outside dumpster to help with odor.

Respectfully Submitted,
Ambrosia Lavalley
Library Director