

Appendix A

DATE: May 7, 2009

TO: Board of Trustees

FROM: Joan Stapleton

SUBJECT: Acting Director's Report

STAFF NEWS

We have been given permission by Dave Ramsay to establish a "bench" of 3 substitute library assistants. This is critical to scheduling an adequate number of staff to handle the workload and meet safety criteria. These substitutes will be able to fill in for regular staff members who are on vacation or ill. Substitutes filling in for part-time employees will have no impact on the Library's personnel budget. The ability to use substitutes to fill in for full-time staff will depend on the status of the budget.

STATISTICS

We averaged about 333 visitors/day to the library in April

TEENS & TWEENS GRANT

After speaking to Shelley Quezada at the Massachusetts Board of Library Commissioners, we received very good news. A huge concern for us was that significant sums of money in the grant were to be spent on furniture and soundproofing of the YA area when we felt there was not enough money earmarked for programs. Usually, there is little (or no) flexibility to move money from one category of expense to another in LSTA grants. However, because the equipment/furniture category exceeded the limit of 25% of the total annual grant funds, we will be allowed to move money into programming and supplies. A meeting with Shelley, Cheryl, Bonnie and Christine will be held in August to work out the details of implementing the grant.

THEFT

One of the Friend's silent auction baskets was stolen from the Library. We had moved 3 baskets downstairs next to the Children's Room to give them a wider audience. April 20th the Stay-cation in Boston basket valued at \$130 was stolen. I reported this to the police and to Dave Ramsay. (Staff (including me) and Dave were surprised; the police were not.)

DONATIONS

- A subscription to the Christian Science Monitor (now published once a week) was donated by Marjorie Tis.
- A framed aerial photograph of Dover Center in 1984 was donated by Dariel Meehan Hantavis.
- Kate Haviland donated money for books in honor of Ellie Herd's 30 years with the Library.
- And you, the Trustees, gave Ellie a lovely donation of \$10.00 for every year for books in her honor.

OTHER

A large bulletin board has been hung in the YA area which will be used for announcements, programs and a job fair.

Jane Bleakley a member of the Friends has decorated the large bulletin board in the Children's Room. It has a space motif to introduce the summer reading program and it is phenomenal.

The shelves in the Children's Room (just on the right as you walk in) that were rusted after a flood years ago have been painted blue by the staff.

ELLIE'S PARTY

Ellie was so touched and honored! Thank you all for making it such a memorable day for her and for all the staff, too.

SUGGESTION BOXES

Young Adults: Suggested purchases in the following areas: Music CD's, DVD's and Manga.
(Note: there were no requests for books.)

Children:

Free ice cream

Let pets be allowed (mostly dogs)

Establish a girl's aisle

Have more computers downstairs

(and our favorite) You are the best library in the world! Lots of books.

