

Kilgore Memorial Library
Director's Report
Prepared for the March, 2014
York City Council Meeting

1. The **new circulation desk** has been delivered! It is beautiful. Thank you!
2. The **Spring Storytime series** has hosted near record breaking numbers of preschoolers and their care takers. After the first session on February 7th children's services librarian, Judy Andrews expanded the storytime space to the entire meeting room space in the library. It turned out to be a wise move when 42 children and adults came to enjoy the hour. This program is scheduled for Friday mornings at 10:00 am through April.
3. Deb has attended every **CASTL meeting** held since arriving in York. These conversations with other small town librarians have been wonderful. It is nice to be welcomed and have so many new ideas exchanged and get feedback on any topic that comes to mind each month. Everything from spine label printing from Apollo – without a typewriter to emergency planning for libraries have been covered so far.
4. The entire library staff participated in selecting a new format for the **new library web site**, the template was selected through a review process, and content has been developed, reviewed and edited by everyone on staff. Following the mission statement of the library, this site offers access to services provided by the library to help fulfill information needs of patrons looking back to yesterday, learning about interests of today, and looking to the future through youth services. A huge thank you is due to staff member Libby Munsell who used her expertise to develop the wonderful graphics and details for the primary page and has worked many hours moving and creating content for each area of the site. At this time the new URL for the library site is <http://libraries.ne.gov/york>
5. On Thursday, March 13th volunteers from St. Joseph's School moved the old circulation desk out of the building. The **new circulation desk** is scheduled to arrive on Tuesday, March 18th. All of the electrical, phone service and technology will be reinstalled on Wednesday, March 19th.
6. There were three staff workstations in the library replaced with **new equipment**. These workstations were still running Windows XP which has been reported as a security risk to the network because it is no longer supported by MicroSoft and security patches are no longer available
7. A **training workstation** has been installed in the director's office with a 39" monitor, and Apple TV, and a laptop. The staff has been able to set in on online training webinars as a group without huddling around one computer screen. There are plans to offer workshops and training sessions with patrons using this equipment in the future.
8. Three **commercial grade routers** have been installed in the ceiling eliminating the need for the three residential grade units that were on counters around the library in public reach.
9. **Updates about the library** have been delivered to both the Breakfast and Lunch Sertoma organizations. Deb has also met with the York County Interagency group to begin a dialog with social workers and others who work with similar adults we do in the library. It is the hope of the library staff that we will have ongoing conversations with other professionals to learn how best to meet the information needs of these individuals and to build programs with educational partners in York.

Upcoming activities of the staff include:

1. Reaching out to community leaders for staff development opportunities and collaboration possibilities for the coming year continues.
2. Rachel Mayfield is attending the online Basic Skills course *Organization of Materials* during March.
3. Judy Andrews is planning to attend the Read Aloud Nebraska Workshop on April 4th, in Seward.
4. Judy providing the crafts for the annual Peep Show event in April.
5. National Library Week celebration to invite everyone to see the "new" library environment.
6. Reviewing grant opportunities to assist staff with developing programming and services from the library.
7. The Winsor Tucker scholarship committee will be meeting in March and April to make their decisions for this year's applications.

Report prepared by:

A handwritten signature in cursive script that reads "Debora Robertson".

Debora Robertson
Director, Kilgore Memorial Library