

# Director's Report

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June 16, 2015

## Action items

- Approve strategic plan
- Budget update
- Approve patron behavior policy

## Old business

- Art & artifacts
  - Col. Rice painting
    - The Forbush Library picked up the painting on Tuesday, June 9.
    - See letter of transfer in your director's packet
- Facilities
  - The boiler had to be turned back on because when off, it leaked water into my office. Ed and I turned it off, shut valves, and drained it. I then called Joe Olivari to cut the breaker to it to make sure that no one was able to turn it back on.
  - Soon, I will call SJC (our new AC maintenance company) to switch us over to AC, and Joe has said he'll come in to help them answer any electrical questions that might arise.
  - SJC came to the library this month to fix the air conditioner in the Preservation Room. The room was running about 82 degrees. It turned out that there was no power going to the air conditioner. He fixed that, fixed the remote control again, and it still seems to be working well!
  - Working with the Highway Department to get appropriate signage for the handicapped parking spots that will be placed at the back of the building
- Budget
  - We are on track with my Year-to-Date projections from our last meeting. Please see budget sheets for explanation.
  - Met with Finance Committee this month to build FY16 budget. The proposed prototype is included in the director's packet. This is provided as an example, and the numbers are just to give a sense of what it could look like at this point in the year.
- Strategic Planning
  - The plan has been included in your packet to be reviewed

## New business

- Upcoming programming
  - Friday, June 26 (3p): Mystic Drumz presents, "The Legend of Marshmallow Island" (kids)
  - Monday, June 29 (6p): Author talk, Joni Mayhan (adult/teen)
  - Tuesday, June 30 (10a): Dino Days Puppet Show & Workshop (kids)
  - Wednesday, July 1 (6<sup>30</sup>p): Book Club (adults)
  - Monday, July 6 (6p): Wilderness Survival (adult/teen)
  - Tuesday, July 7 (10a): Wild Heroes (kids)
  - Thursday, July 9 (11a): Birds of Prey (kids)
  - Monday, July 13 (6p): Summer Tastes from the Garden (adult/teen)
  - Tuesday, July 14 (10<sup>30</sup>a): Wild Tales (kids up to age 6)
  - Tuesday, July 14 (11<sup>15</sup>a): Adaptable Animals (kids 7+)

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- Thursday, July 16 (11a): Ashburnham Police Dept (kids)
- Thursday, July 23 (11a): Ashburnham Fire Dept (kids)
- Monday, July 27 (6p): Memoir Writing (adult/teen)
- Tuesday, July 28 (2<sup>30</sup>p): Science Tellers (kids)
- Wednesday, July 29 (6<sup>30</sup>p): Book Club (adults)
- Friday, July 31 (2p): Steve Rudolph's Wild West Show (kids)
- Upcoming out of office meetings (director's commitments)
  - Wednesday, June 17: ARIS workshop (10:30a-12:30p), Westminster, MA

Cash collection, FY15

	<b>General Fund</b>	<b>Donations</b>
Nov 24 <sup>1</sup> -Dec 28	\$110.40	\$429.65 <sup>2</sup>
Dec 29-Jan 23	\$108.84	\$4.10
Jan 24-Feb 20	\$243.24	\$8.05
Feb 21-Apr 3	\$142.00	\$6.15
Apr 4-May 1	\$102.80	\$17.05
May 2-Jun 5	\$71.70	\$104.45 <sup>3</sup>

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<sup>1</sup> Athol Savings Account was closed on November 26, 2014

<sup>2</sup> \$245 in memorial donations

<sup>3</sup> \$100 donation from patron