

Hopkinton Town Library
REPORT FROM LIBRARY DIRECTOR
January 21, 2020

Staff: Staff Reviews are almost complete and it's been a very productive process. Job descriptions are being reviewed as well. In some cases, I have set up a more regular check in meeting schedule to keep on track with goals. Goal Two 1c 1k

Finance: We used approximately 97% of our 2019 operating budget; the balance will be returned to town. The Primex insurance claim is almost complete. I have approximately \$1,500 in bills for books and supplies still to submit. The Town auditors will be here in February and I am pulling together the requested paperwork for the review. Goal Two: 1b.

Programs:

- *ARC Blood Drive.* (Monday January 27 10-3pm)
- *Exploring Shakespeare* with Kevin Gardner (Tuesday January 28 through Thursday February 20 on Tuesday and Thursday afternoons from 3:30-5pm). Culminating concert reading event weekend of February 21st.
- *Seed Starting with UNH Master Gardener.* (Tuesday January 28 10am) with Hopkinton Garden Club.
- *Norman Rockwell's "Four Freedoms" History and Re-interpretation* with Prof. Inez McDermott (Tuesday January 28th 7pm)
- *Public Art and the "For Freedoms" Project* with Prof. Jon Gitelson (Thursday February 6th 7pm)
- *The Concord Theatre and Concord's Love Affair with the Movies* with Author Paul Brogan (Thursday February 13 7pm)
- *Cookies with Cass* (Monday February 24 1:30 AND Wednesday March 4th at 6:30) Town Meeting Review Q and A with Town Administrator Neal Cass.
- *Sensory Hawaiian Program* with Mokihana Scalph (Tuesday February 25th 4pm) A Family Program.
- *Sweets with Steve* (Friday March 6th 1:30) School Budget Q and A with Superintendent Steve Chamberlin
- *Dan Dustin and Cobham Book Discussion* (Sunday March 8th 4pm)
- *Susan B. Anthony Living History Performance* (Sunday September 20th 4pm) with Sheryl Faye

Inclusivity Program: Leigh and I met with Sylvia Pelletier with NH Family Voices early in January to discuss next steps on our Inclusivity Initiative. We will be reaching out to the families that attended our focus group about establishing an ongoing family advisory committee for the library. We will also be putting a link on our website to NH Family Voices, including to their extensive catalog of materials. Leigh is beginning to integrate some "sensory" components into her storytimes and we are exploring the purchase of some seating and other materials to better serve our library users. Goal One 4a and 4b. Goal Two 1k

Building: Town has been able to keep up with snow removal despite staff shortages.
Goal 2 1a

Planning and Policy: The Internet Use Policy should be discussed at the January meeting. ALA's guidelines and policies from other libraries will be available for distribution. Staff job descriptions, the library's Procedure Manual and Policy Manual will also be available for discussion. The library's Policy Manual should be compared to the Town's Policy, which has been updated more recently.

Community Relations: I continue to serve on the School District's Family Support Team with other members of the community. We are considering a possible community read on an inclusivity topic. We also may cohost a session with the committee with "NH Listens" a civic engagement group out of the Carsey Center at UNH about the recent social media driven incident in the district in response to one student's behavior. I also sit on the School Family Partnership Group (for families with children with Special Needs.) I have been asked to serve on the search committee for the new district Director of Student Services because Becky Forrestall has given notice. I am working with the Waste Reduction Committee (formerly the Recycling Committee) about the possibility of hosting a public information session on waste reduction issues statewide and in Hopkinton in particular. On May 12th I will serve on a Disaster Preparedness panel at the NH Library Trustee Association annual conference. Goal 2 1k

Respectfully submitted, Donna Dunlop