

Chelsea District Library
Director's Report
July 2009

Finance

- Spending is continuing at acceptable levels. We have received 97% of our district revenue; we should have the second half of our state aid by the time you read this; it will be reduced by 4%, or \$189, due to state budget cuts, which will have very little impact on our budget.
- We will be discussing the addition of a new line in the budget to accommodate non-capital equipment. We are currently expensing these items in the Capital Expense line and the auditor suggested we move them to a non-capital line.
- With the investment of some of our contingency funds, we need to redesign the Fund Balance report that Linda Sayers does for the board. This will be a discussion item this month.
- Per board direction last meeting, we have purchased CDs with some of our contingency funds and laddered them in 3,6,9, and 12 months intervals. We have also put half of the funds we had in MILAF into a managed municipal bond account with FundQuest. The CD purchase is reflected in this month's reports; the FundQuest purchase will show up on next month's financial reports as it was done in July.
- The 2010 budget draft will be presented for board review tonight. The August board meeting will be the Budget Hearing where it will be discussed.

Building Updates

- We had our landscape company remove the small strip of grass at the south end of the window well by the service drive. It was hard to mow and is now all bark dust.
- The sprinkler line was rerouted around the concrete pad where the Fallen Heroes benches were placed. The bill for \$150 was sent on to the Fallen Heroes committee.

Library Operations

- The Friends will be recruiting for new members this Fall as both their president, Sharon Pignanelli, and the vice-president, Laura Goderis, will be stepping down. They have posted notice on our website and will do an article for the newsletter.

- The website redesign is proceeding on schedule. Please see Ron's report for further details. Our "go live" date is October 1st.
- We will be starting a new service called Chat Reference on August 1st. It will allow people to contact a reference librarian via a chat window for "live" reference help online. This service is supported by TLN and will be available through our website.
- Karen and Edith will be joining Bill as presenters at PLA next year in Portland. They submitted a proposal entitled "The Teen Library and Community Volunteer: How to Take Teen Volunteers to the Next Level" and it was accepted. We are really getting our name out there as a library doing groundbreaking programs!
- Kathy Lynch, one of the part-time adult services librarians, worked her last day on July 7th so her position, as well as the adult department head, will be posted by the time you read this. We hope to conduct interviews for the department head position by the end of the month and the part-time position the first week of August, with the goal of having new staff trained and in place by September 1st.
- The latest City newsletter included an article about planned road work on several city streets, including Orchard and Washington. It said affected businesses would be notified in July and that a start date had yet to be determined. It also indicated no work would be done downtown during Summerfest, the Fair parade, or after 5:30 on Sounds & Sights Thursdays. This is the first we have heard of the construction and will work with the City to ensure as little inconvenience on our patrons as possible.

TLN and State News

Ron and I attended two TLN sponsored meetings in June to hear presentations about RFID technology. Many TLN libraries already use some form of RFID but from several different vendors. TLN would like to move to an automated materials handling system in the next five years and is hoping to encourage member libraries to use standardized tags that could be read by their system, as well as all other libraries using compatible equipment. Since Checkpoint (now 3M) was proprietary, no other systems can read their tags so we would have to retag our collection and get new gates, tag pads, and self-check machines to participate. Needless to say, the cost would be prohibitive, and we don't have to do anything now as our system is working fine. We will just wait and watch, and when the number of libraries participating reaches critical mass, and TLN gets the AMH system, we will have to make a decision.

Please see the email from MLA Executive Director Gretchen Couraud in the Communications section for an update on budget and stimulus funds.

Linda Ballard, Interim Director