

**Chelsea District Library  
Director's Report  
August 2009**

**Finance**

- Spending is continuing at acceptable levels. We have received 97% of our district revenue; we have received all of our state aid for the year and it was only \$296 short of what we had planned on.
- We will discuss several budget adjustments this month. Although the board voted to create a new Equipment line last month, I neglected to request funds be transferred into that line; I will do so this month. We also have higher programming needs in the adult area and little need for funds we budgeted for classified ads, so will ask for an adjustment between these two lines. We have received all of the bills related to the consultant fees for the director search and will need to augment the Professional Services line. Finally, we need to redistribute some of the Friends' donations from one restricted line to another.
- Per our discussion last month, Linda Sayers has redesigned the Fund Balance report to more accurately reflect our funds. It is included in this packet.
- After contacting our attorney regarding the change to our investment policy needed to purchase municipal bonds, she informed me that there have been a few other changes to the law that would affect what we could invest in. I asked her to revise our policy for review at this meeting. In the mean time, the funds we were going to use to purchase the municipal bonds are in a holding account making the same interest they were at MILAF so I decided to let them stay where they are until the investment policy is revised, unless the board directs me to move them.
- The inventory is progressing nicely. Ron, Terri, Linda Sayers need one more short meeting to finalize fields in the database, and then we will begin to tag items and enter them in the database.

**Building Updates**

- We received payment from the Fallen Heroes committee for the sprinkler line work needed to install the marble benches. Jim Crowley again expressed their sincere thanks for allowing them to place the benches on library property.

**Library Operations**

- We closed out a very successful (most participants ever!) youth Summer Reading program with our very own "Library Idol" contest, followed by games

and crafts on the lawn. Prize winners were announced and you can watch video of the event on our website. The Friends provided a fantastic array of treats for our volunteers, as usual.

- As I write this, the adult department is outside my window setting up for their Summer Reading closing event- an Ice Cream Social. They also had a very successful program with almost 300 adults registered! They had good attendance at their Social and gave away 14 prizes- fantastic!
- After a full day of interviews, we are very excited about choosing Sara Wedell to replace Bill as Head of Adult Services. She currently works as the adult services librarian for Delta Township Library near Lansing. She will start on Monday, August 24<sup>th</sup>. In order to give her a full two weeks of training, I would like to discuss the possibility of moving Bill's start date back by one week. It is on the agenda this month.
- Many of our staff attended ALA in Chicago in early July. It got mixed reviews by some but I felt it was very worthwhile for me this year. Not only were the sessions some of the best I have attended, the book cart drill team competition was a hoot, and I met some new colleagues, connected with some old ones, talked to some vendors about the possibility of a book conveyor over the window well, and came back generally reinvigorated for my job(s).
- The latest from the City on the Orchard Street resurfacing is that they will probably only have it completely closed off one full day when the asphalt goes on. At this point, it looks like they will start work on the 20<sup>th</sup> and expect to have Orchard completely closed on Monday, the 24<sup>th</sup>. We will post this info on our website and in our enews as the dates approach.

## **TLN and State News**

I attended the regular monthly TLN SASUG meeting this month where we saw demos of "add-on" software for the catalog that would give it spell checking and patron review capabilities. There was also discussion about having demos of the newest version our current catalog, as well as the competitors, as they already incorporate most of these features.

MLA has released their position statement on the Governor's executive order regarding the Library of Michigan. Basically, it is to keep it intact under another government department. They are organizing some Lansing events to get that message across to our legislators before a final decision is made in the fall. There is an event scheduled for September 10<sup>th</sup> for libraries, so we will get more information on it and possibly arrange a car-pool to attend. Please see the press release and email including in the communications section.

*Linda Ballard, Interim Director*