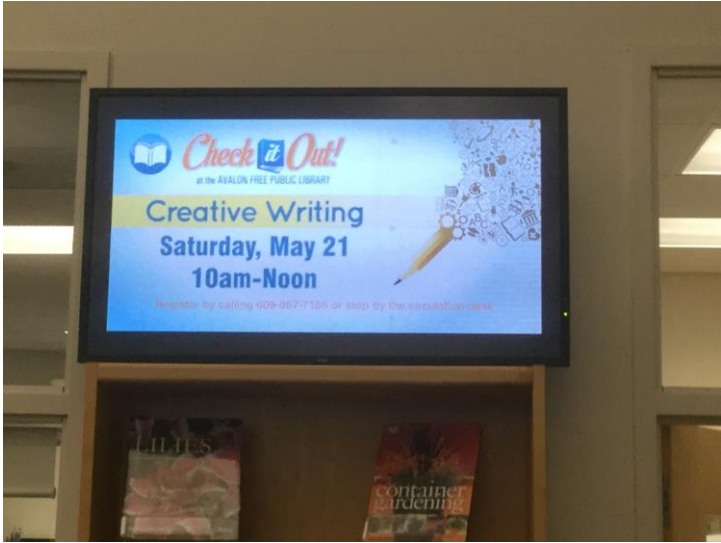


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Facilities



LED Signage installed

Programming

Lisa Scottoline Returns – Lisa Scottoline will be stopping by the library on July 13 as part of a book tour. The visit is free of charge to the library. The other major author that is already scheduled (July 20) is Christina Baker Kline who wrote the recent best seller "The Orphan Train".

Outreach

Expired Cards - On May 10, 812 patrons were notified through a Constant Contact mailing that their cards had expired. During the next 2 days were received numerous inquiries and requests to reactivate the expired accounts.

Services

Copier - Shortly after receiving our copier last month, an intermittent problem began occurring with the interface between the copier and coin

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device. Over the course of the month, technicians from Heritage Business Systems attempted various fixes but to no avail. Last week they took the coin device back and paired it to another copier which seems to be working. This Friday they will replace our current copier.

Blu-Ray Players – By the end of May, patrons will be able to checkout Blu-Ray players. The library now has 5 units in the inventory.

Hot Spots – In late May, patrons will be able to check out mobile wireless hotspots. The T-Mobile Wireless Hotspot Program allows to purchase units for \$79.99 plus a monthly service of \$28.70. The library has purchased 5 units. The hotspot can be checked out for 1 week and cannot be renewed. T-Mobile remotely deactivate the device if it is not returned.

Personnel

Milt Kuhn Retires – Milt Kuhn, a 10 year employee of the library will retire on May 13. The library thanks him for his service to the library and community, and wishes him fair winds and following seas.

Elizabeth Hogan – Elizabeth Hogan has assumed the responsibility of Business Assistant. Elizabeth has worked for the library for 10 years, most recently as a senior library assistant. During this time she often filled in for Milt during vacations or sickness. Before retiring Elizabeth was a bookkeeper / office manager.

Permanent and Seasonal Openings – With Elizabeth Hogan becoming the Business Assistant, a Senior Library Assistant position is now open. A committee of senior library assistants and the management team will select a current library assistant to be promoted to the senior position. A search is currently underway to fill the library assistant position. The deadline for applications is May 27. The seasonal openings include 3 computer aids and 2 library assistants. Deadline for applications is May 20. Employment ads for the open positions with the exception of senior library assistant have been placed in the Cape May County Herald and appear on the library's website.

ANNUAL JIF TRAINING – On April 19, Shannon, Michelle, Nina and Norman attended the Municipal Joint Insurance Fund (JIF) sponsored managerial and supervisory training session held in Margate. Topics included workers' compensation, safety, liability issues and cyber threats. At the monthly staff meeting in April, the entire staff viewed JIF supplied videos on workplace harassment, discrimination, wrong doing and safety.

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Collections

Check It Out Now Books and Movies – To improve circulation of the latest books and movies, additional copies have been purchased and displayed in a manner comparable to a book store. These items are not holdable, renewable or shippable, so a patron can walk in and find a popular title for immediate checkout, instead of jumping onto a wait list. Books will go out for one week, and DVDs and Blu-rays will for one night. There are still copies of these titles that treated as other new materials which can be taken out longer, placed on hold, and shipped through Library-by-Mail. Due to the short loan duration, we may also see increased visits.



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Proj #	Project Name	Budget	Vendor	Status	Componets	Costs
1602	Children's Room Shelves	\$25,000	Public Works	Completed.	Total	\$50.00
1604	Renovated Foyer and Children's Area	\$40,000	Janice Davis?	Pending board approval	TBD	TBD
			Blufish	Quote for furniture. Waiting for window treatment and table conversion quote	Furniture Window treatment Legs & misc for table conversion	\$5600.00 TBD TBD
		Total				
1606	Network Upgrades	\$15,040	PCM-G EnvisionWare, Inc Ancero	Completed	Total	\$13,735.39
1608	Furniture Accomodation and Shelving	\$1,580	Library Interiors	Number of units reduced. Order sent	SH-3610 Steel Shelf 35 1/4" L x 9 7/8" D with brackets to match and intermember with existing stacks.	\$1070.00
			Staples	Completed.	Sit / Stand Desk attachment (arrived)	\$399.00
		Total				
1612	Replace Public Copier and Coin Kiosk	\$16,000	Heritage Business Systems, Inc	Completed. Issues with connectivity. Followup	Kyocera 3501i Copier	\$2457.00
					Jamex 6557 Change Kiosk	\$2398.00
		Total				
1614	Digital Signage	\$2000	PCM-G, Inc	Completed	LED LCD Monitor	\$1240.01
			Bucks Electrical		Electrical Wiring	\$347.00*
			Staples		Computer Stick or SBC	\$99.00
			Staples		Monitor Stand	\$67.69
		Total				