

12-2024 Director's Report

Staffing:

- Four new on-call staff start training the next couple of weeks
 - These positions will start out by filling the new check-in shift
 - With the remodel of the front desk, we took the check-in of items off the front desk and have a dedicated check-in station in the back workroom.
 - This to help prevent mistakes at checkin, which can happen when there are lots of distractions
 - Because there is attrition in the on-call positions, and training for front desk services takes a lot of time, new on-call staff will start with check-in shifts that will include checking in, shelving, pulling holds, “denewing” books, and other back-of-house work.
- We opened an internal recruitment for the Circulation Specialist position
 - We had one applicant and will interview soon

New Furniture:

- The new tables for the LMR are arriving Wednesday
- The tables for the new meeting rooms were damaged during shipping and so we are waiting a while longer for these to arrive.
- We hope to order some new stackable chairs for the LMR, but this is about the last of the remodel project.

Staff in-service training day on Dec 5:

- Library closed
- Training with Christina Fuller-Gregory of Fuller Potential Consulting on, “Building a Culture of Belonging.”
- Training on Gale Databases
- These two trainings will take up most of the day with some shorter topics including a check-in on the strategic plan work to date

Grants:

- United Way Grant received for \$3000 to be spent on give-away books
- Mills Davis Grant submitted to support Illumination and Plaza Programming 25-26
- LOI submitted for the 2025 LSTA grant to continue to fund the Museum Collections Tech to assist in accessioning, cataloguing and digitizing Illumination materials to date, and to fund materials for traveling Illumination exhibits for the schools. Springfield School District will be a partner on this application if we are invited to submit.

Huit Center Cultural Passes now available

- These have not seen a lot of activity yet, except when we got tickets to the Back to the Future Show
- Typically, they are for the 10x10 Series and the Changemaker Series

Upcoming events:

- Dec 7 Christmas Parade, Friends of the SPLHM will once again have a float
- Dec 13, The Illumination kick-off event at the Museum at 5:30
- Dec 14 Wrapping Event at the Library. Buy books at the Friends Store and get them wrapped for free
- Books & Brew, Feb 15