



AVALON FREE PUBLIC LIBRARY & HISTORY CENTER REPORT

NOVEMBER 2022

Administrative

- Personnel
 - Completed application review and interview process for: Assistant Director – Programs & Engagement
 - Began onboarding process for HC Archivist, to start in January 2023.
- COVID-19 - Continue to coordinate coverage, maintain required PPE and supplies and update policies, as needed.
- HC Addition Project – Planning Committee to meet in December to discuss next steps in this project.
- 2023 Budget – Met with Personnel and Finance Committees to finalize the 2023 budget, pending Board approval.
- Safety Training – Staff received Fire Extinguisher training in November from Avalon Fire Department.
- Annual Staff Evaluations – Proceeding with the annual evaluation process.
- Return of Surplus – The NJ State Library accepted AFPL's 2022 return of surplus application.

Strategic

Engage (Marketing, Service, Community & Staff Engagement, and Programming)

- Spring 2023 – Planning for spring is well underway with all events through March booked. Staff are currently working to schedule April through September.
- Summer 2023
 - Authors – Putting together a Monday night Speaker Series at Surfside Park. Speakers will include popular authors and other arts & culture figures. Hoping to work with AVES for a community book author program.
 - Concerts
 - Symphony – Requested a proposal for a chamber series at Surfside Park.
 - Thursday Concerts – Sponsoring 2-3 bands for 2023 Borough Summer Concerts.
 - Onsite – Exploring options for 2-3 large concerts events at the AVES gym summer 2023.
- Hybrid Programs – The library is resuming its effort to offer remote patrons the ability to attend in person events. Both Italian Culture and Genealogy will be testing this new format.
- Marketing
 - Distributing December marketing pieces.
 - Tidings Newsletter – Received/mailed in November.
 - Preparing February/March content for marketing.
- Festive Friday – Welcomed over 900 patrons to the library as a stop for Festive Friday activities.
- History Center
 - In 2023 the HC plans to focus on Local Businesses from the 1960s and 70s and is working to prepare a variety of exhibits, resources, and programs to support this effort.
 - HC is working with Avalon & Stone Harbor Schools to develop new collaborations.
 - Historic Register plaque program continues to grow in popularity – over 70 homes will feature plaques by the end of 2022.

Enhance (Library & History Center use and facilities, Collections, and Digital Resources)

- Library Collections
 - Training Technical Services staff to assume ordering responsibilities.
 - Analyzed 2022 collections spending to identify recommendations for 2023.
- History Center
 - A piece of Avalon's railroad was discovered on November 23, 2022 as part of the firehouse excavation project! It has been transported to the HC.
 - New case to feature the Smith family safe has been installed.

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Envision (Analytics, Reporting, Long-term Planning, and Innovation)

- New HC Tech –Equipment to make recording oral histories and podcasts easier has been purchase and received.
- Staff Professional Development
 - Sean & Shannon attended the ALA workshop Handling Negative Feedback Online
 - Shannon attended the online Museum Next: Digital Exhibits Summit
 - Shannon attended Marketing Your Collections webinar & Social Explorer Webinar
 - Erin attended Library Works November workshop
 - Erin attended ALA's Info for Conducting a Privacy Audit session