

Highlights

- Overall YTD circulation exceeds YTD for the previous 4 years (120,608).
- Phenomenal attendance at library concerts, speakers, and kids' events. Highest August event attendance on record (4,203).

Areas of Focus

- Anticipated Building Projects – Working with Avalon School administration to set up preliminary meetings to review possible options for the library facility.
- 2024-2026 Strategic Plan – Administrative staff met to establish a project timeline and data gathering plan for the new strategic plan.
- Open Library positions (circulation and youth services) – prepared recommendation for Trustees related to vacant circulation position
- Integrated Library System Update – Initiated meetings and training for an upcoming migration to a new ILS.
- 2024-2026 Capital Planning – Propose shifting timeline for approval from October to November to allow additional time to consider upcoming building projects.
- 2024 Budget – Working with Board Treasurer to prepare recommendations for the upcoming budget.
- History Center Facility – Addressing items related to the recent air testing conducted at the museum facility.

Strategic Goals

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

- Events
 - August 2023 continued the attendance growth seen in July. Again, in large part due to a concentration of special events and kids' activities.
 - Coordinating final details for a pilot project in October and November for offseason kids' and family programming to develop a framework for ongoing monthly events.
 - Summer Reading – 231 patrons registered, logging 138,623 minutes of reading.
- Marketing
 - Distributed a press release thanking the community for their outstanding support of the Library and History Center this summer. Also shared details via the monthly video report.
 - Managed design queue, in coordination with updates to marketing pieces, for late summer.
 - Outlined marketing plans for fall 2023.
 - Developing a possible new digital piece for the History Center, for distribution in November.

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

- Library
 - Storage - All offsite storage areas have been cleared out.
 - Hours – Sent a proposal for revised offseason library hours, for Board consideration.
- History Center
 - Facilities Items – The series of facility updates for the HC continued into August, with sprinkler repair, water system repair, and air testing noted above.
 - Exhibits 2024 – Planning for next year commenced, with a focus on adding to and expanding existing exhibits with new acquisitions.
 - Collections Committee to meet September 12.
 - Working on a revised process for deed of gift documentation.

AVALON LIBRARY & HISTORY CENTER REPORT – August 2023

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

- Integrated Library System migration – Extensive system prep and training began for this process, with all staff training anticipated for late September into October. Notified current vendor of plans to leave.
- Strategic Data Gathering – Developed an outline and timeline for potential feedback sources for the new strategic plan. Formats to include staff analysis, community surveying, and focus groups.
- Community Surveying – Working on a survey to gather community feedback related to off season Avalon events.
- Staff Development – Administrative staff are working to identify possible small group and all staff professional development opportunities for fall 2023.