

Highlights

- 2024-2026 Strategic Plan completed.
- RFQ closed late March – Buildings and Grounds to review in early April.
- Circulation, physical and digital, remained strong in March, slightly over 2023 figures.

Areas of Focus

- 2024-2026 Strategic Plan – Completed and distributed. For consideration, April 2024.
- Seasonal Employment – Initiated an opening for a seasonal PT Program Assistant. Recommendations pending for PT Library/Museum Assistants.
- New Borough employee manual – Preparing for distribution.
- Potential Building Projects – RFQ closed late March. Buildings & Grounds to review quotes in early April.
- Spring into Summer – Marketing for this new initiative has launched.
- Return Application – Major components complete (technology and strategic plans).

Strategic Goals

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

- Marketing - In addition to ongoing items, coordinating summer marketing and publication needs.
- Surfside Park – Met with Recreation to develop a plan and checklist for enhanced planning for large events.
- Outreach
 - New staff outreach initiative launched. All staff have committed to outreach requirements for their position with a goal of expanded engagement with the community throughout 2024.
 - Bonita represented the organization at the March ASCO meeting.

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

- 2024 Exhibit – Notable Women of Avalon – to be installed in advance of summer 2024, featuring a selection of Avalon's notable women incorporated throughout existing exhibits.
- Wayfinding
 - Working with the Borough on enhanced signage for the Avalon History Center on Dune Dr.
 - Working with Avalon School to expand library and HC wayfinding signage on the school campus.
- Capital Projects
 - Storage Cabinets – Ordered, March 2024.
 - Study Spaces – Order anticipated for April 2024. Staff reviewing associated policies.
 - Circulation Desk – Awaiting first round of plans from the designer, timeline shifted to fall.
 - Back Office project – Awaiting design plans from the vendor, timeline shifted to fall.
- Program policy – Drafted a new policy addressing the development and execution of programs and events.
- Little Free Library – The first of these has been placed at the Avalon History Center. The program is anticipated to start in late spring.
- New Print Service – The vendor used for public printing has moved to a new service. No disruption of this popular service is anticipated.
- Fire Alarm – Avalon School and Library fire alarm system overhaul planned for spring 2024.
- HC Collections Committee - The following items have been recommended by the committee for deaccession:
 - 2001.024.001 Mannequin - Wooden with stand
 - 2001.039.006 Mannequin - Blue adjustable on stand
 - FIC (Found in Collection)
 - Water Ski Platform, Blue acrylic water ski platform
 - 3 x chairs, 3 x wooden chairs
 - 2 x children's wooden chairs
 - Bench, Blue wooden bench with plaid upholstered seat

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- Swing bench, Pale purple swing bench
- Display Case, Large wooden framed glass display case

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

- Professional Development – All staff professional development sessions anticipated for early May.
- Staff Training – Expanding training to include online model for self-paced training and easier access to documentation.